

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
October 20, 2020
(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday October 20, 2020 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Tompkins. Members present: Commissioners James, Tobin, Sinner. Walters did a conference call at 9:20 AM. Others: Auditor Fosheim, Jim Walter, Glenn Gebur, Amanda Fanger-R&F and Sheriff Rucktaeschel.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: Glenn Gebur wanted to publicly thank the sheriff for catching those guilty of the crime in York Twp. He also stated he is now embarrassed to live in Day County because the commissioners decided not to fund the ambulance and the election has turned into name calling.

MINUTES: Moved by Tobin, seconded by James to approve the minutes for October 6, 2020 regular/budget hearing commissioner meeting. Motion carried.

PAYROLL: Moved by Sinner, seconded by Tobin to approve and authorize the chairman to sign the payroll period ending October 10, 2020. Motion carried.

Auditor's Office 4,727.52; Treasurer's Office 5,127.20; Register of Deeds 3,567.20; State's Attorney 2,096.00; Sheriff's Office 10,026.04; Jailors 7,621.00; Assessor's Office 4,772.20; Commissioners 2,706.92; Home Health 404.25; WIC 346.50; Veteran's Service 2,046.26; Maintenance 2,822.61; Extension 1,106.00; Welfare 449.31; Drainage 98.08; Planning & Zoning 493.08; OEM 730.00; 911 365.00; Weed 670.15; Highway 19,472.44; Social Security 4,149.77; Medicare 970.49; Health Insurance 31,032.39; SD Retirement 3,700.43 for a total of 109,500.84.

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

SERVICES: A&B Business Inc 188.60, Aramark Uniform Services/Ameripride Services Inc. 284.84, Bantz, Gosch & Cremer LLC 741.26, Brown County Sheriff/Jail 1,995.00, Century Business Products 97.71, Evelyn Christensen 50.00, Clark Family Dental Center 153.00, Darcy Lockwood 18.00, Ameripride 279.27, Mark Katterhagen 18.00, Lewis & Clark Mental Health Center 184.00, Lucy Lewno 176.50, Lincoln County Treasurer 491.55, Sanford Health 525.00, SDACO M&P Fund 362.00, Xerox Corp. 272.69, Yankton Co. Sheriff's Office 50.00, Yankton Co. Treasurer 122.50,

SUPPLIES: Bates Construction Co. Inc. 136,950.00, Blue360 Media 175.77, Kwasniewski Enterprises Inc.-Cornwell Drug 18.64, Election Systems & Software 1,820.00, Jeffrey Kwasniewski 100.00, Matheson Tri-Gas Inc. 51.30, McLeod's 243.48, Mid-American Research 173.03, Mikes Jack & Jill 562.40, National 4-H Council 105.01, Quill Corp. 143.44, Satellite Tracking of People LLC 84.50, Scotts Lumber 20.91, Sioux Valley Coop 15,131.25, Spectra Associates Inc. 2,264.00,

REPAIRS: Diamond Mowers Inc. 471.73, Minn-Kota communications, Inc. 11,205.20, Sturdevant's Auto Parts 451.84, Transource Trucking Equipment 89.32,

UTILITIES: City of Webster 368.67, Dependable Sanitation 136.48, James Valley Telecommunication 139.40, Northwestern Energy 2,938.38, Ottertail Power Co. 46.28, Reliance Telephone Inc. 400.00, Venture Communication Inc. 264.69,

DONATION: Safe Harbor 340.00,

PER DIEM: Ryan Rucktaeschel 56.52,

PUBLICATIONS: Waubay Clipper 324.19,

UNEMPLOYMENT: 422.50,

MANUAL CHECKS: Clay Co. Sheriff 52.15, Day Co. Treasurer 285.68, Coester Funeral Home 1,500.00, CWD Food 1,515.96, SD Dept. of Revenue 123,079.14.

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 October 1, 2020. Total amount of deposits in bank 293,940.53. Total amount of actual cash 1,477.06. Total amount of deposits and drafts in treasurer's possession not exceeding three days 41,152.19. 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 4,701,303.14; Postage 184.10; Register of Deeds petty cash 200.00; Sheriff Fund 400.00; Credit cards 1,720.59 for a total of \$5,630,377.61. Cash Balances: General Fund 2,340,133.31; Highway 2,699,063.18; E911 5,594.47; OEM 1,411.72; Domestic Abuse 459.00; 24/7 Fund 28,944.03 M & P Fund 48,385.58; 700 Accounts 506,186.32 equals \$5,630,177.61.

In compliance with the law, I, Jodi Berger hereby report the fees of the Office of Register of Deeds for the month of September 2020. Births (11) 165.00; Deaths (26) 390.00; Marriages (4) 160.00; Transfer fees 3,257.50; Recordings 5,771.00; Copies 661.35; Sales Tax 4.13 for a total of 10,405.98.

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 September 2020: Accident Reports 12.00; Phone Cards 169.02; Phone Commission 99.16; Remote Breath Tests 150.00; Sheriff's Fees 1,200.06; Finger Prints 93.90; PBT's 207.00; Pistol Permits 130.00; Prisoners-Out of Co. 5,400.00; UA Fees 40.00; Work Release 1,535.00; Sales Tax 17.08 for a total of 9,053.22.

BID LETTING for CRUSHED GRAVEL: Bids were received from CT Sibson Gravel (\$2.15/ton) and Brownlee Const. Inc. (\$5.90/ton) to crush 50,000 ton (plus or minus) of gravel. Moved by James, seconded by Tobin to accept the low bid of \$2.15/ton from CT Sibson Gravel. Motion carried.

CASH TRANSFER: Moved by James, seconded by Sinner to transfer \$614,080.00 from General Fund 101-4-911 to Highway Fund 201-371 as budgeted for the 2020 budget. Motion carried.

NOTICE FOR BUDGET HEARING FOR FORMAL SUPPLEMENT: Moved by Sinner, seconded by Tobin to authorize the Auditor to post a Notice of Hearing on November 17, 2020, to consider supplements for County Hwy ER Projects that were done in 2020. Motion carried.

PLANNING/ZONING: Moved by Sinner, seconded by James to recess the regular session at 9:15 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Tompkins reconvened the regular session at 9:43 AM.

PLAT: Upon recommendation of the Planning & Zoning Board, moved by James, seconded by Sinner to approve the following plat: 1) Sigdestad Lot 1 in Gov't Lot 2 in NE 6.120.57. Motion carried.

DISCUSSION ON AMBULANCE BILL: Chairman Tompkins brought up for discussion the bill from Christensen Ambulance for \$1,866.00 to transport a prisoner from the jail to the hospital in Webster. It was brought up for discussion because we have never received a bill for this before. Further discussion will be at the next commissioner meeting with States Attorney Smeins present.

COVID-19 COURTHOUSE GUIDELINES:

COVID 19 GUIDELINES – CLOSE CONTACT

1. EMPLOYEE IS CONTACTED BY PERSON WHO TESTED POSITIVE TO COVID.
2. ENSURE THAT PERSON LISTS EMPLOYEE'S NAME WHEN TALKING WITH DEPARTMENT OF HEALTH AND LISTS AS "CLOSE CONTACT"
3. EMPLOYEE CONTACTS DEPARTMENT HEAD OR IF DEPT HEAD, THE AUDITOR'S OFFICE
4. EMPLOYEE QUARANTINES FOR 14 DAYS FROM EXPOSURE (stay home and do not go anywhere) or if needed at work per Dept. Head's approval, return to work with extra precautions taken (wear a mask all day, keep their distance, extra sanitizing, etc.
5. AFTER DEPT OF HEALTH INTERVIEW, EMPLOYEE REQUESTS AN EMAIL OR LETTER FROM DEPT OF HEALTH AND THIS WILL BE PRESENTED TO AUDITOR'S OFFICE.
6. IF THE DEPT OF HEALTH DOES NOT CONTACT EMPLOYEE WITHIN 4-5 DAYS – EMPLOYEE CALLS THE COVID HOTLINE TO STATE THEY WERE IN CLOSE CONTACT WITH PERSON WHO TESTED POSITIVE. -1-800-997-2880

7. AFTER QUARANTINE EMPLOYEE MAY RETURN TO WORK IF THEY SHOW NO SIGNS OR SYMPTOMS

COVID 19 GUIDELINE – POSITIVE TEST RESULT- OR SHOWING SYMPTOMS- DO NOT COME TO WORK!!

- A. EMPLOYEE IS NOTIFIED OF A POSITIVE TEST RESULT
- B. EMPLOYEE NOTIFIES DEPARTMENT HEAD OR IF DEPT HEAD, THE AUDIDTOR’S OFFICE
- C. EMPLOYEE ISOLATES PER DOCTOR’S RECOMMENDATION-10 DAYS
- D. EMPLOYEE INTERVIEWS WITH DEPARTMENT OF HEALTH
- E. AFTER ISOLATION EMPLOYEE MAY RETURN TO WORK IF
 - a. NO SIGNS OR SYMPTONS AFTER 10 DAYS **AND EITHER**
 - b. A NEGATIVE TEST RESULT (IF ABLE TO GET ONE DONE) **OR** A NOTE FROM THEIR DOCTOR

THIS IS JUST GENERAL GUIDELINES FOR DAY COUNTY TO FOLLOW.

THE COMMISSIONERS MAY DETERMINE ON A CASE BY CASE BASIS CONSIDERING ANY SPECIAL CIRCUMSTANCES. THIS DOES NOT INCORPORATE AN EMPLOYEE WHO MAY BE “CLOSE CONTACT” MORE THAN 1 TIME. COMMISSIONERS WILL FOLLOW FAMILIES FIRST CORONAVIRUS RESPONSE ACT: EMPLOYER PAID LEAVE REQUIREMENTS.

If they show any signs or symptoms they are to go home. This only applies to working so other than working hours they are considered under quarantine (STAY HOME AND DON’T GO ANYWHERE).

DEPENDABLE SANATATION LEASE: Moved by James, seconded by Tobin to approve the Dependable Sanitation lease for 5 years. Motion carried.

CHRISTMAS TREES AT THE COURT HOUSE: Due to COVID-19 the commissioners will not allow Christmas trees at the Courthouse.

WALKING IN THE COURTHOUSE: Due to COVID-19 the commissioners will not allow the public to walk inside the Courthouse.

DISCRETIONARY FORMULA FOR CENTRALLY ASSESSED UTILITIES: Northwestern Corporation had questioned if the county needs to adopt a discretionary formula for their centrally assessed utilities within the county. Per Todd Bailey with the Dept. of Revenue the county had originally adopted a discretionary formula in June 1996 which covers centrally assessed utilities. So, no action was needed.

ADJOURNMENT: At 10:07 AM, moved by James, seconded by Tobin to adjourn until 9:00 AM, Thursday November 5, 2020 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.