

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
January 7, 2020
(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, January 7, 2020 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: Jim Walter, Amanda Fanger-R&F and Glenn Gebur.

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

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

CLOSE FY2019: There being no further business for 2019, moved by Sinner, seconded by Walters to adjourn the 2019 commission. Motion carried.

NOMINATION FOR 2020 CHAIRMAN: Auditor Fosheim called for nominations for Chairman of the Day County Board of Commissioners for 2020. Moved by Walters, seconded by Sinner to nominate Commissioner Tompkins as Chairman for 2020 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 2020. 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: SD Dept. of Revenue and NECOG.

PUBLIC COMMENTS: Glenn Gebur asked if anyone watched the segment on CAFO's on 60 minutes TV show.

BOARD APPOINTMENTS FOR 2020:

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 Sinner, Ben Braaten, Dari Schlotte, Ryan Rucktaeschel and Darrel Waddle.

COMMUNITY ACTION PROGRAM (Grow SD): The commissioners will appoint if needed at a later date.

LOCAL EMERGENCY PLANNING COMMITTEE: List of names as presented by Bryan Anderson OEM Director. List is available in Auditor's office.

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 Sinner.

LEGAL NEWSPAPERS FOR 2020

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 2020. 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 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 \$15.00/hour and the Armed Guard at \$18.00/hour.

PLANNING, ZONING, AND DRAINAGE

The Board appointed Dari Schlotte as County Planning, Zoning and Drainage Officer and Barbra Block as Secretary for 2020, 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 as followed:

- (A) Embalming, casket and services (adult) \$3,000.00
- (B) Cremation, including urn and services \$2,000.00
- (C) Cremation without services \$1,500.00
- (D) Invoice cost of the outer container (grave liner/vault) plus delivery cost and set-up, equipment charges \$invoice cost
- (E) Opening and closing of grave/burial lot \$550.00
- (F) Mileage \$400.00
- (G) Other Services paid to other providers when death occurs out of area and other funeral homes must do removal and preparation services \$800.00

All county funerals must be approved in advance by the Welfare Director or County Auditor. The Board reappointed Karli Zimmerman as Welfare Director.

Moved by Walters, seconded by Tobin to approve the preceding appointments. Motion carried.

As per later motion: Stephanie Williams will be the new County Planning, Zoning and Drainage Secretary.

CREDIT CARD AUTHORIZATION: Moved by Sinner, seconded by Walters 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.) Ryan Rucktaeschel, F.) Ben Braaten, G.) Kevin Bohn, H.) Jennifer Ringkob, I) Bryan Anderson, J) Josh Hoven, K) Jerred Schreur, L) Lauren Jones, M) Wes Williams. Motion carried.

MINUTES: Moved by Tobin, seconded by James to approve the minutes for the December 27, 2019 regular commission meeting. Motion carried.

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

SERVICES: Aramark Uniform Services/Ameripride Services Inc. 331.16, Christensen Ambulance 3,250.00, City of Watertown 4,875.41, Dakota Electronics 52.00, Delaney Nielsen & Sannes 4,000.00, Law Office of Danny R Smeins 93.00, Microfilm Imaging Systems Inc. 80.00, SD Dept. of Public Safety 2,340.00, Christy Griffin Serr 313.75, Storage Rentals LLC 100.00,

SUPPLIES: A & S Hardware 224.37, American Solutions for Business 50.08, CWD 688.73, Day County Treasurer 366.08, Dollar General 119.88, Quill Corp. 104.97, Satellite Tracking of People LLC 224.25, Valley Office Products 204.20,

REPAIRS: Bullert Automotive LLC 432.49, Dakota Fluid Power, Inc. .47, Power Plan 94.43, RDO Equipment Co. 123.72, Webster Auto Care Inc. 174.41,

UTILITIES: AT&T-FirstNet 65.45, City of Webster 284.08, ITC Telecom 1,212.01, Midcontinent Communications 298.86, Reliance Telephone Inc. 400.00,

PER DIEM: Frank James 59.40, Rick Tobin 41.40,

DUES: Mid-States Organized Crime Info Center 100.00, Northeast Council of Government 9,540.69,

EQUIPMENT: Butler Machinery 15,444.00,

INSURANCE: Louise Baumgarn 914.83, SD Public Assurance Alliance 828.58,

PETTY CASH: Day Co. Register of Deeds 115.00,

PUBLICATIONS: Reporter & Farmer 1,201.86,

MANUAL CHECKS: RDO 1,800.00, Midco 288.86, Day Co Treasurer 86,698.92.

SALARY SCHEDULE FOR 2020: Moved by Sinner, seconded by James 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: Derek Sinner, Frank James, Rick Tobin, and Linda M. Walters 13,896.08 each, Drainage, Dari Schlotte 2,550 per year, P&Z, Dari Schlotte 2,550 per year, Barbra Block P & Z Secretary 19.75 per hour, Bonnie Fosheim 51,667.20 (100.00), Connie Wagner 51,667.20 (1,000.00), Jodi Berger 51,667.20 (100.00), Danny Smeins 54,496.00, Ryan Rucktaeschel 55,120.00, Josh Hoven 42,120.00 (100.00), Jerred Schreur 42,120.00 (100.00), Lauren Jones 40,560.00 (100.00), Mark Christensen, Coroner 58.00/trip, Director of Equalization Dari Schlotte 50,107.20 (1,000.00), Emergency & Disaster and E911 Director Bryan Anderson 18.25 per hour @1040 hrs./yr., Hwy. Supt. Ben Braaten 53,830.40 (100.00), and Weed Supervisor, Braaten 5,100.00/year. Hourly rates: Janet Marx 19.75 (100.00), Karli Zimmerman 19.75 (100.00), Tanya Nilson 19.75 (100.00), Rhonda Zubke 19.75, (200.00), Joy Voss 19.75 (100.00), Laura Kuecker 19.75 (100.00), Barbra Block 20.75, (350.00), Stephanie Williams 19.75 (80.00), Marla Wicklund-Storlien 19.25, Kevin Bohn 19.75, Marcia Solberg 18.39, Amanda Bartelt 19.75 (100.00), Courtney Tedder 19.00, Wayne Klungseth 15.75, Randy Gronke 17.25, Wesley Williams 15.75, Amy Fischer 17.00

(80.00), Candice Nelson 16.00, Jami Hubsch 15.25, Carrie Huwe 16.50, Mary Johnson 15.25, Jack Carlson 14.50, Darrel Waddle 21.67 (550.00), Daryl Valsvig 16.85, Selma Howe 20.23 (350.00), Ernest Gronke, Jr. 20.98 (750.00), Isaac Waldner 20.98 (1,000.00), Scott Gruby 20.98 (350.00), Darrell Wik 20.23 (350.00), James Pearson 20.23 (100.00), Gary Youell 20.23, William Dylla 20.23 (100.00), Matt Halbkat 20.23 (100.00), Lynn Grimes 20.23 (100.00), Charles Lesner 20.23 (100.00), Leo German 20.23, Jeffrey Kwasniewski 19.50.

WEBSTER HOUSING AND REDEVELOPMENT COMMISSION: Moved by Walters, seconded by Sinner to appoint Jim Tompkins to serve, if needed, on the Webster Housing and Redevelopment Commission. Motion carried.

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

LIABILITY INSURANCE: Larry Baumgarn, representative for SD Public Assurance Alliance, discussed with the board quotes to increase liability limit to \$3 and \$5 million. Currently Day County is at \$1 million. Moved by Walters, seconded by Sinner to raise the liability from \$1 million to \$3 million with an increase of \$4,518.48. Motion carried.

INVESTMENT POLICY: Moved by Sinner, seconded by James to approve the 2020 Investment Policy as presented by Treasurer Wagner. Motion carried.

NEW HIRE: Moved by Walters, seconded by James to approve Treasurer Wagner to hire Barb Niles at \$18.50/hour with benefits starting January 13, 2020. Motion carried.

DOE EMPLOYEE: 80% PART-TIME TO FULL-TIME: Moved by James, seconded by Tobin to approve Stephanie Williams to go from 80% part-time to full-time effective new pay period January 6, 2020. Vote: 4 yay, 1 nay (Walters). Motion carried.

COUNTY PLANNING, ZONING AND DRAINAGE SECRETARY: Per recommendation from Dari Schlotte, moved by Walters, seconded by James to change Barbra Block to Stephanie Williams as the new County Planning, Zoning and Drainage Secretary. Motion carried.

SHERIFF DEPT: 80% EMPLOYEE START DATE: Sheriff Rucktaeschel informed the board that his new 80% employee is Joann Parmely and she started December 23, 2019.

WAGE INCREASE: Moved by James, seconded by Walters to approve the following wage increases in the Sheriff's Dept.: Jerred Schreuer \$1.30/hour increase (\$44,824.00 yearly), Josh Hoven \$.85/hour increase (\$43,888.00 yearly) and Lauren Jones \$.85/hour increase (\$42,328.00 yearly) effective new pay period January 6, 2020. The increase in wage is in addition to the \$.50/hour that was approved for all employees. Motion carried.

AED EQUIPMENT: Sheriff Rucktaeschel will donate an AED to the three nursing homes and the courthouse.

EXECUTIVE SESSION: Moved by Sinner, seconded by Walters to enter Executive Session at 9:52 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Tompkins reconvened the regular session at 10:11 AM.

NECOG: Jennifer Sietsema and Eric Senger met with the board to discuss if the county will allow homeowners to apply or re-apply for homeowner's mitigation program. Three individuals have shown an interest in it. Moved by Walters, seconded by James to approve Resolution #2020-01. Motion carried.

RESOLUTION 2020-01
APPOINTMENT OF APPLICANT AGENT
For the Hazard Mitigation Grant Program (HMGP)

WHEREAS, Day County is submitting a Hazard Mitigation Grant application for home acquisitions and/or relocations to the South Dakota Division of Emergency Management and the Federal Emergency Management Agency; and

WHEREAS, Day County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that the Day County Commission appoints the Chairman of the Board as the authorized Applicant Agent.

Dated this 7th day of January 2020.

James Tompkins, Chairman

ATTEST: Bonnie Fosheim, Auditor

Commissioner Tobin left the meeting at 11 AM.

HWY DEPT. OVERTIME: Moved by James, seconded by Sinner to approve overtime for the Hwy Dept. as needed for 2020. Motion carried.

AUDITOR'S OFFICE OVERTIME: Moved by Walters, seconded by Sinner to approve overtime for the Auditor's office as needed for 2020. Motion carried.

COURTHOUSE CLOSED FOR HOLIDAY: The Day County Courthouse will be closed on Monday January 20, 2020 in observance of Martin Luther King Holiday.

ADJOURNMENT: Moved by Sinner, seconded by James to adjourn the meeting until 9:00 AM, Tuesday, January 21, 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.

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