

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
January 3, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, January 3, 2023 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Walters. Members present: Commissioners Tompkins, Sinner and Walter. Absent: Tobin. Others: Auditor Zimmerman, States Attorney Knight, Glenn Gebur, Danny Kjos, Sara McGregor-Okroi, Gus Okroi, Wayne Wasilk, and Amanda Fanger-R&F.

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

OLD BUSINESS: Chairman Walters called for any old business. No old business.

CLOSE FY2022: There being no further business for 2022, moved by Sinner, seconded by Walter to adjourn the 2022 commission. Motion carried.

OATHS OF OFFICE: Oaths of office were administered by Auditor Zimmerman to Sara McGregor-Okroi, Daniel Kjos, and Derek Sinner.

NOMINATION FOR 2023 CHAIRMAN: Auditor Zimmerman called for nominations for Chairman of the Day County Board of Commissioners for 2023. Moved by Kjos, seconded by Walter to nominate Commissioner Sinner as Chairman for 2023 and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Sinner took his place as Chairman.

Chairman Sinner called for nominations for Vice Chairman of the Day County Board of Commissioners for 2023. Moved by Walter, seconded by Tompkins to nominate Commissioner Kjos as Vice Chairman and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Kjos took his place as Vice Chairman.

CORRESPONDENCE: None.

PUBLIC COMMENTS: Glenn Gebur wanted to welcome the new commissioners.

BOARD APPOINTMENTS FOR 2023:

NORTHEAST COUNCIL OF GOVERNMENTS: Commissioners Tompkins and Walter.

WEED BOARD: Commissioners, Daniel Grode, Paul McCarlson, Ben Braaten, Weed Supervisor and Laura Kuecker, Secretary.

SAFETY COMMITTEE: Commissioners Sinner and Kjos, Ben Braaten, Jerred Schreur, Bryan Anderson, Jodi Berger 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. Will add Commissioner Walter. List is available in Auditor's office.

AMERICAN DISABILITIES ACT: Commissioner Tompkins and Veteran's Service Officer Nelson.

4-H AND FAIRBOARD: Commissioners Walter and Sinner.

DEPARTMENTS:

DIRECTOR OF EQUALIZATION: Commissioner Kjos.

WELFARE DIRECTOR: Commissioners as to indigent districts.

DAY COUNTY PUBLIC WORKS DEPARTMENT: Commissioners Sinner & Kjos.

CUSTODIAN: Commissioners Sinner and McGregor-Okroi.

COUNTY DETENTION CENTER: Commissioners Sinner and Kjos.
AMBULANCE: Commissioners Walter and McGregor-Okroi.

LEGAL NEWSPAPERS FOR 2023

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 2023. 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; First Interstate 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. 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: \$.51 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 2023, 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 follows:

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| 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 appoints Sarah Bremmon as Welfare Director.

Moved by Tompkins, seconded by Kjos to approve the preceding appointments. Motion carried.

CREDIT CARD AUTHORIZATION: Moved by Tompkins, seconded by Kjos 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.) Barbra Block, B.) Jodi Berger, C.) Karli Zimmerman, D.) Rhonda Zubke, E.) Jerred Schreur, F.) Ben Braaten, G.) Jeffery Nelson, H.) Jennifer Ringkob, I.) Bryan Anderson, J.) Josh Hoven, K.) Samuel Ackerman, L.) Garret Premus, M.) Wes Williams, N.) Chad Madsen, O.) Kailey Anderson. Motion carried.

MINUTES: Moved by Kjos, seconded by Tompkins to approve the minutes for the December 29, 2022 regular commission meeting. Motion carried.

SALARY SCHEDULE FOR 2023: Moved by Tompkins, seconded by McGregor-Okroi to publish pursuant to SDCL 6-1-10 a complete list of all salaries of all officers and employees of Day County. ELECTED OFFICIALS: Chairman Sinner \$14,796.08, Commissioners: Daniel Kjos, Sara McGregor-Okroi, Jim Tompkins and Jim Walter \$13,895.96 each, Treasurer Rhonda Zubke \$60,403.20, Register of Deeds Jodi Berger \$60,403.20, Mark Christensen, Coroner \$58.00/trip, States Attorney John Knight \$73,652.80, Auditor Karli Zimmerman \$60,403.20, Director of Equalization/Planning & Zoning Dari Schlotte \$60,407.36, Sheriff Jerred Schreur \$64,480.00, Highway Supt./Weed Supervisor Ben Braaten \$64,130.30, Veterans Service Officer Jeffery Nelson \$21.50/hr, Daniel Grode \$65.00/mtg + mileage, Paul McCarlson \$65.00/mtg + mileage, DEPUTY SHERIFF: Josh Hoven \$53,040.00, Deputy Sheriff Samuel Ackerman \$47,840.00, Deputy Sheriff Garrett Premus \$50,960.00, HOURLY EMPLOYEES: Sarah Bremmon \$20.00, Kristi Hubsch \$22.25, Tanya Nilson \$22.25, Darla Anderson \$22.25, Barb Niles \$22.25, Sheila Schimmel \$22.25, Laura Kuecker \$22.25, Barbra Block \$23.25, Stephanie Williams \$22.25, Marla Wicklund-Storlien \$21.50, Marcia Solberg \$21.00, Brian Holland \$23.00, Amanda Bartelt \$22.25, Wesley Williams \$17.50, Kailey Anderson \$22.25, Ashley Nelson-Kurtz \$20.00, Kayla Schimmel \$20.00, Sarah Hamann \$19.00, Matthew Gaikowski \$18.50, Ross Grupe \$19.50, Mary Johnson \$18.00, Jack Carlson \$18.00, Selma Howe \$22.73, Ernest Gronke, Jr. \$23.48, Travis Larson \$22.23, Darrel Wik \$22.73, James Pearson \$22.73, Gary Youell \$22.73, William Dylla \$22.73, Matt Halbkat \$22.73, Lynn Grimes \$22.73, Charles Lesner \$22.73, Leo German \$22.73, Jeffrey Kwasniewski \$23.48, Brian Sinner \$21.00, Bryan Anderson \$22.25, Chad Madsen \$62,080.20, Shauna Miotke \$14.00, Ashley Nelson \$14.00, Courtney Clark \$14.00, Eugene Clark \$14.00, Lance Rokusek \$14.00, Owen McGregor \$14.00, Chastity Madsen \$14.00, Paige Madsen \$14.00, Nancy Block \$16.00, Donna Wik \$16.00, Paul Peterson \$16.00, Casey Huffman \$16.00, Candyce McGregor \$16.00, Rob Grewe \$16.00, Ross Grupe \$16.00, Theresa Mikkelsen \$16.00, Rita Sattler \$18.00, Roxie Kjos \$20.00, Monica Fischer \$20.00, Jennifer Coester \$20.00, Mark Saylor \$20.00, Spencer Monette \$20.00, Chuck Bell \$20.00, Terry White \$20.00, Jason Sackreiter \$20.00, Melissa Sackreiter \$20.00, Vicki Bareth \$20.00, Shalon Benawalis \$20.00, Vicki Coin \$14.00, Richelle Hyatt \$20.00. Motion carried.

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

AUTHORIZATION: Moved by Tompkins, seconded by McGregor-Okroi to authorize the Auditor to process special bill runs between commission meetings. Motion carried.

INVESTMENT POLICY: Moved by Tompkins, seconded by Kjos to approve the 2023 Investment Policy as presented by Treasurer Zubke. Motion carried.

WAGE INCREASE: Sheriff Schreur recommended a pay increases for employees Josh Hoven and Amanda Bartelt. Schreur stated he would like to see Chief Deputy Hoven at \$27.00/hr and Amanda Bartelt at \$25.00/hr. Moved by Tompkins, seconded by Walter to approve Chief Deputy Hoven a \$0.50 pay increase. After discussion, Tompkins retracted his motion until after executive session was held. Moved by Kjos, seconded by Tompkins to approve a \$0.50 pay increase to Chief Deputy Hoven (\$25.50/hour to \$26.00) effective January 2nd, 2023 and to table Amanda Bartelt pay increase. Motion carried.

HWY DEPT. SEALED BIDS: Moved by Tompkins, seconded by Walter to authorize Hwy Supt. Braaten to advertise for sealed bids on the following: 1) Road Machinery Rental Rates; 2) One-Year supply of Road Oil; 3) Hot Mix and Paver Laid Hot Mix and 4) One-Year supply of Road Construction and Maintenance Gravel Materials. Bid opening will be on February 7, 2023 at 10:00 AM. Motion carried.

CHAIRMAN TO SIGN EASMENT FOR BRIDGE 19-025-030: Moved by Kjos, seconded by Tompkins to approve Chairman Sinner to sign five easements with landowners for Bridge 19-025-030 (in Farmington Township on 127th St.). Motion carried.

EXECUTIVE SESSION: Moved by McGregor-Okroi, seconded by Walter to enter into Executive Session at 9:36 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:15 AM.

HANDICAP ENTRANCE: Perry Althoff spoke on behalf of the Handicap Entrance. He asked that rails be put on both sides of the steps.

RECESS: Chairman Sinner declared a recess at 10:22 AM. Chairman Sinner reconvened the regular session at 10:27 AM.

FLIGHT TEAM RATE: Moved by Walter, seconded by Tompkins to add a flight team rate of \$300.00 to resolution #2022-15. Motion carried.

CAMERAS: Ambulance Director Madsen would like to obtain quotes for cameras at the Ambulance garage. Madsen will obtain quotes and report back to the commission.

ADDITIONAL STAFF: Ambulance Director Madsen stated that the Ambulance Service has been very busy. He would like to get additional help for 40 hours to get caught up. Moved by Walter, seconded by Tompkins to hire Cassidy Sivertson for temporary help for 40 hours at \$20.00/hr. Motion carried.

PRINTER: Director Madsen stated his printer problem has been resolved. No action taken.

PICK-UP: Director Madsen stated he would like to add the old Sheriff's pick-up to his inventory and use it to move supplies and go back and forth between ambulance shed, highway shop and courthouse. Chairman Sinner suggested Madsen use the county van to get around as the board hasn't agreed on having a first responder vehicle yet at this time. Commissioner Kjos stated we should try to prevent throwing additional expenses towards it until we know where we are sitting financially. Commissioner Walter stated he didn't believe we needed a pick-up as a first responder truck, as it should be the ambulance. No action was taken.

SHERIFF'S OFFICE OVERTIME: Moved by Tompkins, seconded by McGregor-Okroi to approve overtime for the Sheriff's office as needed for 2023. Motion carried.

AUDITOR'S OFFICE OVERTIME: Moved by Tompkins, seconded by Kjos to approve overtime for the Auditor's office as needed for 2023. Motion carried.

ADJOURNMENT: Moved by Walter, seconded by Tompkins to adjourn the meeting until 9:00 AM, Tuesday, January 17, 2023 to convene in the Commissioners Chambers in the Day County Courthouse. Motion carried.

Derek Sinner
Chairman

ATTEST:

Karli Zimmerman
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.