

**July 6, 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 Auditor Kiepke.

**PLEDGE**

The Pledge of Allegiance was led by Chairperson Bode.

**APPROVE MINUTES**

Motion by Claggett, second by Kiner to approve the minutes of the June 22, 2021 meeting. All members present voted aye. Motion carried.

**REPORTS**

Chairperson Bode discussed the SDACC meeting she attended in Pierre.

**ACCEPT FUEL QUOTE**

Motion by Kiner, second by Weitala to accept the lone fuel quote from Meyers Oil for 7,200 gallons of dyed red diesel at a cost of \$2.29 per gallon. All members present voted aye. Motion carried.

**ADOPT BIG GRANT PROGRAM 5 YEAR PLAN AMENDMENTS**

Motion by Kiner, second by Claggett to adopt the following Bridge Improvement Grant program resolution authorizing 5 year county plan amendments. A roll call vote was taken as follows. Claggett – aye, Kiner – aye, Weitala – aye, Bode – aye, Reider – absent. Motion carried.

**Resolution #070621-01  
Bridge Improvement Grant Program  
Resolution Authorizing 5 year  
County Plan amendments**

**Whereas**, Davison County wishes to amend their previously approved 5 Year County Plan for the Bridge Improvement Grant Program:

**Addition/Removal of Structure Number(s) and Location(s):**

Bridge number: 18-060-095 located on 400<sup>th</sup> Avenue between 253<sup>rd</sup> and 254<sup>th</sup> Street  
18-080-077 located on 402<sup>nd</sup> Avenue between 244<sup>th</sup> and 245<sup>th</sup> Street  
18-130-083 located on 407<sup>th</sup> Avenue between 264<sup>th</sup> and 265<sup>th</sup> Street  
18-142-150 located on 259<sup>th</sup> Street between 408<sup>th</sup> and 409<sup>th</sup> Avenue  
18-072-190 located on 263<sup>rd</sup> Street between 401<sup>st</sup> and 402<sup>nd</sup> Avenue

**Now Therefore Be It Resolved:**

That the South Dakota Department of Transportation be and hereby is requested to accept the Amended 5 Year County Highway and Bridge Improvement Plan, previously approved on 10/20/20.

Dated at Mitchell, SD, this 6<sup>th</sup> day of July, 2021

ATTEST:

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Susan Kiepke, Auditor

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Brenda Bode, Chairperson

**APPROVE PURCHASE OF WEED CHEMICALS**

As per the request of Weed Supervisor Page, motion by Kiner, second by Claggett to approve the purchase of 341 gallons of Tordon at \$40 per gallon for a cost of \$13,640 off the State bid. All members present voted aye. Motion carried.

**SHERIFF'S TWO MONTH REPORT**

Sheriff Harr presented a Sheriff's report for the months of May and June, 2021. The full report may be found on file in the Davison County Auditor's office.

**APPROVE TRAINING REQUEST**

Motion by Kiner, second by Weitala to approve a request for Sheriff Harr to go to the MOCIC conference in Deadwood August 31 – September 2, 2021 with registration being \$275 plus travel expenses. All members present voted aye. Motion carried.

**RECLASSIFY EMPLOYEE**

At the request of Corrections Administrator Radel, motion by Claggett, second by Kiner to reclassify Corrections Officer Brian Boddicker from full-time to part-time effective July 10, 2021 with a wage of \$20.50 per hour. All members present voted aye. Motion carried.

**JAIL SEMI-ANNUAL REPORT**

Corrections Administrator Radel presented the jail semi-annual report. The full report may be found on file in the Davison County Auditor's office.

**SIGN MEMORANDUM OF UNDERSTANDING**

Motion by Weitala, second by Kiner to authorize chairperson to sign a memorandum of understanding with Jerauld County for VSO services in the amount of \$3,750 for the remainder of 2021 and for \$7,500 for the year 2022, which will be paid to Davison County quarterly. All members present voted aye. Motion carried.

**RECLASSIFY EMPLOYEE**

At the request of VSO Bennett, due to the increased workload, motion by Kiner, second by Claggett to reclassify Assistant VSO Alex Kraus from part-time to full-time with the wage remaining at \$15.41 per hour. All members present voted aye. Motion carried.

**ADVERTISE FOR DEPUTY AUDITOR/TREASURER**

At the request of Treasurer Beintema and Auditor Kiepke, motion by Kiner, second by Weitala to advertise for the full-time position of Deputy Treasurer/Auditor. All members present voted aye. Motion carried.

**BURN BAN DISCUSSION**

Emergency Management Director Bathke discussed the idea of a burn ban again. As Davison County doesn't meet the criteria for immanent threat, no action was taken.

**ADOPT RESOLUTION FOR CONTINGENCY TRANSFER**

Motion by Claggett, second by Kiner to approve the following resolution for a contingency transfer to close out the Secondary Road Fire Fund. A roll call vote was taken as follows Kiner - aye, Weitala - aye, Claggett - aye, Bode – aye, Reider - absent. Motion carried.

**Resolution #070621-02  
Contingency Transfer**

**Whereas**, SDCL 7-21-32.2 states that no expenditures shall be charged to the line item authorized for by SDCL 7-21-6.1, but such appropriated amount may be transferred, by resolution of the board, to any other appropriation in which insufficient amounts were provided or for items for which no appropriation was provided. When transfers are made from the contingency budget to other appropriations, whose revenue is provided by other than general fund revenues, a transfer of fund balances may be made from the county general fund to such other fund in the amount of the budget transfer.

**Now, therefore, be it resolved** that the following contingency transfer be made for the 2021 budget year to close out the Secondary Road Fire Fund: Transfer from the General Fund Contingency Budget 112 in the amount of \$3,519.95 to the Secondary Road Fire Fund 211 to close out the Secondary Road Fire Fund.

Dated at Mitchell, South Dakota, this 6<sup>th</sup> day of July, 2021.

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Brenda Bode, Chairperson

ATTEST:

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Susan Kiepke, Auditor

**RESOLUTION TO SET OFF-SALE LIQUOR LICENSE FEE AND NUMBER OF LICENSES**

Motion by Weitala, second by Kiner to adopt the following resolution setting the off-sale liquor license fee and number of licenses to be issued by Davison County. A roll call vote was taken as follows. Weitala – aye, Kiner – aye, Claggett – aye, Bode – aye, Reider – absent. Motion carried.

**Resolution #070621-03  
Setting Off-Sale Liquor License Fee  
And Number**

**Whereas**, SDCL 35-4-11.1 as amended and effective July 1, 2021, states if not previously fixed by ordinance or continuing resolution, the board of county commissioners shall on or before the second of

September in each year, determine the number of off-sale liquor licenses it will approve for the ensuing calendar year and the fees to be charged for the various classifications of licenses; and

**Whereas**, SDCL 35-4-11.1 as amended and effective July 1, 2021, authorizes counties to issue off-sale liquor licenses. However, the retailer may not be located within three miles of the exterior boundary of an incorporated municipality.

**Therefore be it resolved**, by the Davison County Board of Commissioners that

- (1) The fee for issuance of a new Off-Sale Liquor License will be \$4.00 per person based on the latest census of Davison County which amounts to a minimum of \$78,016 until the next census and
- (2) The number of Off-Sale Liquor Licenses authorized for issuance in calendar year 2021 not located within three miles of the exterior boundary of an incorporated municipality within Davison County is four

Dated this 6<sup>th</sup> day of July, 2021.

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Brenda Bode, Chairman

ATTEST:

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Susan Kiepke, Auditor

#### **DAVISON COUNTY 4-H UPDATE**

Caroline Hansen, 4-H Youth Adviser appeared before the Board to present an update on the 4-H program in Davison County.

#### **TRAVEL REQUEST**

Motion by Kiner, second by Claggett to approve net travel expenses for Davison County of approximately \$350 for 4-H Youth Adviser Hansen to attend the NAE4-HYDP National Conference in Memphis, TN, November 16-18, 2021. All members present voted aye. Motion carried.

#### **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:** Prof Fees/Tristar Benefit Admin-366.00; **TREAS:** Supplies/First Dakota Nat'l Bank-3.00; **CRT APPTED ATTY:** Crt Appted Atty/Douglas Papendick-1,268.86, Public Def Cont/Alvine Weidenaar LLP-16,229.17, Douglas Papendick-16,229.17; **JAIL:** Life Ins/Standard Insurance Co-2.58, Jail Supplies/McKesson Medical-56.79; **MENTAL ILL:** Committals/Douglas Papendick-198.00; **LIABILITIES:** Fair Dmg Deposit/Central Electric-200.00, Treasure Town-200.00.

## GENERAL FUND:

**COMM:** Prof Fees/US Treasury Dept of The Treasury IRS-156.94, Publishing/Daily Republic Forum Comm-554.94, Utilities/Brenda Bode-50.00, John Claggett-50.00, Kim Weitala-50.00; **JUD:** Prof Fees/Carol Johnson-281.40; **AUD:** ACH PMT/Cortrust Bank-15.00, Supplies/First Bankcard-99.00, McLeod's Printing-108.41, Lien Coll Supplies/McLeod's Printing-73.90, Trvl & Conf/Susan Kiepke-88.20, Utilities/Susan Kiepke-50.00; **TREAS:** Passport Postage/First Bankcard-19.50, Supplies/First Dakota Nat'l Bank-3.00, First Bankcard-82.25, State MV Supplies/First Bankcard-82.25, Utilities/David Beintema-50.00, Tonya Ford-50.00, Rachel Soulek-50.00; **STATES ATTY:** Prof Fees/Bank of the West-11.00, Integrity Transcription-1,551.00, James D Taylor PC-4,317.00, Menprop LLC-750.00, Div Service & Fees/A & B Business Solutions-56.53, Catherine Buschbach-50.00, First Bankcard-1,874.63, Glory House-92.50, Med Prof Fees/Access Health-2,000.00, Avera Queen of Peace Health Serv-1,521.00, Avera Queen of Peace Hosp-474.55, Sanford Health-505.52, State of SD Public Health Lab-600.00, Repairs & Maint/Dakota Data Shred-49.00, Supplies/Innovative Office-51.36, Books/West Payment Center-472.91; **CRT APPTED ATTY:** Crt Appted Atty/Patrick W Kiner-465.30; **PUB SFTY BLDG:** Contracts/Automatic Building Controls-1,364.00, Precision Weed Spraying-300.00, Repairs/First Bankcard-72.30, Menards-59.98, Gas & Electric/Northwestern Energy-6,777.14; **CRTHOUSE:** Repairs & Maint/First Bankcard-413.95, Golden West-35.00, Mitchell Iron & Supply-340.85, Precision Weed Spraying-135.00, Thune's True Value-14.77, Supplies/Jones Supplies-91.83, Water & Sewer/City of Mitchell-333.06, Phone/Robert Love-100.00, Joel Rang-50.00, Buildings/Menards-120.20; **DOE:** Supplies/McLeod's Printing-109.90, Gas/First Bankcard-95.54, Trvl & Conf/First Bankcard-375.00, Utilities/Blake Biggerstaff-50.00, Karla Love-50.00, Carla Wittstruck-50.00; **NORTH OFF:** Repairs/First Bankcard-77.88, Precision Weed Spraying-135.00; **VET:** Utilities/Craig Bennett-50.00, Alexander Kraus-50.00, Equipment/First Bankcard-89.97; **COORD:** Copy Mach Maint/A & B Business Solutions-42.87, Elite Business Systems-68.43; **HR:** Supplies/McLeod's Printing-20.79; **SHERIFF:** Office Supplies/First Bankcard-261.82, Office Advantage-130.34, Gas Patrol Car/First Bankcard-200.14, Field Supplies/First Bankcard-13.91, Cellular Service/Dawn Grissom-50.00; **JAIL:** Medicine/Avera Med Group-105.71, Avera Queen of Peace Hosp-3,106.61, Mitchell Clinic-1,210.70, Mitchell Regional Ambulance-1,454.00, North Central Heart Inst-21.88, Siouxland Oral & Maxillofacial Surgery-745.92, Office Supplies/Innovative Office-27.13, Jail Supplies/Bob Barker Co-656.97, Charm Tex, Inc-51.36, Jones Supplies-668.85, Laundry Supplies/Aramark-223.16, Jones Supplies-359.35, Kitchen Supplies/Jones Supplies-138.85, Uniforms/Bob Barker Co-99.98, Prisoner Food/Summit Food Service-16,787.59, Health Protection/Avera Occupational-248.00, Contracts/Office Advantage-459.89, Mitchell Clinic-8,625.00, Minor Equip/Idemia Identity & Security-14,219.00, Inmate Services/Swanson Services-1.91; **WELFARE:** QoP Hosp/Avera Queen of Peace-450.91, Office Utilities/Debra Emme-50.00, Northwestern Energy-171.86, Funerals/Bittner Funeral-2,500.00; **NURSE:** Expenditures/First Bankcard-209.99; **CADC:** Stepping Stones/CADC Stepping Stones-1,500.00; **MENTAL HEALTH:** Dakota Counseling/Dakota Counseling Inst-1,750.00; **MENTAL ILL:** Committals/Douglas Papendick-99.00, Hearings/Avera McKennan Hosp-727.82, Avera Queen of Peace Hosp-1,712.54, Mark Katterhagen-15.00, Lincoln Co Treasurer-163.17, Darcy Lockwood-15.00, Lucy M Lewno-248.01, Yankton Co Treasurer-375.00, Yankton Sheriff's Ofc-50.00; **FAIR:** Repairs & Maint/First Bankcard-23.20, Gas & Electric/Northwestern Energy-1,962.33; **CO EXTENSION:** Supplies/First Bankcard-2.79, McLeod's Printing-10.75, Utilities/Northwestern Energy-171.86; **P & Z:** Supplies/McLeod's Printing-779.62; **HIWAY:** Repairs & Maint/Advance Auto Parts-87.98, Scott Supply Co-429.70, Sioux Falls Crane & Hoist-718.50, Trail King Industries-107.25, Supplies & Materials/First Bankcard-1.75, Metrocount USA Inc-74.00, Gas & Fuel/First Bankcard-14.22, Utilities/Miedema Sanitation-83.00, Northwestern Energy-55.45, Clayton Wells-50.00, Building Repairs/Hohbach Electric-6,122.46, Signage & materials/Redi Driver Inc-406.22, Projects/Dixie Veurink Trucking-1,842.00, Prahm Construction Inc-140,835.00, SD Dept of Transportation-3,715.61; **EM:** Repairs & Maint/TMA-50.97, Supplies/McLeod's Printing-274.88, Utilities/Jeff Bathke-50.00, First Bankcard-10.64; **M&P:** M&P Supplies/First Bankcard-119.48.

## APPROVE TIMESHEETS

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

**ACKNOWLEDGE VOLUNTEERS**

Motion by Kiner, second by Weitala to acknowledge volunteers for the month of July 2021 with a complete list on file in the Davison County Auditor's office. All members present voted aye. Motion carried.

**ADVERTISE FOR MAINTENANCE PERSONNEL**

At the request of Physical Plant Manager Rang, motion by Claggett, second by Kiner to advertise for one maintenance staff, which had been approved telephonically June 30, 2021. All members present voted aye. Motion carried.

**SURPLUS PROPERTY**

Motion by Claggett, second by Weitala to surplus 2 Iphone XR's and 1 Motorola Droid Max 2 (none of them have accessible serial numbers). All members present voted aye. Motion carried.

**APPROVE WAGE ADJUSTMENT**

At the request of States Attorney Miskimins, motion by Claggett, second by Kiner to approve a wage adjustment for Diversion Coordinator Buschbach to \$22.60 per hour affective July 1, 2021. All members present voted aye. Motion carried.

**ADJOURN**

At 11:59 a.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for July 13<sup>th</sup> at 9:00 a.m.

**ATTEST**

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Susan Kiepke, Auditor

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Brenda Bode, Chairperson

Publish Once  
Approximate Cost