

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
December 19, 2019
(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Thursday December 19, 2019 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Tompkins. Members present: Commissioners James, Tobin, Sinner and Walters. Others: Amanda Fanger-R&F.

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

CORRESPONDENCE: JZP LLC, Clark Engineering and SD State Historical Society.

PUBLIC COMMENTS: None.

MINUTES: Moved by James, seconded by Walters to approve the minutes for December 3, 2019 regular commissioner meeting. Motion carried.

PAYROLL: Moved by James, seconded by Sinner to approve and authorize the chairman to sign the payroll period ending December 7, 2019. Motion carried.

Auditor's Office 3,912.25; Treasurer's Office 4,817.60; Register of Deeds 3,487.20; State's Attorney 2,056.00; Sheriff's Office 8,868.87; Jailors 7,008.39; Assessor's Office 4,588.29; Commissioners 2,706.92; Home Health 453.75; WIC 330.00; Veteran's Service 2,028.11; Maintenance 2,196.36; Extension 1,078.00; Welfare 363.44, Drainage 98.08; Planning & Zoning 242.46; OEM 710.00; 911 355.00; Weed 918.15; Highway 18,802.05; Social Security 3,939.73; Medicare 921.36; Life Insurance 249.60; SD Retirement 3,336.39 for a total of 73,468.00.

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

SERVICES: A&B Business Inc. 182.44, Aramark Uniform Services/Ameripride Services Inc. 91.67, Cardmember Service 1,340.02, CDJ Electric, Plumbing & Heating 1,038.03, Century Business Products 228.11, Darcy Lockwood 15.00, Gerdes & McNeary 454.00, Ameripride 223.03, Mark Katterhagen 15.00, KCH Law 157.47, Kennedy Pier Loftus & Reynolds LLP 232.00, Law Office of Danny Smeins 4,809.19, Lewis and Clark Mental Health 778.00, Lucy Lewno 166.50, Mark Christensen 1,198.30, Microfilm Imaging Systems Inc. 80.00, Sanford Health 1,164.26, Scantron Corp. 1,840.00, SD Dept. of Transportation 262.64, SDACO M&P Fund 228.00, CT Sibson Gravel Inc. 113,400.00, State of SD Treasurer 320.16, Storage Rentals LLC 100.00, Xerox Corp. 229.52, Yankton Co. Treasurer 100.00,

SUPPLIES: American Solutions for Business 1,495.09, Kevin Bohn 488.03, Colonial Research 161.99, Kwasniewski Enterprises Inc./Cornwell Drug 141.00, Dakota Foundry 570.00, Dollar General; 280.12, Grand Slam Computers Inc. 1,325.00, Intoximeters 320.00, L.G. Everist Inc. 475.10, Charles Lesner 59.76, Lyle Signs Inc. 176.40, McLeod's 612.85, Mid-American Research 130.49, Mike's Jack & Jill 283.37, Kenneth Opitz 36,395.91, Lois Opitz 36,395.91, Redwood Toxicology Laboratory 155.91, Satellite Tracking of People 42.25, Sioux Valley Cooperative 4,535.88, Spectra Associates Inc. 2,233.00, Spot-On Printing 198.00, Sturdevant's Auto Parts 240.60, Thomson Reuters 208.86, Valley Office Products 279.75,

REPAIRS: A&S Hardware 12.98, Dave's Marine Inc. 159.75, Hoverstadt Electric 694.61, HR One Stop 150.00, Milbank Communications 1,589.04, Power Plan 31.90, Snaza Implement LLC 199.41, Watertown Truck & Trailer Inc. 718.22, Webster Auto Care Inc. 43.53,

UTILITIES: Century Link 376.11, City of Webster 368.67, Dependable Sanitation 146.48, ITC Telecom 529.94, James Valley Telecommunication 139.40, Northwestern Energy 3,805.08, Ottetail Power Co. 27.39, RC Technologies 50.00, Venture Communication Inc. 264.69,

BUILDING MAINTENANCE: Kroll Construction 21,451.79,

INSURANCE DEDUCTIBLE: 161.41,

DONATION: Webster Area Development Corp. 11,000.00,

DUES: SDACC 1,807.00, SDACO 924.70,

PUBLICATION: Waubay Clipper 452.22,

REGISTRATION: Weed & Pest Conference 480.00,
MANUAL CHECKS: Isaac Waldner 2000.00, State of SD Treasurer 186.25, Louise Baumgarn 821.99, Postmaster 330.00, SD Dept. of Revenue 95,707.23, Unum 19.08.

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, 2019. Total amount of deposits in bank 214,272.17; Total amount of actual cash 5,686.21; Total amount of deposits and drafts in treasurer's possession not exceeding three days 43,427.95. Itemized list of all items, checks and drafts which have been in the treasurer's possession over three days: CD'S 590,000.00; IMMA 6,157,573.36; Postage 152.14; Register of Deeds 85.00; Credit cards 852.23 for a total of \$7,012,049.06.

In compliance with the law, I, Jodi Berger hereby report the fees of the Office of Register of Deeds for the month of November 2019. Births (9) 135.00; Deaths (25) 375.00; Marriages (0) 0.00; Transfer fees 1,062.50; Recordings 3,575.00; Copies 378.85; Sales Tax .78 for a total of 5,527.13.

In compliance with the law, I, Ryan Rucktaeschel hereby submit the following report of all fees received by me as Sheriff within and for the County for the month of November 2019: Accident Reports 8.00; Phone cards 150.00; Phone Commission 134.16; Remote Breath Tests 110.00, Remote Breath Activation 80.00; Sheriff's Fees 945.20; Finger Prints 40.00; Misc. 130.00; PBT's 456.00; Pistol Permits 6.00; Prisoners-Out of Co. 1,100.00; UA Fees 240.00; Work Release 1,593.00 for a total of 4,992.36.

INCREASE REGISTER OF DEEDS PETTY CASH: Moved by Walters, seconded by Sinner to increase ROD petty cash from \$85.00 to \$200.00. Motion carried.

PLANNING/ZONING: Moved by Walters, seconded by Sinner to recess the regular session at 9:16 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Tompkins reconvened the regular session at 9:32 AM.

PLAT: Upon recommendation of the Planning & Zoning Board, moved by James, seconded by Walters to approve the following plats: 1) Krienke-Baule Lot 1 in SE (14-123-59), 2) Webster Airport-Gaikowski Addition in the NW (13-121-56). Motion carried.

HWY DEPT: TRAVEL REQUEST: Moved by Sinner, seconded by James to approve highway employees to attend a Safety Training January 28-29, 2020 in Aberdeen. Motion carried.

CONSULTANT SERVICES FOR ER PROJECT: Moved by Walters, seconded by Sinner to approve and authorize the chairman and Hwy Supt. to sign the work order for consultant services for ER Project on Co. # 17. Motion carried.

CONSULTANT SERVICES: Moved by Walters, seconded by James to approve consultant services for Co. # 2 east of Co. # 17. Motion carried.

NEW HIRE: Moved by James, seconded by Tobin to approve Hwy. Supt. Braaten to hire Jeff Kwasniewski as a mechanic at \$19.50/hour with benefits starting December 30, 2019.

PART-TIME HIRE: Moved by Sinner, seconded by James to approve Supt. Braaten to hire Gary Youell for part-time work at \$20.23/hour starting in January as needed. Motion carried.

SHERIFF DEPT: PART-TIME TO FULL-TIME: Moved by James, seconded by Sinner to approve Candice Nelson to go from part-time to full-time jailer/dispatcher effective December 22, 2019 at \$16.00/hour. Motion carried

NEW HIRE: 80% EMPLOYEE: Sheriff Rucktaeschel will decide on December 20, 2019 who will be his 80% jailer/dispatcher person. Moved by James, seconded by Walters to approve an 80% jailer/dispatcher at \$14.00/hour. Start date will be determined. Motion carried.

MOU: Moved by Sinner, seconded by James to authorize the chairman to sign the SDSU Memorandum of Understanding for 2020. Motion carried.

2019 INTEREST: Moved by James, seconded by Walters to approve the transfer of interest for the 2019 year to various funds. Motion carried.

WAGE INCREASE: Moved by Tobin, seconded by Sinner to approve a \$.50/hour increase for all county employees (except the commissioners) who have been employed with the county over six months. Effective first pay period in 2020. Motion carried. Moved by Walters, seconded by James due

to the differences in duties, the Sheriff and Hwy employees shall be granted an additional \$.50/hour wage increase for 2020. Vote: Yes-Walters; No-James, Tobin, Sinner and Tompkins. Motion denied.

POLICY HANDBOOK ADMINISTRATION LEAVE: Moved by Walters, seconded by Sinner to make the following change to Administration Leave: Employees (those required to work during hours that the courthouse is closed) shall be paid double their rate of pay. All other employees (those not required to work) will receive Administrative Leave pay at their regular rate of pay per hour for hours that the courthouse is closed. Those NOT required to work will not voluntarily report to work during weather or facility related closures unless requested to do so by their supervisor.

DAY COUNTY MUSEUM: Discussion was on how to proceed with combining the museums.

ADJOURNMENT: Moved by James, seconded by Walters to adjourn until 9:00 AM, Friday December 27, 2019 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.