

January 10, 2023
Unapproved Minutes
Union County Commissioners

The Union County Board of Commissioners met in regular session on January 10, 2023 at the Courthouse in Elk Point, SD at 8:30 a.m.

Members present were Headid, Kimmel, Joffer and Ustad. Dailey absent.

Motion by Headid, second by Joffer to approve the agenda. Carried.

Motion by Kimmel, second by Joffer to approve the minutes from the January 5, 2023, meeting. Carried.

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER
December 31, 2022

| | |
|--|-----------------|
| Total amount of deposits in bank | \$6,980,010.02 |
| Total amount of actual cash | \$4,436.85 |
| Total amount of checks and drafts in Treasurer's possession not exceeding three days | \$46,034.95 |
| Investments | \$9,351,855.37 |
| Cash Variance | \$-94.89 |
| Credit card outstanding | \$3,814.62 |
| Total | \$16,386,056.92 |

*Note: These figures include all funds administered by the county including city, schools & township revenue and other pass through accounts.

December Monthly Reports

Sheriff Office Federal Prisoner & INS room & board fees- \$12,251.00.

Nurse- \$.00 (Nov) Donations.

The Register of Deeds reported \$13,677.00 in transfer tax and \$10,411.00 in fees.

Veteran Service- 48 Contacts.

2023 Salaries

In accordance with SDCL 6-1-10 the following list of salaries shall be published:

Monthly:

Richard Headid-\$1,350 (Commissioner); Michael Dailey-\$1,350 (Commissioner); Tom Kimmel-\$1,350 (Commissioner); Kevin Joffer-\$1,350 (Commissioner); Milton Ustad-\$1,650 (Commissioner-chairman- \$300.); Jerry Miller-\$7,992.67 (States Attorney); Kimora Cross-\$5,125.47 (Deputy States Attorney); Tina Knudson \$3,427.13 (Office Manager); Kathy Zenner-\$5,534.25 (Chief Deputy States Attorney); Alesha Voeltz-\$3,264.63 (legal assistant); Jerry Boom-\$6,489.67 (Highway Superintendent); Crystal Harkness-\$4,018.76 (Hwy. Executive Secretary); Samantha Langlely-\$3,146.00 (Administrative Assistant); Dan Limoges-\$6,917.08 (Sheriff); James Prouty-\$5,561.67 (Chief Deputy/Investigator); Scott Sexton-\$5,509.90 (Supt. of Buildings and Grounds); Jana Hanson-\$3,440.67 (Custodian); Cassie Elkins-\$3,120.00 (Custodian); Jackie Sieverding-\$6,002.58 (Auditor); Carol Sommervold \$4,383.75 (Chief Deputy-\$4,273.75 & Technology Assistant-\$110.00); Tracy Breske-\$3,568.00 (Deputy-\$3,458.00 & Technology Assistant -\$110.00); Brenda Pierce-\$3,352.38 (Deputy); Myron Hertel-

\$5,526.04 (Treasurer-\$5,406.04, Web-\$120); Kari Limoges-\$3,089.13 (Deputy); Janette Bennett- \$3,903.25 (Deputy); Jennifer Clarey-\$3,458.00 (Deputy); Jamie Ehlers- \$3,981.25; (Chief Deputy); Vanessa Wiseman-\$3,055.00 (Deputy); Kathlene Winquist-\$4,533.33 (Register of Deeds); Colleen Mead-\$4,062.50 (Chief Deputy); Sheri Bousquet-\$4,491.67 (Director of Equalization); Tara Moreland-\$3,279.25 (Administrative Assistant); Brandon Cooper-\$3,753.75 (Chief Deputy); Ron Peter-\$3,308.50 (Appraiser); Dennis Henze-\$4,796.21 (Planning & Zoning); Jason Westcott-\$4,388.34 (EMA); David Steckelberg-\$3,451.50 (Welfare Director/Legal Asst); Shawn Tabke-\$4,491.67 (Extension \$2,021.25, Fair \$2,021.25 & Weed \$449.17).

Hourly:

Lisa Schenzel-\$26.61 (P-T Veteran Services); Jean Elkins-\$18.37 (PT Planning & Zoning); Debra Severson-\$18.96 (PT Reg. of Deeds Clerk); Richard Beeler-\$27.00 (Hwy IVA); Robert Bradshaw-\$24.95 (Hwy III); Jeff Noteboom-\$27.36 (Asst Hwy Supt); Oliver Morris-\$24.95 (Hwy III); L. Paul Limoges-\$27.00 (Hwy IV); Larry Clark-\$23.71 (Hwy III); Derek Lykken-\$23.41 (Hwy III); Verlyn Portz-\$20.75 (Hwy III); Dale Steckelberg-\$25.15 (Shop Foreman); Josh Homandberg- \$21.61 (Hwy III); Dale Jurrens-\$21.30 (Hwy III); Riley Ericson-\$19.50 (Hwy III); Dan Kayl-\$20.75 (Hwy III); Valerie McInnis - \$18.75 (PT custodian); Jeff Christy-\$28.03 (Sgt); Cody Braun- \$24.00 (Deputy II); Isaac Sauder- \$23.36 (Deputy II); Evan Spindler-\$23.36 (Deputy II); Kevin O'Mahoney-\$21.00 (Deputy II); Jeremiah Renken-\$24.00 (Deputy II); Maxus Mach-\$21.00 (Deputy II); Tracy Smith-\$24.00 (Secretary); Tina Golden-\$19.36 (Secretary); Sara Beatty-\$23.17 (Communications/911 director); Holley Mayes-\$19.52 (Dispatcher); Mary Kriskey-\$21.83 (Dispatcher II); Dawn Murra-\$19.68 (Dispatcher II); Lauren House-\$19.02 (Dispatcher II); Alexandrianna Elkins-\$19.52 (Dispatcher II); Leah Keating-\$19.52 (Dispatcher II); Lessa Chase-\$19.02 (Dispatcher II); Dawn Abbott-Thompson-\$23.78 (Chief Correctional Officer); Brian Thompson-\$19.12 (Correctional Officer); Myien House-\$20.44 (FT Correctional Officer/Shift Lead); Casandra Ketchelos-\$20.29 (FT Correctional Officer II); Caleb Mohror-\$19.44 (FT Correctional Officer II); Holly Rosenbaum-\$20.29 (FT Correctional Officer II); Maria Jauken-\$18.62 (FT Correctional Officer II); Noah King-\$18.62 (FT Correctional Officer II); Collin Baumann-\$18.62 (FT Correctional Officer); Austin Miller-\$18.62 (FT Correctional Officer); Brian Hall \$20.00 (Special Deputy); Dave Oberg-\$20.00 (Special Deputy); Kendra Windeshausen- \$21.08 (Special Deputy); Mike Bucholz-\$20.00 (Special Deputy); Donald Dorn-\$20.00 (Special Deputy); Jacob Limoges-\$20.00 (Special Deputy); Molly McMahon-\$18.62 (PT Correctional Officer); Faith Orcutt-\$18.62 (PT Correctional Officer); Erick Steven Ortiz -\$18.62 (PT Correctional Officer); Jason Kurtz-\$18.62 (PT Correctional Officer); Rumi Weigel-\$19.20 (WIC/Nurse Secretary); Planning & Zoning, Fair and Weed board members- \$75 per meeting; Jim Christenson- \$116.00 per call- (Coroner). Bill Pappas \$116 per call (Deputy Coroner).

Claims

Motion by Headid, second by Kimmel to approve claims. Carried. The Following Claims Have Been Audited, Approved, and Warrants Drawn on the Same: BW Payroll 1/13/2023:

\$89,434.04; State's Attorney \$798.11; Care of Poor \$148.68; Register of Deeds \$1,128.12; Sheriff \$20,351.61; Jail \$21,782.24; Communications \$14,974.83; Nurse \$144.00; WIC \$470.40; Highway \$28,545.04 VSO \$1,091.01; Jurors \$549.94; Absolute Mobile Shredding (Shredding) \$40.28; Allan Kollbaum (Tokens) \$100.00; Alliance Communication (Util) \$85.47; Alternative HRD (Services) \$36.25; Automatic Building Control (Annual) \$753.00; AVI Systems (Maint) \$273.20; Beresford Municipal Telep (Util) \$272.06; Brian's Repair (Oil Change) \$1,502.56; Century Business Products (Maint) \$124.84; Century Link (Util) \$6.09; Chesterman Co (Supp) \$210.00; Clay Rural Water System (Util) \$40.00; Clay-Union Electric Corp (Util) \$147.86; Dakota Dunes North Sioux City (Pub) \$619.86; Dakota Embalming & Transport (Services) \$210.00; Dakota Valley Emergency Service (Services) \$350.00; Dept of Revenue Division (Special Plate) \$35.00; Eakes Office Solutions (Supp) \$47.68; Elk Point Ace Hardware (Supp) \$749.75; Horizon Health Center (Dr) \$915.85; I-State Truck Center (Repairs) \$317.53; Inland Truck Parts (Repairs) \$181.65; Jack's Uniform & Equip (Supp) \$397.75; Jeffrey T Myers (Pub Def) \$6,202.67; Jim J Christenson (Mileage) \$47.94; Jim's Water Treatment (Util) \$105.00; Jones Food Center (Supp) \$58.64; Katie Johnson (Pub Def) \$6,202.67; Klass Law Firm (Services) \$111.00; Kruse Law Office (Mi) \$366.10; Lambeth Law Office (Pub Def) \$6,202.67; Leader Courier (Pub) \$727.46; Lincoln County (Mi) \$50.50; Loffler Companies, Inc. (Maint) \$1,074.65; Loren Fischer Disposal (Util) \$301.25; Menards (Supp) \$343.89; Michael Bucholz (Fuel Reimburse) \$60.02; Michael Oberg (Website) \$875.00; Microfilm Imaging System, (Maint) \$105.00; MidAmerican Energy Co (Util) \$46.80; Midcontinent Communication (Util) \$166.47; Minnehaha County Auditor (Mi) \$110.00; Muller Auto Parts (Supp) \$749.39; New Century Press (Pub) \$731.36; Olson's Pest Technicians (Repairs) \$140.00; One Office Solution (Copier) \$239.66; Pharm Chem (Supp) \$188.70; Premier Communications (Util) \$266.86; Quill Corporation (Supp) \$278.93; Riverside Technologies Inc (Maint) \$5,066.80; Running Supply (Supp) \$269.23; Sanford Health (Dr) \$252.27; Schneider Geospatial (Software Maint) \$17,782.00; SD Dept Transportation (Pavement Markings) \$51,138.72; SDACO (Website Hosting) \$200.00; SDEMA (Member Renewal) \$30.00; SDML Workers' Compensation (Work Comp) \$89,153.00; SDSU Printing Services (Supp) \$25.95; SECOG (Dues) \$18,725.00; Sirchie Acquisition (Supp) \$68.37; Southeast Farmers Coop (Repairs) \$1,379.98; State Of South Dakota (Util) \$123.14; Storey Kenworthy (Supp) \$653.29; Summit Food Service (Meals) \$13,566.26; Tawn Hall Nobles County EMA (2023 Dues) \$20.00; The Dentist at Elk Point (Dr) \$178.00; Transource Truck (Repairs) \$52.83; Truenorth Steel (Construction) \$37,093.50; Vast Broadband/Bluepeak (Util) \$1,159.61; Verizon (Util) \$130.09; Verizon Wireless (Util) \$210.45; Virtual Radiologic Prof Li (Dr) \$1,189.00; Weed & Pest Conference (Conference) \$340.00 William D. Pappas (Mileage) \$6.12.

Assessor

Motion by Joffer, second by Kimmel to pay Assessor Bousquet for comp time that she earned for 2022. This was due to the fact that she has taken over the Assessor position. This will be paid at the 2022 wage. Carried.

Surplus

Motion by Joffer, second by Headid to surplus County Property at 47894 403 St Alcester (Alcester Steakhouse property). Carried.

Recess

Chairman declared a recess from 8:50 to 9:00.

Department Head Report

Planning and Zoning Director, Assessor Bousquet, Building Supt. Sexton and Extension/Fair/Weed Manager Tabke presented their monthly reports.

Highway

Hwy. Supt. Buom met with the board on various matters.

Motion by Headid, second by Joffer to authorize chairman Ustad to sign the Wetland Credit Purchase Agreement. This required to replace 64-134-040 BIG Replacement Grant. Carried.

Executive Session

Motion by Headid, second by Joffer to move into executive at 9:38 a.m. to discuss personnel matters per SDCL 1-25-2. Carried. Chairman declared the board out of executive session at 10:00 a.m.

Recess

Chairman declared a recess from 10:0 to 10:15.

Southwest Farmer Coop

John McDaniel met with the board to inquire about purchasing part of the fairground.

Executive Session

Motion by Headid, second by Joffer to move into executive at 10:36 a.m. to discuss personnel matters per SDCL 1-25-2. Carried. Chairman declared the board out of executive session at 11:15 a.m.

Jail

Sheriff Limoges and Chief Jailer Thompson met with the board on a F-T Jailer that is on leave of absence. Sheriff Limoges had granted the jailer 4 weeks without pay per handbook (see below) after this time is up it must come to the commissioners to decide whether to extend or not.

Motion by Headid, second by Joffer to not extend the leave of absence and to send out the paperwork to fill out and return to us for Cobra Insurance. Carried.

Leave of Absence

If it is necessary, for personal or health reasons, for you to be absent from work for a period greater than three (3) consecutive days, excluding scheduled benefit hours, you must apply for a leave of absence unless you are eligible for benefits under FMLA. Such a request will then be acted upon by the Department Head. The County will consider any request for leave of absence, not to exceed six (6) months.

All leave without pay must be approved by the Department Head or Elected Official. Leave without pay in excess of four (4) weeks must be approved by the County Commission. Leave without pay shall

not be granted until all vacation and personal time has been used. No additional leave or other benefits shall accrue during leave without pay.

If an employee accepts employment elsewhere during this leave of absence, they shall be considered to have terminated their leave and have voluntarily quit.

Failure to return from a leave of absence upon its expiration date shall be considered as a resignation and a voluntary quit.

Employees on leave without pay shall contact the Auditor's Office to make arrangements for payment of the employer and employee share of health insurance and other voluntary payroll deductions.

Adjournment

Motion by Kimmel, second by Headid to adjourn at 11:20 a.m. until January 24, 2023, regular meeting. Carried.

ATTEST: _____
Jackie Sieverding, Auditor
Union County

Milton Ustad, Chairman
Union County Board of Commissioners

Published once at the total approximate cost of _____.