

**November 2, 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 Weitala to approve the minutes of the October 26, 2021, meeting. All members present voted aye. Motion carried.

**PUBLIC INPUT**

Vic Wiczorek appeared before the Board regarding a variance.

**MADC QUARTERLY REPORT**

Geri Beck, MADC, presented the 3<sup>rd</sup> quarterly report which may be found on file in the Davison County Auditor's office.

**SHERIFF'S QUARTERLY REPORT**

Sheriff Harr presented the 3<sup>rd</sup> quarterly report which may be found on file in the Davison County Auditor's office.

**RECLASSIFY EMPLOYEES**

At the request of Sheriff Harr, motion by Weitala, second by Claggett to reclassify Deputy Greg Nelson from full-time to part-time effective November 15, 2021, with wages to be determined. All members present voted aye. Motion carried.

At the request of Sheriff Harr, motion by Kiner, second by Weitala to reclassify Trestin Jerke from Jail Corrections Officer to Sheriff Civil Deputy effective November 3, 2021, with wages to be determined. All members present voted aye. Motion carried.

At the request of Sheriff Harr, motion by Kiner, second by Claggett to reclassify Kyle Bice from Jail Corrections Officer to Sheriff Court Deputy effective November 15, 2021, with wages to be determined. All members present voted aye. Motion carried.

**APPROVE PURCHASE**

At the request of Sheriff Harr, motion by Claggett, second by Kiner to authorize purchase of a 2022 Ford Explorer at a cost of \$33,841.40, which is less than the State bid. All members present voted aye. Motion carried.

## RECLASSIFY EMPLOYEES

At the request of Corrections Administrator Radel, motion by Weitala, second by Kiner to reclassify Melinda Harmelink from a part-time to full-time Corrections Officers, effective October 30, 2021, at a rate of \$19.13 per hour. All members present voted aye. Motion carried.

At the request of Corrections Administrator Radel, motion by Kiner, second by Claggett to reclassify Shawn Jerke from Corrections Officer to Corrections Sergeant, effective October 30, 2021, at a rate of \$19.04 per hour with an increase of \$.50 after successful completion of a six-month introductory period. All members present voted aye. Motion carried.

## ADOPT RESOLUTION TO PROVIDE SUPERVISION

Motion by Weitala, second by Claggett to adopt the following resolution to provide supervision to the Welfare Intake/4-H Youth Advisor Administrative Assistant. A roll call vote was taken as follows. Claggett – aye, Kiner – aye, Weitala – aye, Bode – aye, Reider – absent. Motion carried.

### **Resolution #110221-01 Resolution to Provide Supervision**

**Whereas**, the position of Davison County Welfare Intake Administrative Assistant/4-H Youth Advisor Administrative Assistant was created on July 2, 2019; and

**Whereas**, the County Auditor's office voluntarily assumed the position of supervisor on July 2, 2019; and

**Whereas**, the Davison County Commissioners have determined they would like to supervise the aforementioned position; and

**Whereas**, on October 26, 2021 indicated they have a candidate to fill the position subject to passing a background check and other pre-employment requirements; and

**Now, therefore, be it resolved** that as of November 18, 2021, the Davison County Commissioners will have full supervision over the Davison County Welfare Intake Administrative Assistant/4-H Youth Advisor Administrative Assistant to include but not be limited to the responsibility of receiving police department calls, assisting with gas, hotel rooms, electric bills, funerals, fairground rentals and any such other duties as required in the absence of the Welfare Intake Administrative Assistant/4-H Youth Advisor Administrative Assistant.

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Brenda Bode, Chairperson

ATTEST:

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Susan Kiepke, Auditor

## **APPROVE BILLS**

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

## **GENERAL FUND:**

**COMM:** Prof Fees/SDACC-2,000.00, Tristar Benefit Admin-432.00, Publishing/Daily Republic Forum Communications-225.22, Cultural Endeavors/First Bankcard-100.00; **ELECT:** Postage/First Bankcard-96.00; **JUD:** Jury Fees/Jurors-466.80, Prof Fees/Stephanie Moen & Assoc-355.60, Interpreter Fees/Certified languages Intl-176.55; **AUD:** Supplies/Microfilm Imaging Sys-244.51, Trvl & Conf/First Bankcard-1,166.11; **TREAS:** Passport Postage/First Bankcard-119.05, Supplies/First Dakota Nat'l Bank-8.00, First Bankcard-115.23, Pakor-304.81, State MV Supplies/First Bankcard-115.24; **PUB SFTY BLDG:** Repairs/First Bankcard-502.17, Stan Houston Eqpt-260.00, Supplies/C & B Operations-361.50, Gas & Electric/Northwestern Energy-6,027.53; **CRTHOUSE:** Repairs & Maint/Stan Houston Eqpt-260.00, Water & Sewer/City of Mitchell-741.83, Buildings/G & R Controls-1,870.00, Minor Equip/C & B Operations-361.50; **DOE:** Supplies/Innovative Office-791.32, Gas/First Bankcard-38.35, Dues/First Bankcard-225.00, Books/First Bankcard-170.71; **ROD:** Supplies/First Bankcard-162.10; **NORTH OFF:** Repairs/Chuck's Paint & Blinds-25.00, Menards-49.45, Minor Equip/C & B Operations-361.50; **COORD:** Copy Machine Maint/A & B Business Solutions-34.27, Century Business Products-29.01; **HR:** Supplies/First Bankcard-96.82; **SHERIFF:** Repairs Patrol Car/Iverson Chrysler Center-42.14, Office Supplies/First Bankcard-308.63, Innovative Office-809.9, Gas Patrol Car/First Bankcard-349.95, Minor Equip/First Bankcard-268.90; **JAIL:** Health Protection/Avera Occupational-992.00; **WELFARE:** Transients/First Bankcard-50.00; **MENTAL ILL:** Hearings/Mark Katterhagen-15.00, Koletzky Law Office-175.30, Darcy Lockwood-15.00, Lucy M Lewno-166.53, Minnehaha Co Auditor-65.50; **FAIR:** Gas & Electric/Northwestern Energy-1,364.49, Minor Equip/C & B Operations-361.50; **WEED:** Board Mileage/Brenda Bode-15.54, Brian Bode-14.28, Terry Nutter-9.66, James Müller-7.56; **P & Z:** Publishing/Daily Republic Forum Communications-69.57, Trvl/Alex Johnson Hotel-240.50; **HIWAY:** Prof Fees/Avera Occupational-58.00, Repairs & Maintenance/Advance Auto Parts-20.99, I-State Truck Center-13.96, Utilities/Northwestern Energy-32.48, Projects-Menning Excavating, Inc-280,614.50; **M&P:** M&P Supplies/First Bankcard-11.10; **LIABILITIES:** Fair Dmg Dep/Curtis Auctioneering-200.00, Cindy Foster-200.00, Jennifer Decker-200.00.

## **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.

## **ACKNOWLEDGE VOLUNTEERS**

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

## **SIGN STATEMENT OF EXTENSION**

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

**APPROVE 2022 HEALTH INSURANCE RATES**

Motion by Kiner, second by Claggett to approve option 1 for 2022 Wellmark Health Insurance rates, which can be found on file in the Davison County Auditor’s office. All members present voted aye. Motion carried.

**APPOINT BOARD MEMBER**

Motion by Kiner, second by Claggett to appoint Shannon Larson to the Mount Vernon Fire District Board until the next election is held. All members present voted aye. Motion carried.

**SIGN UNION CONTRACT**

At the request of States Attorney Miskimins, motion by Claggett to authorize chairman to sign the Labor Union Agreement for Full-time Jailers Employed by Davison County and Represented by Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and Davison County, with amendments, and to authorize States Attorney Miskimins and HR Director Meaney to deliver said contract to the union for review and signatures. All members present voted aye. Motion carried.

**INTO EXECUTIVE SESSION**

At 10:45 a.m., at the request of Drainage Administrator Bathke, motion by Kiner, second by Claggett to move into executive session to discuss legal matters as per SDCL 1-25-2. All members present voted aye. Motion carried.

**OUT OF EXECUTIVE SESSION**

At 11:12 p.m., motion by Kiner, second by Weitala to move out of executive session. All members present voted aye. Motion carried.

**RECOGNIZE DOE LOVE**

A recognition social was held for DOE Love for her success in passing all tests and becoming a certified appraiser as is required by law.

**ADJOURN**

At 11:40 p.m., Chairperson Bode adjourned the meeting and set the next regular Board of Commissioners meeting for November 9<sup>th</sup>, 2021 at 9:00 a.m.

**ATTEST**

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Susan Kiepke, Auditor

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Brenda Bode, Chairperson

Publish Once  
Approximate Cost