

**DAY COUNTY COMMISSION**  
**WEBSTER, SOUTH DAKOTA**  
**August 22, 2023**

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday August 22, 2023, in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, Walter, Tompkins and McGregor-Okroi. Others: Auditor Zimmerman, States Attorney Knight, Register of Deeds Berger, Treasurer Zubke, Kevin Winter R&F, Glenn Gebur, and Janet Marx.

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

**CORRESPONDENCE:** Division of Family & Community Health.

**PUBLIC COMMENTS:** None.

**MINUTES:** Moved by Kjos, seconded by Tompkins to approve the minutes from August 8, 2023, regular commissioner meeting. Motion carried.

**PAYROLL:** Moved by Walter, seconded by Tompkins to approve and authorize the chairman to sign the payroll period ending August 12, 2023. Motion carried.

Auditor's Office 4,193.51; Treasurer's Office 5,883.20; Register of Deeds 5,415.95; State's Attorney 2,832.80; Sheriff's Office 10,698.00; Jailors 9,920.00; Assessor's Office 3,762.00; Commissioners 2,706.92; Home Health 575.13; WIC 456.88; Veteran's Service 2,449.25; Ambulance 4,734.95; Maintenance 1,840.00; Extension 2,492.01; Welfare 143.44; Drainage 302.50; Planning & Zoning 480.50; OEM 890.00; 911 445.00; Weed 463.15; Highway 22,588.30; Social Security 5,046.85; Medicare 1,180.34; Health Insurance 25,479.65; Dental Insurance 486.53; SD Retirement 4,428.30 for a total of 119,895.16.

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

**SERVICES:** Aramark 255.80, Bierschbach Electric 152.40, Bituminous Paving Inc. 1,168,230.34, Bullert Automotive LLC 272.77, City of Watertown 4,712.97, Civil Solutions LLC 910.50, Judith Cleveland 140.00, Kwasniewski Enterprises Inc. 100.55, Dacotah Bank 1,849.04, Gerdes & McNeary, P.C. 287.25, Hofland Engineering Inc 18,990.79, Kerry Holscher 15,600.00, IMEG Corp 6,879.37, Jorgenson Tree Service 4,000.00, PCC Ambulance Billing Service 4,151.50, Premier Biotech, LLC 254.80, Gina Ruggieri 1,487.30, Sanford Health 56.00, Scantron Technology 1,996.88, SDACO M & P Fund 184.00, CT Sibson Gravel Inc 48,000.00, Xerox Corporation 226.08, Xerox Financial Services 171.97, Yankton County Sheriff Office 50.00,

**SUPPLIES:** Cole Papers, Inc. 611.81, Medtox Laboratories Inc. 38.90, Mid-American Research 349.80, Reporter and Farmer 321.30, Ryan's Candy 49.85, Jerred Schreur 100.00, Marcia Solberg 204.56, Sunset Law Enforcement LLC 387.21, Truenorth Steel 9,586.96, Van Diest Supply Company 2,781.00, Karli Zimmerman 87.92,

**UTILITIES:** Dependable Sanitation 158.48, James Valley Telecommunication 139.40, Northwestern Energy 606.09, Ottetail Power Co 31.68, Venture Communication Inc. 264.69,

**PER DIEM:** Halley Becking 59.12, Susan Busk 45.90, Day County 4-H Leaders 71.00, Kristie Erickson 51.00, Karelyn Farrad 51.00, Mike Frey 51.00, Mike Grann 21.42, Nick Gronke 483.98, Rose Kraft 45.90, Tracey Lehrke 45.90, Tyler Melroe 45.90, Karen Mikkelson 40.80, Sherry Perrion 81.60, Pam Raeder 97.92, Anna Marie Sachs 32.64, Deb Sundem 45.90, Julie Symens 43.35,

**MANUAL CHECKS:** SD Department of Revenue 140,678.79, Sioux Valley Coop 2,478.88, Day County Treasurer 718.02, SD Assn. of County Commissioners 1,200.00

**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 August 1, 2023. Total amount of deposits in bank 50,101.14. Total amount of actual cash 3,091.08. Total amount of deposits and drafts in Treasurer's possession not exceeding three days 19,007.51. 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 8,334,407.41; Postage 318.51; Register of Deeds petty cash 200.00; Sheriff

617.00; Credit cards 166.99 for a total of 9,537,909.64. Cash Balances: General Fund 4,125,505.81; Highway 4,853,130.17; E911 5,762.33; OEM 30,027.05; Domestic Abuse 129.00; 24/7 Fund 39,063.92; M & P Fund 58,919.95 Highway Rural Access 168,001.79; 700 Accounts 257,234.62; equals \$9,537,774.64.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of July 2023. Births (7) 105.00; Deaths (29) 435.00; Marriages (3) 120.00; Transfer fees 3,561.00; Recordings 2,885.00; Copies 475.05; Sales Tax .63 for a total of \$7,581.68.

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 July 2023: Accident Reports 8.00; Phone cards 28.17; Phone Commission 615.50; Remote Breath Tests 84.00; Remote Breath Act/Deact 0.00; Sheriff's Fees 1,574.46; Fingerprints 0.00; Juvenile Care 2,600.00; Dispatch Services 0.00; PBT's 445.00; Pistol Permits 0.00; Prisoners-Out of Co. 4,185.00; UA Fees 160.00; Work Release 1,565.00; Pierpont/Roslyn Contract Hours 1,000.00; Sales Tax 1.83 for a total of 12,266.96.

**LEPC GRANT:** OEM Director Anderson spoke about LEPC grant money. Moved by Kjos, seconded by McGregor-Okroi to purchase laptop and apply for LEPC Grant funding. Motion carried.

**EMERGENCY MANAGEMENT TRAILER LIGHT:** OEM Anderson informed the Board that he is looking for someone to replace the Sky Light in the Emergency Management trailer.

**LEMPG GRANT:** Moved by Tompkins, seconded by McGregor-Okroi to approve the Chairman to sign the Local Emergency Management Performance Grant. Motion carried.

**PLANNING/ZONING:** Moved by McGregor-Okroi, 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 10:29 AM.

**PLATS:** Upon recommendation of the Planning & Zoning Board, moved by Walter, seconded by McGregor-Okroi to approve the following plats: 1) Kessler First Addition to Hyde Park 23.124.53; 2) Fiedler First Pickerel Lake Addition 15.124.53; 3) Bergman Addition in NENE 13.124.56; 4) Beals Third Pickerel Lake in Gov't Lot 1 in 15.124.53. Motion carried.

**RECESS:** Chairman Sinner declared a recess at 10:29 AM. Chairman Sinner reconvened the regular session at 10:34 AM.

**TRAVEL:** DOE Block requested travel to Watertown for District Meeting. Moved by Walter, seconded by McGregor-Okroi to approve the travel request. Motion carried.

**TRAVEL:** Travel for Jennifer Ringkob, Extension Office was requested to attend State Livestock Skillathon in Brookings, SD. Motion by Walter, seconded by Tompkins to approve the travel request. Motion carried.

**HIGHWAY PUBLIC MEETING SET:** Moved by Walter, seconded by Tompkins to hold a Public Meeting on the 5-year plan for the Highway Department September 19, 2023 at 11:00 AM. The Highway Department will publish the notices needed. Motion carried.

**APPLICATION FOR OCCUPANCY ON ROW:** Hwy Supt. Braaten presented Occupancy of Right of Way of County Highways Applications. Moved by Walter, seconded by McGregor-Okroi to approve the applications presented. Motion carried.

**PURCHASE MATERIALS:** Moved by Kjos, seconded by Walter to approve option to purchase materials (royalty) for \$1.30 per ton with Kerry Holscher. Motion carried.

**DOG CATCHER:** Moved by McGregor-Okroi, seconded by Walter to approve hiring Steve Hargis as the County Dog Catcher at \$10.80/hr. and paying the \$25.00 housing fee at the Humane Society.

**TRAVEL REQUEST:** Sheriff Schreur requested travel for employees to attend Sheriff Convention in Aberdeen, SD. Moved by Walter, seconded by Tompkins to approve the travel request. Motion carried.

**AMBULANCE DEPARTMENT RAISES:** Moved by Walter, seconded by Tompkins to approve a .50 cent wage increase for employees who have completed 6 months of employment for the Ambulance Department effective August 5, 2023 pay period. Ross Grupe (\$16.00-\$16.50), Rob Grewe (\$16.00-\$16.50), Rita Sattler (\$18.00-\$18.50), Nancy Block (\$16.00-\$16.50), Casey Huffman (\$16.00-\$16.50), Monica Fischer (\$20.00-\$20.50), Paul Peterson (\$16.00-\$16.50), Jennifer Coester (\$20.00-\$20.50), Jason Coester (\$14.00-\$14.50), Owen McGregor (\$14.00-\$14.50), Candyce McGregor (\$16.00-

\$16.50), Vicki Coin (\$14.00-\$14.50), Spencer Monette (\$20.00-\$20.50), Cassidy Sivertson (\$20.00-\$20.50), Richelle Hyatt (\$20.00-\$20.50), Terry White (\$20.00-\$20.50). Motion carried.

**NEW HIRES:** Moved by Walter, seconded by Tompkins to hire David Dulitz and Ryan Kwasniewski as part-time with no benefits Drivers at \$14.00/hr effective August 22, 2023. Moved by Kjos, seconded by Tompkins to hire Garret Premus as a part-time with no benefits Driver at \$14.00/hr contingent the scope of work falls within “sporadic”. States Attorney Knight will research if Premus qualifies for the exception. Approval is granted if guidelines are met. Motion carried.

**EXECUTIVE SESSION:** Moved by Kjos, seconded by Walter to enter into Executive Session at 11:05 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:30 AM.

**ON CALL PAY:** Moved by Kjos, seconded by Tompkins to raise “on call” pay for Ambulance Department only from \$1.00/hr to \$2.00/hr effective August 5, 2023. Motion carried.

**UPDATE:** Director Madsen gave an Ambulance update. From December 15<sup>th</sup>, 2022 to August 22<sup>nd</sup>, 2023 there have been 351 calls.

**COURTHOUSE/HWY CLOSURE:** Day County Courthouse and Highway Department will be closed Monday, September 4, 2023 in observance of the Labor Day Holiday.

**RESTRICTED FUNDS TO UNASSIGNED:** Motion by Kjos, seconded by Tompkins to approve moving DAV Restricted Funds to Unassigned Fund Balance to pay for meal expenses for Veteran meeting. Motion carried.

**ASSIGNED FUND FOR AMBULANCE:** Moved by Walter, seconded by McGregor-Okroi to create an assigned fund for a new ambulance. Motion carried.

**SURPLUS AND SELL 2008 YAMAHA RHINO AND LOADMASTER TRAILER:** Moved by Walter, seconded by Tompkins to approve to surplus and sell on Purple Wave the 2008 Yamaha Rhino and 1998 Loadmaster Trailer. Motion carried.

**ADJOURNMENT:** Moved by Tompkins, seconded by McGregor-Okroi to adjourn until 9:00 AM, Tuesday, September 5, 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.