

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
January 9, 2018
(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, January 9, 2018 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Tompkins. Members present: Commissioners Hesla, James, Tobin and Walters. Others: Ray Erku-R&F.

PLEDGE: Chairman Tompkins led the members in reciting the Pledge of Allegiance.

OLD BUSINESS: Chairman Tompkins called for any old business. None.

CLOSE FY2017: There being no further business for 2017, moved by Walters, seconded by Tobin to adjourn the 2017 commission. Motion carried.

NOMINATION FOR 2018 CHAIRMAN: Auditor Fosheim called for nominations for Chairman of the Day County Board of Commissioners for 2018. Moved by Walters, seconded by Tobin to nominate Commissioner Tompkins as Chairman for 2018 and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Tompkins took his place as Chairman.

Chairman Tompkins called for nominations for Vice Chairman of the Day County Board of Commissioners for 2018. Moved by Tompkins, seconded by James to nominate Commissioner Walters as Vice Chairman and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Walters took her place as Vice Chairman.

CORRESPONDENCE: Grow SD, SD GF&P, Ryan Roehr and Sec. of State Financial Interest Statements for all commissioners.

PUBLIC COMMENTS: None.

APPOINTMENT TO VARIOUS BOARDS: Moved by James, seconded by Walters to approve the following board appointments for 2018. Motion carried.

BOARD APPOINTMENTS FOR 2018

NORTHEAST COUNCIL OF GOVERNMENTS: Commissioners Tompkins and Walters.

WEED BOARD: Commissioners, Daniel Grode, Paul McCarlson, Ben Braaten, Weed Supervisor and Laura Kuecker, Secretary.

SAFETY COMMITTEE: Commissioner Hesla, Ben Braaten, Dari Schlotte, Barry Hillestad, and Darrel Waddle.

COMMUNITY ACTION PROGRAM (GrowSD): Per phone call from Lisa Moen no one is needed on the board right now. The commissioners will appoint if needed and visit at a later date.

LOCAL EMERGENCY PLANNING COMMITTEE; List of names as presented by Bryan Anderson OEM Director.

AMERICAN DISABILITIES ACT: Commissioner Tompkins and Veteran's Service Officer Bohn.

DEPARTMENTS:

DIRECTOR OF EQUALIZATION: Commissioner Tobin.

WELFARE DIRECTOR: Chairman Tompkins and Commissioners as to indigent districts.

DAY COUNTY PUBLIC WORKS DEPARTMENT: Commissioners Tompkins & Walters.

CUSTODIAN: Commissioner Walters.

COUNTY DETENTION CENTER: Commissioner Hesla.

LEGAL NEWSPAPERS FOR 2018

The Board designated the Reporter and Farmer and the Waubay Clipper, as the legal newspapers for Day County.

OFFICIAL DEPOSITORIES

The Board designated the following savings depositories for Day County for year 2018. First Savings Bank, Bristol, SD; First Savings Bank, Waubay, SD; Cortrust Bank, Pierpont, SD; Cortrust Bank, Webster, SD; Dacotah Bank, Roslyn, SD; Dacotah Bank, Webster, SD; Great Western Bank, Webster, SD.

The Board designated Dacotah Bank, Webster, SD, as the official checking depository for Day County.

CHATTEL MORTGAGE

The Board designated all sales are to be held at the front door of the Day County Courthouse.

TRAVEL ALLOWANCE

AND

MEAL REIMBURSEMENT

Employees will need to submit meal receipts before receiving reimbursement for day and overnight meetings. Meal expense will be reimbursed at a flat rate of not to exceed \$30.00 per day if traveling in-state and not to exceed \$36.00 per day if traveling out-of-state. No meal expense will be reimbursed unless a duly executed voucher is prepared and submitted to the Board of County Commissioners. Meal reimbursement for non-overnight travel will be reimbursed and added to gross payroll up to the maximum amounts as listed above. Mileage: \$.45 per mile for personal vehicle.

WEED BOARD PER DIEM:

Commissioner's \$300.00/yr.; Daniel Grode and Paul McCarlson \$65.00/meeting plus mileage.

GUARD/MATRON FEES

Regular guard at \$12.00/hour and the Armed Guard at \$13.00/hour.

PLANNING, ZONING, AND DRAINAGE

The Board appointed Dari Schlotte as Planning, Zoning, and Drainage Officer and Barbra Block as Secretary for 2018, and Commissioners will represent their districts.

INDIGENT BURIAL

For those county residents who die in a state of indigence or who otherwise qualify under SDCL 28-17, the Community Service Director shall allow burial and funeral expenses of Two Thousand Two Hundred and Fifty dollars (\$2,250.00) maximum, plus the invoice cost of opening and closing the grave, the cost of a concrete grave liner as required by cemeteries at invoice cost, and allow incidental expenses to include mileage, (but not limited), not to exceed Four Hundred Dollars (\$400.00) per funeral. Cremation without services and burial expenses of One Thousand Two Hundred dollars (\$1,200.00); cremation with a service and burial expenses of One Thousand Five Hundred dollars (\$1,500.00), plus the cost of opening and closing the grave and incidental expenses up to Four Hundred Dollars (\$400.00). All county funerals must be approved in advance by the Welfare Director or County Auditor. Moved by Hesla, seconded by James to table the indigent burial rates until they hear back from States Attorney Smeins and to reappointed Karli Zimmerman as Welfare Director. Motion carried.

TAX DEED SALE: Moved by Tobin, seconded by James to set March 27, 2018 for County Tax Deed Sale. Motion carried.

CREDIT CARD AUTHORIZATION: Moved by Walters, seconded by Tobin to authorize the following staff for county credit card usage. No meals may be charged to the county credit card. Any of the persons named below, so long as they act in a representative capacity as agents of Day County; are authorized to use the credit card. If indicated, any person listed below (subject to any expressed restrictions) is authorized to use the credit card: A.) Dari Schlotte, B.) Jodi Berger, C.) Bonnie Fosheim, D.) Connie L. Wagner, E.) Barry Hillestad, F.) Ben Braaten, G.) Kevin Bohn, H.) Jennifer Ringkob, I) Bryan Anderson, J) Josh Hoven, K) Jerred Schreur. Motion carried.

MINUTES: Moved by Walters, seconded by Hesla to approve the minutes for the December 28, 2017. Motion carried.

CLAIMS: Moved by Hesla, seconded by Walters to approve and authorize the chairman to sign the following audited claims. Motion carried.

SERVICES: A & B Business Inc. 171.75, Christensen Ambulance 4,083.33, Codington County Search and Rescue 1,500.00, Day Co. Clerk of courts 25.00, Delaney Nielsen & Sannes 3,250.00, Kone Inc 216.00, Roberts Co Detention Center 2,068.13, Safran-Morphotrak 5,345.00, Sandford Health 2,350.00, Satellite Tracking 100.75, SDML Workers' Comp Fund 23,483.00, Tyler Technologies Inc. 20,585.18,

SUPPLIES: A & S Hardware 74.46, Ameripride Services Inc. 123.59, Auto Valeu Webster 4.98, CDW 324.17, Dollar General 11.50, First Bank & Trust 137.36, Johnson Lumber 55.54, Mike's Jack & Jill 382.77, Valley Office Products 97.04,

REPAIRS: Dave Hahler Automotive 65.40, Snaza Implement LLC 140.28, Sturdevant's Auto Parts 605.16, Twin Valley Tire 185.47, Webster Tire Inc. 20.00,

PUBLICATIONS: Reporter & Farmer 520.82,

UTILITIES: City of Webster 202.01, ITC Telecom 1,227.68, Midcontinent Communications 270.27, Northwestern Energy 3,469.08, RC Communications Inc. 50.00,

DONATIONS: Glacial Lakes Tourism 626.00,

DUES: Mid-States Organized Crime Info Center 100.00, Northeast Council of Government 9,233.47, SD Sheriff's Association 671.30,

MANUAL CHECKS: Christensen Ambulance 3,958.33, Day Co. Treasurer 413,262.20, Delaney, Nielsen, Sannes 2,916.67, Darrell Lohnes 558.50, Avera St. Lukes 699.50, US Postal Service 2,941.25.

SALARY SCHEDULE FOR 2018: Moved by James, seconded by Tobin to publish pursuant to SDCL 6-1-10 a complete list of all salaries of all officers and employees of Day County; Longevity in parenthesis. Motion carried. Commission wages includes Commission, Planning and Zoning, Drainage, and Weed Boards for Chairman James Tompkins 14,796.08, Commissioners: Chuck Hesla, Frank James, Rick Tobin, and Linda M. Walters 13,896.08 each, Drainage: Dari Schlotte Drainage, 2,550 per year, P&Z, Dari Schlotte 2,550 per year, Barbra Block P & Z Secretary 18.14 per hour, Bonnie Fosheim 49,067.20 (100.00), Connie Wagner 49,067.20 (750.00), Jodi Berger 49,067.20 (100.00), Danny Smeins 51,896.00, Barry Hillestad 52,520.00 (350.00), Josh Hoven 39,520.00 (100.00), Jerred Schreur 37,440.00, Mark Christensen, Coroner 58.00/trip, Director of Equalization Dari Schlotte 47,507.20 (750.00), Emergency & Disaster and E911 Director Bryan Anderson 16.00 per hour @ 1040 hrs./yr., Hwy. Supt. Ben Braaten 51,220.00 (100.00), and Weed Supervisor, Braaten 5,100.00/year. Hourly rates: Janet Marx 18.14 (100.00), Karli Zimmerman 18.14 (100.00), Tanya Nilson 17.50, Rhonda Zubke 18.14, (160.00), Joy Voss 17.00, Laura Kuecker 18.14, Barbra Block 19.14, (350.00), Stephanie Williams 18.14 (80.00), Marla Wicklund-Storlien 18.00, Kevin Bohn 18.14, Marcia Solberg 16.50, Amanda Bartelt 18.50 (100.00), Louise Baumgarn

18.50 (550.00), Wayne Klungseth 14.50, Randy Gronke 16.00, Amy Fischer 14.00, Joe Bury 12.50, Jami Hubsch 13.50, Lauren Jones 13.00, Tara Kroll 13.00, Abbie Carlson 13.50, Christian Rodacker 13.00, Darrel Waddle 20.42 (550.00), Daryl Valsvig 15.60, Selma Howe 18.98 (200.00), Ernest Gronke, Jr. 19.73 (750.00), Isaac Waldner 19.73 (1000.00), Scott Gruby 19.73 (200.00), Darrell Wik 18.98 (200.00), James Pearson 18.98 (100.00), Gary Youell 18.98, Loren Hoberg 18.98, William Dylla 18.98, Matt Halbkat 18.98, Lynn Grimes 18.50, Charles Lesner 18.50.

WEBSTER HOUSING AND REDEVELOPMENT COMMISSION: Moved by James, seconded by Walters to appoint Jim Tompkins to serve on the Webster Housing and Redevelopment Commission until further information is received from the State's Attorney. Motion carried

AUTHORIZATION: Moved by Hesla, seconded by Walters to authorize the Auditor to process special bill runs between commission meetings to prevent late fees. Motion carried.

PAYROLL: Moved by James, seconded by Tobin to approve and authorize the chairman to sign the payroll period ending December 23, 2017. Motion carried.

Auditor's Office 4,548.58; Treasurer's Office 4,458.40; Register of Deeds 3,127.20; State's Attorney 1,916.00; Sheriff's Office 6,140.00; Jailors 4,733.05; Assessor's Office 4,849.29; Commissioners 2,706.92; Home Health 497.25; WIC 429.25; Veteran's Service 1,165.52; Maintenance 1,956.86; Extension 959.84; Welfare 65.30, Drainage 98.08; Planning & Zoning 243.77; OEM 300.00, 911 300.00, Weed 607.51; Highway 17,384.34; Social Security 3,472.62; Medicare 812.14; Retirement 2,847.16 for a total of 63,619.08.

INVESTMENT POLICY: Moved by James, seconded by Walters to approve the 2018 Investment Policy as presented by Treasurer Wagner. Motion carried.

RECOMMENDATION: Moved by Walters, seconded by James on a recommendation from Treasurer Wagner to have Rhonda Zubke go back to part-time effective January 8, 2018 as the new employee Joy Voss is fully trained. Motion carried.

RECOMMENDATION: Treasurer Wagner reported that Joy Voss, Deputy Treasurer, has met her six months of employment on January 17, 2018 and recommends a pay increase. Moved by Tobin, seconded by Hesla on a recommendation from Treasurer Wagner to approve a \$.50/hour increase (from \$17.00 to \$17.50) effective January 21, 2018. Motion carried.

RECESS: Chairman Tompkins declared a recess at 9:47 AM. Chairman Tompkins reconvened the regular session at 9:56 AM.

SHERIFF DEPT:

LETTER OF RESIGNATION: Moved by Walters, seconded by James to accept, with regret and appreciation to Day Co. for almost 20 years of service, a letter of resignation from jailor Susan Paszek effective 12-30-17. Motion carried.

RESTRAINT CHAIR: Sheriff Hillestad discussed the need for a restraint chair in the jail. Moved by Hesla, seconded by James to authorize the Sheriff to purchase a restraint chair for the jail up to \$2,300.00. Motion carried.

OEM/911: OEM/911 Director Anderson informed the board that he will be receiving a \$1,000.00 LEPC Grant. He will also provide a log book on when the OEM vehicle is used. Also discussed was leaving the OEM vehicle parked at the Day Co. courthouse when not in use and to give a basic work schedule to the Auditor and Sheriff's offices.

HIGHWAY DEPARTMENT: Supt. Braaten informed the board that he is waiting for a proposal from North Central Mitigation on Co. Rd #1.

TRAVEL REQUEST: Moved by Hesla, seconded by Walters to approve travel expenses for Supt. Braaten to attend the Hwy. Supt. meeting in Deadwood March 20-22, 2018. Motion carried.

SALE OF COUNTY PROPERTY: Moved by Walters, seconded by Tobin deny the sale of two acres owned by Day Co. in Sec. 22 N. Andover Twp. At this time, the County is not interested in selling this property. Motion carried.

CONTRACT RENEWAL: Moved by Walters, seconded by James to authorize the chairman to sign the SD Public Assurance Alliance 2018 Renewal Contract. Motion carried.

TRAVEL REQUEST: Moved by Hesla, seconded by Tobin to approve travel expenses for the Auditor's office to attend the Annual Report Workshop held in Mitchell, SD on January 24, 2018. Motion carried.

FARM & HOME SHOW: Auditor Fosheim suggested having a booth at the Farm & Home Show to allow people to check on their voter registration for the upcoming election year. All board members thought it was a good idea.

ADJOURNMENT: Moved by James, seconded by Hesla to adjourn the meeting until 9:00 AM, Tuesday, January 23, 2018 to convene in the Commissioners Chambers in the Day County Courthouse. Motion carried.

James Tompkins
Chairman

ATTEST:

Bonnie Fosheim
Day County Auditor

Day County does not discriminate on the basis of color, national origin, sex, religion, age, or disability in employment or the provision of service.

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