

**DAY COUNTY COMMISSION**  
**WEBSTER, SOUTH DAKOTA**  
**January 17, 2023**

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday January 17, 2023 in the Commissioner Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, McGregor-Okroi, Walter, and Tompkins. Others: Auditor Zimmerman, States Attorney Knight, Deputy Hubsch, Amanda Fanger R&F, Larry Baumgarn, and Glenn Gebur.

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

**CORRESPONDENCE:** None.

**PUBLIC COMMENTS:** Larry Baumgarn spoke on insuring County properties taken for tax deed purposes. Glenn Gebur mentioned senate bill 1034 that is being brought up in Legislative Session currently and the burden that puts on farmers.

**MINUTES:** Moved by Walter, seconded by Tompkins to approve the minutes from January 3<sup>rd</sup>, 2023 regular commissioner meeting. Motion carried.

**PAYROLL:** Moved by Tompkins, seconded by Kjos to approve and authorize the chairman to sign the payroll period ending December 31, 2022. Motion carried.

Auditor's Office 5,303.20; Treasurer's Office 5,883.20; Register of Deeds 5,059.95; State's Attorney 2,832.80; Sheriff's Office 11,376.94; Jailors 11,258.01; Assessor's Office 5,589.21; Commissioners 2,706.92; Home Health 411.73; WIC 299.93; Veteran's Service 1,368.50; Ambulance 4,511.70; Maintenance 2,001.00; Extension 1,246.01; Welfare 400.00; Drainage 98.08; Planning & Zoning 276.08; OEM 778.75; 911 311.50; Weed 907.64; Highway 19,949.15; Social Security 4,988.25; Medicare 1,166.60; Life Insurance 204.96; Health Insurance 0.00; Dental Insurance 472.05; SD Retirement 4,716.41 for a total of 94,118.57.

**CLAIMS:** Moved by Kjos, seconded by McGregor-Okroi to approve and authorize the chairman to sign the following audited claims. Motion carried.

**SERVICES:** A&B Business 148.46, Bryan Anderson 21.55, Aramark 441.38, Bituminous Paving 490.10, Bloom Law Office 813.18, Ben Braaten 40.00, Kwasniewski Enterprises 180.00, Century Business Products 245.78, Codington County Search and Rescue 1,500.00, Dacotah Bank 1,820.67, Dakota Embalming & Transport 170.00, Steve Hargis 34.95, Imeg Corp 34,740.84, Roberts Co Detention Center 1,150.00, John Knight 4,100.00, Law Office of Gina Ruggieri 628.00, Microfilm Imaging Systems 95.00, Minn-Kota Communications, Inc 4,968.00, Safe Harbor 200.00, Sanford Health 313.00, Scantron Corp. 1,937.99, SDACO M&P Fund 420.00, SD Public Health Laboratory 40.00, SDACO 150.00, Tyler Technologies Inc 25,858.08, Xerox Financial Services 215.09,

**SUPPLIES:** ACE 417.35, Auto Value 541.87, Axon Enterprise 1,374.00, Cole Papers 1,103.81, Day County Treasurer 88.76, Dollar General 184.36, HR One Stop 14.99, Jensen Feed & Grain 7,300.04, Johnson Lumber 87.98, L.G. Everist Inc 1,249.32, Lake Region Electric 35.63, Mike's Jack and Jill 654.16, Reporter and Farmer 5.97, Sanford Hospital 1,123.67, Sioux Valley Coop 5,940.23, Valley Office Products 306.81,

**UTILITY:** City of Webster 427.85, ITC Telecom 1,367.85, Midcontinent Communications 339.52, Northwestern Energy 7,066.26, Otter Tail Power 47.62, RC Technologies 50.00,

**REPAIR:** Bullert Automotive 45.00, Little Falls Machine Inc. 258.37, Snaza Implement 4.24, Transource Trucking Equipment 606.13, Webster Tire 20.00,

**DUES:** Northeast Council Government 10,020.79, SD Sheriff's Association 663.47,

**INSURANCE:** SDML Workers' Compensation 30,292.00, Leslie Hendrickson 85.07, Stephanie Williams 5.82,

**PUBLISHING:** Waubay Clipper 1,207.20,

**PER DIEM:** Rick Tobin 46.92, James Walter 21.42,

**MANUAL CHECKS:** Sioux Valley Coop 959.53, SD State Treasurer 8,250.98, Webster City 1.00, Day County Treasurer 7,000.00, SD Dept. of Revenue 105,387.12.

**REPORTS:** The Board noted the following reports:

In compliance with the law, I, Karli Zimmerman 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 January 1, 2023. Total amount of deposits in bank \$38,325.74. Total amount of actual cash \$1,776.24. Total amount of deposits and drafts in Treasurer's possession not exceeding three days \$11,447.45. 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 \$6,983,194.08; Postage \$88.76; Register of Deeds petty cash \$200.00; Sheriff \$582.00; Credit cards \$2,468.96 for a total of \$7,628,083.23. Cash Balances: General Fund \$3,764,725.23; Highway \$3,383,473.47; E911 \$6,805.57; OEM \$28,871.64; Domestic Abuse \$269.00; 24/7 Fund \$36,164.92; M & P Fund \$57,067.95; Highway Rural Access \$136,601.24; 700 Accounts \$213,791.21; equals \$7,627,770.23.

In compliance with the law, I, Jodi Berger hereby report the fees of the Office of Register of Deeds for the month of December 2022. Births (10) \$150.00; Deaths (9) \$135.00; Marriages (1) \$40.00; Transfer fees \$5,084.50; Recordings \$4,255.00; Copies \$421.70; Sales Tax \$0.96 for a total of \$10,087.16.

In compliance with the law, I, Jerred Schreur hereby submit the following report of all fees received by me as Sheriff within and for the County for the month of December 2022: Accident Reports \$4.00; Phone cards \$18.78; Phone Commission \$645.72; Remote Breath Tests \$64.00; Remote Breath Act/Deact \$80.00; Sheriff's Fees \$770.45; Fingerprints \$0.00; Juvenile Care \$4,400.00; Dispatch Services \$0.00; PBT's \$334.00; Pistol Permits \$0.00; Prisoners-Out of Co. \$13,390.00; UA Fees \$40.00; Work Release \$650.00; Roslyn Contract Hours \$500.00; Sales Tax \$1.22 for a total of \$20,898.17.

**DEPARTMENT HEADS:** Chairman Sinner called upon each department for their report. Treasurer Zubke stated that since the state was behind in approving levies due to staffing, so in turn they are behind getting tax notices out. The state has received paper to start printing titles, so they will be getting caught up in the near future. Director of Equalization Block reported they are starting to update values for assessment notices to get mailed out the end of February. Register of Deeds Berger has begun looking into credit card machines. Custodian Holland reported that new handrails will be installed in the next few weeks. Will address new handicap parking lot in the spring.

**PLANNING/ZONING:** Moved by Tompkins, seconded by Walter to recess the regular session at 9:10 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:41 AM.

**PLAT:** Upon recommendation of the Planning & Zoning Board, moved by Walter, seconded by Kjos to approve the following plats: 1) Doxsee Farmland Addn in SWSE 6.122.55; 2) Koslowski Addn in S ½ SW 7.123.54. Motion carried.

**NURSE BI-ANNUAL REPORT:** Community Health Nurse Aadland gave her bi-annual report for 2022.

**WEED BOARD:** Moved by Walter, seconded by McGregor-Okroi to recess and convene as Weed Board at 9:49 AM. Motion carried. Chairman Sinner reconvened the regular meeting at 9:57 AM. Next Weed Board meeting will be April 18<sup>th</sup>, 2023.

**FUEL BID:** At 10:00 AM, Tuesday, January 17, 2023 this being the time and place set to receive bids for a twelve-month supply of no lead gasoline and ethanol and diesel fuel No. 1 and 2 to be delivered anyplace FOB in Day County where needed for the use by Day County and picked up at the pump any place in Day County where needed for the use by Day County.

The Commission received one bid for a twelve-month supply of diesel and gasoline: Sioux Valley Coop \$.15 over invoice cost. Moved by Tompkins, seconded by Walter to accept the bid from Sioux Valley Coop. Motion carried. All bids are on file and open for inspection in the Auditor's Office.

**NECOG:** Eric Senger and Lesleann Palmer with NECOG introduced themselves to the new board members. Senger handed out a 2022-year end report. Discussion was held on new zoning ordinances and what the future looks like on holding public meetings for ordinances.

**AAA COLLECTIONS:** Lisa Schultz with AAA Collections spoke to the board about the services that AAA Collections offers. Schultz suggested joining a collection agency with the new ambulance service. The board will take into consideration.

**CHAIRMAN TO SIGN TEMPORARY EASEMENT, ROW & UTILITY CERTIFICATES:** Moved by Tompkins, seconded by McGregor-Okroi to approve the Chairman to

sign a Temporary Easement, Right of Way Certificate and Utility Certificate for Bridge 19-025-030. Motion carried.

**ADVERTISE BID LETTING:** Moved by Kjos, seconded by Tompkins to approve a Bid Letting on March 3, 2023 at 10:00 A.M. for Bridge 19-025-030. Motion carried.

**TRAVEL REQUEST:** Moved by Tompkins, seconded by Walter to approve Hwy Supt. Braaten and staff to attend MSHA Meetings, Executive Board meetings and Short Course Training. Motion carried.

**LOAD LIMITS:** Moved by Kjos, seconded by McGregor-Okroi to adopt the following Resolution and authorize the Highway Supt. to set the effective date for Road Limits. Motion carried.

**RESOLUTION #2023-01**

WHEREAS the Day County Highway Superintendent will be placing restrictions on county roads during the spring break-up, starting approx. March 1, 2023, and

DO NOW THEREFORE request that the South Dakota Highway Patrol assist in enforcing the road weight restrictions on county roads.

Dated at Webster, South Dakota, this 17<sup>TH</sup> day of January 2023.

By the Board of County Commissioners:

Derek Sinner, Chairman

James Tompkins

Sara McGregor-Okroi

Daniel Kjos

Jim Walter

ATTEST: Karli Zimmerman, County Auditor

**YEAR-END RECAP:** Hwy Supt. Braaten passed out year-end recaps. A copy is on file at the Auditor's office and Highway office.

**SMALL STRUCTURE APPLICATIONS:** Moved by Tompkins, seconded by Kjos to award five (5) small structure applications from the following Townships: York, Union, Andover, and Kosciusko (2). The County will pay for the culverts upfront. Once the Township receives the invoice from the contractor, the County will pay 80% of the total cost (culvert and contractor invoice) and the Township will be responsible for 20%. Motion carried.

**RECESS:** Chairman Sinner declared a recess at 11:09 AM. Chairman Sinner reconvened the regular session at 11:15 AM.

**DAY COUNTY COMMUNITY FOUNDATION CHECK:** The Day County Community Foundation presented a check in the amount of \$5,000.00 to the Ambulance Department to be used on equipment. Auditor Zimmerman will receipt into 101-274.97 (restricted for ambulance donations).

**SURPLUS & SELL TAHOE:** Moved by Walter, seconded by Tompkins to surplus and sell on Purple Wave the 2012 Chevy Tahoe. Discussion was held on surplus the 2015 Dodge Ram and at this time it was decided to keep it for now. Motion carried.

**NEW HIRE:** Moved by Kjos, seconded by Tompkins to hire Cassidy Sivertson as a part-time/volunteer with no benefits Paramedic at \$20.00/hr effective January 15<sup>th</sup>, 2023. Motion Carried.

**CAMERAS AND INTERNET:** Ambulance Director Madsen presented a quote from Glacial Lakes Technology for 3 cameras in the amount of \$1,720.00 or 4 cameras in the amount of \$2,010.00. Madsen won't know the full views of the cameras until they are installed. Madsen also reported that internet services with ITC would cost roughly \$70.00/month. Moved by Walter, seconded by McGregor-Okroi to approve the purchase and install of 3 cameras as of now and can add a 4<sup>th</sup> camera at a later date if needed and to go with ITC as the internet provider. Motion carried.

**EXECUTIVE SESSION:** Moved by Walter, seconded by Tompkins to enter into Executive Session at 11:44 AM for personnel and legal matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 1:01 PM.

**DISTRICT MEETING:** Treasurer Zubke and Register of Deeds Berger informed the board that Day County will host the next district meeting. Plans are being made to host it March 16, 2023 in the Community Room of the Courthouse.

**ABATEMENTS:** Auditor Zimmerman presented abatements for Commission approval.

**ABATEMENT #2023-01** abate \$280.30 on parcel #02.36.2350 for Webster Township; **#2023-02** abate \$113.12 on parcel #02.624.0010 for Webster Township; **#2023-03** abate \$55.60 on parcel #03.23.4100 for Bristol Township. These abatements are for the 2022 Advance Mobile Home taxes. **Abatement 2023-04** abate \$536.00 on parcel #78.80.0010 for Webster City due to the property being tax exempt. Moved by McGregor-Okroi, seconded by Walter to approve the abatements presented. Motion carried.

**CAPITAL OUTLAY ACCUMULATIONS:** Moved by Kjos, seconded by Tompkins to approve \$50,000.00 from Unassigned Capital Outlay Accumulation Fund to Assigned for Capital Outlay Fund (account # 276.02) as per budgeted for 2023. Motion carried.

**PIZZA PARTY:** Pizza party for staff will be held February 7, 2023.

**TRAVEL REQUEST:** Moved by Kjos, seconded by McGregor-Okroi to approve travel request for the following: 1) New Officials Workshop and Commissioner Workshop in Pierre, SD on April 19-20, 2023 for Commissioners and county employees to attend; 2) Spring Workshop in Pierre, SD on May 17-18, 2023 for county employees to attend; 3) County Convention in Sioux Falls, SD on September 12-13, 2023 for Commissioners and county employees to attend. Motion carried.

**HAZARD MITIGATION PLAN:** Moved by Kjos, seconded by Tompkins to approve the Chairman to sign the Hazard Mitigation Plan letter of commitment. Motion carried.

**LOCAL EM PERFORMANCE GRANT:** Moved by Walter, seconded by Tompkins to approve the Chairman to sign the State and Local Quarterly Agreement. Motion carried.

**JAMES VALLEY TOWER RENT:** Day County has been experiencing radio frequency problems. Mandy Bartelt with the Sheriff's Office reported that we could rent tower space from James Valley Communications to place a repeater on their tower for \$500.00/month with a 3% annual escalator. It would cost roughly \$9,500.00 to have the radio climber come and install. The board has directed Bartelt to have a better cost estimate at the next meeting. The board would also like to hear from the project engineer.

**ADJOURNMENT:** Moved by Walter, seconded by Tompkins to adjourn until 9:00 AM, Tuesday, February 7, 2023 to convene in the Commissioners Chambers in the Day County Courthouse. Motion carried.

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Derek Sinner  
Chairman

ATTEST:

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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.