

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
November 7, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, November 7, 2023 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Derek Sinner. Members present: Commissioners Kjos, McGregor-Okroi, Walter, and Tompkins. Others: Auditor Zimmerman, States Attorney Knight, Treasurer Zubke, Register of Deeds Berger, Kevin Winter R&F, Glenn Gebur, Janet Marx, and Jay Gilbertson.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: None.

MINUTES: Moved by Tompkins, seconded by Kjos to approve the minutes from October 17, 2023, regular commissioner meeting. Motion carried.

PAYROLL: Moved by Kjos, seconded by Walter to approve and authorize the chairman to sign the payroll period ending October 21, 2023. Motion carried.

Auditor's Office 5,378.20; Treasurer's Office 5,883.20; Register of Deeds 5,437.95; State's Attorney 2,832.80; Sheriff's Office 11,016.50; Jailors 10,189.36; Assessor's Office 3,762.00; Commissioners 2,706.92; Home Health 0.00; WIC 0.00; Veteran's Service 2,493.00; Ambulance 3,916.97; Maintenance 1,840.00; Extension 1,246.00; Welfare 425.00; Drainage 308.00; Planning & Zoning 486.00; OEM 712.00; 911 356.00; Weed 913.96; Highway 20,680.61; Social Security 4,895.84; Medicare 1,144.98; Health Insurance 25,479.65, Life Insurance 9.76; Dental Insurance 532.89; SD Retirement 4,433.89 for a total of 117,081.48.

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

SERVICES: Aramark 360.87, AT&T-FirstNet 201.84, Bituminous Paving Inc. 21,375.00, Century Business Products 223.33, Judy Cleveland 245.00, Dakota Electronics 8,196.05, Delaney, Nielsen & Sannes 5,750.00, Election Systems & Software 2,422.88, FedEx 19.23, Green, Roby, Oviatt LLP 4,445.00, Keller Mechanical 293.52, Ramkota Inn 492.00, Richardson, Wyly, Wise, Sauck 224.70, Gina Ruggieri 1,924.40, Safety Service Inc. 1,891.36, Sanford Health 128.34, Schwan Welding and Boiler 538.20, SD Public Health Laboratory 670.00, Sioux Valley Cooperative 22,867.15, Taliaferro Law Firm 203.30, Transource Trucking Equipment 371.42, Twin Valley Tire 3,172.70, Xerox Corporation 155.72,

SUPPLIES: A-OX Welding Supply 439.23, Ace 911.32, American Solutions for Business 59.64, Auto Value Webster 255.39, Bjerke Brothers LLC 12,118.87, CWD 1,344.16, Day County Treasurer 312.40, Dollar General 109.25, Mike's Jack and Jill 66.45, Newman Traffic Signs 604.81, Lois Opitz 32,255.60, Phoenix Supply 459.76, Premier Biotech, LLC 454.10, Stryker Sales Corporation 26,911.07, Valley Office Products 1,390.22,

PER DIEM: Sarah Bremmon 43.31, Brian Holland 12.21, Kristi Hubsch 43.05, Karli Zimmerman 248.03,

UTILITIES: City of Webster 426.34, Dependable Sanitation 58.60, ITC Telecom 1,418.50, Midcontinent Communications 368.05, Northwestern Energy 54.26, Otter Tail Power Co 34.10, RC Technologies 50.00,

PUBLISHING: Waubay Clipper 544.36,

REGISTRATION: Northern Plains Appraisal LLC 12.00,

REPAIR: Dave Hahler Automotive 485.11, Diamond Mowers Inc. 207.45, Little Falls Machine Inc. 931.16, Power Plan 652.02, Snaza Implement 338.71,

MANUAL CHECKS: South Dakota Dept. of Revenue 159,791.54.

APPLICATION FOR OCCUPANCY: Moved by Tompkins, seconded by Walter to approve application of occupancy for right of way of County Highways with Basin Construction. Motion carried.

NEW HIRE: Moved by Walter, seconded by Tompkins to approve hiring Christopher Anderson as full time Highway Maintenance Worker effective October 30, 2023 at \$20.73/hr. with benefits. Motion carried.

EMPLOYEE PAY INCREASE: Ambulance Director recommended a pay increase for Shauna Kjos-Miotke due to becoming an EMT. Moved by Walter, seconded by McGregor-Okroi to approve \$2.00/hr pay increase (14.00 to 16.00) effective November 5, 2023. Motion carried.

VEHICLE REPAIRS: Ambulance Director Madsen presented a quote from Twin Valley Tire for injector repair and an oil leak on the 2003 Ford Ambulance in the amount of \$3,202.91. Moved by Walter, seconded by McGregor-Okroi to approve fixing the 2003 Ford Ambulance. Motion carried.

VEHICLE SPENDING AUTHORITY: Moved by Walter, seconded by McGregor-Okroi to approve the Ambulance spending authority for vehicle repairs from \$500.00 to \$2,000.00. Motion carried.

AMBULANCE UPDATE: Ambulance Director Madsen reported 460 calls since December 15, 2022 and 431 calls since January 1, 2023. October had 35 calls. Madsen plans to use some Paramedic help/hours to help get paperwork and garage maintenance caught up.

TRAVEL REQUEST: Moved by Walter, seconded by Tompkins to approve travel request for DOE employee to attend the Assessor Workshop in Brookings November 9, 2023. Motion carried.

LIQUOR LICENSE: Moved by Kjos, seconded by Walter to approve renewing the 2024 Liquor licenses for Bitter Lake Lodge, Hilltop Steakhouse, Dale's Service Inc. (Hot Spot), Pickerel Lake Corner and Pickerel Lake Lodge. Motion carried.

COURTHOUSE CHRISTMAS TREES: Moved by Walter, seconded by McGregor-Okroi to allow organizations to place Christmas trees within the courthouse starting November 27-January 3 during the hours of 9-5. Motion carried.

BITTER LAKE: Commissioner Walter discussed the Scope of Work he received from the Army Corp of Engineers. Jay Gilbertson with the East Dakota Water District was present and discussed some concerns he saw within the scope of work. Gilbertson believed it is a good starting point, but there needs to be a lot added to it. Some other concerns were that it did not mention if the cost would be covered or what the local level may have to contribute towards the project. Commissioner Walter will try to reach out to the Corp to try to set up a meeting to review in person.

COMMISSIONER MEETING DATES: Moved by Kjos, seconded by Tompkins to approve the next Commissioner Meeting dates. The meeting dates will be as follows: January 4 & 18, February 6 & 20, March 5 & 19, 2024. Motion carried.

2024 PERSONNEL POLICY: The Personnel Policy was discussed. Hwy Supt. Braaten mentioned adding an employee tardiness policy along with possibly on call pay during snowstorms for Highway personnel. Performance evaluations policy was edited. The Personnel Policy will be discussed at the next meeting.

T-SHIRT SPONSOR: On Time Sports requested Day County to be a T-shirt sponsor for Tiospa Zina Tribal School. Moved by Tompkins, seconded by Kjos to deny sponsorship for t-shirt advertisement since the school is not within Day County. Motion carried.

EXECUTIVE SESSION: Moved by Kjos, seconded by McGregor-Okroi to enter into Executive Session at 10:01 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:40 AM.

LETTER OF RESIGNATION: Moved by Kjos, seconded by Tompkins to accept with regret a letter of resignation from Auditor Karli Zimmerman effective December 31, 2023 and to advertise for the position. Walter voted No. Motion carried.

LETTER OF RESIGNATION: Moved by Kjos, seconded by Tompkins to accept with regret a letter of resignation from Register of Deeds Deputy Darla Anderson effective October 20, 2023. Authorize to advertise for a full time Deputy Register of Deeds Deputy/Public Health Nurse Assistant with benefits. Motion carried.

ADJOURNMENT: Moved by Tompkins, seconded by McGregor-Okroi to adjourn until 9:00 AM, on Tuesday November 21, 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.