

JANUARY 8, 2019

CALL TO ORDER

Auditor Kiepke called the first meeting of 2019 of the Davison County Board of Commissioners to order at 9:00 a.m. All members of the Board were present. Commissioner Weitala appeared telephonically. Also present was Auditor Kiepke.

PLEDGE

Auditor Kiepke opened the meeting with the Pledge of Allegiance.

ACKNOWLEDGE LEADERSHIP MITCHELL PARTICIPANT

The commissioners acknowledged Calli Williams whose was attending because she is part of the Leadership Mitchell group.

ADMINISTER OATHS

Auditor Kiepke Administered the Oaths of office to Commissioners Claggett, Kiner, Reider, Weitala and Bode.

ELECT 2019 CHAIRPERSON

Auditor Kiepke called for nominations for the 2019 Chairperson of the Davison County Board of Commissioners. Motion by Kiner, second by Claggett to nominate Commissioner Bode as Chairperson.

Auditor Kiepke called for any additional nominations. There being no further nominations, motion by Kiner, second by Claggett for nominations to cease and a unanimous ballot be cast for Commissioner Bode as 2019 Chairperson of the Davison County Board of Commissioners. All members voted aye. Motion carried.

ELECT 2019 VICE-CHAIRPERSON

Auditor Kiepke called for nominations for the 2019 Vice-Chairperson of the Davison County Board of Commissioners. Motion by Bode, second by Reider to nominate Commissioner Weitala as Vice-Chairperson.

Auditor Kiepke called for any additional nominations. There being no further nominations, motion by Claggett, second by Kiner for nominations to cease and a unanimous ballot be cast for Commissioner Weitala as 2019 Vice-Chairperson of the Davison County Board of Commissioners. All members voted aye. Motion carried.

CHAIRPERSON TAKES OVER MEETING

Commissioner Bode took over the meeting as Chairperson and continued with the remainder of the day's business.

APPROVE MINUTES

Motion by Claggett, second by Kiner to approve the minutes of the December 27, 2018 meeting. All members voted aye. Motion carried.

SET RATES FOR 2019

Motion by Claggett, second by Weitala to approve the following rates for 2019. All members voted aye. Motion carried.

Meal Rates

Effective July 29, 2003: Due to an IRS compliance check, meal expenses are not an allowable business expense unless the business trip is over-night or long enough that the employee would need to stop for sleep or rest to properly perform his/her duties.

Allowable meal expenses will be paid at the following rate, with the exception of those set by resolution, which is the same as the state rate:

	In state rate:	Out of state rate:
Breakfast	\$6.00	\$10.00
Lunch	\$11.00	\$14.00
Supper	\$15.00	\$21.00

See Davison County Employee Policy Manual Section 2.22 updated July 21, 2015, for full travel policy.

Travel Rates:

Mileage: .42 cents per mile for county employees and elected officials
.48 cents per mile for Sheriff's Civil mileage

Lodging: Single rate shall be at the going market rate for reasonable accommodations, not to exceed the lowest rate available for that lodging facility. County employees shall ask for "State Discount and Rates" when registering.

Mental Illness Board

Mental Illness Board \$40.00 per meeting
Mental Illness Chairperson \$95.00 per hour

Election Lists

The counties will no longer receive the money for these printouts. It will go to the state to maintain the Total Vote system.

Director of Equalization, Auditor, Sheriff & Register of Deeds unrecorded copy rates

Copier Studio 25
8 1/2 x 11 .25 cents per copy per side
8 1/2 x 14 .25 cents per copy per side
11 x 17 .50 cents per copy per side

\$3.00 per page for a page larger than 11" by 17", or the actual cost of reproduction, whichever is larger.

For the reproduction of records not stored in either an electronic or a paper format, such as micro-film, the custodian may charge an additional fee not greater than the actual cost of retrieval from that format.

GIS or Pictometry

8 1/2 x 11 and x 14 Black & White 1.00 per copy
8 1/2 x 11 and x 14 Color 2.00 per copy

Computer Print-outs

8 1/2 x 11 and 11 x 14 .50 cents per page

\$10.00 per request for tax splits requested for closings

For projects taking more than an hour, staff time could be required to be applicably charged. The fee may not exceed the average cost of the staff involved in the location, assembly or reproduction of the request.

For mailings, a charge of .25 cents per copy plus a \$2.00 postage & handling fee up to 4 pages. Five or more pages would include added postage.

E-mail Charges

\$.50 per standard property card to be emailed and more for larger documents with the price to be adjusted according to the employee time/equipment cost basis.

Register of Deeds Recorded/Filed Real Estate, Burial Permit and Vital Record Fees set by State Statute

LICENSED ABTRACTOR FEES

Please note that a resolution #81115-01 was passed August 11th, 2015 to set fees for licensed abstractors for the Register of Deeds office.

Building Permits

<u>Project</u>	<u>Price/SF</u>	<u>Factor</u>
One story house/addition w basement (deduct for no basement)	\$50.00	0.004
Two story house/addition w basement, per floor (")	\$40.00	0.004
Garage	\$15.00	0.004
Manufactured home	\$25.00	0.004
Basement	\$12.00	0.004
Deck/Covered Porch	\$ 8.00	0.004
Pole building	\$ 6.00	0.004
Frame barn w pit	\$15.00	0.004
Frame building	\$12.00	0.004
All steel machine shed	\$12.00	0.004
Concrete or block building	\$15.00	0.004
Remodel/Finish/Change of use	\$ 9.00	0.004
Pool	\$10.00	0.004
Grain bin/Silo	\$.68 per bushel	0.004
Tank	\$.30 per gallon	0.004
Sign/Billboard		\$50 Flat Fee
Grain Leg		\$50 Flat Fee
Structures Not Listed (\$50 minimum)		\$1 per \$1,000 valuation

Other Fees

Minimum Fee	\$50.00
Variance	\$100.00
Plat Consideration Fee	\$50.00
Conditional Use	\$100.00
Special Meetings	\$300.00
Re-Zone	\$200.00
Driveway Approach	\$25.00

911 Address Signs

Sheet Blank (18x6)	\$8.83
5 Numbers	\$7.99
7' Delineator Post	\$5.77
Bolts/Nuts	\$3.00
Labor to create sign	\$12.41

Drainage

Routine Maintenance Application	\$25.00
Administratively Approved Drainage Permit (tile or ditch)	\$100.00
Permit Requiring Drainage Commission Hearing	\$100.00
Work commenced w/o permit*	\$500.00
*In addition to any required permit fees	
Drainage map w tile lines	\$5.00
Filing fee for a Record of Drain document w/Reg of Deeds	\$30.00

APPROVE 2019 DIGITAL DATA POLICY

Motion by Claggett, second by Kiner to approve the 2019 Digital Data Policy. All members voted aye. Motion carried.

2019 Department of Equalization Data Policy

Assessed value and physical attributes may be viewed per parcel at no charge on the Davison County Equalization website at www.davison.gisworkshop.com.

The Davison County Equalization Office will prepare, once a year, a copy of the assessment book. This booklet will be prepared prior to appeal hearings so data may change after its preparation with no updates being made to the information. This information will not contain property characteristics. This is free of charge if requestor supplies CD and postage paid return envelope with their request. It is also free if requested to be emailed. For paper copies, the applicable copy charges approved by the Davison County Commissioners will apply with applicable sales tax.

If you prefer the following additional information:

- Parcel number
- Owner name and address
- Property address
- Legal description
- Assessed values
- Exemption amounts
- Land and Building classification codes
- Property characteristics
- Sales history data

The above information will be compiled in August of each year, all information such as new sales will be through the date the report is compiled.

Delivery option will be a CD at the cost of \$25.00 plus applicable tax.

Neither Davison County nor any employee will be responsible for any data deemed inaccurate or incomplete, Davison County hereby disclaims any and all liability or responsibility for any damage, injury, loss, claim or lawsuit arising from any error inaccuracy or other problem with the data.

The best time to request data in order to get values that have been finalized is the month of August.

No sketches or property photos are available at this time digitally.

Davison County Equalization Office hours are Monday-Friday from 8:00 a.m. to 5:00 p.m. central time. If your preference is to view the documents or to scan/copy, using your own equipment you may do so at no charge.

Information requiring manual copies, copied by Equalization staff, there is a per page fee (adopted by the Commissioners) plus the applicable sales tax. If the time needed to produce the manual copies exceeds one hour, there is an additional fee of \$21.00 per hour.

The party requesting the data would be responsible for the correct interpretation of all data received from Davison County. Technical assistance is not included in the above costs. Software Services Inc., Davison County software provider, has agreed to offer technical assistance to you at the rate of \$100 per hour.

Full payment for the database information will be required, prior to Davison County's release of the information. After payment is received, the database will be forwarded to the recipient as soon as reasonable.

_____	_____
Name of Requestor	Date Requested
_____	_____
Mailing Address	Contact person
_____	_____
Authorized Signature	Delivery option

ADOPT RESOLUTION FOR ELECTION WORKERS

Motion by Claggett, second by Kiner to adopt the following resolution concerning election workers compensation. A roll call vote was taken as follows: Weitala – aye, Claggett – aye, Reider – aye, Kiner – aye, Bode - aye. Motion carried.

RESOLUTION #010819-01

WHEREAS, SDCL 12-15-11 states that each precinct superintendent and precinct deputy shall receive a fee to be established annually by resolution of the board of county commissioners at its first regular meeting each year. The person delivering the poll books and ballot boxes to the proper authority at the county seat shall receive the county rate for mileage as established pursuant to SDCL 7-7-24, for miles necessarily traveled in going to and returning from making the delivery.

WHEREAS, SDCL 12-15-1.3 states that in addition to the precinct election board, the person in charge of the election may appoint a person to be designated as the precinct assistant. The precinct assistant may not perform any of the duties of the precinct superintendent or precinct deputies unless specified by statute. The precinct assistant may assist with setting up the polling place, directing voters to the proper election board, and providing instruction on the use of the electronic ballot marking system.

THEREFORE BE IT RESOLVED that the following rates will be paid to election workers:

Elections

Attendance at election school(s)	\$35.00 per person
Election Board/Master Book Workers	\$165.00 per day (primary or special election) \$175.00 per day (general election)
Absentee Board	\$82.50 per 1/2 day (primary or special election)
(same as regular Board for full day)	\$87.50 per 1/2 day (general election)
Precinct Assistant	\$13.25 per hour
Resolution Board	\$14.00 per hour
Board Superintendents	\$25.00 additional for day of election (any)
Ballot Box Carriers election night (2)	\$20.00
The State rate will be paid for applicable mileage (currently \$.42).	

Dated this 8th day of January, 2019.

ATTEST:

Susan Kiepke, Auditor

Brenda Bode, Chairperson

DESIGNATE OFFICIAL NEWSPAPER FOR 2019

As per SDCL 7-18-3, motion by Reider, second by Kiner to designate the Mitchell Daily Republic as the official newspaper of the County. All members voted aye. Motion carried.

2019 COMMITTEE APPOINTMENTS

Motion by Weitala, second by Reider to approve the following Committee Appointments for 2019 with names subject to change upon personnel approval. All members voted aye. Motion carried.

Emergency Management / 911: Kiner

Insurance Committee: Reider, Bode, Jeff Bathke, Deb Young, Susan Kiepke, Tonya Meaney, Dawn Grissom

Risk Management Committee: Claggett, Tonya Meaney, Mark Jenniges, Rusty Weinberg, Don Radel, David Beintema, Craig Bennett, Mark Ruml

District III: Claggett

Joint Davison/Hanson Extension Board: Weitala, Bode, Becky Muhs, Garry Freier

Alcohol Center & Mental Health Board: Kiner, Sheriff Brink, Randy Stiles

Fair Board: Bode, George Breidenbach, Brad Greenway, Mary Froning, Ben Roudabush, Jim Morken, Barb Weber, Autumn Hofer, Lawrence Schmitt, Mark Ruml

Intergovernmental Relations: Claggett, Weitala, Susan Kiepke

Union Negotiations Committee: Kiner, Weitala

County Coroner: Bittner Funeral Home

Deputy Coroner: Bart Fredericksen, Ryan Boyd, Stuart Barns, Lyndon Overweg, Steve Brink

Legislative Contact Persons: Commissioners Claggett, Kiner, Weitala, Reider and Bode

Serviceman's Memorial Cemetery Board: Reider, Kiner

County Doctor (Jail): Mitchell Clinic

Personnel Policy Review Committee: Kiner, Reider, David Beintema, Dawn Grissom, Deb Young, Susan Kiepke, Jeff Bathke, Assistant State's Attorney Taylor

Highway Board: Commissioners Claggett, Kiner, Weitala, Reider and Bode and one member of each Township Board as liaison

Landfill Board: Weitala

Library Board: Weitala

Planning & Zoning Commission: Steve Thiesse term expiring December 31, 2020; Weitala term expiring December 31, 2020; vacant term expiring December 31, 2021; Lewis Bainbridge term expiring December 31, 2021; Bode term expiring December 31, 2021; Charles Storm term expiring December 31, 2021; Bruce Haines term expiring December 31, 2020

Weed Board: Bode, Greg Geppert, Wayne Lyons and Ray Hanson terms ending December 31, 2019; Steve Roth term ending December 31, 2020; Brian Bode term ending December 31, 2021

MRC Nomination: Tom Greenway term ending December 31, 2019

LEPC Representative: Kiner, Jeff Bathke, Mark Jenniges, James Nielsen, Ruth Ragels, Kevin Kayser, Steve Brink, Lyndon Overweg, Mike Koster, Robert Mayer, Marlene Haines, Marius Laursen, Shannon Sandoval, Dave Kluth, Chad McGuire, Michelle Carpenter, Roswitha Konz, Natalie VanDrongelen, Vicki Lehrman, Carey Brenner, Jenna Auch, Bob Everson, Susan Kiepke, Jason Nedved, Becky Pitz, Heather Allemang, Jackie Horton, Major Gary Cole, Major Vickie Cole, Adam Kjerstad, Andy Mentele, Dan Muck, John Sieverding, Stephanie Ellwein, Kyle Croce, Dave Duba, Gene Deinert, Dale Wilson, J.P. Skelly, Randy Pratt, Ed Potzler, Rusty Weinberg, Dave Beintema

James River Water Development Representative: Weitala, Bode

Soil Conservation Committee: Kiner

Liaison Assignments: Claggett – States Attorney, Treasurer, Director of Equalization; Kiner – Emergency Mgmt/Planning & Zoning, Veteran's Service Officer; Weitala – Auditor/Welfare, Register of Deeds, Maintenance; Reider – Nurse, Sheriff, Jail; Bode – Extension/Fairgrounds, Highway, Weed

Drainage Board: Kiner, Bode, Mark Klumb, Gregg Bult, Chet Edinger, Jerry Buchholz, Jay Larson. Ex-Officio members Highway Superintendent Weinberg, Planning & Zoning Administrator Bathke and Auditor Kiepke

TECH Committee: Claggett, Susan Kiepke, Deb Young, Jeff Bathke and Ramon Shultz of Tech Solutions

Space Committee: Weitala, Reider, Susan Kiepke, Deb Young, Mark Ruml

Web Site Committee: Deb Young, Jeff Bathke, Dave Beintema and Ramon Shultz of Tech Solutions

Bldg Maint/Purchasing and Projects Committee: All Commissioners, Jeff Bathke, Rusty Weinberg, Mark Ruml, Susan Kiepke

Wage & Benefits Committee: Weitala, Reider, Jeff Bathke, Susan Kiepke

Wellness Committee: Reider, Mark Jenniges, Dave Beintema, Susan Kiepke

Search and Rescue: Confidential – On file in the Auditor’s office for insurance purposes

ACKNOWLEDGE DR. MARTIN CHRISTENSEN

In light of Dr. Martin Christensen’s recent retirement, Chairperson Bode asked the commissioners to recognize the great work he has done for the County over the years.

APPROVE COUNTY DEPOSITORIES/INVESTMENT POLICY

Motion by Claggett, second by Weitala to approve the following depositories/investment policy for Davison County for 2019. All members voted aye. Motion carried.

County Depositories: Wells Fargo Bank, First National Bank of SD, Great Western, First Dakota National Bank, CorTrust Bank, Edward Jones, Stifel Nicolaus and Co Inc, BankWest, Farmers State Bank, Palace City Federal Credit Union, US Bank, Dakotaland Federal Credit Union, Plains Commerce

**Davison County, South Dakota
Investment Policy**

1. POLICY

Pursuant to SDCL 4-5-8 it is the policy of Davison County, South Dakota to invest idle public funds in a manner to meet the daily cash flow demands of the County with the primary objectives, in priority order, a) Safety b) Liquidity and c) Return.

2. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to the Treasurer who shall refrain from personal business activity that could impair his/her ability to make impartial decisions. The Treasurer acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy. In case of extended leave of absence, the Governing Board shall appoint a replacement Officer.

3. AUTHORIZED FINANCIAL DEALER AND INSTITUTIONS

The Governing Board authorizes the placement of cash resources in the following financial institutions:

- | | | |
|------------------------------|---------------------------|-------------|
| • Bank West | 1920 N Sanborn Blvd | Mitchell SD |
| • Great Western Bank | 714 S Burr St Suite #101 | Mitchell SD |
| • Farmers State Bank | 115 E Havens St | Mitchell SD |
| • First Dakota National Bank | 500 E Norway St | Mitchell SD |
| • First National Bank SD | 210 N Lawler St | Mitchell SD |
| • Stifel Nicolaus | 2605 N Main St | Mitchell SD |
| • Edward Jones | 115 W 4 th Ave | Mitchell SD |
| • Palace City FCU | 720 W Havens Ave | Mitchell SD |
| • Wells Fargo | 403 N Lawler St | Mitchell SD |
| • US Bank | 1421 N Main St | Mitchell SD |
| • CorTrust Bank | 719 N Main St | Mitchell SD |
| • Dakotaland FCU | 301 S Ohlman Ste 1 | Mitchell SD |
| • Plains Commerce Bank | 1130 S Burr St | Mitchell SD |

4. AUTHORIZATION AND SUITABLE INVESTMENTS

The Davison County Treasurer is empowered by statute to invest in the following types of securities:

- Interest bearing checking accounts
- United States Treasury Bonds (SDCL 4-5-6)
- United States Government Agencies (SDCL 4-5-6)
- Certificates of Deposit (CDs) (SDCL 4-5-6)*
- Money Market Mutual Funds – open-end, no-load (SDCL 4-5-6)
- Local Government Investment Pool

*When investing in Certificates of Deposit (CDs) public funds will be invested at the highest rate of interest possible after attempting to secure three quotes.

The county treasurer shall deposit and at all times keep the money in his/her possession as county treasurer in state or national banks within the county.

5. COLLATERALIZATION

In accordance with the SDCL 4-6A.6A, 51A-10-9 Qualified Public Depositories will furnish collateral in the sum equal to one hundred percent (100%) of the public deposit accounts that exceed deposit insurance. The financial institution shall submit a copy of their collateralization report to the Treasurer.

6. INTEREST EARNED

The interest from investments shall be credited to the respective fund, except Agency funds, (SDCL 4-5-9)

7. DIVERSIFICATION

It is the policy of the Davison County Treasurer’s Office to reduce overall risks while attaining average market rates of return by diversifying its investments.

- No more than 60 % of the investable funds shall be placed in any one financial institution.
- Investment maturities will be staggered in such a manner that all investments will not come due at the same time.
- At least 10 % of the investable funds shall be accessible for use by the County in one day’s notice.

Brenda Bode
 Davison County Commission Chairman

ATTEST:

David Beintema
 Davison County Treasurer

SET RATES FOR 2019 WELFARE ASSISTANCE

Motion by Kiner, second by Claggett to approve the following Housing Allowance and Utility assistance for Davison County Welfare. Recipients may only receive housing allowance once per calendar year and utility allowance once per calendar year. All members voted aye. Motion carried.

Housing Allowance for Davison County

The maximum annual shelter supplement, per household shall not exceed the following, excluding utilities:

1	person household	\$300.00
2-3	person household	\$400.00

4-5	person household	\$475.00
6 +	person household	\$550.00

* Household assistance will be approved for the current month of application with an eviction notice *

Utilities

1	person household	\$250.00
2-3	person household	\$300.00
4-5	person household	\$325.00
6 +	person household	\$375.00

Applicants must check with ROCS, Energy Assistance, Salvation Army, and any other applicable resources before County assistance will be considered.

Emergency assistance will be granted once within a twelve (12) month period.

ADOPT TRAVEL RESOLUTION

Motion by Kiner, second by Claggett to adopt the following resolution to approve regularly scheduled travel. A roll call vote was taken as follows: Kiner – aye, Weitala - aye, Reider – aye, Claggett – aye, Bode - aye. Motion carried.

**Resolution #010819-02
Resolution to Approve
Regularly Scheduled Travel**

Whereas, SDCL 7-7-25 states that county commissioners, county highway superintendents, county auditors, county treasurers, registers of deeds, state’s attorneys, sheriffs, county assessing officers, and county coroner’s are hereby authorized to attend educational conferences, meetings, and conventions held and conducted within or without the State of South Dakota pertaining to the betterment and advancement of county government as authorized by resolution of the board of county commissioners; and

Whereas, the County Auditor has compiled a list of regularly attended meetings based on the information given to her by request from the aforementioned department heads, in addition to other department heads that have regular meetings they must attend each year; and

Whereas, SDCL 7-7-26 states that no charge for expenses in attending any such meetings shall be a charge against the county unless authorized and approved by the county commissioners prior to convening of any such meeting. Upon the actual attendance at such meetings, conferences, or conventions, all county officers as designated in 7-7-25 shall be paid their actual necessary expenses on duly executed vouchers submitted to the board.

Now, therefore be it resolved, that the following meetings are approved for travel, meals and lodging for the year 2019. SDACC Spring Workshop to be attended by Commissioners; SDACO Spring Workshop to be attended by Auditor, Treasurer and Register of Deeds; County Fall Convention to be attended by Auditor, Treasurer, Register of Deeds, Commissioners, Highway Superintendent and Welfare Intake Administrative Assistant; Southeast Central District meetings to be attended by Auditor, Treasurer, Register of Deeds, Commissioners, Planning & Zoning Administrator and Deputy, Highway Superintendent and Bookkeepers and Assessors; County Day at the Legislature to be attended by Commissioners, Auditor, Treasurer and Register of Deeds; Legislative Sessions to be attended by Commissioners, Auditor, Treasurer, Register of Deeds or any other official called to testify; Annual Report Workshop and Election Workshop to be attended by Auditor and deputies; SDACO Executive Board meetings and anything related, NACO Convention and Legislative Conference and anything related to be attended by Auditor; Surveyors Convention to be attended by Register of Deeds; Newly Elected Officials Workshop and Deputy Workshop to be attended by Elected officials and Deputies from the Auditor’s, Treasurer’s and ROD offices; Assessors Annual Conference, Assessors School and SDAAO District 4 meetings, OHE, Dept of Revenue Workshops, Sales Ratio Workshop; SD Planners Assoc. Conference, Pictometry Workshops and Code Enforcement Training to be attended by Planning & Zoning Director, Deputy Director and several planning board members; Short Course, Region 8 Road Safety Convention & Asphalt Conference, Towns and Twps meeting and LTap meetings to be attended by Highway Superintendent; State Weed & Pest Conference, District Weed and Pest Conference and District Weed meeting to be attended by Weed Supervisor; States Attorney’s Conference to be attended by State’s Attorney and several deputies; Annual Welfare Spring Workshop, Welfare Regional meetings and Minnehaha County Human Services Office to be attended by Welfare Intake Administrative Assistant and Auditor when applicable; SDOVA Conference to be attended by VSO Director; Emergency Management Continuing Education Courses, Region 6 quarterly Emergency Management meetings, Homeland Security Conference, Tri-State Emergency Management

meetings, ICS Courses, Emergency Management State & Local Agreement Courses, National Weather Service Trainings, HAZMAT/Railroad Safety Training, Demography Conference, Floodplain Mgmt Course and SD Emergency Management Conference to be attended by Emergency Management Director and/or Deputy; SD Sheriff's Assoc. Spring and Fall Conference to be attended by Sheriff, Chief Deputy and Jail Administrator (possibly other staff if there is pertinent training); SD Atty General 24/7 Conference, SD Corrections Association Spring and Fall Conference to be attended by select jail staff; all WIC/Nurse clerical staff will attend the workshop in Pierre, Region Christmas Party; WIC Administrative Assistant will attend training in Pierre; Safety Conference to be attended by members of the Safety Committee; District III meetings to be attended by commissioners and Planning & Zoning Administrator.

Be it further resolved, that as per SDCL 7-7-26 that the County Auditor, Treasurer, Register of Deeds, State's Attorney, Sheriff, County Assessing Officer and County Coroner be reimbursed actual necessary expenses with the exception of mileage which will be paid at the state rate.

Dated this 8th day of January, 2019.

ATTEST:

Susan Kiepke, Auditor

Brenda Bode, Chairperson

APPROVE TIMESHEETS

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

ACKNOWLEDGE VOLUNTEERS

Motion by Reider, second by Kiner to acknowledge Davison County volunteers for the month of January 2019. A complete list may be found on file in the Davison County Auditor's office. All members voted aye. Motion carried.

APPROVE FMLA REQUEST

Motion by Claggett, second by Weitala to approve an FMLA request from employee #650 commencing on January 10, 2019. All members voted aye. Motion carried.

DENY WELFARE

As per the recommendation of Welfare Intake Administrative Assistant Emme, motion by Claggett, second by Reider to deny welfare claim #1227 as individual has full tank of gas; claim #1227 individual had been evicted and owes County money, claim #18-0518 pursuant to SDCL 28-13-34.1 notice of hospitalization must be sent to county within 15 days; claim #18-5875 pursuant to 28-13-33 prior approval required; claim #5063 individual found other means to pay; claim #18-9522 pursuant to SDCL 28-13-3 residency requirement not met. All members voted aye. Motion carried.

CLOSE COUNTY OFFICES

Motion by Kiner, second by Claggett to close County Offices, that don't have to remain open, on Friday, January 11, 2019 from 12:40 p.m. to 2:00 p.m., so that employees may attend the funeral of long-time Register of Deeds Deputy Teri Burgess which will be held at Bittner Funeral Chapel. All members voted aye. Motion carried.

ADJUST STARTING WAGES

As 24/7 employees Seth Caro and Marcus Urban were approved for employment in 2018 but didn't get paid in 2018, motion by Claggett, second by Reider to amend their starting wage to \$14.27 as that is the starting wage approved for 2019. All members voted aye. Motion carried.

GIFT COUNTY LAND ABUTTING STEPPING STONES

After hearing from Michelle Carpenter regarding the benefit the small piece of land abutting Stepping Stones would give them for privacy, motion by Claggett, second by Reider to gift the piece of County land abutting Stepping Stones to

Stepping Stones. A letter will drawn up with specifics which will be filed in the Davison County Auditor's office. Voting aye Claggett, Reider, Weitala, Bode. Abstaining Kiner. Motion carried.

APPROVE INTRODUCTORY WAGE INCREASES

At the request of Corrections Administrator Radel, motion by Claggett second by Kiner to approve a \$.50 wage increase after successful completion of a six-month introductory period for Corrections Officers Misty Grove, Misty Hicks-McDaniel and Margaret Johnson, bringing their wage to \$17.95 per hour. All members voted aye. Motion carried.

REHIRE PAST EMPLOYEES AS TEMPORARY PART-TIME

Motion by Reider second by Kiner to rehire Kathye Fouberg at a rate of \$21.18 and Darlene Bailey at a rate of \$21.54 as temporary part-time employees on an as needed basis. All members voted aye. Motion carried.

ADVERTISE FOR ROD DEPUTY

At the request of Register of Deeds Young, motion by Claggett second by Reider to advertise for a Deputy Register of Deeds at a rate between \$15.83 and \$16.87. All members voted aye. Motion carried.

INTO EXECUTIVE SESSION

At the request of States Attorney Miskimins at 10:42 a.m., motion by Reider, second by Claggett to move into executive session as per SDCL 1-25-2 to discuss contractual matters and pending legal procedures. All members voted aye. Motion carried.

OUT OF EXECUTIVE SESSION

At 11:50, motion by Reider, second by Kiner to move out of executive session. All members voted aye. Motion carried.

APPROVE BILLS

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

GENERAL FUND:

COMM: Dues/SDACC-3,876.00, Recognitions/Cherrybee's Floral-46.00; **ELECT:** Supplies/Bureau of Administration-12.38; **JUD:** Jurors-413.44, Prof Fees/Terri Lembecke Schildhauer-396.36; **AUD:** Rentals/Microfilm Imaging Sys-147.00, Supplies-246.52, SD Secretary of State-30.00, Utilities/Susan Kiepke-50.00, Association Dues/SDACO-630.10; **TREAS:** Utilities/David Beintema-50.00, Association Dues-630.09; **STATES ATTY:** Prof Fees/James D Taylor PC-4,334.46, Medical Prof Fees/Huron Regional-298.53, Dues/SD States Atty Assoc-1,175.00, State Bar of SD-1,120.00; **CRT APPTED ATTY:** Ashley Anson-578.10, Maule Law Office, Inc-4,737.56, Morgan Theeler-2,600.00, Douglas Papendick-650.85, Tinan & Smith-4,981.95; **PUB SFTY BLDG:** Repairs/First Bankcard-66.06, Gas & Electric/Northwestern Energy-5,647.26, Garbage/Miedema Sanitation-130.00, Phone/Roger Collins-50.00, Elevator Service/Schumacher Elevator-388.83; **CRTHOUSE:** Repairs & Maint/First Bankcard-60.00, Golden West-35.00, Thune's True Value-3.29, Supplies/Hillyard-Sioux Falls-43.64, Jones Supplies-71.04, Menards-75.91, Gas & Electric-3,140.70, Water & Sewer/City of Mitchell-79.50, Garbage-Miedema Sanitation-88.00, Minor Equipment/Menards-12.99; **DOE:** Asses Notices/First Bankcard-29.00, Publishing/Daily republic-175.00, Travel & Conf/First Bankcard-45.00, 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 Boechh-6,059.15; **ROD:** Rentals/Bureau of Administration-32.89, Supplies/Innovative Office-177.03, Microfilm Supplies/Bureau of Administration-68.99, Dues/SDACO-630.09; **NORTH OFF:** Repairs/Carquest of Mitchell-51.98, Supplies/Hillyard-Sioux Falls-43.64, Jones Supplies-71.04, Garbage/Miedema Sanitation-72.00; **VETERAN'S:** Supplies/McLeod's Printing & Offc-17.90, NACVSO-50.00, Utilities/Craig Bennett-50.00; **COORD:** Postage/Qualified Presort-522.66, Postage Meter Fees/Qualified Presort-182.13, Copy Machine Maint/A & B Business Solutions-103.56, Elite Business Systems-45.80; **GIS:** GIS Maint/Planning & Dev Dist. III-1,545.00; **SHERIFF:** Witness & Undercover/James Valley Drug Force-6,250.00, Repairs Patrol Car/First Bankcard-17.03, Office Supplies/McLeod's Printing-28.69, Gas Patrol Car-First Bankcard-194.71, Field Supplies/First Bankcard-227.37, Travel & Conf/Dawn Grissom-10.08, Cellular Service/Dawn Grissom-50.00, Minor Equip/Axon Enterprise-186.00; **JAIL:** Medicine/Avera Home Medical Equip-18.75, Lewis Drug Stores-2,678.32, Mitchell Clinic-61.21, Mitchell Regional-786.00, Equip Repair/Safety Restraint Chair-612.00, Office Supplies/Innovative Office

Solutions-99.53, Jail Supplies/Jones Supplies-347.10, Laundry Supplies/Ameripride Services-171.12, Jones Supplies-179.17, Kitchen Supplies/Jones Supplies-360.35, Uniforms/Al's Engraving-26.00, Jack's Uniforms-202.94, Plaza Cleaners-20.00, Prisoner Food/CBM-12,445.29, Contracts/Hard Drive Outlet-277.86, Minor Equip/Global Equipment Co-231.29, Tech Solutions-99.00, Inmate Services/Reliance Telephone-1,700.00, Swanson Services-3.16; **WELFARE:** Transients/First Bankcard-38.40, Motel 6-59.99, Utilities/Debra Emme-50.00; **DOM ABUSE:** Domestic Abuse/Mitchell Area Safehouse-312.50, Safehouse/Mitchell Area Safehouse-400.00; **MENTALLY HANDICAPPED:** Lifequest/Lifequest-8,000.00, Handicapped-Dakotabilities/Dakotabilies-540.00; **CADC:** Stepping Stones/Community Alcohol Drug Center-1,500.00; **DAKOTA MENTAL HEALTH:** Dakota Counseling Institute/Dakota Counseling-1,750.00; **MENTAL ILL:** Committals/Douglas Papendick-188.00, Hearings/Avera University-1,547.06, Mark Katterhagen-15.00, KCH Law-155.01, Darcy Lockwood-15.00, Lucy M Lewno-247.97, Dean Schaefer-354.00, Yankton Sheriff's Office-100.00; **FAIRGRND:** Supplies/Hillyard-Sioux Falls-86.24, Gas & Electric-1,780.55, Garbage/Miedema Sanitation-88.00; **CO EXTENSION:** Postage/Qualified Presort-1.40, Utilities/Northwestern Energy-339.32; **WEED:** Utilities/City of Mitchell-3.00; **P & Z:** Supplies/First Bankcard-13.06, District III Fees/Planning & Dev Dist. III-25,073.00; **HIWAY:** Prof Fees/NASASP-39.00, Repairs & Maint/Bailey Metal-979.06, Fastenal Co-66.08, Scott Supply-55.13, Thune's True Value-12.06, Postage/First Bankcard-1.42, Supplies & Materials/Dakota Supply Group-189.06, Fastenal Company-94.78, Thune's True Value-12.77, Utilities/City of Mitchell-35.40, Miedema Sanitations-72.00, Northwestern Energy-285.80, Snow & Emergency-Steve Groseth-107.00, Rusty Weinberg-428.00, Clayton Wells-214.00, Minor Equip/Master Blaster-4,371.05, Projects/SD Dept of Transportations-4,092.19, Other Projects/SD Dept of Transportation-20,694.71; **EM MGT:** Repairs & Maint/Menards-638.82, Utilities/Jeff Bathke-50.00, City of Mitchell-8.00, Golden West-89.85; **DOM ABUSE:** Domestic Abuse/Mitchell Area Safehouse-1,375.00; **24/7 JAIL:** Supplies/Innovative Office-83.98, **BID DEP & REF/Fairgrounds Dep Ref/Angie Langley-200.00.**

ADJOURN

At 12:10 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for January 15, 2019 at 9:00 a.m.

ATTEST:

Susan Kiepke, Auditor

Brenda Bode, Chairperson

Publish once
Approximate cost