

**DAY COUNTY COMMISSION**  
**WEBSTER, SOUTH DAKOTA**  
**February 20, 2024**

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday February 20, 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, Treasurer Zubke, Register of Deeds Berger, Carolyn Shaunaman, John Butterbrodt, Kris Hubsch, Kevin Jens, Barry Hillestad, Ben Braaten, Sheriff Schreur, Dari Schlotte, Karli Zimmerman, Jake Zimmerman, Micheal Herr, Stephanie Williams, Chad Madsen, Glenn Gebur, Paul Dulitz, David Dulitz and Amanda Dulitz, R&F.

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

**CORRESPONDENCE:** None.

**PUBLIC COMMENTS:** David Dulitz referred to the Reporter and Farmer article on Ambulance volunteers, which Commissioner Sinner wanted corrected because the Ambulance volunteers are paid and considered part time employees of the county and David Dulitz stated that people should be referred to Chad so they understand the Ambulance is a volunteered paid service and that Ambulance workers are not doing it for the money. Ben Braaten said that he has been asked questions about the New Western Sunset Addition and whether it is city ordinances or county ordinances and asked how the TIF works and how it effects city, county, and school taxes. Sinner responded, the Western Sunset Addition will be annexed in by the City of Webster if the project goes forth and would go by city ordinances. Kading added that it has not been decided on which TIF structure is going be used. Once that is determined, we will have more information available for the public. Barry Hillestad voiced his concern with the type of leaves used for funerals. It's important to remember that the Sheriff's Department as well as first responders is a family and when one bleeds, they all bleed. Sherrif Schreur runs his department as well as the Auditor, Register of Deeds, and Treasurer run their offices. If he chose to send employees out to represent that office and the county as part of their duties and responsibilities, then they should have paid wages for funeral leave.

**MINUTES:** Moved by Kjos, seconded by Walter to approve the minutes from February 6th, 2024, regular commissioner meeting. Motion carried.

**PAYROLL:** Moved by Walter, seconded by McGregor-Okroi to approve and authorize the chairman to sign the payroll period ending February 10, 2024. Motion carried.

Auditor's Office 5,473.13; Treasurer's Office 6,003.20; Register of Deeds 5,203.21; State's Attorney 2,872.80; Sheriff's Office 10,843.29; Jailors 9,601.00; Assessor's Office 4,001.20; Commissioners 2,706.92; Home Health 680.00; Veteran's Service 1,365.00; Ambulance 5,011.98; Maintenance 1,932.88; Extension 1,274.01; Welfare 455.00; Drainage 382.50; Planning & Zoning 564.50; OEM 910.00; 911 455.00; Weed 742.16; Highway 21,155.93; Social Security 4,980.11; Medicare 1,164.71; Life Insurance 0.00; Health Insurance 27,300.96; Dental Insurance 460.46; SD Retirement 4,485.83 for a total of 120,025.78.

**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 Inc. 157.61, Aramark 413.36, Austin, Strait, Benson, Thole 672.30, Cash-Way Dist. 798.21, Century Business Products 94.32, City of Watertown 4,678.06, Kwasniewski Enterprises 130.93, Dacotah Bank 1,090.51, Dept of Agriculture & NA 100.00, , IDEMIA 2,474.00, Medtox Laboratories Inc 127.80, Minn-Kota Communications, Inc 830.10, Sanford Health 1,410.00, Satellite Tracking of People 100.75, SDACO M&P Fund 258.00, SD Public Health Laboratory 1,290.00, SDAE4-HP 65.00, Taliaferro Law Firm, P.C. 313.45, Transource Trucking Equipment 1,776.92, White Cap LP 33,726.00, Xerox Corporation 388.69, Xerox Financial Services 379.41

**SUPPLIES:** Bound Tree Medical 9,826.00, Dollar General 83.03, First Call Auto Parts 93.60, Mid-American research 560.42, Mike's Jack and Jill 318.94, Off the Wall Signs 150.00, Sioux Valley Coop 10,306.63, Tri State Water Inc. 20.70, Twin Valley Tire 2,521.40, Valley Office Products 131.43,

UTILITY: AT&T 40.00, ITC Telecom 1,396.51, James Valley Telecommunications 139.40, Northwestern Energy 6,487.66, Otter Tail Power 34.82, RC Technologies 50.00, Verizon Connect 72.05,

REPAIR: Butler Machinery 383.25, Dave Hahler Automotive 107.17, Safety Service Inc 36,570.16, Snaza Implement 1,073.35, Webster Auto Care 446.91

WAGES: SDSU Extension 11,200.02

INSURANCE: SD Public Assurance Alliance 70.43, Ashley Nelson 2,000.00

PUBLISHING: Reporter & Farmer 57.00,

PER DIEM: Walter, James 21.42,

MANUAL CHECKS: Day County Treasurer \$55.36; Day County Treasurer \$65.09; SD Department of Revenue \$170,096.65.

**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 February 1, 2024. Total amount of deposits in bank \$291,669.99. Total amount of actual cash \$1,107.66. Total amount of deposits and drafts in Treasurer's possession not exceeding three days \$50,491.10. 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 \$7,041,207.66; Postage \$478.03; Register of Deeds petty cash \$200.00; Sheriff \$884.00; Credit cards \$7,980.81 for a total of \$8,544,019.25. Cash Balances: General Fund \$4,082,503.75; Highway \$3,769,872.16; E911 \$19,472.69; OEM \$14,844.66; Domestic Abuse \$129.00; 24/7 Fund \$41,900.92; M & P Fund \$61,458.67; Highway Rural Access \$141,990.01; 700 Accounts \$459,682.48; equals \$8,591,854.34.

In compliance with the law, I, Jodi Berger, hereby report the fees of the Office of Register of Deeds for the month of January 2024. Births (7) \$105.00; Deaths (45) \$675.00; Marriages (2) \$80.00; Transfer fees \$5,867.00; Recordings \$3,970.00; Copies \$537.00; Sales Tax \$0.19 for a total of \$11,234.19.

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 January 2024: Accident Reports \$4.00; Phone cards \$0.00; Phone Commission \$538.42; Remote Breath Tests \$93.00; Remote Breath Act/Deact \$240.00; Sheriff's Fees \$870.63; Fingerprints \$28.17; Juvenile Care \$3,600.00; Dispatch Services \$0.00; PBT's \$621.00; Pistol Permits \$0.00; Prisoners-Out of Co. \$7,865.00; UA Fees \$369.00; Work Release \$250.00; State Grant \$0.00; Roslyn Contract Hours \$500.00; Pierpont Contract Hours \$500.00; Sales Tax \$1.83 for a total of \$15,481.05.

**HIGHWAY:** Moved by Walter, seconded by McGregor-Okroi to approve Bridge Reinspection Program Resolution 2024-2 for use with SDDOT retainer contracts. Motion carried.

**BRIDGE REINSPECTION  
PROGRAM RESOLUTION #2024-02  
FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS,** 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

**THEREFORE,** Day County is desirous of participating in the Bridge Inspection Program. The County requests SDDOT to hire IMEG for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds. Dated this 20th day of February 2024, at Webster, South Dakota.

Board of County Commissioners of Day County,  
Derek Sinner,  
Chairman of the Board

ATTEST:  
Kelsey Kading,  
County Auditor

**PLANNING/ZONING:** Moved by Marx, seconded by Walter to recess the regular session at 9:15 AM, to convene as Planning, Zoning and Drainage Board. Motion carried. Chairman Sinner reconvened the regular session at 9:45 AM.

**OEM:** Moved by Kjos, seconded by Marx to approve the most recent coop plan. Motion carried.

**PCC YEAR-END RECAP:** PCC gave an updated financial summary report.

**TAX SALE:** Moved by Walter, seconded by McGregor-Okroi to approve Auditor Kading to advertise the tax sale. The tax sale will take place on April 9th, 2024, at 10:00 A.M. at the front door of the Day County Courthouse. Property offered for sale is as follows:

**Property 1:** West Half of Lots Ten (10) and Eleven (11) and the South Two (2) feet of the West Half of Lot Twelve (12), Block Six (6), of Bush and Vander Horck's Addition to the City of Webster, Day County, South Dakota. Motion carried.

**RECESS:** Chairman Sinner declared a recess at 10:59 AM. Chairman Sinner reconvened the regular session at 11:06 AM.

**TRAVEL REQUEST:** Moved by McGregor-Okroi, seconded by Kjos to approve the Sheriff's Dept. to travel to the funeral of fallen officer. Motioned carried.

**TRAVEL REQUEST:** Moved by Walter, seconded by McGregor-Okroi to approve travel for 3 Sheriff's Dept. employees to attend Sheriff's conference in Deadwood. Motion carried.

**RETIREMENT:** Moved by Marx, seconded by Walter to accept the resignation of Wes Williams in the Sheriff's Department, with regret and thanks for the years of service effective February 9<sup>th</sup>, 2024. Motion carried.

**CLASS A UNIFORMS:** Discussion was had on Class A Uniforms and Sheriff Scheur was told to get quotes. No action taken.

**SOUTH DOOR ENTRANCE:** Discussion on repairs was had. No action taken.

**EXECUTIVE SESSION:** Moved by Kjos, seconded by Marx to enter into Executive Session at 11:13 AM for personnel matters as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 11:33 AM.

**ABATEMENTS:** Auditor Kading presented abatements for Commission approval.

ABATEMENT #2024-08 abate \$5,179.02 on parcel 06-128-1000; #2024-09 abate \$4,930.80 on parcel 78-26-0030; #2024-10 abate \$10,673.93 on parcel 78-10-1014. Moved by Marx, seconded by Kjos to approve the abatements presented. Motion carried.

**TRAVEL REQUEST:** Moved by McGregor-Okroi, seconded by Marx to approve Auditor, Register of Deeds and Treasurer department heads to travel to County Officials Spring Workshop. Motion Carried.

**FEMA FLOOD MAP:** Moved by Kjos, seconded by Walter to approve Chairman Sinner to sign current FEMA Flood Map. Motioned carried.

**CPI:** Auditor Kading reported the CPI is 3.0% for 2024 taxes payable in 2025.

**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. A.) Ross Grupe, B.) Rob Grewe, C.) Jason Coester, D.) Brian Holland. Motion carried.

**2023 ANNUAL REPORT:** Auditor Kading presented the 2023 annual report. Moved by Marx, seconded by Kjos to approve, file, and publish the 2023 annual report. Motion carried.

**AMENDMENT TO PERSONNEL POLICY:** Moved by Kjos, seconded by Walter to approve to amend the meal reimbursement in the 2024 Personnel Policy. Motion carried.

**NEW HIRE:** No discussion or action was had.

**FUTURE MEETING DATES:** Future Commissioner dates were set as follows: March 5<sup>th</sup> & 19<sup>th</sup>, April 9<sup>th</sup> & 23<sup>rd</sup>, May 7<sup>th</sup> and 21<sup>st</sup> and June 6<sup>th</sup> & 18<sup>th</sup>, 2024.

**ADJOURNMENT:** Moved by McGregor-Okroi, seconded by Marx to adjourn until 9:00 AM, Tuesday, March 5, 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.