

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
November 21, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday November 21, 2023, in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, Walter, and Tompkins. Absent:McGregor-Okroi. Others: Auditor Zimmerman, States Attorney Knight, Register of Deeds Berger, Treasurer Zubke, Kevin Winter R&F, Janet Marx, and David Dulitz.

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 November 7, 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 November 4, 2023. Motion carried.

Auditor's Office 5,438.21, Treasurer's Office 5,883.20; Register of Deeds 4,103.20; State's Attorney 2,832.80; Sheriff's Office 10,671.00; Jailors 9,325.01; Assessor's Office 3,762.01; Commissioners 2,706.92; Home Health 0.00; WIC 0.00; Veteran's Service 3,289.50; Ambulance 4,568.09; Maintenance 1,909.00; Extension 1,121.40; Welfare 445.00; Drainage 324.50; Planning & Zoning 502.50; OEM 801.00; 911 267.00; Weed 1,038.56; Highway 21,451.45; Social Security 4,894.38; Medicare 1,144.66; Life Insurance 201.92; Dental Insurance 489.42; SD Retirement 4,393.03 for a total of 91,563.76.

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

SERVICE: A&B Business 183.95, Avera Behavioral Health Center 3,500.00, Ben Braaten 40.00, BX Civil & Construction, Inc. 243,797.00, Concord Services LLC 30,660.00, Dacotah Bank 1,636.58, Dakota Electronics 150.00, Day County Fair 10,000.00, IMEG Corp 22,133.31, Microfilm Imaging Systems Inc. 95.00, Sandford Health 820.00, Satellite Tracking of People 289.25, Scantron Corporation 1,934.56, SDACO M & P Fund 220.00, Sioux Valley Cooperative 3,001.44, Xerox Corporation 220.92, Xerox Financial Services 174.84,

SUPPLY: Agwrx Coop 30.00, Kwasniewski Enterprises Inc. 90.00, CWD 1,775.55, Jeffery Kwasniewski 100.00, Medtox Laboratories Inc. 77.80, Mid-American Research 365.11, Mike's Jack and Jill 378.80, Opitz Gravel 32,255.60, Spectra Associates Inc. 32.75, State 4-H Office 397.00, TrueNorth Steel 5,384.68, Valley Office Products 22.16,

PUBLISHING: Reporter and Farmer 755.90,

PER DIEM: Barbra Block 123.38, Ross Grupe 373.32, Sara McGregor-Okroi 48.96,

DUES: SD Ass'n of County Highway Supt. 350.00, SDACO SD Ass'n of County Officials 945.09,

REPAIR: Butler Machinery 1,746.33, Dakota Fluid Power Inc. 579.41, Dave Hahler Automotive 70.44,

UTILITY: Dependable Sanitation 146.48, James Valley Telecommunication 139.40, Northwestern Energy 3,433.93, Ottertail Power Co 32.26,

MANUAL CHECKS: Day County Treasurer 104.71, SD Department of Revenue 138,223.62, Pub 605 84.00.

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 November 1, 2023. Total amount of deposits in bank 1,032,027.28. Total amount of actual cash 5,814.67. Total amount of deposits and drafts in Treasurer's possession not exceeding three days 385,627.20. 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 9,236,741.80; Postage 312.40; Register of Deeds petty cash 200.00; Sheriff

1,063.00; Credit cards 15,756.06 for a total of 11,807,542.41. Cash Balances: General Fund 4,262,957.05; Highway 3,893,800.35; E911 2,550.88; OEM 30,021.32; Domestic Abuse 184.00; 24/7 Fund 40,474.92; M & P Fund 63,733.57, Highway Rural Access 147,417.01; 700 Accounts 3,362,997.31; equals \$11,804,336.41.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of October 2023. Births (10) 150.00; Deaths (11) 165.00; Marriages (5) 200.00; Transfer fees 2,873.00; Recordings 3,398.00; Copies 1,379.65; Sales Tax 1.21 for a total of \$8,166.86.

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 October 2023: Accident Reports 4.00; Phone cards 56.34; Phone Commission 1,381.83; Remote Breath Tests 78.00; Remote Breath Act/Deact 0.00; Sheriff's Fees 1,065.18; Fingerprints 9.39; Juvenile Care 3,600.00; Dispatch Services 0.00; Misc. Income 20.00; PBT's 456.00; Pistol Permits 0.00; Prisoners-Out of Co. 9,705.00; UA Fees 184.00; Work Release 3,050.00; Pierpont/Roslyn Contract Hours 1,000.00; Sales Tax 4.27 for a total of 20,614.01.

REGISTER OF DEEDS VAULT: Highway Supt. Braaten gave an update that a structural engineer has looked at the vault in the Register of Deeds office. The engineer will be supplying us with a report from his visit. In the meantime, it was suggested that some weight be moved to the basement.

PLANNING/ZONING: Moved by Tompkins, seconded by Kjos to recess the regular session at 9:13 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:57 AM.

PLATS: Upon recommendation of the Planning & Zoning Board, moved by Walter, seconded by Kjos to approve the following plats: 1) Gelhaus First Addition in E ½ SESE 29-121-55; 2) Marx 1st SubDiv in SE 29-122-58; 3) Reints 1st SubDiv in SWSE 5-124-58. Motion carried.

UTNE PROPERTY: Moved by Kjos, seconded by Tompkins to approve Chairman Sinner to sign the Project Extension Request from FEMA to expand period of performance for the Utne property to November 18, 2024. Motion carried.

WEATHER APP: OEM Director Anderson suggested purchasing a weather app for the Ambulance Department. The app costs roughly \$3,600.00/year and gives a daily forecast. No action was taken.

2023 TRAIL KING BELLY DUMP: Moved by Tompkins, seconded by Kjos to accept the bid through Sourcewell and purchase a 2023 Trail King Belly Dump Trailer in the amount of \$62,307.00. Motion carried.

NEW HIRE: Moved by Walter, seconded by Kjos to hire Mitzi Yanish and Jesse Spitzer as part-time with no benefits Ambulance Driver at \$14.00/hr effective November 19, 2023. Motion carried.

AMBULANCE PURCHASE: Ambulance Director Madsen presented a 2006 Ambulance that he is interested in purchasing. No action was taken.

AMBULANCE UPDATE: Director Madsen advised that Day County gets mutual aid agreements with surrounding counties. Ambulance has had 446 calls as of January 2023. Madsen would also like to thank the Waubay Senior Citizens for the donation of winter coats.

EXECUTIVE SESSION: Moved by Kjos, seconded by Tompkins to enter into Executive Session at 10:19 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:06 AM.

PERSONNEL POLICY: Moved by Kjos, seconded by Tompkins to adopt the 2024 Personnel Policy effective January 2, 2024. Motion carried.

AUTO-SUPPLEMENT GENERAL GOVERNMENT BUDGET: Moved by Walter, seconded by Kjos to approve the automatic budget supplement to the General Government (maintenance) budget (101-4-161-425.7) \$50,000.00 from money received from LATCF Federal Grant Funds for capital expenses to government admin buildings. Motion carried.

SURPLUS: Moved by Kjos, seconded by Tompkins to surplus and destroy 13 chairs. Motion carried.

VSO RE-APPOINTMENT: Moved by Walter, seconded by Kjos to re-appoint Jeffery Nelson as the Day County Veterans Service Officer for a period of four years, through the first Monday in January, 2028. Motion carried.

SD DEPT OF HEALTH: The South Dakota Department of Health has requested Naloxone be mounted in a protective box in the county building where the Community Health Office is located. The DOH employee is the designated point of contact who will be responsible for routine monitoring. Moved by Kjos, seconded by Tompkins to approve partner with the SD Dept. of Health office to have Naloxone available. Motion carried.

ADJOURNMENT: Moved by Kjos, seconded by Walter to adjourn until 9:00 AM, Tuesday, December 5, 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.