

October 2, 2018

CALL TO ORDER

Chairperson Bode called the regular meeting of the Davison County Board of Commissioners to order at 9:00 a.m. All members of the Board were present. Also present was Auditor Kiepke.

PLEDGE

The Pledge of Allegiance was led by Chairperson Bode.

APPROVE MINUTES

Motion by Kiner, second by Claggett to approve the minutes from the September 25, 2018 meeting. All members voted aye. Motion carried.

DISCUSSION

The commission discussed the article in the Daily Republic regarding TIF's. The commissioners feel like the County should have a seat at the table for discussions on City TIF's as the County is the one that has to collect them.

INTO EXECUTIVE SESSION

At 9:18 a.m., motion by Kiner, second by Weitala to move into executive session as per SDCL 1-25-2 to discuss personnel. All members voted aye. Motion carried.

OUT OF EXECUTIVE SESSION

At 10:44 a.m., motion by Claggett, second by Reider to move out of executive session. All members voted aye. Motion carried.

ADOPT RESOLUTION TO REASSIGN WELFARE OFFICE SUPERVISION

Motion by Claggett, second by Kiner to adopt the following resolution to reassign the Welfare Office supervision to the Auditor. A roll call vote was taken as follows. Claggett – aye, Kiner – aye, Weitala – aye, Reider – aye, Bode – aye. Motion carried.

**Resolution #100218-01
Resolution to Reassign
Welfare Office Supervision**

Whereas, it has been determined that the need for a full-time Welfare Director is no longer warranted in Davison County; and

Whereas, the County Auditor can supervise a Welfare Office employee remotely.

Now, therefore be it resolved that the Welfare Office will be under the direct supervision of the County Auditor.

Dated at Mitchell, SD this 2nd day of October, 2018.

Brenda Bode, Chairperson

ATTEST:

Susan Kiepke, Auditor

ADOPT RESOLUTION TO CREATE NEW POSITION

Motion by Reider, second by Claggett to adopt the following resolution to create a new position in the Welfare Office. A roll call vote was taken as follows. Reider – aye, Claggett – aye, Weitalla – aye, Kiner – aye, Bode – aye. Motion carried.

**Resolution #100218-02
Resolution to Create
New Position**

Whereas, it has been determined that a full-time Welfare Director is no longer warranted in Davison County; and

Whereas, the Davison County commissioners have tasked the County Auditor to supervise the Welfare Office; and

Whereas, it has been determined that the staffing of the Welfare Office would be on a part-time basis; and

Whereas, there exists a part-time staff person for the Veteran’s Service Officer; and

Whereas, the Welfare Office and the Veteran’s Service Office are located in the same County facility; and

Whereas, this is a newly created position; and

Whereas, this newly created position will be titled the Welfare Intake Administrative Assistant.

Now, therefore be it resolved that a new full-time position be created, County Welfare Intake Administrative Assistant, which will serve both the Welfare Office under the direct supervision of the County Auditor and the Veteran’s Service Office.

Date at Mitchell, SD this 2nd day of October, 2018.

Brenda Bode, Chairperson

ATTEST:

Susan Kiepke, Auditor

RECLASSIFY EMPLOYEE

Motion by Weitala, second by Reider to reclassify Debra Emme from part-time VSO Administrative Assistant to full-time Welfare Intake and VSO Administrative Assistant with duties to include assisting clients in the Welfare Office and the Veteran's Service Office, with a rate of \$15.25 per hour, effective October 8, 2018, with a \$.50 increase after successful completion of a six-month introductory period. All members voted aye. Motion carried.

APPROVE PURCHASE

At the request of Emergency Management Director Bathke, motion by Claggett, second by Kiner to approve the purchase of a desk from Pheasantland Industries for \$1,894.51, which was the lowest quote received. All members voted aye. Motion carried.

SIGN EMERGENCY MANAGEMENT MUTUAL AID AGREEMENT

Motion by Reider, second by Weitala to sign the Emergency Management Mutual Aid Agreement, which can be found on file in the Emergency Management Office or the Auditor's Office. All members voted aye. Motion carried.

INTO EXECUTIVE SESSION

At 10:49 a.m., motion by Reider, second by Kiner to move into executive session as per SDCL 1-25-2 to discuss personnel. All members voted aye. Motion carried.

OUT OF EXECUTIVE SESSION

At 11:20 a.m., motion by Kiner, second by Claggett to move out of executive session. All members voted aye. Motion carried.

AUTHORIZATION TO ADVERTISE

Motion by Kiner, second by Claggett to authorize Auditor Kiepke to advertise for the position of Davison County Treasurer being vacated by Christie Gunkel. All members voted aye. Motion carried.

APPROVE BILLS

Motion by Reider, second by Kiner to approve the following bills for payment. All members voted aye. Motion carried.

GENERAL FUND:

COMM: Travel & Conf/Brenda Bode-126.00, Randy Reider-134.40, Cultural Endeavors/First Bankcard-50.00; **ELECT:** Supplies/First Bankcard-30.25, McLeod's Printing-67.37; **JUD:** Prof Fees/Dakota Counseling-461.00, Carol Johnson-22.80; **AUD:** Utilities/Susan Kiepke-50.00; **TREAS:** Passport Postage/First Bankcard-40.20, Utilities/Christie Gunkel-50.00; **STATES ATTY:** Prof Fees/James D Taylor P.C.-8,086.66, Med Prof Fees/Sanford Health-557.00; **CRT APPTED ATTY:** Crt Appted Atty/Maule Law Office-606.91, Douglas Papendick-2,509.85, Tinan & Smith-319.20; **A&N CHILD:** A & N Child/Tinan & Smih-823.65; **PUB SFTY BLDG:** Repairs/First Bankcard-48.55, Mitchell Iron & Supply-61.66, Supplies/First Bankcard-52.39, Gas & Electric/Northwestern Energy-6,728.51, Phone/Roger Collins-50.00, Buildings/First Bankcard-91.22; **CRTHOUSE:** Repairs & Maint/First Bankcard-47.45, Buildings/First Bankcard-91.22; **DOE:** Asses Notices/First Bankcard-29.00, Gas/Blake Biggerstaff-69.00, First Bankcard-82.25, Travel & Conf/Blake

Biggerstaff-217.50, First Bankcard-21.00, Kathy Goetsch-1,496.02, Alex Hartman-52.00, Jon Horton-212.00, Tanner Stunes-160.00, Carla Wittstruck-212.00, Utilities/Blake Biggerstaff-50.00, Kathy Goetsch-50.00, Jon Horton-50.00, Tanner Stunes-50.00, Carla Wittstruck-50.00, Marshall & Swift/Marshall & Swift Boeckh-6,159.70, Vehicle Repair/Super Wash-35.00; **ROD:** Travel & Conf/First Bankcard-112.21; **NORTH OFF:** Supplies/First Bankcard-27.46, Buildings/American Garage Door-285.71; **VETERAN'S:** Travel & Conf/Ramkota Hotel-369.48, Utilities/Craig Bennett-50.00; **CO COORD:** Copy Machine Maintenance/Elite Business Systems-63.89; **SHERIFF:** Oil Changes/Vern Eide Ford-45.00, Gas-Patrol Car/First Bankcard-112.03, Uniforms/First Bankcard-59.87, Travel & Conf/SD Sheriff's Associations-170.00, Training/Ramkota Hotel-190.00, Cellular Service/Dawn Grissom-50.00, Josh Peterson-50.00, Software Services/Zuercher Technologies-500.00; **JAIL:** Jail Supplies/First Bankcard-49.80, Travel/Ramkota Hotel-570.00, Buildings/Integrated Technology & Security-57,940.33; **WELFARE:** Hospital/Avera Queen of Peace Hosp-3,260.97, Rent/Grandview Apts-194.00, Transients/Rodeway Inn-140.00, Jefferson Partners-37.24; **MENTAL ILL:** Committals/Douglas Papendick-376.00, Hearings/Marv Ekeren-9.00, Mark Katterhagen-9.00, Lucy M Lewno-146.47, Minnehaha Co Auditor-50.80, Douglas Papendick-1,330.64, Redwood Mediation-115.20, Yankton Sheriff's Ofc-50.00; **FAIRGRND:** Buildings/First Bankcard-91.22; **CO EXTENSION:** Utilities/Northwestern Energy-286.18; **WEED:** Supplies/Nutrien Ag Solutions-2,325.00, Utilities/City of Mitchell-3.00; **P & Z:** Supplies/McLeod's Printing-359.20; **HIWAY:** Utilities/City of Mitchell-21.70, Northwestern Energy-54.57; **EM MGT:** Supplies/Jones Supplies-33.55, McLeod's Printing-424.42, Travel & Conf/First Bankcard-5.00, Training/Emergency Education Assn-80.00, Utilities/Jeff Bathke-50.00, Em Accuml-60.46, Minor Equip/First Bankcard-453.02; **BID DEP & REF:** Dawn Swenson-200.00.

ACKNOWLEDGE VOLUNTEERS

Motion by Weitala, second by Reider to acknowledge volunteers for the month of October, with the complete list on file at the Davison County Auditor's office. All members voted aye. Motion carried.

DENY WELFARE CLAIMS

As per the recommendation of Welfare Director Grissom, motion by Reider, second by Claggett to deny welfare claim #18-0929, #18-1987, #18-7047, #18-8113, #18-1270, #18-6581, #18-4318, #18-0739, #18-5496 and #18-3059 pursuant to SDCL 28-13; claim #18-0001 pursuant to SDCL 28-13-3 residency required for assistance. All members voted aye. Motion carried.

CONTINUE CURRENT WAGE

Motion by Weitala, second by Reider to continue current wage for Dawn Grissom through November 2, 2018 as she transitions from Welfare Director to Sheriff's Civil Administrative Assistant. All members voted aye. Motion carried.

ACKNOWLEDGE NEW HIRE

At the request of Register of Deeds Young, motion by Reider, second by Claggett to acknowledge the hire of Danna Kolbeck for the position of Deputy II at a rate of \$16.62 per hour effective October 22, 2018. All members voted aye. Motion carried.

RESCHEDULE MEETING

At the request of Auditor Kiepke, motion by Weitala, second by Kiner to reschedule the commission meeting that would normally be held on November 6, 2018 to November 8, 2018 so the ballots may be canvassed from the 2018 General Election. All members voted aye. Motion carried.

ADJOURN

At 11:54 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for October 16th, 2018, at 9:00 a.m.

ATTEST

Susan Kiepke, Auditor

Brenda Bode, Chairperson

Publish Once
Approximate Cost