

Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse
14 1st Ave SE

June 13, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 13th, 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 VanDusen, to approve the agenda; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Gabel, to approve the minutes of June 6, 2017; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on preparation for the County's bond election and 2018 provisional budget requests. **Director of Equalization, Shawna Constant**, reported her office is working on appraisal in the small towns, sales reports, and summer projects.

DATA BASE COORDINATOR JOB DESCRIPTION

Director of Equalization, Shawna Constant, presented the Board with an updated Data Base Coordinator Job Description and recommended wage scale. Motion by Hanten, second by Gabel, to approve the updated job description and add this job description to the same wage scale as the Deputy Director of Equalization; all present voted aye; motion carried.

HIGHWAY OFFICE ROOFING BIDS

Highway Supt., Rick Small, opened and announced the following bids for the Highway Office building roofing project, as previously advertised:

<u>BIDDER</u>	<u>BID CHECK/BOND</u>	<u>BID AMOUNT</u>	<u>ALTERNATE BID</u>
Weathergard Inc. Watertown, SD	bid check	\$87,250	\$80,580 (60 mil)
A&R Roofing Co. West Fargo, ND	bid bond	\$114,410	
Pro-Tec Roofing Watertown SD	bid bond	\$95,880	\$80,780 (60 mil)
Hub City Roofing Aberdeen, SD	bid bond	\$117,243	\$105,968 (60 mil)

Highway Supt., Rick Small, noted the bid specs are for 90 mil membrane and the 60 mil membrane alternate bids cannot be considered with this specific bidding process. Motion by Waterman, second by Gabel, to accept the \$87,250 bid of Weathergard Inc., per the recommendation of the Highway Supt.; all present voted aye; motion carried.

RIGHT OF WAY AND UTILITIES CERTIFICATES

Highway Supt., Rick Small, presented the Board with ROW (right of way) and utilities certificates for the BIG bridge repair projects scheduled for Codington County. Mr. Small noted the bridge repair projects do not have utility or ROW work involved but the certificates are required with the use of BIG funds. Motion by Hanten, second by Waterman to authorize the Chairman to sign the ROW and utility certificates; all present voted aye; motion carried.

PUBLIC NOTICE COUNTY HIGHWAY SYSTEM MODIFICATIONS

Highway Supt., Rick Small, reviewed proposed changes to the County highway system. Mr. Small noted these modifications are a result of a review by the Codington County Highway Dept. of the roads on the Primary County Highway System. Mr. Small advised the proposed changes are in accordance with the SD Dept. of Transportation's "Policy and procedures for County Highway System Revisions." Mr. Small also noted the proposed changes involve deletions and additions covered in the Public Notice. Motion by Hanten, second by Gabel, to authorize the Auditor to publish the notice of County highway system modifications; all present voted aye. Action on the proposed changes will take place at the Board's meeting scheduled for 9:00 a.m., Tuesday, June 27, 2017.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS MONTHLY FEES

Motion by Hanten, second by VanDusen, 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 May 2017, all present voted aye; motion carried.

Cash on hand	\$ 7,946.01
Checks in Treasurers' possession	
less than 3 days	\$ 54,470.70
Credit Card Charges	\$ 4,512.70
Cash Items	\$ 540.00
TOTAL CASH ASSETS ON HAND	\$ 67,469.41
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 7,721.17
Reliabank Dakota	\$21,106,620.19
INVESTMENTS	
SD Public Funds Investment	\$ 6,977.99
CERTIFICATES OF DEPOSIT	
TOTAL CASH ASSETS	\$21,188,788.76
General Ledger Cash Balance by Funds:	
General	\$12,156,734.29
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,389,281.36
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 2,132,361.26
(schools 1,228,045.66, townships 81,791.86; city/towns 19,576.93)	
TOTAL GENERAL LEDGER CASH	\$ 21,188,788.76

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in the month of May 2017 were in the amount of \$30,619.50; with \$1,890.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS APPROVED

Motion by Hanten, second by Gabel, to approve the following claims for payment; all present voted aye; motion carried: ACCREDITATION, AUDIT AND 150.00 SVC, ADVANCE AUTO PARTS 4.49 REP, AMERICAN LEGION 23.00 SUP, ANDOR, INC. 115.02 REP, AP AUTO PROS 1992.65 REP, AT&T MOBILITY 925.20 UTIL, AUSTIN LAW OFFICES 742.60 SVC, AVERA HOME MEDICAL EQUIPMENT 24.00 SUP, AVERA ST. LUKE'S HOSPITAL 200.00 SVC, AXON ENTERPRISE, INC

162.96 SUP, BATTERIES UNLIMITED 266.99 REP, BEACON CENTER 1000.00 SVC, ALLEN BENCK 25.00 UTILITIES, BENCO PRODUCTS, INC 560.42 SUP, ROGER BENTHIN 86.00 SVC, BORNS GROUP 3374.21 POST, BOYS & GIRLS CLUB 1250.00 SVC, BRIAN'S GLASS & DOOR INC. 1289.00 REPAIRS/MAINT., BROWN CLINIC MAIN 211.00 SVC, CINDY BRUGMAN 106.26 TRAV, BURNS LAW OFFICE 5787.60 SVC, DAN BUSTA 25.00 UTILITIES, BUTLER MACHINERY 196615.00 EQUIPMENT, C & R SUPPLY 25.14 SUP, CARTNEY BEARING & SUPPLY 7.89 REP, CARTNEY BEARING & SUPPLY 89.60 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CASHWAY LUMBER INC. 1075.90 SUP, CENTURYLINK 104.86 UTIL, CENTURYLINK 745.62 UTIL, GINA CHILSON 71.00 JURY, CHUCK'S LOCK & KEYS 32.00 SUP, CLAIMS ASSOCIATES 3060.90 PMT, CLUBHOUSE HOTEL & SUITES 282.00 TRAV, CODINGTON COUNTY POST 17 150.00 SUP, CODINGTON CO. REGISTER DEEDS 30.00 FEES, CODINGTON COUNTY TREASURER 15.00 SUP, CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, COLE PAPERS, INC. 1643.37 SUP, COMPASS COUNSELING 3600.00 SVC, CONNECTING POINT COMPUTER CENT 1493.77 PMT, CONNECTING POINT COMPUTER CENT 1700.00 SVC, SHAWNA CONSTANT 91.00 CELL, THE COTEAU SHOPPER 60.37 UTILITIES, COUNTY FAIR FOODS 145.78 SUP, CREATIVE VISIONS 110.95 REP, CREDIT COLLECTIONS BUREAU 757.30 PMT, CREDIT COLLECTIONS BUREAU 636.79 PMT, CULLIGAN WATER CONDITIONING 339.00 SUP, DAVID CURTIS 40.00 CELL, DAKOTA ENVIRONMENTAL 2063.00 REPAIRS/MAINT., DAKOTA PORTABLE TOILETS, INC 165.00 SUP, MATT DARGATZ 25.00 UTILITIES, DATA TRUCK 69.98 UTIL, JAMIE DOLEN 25.00 UTILITIES, DUANE'S FLOOR COVERING 420.00 REP, BIMBO FOODS, INC 1812.60 SUP, ELITE SIGNS & GRAPHIX 1370.00 EQUIP, ELLYSON LAW OFFICE 1371.46 SVC, JOHN ENGELS 52.52 JURY, ENGELSTAD ELECTRIC CO. 19010.45 REP, MIKE ENDRES 529.00 REF, ESE IND INC 15029.70 SVC, EVOLUTION POWERSPORTS 263.72 REP, RANDY FALVEY 25.00 UTILITIES, FAMILY DENTAL CENTER 1334.00 SVC, FARM & HOME PUBLISHERS 20.00 SUP, FARNAMS GENUINE PARTS 227.89 SUPPLIES, FASTENAL COMPANY 82.71 SUPPLIES, FIRST LINE APPARATUS TRAINING 3000.00 SVC, TOWN OF FLORENCE-PEGGY LINDAHL 64.25 UTILITIES, GREG FOLEY 20.00 WIT, ALLISON FORBUSH 91.00 CELL, FRANZ DIGITAL 450.00 UTILITIES, JAMES GALIEAU 350.00 RENT, GALLS, LLC 107.79 UNIF, GCR TIRE CENTER 19.00 REPAIRS/MAINT., GCR TIRES & SERVICE 1227.65 REP, GENOA HEALTHCARE/WATERTOWN 229.90 SUP, BECKY GOENS 128.61 TRAV, GRAINGER 433.74 REP, SARAH GREELEY 20.00 WIT, GREEN, ROBY, OVIATT, 4707.93 SVC, MICHAEL GUBKA 40.00 CELL, JUSTIN HALAJIAN 25.00 CELL, RICK HARTLEY 40.00 UTILITIES, DAVE HEDDING 25.00 UTILITIES, DEAN HEINTZMAN 20.00 WIT, HELENA CHEMICAL COMPANY 187.50 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 1151.07 SUP, RICK HOLINKA 25.00 UTILITIES, MICHAEL HOVERSTADT 62.60 JURY, LARRY HOWARD 40.00 CELL, BRAD HOWELL 40.00 CELL, HYVEE #1871 ACCTS RECEIVABLE 6253.64 SUP, INTERLAKES COMMUNITY ACTION 1210.00 SVC, INTOXIMETERS 650.00 SUP, JURGENS PRINTING 100.00 SUP, KARL'S 90.40 SUP, MARK KATTERHAGEN 33.00 SVC, KCH LAW 155.64 SVC, KEVYNS.NET HOSTING 124.90 SUP, KIMBALL MIDWEST 262.08 SUPPLIES, CARL KIMBLER DMD, MD 269.00 SVC, LAKE AREA ZOOLOGICAL SOCIETY 5000.00 SVC, WATERTOWN REGIONAL LANDFILL 6.00 UTILITIES, J.H. LARSON ELECTRICAL CO. 54.17 REP, LAWSON PRODUCTS 180.89 SUPPLIES, LEWIS & CLARK BHS 800.00 SVC, LEWNO LAW OFFICE 394.17 SVC, LINCOLN CO TREASURER 90.08 SVC, LINDNER MUSIC 28.00 SUP, JODI LOEHRER 274.44 CELL, STEVEN LOWRY 40.00 CELL, M & T FIRE AND SAFETY 37.50 SUPPLIES, MAC'S INC 49.59 SUPPLIES, MAC'S INC. 240.95 SUP, ARLET MAGSTADT 52.52 JURY, MAHOWALD HARDWARE 5.49 SUPPLIES, MAHOWALD'S 60.92 SUP, CAROL MALONEY 53.00 TRAV, MARCO, INC 288.55 RENT, RUSSELL MATHEWS 40.00 CELL, PATRICK MCCANN 388.91 TRAV, MCLEOD'S PRINTING & OFFICE SUP 37.80 SUP, MEDICAL WASTE TRANSPORT, INC 125.01 SVC, MENARDS 891.52 REP, MENARDS 66.30 SUPPLIES, MIDCONTINENT COMMUNICATIONS 432.60 UTIL, MILBANK COMMUNICATIONS 99.11 SUPPLIES, MOE OIL COMPANY 2445.30 SUPPLIES,

JENNA MOFFATT CONSULTING 112.50 SVC, MUNICIPAL UTILITIES 11365.11 UTIL, MUNICIPAL UTILITIES 502.09 UTILITIES, NATIONAL INDUSTRIAL & SAFETY S 95.88 SUPPLIES, CHAD NELSON 75.00 TRAV, NORTHERN CON-AGG 14726.09 SUPPLIES, NORTHLAND CHEMICAL CORP 208.60 SUP, NORTHWESTERN ENERGY 269.09 UTILITIES, OFFICE PEEPS, INC. 185.56 SUP, OFFICE PEEPS, INC. 3159.89 SUP, OFFICE PEEPS 75.74 SUPPLIES, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 37.51 UTILITIES, MICHELLE PEDERSON 80.00 CELL, PESALL LAW FIRM 1765.20 SVC, SARAH PETERSEN 25.00 CELL, PHARMCHEM INC 75.00 SUP, JENNIFER PLETAN 51.68 JURY, PMB 0112 164.48 UTIL, JERRY POLLARD 144.00 SVC, PRAIRIE LAKES HEALTH CARE CENT 2125.00 SVC, PRINT EM NOW 243.00 SUPPLIES, RAMKOTA HOTEL - PIERRE 399.96 TRAV, ANN RASMUSSEN 189.60 TRAV, REDLINGER BROS. 187.50 REP, REDWOOD TOXICOLOGY LABORATORY 527.62 SUP, ADAM REEVES 40.00 CELL, BRIAN RICHTER 40.00 CELL, ROBYN RITER 25.00 UTILITIES, RJC CONSTRUCTION 10446.47 REP, JACEY ROE 20.00 WIT, NATHAN ROE 20.00 WIT, ROETHLER CONSTRUCTION 6695.71 REP, ROGER'S AUTO SALES 45.00 REPAIRS/MAINT., RUNNINGS 572.54 REP, DAWN RUSSELL 555.20 SVC, KRIS SANDS 81.65 SVC, SANFORD HEALTH 636.00 SVC, SATELLITE TRACKING OF PEOPLE 2164.50 SVC, TERRANCE SATTERLEE 1500.00 SVC, TREVOR SCHIMMEL 40.00 CELL, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 249.00 PMT, SD DEPARTMENT OF REVENUE 1010.00 SVC, SD STATE TREASURER 527850.75 JUN REMITTANCE MAY COLLECTIONS, SDACO 35.00 REG, SDACO 872.00 PMT, SDN COMMUNICATIONS 1151.28 UTIL, SDSU EXTENSION 42.35 TRAV, MELISSA SEARS 91.00 CELL, SECURUS TECHNOLOGIES 3667.00 UTIL, HEIDI SELCHERT 91.00 CELL, SHOPKO EYECARE 4054 470.91 SVC, SIOUX FALLS TWO-WAY RADIO 343.19 REP, SIOUX VALLEY COOP 4878.53 FUEL, SIOUX VALLEY COOP 19155.66 SUPPLIES, SIOUX RURAL WATER SYSTEM 32.89 UTILITIES, RICKY SMALL 40.00 UTILITIES, LYNN SOLBERG 25.00 UTILITIES, BRENT SOLUM 40.00 CELL, ALIESHA SONSTEBO 75.20 JURY, SOUTH DAKOTA SHERIFFS' ASSOC 94.50 SUP, TOWN OF SOUTH SHORE 132.00 UTILITIES, SOUTH SHORE GAZETTE 1643.30 PUB, TOM STANLEY 80.00 CELL, STAR LAUNDRY 2106.40 SUP, STAR LAUNDRY 164.31 SUPPLIES, STEVE STUNES CONSULTING 1317.02 SVC, STURDEVANT'S AUTO PARTS 58.03 REP, STURDEVANTS AUTO PARTS 97.92 SUPPLIES, SUTTON LAW OFFICE PC 15676.88 SVC, KAREN SWANDA 33.00 SVC, SCOTT SWANSON 25.00 CELL, SYSCO NORTH DAKOTA 20569.64 SUP, THOMSON REUTERS-WEST 248.57 SVC, PRODUCTIVITY PLUS ACCOUNT 43.50 REPAIRS/MAINT., DOUG TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 387.77 RENT, TRAV'S OUTFITTER INC 1380.90 SUP, THE TREE FARM 67.60 SVC, TRUENORTH STEEL 105.57 SUPPLIES, US POSTAL SERVICE 112.00 SVC, US RECORDS MIDWEST LLC 180.59 SVC, VAST BUSINESS 558.83 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 426.90 UTIL, GREAT WESTERN BANK 45.00 PMT, GREAT WESTERN BANK 6.49 PMT, GREAT WESTERN BANK 401.51 PMT, GREAT WESTERN BANK 439.89 PMT, GREAT WESTERN BANK 234.70 PMT, LONIE VOGELSANG 25.00 UTILITIES, TOM WALDER 40.00 CELL, WALMART COMMUNITY 227.14 PMT, WALMART COMMUNITY 113.91 SUPPLIES, WARNE PLUMBING & HEATING 1176.60 REP, TODD WARNE 25.00 UTILITIES, WATERTOWN FIRE & AMBULANCE 1750.00 SVC, WATERTOWN FORD 389.18 REP, WATERTOWN NOW 230.00 SVC, WATERTOWN PUBLIC OPINION 3590.24 PUB, WATERTOWN PUBLIC OPINION 388.26 UTILITIES, TANYA WEILAND 235.04 WIT, WHEELCO 197.81 REPAIRS/MAINT., WILES & RYLANCE, LLP 490.00 SVC, WATERTOWN LANDFILL 7.50 MAINT, WW TIRE SERVICE INC. 2727.56 SUPPLIES, XEROX CORPORATION 129.00 SUPPLIES, YANKTON CO. SHERIFF 200.00 SVC, YANKTON CO TREASURER 556.15 SVC, ZEP SALES & SERVICE 562.83 SUPPLIES

COUNTY/CITY LEASE AGREEMENT FOR COUNTY STORAGE BUILDING

Motion by VanDusen, second by Hanten, to authorize the Chairman to sign a lease agreement, between the County and the City of Watertown for City owned property to be used as the site of the County's

Extension Center Complex storage building. The terms of the lease call for the City, to lease to the County, property for said storage facility from this date through November 6, 2035 at a cost of \$1.00 to the County. Upon vote of the Board; all present voted aye; motion carried. This lease will be sent to the City of Watertown for action by the City Council.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel change; all present voted aye; motion carried: Detention Center Cook, Marcy Rossow, anniversary step increase, from step 7 to step 8/\$17.75 per hour.

TRAVEL REQUESTS

Motion by Gabel, second by Waterman, to approve the following travel requests; all present voted aye; motion carried: Weed Supervisor, Yellow Toadflax Bio-control Tour in Leola and Director of Equalization clerical staff, Sales Ratio workshop in Brookings.

JUSTICE FACILITY PROJECT

Commissioner Gabel gave a power point presentation of frequently asked questions regarding the proposed Justice Facility project. The presentation addresses questions on: True costs of the proposed project, parking availability in downtown Watertown, and the zoning process for the location of the facility.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 9:53 a.m., until 9:00 a.m., Wednesday, June 21st, 2017; 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 \$_____.