

October 30, 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 October 16, 2018 meeting. All members voted aye. Motion carried.

PRESENTATION AND SIGN 5 YEAR HIGHWAY PLAN REVISIONS

After reviewing the revisions to the 5-year Highway Plan, motion by Claggett, second by Kiner to approve the 5 Year Highway Plan revisions, which may be found on file in the Davison County Auditor’s office. All members voted aye. Motion carried.

RECLASSIFY EMPLOYEE

At the request of Register of Deeds Young, motion by Weitala, second by Reider to reclassify Teri Burgess as ROD Deputy I, effective November 29, 2018. All members voted aye. Motion carried.

RECOGNIZE DAV DRIVERS

Veteran’s Service Officer Bennett recognized the following drivers of the DAV van for their meritorious service to veterans. He also reported there are twenty-two drivers in all. Every one of them is greatly appreciated.

<u>Year began</u>	<u>Name</u>	<u>Total hours</u>
2013	Lyle Bruinsma	580 plus
2008	Jim Hauge	1,078
2009	Randy Pratt	1,531
2003	Virgil Schoenfelder	1,831
2012	Jim Schorzmman	1,645

APPROVE TRAVEL

At the request of States Attorney Miskimins, motion by Claggett, second by Kiner to approve travel, lodging, meals and registration for Deputy States Attorneys O’Keefe and Odland to attend mandatory drug court training in Sioux Falls on November 7-9, 2018. All members voted aye. Motion carried.

QUARTERLY COMMUNITY HEALTH NURSE REPORT

Community Health Nurse Becky Erdahl presented the 3rd quarterly report for 2018.

Nurses attended the Immunization Coalition meeting and were approved for funding to show “Someone You Love: The HPV Epidemic”. The nurses will be able to present the video to DWU and MTI. They are hoping to be able to present it to others as HPV is a grave concern and is preventable.

The office began offering the flu vaccine in September. They are offering vaccines to WIC clients, state employees and the general public.

The Flu POD took place October 23rd where 526 vaccinations were given to children and college-age students.

22 pregnancy risk assessments were completed and 58 baby care contacts were made during the 3rd quarter.

A total of 255 clients were seen for family planning services in the 3rd quarter with 37 of the clients being new. 116 clients were tested for chlamydia and gonorrhea, with four treated for chlamydia. 85 clients were tested for HIV and syphilis.

As of September 28, 2018, there have been 161 human cases of West Nile virus reported with 4 deaths.

A total of \$25,027 in services were provided in quarter 3 with \$10,242.14 written off.

In the Cribs for Kids program, 4 Cribs for Kids sleep kits including Pack ‘n plays, liners, sleep sacks, pacifiers and brochures on safe sleep were distributed to families that needed a safe place to sleep for their infants. 7 car seats were provided to eligible applicants.

There is new mobile WIC app available called eWIC, which will be especially helpful to WIC clients. Clients can check their balance, manage their shopping list and even scan items to see if they are WIC approved.

149 WIC certifications were completed in the 3rd quarter, as well as nutrition counseling for 213 clients.

Nurses completed school health screenings at several schools as well as issued referrals. Immunization audits are being done for all Mitchell, Mt. Vernon and Ethan schools.

Julie Dykstra has accepted the position of regional manager for the community health nurses.

The full quarterly report may be found on file at the Davison County Auditor’s office.

APPROVE TRAVEL

At the request of Community Health Nurse Erdahl, motion by Kiner, second by Weitala to approve travel for Administrative Assistant Angela Seitz to attend WICIT training in Pierre on November 13 & 14, 2018. All members voted aye. Motion carried.

APPROVE TIMESHEETS

Motion by Reider, second by Claggett to authorize chairperson to sign department head timesheets as supervisor. All members voted aye. Motion carried.

DECLARE SURPLUS PROPERTY

Motion by Reider, second by Kiner to declare the following items as surplus property. All members voted aye. Motion carried.

Folding Chairs (35)
Office Chairs (19)
Misc. Chairs (15)
4-Drawer Tan File Cabinet (letter size) (3)
5-Drawer Brown File Cabinet (Legal size) (8)
3-Drawer Brown File Cabinet (legal size) (1)
Office Desk (2)
Safco Keyboard Tray
Podium
Motorola-Fingerprint Machine--Md-LSS-R,UE,MS,5700 SN-3140
APC Server Stand Md-AR201
Toshiba-Copier--Md-DP-3500 SN-CUJ129863
Toshiba-Copier--Md-DP-3500 SN-CUG370853
Sharp Copier--Md-FO-2080 SN-05008177
HP-Copier--Md-C9661A SN-JPBKC26750
HP-Copier--Md-A7F64-64001 SN-CN5CRFX48V
HP-Printer--Md-A0050193 SN-BRBF3X57X
Brother-Printer--Md- MdhL2140 SN-U61944M7J259178
Brother-Printer--Md-HL5150D SN-U60965K4J588001
Brother-Printer--Md-HL-1060 SN-G73143022
Brother-Printer--Md-HL5340D SN-462246J0J740251
Brother-Printer--Md-HL2070N SN-U61230M5J404723
Brother-Fax--Md-2820 SN-U61325J6J678086
Epson-Printer--Md-CX7400 SN-K47Y207240
Epson-Printer--Md-NX215 SN-L95Y001024
Casio-Calculator--Md-FR-12115 SN-2203958
Sharp-Calculator--Md-EL2196BL SN-5D017942
Sharp-Calculator--SN-3D13821X
HP-Scanner--Md-5590
Brother-Labeler--Md-PT-2030AD SN-G3Z844382
Adler/Royal—Typewriter--Md-D-8500
Lanier-Phone Recorder--Md-P-90 SN-5436257
Acer-Monitor--Md-AL1715B SNETL210213544601D92ED14
I-INC-Monitor—Md-IF191APBUFN1 SN-909PP1NA00140
Samsung Toner Cartridges---#C508L (4 colors)
Brother Toner Cartridge---#TN-360
Mop Buckets (2)
Exit Lights (31)
Fluorescent Light Fixtures 4' (2)
Wall Lights
Green Clean Pressure Washer 1400 PSI
Entry Mats (2)
32" Metal Door
Janitor's Sink/Faucet
Misc. Electrical Supplies
Artificial Trees 6' (2)
Sets of 4 Tires L 285/70R17 – Wrangler and Firestone (2)

Ct. House

2008 Poulan Pro-30" Snowblower SN-082208M000401 Md.-PP10530ES
Echo Weedeater Md-GT1100
WeedEater Md-SST25
Hako Buffer Md.-1400HS SN-263816
Myers Pump Md.-HC100 SN-460-486
Epson DFX-8500 Printer Md.-P970A SN-ADT0002094
Epson DFX-8500 Printer Md.-P970A SN-ADT0023739
Epson DFX-5000+ Printer Md.-P810A SN-1MW0012742
IBM 6400-P50 CTA Printer/w Stand SN-01G5393
Epson Ribbon Cartridge #8766
Printer Tables (3)
Aluminum Chairs-General Fireproof Co. (35)
Office Chairs (5)
Reception Chairs (3)
Desk
Metal Cart
Wooden Cabinet

Fairgrounds

2008 Cub Cadet Mower ZTR SN-1A098G10085 Md.-17AF9BKH010-I/046
Advance Distributer Products (ADP) Overhead heaters Md. SEP-200A-1 156,000BTU output (2)
File cabinets- 30 drawer (5) - 6 drawer (1) – 4 drawer (8)
STAR Commercial Popcorn Popper Md-89 SN-8920123
Hobart Meat Slicer Md-1512D SN-1126306
Fender Speakers (2)
Peavey XR-600B Mixer Amp
Panasonic Microwave
Toshiba 3550 Copy Machine
Gestetner Paper Folder Md-G SN-G-8168
Advance Convertamatic 260B Scrubber Md-372450 SN-0601425

Wooden Retractable Bleachers (3)
24' Aluminum Extension Ladder
Comdial Impact Phones (2)
Sharp Fax Machine Md-UX-1000 SN-77106005
Keyboards (4)
ClearOne Wireless Conference Call System Md.-910-158-050
PowerMid X-10 Md-PM5900 Remote Control Extender
Misc. Office Supplies

PSB

2007 Poulan Pro-30" Snow Blower SN-080306M0049 Md.-PP1130ES
Classic Snow Thrower Cab
Black and Decker Hedge Trimmer Md.-HS1000
15 Gallon Spray Tank
QSC Amplifier Md-USA400
JBL Speakers Md-Control 28
Mackie 14 Channel Mixer Md-1402-VLZ
Wooden Filing Shelf
4 Drawer File Cabinet

Metal Wire Molding
Track Lighting
Several Boxes Electrical Construction Supplies

Highway Dept.

Yardman Revolution 426 Mower Md-13AU624H401 SN-1B061H30011

Sheriff's Dept./Jail

2005 Dodge Durango---VIN#1D4HB38N35F584285
2006 Dodge Durango---VIN#1D4HB38N36F108975
2005 Chevrolet Equinox---VIN#2CNDL23F456172210
17"-18"-20" Tires
Grill guards
Electronics and Electrical supplies
Hobart 3 Door Commercial Refrigerator Md-H3 SN-32-673-317
Misc. Car Stereo Equipment
Misc. Tires
Suzuki Saddle Bag
Pool Cue w/ Wilson Case
Copper Pipe
Server Tower Shelf
Misc. Pelco Security Cameras & Accessories
Vehicle Grill Guards (2)
Patrol Vehicle Light Controls & Misc. Wiring
Mop Buckets (4)
Coolers
Tote Lockers
Knives
Hand Saws
Shovel
Sledge Hammer
Cookie Jar
Tow Rope
Coleman Lantern
TV (4)
Vehicle Intake & Carburetor
Tackle Box
HP Printers (2)
Epson Printer
Patrol Vehicle Cages
Yashika Camera & Case (2)
Polaroid Camera & Case
Series 12 Calculator SN 0015715
Neck Braces (3)
Stethoscope & B.P. Cuff
Teddy Bears
Misc. Books
Misc. Chairs
File Cabinet for 6X2 cards
Dominoes

Misc. Bags
Toaster Oven (2)
Wooden Cot (2)
Foldable Shovels (2)
Spotlights (3)
Metal Box (2)
Fuses & Fittings for a Light
Black Trays (5)
Pocket Knife
Misc. Cords
Head Set
Counterfeit Detector
Alarm Clock
DVD Player
Everfocus DVR
VHS Player
Misc. Shelves
Geiger Counter SN 97
Portable Heater
Gun Case (2)
Toys
Amp Box SN 120210016
Arm Rests (2)
Plantronics Volume Adapter
Misc. Book Ends
Misc. Intercom Speakers
Sterilite Box
No Slip Floor Covers (2)
Corner Mount Adapter
Tri-Pod
Wood & Metal Boards
Garmin Inv 528696
Identification Tags
Rusty Chain
ID Wrist Bands
Metal Shelf Brackets
Old Metal Scale
Plastic Shelf
Misc. Trowels
Sony Handycam Vision SN 251645
Tool Box
Telephone Receiver Cords
Kodak Camera w/Charging Port & Cable SN KCXHZ82306922
Foam Pad
Misc. Decorative Signs
Reflective Plastic Mirror
Brother Fax Machine SN U61235C6J127664
Rubber Boots
Carousel Slide Tray
Video Camera w/Cords & Stand SN 548992

Kiwiset Door Viewer
Large Chain w/Yellow Casing
Security Hasp
Outboard Motor Lock
Gun Lock
Flexible Steel Cable
8-1A Pelican Case
1966 School Library Atlas
Reflective Surface Sheeting
Misc. Old Notary Handles
Base Station Power Supply
Panasonic Tape Recorder SN WG2LA063135
Flashlight Cones
HP Office Jet Printer/Scanner SN CN2BA23165
KDT 405 Black Councel Radio Base SN J063409242
Pelco Intelligent Keyboard Radio Base SN 598-7278
Misc. Flares
Bike Helmet
Bolt Cutter
Time Clock SN 0825304
Tire Iron
Battery Charges (4)
Batteries for Charges (3)
Fire Extinguisher
Misc. Wire
Baler Twine
Adler Royal Electric Typewriter
Misc. Sporting Clays
Sylvania VCR SN U450312575
File Cabinet for 10x8 Cards
Trunks (2)
Crutches (8)
Car Seat
Heavy Duty Wall Mount Shelf
Boom Box SN AFA9X92195
Floor Waxing Machine w/Pads
Answering Machine SN 0160418
Polaroid Instructions & Charts
Box of Felt
Ethanol/Nitrogen Gas Tank for Intoxemeters
Industrial Laundry Soap (17 gal)
Misc. Sheets

Emergency Management/Search & Rescue

Surveillance Camera System
Office Chair (2)
TV Cart
Ceiling Fan
VCR (2)
Metal Lockers (21)

Beach Chairs (4)
Black Pants (3)
Sho Me Rechargeable Lights Model 09.2770 (2)
Rubber Over Boots (12)
Vertical Kerosene Heater

APPROVE DISCRETIONARY FORMULA

Motion by Claggett, second by Reider to approve the discretionary formula for a new office facility and parking lot for Mitchell City and Mitchell School District. All members voted aye. Motion carried.

APPROVE BILLS

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

GENERAL FUND:

COMM: Travel & Conf/Days Inn of Pierre-285.00; **ELECT:** Supplies/Bureau of Administration-12.38, Election Systems & Software-179.40; **JUD:** Prof Fees/Stephanie Moen & Assoc-220.40; **AUD:** Supplies/McLeod's Printing-30.05; **TREAS:** State MV Supplies/McLeod's Printing-25.75; **STATES ATTY:** Prof Fees/Hennepin Co Sheriff's Ofc-80.00; **CRT APPTED ATTY:** Crt Appted Atty/Ashley Anson-1,454.10, Morgan Theeler-2,002.20, Douglas Papendick-1,018.85, Tinan & Smith-1,014.43; **PUB SFTY BLDG:** Repairs/Dakota Supply Group-55.80, Menards-41.88, Supplies/Menards-19.98, Water & Sewer/City of Mitchell-823.15, Phone/Verizon Wireless-37.61; **CRTHOUSE:** Repairs & Maint/James Valley Nursery-164.98, Supplies/Menards-65.91; **DOE:** Utilities/Verizon Wireless-84.74; **ROD:** Rentals/Bureau of Administration-12.37, Supplies/Innovative Office Solutions-157.65; **NORTH OFF:** Supplies/Menards-59.80, Water & Sewer/City of Mitchell-29.00; **CO COORD:** Postage/Qualified Presort-768.72, Postage Meter Fees/Qualified Presort-205.83, Copy Machine Maint/A & B Business Solutions-39.14; **SHERIFF:** Prof Serv/First National Insurance-80.00, Radio & equip Repair/Dakota Two Way-42.50, Farmers Alliance-56.00, Training/Tim Reitzel-81.00, Darin Moke-81.00, Cellular Service/Verizon Wireless-588.09; **JAIL:** Medicine/Avera Queen of Peace Hosp-264.27, Lewis Drug Stores-4,596.94, Federal Inmate Medical Ex/Lewis Drug Stores-91.86, Equip Repair/ L L Harder-458.65, Office Supplies/Innovative Office Souttuins-285.75, Jail Supplies/Bob Barker Co-122.93, Kitchen Supplies/Cooks Correctional-98.49, Uniforms/Jack's Uniforms & Equip-94.49, Prisoner Food/CBM-3,946.68; **JUV DET:** Detention/Lutheran Social Services-3,036.80; **MENTAL ILL:** Committals/Patrick Kiner-94.00, Douglas Papendick-376.00; **FAIRGRND:** Phones/Verizon Wireless-37.61; **CO EXTENSION:** Postage/Qualified Presort-63.47, Utilities/CenturyLink-92.64; **WEED:** Repairs/Upper Midwest Garage Door-3,086.75, Utilities/Verizon Wireless-76.47; **P & Z:** Supplies/McLeod's Printing-1.96; **HIWAY:** Repairs & Maint/Campbell Supply-234.47, Travel & Conference/The Lodge at Deadwood-444.00, Utilities/Northwestern Energy-403.11, Verizon Wireless-123.39; **EM MGT:** Utilities/CenturyLink-32.88, City of Mitchell-8.00, Verizon Wireless-99.58, Emergency Accuml/Goldies Trailer Sales-7,785.00, Verizon Wireless-104.78.

GENERAL FUND:

ELECT: Supplies/McLeod's Printing-150.00; **JUD:** Prof Fees/Dakota Counseling-141.00; **TREAS:** State MV Supplies/McLeod's Printing-9.40; **STATES ATTY:** Prof Fees/J.R. Davies-860.10, Medical Prof Fees/Avera Queen of Peace-840.00; **CRT APPTED ATTY:** Crt Appted Atty/Larson and Nipe-45,680.86, Maule Law Office-1,538.05, Morgan Theeler-3,149; **PUB SFTY BLDG:** Repairs/Menards-23.52, Mitchell Iron & Supply-28.26, Supplies/Jones Supplies-130.93; **CRTHOUSE:** Repairs & Maint/Campbell Supply-22.17; **DOE:**

Supplies/Innovative Office Solutions-54.41, Make It Mine Designs-37.33; **ROD:** Supplies/Innovative Office Solutions-14.50; **NORTH OFF:** Supplies/Jones Supplies-49.15; **VETERAN'S:** Supplies/McLeod's Printing-21.89, Recognition Events/Sungold Trophies-262.00; **COORD:** Copy Mach Maint/Elite Business Systems-74.90; **SHERIFF:** Uniforms/Dawn Grissom-53.25; **JAIL:** Bldg Maint/Monick Pipe & Supply-489.61, Office Supplies/Innovative Office Solutions-96.15, Jail Supplies/Jones Supplies-145.72, Kitchen Supplies/Jones Supplies-113.00, Prisoner Food/CBM-3,931.87, Health Protection/Avera Occupational-431.00, Inmate Services/Swanson Services-2.13; **WELFARE:** Supplies/McLeod's Printing-12.79; **MENTAL ILL:** Committals/Douglas Papendick-94.00, Hearings/Avera Queen of Peace-33.50, Avera University-200.26, Horn Law Office-425.60, Mark Katterhagen-12.00, Darcy Lockwood-12.00, Lucy M Lewno-156.47; **FAIRGRND:** Repairs & Maint/Carquest of Mitchell-67.99, Direct Digital Controlling-50.00, Gas & Electric/Northwestern Energy-51.79; **CO EXTENSION:** Utilities/Northwestern Energy-184.14; **WEED:** Utilities/City of Mitchell-151.20; **HIWAY:** Repairs & Maint/Siouxland Forklift-158.80, Utilities/City of Mitchell-14.85, Northwestern Energy-68.08, Snow & Emergency/Z&S Dust Control Systems-9,611.50; **EM MGT:** Supplies/Menards-173.40, **BID DEP & REF:** Fair Deposit Refund/Dakota Territory-200.00.

PAYROLL FOR THE MONTH OF OCTOBER

Commissioner-\$6,466.00, Election-\$760.00, Auditor-\$13,418.46, Treasurer-\$9,716.01, State's Attorney-\$22,943.69, Public Safety Building-\$8,468.20, Gen. Government Building-\$2,742.18, Director of Equalization-\$24,190.31, Register of Deeds-\$11,349.64, North Offices-\$3,683.57, Veterans' Services-\$4,430.20, County Coordinator-\$450.60, 24/7 Program-\$3,916.85, Sheriff-\$39,594.48, County Jail-\$83,249.84, County Coroner-\$500.00, Juvenile Detention-\$537.82, Emergency Management-\$4,651.47, County Road & Bridge-\$40,102.29, Welfare-\$1,384.14, Community Health Nurses-\$3,220.24, WIC-\$2,869.16, Fairgrounds-\$2,939.45, Extension-\$2,303.20, Weed Control-\$3,757.16, Planning/Zoning-\$3,836.27.

ADJOURN

At 11:24 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for November 8th, 2018, at 9:00 a.m., due to the General Election and the need to canvass ballots.

ATTEST

Susan Kiepke, Auditor

Brenda Bode, Chairperson

Publish Once
Approximate Cost