

**DAY COUNTY COMMISSION**  
**WEBSTER, SOUTH DAKOTA**  
**January 4, 2024**

The Day County Board of Commissioners convened in regular session at 9:00 AM, Thursday, January 4, 2024 in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Walter, Marx, Kjos and McGregor-Okroi. Others: Auditor Kading, States Attorney Knight, Treasurer Rhonda Zubke, Register of Deeds Jodi Berger, Glenn Gebur, David Dulitz, Amanda Fanger-R&F.

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

**OLD BUSINESS:** Chairman Sinner called for any old business. No old business.

**CLOSE FY2023:** There being no further business for 2023, moved by Marx, seconded by Kjos to adjourn the 2023 commission. Motion carried.

**OATHS OF OFFICE:** No oaths to administer for 2024.

**NOMINATION FOR 2024 CHAIRMAN:** Auditor Kading called for nominations for Chairman of the Day County Board of Commissioners for 2024. Moved by Kjos, seconded by Marx to nominate Commissioner Sinner as Chairman for 2024 and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Sinner took his place as Chairman.

Chairman Sinner called for nominations for Vice Chairman of the Day County Board of Commissioners for 2024. Moved by Walter, seconded by Marx to nominate Commissioner Kjos as Vice Chairman and that nominations cease. Unanimous vote was cast. Motion carried. Commissioner Kjos took his place as Vice Chairman.

**CORRESPONDENCE:** None.

**PUBLIC COMMENTS:** David Dulitz voiced his concerns to the Commissioners that a town hall meeting should be held to discuss getting Ambulance Director Madsen more employees and the direction the service is going.

**BOARD APPOINTMENTS FOR 2024:**

**NORTHEAST COUNCIL OF GOVERNMENTS:** Commissioners Marx and Walter.

**WEED BOARD:** Commissioners, Daniel Grode, Paul McCarlson, Ben Braaten, Weed Supervisor and Laura Kuecker, Secretary.

**SAFETY COMMITTEE:** Commissioners Sinner and Kjos, Ben Braaten, Bryan Anderson, Jodi Berger and Brian Holland.

**COMMUNITY ACTION PROGRAM (Grow SD):** Commissioner McGregor-Okroi

**LOCAL EMERGENCY PLANNING COMMITTEE:** OEM Director Bryan Anderson and Commissioner Walter.

**4-H AND FAIRBOARD:** Commissioners Kjos and Sinner.

LEGAL NEWSPAPERS FOR 2024

The Board designated the Reporter and Farmer and the Waubay Clipper as the legal newspapers for Day County.

OFFICIAL DEPOSITORIES

The Board designated the following savings depositories for Day County for year 2024: First Savings Bank, Bristol, SD; First Savings Bank, Waubay, SD; CorTrust Bank, Pierpont, SD; CorTrust Bank, Webster, SD; Dacotah Bank, Roslyn, SD; Dacotah Bank, Webster, SD; First Interstate Bank, Webster, SD.

The Board designated Dacotah Bank, Webster, SD, as the official checking depository for Day County.

#### CHATTEL MORTGAGE

The Board designated all sales are to be held at the front door of the Day County Courthouse.

#### TRAVEL ALLOWANCE AND MEAL REIMBURSEMENT

Employees will need to submit meal receipts before receiving reimbursement for day and overnight meetings. Meal expense will be reimbursed at a flat rate not to exceed \$40.00 per day. No meal expense will be reimbursed unless a duly executed voucher is prepared and submitted to the Board of County Commissioners. Meal reimbursement for non-overnight travel will be reimbursed and added to gross payroll up to the maximum amounts as listed above. Mileage: \$.51 per mile for personal vehicle.

#### WEED BOARD PER DIEM:

Commissioners \$300.00/yr.; Daniel Grode and Paul McCarlson \$65.00/meeting plus mileage.

#### GUARD/MATRON FEES

Regular guard at \$15.00/hour and the Armed Guard at \$18.00/hour.

#### PLANNING, ZONING, AND DRAINAGE

The Board appointed Dari Schlotte as County Planning, Zoning and Drainage Officer and Stephanie Williams as Secretary for 2024, and Commissioners will represent their districts.

#### INDIGENT BURIAL

For those county residents who die in a state of indigence or who otherwise qualify under SDCL 28-17, the Community Service Director shall allow burial and funeral expenses as follows:

A.	Embalming, casket and services (adult)	\$3,000.00
B.	Cremation, including urn and services	\$2,000.00
C.	Cremation without services	\$1,500.00
D.	Invoice cost of the outer container (grave liner/vault) plus delivery cost and set-up, equipment charges	invoice cost
E.	Opening and closing of grave/burial lot	\$550.00
F.	Mileage	\$400.00
G.	Other Services paid to other providers when death occurs out of area and other funeral homes must do removal and preparation services	\$800.00

All county funerals must be approved in advance by the Welfare Director or County Auditor. The Board appoints Sarah Bremmon as Welfare Director.

#### ELECTION PER DIEM

Election workers \$15.00/hr; Mileage \$.51; Election School \$20.00; Polling fees as charged by location.

Moved by Kjos, seconded by Marx to approve the preceding appointments and rates. Motion carried.

**CREDIT CARD AUTHORIZATION:** Moved by Marx, seconded by McGregor-Okroi to authorize the following staff for county credit card usage. No meals may be charged to the county credit card. Any of the persons named below, so long as they act in a representative capacity as agents of Day County, are authorized to use the credit card.

If indicated, any person listed below (subject to any expressed restrictions) is authorized to use the credit card: A.) Barbra Block, B.) Jodi Berger, C.) Kelsey Kading, D.) Rhonda Zubke, E.) Jerred Schreur, F.) Ben Braaten, G.) Jeffery Nelson, H.) Jennifer Ringkob, I.) Bryan Anderson, J.) Josh Hoven, K.) Samuel Ackerman, L.) Garret Premus, M.) Wes Williams, N.) Chad Madsen, O.) Kailey Anderson. Moved by Marx, seconded by McGregor-Okroi. Motion carried.

**MINUTES:** Moved by Kjos, seconded by Marx to approve the minutes for the December 28, 2023 regular commission meeting. Motion carried.

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

**SERVICE:** Century Business Products 163.61, Dakota Electronics 2,575.00, Equipment Blades Inc. 6,000.00, IMEG Corp 16,250.91, Green Roby Oviatt LLP 4,445.00, NECOG 10,186.13, Twin Valley Tire 566.37, Xerox 76.98,

**PUBLISHING:** Reporter & Farmer 618.62, Waubay Clipper 959.09,

**REPAIRS:** Johnson Lumber 67.96, Safety Service Inc. 32,691.17,

**SUPPLY:** A-OX Welding Supply 374.50, Aramark 114.39, CWD 1,829.94, Day County Treasurer 134.76, Motorola Solutions 19,155.00, Valley Office Products 313.72,

**PER DIEM:** Kjos, Daniel 42.84,

**UTILITY:** AT&T-Firstnet 202.89, City of Webster 326.58, ITC 1,029.11, Midcontinent 152.29, Northwestern Energy 51.10,

**DUES:** SDACH 100.00, SDSA 663.47,

**MANUAL CHECKS:** Day County Treasurer 513.52.

**SALARY SCHEDULE FOR 2024:** Moved by Walter, seconded by McGregor-Okroi to publish pursuant to SDCL 6-1-10 a complete list of all salaries of all officers and employees of Day County.

**ELECTED OFFICIALS:** Chairman Sinner \$14,796.08, Commissioners: Daniel Kjos, Sara McGregor-Okroi, Janet Marx and Jim Walter \$13,895.96 each, Treasurer Rhonda Zubke \$61,443.20, Register of Deeds Jodi Berger \$61,443.20, States Attorney John Knight \$74,692.80, Sheriff Jerred Schreur \$65,520.00,

**APPOINTED SALARY EMPLOYEES:** Ambulance Director Chad Madsen \$63,120.20, Auditor Kelsey Kading \$58,240.00, Director of Equalization Barbra Block \$57,200.00, Highway Supt./Weed Supervisor Ben Braaten \$65,170.40,

**SALARIED EMPLOYEES:** Deputy Josh Hoven \$55,120.00, Deputy Sheriff Samuel Ackerman \$50,960.00, Deputy Sheriff Garrett Premus \$53,040.00,

**APPOINTED HOURLY EMPLOYEES:** Planning, Zoning & Drainage Dari Schlotte \$22.50/hr, Veterans Service Officer Jeffery Nelson \$22.75/hr,

**HOURLY EMPLOYEES:** Karli Zimmerman \$38.50, Sarah Bremmon \$22.75, Kristi Hubsch \$22.75, Tanya Nilson \$22.75, Barbara Baker \$16.00, Ryan Kwasniewski \$14.00, Barb Niles \$22.75, Sheila Schimmel \$22.75, Laura Kuecker \$22.75, Stephanie Juhnke-Williams \$22.75, Jennifer Steffes \$20.00, Marcia Solberg \$21.50, Brian Holland \$23.50, Amanda Bartelt

\$25.50, Wesley Williams \$18.00, Kailey Anderson \$22.75, Jessica Wik \$21.25, Ashley Nelson-Kurtz(Jail) \$20.50, Kayla Schimmel \$20.50, Sarah Hamann \$19.50, Matthew Gaikowski (Jail) \$19.50, Ross Grupe \$20.50 (Jail), William Coester \$15.00, Lane Stern \$14.50, Mary Johnson \$18.50, Gage Anderson \$16.50, Jack Carlson \$18.50, Selma Howe \$23.23, Ernest Gronke, Jr. \$23.98, Travis Larson \$23.23, Darrel Wik \$23.23, Jesse Spitzer \$14.00, Mitzi Yanish \$14.00, William Dylla \$23.23, Matthew Halbkat \$23.23, Lynn Grimes \$23.23, Charles Lesner \$23.23, David Dulitz \$14.00, Nick Gronke \$22.73, Jeffrey Kwasniewski \$23.98, Christopher Anderson \$20.73 (Hwy), Brian Sinner \$21.50, Bryan Anderson \$22.75, Shauna Kjos-Miotke (Ambulance) \$16.50, Ashley Nelson-Kurtz (Ambulance) \$14.50, Courtney Clark \$14.50, Eugene Clark \$14.50, Lance Rokusek \$14.50, Matthew Gaikowski (Ambulance) \$14.00, Owen McGregor \$15.00, Chastity Madsen \$14.50, Paige Madsen \$14.50, Cassidy Sivertson \$21.00, Traci Alford \$20.50, Nancy Block \$17.00, Paul Peterson \$17.00, Casey Zochert-Huffman \$17.00, Candyce McGregor \$17.00, Robert Grewe \$17.00, Ross Grupe \$17.00 (Ambulance), Theresa Mikkelsen \$16.50, Rita Sattler \$19.00, Roxann Kjos \$20.50, Monica Fischer \$21.00, Jennifer Coester \$21.00, Mark Sayler \$20.50, Spencer Monette \$21.00, Chuck Bell \$20.50, Christopher Anderson \$14.00 (Ambulance), Terry White \$21.00, Jason Sackreiter \$20.50, Melissa Sackreiter \$20.50, Madison Coester \$14.00, Vicki Bareth \$20.50, Shalon Benawalis \$20.50, Victoria Coin \$15.00, Gavin Sannes \$14.00, Richelle Hyatt \$21.00,

PER DIEM RATE: Daniel Grode \$65.00/mtg + mileage, Paul McCarlson \$65.00/mtg + mileage, Shauna Kjos-Miotke, Coroner \$58.00/trip +mileage. Motion carried.

**WEBSTER HOUSING AND REDEVELOPMENT COMMISSION:** Moved by Kjos, seconded by McGregor-Okroi to appoint Commissioner Walter to serve, if needed, on the Webster Housing and Redevelopment Commission. Motion carried.

**AUTHORIZATION:** Moved by Marx, seconded by Kjos to authorize the Auditor's Office to process special bill runs between commission meetings. Motion carried.

**INVESTMENT POLICY:** Moved by Marx, seconded by Kjos to approve the 2024 Investment Policy as presented by Treasurer Zubke. Motion carried.

**PURCHASE DRYER:** Moved by Walter, seconded by McGreger-Okroi to approve the purchase of a dryer for Day County Jail with an approximate cost of \$1,432.00. Motion carried.

**RADIOS:** Moved by Marx, seconded by McGregor-Okroi for approve hiring a tower climber to fix a bad antenna. Motion carried.

**EXECUTIVE SESSION:** Moved by Kjos, seconded by Walter to enter into Executive Session at 9:43 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:17 AM.

**HWY DEPT. SEALED BIDS:** Moved by Kjos, seconded by Walter to authorize Hwy Supt. Braaten to advertise for sealed bids on the following: 1) Road Machinery Rental Rates; 2) One-Year supply of Road Oil; 3) Hot Mix and Paver Laid Hot Mix and 4) One-Year supply of Road Construction and Maintenance Gravel Materials. Bid opening will be on February 1, 2024 at 10:00 AM. Approval of bids will be at the Commissioner meeting on February 6, 2024. Motion carried.

**PART-TIME SERVICE:** Moved by Walter, seconded by McGregor-Okroi to approve part time services from Webster Scale as needed for snow removal for the Highway Dept. for 2024. Motion carried.

**ELECTION TRAINING:** Motion by Marx, seconded by Walter to approve travel requests for the Auditor's Office to attend election training in Pierre. Motion carried.

**COURTHOUSE/HIGHWAY CLOSURE:** Day County Courthouse and Hwy Dept will be closed Jan. 15<sup>th</sup>, 2024 in observation of Martin Luther King Day.

**CASH TRANSFER:** Moved by McGregor-Okroi, seconded by Marx to approve the cash transfer from general fund (101-4-911-911) to E911 (207-371) as budgeted for \$15,000.00. Motion carried.

**TOWN HALL MEETING:** Commissioner Walter looked back how the board had a town hall meeting when the county purchased the equipment. Walter feels another town hall meeting needs to be held to discuss where this ambulance service is going to go, and the people of Day County need to decide how far they want this ambulance service to go. Chairman Sinner stated that forward is the only direction the Ambulance service is going. Walter stated he has called surrounding counties inquiring about town hall meetings. Walter offered to personally pay for advertising expenses, inviting the public to the town hall meeting. Sinner and Kjos both stated that they each have reached out to people of Day County and the districts that they represent, and no one felt there was a need for a town hall meeting at this time with having two meetings a month that are open to the public. Kjos said they received a good report and a good year. If we were to go to a full-time service we would have to go to the taxpayers and come up with more money. Kjos knows there are issues to fix like anything but it's a brand-new service and doesn't feel like we need to stir up a hornets nest. Kjos stated that he has done his homework, and the people are happy with the service. Commissioner Marx asked Walter if he talked to any of his own constituents about how they felt the service was doing or had just contacted other counties and ambulance services. Walter responded that he showed up to coffee clutches and discussed it. Sinner and Kjos also stated the people they reached out to were happy with how the service did the first year. Walter said he would host his own meeting, which Sinner responded that he is free to do so as an acting citizen but could not have his own meeting representing Day County Commissioners. Commissioner McGregor-Okroi stated that at this time, she didn't feel the board is ready to proceed with a town hall meeting until the Commissioners get a better understanding and talk to Director Madsen and figure out a few things before presenting to the public.

**EQUIPMENT:** Moved by Kjos, seconded by Marx to approve purchasing 4 flashlights for the Ambulance Service with an approximate cost of \$250.00 each. Motion carried.

**EXECUTIVE SESSION:** Moved by McGregor-Okroi, seconded by Walter to enter into Executive Session at 10:32 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:50 AM.

**FULL-TIME STAFF:** No discussion was held on additional full-time staff for the Ambulance department.

**ADJOURNMENT:** Moved by Marx, seconded by McGregor-Okroi to adjourn the meeting until 9:00 AM, Thursday, January 18, 2024 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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Kelsey Kading  
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.