

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

February 11, 2014

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 11, 2014, 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 Heller, to approve the agenda, all present voted aye; motion carried.

**MINUTES APPROVED**

Motion by Hanten, second by McElhany, to approve the minutes of February 4<sup>th</sup>, 2014; all present voted aye; motion carried.

**RECREATION TRAIL UPDATE**

Watertown Parks, Recreation & Forestry Director, Terry Jorgenson, met with the Board to update them on the progress of the recreation trail. Mr. Jorgenson noted a grant in the amount of \$260,000.00 has been awarded to further extend the existing trail and a bid letting could take place in early 2015. Facilities Manager, Milo Ford, advised the Board that the progress of the trail through Memorial Park will affect a number of camp sites that may need to be relocated and a playground area/equipment could possibly be incorporated adjacent to the trail.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported on the progress of tax splits, abatement requests, omitted properties, and contacting voters with missing data in their registration file.

**CONSUMER PRICE INDEX TAXES PAYABLE IN 2015**

The Auditor advised the Board she has received correspondence from the SD Dept. of Revenue indicating the CPI for taxes payable in 2015 is 1.4% which will result in an increase of property tax revenue of approximately \$101,000.00 over the 2014 property tax revenue for funding of the County's 2015 budget.

**AUDITOR'S ACCOUNT WITH THE TREASURER/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 January 2014, all present voted aye; motion carried.

|   |           |                  |
|---|-----------|------------------|
| Cash on hand                                | \$        | 8,962.49         |
| Checks in Treasurers' possession            |           |                  |
| less than 3 days                            | \$        | 83,116.91        |
| Credit Card Charges                         | \$        | 1,997.45         |
| Cash Items                                  | \$        | 413.25           |
| <b>TOTAL CASH ASSETS ON HAND</b>            | <b>\$</b> | <b>94,490.10</b> |
| <b>RECONCILED CHECKING</b>                  |           |                  |
| Great Western Bank Checking (Memorial Park) | \$        | 565.89           |
| Reliabank Dakota                            | \$        | 14,155,275.09    |
| <b>INVESTMENTS</b>                          |           |                  |
| SD Public Funds Investment                  | \$        | 6,970.59         |
| <b>CERTIFICATES OF DEPOSIT</b>              |           |                  |
| Home Federal Bank                           | \$        | 400,000.00       |

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|  |                 |
|--|-----------------|
| People's State Bank  | \$ 400,000.00   |
| TOTAL CASH ASSETS  | \$15,057,301.67 |
| General Ledger Cash Balance by Funds:                              |                 |
| General  | \$ 8,427,056.40 |
| General restricted cash  | \$ 500,000.00   |
| Sp. Revenue  | \$ 4,272,787.88 |
| Sp. Revenue restricted cash  | \$ 10,411.85    |
| Trust & Agency   | \$ 1,847,045.54 |
| (schools 1,029,682.52, townships 83,816.76; city/towns 258,998.78) |                 |
| TOTAL GENERAL LEDGER CASH  | \$15,057,301.67 |

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in January were in the amount of \$38,167.00; with \$2,180.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

### **BRIDGE REINSPECTION RESOLUTION**

Highway Supt., Rick Small, presented the Board with a Bridge Reinspection Resolution. Motion by Johnson, second by Heller, to authorize the Chairman to sign Resolution 2014-4, all present voted aye; motion carried:

### **RESOLUTION 2014-4 BRIDGE REINSPECTION PROGRAM RESOLUTION FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS**, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and re-inspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are re-inspected at intervals not to exceed four years.

**THEREFORE**, Codington County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds. Codington County requests SDDOT to hire Aason Engineering, Consulting Engineers, for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. Codington County will be responsible for the required 20% matching funds.

Dated this 11<sup>th</sup> day of February 2014, at Watertown, South Dakota

Board of County Commissioners of Codington County.

Elmer P. Brinkman  
Chairman of the Board

ATTEST:

Cindy Brugman  
County Auditor

**SURFACE TRANSPORTATION PROGRAM HIGHWAY FUNDING**

Highway Supt., Rick Small, met with the Board to review the County's option to exchange STP allocated funds for state funds. Mr. Small advised the Board he is recommending that the County not participate in the exchange program this year due a new section of road, on County Road 20, that will be re-graded in 2014 and will receive asphalt surfacing in two years. Mr. Small explained that by banking the STP funds for two years the County can then use the funds for the surfacing project instead of using County funds. Mr. Small also noted that if the bids on the County Road 20 project come in much higher than anticipated Mr. Small may come back to the Board to take advantage of the exchange program before the deadline of March 14<sup>th</sup>, 2014. The Board agreed with Mr. Small's recommendation to not participate in the exchange program in 2014 and no action was taken.

**COUNTY ROAD 20-3 ROW CERTIFICATE AND UTILITIES CERTIFICATE**

Highway Supt., Rick Small, provided the Board with a ROW certificate, stating that all required ROW's and temporary construction easements required for the County Road 20-3 project have been acquired. Mr. Small also provided the Board with a Utilities certificate for the same road project. Motion by Hanten, second by McElhany, to authorize the Chairman to sign the aforementioned certificates; all present voted aye; motion carried.

**HIGHWAY DEPARMENT MOTOR GRADERS**

Highway Supt., Rick Small, advised the Board that the three new motor graders have arrived and the three old motor graders will be sold by sealed bids in the near future. Mr. Small noted the Butler Machinery original guaranteed repurchase price has increased from \$135,000, five years ago, to between \$139,000 and \$142,000 at this time.

**CLAIMS**

Motion by Johnson, second by Heller, to approve for payment the following claims; all present voted aye; motion carried: A&B Business Solutions 2.32 Equip, Accreditation, Audit And 150.00 Train, Active Heating 352.69 Rep, Advance Auto Parts 28.48 Rep, AT&T Mobility 123.77 Util, AT&T Mobility 72.63 Utilities, Auto Body Specialties 40.00 Repairs/Maint., Avera McKennan Hospital 1239.00 Svc, Bob Barker Co. 2301.76 Sup, Graciela Barrantes 120.00 Svc, Batteries Unlimited 155.00 Sup, Pat Beck, Court Reporter 38.70 Svc, Gwendolyn Benck 129.60 Jury, Cynthia Bergsbaken 104.44 Jury, Scott A. Bohls 40.00 Cell, Borns Group 7936.29 Post, Boys & Girls Club 1000.00 Pmt, Brian's Glass & Door Inc. 62.00 Repairs/Maint., Brown Clinic Plp 1170.00 Svc, Brown Clinic - Main 462.00 Svc, State Radio Communications 2640.00 Util, Burns Law Office 5800.00 Svc, Butler Machinery 444.16 Supplies, Carquest Auto Parts 19.38 Rep, Carquest Auto Parts 19.49 Repairs/Maint., Cartney Bearing & Supply 1050.47 Repairs/Maint., Cass-Clay Creamery 1344.30 Sup, Centurylink 37.40 Util, Centurylink 719.30 Util, Chuck's Bike & Lock Shop 77.70 Sup, Codington County 50.00 Pmt, Codington Co. Historical Soc. 5500.00 Pmt, Codington County Treasurer 89.90 Post, Codington-Clark Electric Coope 35.62 Utilities, Denise Cody 22.50 Svc, Cole Papers, Inc. 2757.89 Sup, Connecting Point Computer Cent 1096.65 Maint, Shawna Constant 25.00 Cell, County Fair Foods 105.78 Sup, Credit Bureau of Watertown 749.78 pmt, Culligan Water Conditioning 139.75 Sup, David Curtis 40.00 Cell, Dakota Outdoors 196.45 Rep, Data Truck 39.99 Util, Delyle's South 81 Service Inc 414.65 Rep, DVL Fire & Safety 127.20 Maint, DVL Fire And Safety 690.50 Repairs/Maint., Bimbo Foods, Inc 1044.82 Sup, East Dakota Water Development 1567.78 Jan Apportionment, Electric Motors & Moore Inc 45.00 Rep, Engelstad Electric Co. 675.81 Maint, Family Dental Center 238.00 Svc, Farnams Genuine Parts 292.74 Supplies, Fastenal Company 20.94 Sup, Fastenal Company 3.00 Repairs/Maint., Allison Forbush 89.00 Trav, Frontier Technology, Llc 5879.00 Grant, Gloria Gallisath 102.96 Jury, GCR Tire Center 463.50 Rep, David Gibbs 40.00 Cell, Tana Gisi 101.48 Jury, Glacial Lakes & Prairies Tour. 750.00 Pmt, Glass Products Inc. 15.70 Rep, Grainger 264.22 Rep, Erica Grant 101.48 Jury, Green, Roby, Oviatt, 4989.35 Pmt, Michael Gubka 40.00 Cell, Hartwig Heating 235.00 Rep, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 1307.46 Sup, Adam Hoerner 20.00 Wit, Brad Howell 40.00 Cell, Human Service Agency 19710.00 Pmt, HyVee #1871 Accts

Receivable 1606.89 Sup, I Grow 93.47 Misc, Interlakes Community Action 1038.33 Svc, Interstate All Battery Center 198.25 Sup, Jack's Uniforms & Equipment 439.00 Sup, JH Larson 702.78 Repairs/Maint., Paul Johnson 583.33 Pmt, Joyce Skelton 307.14 Repairs/Maint., Jurgens Printing 277.00 Sup, K&P Pump Repairs & Controls, L 1925.61 Repairs/Maint., Marty Karnopp 40.00 Cell, King Corporation 130.00 Rep, Daniel Knox 20.00 Wit, Elora Labarr 20.00 Wit, Lake Area Zoological Society 10000.00 Pmt, Lake City Fire Equipment 202.75 Rep, J.H. Larson Electrical Co. 293.45 Rep, Lawson Products 334.00 Supplies, Lewis & Clark Bhs 480.00 Svc, Lewno Law Office 172.99 Svc, Lincoln Co Treasurer 36.00 Svc, Loehrer Carpentry Llc 326.40 Rep, Jodi Loehrer 223.88 Trav, Lori Deutsch 18.85 Supplies, Phyllis Lutz 102.96 Jury, Lyle Signs Inc 578.92 Supplies, Mac's Inc 181.46 Supplies, Mac's Inc. 318.67 Sup, Mahowald's 107.27 Sup, Marco, Inc 363.90 Rent, Mark's Auto 483.90 Rep, Russell Mathews 40.00 Cell, Mcleod's Printing & Office Sup 992.59 Sup, Meade County Auditor 110.00 Pris, Menards 750.26 Sup, Menards 535.11 Supplies, Midcontinent Communications 85.74 Util, Jamie Monson 12.50 Cell, Municipal Utilities 15385.02 Util, Municipal Utilities 2060.84 Utilities, Nat'l Sheriffs' Association 106.00 Dues, Northern Plains Oms 77.00 Svc, Northwestern Energy 642.18 Utilities, Janelle Nygaard 383.40 Gym, Office Peeps, Inc. 2239.19 Sup, Office Peeps 298.38 Supplies, Olson & Johnson International, 412.65 Repairs/Maint., Jerrod Olson 40.00 Cell, Ottertail Power Co, 44.92 Utilities, Krystal Paulson 20.00 Wit, Michelle Pederson 25.00 Cell, Pennington County Sheriff 333.60 Svc, Pitney Bowes 189.00 Rent, PMB 0112 157.10 Util, Jerry Pollard 195.00 Svc, Prairie Lakes Health Care Cent 717.00 Svc, Prairie Lakes Health Care Cent 4552.73 Svc, Print 'Em Now 1290.00 Sup, Print Em Now 110.00 Supplies, Queen Of Peace Health Services 185.70 Repairs/Maint., Ann Rasmussen 21.00 Trav, Cherisse Redearth 20.00 Wit, Redlinger Bros. 438.62 Rep, Redwood Toxicology Laboratory 352.84 Sup, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Ron's Saw Shop 8.49 Repairs/Maint., Runnings Farm & Fleet 122.24 Supplies, Dawn Russell 144.40 Svc, Lila Schaefer 104.44 Jury, Schuneman Equipment 99.27 Repairs/Maint., SD Attorney General's Office 362.00 Pmt, SD Department Of Revenue 1130.00 Svc, S.D. Federal Property 35.00 Sup, SD State Treasurer 390656.91 February Remittance, SDACC 50.00 Reg, SDACO 1030.00 M&P Relief Jan Collect, SDEMA 140.00 Dues, SDN Communications 1129.09 Util, SDPAA 99695.41 Ins, SDSU Extension 41.82 Sup, Melissa Sears 89.00 Trav, Securus Technologies 2100.00 Sup, Senior Companions Of SD 1500.00 Pmt, Sherwin Williams 236.07 Rep, Sioux Valley Coop 16727.69 Sup, Sioux Valley Coop 5601.46 Sup, Shelby Smith 20.00 Wit, South Dakota Dept. Of Transpor 276.38 Repairs/Maint., South Shore Gazette 1982.40 Pub, Spears Law Office 105.00 Svc, Star Laundry 54.77 Sup, Star Laundry 107.50 Supplies, Sturdevants Auto Parts 302.88 Repairs/Maint., Sutton Law Office Pc 10948.37 Svc, Karen Swanda 22.50 Svc, Scott Swanson 25.00 Cell, Sysco North Dakota 8357.13 Sup, Technicolor Screen Printing 307.99 Sup, Heidi Thorson 25.00 Cell, Toshiba Financial Services 416.23 Rent, Town Of South Shore 95.00 Utilities, Trugreen, Watertown 1075.88 Svc, Tractor Supply Co. 220.05 Pmt, Tyler Technologies, Inc 3990.00 Maint, Verizon Wireless 415.10 Util, Great Western Bank 1247.62 Pmt, TCM/Reliabank Dakota 1550.37 Pmt, Tom Walder 40.00 Cell, Walmart Community 272.94 Sup, Walmart Community 11.79 Supplies, Warne Plumbing & Heating 1948.24 Rep, Watertown Ford 32.63 Repairs/Maint., Watertown Public Opinion 268.40 Pub, Watertown Public Opinion 2205.78 Pub, Watertown Resource Center 4000.00 Pmt, Jeremy Wellnitz 42.20 Wit, Wells Fargo Securities, Llc 46068.90 Lease, Wheelco 31.55 Repairs/Maint., Toby Wishard 40.00 Cell, Wow! Business 373.09 Util, Wow! 49.95 Utilities, WW Tire Service Inc. 50.00 Repairs/Maint., Xerox Corporation 261.64 Supplies, Yankton Co Treasurer 339.75 Svc, Patricia Yetter 101.48 Jury, Zep Sales & Service 470.32 Supplies, Zuercher Technologies Llc 21818.00 Maint.

### **OPERATING CASH TRANSFERS**

Motion by Hanten, second by McElhany, to approve operating cash transfers from the General Fund to the Road and Bridge Fund in the amount of \$431,391.00, the Emergency Management Fund in the amount of \$89,624.00, the Victims of Crime Fund in the amount of \$73,276.00, and the WIC Fund in the amount of \$19,380.00 as previously budgeted; all present voted aye; motion carried.

**JUSTICE CENTER BUILDING PROJECT**

Sheriff, Toby Wishard, updated the Board on the latest design of the proposed Detention Center within the Justice Center Building project. Sheriff Wishard noted the latest design comes after meetings with Architecture Inc. and a security consultant. The latest design eliminates the need for an outside corridor in the Detention Center area and should reduce the overall cost of the project.

**HOLIDAY CLOSURE**

The Board noted per previous policy the Courthouse and all County offices will be closed on Monday, February 17<sup>th</sup>, 2014, in observance of Presidents' Day.

**TRAVEL REQUESTS**

Motion by Johnson, second by Heller, to approve the following travel requests; all present voted aye; motion carried: Highway Supt., Superintendents Short Course in Oacoma. Welfare Director, SDACWO Spring workshop in Pierre.

**PERSONNEL CHANGES**

Motion by Hanten, second by Heller, to approve the following personnel changes as submitted and approved by the corresponding Department Head; all present voted aye; motion carried. Correctional Officer, Erin Winge, anniversary step increase to step 5/\$18.46 per hour, effective date February 15<sup>th</sup>, 2014. Part Time Correctional Officer, Cindy Olson, step increase to step 8/\$20.01 per hour, effective date February 15<sup>th</sup>, 2014.

**WATERTOWN AREA TRANSIT**

The Board noted correspondence from Watertown Area Transit regarding new buses that have been approved for their transportation program.

**EXECUTIVE SESSION**

Motion by Johnson, second by Hanten, to enter into executive session at 9:45 a.m., to discuss potential litigation; all present voted aye; motion carried. The Board returned to regular session at 9:55 a.m., no action was taken.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 9:55 a.m., until 9:00 a.m., Tuesday, February 18<sup>th</sup>, 2014; 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.

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