

**DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA**

December 28, 2017

(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Thursday December 28, 2017 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Tompkins. Members present: Commissioners Hesla, James and Walters. Others: Ray Erku-R&F. Absent: Tobin

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

CORRESPONDENCE: Clark Engineering and SD Assoc. of Towns and Twps.

PUBLIC COMMENTS: Jim Tompkins was contacted by Deb Kuecker needing someone on the "Grow SD" committee. The appointment will be made in January 2018.

MINUTES: Moved by Hesla, seconded by James to approve the minutes for December 12, 2017 regular commission meeting. Motion carried.

REPORTS: The Board noted the following reports:

In compliance with the law, I, Bonnie Fosheim hereby submit the following report of my examination of the cash and cash items in the hands of the Treasurer of this County as of December 1, 2017. Total amount of deposits in bank 46,798.09; Total amount of actual cash 1,364.28; Total amount of deposits and drafts in treasurer's possession not exceeding three days 26,478.27. Itemized list of all items, checks and drafts which have been in the treasurer's possession over three days: Insufficient Funds 0.00; CD's 590,000.00; IMMA 5,542,453.09; Postage 217.72; Register of Deeds 85.00; Credit cards 4,413.15 for a total of \$6,211,809.60. Cash Balances: General Fund 2,511,270.96, Highway 2,952,086.04, E911 25,262.65, OEM 5,482.49, Domestic Abuse 519.00, 24/7 Fund 15,229.45, M & P Fund 29,893.82, 700 Accounts 701,582.70, equals 6,241,327.11.

In compliance with the law, I, Jodi Berger hereby report the fees of the Office of Register of Deeds for the month of November 2017. Births (8) \$120.00; Deaths (30) 450.00; Marriages (0) 0.00; Transfer fees 1,322.00; Recordings 4,535.00; Copies 535.40; Sales Tax .29 for a total of 6,962.69.

In compliance with the law, I, Barry Hillestad hereby submit the following report of all fees received by me as Sheriff within and for the County for the month of November 2017: Accident Reports 16.00, Phone cards 120.00, Phone Commission 16.38, Fees 1,030.63, Finger Prints 50.00, Misc. Income 201.00, PBT's 375.00, Pistol Permits 148.00, Prisoners-Out of Co. 1,200.00, UA Fees 50.00, Work Release 175.00 for a total of 3,382.01.

PAYROLL: Moved by Walters, seconded by James to approve and authorize the chairman to sign the payroll period ending December 9, 2017. Motion carried.

Auditor's Office 4,453.19; Treasurer's Office 4,549.24; Register of Deeds 3,061.20; State's Attorney 1,916.00; Sheriff's Office 6,140.00; Jailors 5,004.35; Assessor's Office 4,123.03; Commissioners 2,706.92; Home Health 348.50; WIC 306.00; Veteran's Service 1,776.95; Maintenance 2,101.08; Extension 959.84; Welfare 231.39; Drainage 98.08; Planning & Zoning 260.91; OEM 300.00, 911 300.00, Weed 607.51; Highway 16,515.63; Social Security 3,356.34; Medicare 784.94; Blue Cross Blue Shield 22,305.48, SD Retirement 2,630.83 for a total of 84,837.41.

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

SERVICES: Century Business Products 125.11, Christensen Ambulance 1,038.20, City of Watertown 5,193.75, Clark Engineering Corp. 2,746.76, Foerster Testing Limited 1,050.00, Hofland Engineering Inc. 300.35, Law Office of Danny Smeins 3,654.67, Roberts Co. Detention Center 1,950.00, Sanford Health 764.38, Scrantron Corp. 1,224.60, SDACC 744.92, SD DOT 3,832.32,

SUPPLIES: A&B Business Inc. 20.94, A&S Hardware 356.76, Ameripride Services Inc. 171.90, Cornwell Drug 1,415.57, Johnson Lumber 166.78, McLeod's 89.05, Mid-American Research 160.80, Office Peeps Inc. 39.95, Pheasant Country Express Inc. 3,412.87, Sioux Valley

Coop. 7,095.64, Snaza Implement LLC 199.45, Sturdevant's Auto Parts 259.70, Thomson Reuters 258.32, Valley Office Products 120.42,

REPAIRS: Brian's Auto Body 155.00, Hanten's Repair 393.96, Hoverstadt's Electric 554.00, Little Falls Machine Inc. 5,475.33, Power Plan 449.42, Transsource Trucking Equip. 142.59, Twin Valley Tire 1,911.75,

UTILITIES: Century Link 752.22, Dependable Sanitation 153.48, James Valley Telecommunication 149.70, Northwestern Energy 117.34, OtterTail Power Co. 18.73, Venture Communication Inc. 264.69, Verizon Wireless 138.76, Windstream 9.28,

BLDG. MAINTENANCE: Bahr Spray Foam 19,545.00, Overhead Door Co. 199.95, Pro Lumber Supply 1,597.98,

EQUIPMENT: Edmunds County 163,000.00,

PER DIEM: Linda Walters 236.25,

PUBLICATION: Waubay Clipper 632.78,

REGISTRATION: 645.00,

SUBSCRIPTION: Britton Journal 7.21,

MANUAL CHECKS: Accounts Mgmt. 2,000.00, Avera St Lukes 699.50.

HWY DEPT.

OVERTIME: Moved by Hesla, seconded by James to approve overtime for the Highway Department as needed in 2018. Motion carried.

PART-TIME HIRE: Moved by Hesla, seconded by James to approve hiring Gary Youell as part-time help, as needed in 2018, with no benefits. Motion carried.

TRAVEL: Moved by Walters, seconded by Hesla to approve travel expenses for 11 Hwy. Dept. employees to attend the MSHA Refresher Safety Training in Aberdeen on January 24, 2018. Motion carried.

SURPLUS: Moved by Walters, seconded by Tompkins to declare the following items surplus property and no longer usable for county purposes: CRB540 600 gal. fuel barrel & gas boy pump, CRB550 Battery Fencer Dina Charge, CRB585 JD-9 Spray Gun, CRB12 1970 Ingram Roller, CRB18 Stewart Asphalt Paver, CRB53 2010 Volvo, RB36 Crosley Quasar air conditioner, RB44 Nitestar-Sensor, RB46 Hewlett Packard printer 830C in 1999, RB48 Brother Fax, RB50 Global Map100 (GPS Lawrence), RB65 Tornado Vacuum Cleaner. Items that do not work can be disposed and remaining items will be sold at a later date. Motion carried.

MOTOR GRADER BUYBACK: Moved by Walters, seconded by James to approve surplus for buyback a 2010 Volvo Motor Grader. Motion carried.

BRIDGE IMPROVEMENT GRANT FUNDS: Moved by Walters, seconded by Hesla to approve the signing of two 2018 applications for Bridge Improvement Grant Funds for Replacement. Motion carried.

FUEL QUOTES: At 10:00 AM, Thursday, December 28, 2017 this being the time and place set to receive quotes for a twelve-month supply of no lead gasoline and ethanol and diesel fuel No. 1 and 2 to be delivered anyplace FOB in Day County where needed for the use of the Day Co. Hwy. Dept.

The Commission received two quotes for a twelve-month supply of diesel and gasoline: SWST Fuel Inc. \$.09 over the invoice cost; Sioux Valley Coop \$.12 over invoice cost. On recommendation from Hwy. Supt. Braaten moved by Walters, seconded by Hesla to accept the low quote from SWST Fuel Inc. for \$.09 over invoice cost for 2018 Diesel and Gas. Motion carried. All quotes are on file and open for inspection in the auditor's office Monday-Friday from 8:00 AM to 5:00 PM.

TIRE BIDS: At 10:00 AM, Thursday, December 28, 2017 this being the time and place set to receive bids for a twelve-month supply of tires, repairs, mounting and service calls anywhere in Day Co. where needed by the Day Co. Hwy. Dept.

The Commission received one bid: Twin Valley Tire/Community Oil. On recommendation from Hwy. Supt. Braaten moved by Walters, seconded by James to accept the bid from Twin Valley Tire/Community Oil. Motion carried.

VACATING ROADS IN TROY TWP: Concerned citizens met with the board to discuss vacating county roads in Troy Twp. A list of attendees is on file in the Auditor's office. Moved by James, seconded by Hesla to proceed with process to vacate five miles of Co. Hwy System subject to SDCL31-12-2. Motion carried.

RECESS: Chairman Tompkins declared a recess at 11:08 AM. Chairman Tompkins reconvened the regular session at 11:17 AM.

DUCKS UNLIMITED WATER PERMIT APPLICATION: The application was reviewed. The States Attorney recommends the county takes no action.

CONTRACT: Moved by Walters, seconded by James to authorize the chairman to sign the 2018 Lease Agreement for the South Dakota Department of Health. Motion carried.

NECOG: Moved by Walters, seconded by Hesla to approve the Joint Cooperative Agreement with NECOG for \$9,233.47 for 2018. Motion carried.

APPOINTMENT: Moved by Walters, seconded by Hesla to appoint Ben Braaten as Highway Supt. for two years (2018-2019) as per SDCL31-11-1. Motion carried.

REPLACE BLINDS AND CARPET: Moved by Hesla, seconded by James to replace the window blinds in the Commissioner and Auditor's office and replace the carpet in the Auditor and Director of Equalization's office. Motion carried.

OEM: Moved by Walters, seconded by James that the OEM vehicle must remain at the Day County Courthouse unless in direct use by the OEM Director. Motion carried. Also discussed that the OEM Director shall submit to the Auditor and Sheriff's office a monthly schedule of his office hours.

CONTINGENCY TRANSFERS: Moved by Walters, seconded by Hesla to approve the following year-end contingency transfers. Motion carried.

FROM	TO	Amount
#112 Contingency	# 101-165 Veterans Service Off.	3,000.00
#112 Contingency	# 101-111 Commissioners	700.00
#112 Contingency	# 101-130 Judicial	11,000.00
#112 Contingency	# 101-142 Treasurer	1,000.00
#112 Contingency	# 101-153 Court Appt. Attorney	54,500.00
#112 Contingency	# 101-162 Dir. of Equalization	1,500.00
#122 Contingency	# 101-163 Reg. of Deeds	5,200.00
#112 Contingency	# 101-212 Jail	24,600.00
#112 Contingency	# 101-441 Mentally Ill	1,150.00
#112 Contingency	# 101-442 Developmentally Disabled	150.00
#112 Contingency	# 101-611 Extension	4,050.00
#112 Contingency	# 101-624 Drainage	50.00
Total Contingency Transfers		106,900.00

POLICY HANDBOOK CHANGES: Moved by Walters, seconded by James to approve the changes as presented and update the policy handbook. Motion carried.

ADMISSION OF SERVICE: Moved by Walters, seconded by James to approve the Chairman to sign Admission of Service. Motion carried.

2017 INTEREST: Moved by James, seconded by Hesla to approve the transfer of interest for the 2017 year to various funds. Motion carried.

ADJOURNMENT: Moved by Hesla, seconded by Walters to adjourn until 9:00 AM, Tuesday January 9, 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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