

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

July 25, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 25<sup>th</sup>, 2017, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen, and Brenda Hanten; Chairman Myron Johnson presiding.

**AGENDA APPROVED**

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

**MINUTES APPROVED**

Motion by Hanten, second by VanDusen, to approve the minutes of July 18, 2017; with the inclusion of the text of the "Power Outage Policy;" and a correction to the road numbers listed in the section of "notice to bidders for a road project;" all voted aye; motion carried.

**COUNTY AID LIEN RELEASE**

The Board met with, Paul Larsen, Plains Commerce Bank, regarding a County Aid lien filed against Daniel Stanton, who is applying for a home mortgage loan. States Attorney, Patrick McCann, was also present for this matter. Mr. Stanton cannot proceed with his loan application due to a County aid lien filed against him in 1999. Mr. Larson requested that the County release the lien to allow Mr. Stanton to proceed with his loan application and then re-file the lien after the closing on the property that Mr. Stanton is attempting to purchase. Mr. Larson informed the Board that Mr. Stanton is willing to make an immediate payment, in the amount of 10% of the lien(\$1,622.22), and will set up a monthly payment plan to satisfy the remainder of the lien. The lien against Mr. Stanton has been turned over, by the County, to the Credit Collections Bureau and future payments will be set up by auto-pay with that agency. Motion by Hanten, second by Gabel, to release the lien against Mr. Stanton, pending immediate payment of \$1,622.22, setting up of a payment plan, and to re-file the lien upon the closing of the property purchase; all present voted aye; motion carried.

**PARTIAL RELEASE COUNTY LIEN**

Joy Nelson appeared before the Board to request a partial release of liens, filed against property located at 221 W Kemp, in order to allow the sale of the property which is currently in foreclosure. Motion by VanDusen, second by Hanten, to issue a partial release of a County lien, in the amount of \$198.80 and pertaining to property described as Lot 8 in Block 36 of the Second Railway Addition, formerly owned by Heather Thomas and Joshua Spaniol. The lien will remain against Mr. Spaniol but will be released pertaining to the aforementioned property description. Upon vote of the Board; all present voted aye; motion carried.

**MONTHLY REPORTS**

**States Attorney, Patrick McCann**, reviewed the 2018 budget request for the States Attorney's office. **Emergency Management Director, Jim Sutton**, updated the Board on the following items: the S&R Team assisted with the fireworks display at the Redlin Center on July 1<sup>st</sup>, assisted with the "Outland Challenge Triathlon" at Lake Cochrane, and assisted at Camp Chance. July 22 & 23 two S&R Team members were sent to Park Rapids, MN, to obtain open water dive certifications. The S&R Team and Emergency Management Office will participate in the August 1<sup>st</sup> "National Night Out" event at the Courthouse. August 2<sup>nd</sup>, Mr. Sutton will participate in a safety panel discussion at Lake Area Tech. **Brad Howell**, submitted the following statistics compiled during the month of June 2017, for the Detention

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Center and Sheriff's Office: Average daily inmate population 86.23 (low of 80 and high of 92); 253 bookings ; \$10,551.43 collected in fees for out of county prisoner contracts; \$9,850.00 collected in work release fees; \$5,212.00 collected in fees for the 24/7 program; \$6,635.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General; 52 individuals testing twice daily for PBT'S; 44 individuals reporting twice weekly for UA Drug testing; 1 individual on a sweat patch; and 35 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 495 cases/calls for service; responded to 9 traffic accidents; 99 arrest warrants served; 253 sets of civil papers served; and 24 inmate transports/4,633 transport miles. Sheriff Howell provided the Board with a report of fees collected in the amount of \$10,563.99 retained by the County, during the month of June, 2017. Sheriff Howell advised the Board that the hail damage, to 7 vehicles in his department from a July 11<sup>th</sup> hail storm, amounts to approximately \$17,000.00. Sheriff Howell also updated the Board on the following: the promotion of Deputy Sheriff, Mike Gubka, to Sergeant Sheriff on July 1<sup>st</sup> and the appointment of Deputy Sheriff, Steve Lowry, to DARE Officer. **Chief Correctional Officer, Tom Walder**, advised the Board of the resignation of full time Correctional Officer, Tyrel Minor, who has been accepted as a recruit with the South Dakota Highway Patrol. Sheriff Howell and Chief Correctional Officer Walder reviewed the 2018 budget requests for the Sheriff's office, Detention Center and 24/7 Activities.

### **BURN BAN DISCUSSION**

The Board held a discussion with Emergency Management Manager, Jim Sutton, regarding a burn ban resolution. Mr. Sutton advised the Board there is not a need for a burn ban at this time due to recent moisture received in the County. This item will be monitored on a week to week basis.

### **COMMISSIONERS CONTINGENCY TRANSFER**

Motion by Brenda, second by Gabel, to transfer Commissioner's Contingency, in the amount of \$10,000.00, to the Collection Agency budget; all present voted aye; motion carried.

### **ZONING OFFICE MID YEAR REPORT**

**Zoning Officer, Luke Muller**, presented the board with a report of Mid-Year stats related to building permits (56), conditional use permits (17), and variances issued (27), including construction values (\$4,380,506.00) and building permit values (\$10,201.00). Mr. Muller noted the County's contract, for zoning services with First District, allows for 500-600 hours, and as of this date 416 hours have been used, with 120 of those hours directly related to work on Ordinance #65 items. The Zoning Officer reviewed the 2018 Planning and Zoning budget request.

### **CLAIMS**

Motion by Hanten, second by Waterman, to approve for payment the following claims; all present voted aye; motion carried. Regular claims: Pat Beck 73.95 svc, VISA – Great Western 1651.01 sup/trav, VISA – Reliabank 987.54 sup/trav. Salary Claims: Commissioners: 9,898.75 total salaries. Auditor: 19,408.86 total salaries. Co. Treasurer: 27,908.48 total salaries. States Attorney: 36,442.68 total salaries. Gov. Buildings: 19,400.69 total salaries. Dir. Equalization: 38,504.20 total salaries. Reg. of Deeds: 19,291.74 total salaries. Veterans Service: 9,495.55 salaries. Sheriff: 83,929.83 total salaries; Mike Gubka 4696.28 promotion; Trever Schimmel 4078.56 step increase. Co. Jail: 105,786.05 total salaries; Wes Jennings 3638.34 step increase; Melissa Holtquist 3506.10 step increase; Shane Yost PT step increase @ 17.74 per hr. Amalia Barrientos PT new hire @17.20 hr. Care of the Poor: 5,458.46 total salaries. County Nurse: 4,269.98 total salaries. Co. Park: 9,396.57 total salaries. Ag. Bldg.: 8,735.77 total salaries Co. Extension: 8,755.01 total salaries. Weed Control: 7,288.43 total salaries. Planning Board: 334.41 total salaries. Road & Bridge: 84,207.21 total salaries; Robyn Riter 3466.08 step increase; Jeff Argo 3057.18 new hire; Larry Stahl PT New hire @13.76 per hour. Emergency Management: 11,593.44 total salaries. Crime Victim: 6,134.72 total salaries. W.I.C.: 3,776.25 total salaries. Total 520,017.08. Breakdown of withholding amounts which are included in the above: S.D. Retirement 46,613.84; S.D. Retirement 288.45 spouse option; S.D. Supplemental Retire. 2,800.00 suppl. retire.; Sanford 60,793.82 ins.; Reliance Standard Life

Insurance 425.73 life ins.; Delta Dental 5,985.88 ins.; Avesis 779.74 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 283.02 employee union dues; AFLAC 3,071.23 ins.; Assurity Life Insurance Company 115.87 ins.; U.M.B. Bank 7,075.00 suppl. retire.; AFLAC 671.72 ins.; Watertown United Way 55.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,559.28 employee payments; Cod. Co. Treasurer 31,570.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 259.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 41,142.05 federal withholding; ReliaBank Dakota 60,243.28 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

**PERSONNEL CHANGES**

Motion by Hanten, second by VanDusen, to offer a vacant full time Correctional Officer position, to a current part time employee within the Correctional Officer staff roster; all present voted aye; motion carried. Motion by Hanten, second by Gabel, to approve the following personnel change; all present voted aye; motion carried: Deputy Sheriff, Dave Curtis, anniversary step increase, step 10/\$26.08 per hour.

**EXECUTIVE SESSION**

Motion by Hanten, second by VanDusen, to enter into executive session at 10:32 a.m., per SDCL 1-25-2 (3) consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters; all present voted aye; motion carried. The Board returned to regular session at 10:54 a.m., no action was taken. Zoning Officer, Luke Muller, was present for executive session.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 10:55 a.m., until 9:00 a.m., Tuesday, August 1<sup>st</sup>, 2017; all present voted aye; motion carried.

ATTEST:

Jodi Pearson

Codington County Payroll Officer

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 \$\_\_\_\_\_.