

DAY COUNTY COMMISSION
WEBSTER, SOUTH DAKOTA
December 3, 2024

The Day County Board of Commissioners convened in regular session at 9:00 AM, Tuesday, December 3, 2024, in the Commissioners Chambers in the Day County Courthouse. Meeting called to order by Chairman Sinner. Members present: Commissioners Marx, Walter and Kjos. Absent: Commissioner McGregor-Okroi. Others: States Attorney Knight, Auditor Kading, Treasurer Zubke, Register of Deeds Berger, Hwy Supt. Larson, Sheriff Schreur, Josh Hoven, Barry Hillestad, Bryan Anderson, Roy Aldrich, Blake Torrence, Paul Dulitz, and Brenner Cariveau-R&F.

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

CORRESPONDENCE: None.

PUBLIC COMMENTS: Paul Dulitz thanked Commissioners Marx and Walter for their service to the County. Barry Hillestad commented on inappropriate posts that were made online on social media by Commissioner Elect Aldrich in regard to Law Enforcement. Aldrich removed the comments and stated that it was not directed towards the Sheriff's Department but was a friendly banter with a friend. Sheriff Schreur accepted apology and noted that Law Enforcement is a family and what effects one department affects all departments.

MINUTES: Moved by Marx, seconded by Walter to approve the minutes from November 19, 2024, regular commissioner meeting. Motion carried.

PAYROLL: Moved by Kjos, seconded by Marx to approve and authorize the chairman to sign the payroll period ending November 16, 2024. Motion carried.

Auditor's Office 6,390.95; Treasurer's Office 6,003.20; Register of Deeds 5,152.30; State's Attorney 2,872.80; Sheriff's Office 10,969.13; Jailors 10,302.55; Assessor's Office 4,001.20; Commissioners 2,706.92; Home Health 790.90; Veteran's Service 2,708.75; Ambulance 8,822.46; Maintenance 2,056.25; Extension 1,274.00; Welfare 445.00; Drainage 360.00; Planning & Zoning 542.00; OEM 910.00; 911 455.00; Weed 742.14; Highway 20,412.46; Social Security 5,397.43; Medicare 1,262.32; Health Insurance 29,955.22; Dental Insurance 460.46; SD Retirement 4,756.20 for a total of 129,749.64.

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

SERVICES: Bituminous Paving Inc. 268,885.53, City of Watertown 7,624.39, Delaney Neilsen & Sannes 7,500.00, Dept. of Legislative Audit 22,296.00, Dependable Sanitation 61.00, Forester Testing Limited 2,360.00, IMEG Corp 36,983.83, Green Roby Oviatt LLP 4,590.00, Midwest Card & ID Solutions 450.00, Northeast Council of Governments 1,500.00, Pennington County Jail 153.68, Sanford Health 1,377.86, Taliaferro Law Firm 931.50, TwoTrees Technologies 1,901.85, Tyler Technologies 35,800.15,

DUES: Motorola SD Association of County of Highway 350.00,

SUBSCRIPTIONS: Thomson Reuters 428.80,

DEDUCTABLE: Barb Niles 2,000.00,

PUBLISHING: R&F 656.26,

SUPPLIES: Election Systems & Software 2,592.21, Lexisnexis 205.10, Rays Pager Sales 1,595.25, Valley Office Products 196.97, Cash-Wa Distributing 1,973.31, Stryker Sales LLC 676.90,

UTILITY: AT&T 294.93, Venture Communications 320.15, Northwestern Energy 98.56,

ELECTIONS: Winneva Jacobs 22.50, Ruth Kotzea 22.50, Diann Loggins 22.50, Josh Wagner 22.50,

PER DIEM: Ernest Gronke Jr. 100.00,

MANUAL CHECKS: Day County Treasurer 15.00, SDRS 5,469.82,

AUDITOR PAY INCREASE: Auditor Kading requested a \$.54/hr wage increase upon her one-year employment date. Moved by Walter, seconded by Marx to approve \$.54/hour increase (from \$29.00 to \$29.54) effective December 29, 2024. Motion carried.

SHERIFF EMPLOYEE PAY INCREASE: Sheriff Schreur recommended a pay increase for Jack Carlsons, to align with wages of other Sheriff department employees. Moved by Walter, seconded by Kjos to approve \$1.00/hour increase (from \$18.50 to \$19.50) effective December 15, 2024. Motion carried.

NURSE/REGISTER OF DEEDS EMPLOYEE PAY INCREASE: Register of Deeds Berger recommended a pay increase for Jessie Wik upon reaching one year of employment. Moved by Marx, seconded by Kjos to approve \$.75/hour increase (from \$22.00 to \$22.75) effective December 15, 2024. Motion carried.

EXTENSION OFFICE: Moved by Marx, seconded by Kjos to approve the purchase of a laptop and software for \$1,250.00 & setup fee of \$150.00 from Glacial Lakes Technology Services. Motion carried.

AMBULANCE: Director Madsen gave an update on the ambulance service, receiving 425 calls to date. The powerlift that was lost in the ambulance fire, in June, is replaced and is currently being installed in another ambulance.

WAGE INCREASE: Moved by Kjos, seconded by Walter to approve wage increase for Aubrey Ellingson from \$16.00 to \$20.00 upon completion of paramedic certification, effective December 1, 2024. Motion carried.

NEW HIRE: Moved by Marx, seconded by Kjos to approve Misty Snoddy as a part time ambulance driver for \$14.00/hr, effective December 3, 2024. Motion carried.

SNOW REMOVAL: Madsen held discussion on options of snow removal at the ambulance building. Commissioners recommended getting quotes on a snowblower.

EXECUTIVE SESSION: Moved by Marx, seconded by Walter, to enter into Executive Session at 9:34 AM for personnel as per SDCL 1-25-2. Motion carried. Chairman Sinner reconvened the regular session at 9:50 PM.

PERSONNEL POLICY: OEM Director Bryan Anderson recommended updates & changes to the 2025 personnel policy. Moved by Marx, seconded by Kjos to adopt the 2025 Personnel Policy effective January 2, 2025. Motion carried.

LONGEVITY: Moved by Marx, seconded by Kjos to increase the longevity pay to standards discussed for full-time and 80% county employees, effective January 2, 2024. Motion carried.

2025 SALARY: Moved by Marx, seconded by Kjos to approve a \$1.00 pay increase for all County employees effective first pay period in 2025. Motion carried.

FUNDS TRANSFER: Moved by Kjos, seconded by Walter to approve making a fund transfer from restricted budget to assigned budget for emergency management for \$1,595.25. Motion carried.

FSA/DEPENDENT CARE FSA: Moved by Marx, seconded by Kjos to approve full-time and 80% County employees the option of FSA (Flexible Saving Account). The county will cover a one-time set up fee of \$500.00 and a monthly fee of \$4.95 per person. Motion carried.

COURTHOUSE & HIGHWAY CLOSURES: Courthouse and Highway Dept will be closed December 23-25, 2024, for the Christmas holiday and January 1, 2025, for New Year's Day.

ADJOURNMENT: Moved by Marx, seconded by Kjos to adjourn until 9:00 AM, Tuesday, December 17, 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.