

**July 20, 2021**

**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 Claggett, Kiner, Weitala, Bode. Absent Reider. Also present was Deputy Auditor Matthews.

**PLEDGE**

The Pledge of Allegiance was led by Chairperson Bode.

**APPROVE MINUTES**

Motion by Claggett, second by Weitala to approve the minutes of the July 13, 2021 meeting. All members present voted aye. Motion carried.

**REPORTS**

Chairperson Bode reported on the Workers Compensation Board of Trustees meeting she attended on July 7<sup>th</sup>.

**AUTHORIZE FUEL USE**

Motion by Claggett, second by Weitala to authorize the Davison County Conservation District to use fuel at the Davison County Highway Shop and be billed accordingly. All members present voted aye. Motion carried.

**APPROVE NURSERY EXPANSION**

At the request of Matt Hayes Davison County Conservation District, motion by Kiner, second by Claggett to allow for the expansion plant nursery boundaries 20' x 30' to the south of current location and add fencing at the Davison County Fairgrounds. All members present voted aye. Motion carried.

**APPROVE VEHICLE TRANSFER**

Motion by Weitala, second by Kiner to transfer a 2011 Dodge Charger #1938 from Sheriff's Department use to general county use for travel. All members present voted aye. Motion carried.

**APPROVE VEHICLE USE POLICY**

Motion by Claggett, second by Kiner to approve the following policy for usage of the travel vehicle. All members present voted aye. Motion carried.

1. Sign up to reserve the vehicle on the Group Calendar with your name, department, and time of use. DO NOT change anyone else's reservation.
2. Please allow a minimum of 3 days' notice if possible.
3. Schedule key, gas card, and car pick up through the VSO.
4. Use gas card to fill up gas tank at the Highway Department before returning so it is ready for the next user. Your department will be charged for the actual cost of the gas.
5. Return car, card, and keys to the VSO the same business day shown on the request, or if after 5 pm, the first thing the next business day.

An employee seeking to use the county vehicle will be required to certify that they have a current driver's license and car insurance. If an employee wishes to have a passenger who is not a county employee ride with them, all parties shall sign a waiver absolving Davison County of liability for any injuries and damages to said persons.

### **ACCEPT RESIGNATION**

At the request of Corrections Administrator Radel, motion by Claggett, second by Weitala to accept the resignation of Corrections Officer Heather Odens effective July 29, 2021. All members present voted aye. Motion carried.

### **APPROVE EMPLOYEE CLASSIFICATION CHANGES**

At the request of Corrections Administrator Radel, motion by Claggett, second by Kiner to reclassify Tyler Bier from a part-time to full-time Corrections Officer, Step I, effective August 7, 2021, with his wage to remain at \$18.04 and his previous time credited towards his introductory period. All members present voted aye. Motion carried.

At the request of Corrections Administrator Radel, motion by Claggett, second by Kiner to reclassify Ashley Schulz from a part-time to full-time Corrections Officer, Step I, effective August 7, 2021, with her wage to remain at \$18.04 and her previous time credited towards her introductory period. All members present voted aye. Motion carried.

### **APPROVE FMLA**

Motion by Claggett, second by Weitala to approve FMLA leave for employee # 5840 effective June 16, 2021 through June 22, 2021. All members present voted aye. Motion carried.

### **2022 BUDGET REVIEW**

The Board of Commissioners continued their review of the 2022 budget.

### **ACCEPT GRANT**

Motion by Kiner, second by Claggett to accept a grant from the South Dakota VW Trust Fund Program, The State of SD will offer a rebate to Davison County Highway dept in the amount up to .5 of approved costs incurred up to and not exceeding \$51,099 to replace an old diesel truck. Davison County agrees that it will complete the project by December 30, 2022. All members present voted aye. Motion carried.

### **ADOPT BRIDGE RESOLUTIONS**

Motion by Kiner, second by Claggett to adopt the following Bridge Improvement Grant Program Resolution for structure 18-130-183. A roll call vote was taken as follows. Claggett-aye, Kiner-aye, Weitala-aye, Bode-aye, Reider-absent. Motion carried.

## **DAVISON COUNTY RESOLUTION 072021-01**

### **BRIDGE IMPROVEMENT GRANT PROGRAM RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION**

**WHEREAS**, Davison County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

Structure 18-130-183  
Over North Branch Twelve Mile Creek  
Located 2.0 miles west & 8.3 miles south of Mitchell on 407<sup>th</sup> Avenue; and

**WHEREAS**, Davison County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan; and

**WHEREAS**, Davison County agrees to pay the 20% match on the Bridge Improvement Grant funds; and

**WHEREAS**, Davison County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.

**NOW THEREFORE BE IT RESOLVED** that the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Dated at Mitchell, SD, this 20<sup>th</sup> day of July, 2021.

**ATTEST:**

\_\_\_\_\_  
James Matthews, Deputy Auditor

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Brenda Bode, Chairperson

Motion by Kiner, second by Claggett to adopt the following Bridge Improvement Grant Program Resolution for structure 18-080-007. A roll call vote was taken as follows. Kiner-aye, Weitala-aye, Claggett-aye, Bode-aye, Reider-absent. Motion carried.

**DAVISON COUNTY RESOLUTION 072021-02**  
**BRIDGE IMPROVEMENT GRANT PROGRAM**  
**RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION**

**WHEREAS**, Davison County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

Structure 18-080-007  
Over Dry Run Creek  
Located 7.0 miles west & 9.3 miles north of Mitchell on 402<sup>nd</sup> Avenue; and

**WHEREAS**, Davison County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan; and

**WHEREAS**, Davison County agrees to pay the 20% match on the Bridge Improvement Grant funds; and

**WHEREAS**, Davison County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.

**NOW THEREFORE BE IT RESOLVED** that the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Dated at Mitchell, SD, this 20<sup>th</sup> day of July, 2021.

**ATTEST:**

\_\_\_\_\_  
James Matthews, Deputy Auditor

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Brenda Bode, Chairperson

Motion by Kiner, second by Claggett to adopt the following Bridge Improvement Grant Program Resolution for structure 18-060-095. A roll call vote was taken as follows. Weitala-aye, Kiner-aye, Claggett-aye, Bode-aye, Reider-absent. Motion carried.

**DAVISON COUNTY RESOLUTION 072021-03**  
**BRIDGE IMPROVEMENT GRANT PROGRAM**  
**RESOLUTION AUTHORIZING SUBMISSION OF APPLICATION**

**WHEREAS**, Davison County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

Structure 18-060-095  
Over Unnamed Creek  
Located 3.0 miles east of Mount Vernon on 400<sup>th</sup> Avenue; and

**WHEREAS**, Davison County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan; and

**WHEREAS**, Davison County agrees to pay the 20% match on the Bridge Improvement Grant funds; and

**WHEREAS**, Davison County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.

**NOW THEREFORE BE IT RESOLVED** that the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Dated at Mitchell, SD, this 20<sup>th</sup> day of July, 2021.

**ATTEST:**

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James Matthews, Deputy Auditor

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Brenda Bode, Chairperson

## **APPROVE BILLS**

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

### **GENERAL FUND:**

**COMM:** Cultural Endeavors/County Fair Food Store-75.04, Utilities/Mitchell Telecom-59.19; **JUD:** Prof Fees/Carol Johnson-15.20, Witness Jury Fees/Jurors-477.72; **AUD:** ACH Fee/Cortrust Bank-15.00, Rentals/Microfilm Imaging Sys-147.00, Supplies/McLeod's Printing-179.90, Utilities/Mitchell Telecom-59.20, Mainframe Prog/Software Services-280.00; **TREAS:** Utilities/Mitchell Telecom-116.74, Mainframe Prog/Software Services-540.00; **STATES ATTY:** Utilities/Mitchell Telecom-118.65; **CRT APPTED ATTY:** Crt Appted Atty/Alvine Weidenaar-4,453.08, Legal Expenses/Sharday Pagan-180.00; **PUB SFTY BLDG:** Repairs/All Flags LLC-46.38, Supplies/Jones Supplies-223.10, Gas & Electric/Northwestern Energy-6,363.28; **CRTHOUSE:** Repairs & Maint/All Flags LLC-46.38, Arctic Refridgeration-87.76, Santel Communications-45.00, Cable TV/Mitchell Telecom-94.92, Water & Sewer/City of Mitchell-95.77; **DOE:** Travel & Conf/Karla Love-393.84, Carla Wittstruck-160.00, Utilities/Mitchell Telecom-129.50, Software Serv/Software Services-760.00; **ROD:** Rentals/Microfilm Imaging Sys-465.00, Utilities/Mitchell Telecom-128.62, Prog Support/Software Services-320.00; **NORTH OFF:** Repairs/All Flags LLC-155.46, Supplies/Jones Supplies-160.65, Phones/Mitchell Telecom-124.36; **VET:** Utilities/Mitchell Telecom-140.37; **COORD:** IT Contract/Tech Solutions-9,850.00, Postage/Qualified Presort-612.37, Postage Meter Fees/Qualified Presort-191.31, Copy Mach Maint/A & B Business Solutions-85.74; **SHERIFF:** Utilities/Mitchell Telecom-635.60; **JAIL:** Medicine/Avera QoP Hosp-3,102.42, Stephen Gullings DDS-576.00, Jail Supplies/County Fair Food Store-76.04, First Bankcard-79.77, Jones Supplies-574.08, McKesson Medical-16.08, Laundry Supplies/Jones Supplies-80.42, Kitchen Supplies/Cash Wa Dist-339.65, Jones Supplies-342.69, Uniforms/Jack's Uniforms & Equip-545.34, Prisoner Food/Summit Food Service-8,986.80, Travel/Springhill Suites-577.39, Cable TV/Mitchell Telecom-94.92, Buildings/Building Sprinkler Inc-1,500.00, Contracts/Office Advantage-270.39, Vehicle Maint/First Bankcard-131.72, Inmate Services/Swanson Services Corp-341.74; **WELFARE:** Supplies/Qualified Presort-9.72, Ofc Utilities/Mitchell Telecom-56.46; **MENTAL HAND:** Mentally Hand/SD Dept of Revenue-1,172.98; **MENTAL ILL:** Committals/Douglas Papendick-396.00, Hearings/Kennedy Pier Loftus LLP-336.60, Lincoln Co Treasurer-1,174.38, Lucy M Lewno-81.50, Yankton Sheriff's Ofc-100.00; **FAIR:** Repairs & Maint/All Flags LLC-46.38, Northwestern Energy-1,580.17; **CO EXTENSION:** Postage/Qualified Presort-13.70, Utilities/Mitchell Telecom-60.88; **WEED:** Repairs/Carquest of Mitchell-21.99, NAPA Auto Parts-56.19, Supplies/Scott Supply Co-14.00, Utilities/Mitchell Telecom-109.88; **HIWAY:** Repairs & Maint/Bailey Metal-109.80, Butler Machinery-731.30, Carquest of Mitchell-1,339.51, Fastenal Co-6.83, Interstate Tire & Auto-30.00, North Central Int'l Inc-92.30, RDO Equipment-48.73, Runnings Supply-40.00, Scott Supply Co-114.10, Wheelco Truck & Trailer-366.68, Supplies & Materials/A-Ox Welding-277.04, C & B Operations-20.15, Carquest of Mitchell-122.02, First Bankcard-16.93, Jones Supplies-188.43, McLeod's Printing-35.76, Mitchell Iron & Supply-127.06, Mueller Lumber Co-23.47, Rockmount Research & Alloys-443.92, Runnings Supply-103.87, Sturdevant's Auto Parts-70.78, Thune's True Value-13.96, Utilities/Miedema Sanitation-83.00, Mitchell Telecom-204.80, Signage & Materials/First Bankcard-80.00, Mueller Lumber Co-11.83; **EM:** Repairs & Maint/TMA-161.66, Utilities/Mitchell Telecom-83.89; **24/7 JAIL:** PBT Tubes/Intoximeters Inc-1,735.00.

### **APPROVE TIMESHEETS**

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

### **AUTHORIZE CHAIR TO SIGN EM QUARTERLY REPORT**

Motion by Kiner, second my Claggett to authorize chairperson to sign the SD Department of Public Safety, Office of Emergency Management Local EM Performance Grant quarterly report. All members present voted aye. Motion carried.

**ADJOURN**

At 12:25 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for July 27<sup>th</sup> at 9:00 a.m.

**ATTEST:**

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James Matthews, Deputy Auditor

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Brenda Bode, Chairperson

Publish Once  
Approximate Cost