

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

May 9, 2017

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

MINUTES APPROVED

Motion by Hanten, second by VanDusen, to approve the minutes of May 2nd, 2017; all voted aye; motion carried.

2017 ASPHALT MAT CONSTRUCTION BIDS

The following bid was received, opened and announced by Highway Supt., Rick Small, as previously advertised, for 2017 Asphalt Mat Construction:

Duininck, Inc., Prinsburg, MN; bid bond included;

Bid option	Virgin product	Recycled product
A – 7200 tons*	\$ 20.00 per ton	\$ 20.00 per ton
B – 8600 tons*	\$ 74.00 per ton	
C – 8600 tons*		\$ 63.00 per ton
D – 1500 tons*	\$ 77.00 per ton	
E – 1500 tons*		\$ 66.00 per ton
F – 500 tons*	\$ 55.00 per ton	
G – 500 tons*		\$ 45.00 per ton
*tons are approximate more or less		
Total project per product:	\$923,400.00	\$807,300.00

Highway Supt., Small, reviewed the bid for accuracy, recommended acceptance of the bid from Duininck, Inc; and use of the recycled product. Motion by Hanten, second by Waterman, to accept the bid per the recommendation of the Highway Supt; all present voted aye; motion carried.

PUBLIC AUCTION FOR LEASE OF COUNTY PROPERTY

Motion by Hanten, second by Gabel, to set the opening acceptable base bid, for haying of County owned property, at a minimum of \$63.25 per acre; all present voted aye; motion carried. The Board conducted a public auction, as previously advertised, for the lease of County owned property for the purposes of haying. Chairman Johnson opened the auction by asking for a base bid of \$63.25 per acre. A bid was received from Paul McElhany in the amount of \$63.25. No other bids were received. Chairman Johnson declared the auction closed. Motion by VanDusen, second by Gabel, to accept the bid from Paul McElhany; all present voted aye; motion carried. A lease contract will be offered to Mr. McElhany in the total amount of \$599.61.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on circulation of 2017 budget worksheets; preparation of the City/School/County Bond Issue ballot; contacting of precinct workers for rural precincts; combination of

Codington County, May 9, 2017

rural precincts; and upcoming SDACO spring workshop. **Director of Equalization, Shawna Constant**, reported on completion of Board changes; sales for the first 6 months; small towns re-appraisal is underway; and the SDAAO annual conference. **Welfare Director, Sarah Petersen**, gave a presentation on history of utilities assistance through the Codington County Welfare Office from 2007 to the current time.

DIRECTOR OF EQUALIZATION VEHICLE

Motion by Hanten, second by Waterman, to authorize the purchase of a 2012 Ford Escape, from Watertown Ford, in the amount of \$14,249.00 (includes trade in of \$900.00), for the Director of Equalization Office. Director of Equalization, Shawna Constant, noted this is a budgeted item in 2017. Upon vote of the Board; all present voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by VanDusen, second by Hanten, to declare the following vehicles, from the Director of Equalization Office, surplus to be traded in on a 2012 Ford Escape; all present voted aye; motion carried: GEN01251, 2002 Ford Windstar and GEN01156, 1999 Chevy Malibu.

BEHAVIORAL HEALTH DEFLECTION PROGRAM CONTRACT

Motion by Gabel, second by Waterman, to authorize the Chairman to sign a contract between Codington County and Lutheran Social Services for the purposes of acquiring law enforcement deflection services for persons with behavioral health issues; all present voted aye; motion carried. Welfare Director, Sarah Petersen, noted this contract is for a period of six (6) months.

STEPPING UP MEETING SPEAKER

Motion by Gabel, second by VanDusen, to approve travel expense reimbursement for Jessica Peckover, Johnson County Iowa Jail Alternative Coordinator, for a planned presentation at the June 9, 2017, Stepping Up Meeting. Welfare Director, Sarah Petersen, requested authorization to pay the mileage, lodging and food expenses for Ms. Peckover to attend and present at this meeting. Upon vote of the Board; all present voted aye; motion carried.

AUDITOR'S ACCOUNT W/TREASUER AND REGISTER OF DEEDS 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 April 2017, all present voted aye; motion carried.

Cash on hand	\$ 11,204.91
Checks in Treasurers' possession	
less than 3 days	\$ 1,226,221.43
Credit Card Charges	\$ 10,379.22
Cash Items	\$ 567.40
TOTAL CASH ASSETS ON HAND	\$ 1,248,372.96
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 14,121.41
Reliabank Dakota	\$28,416,720.56
INVESTMENTS	
SD Public Funds Investment	\$ 6,976.26
CERTIFICATES OF DEPOSIT	
TOTAL CASH ASSETS	\$29,686,191.19
General Ledger Cash Balance by Funds:	
General	\$12,224,847.14
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,009,543.83
Sp. Revenue restricted cash	\$ 10,411.85

Trust & Agency	\$10,941,388.37
(schools 8,320,050.00, townships 118,589.74; city/towns 1,898,116.20)	
TOTAL GENERAL LEDGER CASH	\$ 29,686,191.19

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in the month of April 2017 were in the amount of \$20,090.50; with \$1,760.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by VanDusen, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: ACCREDITATION, AUDIT AND 150.00 SVC, A&B BUSINESS SOLUTIONS 3.51 RENT, ACTIVE HEATING 1129.71 REP, ADVANCE AUTO PARTS 9.28 REPAIRS/MAINT., ALEX AIR APPARATUS, INC 180.00 SVC, AP AUTO PROS 264.00 EQUIP, AT&T MOBILITY 119.41 UTIL, AVI SYSTEMS, INC 3298.00 EQUIP, BOB BARKER CO. 1241.14 SUP, JACK BARTLING 51.68 JURY, BATTERIES UNLIMITED 35.00 SUP, BATTERIES UNLIMITED 30.00 SUPPLIES, BEACON CENTER 1000.00 PMT, ALLEN BENCK 25.00 UTILITIES, KIERSTEN BENSON 20.00 WIT, BIERSCHBACH EQUIPMENT 3619.42 REPAIRS/MAINT., BORNS GROUP 3269.63 POST, MAHLON BOUGHTON 55.04 JURY, BOYS & GIRLS CLUB 1250.00 PMT, BROCK WHITE COMPANY 12600.00 SUPPLIES, BROWN CLINIC PLLP 12782.20 SVC, BURNS LAW OFFICE 3289.00 SVC, DAN BUSTA 25.00 UTILITIES, BUTLER MACHINERY 2184.64 SUPPLIES, JEFF CASE 25.00 UTILITIES, CASHWAY LUMBER INC. 1195.00 REP, CENTURYLINK 208.80 UTIL, CENTURYLINK 1807.14 UTIL, CERTIFIED LABORATORIES 384.57 SUPPLIES, CHARM-TEX, INC 413.90 SUP, CODINGTON CO. HISTORICAL SOC. 7819.60 SVC, CODINGTON COUNTY TREASURER 42.40 PMT, COLE PAPERS, INC. 1107.95 SUP, COMPASS COUNSELING 1800.00 SVC, CONNECTING POINT COMPUTER CENT 4840.45 MAINT, CONNECTING POINT 80.00 REPAIRS/MAINT., SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 261.11 SUP, CREDIT COLLECTIONS BUREAU 1563.05 PMT, CREDIT COLLECTIONS BUREAU 1060.13 PMT, CRESCENT ELECTRIC SUPPLY COMPA 44.36 SUPPLIES, CULLIGAN WATER CONDITIONING 200.00 SUP, DAVID CURTIS 40.00 CELL, MATT DARGATZ 25.00 UTILITIES, DATA TRUCK 69.98 UTIL, DELYLE'S SOUTH 81 SERVICE INC 71.75 REP, LORI DEUTSCH 149.80 TRAVEL & CONF., DIRT TRACK SUPPLY 226.00 REP, JAMIE DOLEN 25.00 UTILITIES, BIMBO FOODS, INC 1897.10 SUP, ELLYSON LAW OFFICE 3907.36 SVC, JOHN ENGELS 52.52 JURY, ENGELSTAD ELECTRIC CO. 2282.12 REP, ESRI 400.00 MAINT, MARIA ESCAMILLA 160.00 SVC, ESE IND INC 846.60 REP, RANDY FALVEY 25.00 UTILITIES, FAMILY DENTAL CENTER 1776.00 SVC, FARNAMS GENUINE PARTS 541.55 SUPPLIES, FIRST DISTRICT ASSN OF LCL GOV 10818.07 SVC, TOWN OF FLORENCE-PEGGY LINDAHL 62.55 UTILITIES, ALLISON FORBUSH 25.00 CELL, MILO FORD 156.00 TRAV, GALLS, LLC 246.86 SUP, GCR TIRES & SERVICE 1175.86 REP, GENOA HEALTHCARE/WATERTOWN 424.86 SUP, GLACIAL INTERACTIVE INC 96.25 SVC, GLACIAL LAKES & PRAIRIES TOUR. 250.00 SVC, GRAINGER 144.37 REP, GREEN, ROBY, OVIATT, 4650.24 SVC, MICHAEL GUBKA 151.00 MISC, JUSTIN HALAJIAN 25.00 CELL, RICK HARTLEY 40.00 UTILITIES, DAVE HEDDING 25.00 UTILITIES, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 1784.29 SUP, RICK HOLINKA 25.00 UTILITIES, MICHAEL HOVERSTADT 62.60 JURY, LARRY HOWARD 40.00 CELL, BRAD HOWELL 438.64 CELL, HUMAN SERVICE AGENCY 9037.50 SVC, GLACIAL LAKES HUMANE SOCIETY 5000.00 PMT, HYVEE #1871 ACCTS RECEIVABLE 2593.79 SUP, IAPE 375.00 TRAV, INTERLAKES COMMUNITY ACTION 1210.00 PMT, DAVID JANSSEN 71.00 JURY, J&B SCREEN PRINTING 65.00 SVC, JOHNSON CONTROLS, INC. 4701.44 MAINT, RACHAEL JOHNSON 53.36 JURY, DR CASEY D JOHNSTON MD PC 181.00 SVC, JURGENS PRINTING 588.50 SUP, MARK KATTERHAGEN 45.00 SVC, LAWSON PRODUCTS 89.24 SUPPLIES, LEADS ONLINE 594.00 SVC, LEWNO LAW OFFICE 451.38 SVC, LINCOLN CO TREASURER 722.13 SVC, JODI LOEHRER 174.54 CELL, STEVEN LOWRY 40.00 CELL, MAC'S INC 372.32 SUPPLIES,

MACKSTEEL WAREHOUSE, INC. 200.70 SUPPLIES, ARLET MAGSTADT 52.52 JURY, MAHOWALD'S 20.97 REP, MARCO, INC 280.00 RENT, ERIC MARTENS 51.68 JURY, RUSSELL MATHEWS 40.00 CELL, SARAH MCBRIEN 20.00 WIT, MELLETTE MEMORIAL ASSOCIATION 5000.00 PMT, MENARDS 895.99 REP, MENARDS 173.73 SUPPLIES, MIDCONTINENT COMMUNICATIONS 432.60 UTIL, MINNEHAHA COUNTY AUDITOR 108.00 SVC, GERLADINE MOHROR 54.20 JURY, MUNICIPAL UTILITIES 10701.69 UTIL, MUNICIPAL UTILITIES 794.96 UTILITIES, NORTHWESTERN ENERGY 340.46 UTILITIES, OFFICE PEEPS, INC. 3106.06 SUP, OFFICE PEEPS 29.99 SUPPLIES, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 41.22 UTILITIES, OVERHEAD DOOR 82.50 REPAIRS/MAINT., MICHELLE PEDERSON 25.00 CELL, JODY PENNING 57.56 JURY, SARAH PETERSEN 25.00 CELL, PHARMCHEM INC 1216.00 SUP, JENNIFER PLETAN 51.68 JURY, PMB 0112 174.01 UTIL, POWDERCOAT, INC 76.00 REP, PRAIRIE LAKES HEALTH CARE CENT 4749.87 SVC, RAPID CITY REGIONAL HOSPITAL 86.00 SVC, REDLINGER BROS. 2798.78 REP, REDWOOD TOXICOLOGY LABORATORY 527.57 SUP, ADAM REEVES 40.00 CELL, SHAYLA REYNOLDS 20.00 WIT, BRIAN RICHTER 40.00 CELL, ROBYN RITER 25.00 UTILITIES, TORI ROBERTS 50.84 JURY, ROGER'S AUTO SALES 45.00 REPAIRS/MAINT., RUNNINGS 51.29 SUP, RUNNINGS FARM & FLEET 107.58 REPAIRS/MAINT., LYNNE SADERGASKI 50.84 JURY, SATELLITE TRACKING OF PEOPLE 1014.00 SVC, TERRANCE SATTERLEE 1500.00 SVC, DEAN SCHAEFER COURT REPORTING 219.00 SVC, TREVER SCHIMMEL 40.00 CELL, SCHRADER'S 17.00 UNIF, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 215.00 PMT, SD DEPARTMENT OF REVENUE 2470.00 SVC, SD STATE TREASURER 426986.53 MAY REMITTANCE, SDACO 584.00 M&P, SDN COMMUNICATIONS 1151.28 UTIL, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 5063.80 SUP, HEIDI SELCHERT 25.00 CELL, SHARP AUTOMOTIVE 84.00 REPAIRS/MAINT., SHOPKO EYECARE 4054 470.91 SVC, SIOUX FALLS TWO-WAY RADIO 5408.77 EQUIP, SIOUX VALLEY COOP 4591.49 SUP, SIOUX VALLEY COOP 3422.55 SUPPLIES, SIOUX RURAL WATER SYSTEM 32.89 UTILITIES, RICKY SMALL 40.00 UTILITIES, LYNN SOLBERG 25.00 UTILITIES, BRENT SOLUM 185.00 CELL, ALIESHA SONSTEBO 75.20 JURY, SOUTH DAKOTA DEPT. OF TRANSPOR 2494.17 REPAIRS/MAINT., TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 1260.66 PUB, STAR LAUNDRY 3024.76 SUP, STAR LAUNDRY 109.54 SUPPLIES, STATE 4H OFFICE 75.00 TRAV, JEREMY STEINBERG 20.00 WIT, CONNIE STOEBNER 60.80 SVC, STEVE STUNES CONSULTING 802.18 SVC, SUPERIOR HOOD STEAMERS, INC 500.00 REP, SUTTON LAW OFFICE PC 16237.26 SVC, KAREN SWANDA 45.00 SVC, SCOTT SWANSON 25.00 CELL, SYSCO NORTH DAKOTA 21889.96 SUP, T&M AUTOBODY, INC 606.18 REP, THOMSON REUTERS-WEST 248.57 PMT, TOOL TIME RENTAL 40.00 REP, DOUG TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 383.92 RENT, TRAV'S OUTFITTER INC 600.00 UNIF, TRUENORTH STEEL 4234.53 SUPPLIES, JESSE VANHEEL 50.00 JURY, VAST BUSINESS 561.41 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 426.90 UTIL, LONIE VOGELSANG 25.00 UTILITIES, TOM WALDER 40.00 CELL, WALMART COMMUNITY 417.29 PMT, WALTNER, KOLBECK & SCHARFFENBERG 1540.56 SVC, WARNE PLUMBING & HEATING 4166.37 REP, TODD WARNE 25.00 UTILITIES, WATERTOWN FORD 392.93 REP, WATERTOWN LAWN & GARDEN 300.00 REP, WATERTOWN WHOLESALE 83.50 SUPPLIES, WESTSIDE ANIMAL CLINIC PC 114.75 SVC, WILES & RYLANCE, LLP 748.20 SVC, GERALD WILLIAMS 50.84 JURY, WW TIRE SERVICE INC. 34.22 REPAIRS/MAINT., XEROX CORPORATION 276.19 SUPPLIES, YANKTON CO. SHERIFF 100.00 SVC, YANKTON CO TREASURER 209.30 SVC.

WEED CONTROL ASSISTANCE IN DEUEL COUNTY

Motion by Waterman, second by Gabel, to allow the Codington County Weed Supervisor to assist in Deuel County with a poison Hemlock spraying project, covered under grant funds; and to allow the use of County equipment for said spraying; all present voted aye; motion carried.

EXTENSION CENTER STORAGE BUILDING BIDS

Facilities Manager, Milo Ford, met with the Board to review the bids, received and recorded in the minutes of May 2nd, 2017, for a storage building project at the Extension Center Complex.

Building construction – Mr. Ford advised the Board that the bid for construction from Crestone Builders is the low bid at \$96,500.00. Mr. Ford recommended acceptance of the Crestone Builders bid. Motion by VanDusen, second by Hanten, to award the construction bid to Crestone Builders, based on Mr. Ford’s recommendation; all present voted aye; motion carried.

Concrete – Mr. Ford reviewed the bids for concrete work. Mr. Ford noted that while Crestone Builders had the low base bid of \$28,600.00, Crestone’s alternate #1 bid is for \$4.60 per sq. ft. for any additional concrete flatwork needed, which brings the total bid to \$31,475.00. The base bid from Nygaard Concrete Construction was \$28,653.11 with an alternate #1 bid of \$4.25 per sq. ft., bringing the total bid to \$31,309.36. Mr. Ford recommended accepting the bid of Nygaard Concrete Construction. Motion by VanDusen, second by Waterman, to award the concrete bid to Nygaard Concrete Construction; all present voted aye; motion carried.

Electrical – Mr. Ford recommended acceptance of the low electrical bid from Muth Electric in the amount of \$9,430.00. Motion by Hanten, second by Waterman, to award the electrical bid to Muth Electric; all present voted aye; motion carried.

Mr. Ford advised the Board that the bids, as awarded, bring the project to a cost of \$137,239.36. Mr. Ford also noted the estimated site prep work, which will be completed by the Codington County Highway Dept., is estimated at a cost of \$7,563.00. The budgeted estimated cost of the project was \$160,000.00. Mr. Ford informed the Board there could be a shift in total cost based on the final location of the building, which is yet to be determined.

BOND ISSUE BALLOT LANGUAGE CHANGE

Commissioner Gabel provided the Board with a proposed minor ballot language change for the County’s upcoming bond issue. Commissioner Gabel proposed changing the following original language from “equipping Justice and Public Safety facilities” to “equipping Court, County Jail and County Law Enforcement facilities.” Motion by Gabel, second by VanDusen, to make this minor ballot language change; all present voted aye; motion carried. The Board will take action, on May 16th, to re-adopt the bond resolution to also reflect this wording change per the recommendation of Bond Counsel and Bond Advisor and in order to minimize bond paperwork.

PERSONNEL CHANGES

Motion by Hanten, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: 24/7 Coordinator, Lori Mills, anniversary step increase, to step 11/\$22.09 per hour. Payroll Officer, Jodi Pearson, anniversary step increase, to step 11/\$20.48 per hour.

TRAVEL REQUESTS

Motion by Hanten, second by Gabel, to approve the following travel request; all voted aye; motion carried: Part time Criminal Support Coordinator, Terminal Operator course.

EXECUTIVE SESSION

Motion by Hanten, second by Waterman, to enter into executive session at 10:31 a.m., per SDCL 1-25-2 (1) discussion of personnel issues and (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 10:52 a.m.; no action was taken. Human

Resource Director, Terry Satterlee; Director of Equalization, Shawna Constant; and Auditor, Cindy Brugman; were 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 10:53 a.m., until 9:00 a.m., Tuesday, May 16th, 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 \$_____.