

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
May 23rd, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday May 23, 2023, in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, Walter, McGregor-Okroi and Tompkins. Others: Auditor Zimmerman, Kevin Winter R&F, Glenn Gebur, and Joan Trygstad.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: Glenn Gebur stated he had additional comments from last meetings' statement. Gebur asked if it is true or false that the County pays for most of the employee's deductible along with full insurance premium. Chairman Sinner stated that yes, the County pays for a single health insurance premium and part of the deductible for full time employees. Commissioner Sinner also corrected Glenn Gebur that his figures of \$50.00/hr were off, the range is anywhere between \$28.00-\$45.00 if they were to enroll in all benefits offered.

MINUTES: Moved by Tompkins, seconded by Kjos to approve the minutes from May 9th, 2023, regular commissioner meeting. Motion carried.

MINUTES: Moved by Tompkins, seconded by McGregor-Okroi to approve the minutes from May 17th, 2023, special meeting. Motion carried.

PAYROLL: Moved by Tompkins, seconded by Kjos to approve and authorize the chairman to sign the payroll period ending May 6, 2023. Motion carried.

Auditor's Office 5,378.20; Treasurer's Office 5,883.20; Register of Deeds 5,237.95; State's Attorney 2,832.80; Sheriff's Office 10,679.25; Jailors 9,403.25; Assessor's Office 3,762.00; Commissioners 2,706.92; Home Health 542.88; WIC 392.38; Veteran's Service 1,878.00; Ambulance 4,488.20; Maintenance 2,012.50; Extension 1,246.00; Welfare 425.00; Drainage 291.50; Planning & Zoning 475.00; OEM 890.00; 911 445.00; Weed 730.15; Highway 20,618.82; Social Security 4,857.32; Medicare 1,136.00; Life Insurance 194.34; Dental Insurance 470.80; SD Retirement 4,438.14 for a total of 91,415.60.

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

SERVICES: Aramark 766.94, Ben Braaten 40.00, Bierschbach Electric 114.29, City of Watertown 4,721.33, Dacotah Bank 1,387.66, Delaney Nielsen & Sannes 5,750.00, ESRI Inc 440.00, Fiksdal Funeral Service 1,500.00, Green Roby Oviatt LLP 4,445.00, GWorks 1,703.00, IMEG Corp 16,735.79, Journey Group Companies 26,454.51, Northside Implement 132.00, Gina Ruggieri 3,827.70, Sanford Health 452.00, Scantron Corporation 1,980.14, SDACO M & P 254.00, Sioux Valley Cooperative 2,420.26, Taliaferro Law Firm, P.C. 344.60, Xerox Corporation 289.64, Xerox Financial Services 240.29,

SUPPLIES: A-OX 894.85, Butler Machinery 740.30, Colonial Research 204.21, Kwasniewski Enterprises 153.55, Mike's Jack & Jill 487.41, Northstar Mechanical 126.25, Ryan's Candy 49.85, Valley Office Products 29.31,

PER DIEM: Jodi Berger 260.38, Daniel Kjos 250.41, Sara McGregor-Okroi 48.96, James Walter 14.28, Rhonda Zubke 242.08,

INSURANCE: William Dylla 2,000.00,

UTILITES: Dependable Sanitation 146.48, James Valley Telecommunication 149.70, Northwestern Energy 4,779.54, Ottertail Power Co 38.33, Venture Communication Inc. 264.69,

REPAIR: RDO Equipment 276.00,

PUBLISHING: Reporter and Farmer 122.26,

REGISTRATION: SDAAO 235.00,

DONATION: Waubay Senior Citizens 1,947.50, Webster Golden Age Club 2,802.50,

MANUAL CHECKS: Department of Revenue 148,626.47.

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 May 1, 2023. Total amount of deposits in bank 480,971.12. Total amount of actual cash 3,371.26. Total amount of deposits and drafts in Treasurer's possession not exceeding three days 489,848.11. Itemized list of all items, checks and drafts, which have been in the Treasurer's possession over three days: CD'S 1,130,000.00; IMMA 11,516,218.65; Postage 182.00; Register of Deeds petty cash 200.00; Sheriff 461.00; Credit cards 4,765.10 for a total of 13,626,017.24. Cash Balances: General Fund 4,941,344.47; Highway 4,046,182.95; E911 3,291.04; OEM 17,299.40; Domestic Abuse 94.00; 24/7 Fund 37,748.92; M & P Fund 58,019.95; ARP 0.00; Highway Rural Access 136,601.24; 700 Accounts 4,385,435.27; equals \$13,626,217.24.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of April 2023. Births (12) 180.00; Deaths (35) 525.00; Marriages (2) 80.00; Transfer fees 3,489.50; Recordings 3,925.00; Copies 417.15; Sales Tax 0.01 for a total of \$8,616.66.

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 April 2023: Accident Reports 8.00; Phone cards 93.90; Phone Commission 756.12; Remote Breath Tests 63.00; Remote Breath Act/Deact 200.00; Sheriff's Fees 2,329.29; Fingerprints 0.00; Juvenile Care 2,600.00; Dispatch Services 0.00; PBT's 331.00; Pistol Permits 674.00; Prisoners-Out of Co. 9,655.00; UA Fees 160.00; Work Release 0.00; Pierpont/Roslyn Contract Hours 1,000.00; Sales Tax 6.10 for a total of 17,876.41.

TRAVEL REQUEST: Moved by Walter, seconded by McGregor-Okroi to approve VSO Officer Nelson to travel to the annual 2023 SD Department of Veterans Affairs Benefit School September 5-7, 2023. Motion carried.

PLANNING/ZONING: Moved by Walter, seconded by Tompkins to recess the regular session at 9:07 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:31 AM.

CITY OF ANDOVER RADIO FUNDING: OEM Director Anderson asked the board's permission to order 6 radios for the City of Andover. The city does not have a credit card and will reimburse the county once the radios are received. Moved by Walter, seconded by Tompkins to approve Director Anderson to purchase radios for the City of Andover. Motion carried.

RADIO ENGINEERING COST: Discussion was held on what budget the radio project should come out of. Moved by Kjos, seconded by McGregor-Okroi to pay the engineering cost out of the OEM budget. Motion carried.

MOTOR GRADER: Moved by Walter, seconded by Kjos to approve the bid from Sourcewell and approve Hwy Supt. Braaten to purchase a 2024 Cat Motor Grader from Butler Cat in the amount of \$441,342.00 out of the 2024 budget and delivery in 2024. Motion carried.

BID RECOMMENDATION: Moved by Tompkins, seconded by McGregor-Okroi that Day County Commissioners recommend to SD DOT to award the low bidder for Project No. BRO 8019(00)22-2 to BX Civil & Construction with a bid of \$641,647.00. Motion carried. The bid letting was held May 19, 2023. All bids are on file at the Auditor's Office.

EXECUTIVE SESSION: Moved by McGregor-Okroi, seconded by Walter to enter into Executive Session at 10:04 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:23 PM.

NEW HIRE: Moved by Kjos, seconded by Walter to approve Supt. Braaten to hire Nick Gronke as full-time highway maintenance worker starting at \$20.73/hour effective May 24, 2023. Motion carried.

APPROVAL TO ADVERTISE TO HIRE: Moved by Walter, seconded by Tompkins to approve Highway Supt. Braaten to advertise for a full-time truck driver/blade operator. Motion carried.

APPROVAL TO ADVERTISE TO HIRE: Sheriff Schreur informed the Board that Deputy Ackerman is in the hiring process in Minnehaha County. Schreur asked for permission to open the Deputy Sheriff position to applications and will hire if needed. Moved by Tompkins, seconded by Kjos to allow Sheriff Schreur to advertise for employment. Motion carried.

EMPLOYEE PAY INCREASE: Sheriff Schreur recommended a pay increase for Garret Premus upon reaching one year of employment. Moved by Tompkins, seconded by Walter to approve \$.50/hour increase (from \$24.50 to \$25.00) effective June 4, 2023. Motion carried.

AMBULANCE UPDATE: Ambulance Director Madsen gave a monthly report/update.

EQUIPMENT PURCHASE: Director Madsen is looking for a cubby storage system. The board asked Madsen to look and see if there was anything in the vault.

AMBULANCE REPAIR: Moved by Walter, seconded by Tompkins to repair the Def and Turbo system in the 2015 Ambulance. Motion carried. Madsen believes the repairs should be around \$6,000.00.

SURPLUS AND SELL COUNTY VAN: Moved by Walter, seconded by Kjos to approve to surplus and sell on Purple Wave the 2002 Chevrolet Venture Van. Motion carried.

COURTHOUSE AND HIGHWAY DEPARTMENT CLOSURE: The Day County Courthouse and Highway Department will be closed Monday, June 19, 2023 for Federal Juneteenth Holiday. Motion carried.

COLLECTION AGENCY: Auditor Zimmerman asked if the Board had considered more about signing on with a collection agency for outstanding ambulance bills. Moved by McGregor-Okroi, seconded by Walter to approve signing on with AAA Collection Agency. Motion carried.

2024 BUDGET: P&Z Director Schlotte informed the Board that the phone system has gone to a leasing system rather than upfront cost. Schlotte suggested the County doesn't budget until 2025. Wages, expectations, performance evaluations and job descriptions were discussed. Discussion was held on how wages should be determined. Moved by Kjos, seconded by Tompkins that Departments should budget for a \$0.50 wage increase. Walter opposed. Motion carried. Auditor Zimmerman also asked the board if the four departments (Auditor, Register of Deeds, Treasurer and Assessor) could budget IT services along with their tax program out of a new budget code "Information Technology".

ADJOURNMENT: Moved by Tompkins, seconded by McGregor-Okroi to adjourn until 9:00 AM, Tuesday, June 6, 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.