

**Official Proceedings**  
**County of Codington, Watertown, South Dakota**  
**Codington County Courthouse**  
**14 1<sup>st</sup> Ave SE**

April 12, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 12, 2016, at the Codington County Courthouse. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman, presiding.

**AGENDA APPROVED**

Motion by Hanten, second by Gabel, to approve the agenda; all present voted aye; motion carried.

**MINUTES APPROVED**

Motion by McElhany, second by Hanten, to approve the minutes of April 5<sup>th</sup>, 2016; all present voted aye; motion carried.

**WATERTOWN AREA TRANSIT**

Terry Hoffman, Watertown Area Transit, appeared before the Board to request an additional \$5,000.00 in funding for the purchase of a 10 and 2 bus and a handicapped accessible mini-van. Mr. Hoffman noted Watertown Transit has applied for grant funding to partially fund the purchase of these vehicles and is seeking matching funds from the County and other various, public and private, entities. Mr. Hoffman reviewed current operations of the Transit and noted additional vehicles are needed to meet current demand. Motion by McElhany, second by Hanten, to transfer \$5,000.00 from 2016 Commissioners Contingency to the 2016 Watertown Area Transit budget; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported on ballots for the upcoming Primary Election, 2017 budget worksheets, accounts turned over to Credit Collections Bureau and progress of scanning documents using scanning software purchased in 2015. **Director of Equalization, Shawna Constant**, reported on preparation of 1,272 property cards for the 2016 re-appraisal area, updating sales and transfers data, and County and Consolidated Boards preparation.

**AUDITOR'S ACCOUNT W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by Hanten, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of March, 2016, all present voted aye; motion carried.

Cash on hand	\$ 5,591.29
Checks in Treasurers' possession	
less than 3 days	\$ 163,674.74
Credit Card Charges	\$ 6,024.43
Cash Items	\$ 377.00
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 175,667.46</b>
<b>RECONCILED CHECKING</b>	
Great Western Bank Checking (Memorial Park)	\$ 6,244.54
Reliabank Dakota	\$16,856,467.20
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 6,972.65
<b>CERTIFICATES OF DEPOSIT</b>	
Home Federal Bank	\$ 600,000.00
Reliabank Dakota	\$ 200,000.00

Codington County, April 12, 2016

TOTAL CASH ASSETS	\$17,845,351.85
General Ledger Cash Balance by Funds:	
General	\$ 8,832,102.71
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,657,723.90
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,845,113.39
(schools 997,285.38, townships 61,431.63; city/towns 182,012.45)	
TOTAL GENERAL LEDGER CASH	\$ 17,845,351.85

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in the month of March 2016 were in the amount of \$25,601.50; with \$2,050.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

### CLAIMS

Motion by Johnson, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: 1<sup>st</sup> Choice Sewer 300.00 rep, Accreditation Audit 150.00 svc, Cheryl Achterberg 15.04 jury, Justin Aden 10.84 jury, Arlyn Adolphsen 10.84 jury, Advance Auto 1297.50 rep, Justin Arendsee 50.84 jury, Assn. SD Weed & Pest 150.00 dues, AT&T Mobility 145.45 util, Austin Law Office 5685.97 svc, Nettie Austin 210.08 jury, Batteries Unlimited 199.98 rep, Beacon Center 2672.00 pmt, Tom Beadnell 51.68 jury, Daniel Beaner 203.36 jury, Daniel & Lonnie Becking 131.24 ROW, Jean Becking 34.36 jury, Lonnie Becking 393.72 ROW, Allen Benck 25.00 util, Bendix Imaging 168.99 sup, Carol Bergan 12.52 jury, Robyn Beutow 14.20 jury, Bierschbach Equip. 84.70 rep, Frederick Black 26.80 jury, Gaylord Bleeker 11.68 jury, Casey Boerger 16.72 jury, Amanda Boettcher 10.84 jury, Brooke Bohls 12.52 jury, Scott Bohls 40.00 util, Todd Bohls 51.68 jury, Borns Group 2646.33 post, Boys & Girls Club 1250.00 pmt, Marisa Brechtel 20.00 witn, Neil Brekke 10.84 jury, Brian's Glass & Door 520.00 rep, Jennifer Brist 11.68 jury, Brock White Co. 13275.00 sup, Elaine Broich 11.68 jury, Steve Bronson 11.68 jury, Brown Clinic LLP 11427.00 svc, Beth Buckley 203.36 jury, Burns Law Office 4261.80 svc, Dan Busta 25.00 util, Butler Machinery 1481.25 sup, Gerald Byrd 14.20 jury, Scott Campbell 220.16 jury, Christine Cariveau 23.44 jury, Jeff Case 25.00 util, Cash-Wa Dist. 2736.60 sup, Castlewood School 710.16 tax, Centurylink 770.95 util, Kasey Chapin 203.36 jury, Chief Law Enforce. 790.00 equip, Childs voice 2084.15 svc, Darrin Christensen 12.52 jury, Jason Christenson 10.84 jury, Chucks Lock & Keys 14.00 rep, CNA Surety 50.00 bond, Codington Treasurer 52.00 sup, Codington Clark Electric 35.71 util, Denise Cody 63.00 svc, Cole Papers 1714.16 sup, Selena Collier 11.68 jury, Compass Counseling 3600.00 svc, Connecting Point Computer 4939.70 svc/sup, Shawna Constant 25.00 util, Convergent Tech. 626.79 rep, Coteau Shopper 72.45, County Fair Foods 305.95 sup, Crawford Funeral 2575.00 svc, Shelby Crays 101.68 jury, Credit Collections 2833.53 pmt, Crescent Elec. 42.99 rep, Culligan Water 194.00 sup, Renee Cummings 216.80 jury, David Curtis 40.00 util, Wyatt Dailey 20.00 witn, Dakota Data Shred 167.60 svc, Dakota Mailing 540.00 rep, Dan Urban Elec. 13400.00 rep, Matt Dargatz 25.00 util, Data Spec. Inc. 399.00 fees, Data Truck 81.18 util, Bill Dempsey 20.00 witn, Sean Dempsey 20.00 witn, Justin DeVille 15.04 jury, Chris Devine 53.36 jury, Dexter Twp. 5516.16 tax, Jamie Dolen 25.00 util, Doug's Anchor 239.97 sup, Dianne Drake 16.72 jury, Bimbo Foods 1513.57 sup, East Dakota Water 2584.48 tax, Ed Roehr Safety Prod. 2213.75 equip, Eden Township 3169.86 tax, John Egge 52.40 jury, Gary Eide 12.52 jury, Elite Signs & Graphix 1420.00 equip, Ellyson Law 328.75 svc, Elmira Twp. 3239.77 tax, EMC Insurance 51218.92 ins, Ashley Engelhart 11.68 jury, Calvin Engels 25.00 util, Engelstad Electric 344.95 svc, Maria Escamilla 120.00 svc, Lindsey Esche 11.68 jury, Everbridge Inc 1700.00 rep, Kelly Evjen 10.84 jury, Evolution Powersports 73.87 sup, Miriam Fadel 11.68 jury, Family Dental Center 183.00 svc, Scott Farmer 20.00 witn, Farnams 37.55 sup, Wayne Farnham 292.00 jury, FedEx 21.05 sup, Dagan Feldhaus 14.20 jury, Linda Fitting 10.84 jury, Town of Florence 45.05 util, Florence School 64285.74 tax, Town of Florence 1106.83 tax, Michael Florey 13.36 jury, Ronald Foltz 10.84 jury, Allison Forbush 25.00 util, Sandra Fox 13.36 jury, Steven Fryslie 19.24 jury, Todd Fuerstenau 223.88 rep, Fuller

Township 4720.01 tax, Linda Fulmer 52.52 jury, Furness Funeral Home 2575.00 svc, Zachery Gates 10.84 jury, GCR Tires & Service 172.78 rep, Genoa Healthcare 1609.55 sup, Germantown Twp. 4374.82 tax, Tyler Giang 10.84 jury, Glacial Interactive 294.88 svc, Glass Products 50.00 rep, Daren Gollnick 10.84 jury, Toni Goodall 26.80 jury, Graceland Township 2892.58 tax, Grainger 472.50 rep, Green, Roby, Oviatt 4332.60 svc, Dianne Grismer 71.00 jury, Kayla Grismer 258.40 jury, Megan Gruman 18.40 jury, Michael Gubka 40.00 util, Guest House 350.00 rent, Daniel Guthmiller 292.00 jury, Travis Gutzmer 11.68 jury, Nicholas Haglund 11.68 jury, Mackenzie Haight 10.84 jury, Justin Halajian 25.00 util, Kory Hall 10.84 jury, Dawn Hamann 27.64 jury, Travis Hamers 11.68 jury, Hamlin Codrington Regional Library 2463.54 tax, Hamlin School 2295.49 tax, Adam Hanson 22.60 jury, Brenda Hanten 79.80 trav, Caren Hanten 10.84 jury, Rick Hartley 40.00 util, Patricia Hartsel 1326.20 svc, Cynthia Hayes 10.84 jury, Jason Hayunga 210.08 jury, Dave Hedding 25.00 util, Timothy Heinz 258.40 jury, Patricia Helwig 11.68 jury, Owen Hemiller 20.00 witn, John Henricks 20.08 jury, Town of Henry 136.10 util, Henry School 31107.14 tax, Henry Twp. 2841.75 tax, Town of Henry 1101.19 tax, Karla Hernandez 11.68 jury, Jeff Hershman 25.00 util, Hillyard Floor Care 3207.93 sup, Jay Hjerstad 313.00 jury, Linda Hoekman 13.36 jury, Daniel Hoffman 65,12 jury, Douglas Hoftiezer 10.84 jury, Rick Holinka 25.00 util, Jesse Honetschlager 20.00 witn, James Hoppe 50.00 jury, Randall Hoppe 254.20 jury, William Hoss 11.68 jury, Larry Howard 40.00 util, Brad Howell 40.00 util, Bradford Howell 21.76 jury, Lloyd Howell 262.60 jury, Dennis Hoyles 500.00 svc, Alicia Huffman 31.00 jury, Kimberly Hulscher 10.84 jury, Human Service Agency 5040.00 svc, Kenneth & Dorothy Hunter 358.98 rep, Hurkes Imp. 69.54 rep, HyVee 4151.30 sup, Interlakes Community Action 1195.42 pmt, Interstate All Battery Center 170.70 sup, Intoximeters 1725.00 sup, Dell Jacobson 22.60 jury, Lynn Jensen 30.16 jury, Johnson Controls 878.57 rep, Linda Johnson 12.52 jury, Mary Johnson 16.72 jury, Nancy Johnson 11.68 jury, Radeana Johnson 15.88 jury, Cheryl Jongeling 19.24 jury, Carrie Jordanger 10.84 jury, Timothy Jorgenson 12.52, Peter Juba 14.20 jury, Leann Jungen 13.36 jury, Lindsey Jungers 18.40 jury, Jurgens Printing 596.00 sup, Jamie Kakacek 223.52 jury, Joel Kallemeyn 11.68 jury, Kameska Twp. 3148.50 tax, Jeanette Kannas 11.68 jury, Jenna Kannas 51.68 jury, Jack Kennedy 10.84 jury, Sandra Kerkvliet 11.68 jury, Kimball Midwest 432.06 sup, Christy Kinney 52.52 jury, Jennifer Kirschenmann 213.44 jury, Cindy Kittelson 26.80 jury, Joan Kittelson 15.00 svc, David Knoff 54.00 svc, Patricia Knutson 51.68 jury, Daniel Koehn 10.84 jury, Town of Kranzburg 292.52 tax, Kranzburg Twp. 4953.96 tax, Larry Krisel 10.84 jury, Jerry Krumwiede 210.08 jury, Casey Kufahl 10.84 jury, Lake Kameska Water Dist., 3667.44 tax, Lake Pelican Watershed 4024.68 tax, Marnie Lammle 18.40 jury, John G Larson 12.52 jury, Jeff Larson Law 478.60 svc, Leads Online 594.00 main, Lee's Stump Removal 1000.00 rep, Leisure Interactive 188.36 svc, Donna Lenning 10.84 jury, Jon Lenning 10.00 jury, Leola Twp. 1918.44 tax, Lewis & Clark BHS 640.00 svc, Lewno Law Office 406.47 svc, Lincoln Co. Treasurer 244.00 svc, Christina Lindner 12.52 jury, Lindner Music 7173.00 sup, Debra Lindsey 11.68 jury, Nancy Lintner 50.84 jury, Jodi Loehrer 169.24 trav, Lyle Signs 78.93 sup, M&T Fire 101.00 sup, Linda Maag 21.78 jury, Mac's 38.33, Cindy Mack 12.52 jury, Mahowald's 71.64 sup, John Maloney 250.00 jury, Mark Mandery 12.52 jury, MANTEK 132.05 sup, Marco 277.72 rent, Marks Auto 646.23, Connie Masloski 10.84 jury, Russell Mathews 40.00 util, Nancy McClanahan 797.50 svc, Jennifer McElroy 12.52 jury, Gary McFarland 10.84 jury, Monica McHugh 10.84 jury, Menards 156.93 sup, Verna Messerschmidt 11.68 jury, MSOC 100.00 dues, Midcontinent 376.99 util, Mikelson Law 298.76 svc, Milbank Communications 1308.68, Angelique Mitchell 12.52 jury, Jolene Mittelstedt 10.84 jury, Jamie Monson 25.00 util, Municipal Utilities 13725.33 util, Theresa Neilan 22.60 jury, Rebecca Neitzel 20.00 witn, Gregory Nelson 13.36 jury, Vaughn Nelson 14.20 jury, Amanda Nerison 15.88 jury, Patricia Neuendorf 11.68 jury, Newman Traffic Signs 39.99 sup, Robyn Niewenhuis 1260.35 svc., Duane Niles 203.36 jury, NW Energy 498.93 util, Chelsea Nygaard 52.52 jury, Office of Fire Marshal 180.00 maint, Office Peeps 3403.53 sup, Amber Olson 11.68 jury, Christian Olson 20.00 witn, Dustin Olson 10.84 jury, Jennifer Olson 11.68 jury, Jerrod Olson 40.00 util, Ottertail 45.87 util, Chad Overvaag 14.20 jury, Ben Pahl 11.68 jury, Sophia Palo 11.68 jury, Travis Paulson 27.64 jury, Michelle Pederson 25.00 util, Pelican Twp. 3027.28 tax, Michael Pesek 12.52 jury, Sandra Pester 14.20 jury, Pharmachem 1366.00 sup, Phipps Twp., 2215.99 tax, Larry Picht 14.20 jury, Randy Pickrel 54.20 jury, Josephine Plenty Horse 18.40 jury, PMB 207.52 util, Prairie Lakes 2805.00 svc, Print Em Now

205.00 sup, Darcy Raethz 266.80 jury, Ramkota 193.98 trav, Paul Ramse 15.88 trav, Kiley Ramstorf 10.84 jury, Rauville Twp. 5113.70 tax, Redlinger Bros. 24.50 rep, Redwood Toxicology 1054.84 sup., Adam Reeves 40.00 util, Robert Reihe 10.84 jury, Erica Reis 10.00 jury, Jelisa Reppe 206.72 jury, Chad Reynolds 12.52 jury, Ribstein & Hogan 434.65 svc, Richland Twp 3018.36 tax, Brian Richter 40.00 util, Robyn Riter 25.00 util, River Lodge 110.00 trav, Kristin Rogers 26.80 jury, Ron's Saw Shop 595.00 sup, Amber Rossow 11.68 jury, Tracy Rumpca 26.80 jury, Runnings 232.91 sup, Amber Ruppel 10.84 jury, Rick Russman 22.60 jury, Safety Restraint Chair 85.00 sup, Sanford Health 260.00 svc, Terrance Satterlee 6000.00 svc, Abel Saucedo 10.84 jury, Tyler Schaack 66.80 jury, Travis Schanbeck 31.00 jury, Ruby Schiernbeck 13.36 jury, Trever Schimmel 40.00 util, Richard Schliesman 10.84 jury, Thomas Schmahl 30.00 ref, Brooks Schoenfeld 12.52 jury, Schrader's 16.00 sup, Jody Schulz 10.84 jury, Schuneman Equip. 2383.59 rep, Julie Schutt 15.88 jury, Diane Schweer 19.24 jury, Brad Schwinger 25.00 util, Lindsey Schwinger 10.84 jury, SD Atty. General 305.00 24/7, SD Dept. Revenue 5430.00 svc, SD Federal Property 117.95 rep, SD Law Review 33.02 sup, SD Secretary of State 20.00 sup, SD State Treasurer 524194.99 pmt, SDACC 3308.00 CCPR, SDACES 10.00 dues, SDACO 700.00 trav, SDACO 796.00 M&P, SDN Comm. 1151.28 util, SDPAA 99965.79 ins, SDSU Ext. 18320.00 pmt, Melissa Sears 25.00 util, Secretary of State 30.00 sup, SECURUS 3617.00 sup, Heidi Selchert 25.00 util, Kathryn Selchert 14.20 jury, Eric Sheppard 20.00 witn, Sheridan Twp 4252.69 tax, Sioux Valley Coop. 20288.45 sup, Sigurd Sivertson 14.20 jury, Ricky Small 40.00 util, Victoria Smith 10.00 jury, Robert Solem 10.84 jury, Town of South Shore 61.00 util, South Shore Gazette 1870.04 pub, Town of South Shore 2945.46 tax, SE SD Tourism 80.00 svc, Debbie Southwick 334.00 jury, Brian Sowers 10.84 jury, Star Laundry 532.41 sup, Conan Stein 16.72 jury, Whitney Stone 11.68 jury, Jodi Strong 31.00 jury, Sturdevant's 167.26 sup, Sutton Law 15872.79 svc, Karen Swanda 48.00 svc, Scott Swanson 36.68 util/jury, Sysco 16048.40 sup, Taser Training Academy 450.00 trav, Technicolor Screen Printing 35.99 sup, Deah Tekrony 20.08 jury, Sara Thomas 26.80 jury, Amy Thompson 26.80 jury, Kym Thompson 11.68 jury, Todd Architect 1778.75 svc, Toshiba Financial 300.17 rent, Truenorth Steel 8142.00 sup, Martin Tschakert 29.32 jury, Eric Turbak 20.08 jury, Susan Urban 15.04 jury, Shelly Utne 14.20 jury, Joseph Valley 254.20 jury, Vast Business 411.22 util, Vast Broadband 49.95 util, Gary Veeder 11.68 jury, Harlan Veen 11.68 jury, David Veflin 10.84 jury, Verizon 448.57 util, Great Western Bank 1293.75 sup/trav, Kyle Voss 12.52 jury, Doug Walder 11.68 jury, Jonathan Walder 15.88 jury, Tom Walder 40.00 util, Douglas Waldner 11.68 jury, Sarah Waldner 22.60 jury, Brittany Walkins 12.52 jury, Town of Wallace 4481.25 tax, Walmart 254.37 sup, Todd Warne 25.00 util, Courtney Wasylow 11.68 jury, Watertown City 172085.47 tax Watertown Fire & Ambulance 1000.00 svc, Watertown Ford 454.11 rep, Watertown Public Opinion 4441.39 publ, Watertown School 822953.90 tax, Waverly School 57502.29 tax, Waverly Twp 4281.90 tax, Tammy Weber 15.04, Webster Area School 18430.66 tax, Kristin Welch 13.36 jury, Collin West 10.84 jury, Westside Animal Clinic 242.30 svc, Laura Wieber 10.84 jury, Kristine Wietzema 258.40 jury, Wilde & Hunt 209.96 svc, Brenda Wilhelmi 12.52 jury, Dustin Wilkens 18.40 jury, Tommy Wilson 10.84 jury, Toby Wishard 40.00 util, Michael Woodbeck 10.84 jury, Helen Woods 10.84 jury, Xerox 229.25 sup, Yankton Co. Sheriff 75.00 svc, Yankton Co. Treasurer 409.25 svc, Patricia Zemlicka 233.60 jury, ZEP Sales 662.78 sup.

### **2016 BRIDGE INSPECTION WORK ORDER**

Motion by Hanten, second by McElhany, to authorize the Chairman to sign a work order, with the SD DOT and Aason Engineering, for bridge inspection consultant services. Mr. Small advised the Board 27 bridges are to be inspected. The maximum limiting amount of the contract is \$8,769.57. The Board previously adopted Resolution 2016-5, appointing Aason Engineering for this inspection work. Upon vote of the Board, all present voted aye; motion carried.

### **PRE-DISASTER MITIGATION PLAN AGREEMENT**

Motion by McElhany, second by Gabel, to authorize the Chairman to sign a letter of agreement between Codington County and the First District Association of Local Governments for the development of a Pre-Disaster Mitigation Plan for Codington County; all present voted aye; motion carried.

**HAZARDOUS MATERIALS PLAN**

Motion by Hanten, second by McElhany, to authorize the Chairman to sign a letter of agreement between Codington County and the First District Association of Local Governments for the development of a Hazardous Materials Plan for Codington County; all present voted aye; motion carried.

**2015 ANNUAL REPORT**

The Board reviewed 2015 annual report exhibits as presented by the Auditor.

**GENERAL FUND SURPLUS CASH ANALYSIS**

Motion by McElhany, second by Hanten, to accept the Auditor's General Fund Surplus Analysis report as of March 31, 2016; all present voted aye; motion carried. The Board noted the General Fund surplus cash as of March, 2016: \$2,364,268.23 or 22% of the 2016 General Fund budget.

**PERSONNEL CHANGES**

Motion by Hanten, second by Johnson, to approve the following personnel changes; all present voted aye; motion carried: Dan Busta, Highway Maint. II, from step 9/\$21.56 to step 10/\$21.88; Shane Yost, new hire part time Correctional Officer; step 1/\$17.03; Tyrel Minor, new hire part time Correctional Officer; step 1/\$17.03; Mariah Schelhaas, new hire seasonal Memorial Park custodian, step 1/\$13.62; Charlie Werner, seasonal Memorial Park maintenance step 1/\$14.60 and John Schwandt, seasonal Memorial Park maintenance step 2/\$15.00.

**TRAVEL REQUESTS**

Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Auditor, SDACO Spring Workshop, Weed Supervisor, Mosquito Workshop and Calibration; Welfare Director, Mental Illness State Task Force meetings and Stepping up Summit.

**AG. BUILDING PARKING LOT**

**Facility Manager, Milo Ford**, briefly met with the Board regarding the County's portion of the cost to resurface the Koch Complex/Codington County Extension Center parking lot. Mr. Ford advised the Board the County's cost for the project is estimated at \$118,000.00. If the City approves the bid the County need not take further action until the time comes to approve the bill for payment.

**GLACIAL LAKES ENERGY 70/30 PROGRAM**

Commissioner Johnson informed the Board of a Glacial Lakes Energy 70/30 Program which is encouraging consumers to use 30% ethanol rather than 10% ethanol. Commissioner Johnson will contact G.L.E. to appear at a future meeting of this Board to present information on the program.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:06 a.m., until 9:00 a.m., Tuesday, April 19<sup>th</sup>, 2016; all present voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

Codington County does not discriminate on the basis of color, national origin, sex, religion, age, or disability in employment or the provision of service.

Published once at the total approximate cost of \$\_\_\_\_\_.

Codington County, April 12, 2016