

**Official Proceedings**  
**County of Codington, South Dakota**

August 27, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 27<sup>th</sup>, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

**AGENDA APPROVED**

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

**MINUTES APPROVED**

Motion by Hanten, second by McElhany to approve the minutes of August 20<sup>th</sup>, 2013; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Jim Sutton**, reviewed the following items: the FEMA kick-off meeting, for damages incurred during the June 21<sup>st</sup>, 2013 wind storm, was recently held at the Extension Center Complex; FEMA officials have made on-site inspections at several County sites; a regional Homeland Security meeting will take place in Webster on September 5<sup>th</sup> to review submitted projects; the State Emergency Management conference will be held the week of Sept. 9-12 in Oacoma; the next LEPC meeting will take place on Sept. 17<sup>th</sup> at the National Guard Armory; and on Sept. 25<sup>th</sup> a P.O.D. (point of dispensing) immunization clinic will take place at the Watertown Middle School to administer meningitis shots to children up to the age of 18. **Sheriff, Toby Wishard**, submitted the following statistics for the month ending June 30, 2013 for the Detention Center and Sheriff's Office: 56.7 average daily inmate population; 256 bookings; \$13,125.00 collected in fees for out of county prisoner contracts; \$4,840.00 collected in work release fees; \$4,060.00 collected in fees for the 24/7 program, \$6,103.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 52 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 31 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 467 cases/calls for service; 8 accidents investigated; 96 arrest warrants were served; 243 sets of civil papers served; and a total of 5,249 miles traveled for 21 prisoner transports. Sheriff Wishard also presented the Board with a report of fees collected in the month of June 2013, in the amount of \$5,767.05. Sheriff Wishard reported the following statistics for the month ending July 31, 2012, for the Detention Center and Sheriff's Office: 60.55 average daily inmate population; 203 bookings; \$12,070.00 collected in fees for out of county prisoner contracts; \$8,270.00 collected in work release fees; \$3,147.00 collected in fees for the 24/7 program, \$7,478.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 47 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 578 cases/calls for service; 6 accidents investigated; 90 arrest warrants were served; 287 sets of civil papers served; and a total of 3,299 miles traveled for 14 prisoner transports. Sheriff Wishard noted fees collected in the month of July in the amount of \$5,244.26 and noted on July 8<sup>th</sup> an electronic transfer was received from the Attorney General's Office in the amount of \$2,670.00 from scam fees collected in the 2<sup>nd</sup> quarter of 2013. Discussion was held regarding the fees Codington County has set for the housing of out of county inmates.

**FEMA HEADQUARTERS SECURITY**

Sheriff Wishard advised the Board he has been approached by FEMA Officials regarding the provision of 24 hour security for their headquarters based in Watertown during their investigation of damages incurred

during the June 21<sup>st</sup> wind storm. Federal mandate requires 24/7 onsite security for all FEMA Offices set up for disaster investigations. Sheriff Wishard noted he has authorized his Deputies to provide security, during their off duty hours, at the FEMA office. FEMA also requested that Codington County make payment to those providing security from payments FEMA will make to Codington County. Codington County will then issue 1099 Misc. forms, in January 2014, to all those who are paid for providing security. Motion by Johnson, second by Hanten, to authorize payments to those providing security for the local FEMA Office from funds which will pass through Codington County; all present voted aye; motion carried.

#### **ASSISTANT HIGHWAY SUPERINTENDENT APPOINTMENT**

Motion by Hanten, second by McElhany, to approve the following personnel change as recommended by Highway Supt., Rick Small; all present voted aye; motion carried: Rick Hartley, Highway Maintenance III, promoted to Assistant Highway Supt.; \$22.43 hourly/\$3,902.82 monthly; effective date September 1, 2013.

#### **CLAIMS**

Motion by Hanten, second by McElhany, to approve for payment the following claim; all present voted aye; motion carried: SD Counties, \$1,485.00, 2013 registration for 9 County officials.

#### **SALARY CLAIMS**

Motion by Hanten, second by McElhany, to approve the following salary claims for the month of August 2013; all present voted aye; motion carried: Commissioners: 9,346.34 total salaries. Auditor: 17,770.85 total salaries. Co. Treasurer: 25,870.88 total salaries. States Attorney: 32,234.96 total salaries. Gov. Buildings: 18,511.48 total salaries; Chad Crom 714.72 new hire. Dir. Equalization: 37,358.82 total salaries. Reg. of Deeds: 17,224.55 total salaries. Veterans Service: 8,720.85 total salaries. Sheriff: 71,030.27 total salaries. Co. Jail: 81,579.76 total salaries; Wesley Jennings 2,266.19 step increase. Care of the Poor: 3,993.22 total salaries. County Nurse: 3,886.66 total salaries. Co. Park: 9,189.20 total salaries. Ag. Bldg.: 8,186.09 total salaries. Co. Extension: 8,205.95 total salaries. Weed Control: 7,297.07 total salaries. Planning Board: 287.40 total salaries. Road & Bridge: 75,398.57 total salaries; Dave Hedding 2,625.87 step increase. Emergency Management: 9,927.64 total salaries. Crime Victim: 5,488.60 total salaries. W.I.C.: 3,881.20 total salaries. Total: 455,390.36. Breakdown of withholding amounts which are included in the above: S.D. Retirement 40,982.28; S.D. Retirement 351.73 spouse option; S.D. Supplemental Retire. 1,715.00 suppl. retire.; Wellmark 55,125.67 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,589.66 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 367.00 employee union dues; AFLAC 2,506.64 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,407.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 11,884.94 employee payments; Cod. Co. Treasurer 34,470.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 33,827.42 federal withholding; ReliaBank Dakota 52,494.04 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

#### **EXTENSION CENTER SALE RING ROOFING PROJECT**

Discussion/action to approve a roofing project at the Sale Ring area of the Extension Center Complex was postponed one week.

#### **HISTORIC PRESERVATION GRANT ALLOCATION**

Motion by Johnson, second by McElhany, to authorize Chairman Brinkman to sign a Grant Award Allocation, in an amount not to exceed \$921.00, for Historical Preservation Grant Project SD-13-018,

awarded to the Codington County Historic Preservation Commission; all present voted aye; motion carried.

**UNSOLD TAX DEED PROPERTY**

Discussion was held regarding how best to dispose of property acquired by the County during the tax deed process. Commissioner Hanten has contacted officials with the City of Watertown regarding a special assessment against a piece of tax deed property which did not sell at a recent County Tax Deed Property public auction. The Board determined the property can be sold by sealed bid within one year of the public auction at which it did not sell. The Board will advertise a notice to bidders for sealed bids on this property after information is received from the City of Watertown regarding the status of the special assessment filed against the property.

**TRAVEL REQUESTS**

Motion by McElhany, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Emergency Management Director and Deputy Director, State Emergency Management Conference in Oacoma.

**OPEN**

Commissioner Heller asked the Board to consider budgeting funds, in 2014, for an administrative assistant, for the County Commissioners; and funds to be used for added expense, such as fixtures and furnishings, for a proposed building project. Commissioner Hanten reported on the 911 Advisory Board meeting she attended on August 15<sup>th</sup>. A discussion was held regarding the restrictions placed on the use of 911 funds, which are set by the State of South Dakota.

**SRF CONSULTING GROUP/CODINGTON COUNTY MASTER TRANSPORTATION PLAN**

Brian Shorten, Principal; Cindy Gray, AICP, Senior Associate; and Michael Maddox, AICP, Senior Planner; all with SRS Consulting Group met with the Board to review the study process and project schedule of the Codington County Master Transportation Plan.

**EXECUTIVE SESSION**

Motion by McElhany, second by Hanten, to enter into executive at 10:23 a.m., for the purpose of discussing personnel issues; all present voted aye; motion carried. The Board returned to regular session at 10:44 a.m.; no action was taken.

**BUILDING STUDY**

Discussion was held regarding touring the government facilities in Austin, Minnesota.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Heller, second by Hanten, to adjourn at 10:51 a.m., until 9:00 a.m., Tuesday, September 3<sup>rd</sup>, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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