

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
January 18, 2024

The Day County Board of Commissioners convened in regular session at 9:00 AM, Thursday January 18, 2024, in the Commissioner Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Kjos, McGregor-Okroi, Walter, and Marx. Others: Auditor Kading, States Attorney Knight, Amanda Dulitz R&F, Treasurer Rhonda Zubke, Register of Deeds Jodi Berger, Paul Dulitz and David Dulitz.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: David Dulitz suggested having a town hall meeting for the Ambulance service and use it as a way to be held accountable to the people, also stating that there is also a lot of achievement to be proud of in the last year with the service. Paul Dulitz added that commissioners have to be accessible and suggested to go out and meet constituents in the area and then see what you can do. Commissioner Walter voiced concern with minutes not matching the newspaper and stated that he hoped the future minutes would reflect more of the direct conversation and discussion as they happen in the meeting. Auditor Kading responded with noted and said the newspaper is an editorial.

MINUTES: Moved by Kjos, seconded by Marx to approve the minutes from January 4th, 2024, regular commissioner meeting. Motion carried.

PAYROLL: Moved by Marx, seconded by McGregor-Okroi to approve and authorize the chairman to sign the payroll period ending December 30, 2023. Motion carried.

Auditor's Office 6,220.20; Treasurer's Office 6,003.20; Register of Deeds 5,258.45; State's Attorney 2,872.80; Sheriff's Office 11,945.93; Jailors 10,665.07; Assessor's Office 3,838.00; Commissioners 2,706.92; Home Health 624.75; Veteran's Service 591.50; Ambulance 5,156.70; Maintenance 1,950.50; Extension 1,274.00; Welfare 455.00; Drainage 354.38; Planning & Zoning 536.38; OEM 728.00; 911 364.00; Weed 742.15; Highway 20,691.55; Social Security 5,067.70; Medicare 1,185.19; Life Insurance 195.82; Health Insurance 0.00; Dental Insurance 460.46; SD Retirement 4,752.92 for a total of 94,641.57.

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

SERVICES: A&B Business 157.61, Aramark 146.28, Century Business Products 100.79, Kwasniewski Enterprises 72.00, Dacotah Bank 652.89, Dakota Electronics 238.90, Delaney, Nielsen, & Sannes 5,750.00, Dugan Sales & Service 1,347.90, IMEG Corp 1,956.33, Kone Inc. 290.43, Microfilm Imaging Systems 95.00, Minn-Kota Communications, Inc 4,968.00, Pies Fire Equipment 1,691.55, Safe Harbor 870.00, Sanford Health 1,523.80, Satellite Tracking of People 100.75, SDACO M&P Fund 322.00, SD Public Health Laboratory 745.00, Taliaferro Law Firm, P.C. 1,534.35, Transource Trucking Equipment 1,301.01, Webster Scale 6,979.60, Xerox Corporation 158.58, Xerox Financial Services 214.74,

SUPPLIES: ACE 638.53, All Flags LLC 99.58, Auto Value 55.88, Cole Papers 645.96, Colonial Research 691.83, Dollar General 148.63, Halbkat, Matt 100.00, Mike's Jack and Jill 206.42, Sioux Valley Coop 3,043.70, Stern Oil Company 3,480.20, Valley Office Products 617.17,

UTILITY: City of Webster 66.70, ITC Telecom 714.64, James Valley Telecommunications 139.40, Midcontinent Communications 215.76, Northwestern Energy 4,550.25, Otter Tail Power 38.05, RC Technologies 50.00,

REPAIR: Butler Machinery 11,601.62, Glacial Lakes Technology Services 95.00, Mereen-Johnson LLC 49.02, Northstar Mechanical Inc. 122.52, Webster Auto Care 491.43,

INSURANCE: SD Public Assurance Alliance 108,981.43,

DONATIONS: Area IV Senior Nutrition 5,000.00, Aspire 4,320.00, Community Transit 4,500.00, Day County Conservation District 10,000.00, Day County Fair 15,000.00, Glacial Lakes Tourism 626.00, Museum of Wildlife, Science, & Industry 5,000.00, NESDCAP 5,000.00, Northeast Mental Health Center 5,000.00, Waubay Senior Citizens 2,185.00, Webster Area Development Corporation 14,500.00, Webster Golden Age Club 2,565.00,

PER DIEM: McGregor-Okroi, Sara 49.76, Walter, James 21.42,
MANUAL CHECKS: Day County Treasurer \$26.70; SD State Treasurer \$69.45; Day County
Treasurer \$1,444.90; SD Department of Revenue \$137,996.58.

REPORTS: The Board noted the following reports:

In compliance with the law, I, Kelsey Kading 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 January 1, 2024. Total amount of deposits in bank \$32,884.47. Total amount of actual cash \$2,000.31. Total amount of deposits and drafts in Treasurer's possession not exceeding three days \$10,798.05. Itemized list of all items, checks and drafts, which have been in the Treasurer's possession over three days: CD'S \$1,150,000.00; IMMA \$6,910,603.98; Postage \$134.76; Register of Deeds petty cash \$200.00; Sheriff \$1,015.00; Credit cards \$1,762.14 for a total of \$8,109,398.71. Cash Balances: General Fund \$4,119,445.54; Highway \$3,482,662.16; E911 \$943.89; OEM \$19,336.61; Domestic Abuse \$439.00; 24/7 Fund \$41,144.92; M & P Fund \$61,310.66; Highway Rural Access \$135,974.41; 700 Accounts \$247,810.52; equals \$8,109,067.71.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of December 2023. Births (14) \$210.00; Deaths (9) \$135.00; Marriages (2) \$80.00; Transfer fees \$12,206.50; Recordings \$5,060.00; Copies \$393.05; Sales Tax \$0.25 for a total of \$18,084.80.

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 December 2023: Accident Reports \$4.00; Phone cards \$28.17; Phone Commission \$927.04; Remote Breath Tests \$45.00; Remote Breath Act/Deact \$0.00; Sheriff's Fees \$1,023.19; Fingerprints \$18.78; Juvenile Care \$5,600.00; Dispatch Services \$0.00; PBT's \$711.00; Pistol Permits \$0.00; Prisoners-Out of Co. \$9,000.00; UA Fees \$200.00; Work Release \$360.00; State Grant \$841.35; Roslyn Contract Hours \$500.00; Pierpont Contract Hours \$500.00; Sales Tax \$3.05 for a total of \$19,761.58.

OEM/NECOG HAZARD MITIGATION PLAN: Moved by Walter, seconded by McGregor-Okroi to approve the Chairman to sign agreement for Pre-Disaster Mitigation Plan (PDM) assistance. Motion carried. OEM Director Bryan Anderson updated the board that State climatologist is looking to put in a second weather station in northeast area of county which will help with FEMA applications. Anderson stated that they are looking for an area and would ideally like to do a long term contract if someone would be interested.

PLANNING/ZONING: Moved by Walter, seconded by Marx to recess the regular session at 9:27 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:56 AM.

PLAT: Upon recommendation of the Planning & Zoning Board, moved by Walter, seconded by Marx to approve the following plat: Johnson Family Real Estate First Addition in Gov't Lot 1 in 2-122-57; Motion carried.

WEED BOARD: Moved by Marx, seconded by Kjos to recess the regular session at 9:59AM, to convene as Weed Board. Chairman Sinner reconvened the regular session at 10:05 AM. Next Weed Board meeting will be March 5th, 2024, at 10:00 AM.

RECESS: Chairman Sinner declared a recess at 10:14 AM. Chairman Sinner reconvened the regular session at 10:19 AM.

DOE: Moved by Walter, seconded by McGregor-Okroi to approve pay increase for Barbra Block due to one year of employment to \$61,443.20 (\$27.50 to \$29.54 per hour). Motion carried.

YEAR-END RECAP: Hwy Supt. Braaten passed out year-end recaps. A copy is on file at the Auditor's office and Highway office.

HIGHWAY: Moved by Marx, seconded by Kjos to approve Hwy Supt. Braaten to attend Hwy Supt. meeting in Deadwood. Motion carried.

VETERANS SERVICE OFFICE: Director Jeff Nelson gave a year-end update. Nelson included in the update, the success of the Veterans Banquet, work being done to get information to veterans and information how to get more involved out to the public and surrounding counties.

SHERIFF: Sheriff Jared Schreur had a discussion on repairs needed on department vehicle. Moved by Walter, seconded by McGregor-Okroi to approve Sheriff Schreur to start the application

process of hiring a Deputy Sheriff as a deputy has indicated that he will be leaving in the spring. Motion carried.

EXECUTIVE SESSION: Moved by Marx, seconded by Kjos to enter Executive Session at 10:35 AM for personnel and legal matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 10:40 AM.

AMBULANCE: Moved by McGregor-Okroi, seconded by Marx to approve hiring of Kimberly Thompson as part time ambulance nurse at \$20.00 per hour with no benefits effective 1-18-2024. Motion carried.

EXECUTIVE SESSION: Moved by Kjos, seconded by Marx to enter into Executive Session at 11:00 AM for personnel and legal matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:54 AM.

RETIREMENT: Moved by Walter, seconded by Marx to accept the resignation of Kris Husbch, Deputy Auditor, with regret and thanks for the years of service effective 1-26-2024. Motion carried.

SMOKE-FREE CAMPUS: Discussion was had on becoming a smoke-free campus. Commissioner Sinner had a complaint from a constituent that the public should not have to walk through smoke going into the courthouse. Sheriff Schreur stated that the Sheriff department employees have to use a location in which they are able to hear and have quick access to phone, and displayed a sign purchased for Sheriff's office, as an example to display in the designated smoking area.

CAPITAL OUTLAY ACCUMULATIONS: Moved by Kjos, seconded by Marx to approve transferring \$50,000.00 from Unassigned Fund Balance Fund (account #101-277.0) to Assigned for Capital Outlay Boiler Fund (account # 276.03) as per budgeted for 2024. Motion carried.

ABATEMENTS: Auditor Kading presented abatements for Commission approval.

ABATEMENT #2024-01 abate \$358.07 on parcel #78-16-0221; #2024-02 abate \$358.48 on parcel #02-36-2350; #2024-03 abate \$93.18 on parcel #77-34-0290M1; #2024-04 abate \$22.26 on parcel #07-656-073M; #2024-05 abate \$319.18 on parcel #11-50-0305M; #2024-06 abate \$368.72 on parcel #71-11-02031M; #2024-07 abate \$43.96 on parcel #07-656-0610M. These abatements are for the 2023 Advance Mobile Home taxes. Moved by Marx, seconded by McGregor-Okroi to approve the abatements presented. Motion carried.

EMPLOYEE STIPULATIONS: Commissioner Walter brought to discussion concerns with wages on part-time employees. Walter wanted discussion on Karli Zimmerman's wage. Zimmerman stated that it is a temporary position but she could be done if he wanted. Walter responded, that is not what he wanted and just thought a discussion should be had. Zimmerman said every situation is different and stated her part-time wages were approved to help temporarily in the Auditor's office with training as needed. Commissioner Sinner added that it is a temporary position vs a permanent part-time position. Part-time Planning & Zoning/Drainage Dept. Head Dari Schlotte said his concern is based more on the salary part, more with secretaries making more than department heads as part-time and thought it needed to be looked into.

COURTHOUSE AND HWY DEPT CLOSES: Courthouse & Hwy Dept. closed February 19th, 2024, of observance of President's Day.

ADJOURNMENT: Moved by Marx, seconded by McGregor-Okroi to adjourn until 9:00 AM, Tuesday, February 6, 2024, to convene in the Commissioners Chambers in the Day County Courthouse. Motion carried.

Derek Sinner
Chairman

ATTEST:

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.