

**December 4, 2018**

**CALL TO ORDER**

Chairperson Bode called the regular meeting of the Davison County Board of Commissioners to order at 9:00 a.m. Members of the Board present were Bode, Weitala, Kiner and Claggett. Absent Reider. 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 November 13, 2018 meeting. All members present voted aye. Motion carried.

**RENEW LIQUOR LICENSES**

Motion by Claggett, second by Weitala to renew liquor licenses for GL Wild Oak LLC and Kongo Inc. All members present voted aye. Motion carried.

**RECESS BOARD OF COMMISSIONERS/CONVENE BOARD OF ADJUSTMENT**

At 9:20 a.m., motion by Claggett, second by Kiner to recess Board of Commissioners and convene Board of Adjustment. All members present voted aye. Motion carried.

**ADJOURN BOARD OF ADJUSTMENT/RECONVENE BOARD OF COMMISSIONERS**

At 9:21 a.m., motion by Kiner, second by Weitala to adjourn Board of Adjustment and reconvene Board of Commissioners. All members present voted aye. Motion carried.

**APPROVE PROMOTION AND WAGE INCREASE**

As per the request of Administrative Assistant Kingsbury, motion by Kiner, second by Claggett to approve a promotion for Ryan Thornton to Corrections Sergeant with a wage increase of \$.50 with an additional \$.50 after completion of a six-month introductory period. All members present voted aye. Motion carried.

**LIEUTENANT POSITION DISCUSSION**

Administrative Assistant Kingsbury requested that a \$.50 introductory increase be given to Lieutenant Harr even though there was not one initially approved.

Chairperson Bode stated that based on several factors an introductory wage increase would not be approved today. She suggested a new job description be written and presented to the wage committee.

**OVERTIME DISCUSSION**

Chairperson Bode instructed Corrections Administrator Radel and Assistant Administrator Kingsbury to get a handle on the overtime in the jail. She does not feel there should be as much overtime as there is.

## **ACCEPT CROP MONEY**

Motion by Kiner, second by Claggett to accept 25% of the crop proceeds from the land lab that MTI utilizes. 25% of the corn proceeds was \$6,267.23 and 25% of the soybean proceeds was \$3,389.81. All members present voted aye. Motion carried.

## **CHECK SIGNING**

Motion by Kiner, second by Claggett to authorize Deputy Treasurer, soon to be Treasurer David Beintema to sign checks on the accounts at First Dakota National Bank and Cortrust Bank effective December 3, 2018 and to remove Treasurer Christie Gunkel from these same accounts effective December 3, 2018. So, those authorized to sign checks on these accounts are Susan Kiepke, Karen Knadle, Tonya Meaney, James Matthews, David Beintema, Tonya Ford and Rachel Soulek. All members present voted aye. Motion carried.

## **APPROVE AMENDMENT TO TAX LEVY**

Motion by Claggett, second by Kiner to approve an amendment to the 2018 pay 2019 tax levy from 4.014 to 3.928 due to values not received from OHE by the time the budget had to be approved. All members present voted aye. Motion carried.

## **APPROVE PURCHASE**

At the request of Drainage Administrative Assistant Jenniges, motion by Kiner, second by Claggett to purchase Flexamat Plus crossings for the Miiller/Bechen drainage project with a total cost of \$12,050.50. All members present voted aye. Motion carried.

## **ADOPT RESOLUTION TO ACCEPT EQUIPMENT FROM MITCHELL TOWNSHIP**

Motion by Claggett, second by Weitala to adopt the following resolution to accept equipment from Mitchell Township. A roll call vote was taken as follows. Weitala – aye, Claggett – aye, Kiner – aye, Bode – aye. Reider – absent. Motion carried.

### **Davison County Resolution #120418-01 Resolution to Accept Equipment From Mitchell Township**

**Whereas**, Mitchell Township has received complaints regarding gravel roads within the township; and

**Whereas**, Mitchell Township has purchased a WR75-3 Walk'n'Roll Packer/roller with a Heavy Duty Lift Assembly for CAT 140M-2 at a total cost of \$29,340; and

**Whereas**, with this Packer/roller, the Highway Department could pack gravel roads more effectively; and

**Whereas**, Mitchell Township desires to have their roads packed more effectively; and

**Whereas**, Mitchell Township has decided to gift the aforementioned Packer/roller to Davison County with no restrictions as to use; and

**Whereas**, Davison County will utilize the equipment to pack roads in Mitchell Township, as well as other roads within the County; and

**Whereas**, Davison County does agree to maintain said equipment.

**Now, therefore, be it resolved** that the Board of Commissioners of Davison County accepts the Packer/Roller from Mitchell Township at no cost to the County.

**Be it Further Resolved** that Davison County will maintain the Packer/Roller.

Dated at Mitchell, South Dakota this 4<sup>th</sup> day of December, 2018.

\_\_\_\_\_  
Brenda Bode, Chairman

ATTEST:

\_\_\_\_\_  
Susan Kiepke, Auditor

**SIGN BUTLER CONTRACT**

Motion by Kiner, second by Claggett to sign the Butler Retail Installment Contract and Security Agreement for two 2013 CAT 950K. All members present voted aye. Motion carried.

**SIGN BRIDGE AGREEMENT**

Motion by Claggett, second by Kiner to authorize chairperson to sign the 2019 State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering – State Administration for Structure Number 18-070-198, Project Number BRO 8018(00)19-1, PCN 070U in the amount of \$16,400.00 (50%). All members present voted aye. Motion carried.

**ACCEPT FUEL QUOTE**

Motion by Kiner, second by Weitala to accept the lone fuel quote from Meyers Oil for 2,300 gallons of #1 diesel at a cost of \$2.4410 per gallon and 1,500 gallons of #2 dyed diesel at a cost of \$2.1410 per gallon. All members present voted aye. Motion carried.

**APPROVE PURCHASE**

At the request of Highway Superintendent Weinberg, motion by Claggett, second by Kiner to approve the purchase of a Powerjet model PJ03530E-GP, lifetime coils, 3,000 PSI, 3.5 GPM, 50' hose and nozzles at a cost of \$4,200, which was the best value quote. All members present voted aye. Motion carried.

**SIGN JOINT COOPERATIVE AGREEMENT**

Motion by Claggett, second by Weitala to authorize chairperson to sign the Joint Cooperative Agreement with Planning & Development District III. All members present voted aye. Motion carried.

**APPROVE BILLS**

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

**GENERAL FUND:**

**JUD:** Jurors/Mileage & Jury Fees-469.32; **STATES ATTY:** Repairs & Maint/Dakota Data Shred-46.50; **CRT APPTED ATTY:** Crt Appted Atty/Ashley Anson-3,107.64, Maule Law Office-627.57, Morgan Theeler-3,336.30, Douglas Papendick-2,753.00, Tinan & Smith-595.55; **PUB SFTY BLDG:** Buildings/Fastenal-232.29; **CRTHOUSE:** Gas & Electric/Northwestern Energy-2,734.39; **NORTH OFF:** Gas & Electric/Northwestern Energy-909.61; **CO EXTENSION:** Utilities/CenturyLink-98.64; **HIWAY:** Utilities/Northwestern Energy-985.09; **EM MGT:** Utilities/CenturyLink-26.88, Northwestern Energy-66.31; **BID DEP & REF:** Fair Dep Ref/Coacher Goetsch Post #18-200.00, Cindy Foster-200.00, SD AG & Rural Leadership Foundation-200.00; **M&P:** M&P/SDACO M&P-1000.00.

**ELECT:** Supplies/Bureau of Administration-12.38; **JUD:** Law Library/West Payment Center-83.52; **AUD:** Supplies/First Bankcard-22.25; **STATES ATTY:** Medical Prof Fees/Avera Queen of Peace-351.39, Repairs & Maint/A & B Business Solutions-43.05, Books/West Payment Center-424.80; **CRT APPTED ATTY:** Crt Appted Atty/Keith Goehing-863.98, Maule Law Office-810.38, Morgan Theeler-17,506.40, Tinan & Smith-1,470.59; **PUB SFTY BLDG:** Water & Sewer/City of Mitchell-953.30, Phone/Verizon Wireless-44.14, Buildings/Mueller Lumber Co-16.20; **DOE:** Asses Notices/First Bankcard-29.00, Gas/First Bankcard-96.13, Travel & Conf/First Bankcard-685.80, Utilities/Verizon Wireless-84.74; **ROD:** Rentals/Bureau of Administration-12.37, Supplies/First Bankcard-19.70; **NORTH OFF:** Water & Sewer/City of Mitchell-22.00; **SHERIFF:** Cellular Service/Verizon Wireless-669.07; **JAIL:** Contracts/Midwest Fire & Safety-176.00; **FAIRGRND:** Phones/Verizon Wireless-44.14; **WEED:** Utilities/City of Mitchell-276.00, Verizon Wireless-70.53; **DRAINAGE:** Repairs & Maint/Forterra Pipe & Precast-276.80; **P & Z:** Publishing/Daily Republic-112.67; **HIWAY:** Repairs & Maint/Butler Machinery-257.50, Supplies & Materials/Mueller Lumber Co-21.97, Utilities/City of Mitchell-28.55, Verizon Wireless-114.67; **EM MGT:** Utilities/City of Mitchell-8.00, Verizon Wireless-103.99, EM Accuml/Motorola Solutions Inc-11,703.26, Two Way Solutions-300.00, Standard Publishing-46.00, Verizon Wireless-104.78; **BID DEP & REF:** Fair Dep Ref/Tritech Inc-200.00.

**COMM:** Recognition/County Fair Food Store-94.01, Sungold Trophies-40.00; **ELECT:** Supplies-143.08, First Bankcard-10.33, Postage-First Bankcard-1.71; **JUD:** Prof Fees/Carol Johnson-186.20, Stephanie Moen & Assoc-782.00; **AUD:** Supplies/McLeod's Printing-195.84, Travel & Conf/Ramkota Hotel-203.98, Tonya Meaney-166.40, Utilities/Susan Kiepk-50.00 Mainframe Prog/Software Services-20.00; **TREAS:** Passport Postage/First Bankcard-93.80, Supplies/Al's Engraving-5.90, Innovative Office-2.69, McLeod's Printing-113.00, State MV Supplies/McLeod's Printing-306.37, Utilities/David Beintema-25.00, Christie Gunkel-25.00, Mainframe Support/Bruce Mastel-35.00, Software Services-860.00; **STATES ATTY:** Prof Fees/James D Taylor PC-4,043.33, Ramada Mitchell-89.14, Yellow Robe Consulting-1,500.00, Medical Prof Fees/Mitchell Clinic-451.00, Sanford Health Pathology-600.00, Supplies/Innovative Office-200.46, Travel & Conf/Best Western Ramkota-220.00, Robert O'Keefe-64.00, Alicia Odland-122.80; **CRT APPTED ATTY:** Douglas Papendick-8,335.65, A & N Child/A&N/Morgan Theeler-4,429.80, Tinan & Smith-593.00; **PUB SFTY BLDG:** Repairs/Dakota Supply Group-261.12, Direct Digital Control-510.00, Fastenal Co-40.70, Independent Viking Glass-444.36, Menards-199.30, Muth Electric-860.78, NAPA Auto Parts-13.99, Gas & Fuel/Meyers Oil Co Inc-314.05, Gas & Electric/Northwestern Energy-6,540.00, Phone/Roger Collins-50.00, Buildings/Interstate Tire & Auto-80.00, Minor Equip/Menards-408.99; **CRTHOUSE:** Repairs & Maint/Menards-62.82, Ron's Bicycle & Locksmith-15.00, Supplies/Hillyard Sioux Falls-120.24, Jones Supplies-231.07, Water & Sewer/City of Mitchell-93.20, Minor Equip/Menards-88.94; **DOE:** Asses Notices/First Bankcard-29.00, Supplies/First Bankcard-39.00, Innovative Office Solutions-27.02, Gas/Meyers Oil Co Inc-496.88, Utilities/Blake Biggerstaff-50.00, Kathy Goetsch-50.00, Jon Horton-50.00, Tanner Stunes-50.00, Carla Wittstruck-50.00, Dues/First Bankcard-190.00, Software Services/Software Services-420.00; **ROD:** Supplies/First Bankcard-36.97, Prog Support/Software Services-1,000.00; **NORTH OFF:** Repairs/Menards-12.88, Supplies/Jones Supplies-98.80,

Gas & Fuel/Meyers Oil Co Inc-39.69, Buildings/Menards-359.88, Minor Equip/Menards-19.94; **VETERAN'S:** Supplies/McLeod's Printing-170.47, Travel & Conf/Ramkota Hotel-369.48, Utilities/Craig Bennett-50.00; **COORD:** Postage/Qualified Presort-580.02, Postage Meter Fees/Qualified Presort-183.57, Copy Mach Maint/A & B Business Solutions-39.14, Elite Business Systems-79.20; **SHERIFF:** Prof Serv/Eternal Security Products-88.50, First Bankcard-58.96, First National Insurance-160.00, Sd Sheriff's Assoc-1,085.12, Radio & Equip Repair/First Bankcard-6.24, The Radar Shop-197.50, Repairs Patrol Car/Advance Auto Parts-286.79, Big E Auto-656.85, Graham Tire-100.00, Oil Changes/Lube Rangers-174.46, Vern Eide Ford-45.00, Tires/Graham Tire-358.14, Car Wash/First Bankcard-16.00, Office Supplies/Hard Drive Outlet-121.82, Gas Patrol Car/First Bankcard-34.88, Meyers Oil Co Inc-2,801.50, Travel & Conf/Best Western Ramkota-384.00, Ramkota Hotel-190.00, Steve Brink-32.00, First Bankcard-98.72, Steve Harr-47.00, Prisoner Transport/Pennington County Jail-73.30, Cellular Service/Dawn Grissom-50.00, Minor Equip/Myers Enterprises-1,675.00; **JAIL:** Medicine/Lewis Drug Stores-5,288.46, Mitchell Clinic-333.34, Federal Inmate Medical/Lewis Drug Stores-174.13, Equip Repair/Charlie's Shoe Repair-32.50, Office Supplies/Innovative Office Solutions-135.78, S & M Printing-188.00, Jail Supplies/First Bankcard-59.84, Jones Supplies-244.22, Lewis Drug Stores-125.26, Moore Medical-53.40, Thune's True Value-22.84, Wholesale Electronics-55.01, Kitchen Supplies/Jones Supplies-59.50, Inmate Testing/Moore Medical-70.76, Prisoner Food/CBM-11,496.31, Travel/Best Western Ramkota-480.00, Ginger Faas-15.00, Connie Harr-45.00, Misty Hicks-McDaniel-30.00, Austin Loes-30.00, Marco Mora-30.00, Mike Salathe-30.00, Travis Sedlmeier-30.00, Jacob Verry-30.00, Brian Boddicker-30.00, Contracts/Hard Drive Outlet-319.58, Mitchell Clinic-6,875.00, Minor Equip/First Bankcard-129.00, Vehicle Main/Meyers Oil Co Inc-594.25, Inmate Services/Swanson Services-300.13; **JUV DET:** Detention Minnehaha Co Regional-224.40; **WELFARE:** Supplies/McLeod's Printing-199.59, Transients/Jefferson Partners-34.12, Utilities/Debra Emme-50.00; **NURSE:** Expenditures/Angela Eide-22.37; **MENTAL ILL:** Committals/Douglas Papendick-376.00, Patrick Kiner-94.00, Hearings/Kerri Cook-Huber-50.00, Mark Katterhagen-72.00, Lincoln County Treasurer-760.40, Darcy Lockwood-72.00, Lucy M Lewno-655.88, Gary Mikelson-217.30, Minnehaha County Auditor-47.00, Mitchell Regional Ambulance-736.00, Rapid City Regional Hosp-1,875.45, Yankton County Treasurer-593.75, Yankton Sheriff's Ofc-150.00; **FAIRGRND:** Repairs & Main/Direct Digital Control-259.00, Menards-20.98, Supplies/Jones Supplies-114.39, Menards-9.48, Gas & Fuel/Meyers Oil Co Inc-23.58, Gas & Electric/Northwestern Energy-2,088.64; **CO EXTENSION:** Postage/Qualified Presort-9.57, Utilities/Northwestern Energy-312.30; **SOIL CON DIST:** Prof Fee/Davison County Soil-6,250.00; **WEED:** Travel & Conf/SD Assoc of Weed & Pest Supervisors-50.00; **DRAINAGE BOARD:** Board Mileage/Breda Bode-45.36, Jerry Bucholz-14.28, Gregg Bult-79.38, Chet Edinger-2.52, Denny Kiner-15.12, Mark Klumb-23.94, Jay Larson-1.68; **P & Z:** Equip & Signage/Make It Mine Designs-336.48; **HIWAY:** Repairs & Main/Davison Rural Water-25.60, Fastenal Co-14.03, Hohbach Electric-1,557.64, Supplies & Materials/Fastenal Co-21.18, Gas & Fuel/Meyers Oil Co Inc-2,272.15, Utilities/Northwestern Energy-142.73, Projects/ Civil Design Inc-2,115.00; **DEBT SERVICE:** HWY Debt Service/Butler Machinery-40,672.18; **EM MGT:** Publishing/Daily Republic-156.70, Repairs & Maint/TMA-Mitchell-62.78, Fuel/Meyers Oil Co Inc-467.46, Travel & Conf/Jeff Bathke-79.00, Quality Inn-114.00, Utilities/Jeff Bathke-50.00, Dues/Tri-State Em Mgmt Assco-40.00, Minor Equip/Mark Jenniges-259.94, Make It Mine Designs-122.00, Pheasantland Ind-1,894.51; **24/7 JAIL:** Equip Repair/Moore Medical-70.76, UA Tests/Redwood Toxicology-6,034.38.

## **PAYROLL FOR THE MONTH OF NOVEMBER**

Commissioner-\$6,466.00, Election-\$8,037.78, Auditor-\$8,203.07, Treasurer-\$12,395.13, State's Attorney-\$22,988.41, Public Safety Building-\$8,196.55, Gen. Government Building-\$1,501.96, Director of Equalization-\$24,190.31, Register of Deeds-\$14,028.16, North Offices-\$3,682.79, Veterans' Services-\$4,203.84, County Coordinator-\$450.60, 24/7 Program-\$3,790.81, Sheriff-\$36,971.27, County Jail-\$85,759.63, Juvenile Detention-\$510.27, Emergency Management-\$5,083.32, County Road & Bridge-\$37,773.59, Welfare-\$1,078.99, Community Health Nurses-\$3,249.28, WIC-\$2,869.16, Fairgrounds-\$2,742.98, Extension-\$2,328.65, Weed Control-\$2,282.56, Planning/Zoning-\$3,404.42.

**APPROVE TIMESHEETS**

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

**SIGN SD DEPT OF HEALTH CONTRACT**

Motion by Kiner, second by Weitala to authorize chairperson to sign the 2019 SD Department of Health contract for community health nursing services in the amount of \$13,551.00. All members present voted aye. Motion carried.

**APPROVE AUTOMATIC SUPPLEMENT**

Motion by Weitala, second by Claggett to supplement the Sheriff’s budget Overtime line (4111/211) in the amount of \$535.52, Social Security line (4120/211) in the amount of \$40.96 and State Retirement line (4130/211) in the amount of \$42.83 received from the State of South Dakota Highway Safety Overtime Enforcement Grant. All members present voted aye. Motion carried.

**APPROVE AUTOMATIC SUPPLEMENT**

Motion by Kiner, second by Claggett to supplement the Emergency Management line item (4291/226) in the amount of \$7,785.00 for reimbursement for a trailer. All members present voted aye. Motion carried.

**SET DATE AND TIME FOR SUPPLEMENTAL BUDGET HEARING**

Motion by Kiner, second by Claggett to set December 27, 2018 at 9:15 a.m. in the Commission Chambers located at 1420 North Main Street, Mitchell, SD for a supplemental budget hearing for the Court Appointed Attorney budget in the amount of \$135,000 and the Jail budget in the amount of \$100,000 and to advertise the same. All members present voted aye. Motion carried.

**ACKNOWLEDGE VOLUNTEERS**

Motion by Weitala, second by Kiner to acknowledge volunteers for the month of December with a full list on file at the Davison County Auditor’s office. All members present voted aye. Motion carried.

**ADJOURN**

At 10:45 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for December 11<sup>th</sup>, 2018, at 9:00 a.m.

**ATTEST**

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Susan Kiepke, Auditor

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Brenda Bode, Chairperson

Publish Once  
Approximate Cost