

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
October 17, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday October 17, 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: Invitation to 2nd Annual Day County Veterans Banquet.

PUBLIC COMMENTS: None.

MINUTES: Moved by Tompkins, seconded by Kjos to approve the minutes from October 3, 2023, regular commissioner meeting. Motion carried.

PAYROLL: Moved by Tompkins, seconded by McGregor-Okroi to approve and authorize the chairman to sign the payroll period ending October 7, 2023. Motion carried.

Auditor's Office 5,378.21; Treasurer's Office 5,883.20; Register of Deeds 5,282.45; State's Attorney 2,832.80; Sheriff's Office 11,062.95; Jailors 9,484.00; Assessor's Office 3,762.00; Commissioners 2,706.92; Home Health 193.50; WIC 150.50; Veteran's Service 2,713.63; Ambulance 5,516.21; Maintenance 2,012.50; Extension 1,246.00; Welfare 425.00; Drainage 346.50; Planning & Zoning 524.50; OEM 890.00; 911 445.00; Weed 730.15; Highway 21,832.74; Social Security 5,078.61; Medicare 1,187.72; Life Insurance 200.70; Dental Insurance 486.53; SD Retirement 4,450.68 for a total of 94,823.00.

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

SERVICE: A&B Business 175.27, Aramark 346.35, Ben Braaten 40.00, Bullert Automotive LLC 85.39, BX Civil & Construction 203,764.50, Century Business Products 92.53, City of Watertown 4,730.30, Dacotah Bank 3,286.92, Dave Hahler Automotive 6,304.97, Dean Schaefer Court Reporting 36.00, Eastman Inc. 105,637.09, IMEG Corp. 13,003.69, Johnson Controls Inc. 419.42, Kone Inc. 254.76, Kriech Construction 17,959.22, Microfilm Imaging Systems Inc. 95.00, Minn-Kota Communications Inc. 880.05, Safe Harbor 350.00, SD Public Health Lab 365.00, SDACO M & P 178.00, Securus Technologies 195.00, Sioux Valley Cooperation 24,331.84, Taliaferro Law Firm P.C. 356.70, Mitchell Vilhauer 2,883.90, Xerox Corporation 396.98, Xerox Financial Service 199.28,

SUPPLY: A-OX Welding 228.58, ACE 50.42, Auto Value Webster 628.04, Cole Papers 324.50, Kwasniewski Enterprises 178.00, Dakota Electronics 39.45, Dell Rapids Custom Trailers 312.00, Glacial Lakes Technology Service 919.00, Mike's Jack & Jill 471.63, National 4-H Council Shop 273.03, Power Plan 1,997.97, Reliance Telephone Inc. 400.00, Ryan's Candy 49.85, Sanford Health 882.00, Scantron Corporation 1,996.88, Schriver's Memorial 2,000.00, Sign Solutions 5,115.80, TrueNorth Steel 2,519.48, Twin Valley Tire 56.40, Valley Office Products 324.04,

PUBLISHING: Reporter and Farmer 1,055.07,

PER DIEM: Amanda Bartelt 161.26, Jodi Berger 48.40, Ross Grupe 282.51, Ashley Nelson 107.51, Jennifer Ringkob 137.42,

INSURANCE: Sarah Bremmon 2,000.00, SD Public Assurance Alliance 975.74, SDACC-Clerp 1,254.00,

UTILITY: City of Webster 374.03, Dependable Sanitation 111.88, ITC Telecom 639.59, James Valley Telecommunication 139.40, Northwestern Energy 3,409.51, RC Technologies 50.00, Venture Communications Inc. 264.69,

REPAIR: Dakota Fluid Power Inc. 376.20, Pierpont Service and Supplies 30.00, Safety Service 307.60, Snaza Implement 432.30, Transource Trucking Equipment 1,932.89, Webster Auto Care Inc. 236.55, Webster Tire and Marine Service 20.00,

REGISTRATION: Safety Conference 75.00,

MANUAL CHECKS: Day County Treasurer 10.00, SD Department of Revenue 163,079.88.

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 October 1, 2023. Total amount of deposits in bank 157,513.48. Total amount of actual cash 2,428.54. Total amount of deposits and drafts in Treasurer's possession not exceeding three days 32,848.07. 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 7,146,557.00; Postage 226.76; Register of Deeds petty cash 200.00; Sheriff 787.00; Credit cards 3,784.24 for a total of 8,474,345.09. Cash Balances: General Fund 3,945,158.61; Highway 3,535,896.59; E911 3,461.21; OEM 33,968.90; Domestic Abuse 419.00; 24/7 Fund 40,027.92; M & P Fund 63,561.57, Highway Rural Access 160,801.79; 700 Accounts 691,125.50; equals \$8,474,421.09.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of September 2023. Births (16) 240.00; Deaths (33) 495.00; Marriages (3) 120.00; Transfer fees 2,899.50; Recordings 2,935.00; Copies 444.50; Sales Tax .09 for a total of \$7,134.09.

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 September 2023: Accident Reports 4.00; Phone cards 113.29; Phone Commission 896.21; Remote Breath Tests 120.00; Remote Breath Act/Deact 80.00; Sheriff's Fees 1,024.33; Fingerprints 9.39; Juvenile Care 400.00; Dispatch Services 0.00; PBT's 247.00; Pistol Permits 0.00; Prisoners-Out of Co. 8,925.00; UA Fees 160.00; Work Release 1,220.00; Pierpont/Roslyn Contract Hours 500.00; Sales Tax 7.32 for a total of 13,706.54.

WAUBAY CITY CONTRACT: Moved by Kjos, seconded by McGregor-Okroi to approve signing a contract with Waubay City for 10 hours a month for 6 months for contract Sheriff hours. Will revisit the contract after 6 months. Motion carried.

PLUMBING FIXES: Sheriff Schreur discussed a cast iron pipe that blew out in the jail. The repairs have been made.

PLANNING/ZONING: Moved by Walter, seconded by McGregor-Okroi to recess the regular session at 9:15 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:50 AM.

PLATS: Upon recommendation of the Planning & Zoning Board, moved by Walter, seconded by McGregor-Okroi to approve the following plats: 1) Naessig Second Addition in SWSE 36.121.56; 2) Triple D Addition in NE 11.121.55; 3) Lots 1, 2 and 3 Reiprich 2nd Addition in 01.121.56. Motion carried.

WEED BOARD: Moved by Kjos, seconded by McGregor-Okroi to recess and convene as Weed Board at 9:52 AM. Motion carried. Chairman Sinner reconvened the regular meeting at 9:55 AM. Next Weed Board meeting will be during the second meeting in January 2024.

BRIDGE INSPECTIONS: Michael Gutenkauf and Chelsey Sheridan with IMEG presented bridge inspections. They completed 2 bridge inspections in 2023. The Butler Bridge was discussed.

GRANT FOR COUNTY ROAD 1: Michael Gutenkauf talked about pursuing a Hazard Mitigation grant for a hydrology study of Bitter Lake and County Road One. The location of the purposed grade raise is on Day County Road One / 446th Ave over Blue Dog Lake, beginning at approximately ¼ mile north of US Highway 12. Phase one of this study would evaluate the cost and benefits of a grade raise along this section of roadway, which is approximately 5,000 feet. Moved by Walter, seconded by McGregor-Okroi to approve resolution #2023-06 and sign Designation of Applicant Agent. Motion carried.

RESOLUTION #2023-06
APPOINTMENT OF APPLICANT AGENT
for the Hazard Mitigation Grant Program (HMGP)

WHEREAS, Day County is submitting a Project Scoping application to the South Dakota Division of Emergency Management and the Federal Emergency Management Agency; and

WHEREAS, Day County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that Day County appoints the Day County Commission Chairman as the authorized Applicant Agent.

Dated this 17th day of October 2023.

Derek Sinner,
Chairman of the Board

ATTEST:
Karli Zimmerman,
Auditor

ER AGREEMENT PROJECT #6435: Moved by Tompkins, seconded by McGregor-Okroi to approve signing Agreement with SD DOT for project #6435 (19). Motion carried.

CASH TRANSFER: Moved by Kjos, seconded by McGregor-Okroi to transfer \$614,080.00 from General Fund 101-4-911-911 to Highway Fund 201-371 as budgeted for the 2023 budget. Motion carried.

EXECUTIVE SESSION: Moved by Kjos, seconded by McGregor-Okroi to enter into Executive Session at 10:49AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:06 AM.

INSURANCE: Leslie Hendrickson with North Point Financial Partners discussed with the board county health insurance and additional benefits. Moved by Kjos, seconded by Tompkins to continue with the same policy for health insurance and additional benefits for 2024. Motion carried.

EMPLOYEE PAY INCREASE: Auditor Zimmerman recommended a pay increase for Sarah Bremmon due to reaching one year of employment. Moved by Kjos, seconded by Tompkins to approve \$1.00 per hour pay increase (21.25 to 22.25) effective October 22, 2023. Motion carried.

HOLIDAY CLOSURE: Day County Courthouse and Highway Department will be closed Friday, November 10 in observance of Veterans Day and Thursday, November 23 and Friday, November 24 in observance of the Thanksgiving Holiday.

TRAVEL REQUEST: Moved by Walter, seconded by McGregor-Okroi to approve travel request for employees to attend the Safety Conference in Pierre November 1st and 2nd. Motion carried.

RECESS: Chairman Sinner declared a recess at 11:07 AM. Chairman Sinner reconvened the regular session at 11:10 AM.

LEPC TRANSFER: Moved by McGregor-Okroi, seconded by Tompkins to transfer LEPC grant money for Laptop in the amount of \$919.00 from Restricted Fund Balance for LEPC (226-274.01) to Fund Balance Assigned for Emergency Management (226-276.05). Motion carried.

AMBULANCE RESTRICTED FUND TRANSFER: Moved by McGregor-Okroi, seconded by Walter to transfer Restricted Fund Balance for Ambulance Donations money for coats in the amount of \$1,605.60 from Restricted Fund Balance for Ambulance Donations (101-274.97) to Unassigned Fund Balance (101-277.0). Motion carried.

AUDITOR TO SIGN WIC CONTRACT: Moved by Kjos, seconded by Walter to approve Auditor Zimmerman to sign Agreement with South Dakota Department of Health Division of Family and Community Health for sub awards period and performance between 6/1/2023-9/30/2023. Motion carried.

NACO PUBLIC LAND FUNDING: Moved by Kjos, seconded by McGregor-Okroi to deny contributing funds to the NACO Public Land funding opportunity. Motion carried.

LETTER OF RESIGNATION: Moved by Walter, seconded by McGregor-Okroi to accept with regret a letter of resignation from Deputy Coroner Missy Rausch effective October 3, 2023. Motion carried.

APPOINTMENT OF DEPUTY CORONERS: Moved by Walter, seconded by McGregor-Okroi to approve appointing Chad Madsen, Ross Grupe, and William J. Coester as Deputy Coroners. Motion carried.

ADJOURNMENT: Moved by Walter, seconded by Tompkins to adjourn until 9:00 AM, Tuesday, November 7, 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.