

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
December 5, 2023

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday December 5, 2023, in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, Walter, and Tompkins and McGregor-Okroi. Others: Auditor Zimmerman, Deputy Auditor Bremmon, States Attorney Knight, Register of Deeds Berger, Treasurer Zubke, Kevin Winter R&F, Janet Marx, David Dulitz, Tom Wagner, Gene Gaikowski, James Van Elsacker, and John Suhr.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: None.

MINUTES: Moved by Tompkins, seconded by Walter to approve the minutes from November 21, 2023, regular commissioner meeting. Motion carried.

PAYROLL: Moved by Kjos, seconded by Tompkins to approve and authorize the chairman to sign the payroll period ending November 18, 2023. Motion carried.

Auditor's Office 5,438.20, Treasurer's Office 5,883.20; Register of Deeds 4,103.20; State's Attorney 2,832.80; Sheriff's Office 10,931.50; Jailors 9,977.61; Assessor's Office 3,762.01; Commissioners 2,706.92; Home Health 0.00; WIC 0.00; Veteran's Service 2,364.00; Ambulance 4,756.60; Maintenance 1,886.00; Extension 1,246.00; Welfare 445.00; Drainage 341.00; Planning & Zoning 519.00; OEM 890.00; 911 356.00; Weed 730.15; Highway 20,399.38; Social Security 4,848.25; Medicare 1,133.86; Health Insurance 26,364.36; Life Insurance 0.00; Dental Insurance 489.42; SD Retirement 4,435.32 for a total of 116,839.78.

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

SERVICE: ABC 632.00, AT&T Firstnet 201.67, Bullert Automotive LLC 79.00, Century Business Products 243.24, Mark Christensen 816.19, City of Watertown 4,694.77, Day County Treasurer 213.76, Green Roby Oviatt, LLP 8,007.50, Minnehaha County 178.62, PCC Ambulance Billing Service 10,579.79, Sherry Sichmeller 40.00, Skeide Graveling 180.00, Tyler Technologies Inc. 27,563.14, Xtreme Garage Door LLC 173.00,

SUPPLY: A-OX Welding Supply 45.94, ACE 257.91, Equipment Blades Inc. 6,000.00, Lexisnexis 179.10, National 4-H Council-Shop 262.45, Opitz Gravel 1,671.66, Sioux Valley Cooperative 93.12, Spectra Associates Inc. 678.50, Team Laboratory Chemical, LLC 1,958.00, Valley Office Products 36.25,

PUBLISHING: Reporter and Farmer 703.83, Waubay Clipper 699.89,

REPAIR: Auto Value Webster 107.04, Twin Valley Tire 3,793.09,

REGISTRATION: SD Association of Weed and Pest 75.00,

UTILITY: Northwestern Energy 21.35, City of Webster 367.00, ITC Telecom 787.61,

MANUAL CHECKS: Sanford 2,000.00.

ROD VAULT: IMEG Corp performed a visual structural observation on the Register of Deeds Vault. At this time their opinion is that the floor system can support the current weight in the vault. If the cracks widen, restoration work will be required.

NEW HIRE: Moved by Tompkins, seconded by Kjos to approve hiring Jessica Wik as 60% Register of Deeds Deputy and 40% Nurse clerical at \$21.25 effective December 18th, 2023. Motion carried.

EMPLOYEE RAISE: Highway Supt. Braaten recommended a six-month pay increase for Highway worker Nick Gronke. Moved by Kjos, seconded by Tompkins to approve a \$0.50 pay increase for Nick Gronke effective December 3, 2023. Motion carried.

AUTO SUPPLEMENT: Moved by Tompkins, seconded by Walter to approve making an auto supplement to the Highway budget (201-4-311-437 Highway Road Construction) for unanticipated

expenses of \$100,000.00 for Road Maintenance. Revenue Reimbursement from State Grants. Motion carried.

RESIGNATION: Moved by Tompkins, seconded by Walter to accept with regret a letter of resignation from Highway worker James Pearson effective November 21, 2023. Commissioners thanked him for his years of service. Motion carried.

SNOW TRANSFER: Moved by Walter, seconded by McGregor-Okroi to approve a fund balance transfer of \$514.98 from Fund Balance Snow (201-274.05) to Highway Assigned FB Road Purpose (201-276.03). Motion carried.

4-H/EXTENSION UPDATE: Jennifer Ringkob, Program Advisor for Extension, gave a year end recap for the extension office.

MOU BETWEEN SDSU EXTENSION AND DAY COUNTY: Moved by Kjos, seconded by Tompkins to approve the chairman to sign the MOU between SDSU Extension and Day County for the 2024 year. Motion carried.

NEW HIRES: Moved by Walter, seconded by Tompkins to approve hiring Jennifer Steffes as part time with no benefits Ambulance Nurse at \$20.00/hr and Barbara Baker as part time with no benefits Ambulance EMT at \$16.00/hr effective December 17, 2023. Motion carried.

AMBULANCE UPDATE: Ambulance Director Madsen said they have taken 457 calls since January 1, 2023. Working on Mutual Aide Agreement with Clark County. Also working on sharing some education/training costs. An outstanding bill with Reporter and Farmer was discussed. Director Madsen was advised when purchasing inventory for the ambulance he should submit vouchers.

2024 WAGES: Wages for 2024 budget year were discussed. Commissioner Walter would like to see Ambulance, Highway, and Jail all classified as Public Safety Employees and be on a different salary scale than the Courthouse employees. Discussion was held on a two-scale system. Moved by Tompkins, seconded by Kjos to approve a .50 cent pay increase for all employees who have been employed for more than 6 months effective first pay period in 2024. Walter and McGregor-Okroi opposed. Motion carried.

FAIR BOARD LEASE AGREEMENT: Moved by Tompkins, seconded by Kjos to approve and authorize the chairman to sign the 2024 Annual Fair Board Lease Agreement. Motion carried.

PUBLIC DEFENDER CONTRACT: Moved by Kjos, seconded by Tompkins to authorize the chairman to sign the 2024 Public Defender Contract for \$90,000 with Delaney, Nielsen & Sannes. Motion carried.

NECOG JOINT COOPERATIVE AGREEMENT: Moved by Tompkins, seconded by Kjos to approve and authorize the chairman to sign the Joint Cooperative Agreement with NECOG for 2024. Motion carried.

HOLIDAY CLOSURE: Day County Courthouse and Highway Department will be closed December 25 and 26, 2023 in observance of Christmas and January 1, 2024 in observance of New Years.

EXECUTIVE SESSION: Moved by Kjos, seconded by Tompkins to enter into Executive Session at 9:40 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:17 AM.

HIRE: Moved by Kjos, seconded by Walter to approve hiring for the Auditor position. Motion carried.

LETTER OF RESIGNATION: Moved by Kjos, seconded by McGregor-Okroi to accept with regret a letter of resignation from Commissioner James Tompkins, District 2 effective December 5, 2023 and to appoint Janet Marx effective December 5, 2023 to fill the vacancy of Commissioner District 2. Walter voted No. Motion carried.

ADJOURNMENT: Moved by Kjos, seconded by Walter to adjourn until 9:00 AM, Tuesday, December 19, 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.