

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
January 5, 2021
(unapproved)

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, January 5, 2021 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Tompkins. Members present: Commissioners Tobin, Sinner and L. Walters. Others: Glenn Gebur, Jim and Sue Walter, Amanda Fanger-R&F.

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

OLD BUSINESS: Chairman Tompkins called for any old business. Auditor Fosheim reported that the amount used from contingency for Mental Health should have been \$5,350.00 instead \$4,000.00. Moved by Sinner, Seconded by L. Walters to have an additional \$1,350.00 taken out of contingency for a total of \$5,350.00 taken out of contingency for Mental Health. Motion carried.

CLOSE FY2020: There being no further business for 2020, moved by L. Walters, seconded by Sinner to adjourn the 2020 commission. Motion carried.

OATHS OF OFFICE: Oaths of office were administered by Auditor Bonnie Fosheim to Rhonda Zubke, James Tompkins, Jim Walter and Danny R. Smeins. Newly elected Commissioner Jim Walter then joined the commission for rest of the meeting.

NOMINATION FOR 2021 CHAIRMAN: Auditor Fosheim called for nominations for Chairman of the Day County Board of Commissioners for 2021. Moved by Tobin, seconded by Sinner to nominate Commissioner L. Walters as Chairman for 2021 and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner L. Walters took her place as Chairman.

Chairman L. Walters called for nominations for Vice Chairman of the Day County Board of Commissioners for 2021. Moved by Tobin, seconded by Tompkins to nominate Commissioner Sinner as Vice Chairman and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Sinner took his place as Vice Chairman.

CORRESPONDENCE: None.

PUBLIC COMMENTS: None

BOARD APPOINTMENTS FOR 2021:

NORTHEAST COUNCIL OF GOVERNMENTS: Commissioners Tompkins and J. Walter.

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 Brian Holland.

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 OEM Director Bryan Anderson. 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 L. Walters and Commissioners as to indigent districts.

DAY COUNTY PUBLIC WORKS DEPARTMENT: Commissioners Sinner & L. Walters.

CUSTODIAN: Commissioner L. Walters.

COUNTY DETENTION CENTER: Commissioner Sinner.

LEGAL NEWSPAPERS FOR 2021

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 2021. 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 \$40.00 per day if traveling in-state and not to exceed \$46.00 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 Stephanie Williams as Secretary for 2021, 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 Sinner, seconded by Tompkins to approve the preceding appointments. Motion carried.

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

MINUTES: Moved by Tompkins, seconded by Sinner to approve the minutes for the December 30, 2020 regular commission meeting. Motion carried.

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

SERVICES: A&B Business Inc. 296.11, Aramark Uniform Services/Ameripride Services Inc. 63.30, Automatic Building Controls 655.00, Christensen Ambulance 4,200.00, Coester Schwandt Law Office 610.50, Delaney Nielsen & Sannes 4,500.00, Steve Hargis 25.00, Scantron Corporation 1,111.50,

SUPPLIES: Colonial Research 410.28, Day County Treasurer 224.35, Mid-American Research 248.75, Mike's Jack & Jill 9.35, Quill Corp. 64.99, Valley Office Products 8.60,

REPAIRS: Mereen-Johnson LLC 171.50, Webster Auto Care Inc. 207.84,

UTILITIES: ITC Telecom 688.55, Midcontinent Communications 118.84,

DUES: Northeast Council of Government 9,698.11, Weed & Pest Conference 150.00,

MANUAL CHECKS: US Postal Service 2,613.35, Avera St Lukes 703.00.

SALARY SCHEDULE FOR JANUARY 1, 2021: Moved by Tobin, seconded by Tompkins 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 Linda Walters 14,796.08, Commissioners: Derek Sinner, Rick Tobin, Tompkins and Jim Walter 13,896.08 each, Drainage, Dari Schlotte 2,550 per year, P&Z, Dari Schlotte 2,550 per year, Stephanie Williams P & Z Secretary 20.25 per hour, Bonnie Fosheim 52,707.20 (100.00), Rhonda Zubke 52,707.20 (200.00), Jodi Berger 52,707.20 (100.00), Danny Smeins 55,536.00, Ryan Rucktaeschel 57,200.00, Josh Hoven 45,968.00 (100.00), Jerred Schreur 46,904.00 (100.00), Sam Swanson 40,560.00 Mark Christensen, Coroner 58.00/trip, Director of Equalization Dari Schlotte 51,147.20 (1,000.00), Emergency & Disaster and E911 Director Bryan Anderson 18.75 per hour @1040 hrs./yr., Hwy. Supt. Ben Braaten 54,870.40 (100.00), and Weed Supervisor, Braaten 5,100.00/year. Hourly rates: Janet Marx 20.25 (100.00), Karli Zimmerman 20.25 (100.00), Tanya Nilson 20.25 (100.00), Barb Niles 20.00, Sheila Schimmel 19.00, Laura Kuecker 20.25 (100.00), Barbra Block 21.25, (350.00), Stephanie Williams 20.25 (100.00), Marla Wicklund-Storlien 19.75, Kevin Bohn 20.25, Marcia Solberg 18.89, Amanda Bartelt 20.25 (100.00), Wayne Klungseth 16.25, Wesley Williams 16.25, Candice Nelson 17.00, Mikala Nielsen 14.50, Kailey Anderson 17.00, Ashley Nelson

15.00, Joann Parmely 15.50, Jami Hubsch 15.75, Mary Johnson 15.75, Jack Carlson 16.50, Sarah Hamann 14.00, Darrel Waddle 22.17, Brian Holland 20.00, Selma Howe 20.73 (350.00), Ernest Gronke, Jr. 21.48 (750.00), Scott Gruby 21.48 (350.00), Darrell Wik 20.73 (200.00), James Pearson 20.73 (100.00), Gary Youell 20.73, William Dylla 20.73 (100.00), Matt Halbkat 20.73 (100.00), Lynn Grimes 20.73 (100.00), Charles Lesner 20.73 (100.00), Leo German 20.73, Jeffrey Kwasniewski 20.73.

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

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

INVESTMENT POLICY: Moved by Sinner, seconded by Tobin to approve the 2021 Investment Policy as presented by Treasurer Zubke. Motion carried.

WAGE INCREASE: Moved by Tompkins, seconded by Tobin to approve a one-year of employment pay increase for Barb Niles in the Treasurer's Office (\$20.00/hour to \$20.25/hour). Motion carried.

CODINGTON COUNTY SEARCH & RESCUE: Moved by Tobin, seconded by Sinner to approve the yearly payment of \$1,500.00 for the Codington County Search and Rescue Memorandum of Understanding for January 1, 2021 through December 31, 2021. Motion carried.

COUNTY HEALTH NURSE: County Nurse Aadland had to cancel the meeting today due to being quarantined. Will reschedule.

LAW ENFORCEMENT AGREEMENT WITH SD PUBLIC ASSURANCE ALLIANCE: Sheriff Rucktaeschel informed the board that the Law Enforcement Policies and Procedures agreement with the SD Public Assurance Alliance needed to be updated. Moved by Sinner, seconded by J. Walter to approve the chairman to sign the agreement, which is part of an existing contract the county has with SDPAA and policies are already in place. Motion carried.

WAGE INCREASE: Moved by Sinner, seconded by Tompkins to approve a six-month of employment pay increase for Sam Swanson in the Sheriff's Dept. (\$19.50/hour to \$21.00/hour). Motion carried.

SHERIFF'S OFFICE OVERTIME: Moved by Tobin, seconded by Sinner to approve overtime for the Sheriff's office as needed for 2021. Motion carried.

AUDITOR'S OFFICE OVERTIME: Moved by Sinner, seconded by Tobin to approve overtime for the Auditor's office as needed for 2021. Motion carried.

COURTHOUSE CLOSED FOR HOLIDAY: The Day County Courthouse will be closed on Monday January 18, 2021 in observance of Martin Luther King Holiday.

AMBULANCE SERVICE: States Attorney Smeins presented the new ambulance contract to be presented to Mark Christensen. Discussion was held. Moved by Tobin, seconded by Sinner to approve the ambulance contract with the adjustments made. Motion carried.

ADJOURNMENT: Moved by Tompkins, seconded by Sinner to adjourn the meeting until 9:00 AM, Tuesday, January 19, 2021 to convene in the Commissioners Chambers in the Day County Courthouse. Motion carried.

Linda M. Walters
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.