The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 14, 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. The meeting was opened with the pledge of allegiance.

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

MINUTES APPROVED
Motion by Hanten, second by Gabel, to approve the minutes of November 7th, 2017; all voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported on: property tax levies; year-end budget monitoring; progress of the County’s audit; and election training with the Secretary of State office. Director of Equalization, Shawna Constant, reported on: processing sales data through November 1st; Dept. of Revenue sales audit; processing of building permits; and assessment intentions.

AUDITOR’S ACCOUNT W/TREASURER AND REGISTER OF DEEDS FEES
Motion by Hanten, second by Waterman, 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 October 2017, all present voted aye; motion carried.

Cash on hand $ 12,879.02
Checks in Treasurers’ possession
  less than 3 days $ 1,362,018.74
Credit Card Charges $ 13,273.61
Cash Items $ 325.00
TOTAL CASH ASSETS ON HAND $ 1,388,496.37
RECONCILED CHECKING
  Great Western Bank Checking (Memorial Park) $ 1,000.00
  Reliabank Dakota $28,436,826.66
INVESTMENTS
SD Public Funds Investment $ 6,991.65
TOTAL CASH ASSETS $29,833,314.68
General Ledger Cash Balance by Funds:
  General $13,169,226.48
  General restricted cash $ 500,000.00
  Sp. Revenue $ 5,692,271.16
  Sp. Revenue restricted cash $ 10,411.85
  Trust & Agency $10,461,405.19
    (schools 7,977,921.43, townships 127,641.11; city/towns 83,994.70)
TOTAL GENERAL LEDGER CASH $29,833,314.68
The Board noted Register of Deeds fees for the month of October in the amount of $29,848.00 with $1,900.00 remitted to the State of South Dakota for certified births, deaths, and EVRSS.

**COMMISSIONERS CONTINGENCY TRANSFER**

Motion by VanDusen, second by Waterman, to transfer Commissioner’s Contingency budget funds, 101-112-429.00, in the amount of $6,250.00, to the Planning and Zoning Budget, 101-711; all voted aye; motion carried.

**CLAIMS**

Motion by Hanten, second by VanDusen, to approve for payment the following claims; all present voted aye; motion carried: A-OX WELDING 142.89 SUPPLIES, ACCREDITATION, AUDIT AND 150.00 SVC, DONALD AARSTAD 12.52 JURY, A&B BUSINESS SOLUTIONS 15.65 SVC, ABC LOCK & KEY 8.00 SUPPLIES, AMERICAN LEGION STATE HEADQUAR 35.00 SUPPLIES, AMTEC LESS-LETHAL SYSTEMS 636.10 SUP, CHAD ANDERSON 12.52 JURY, JEFF ARGO 25.00 UTILITIES, AT&T MOBILITY 287.46 UTIL, AUSTIN LAW OFFICES 1430.80 SVC, AXON ENTERPRISES, INC 2691.16 SUP, MATTHEW BACH 28.40 WIT, KEITH BAILEY 10.84 JURY, BARBARA BASYE 420.16 JURY, BATTERIES UNLIMITED 58.00 SUP, BEACON CENTER 1000.00 SVC, JOHN BEASLEY 10.84 JURY, ALLEN BENCH 25.00 UTILITIES, BENDIX TECHNOLOGY CENTER 269.99 JURY, MATTHEW BERNARD 14.20 JURY, BERNIE'S TELEPHONE AND TECH 150.00 SVC, GENE BIERSCHIPE 17.56 JURY, BOARMAN KROOS VOGEL GROUP, INC 3376.69 SVC, BORNS GROUP 3682.09 POST, BOYS & GIRLS CLUB 7000.00 SVC, MARLENE BRAKSS 25.12 JURY, CINDY BRAMER 10.84 JURY, BRATLAND LAW 1635.60 SVC, BRIAN'S GLASS & DOOR INC. 231.00 REPAIRS/MAINT., BRIAN'S GLASS & DOOR, INC. 746.48 REP, BROTHERHOOD ARMS 1300.00 SUP, BROWN CLINIC PLLP 4274.00 SVC, VICTOR BROWNE 15.04 JURY, ALEXIS BURBACH 406.72 JURY, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 229.64 SUP, BUTLER MACHINERY 3798.01 SUPPLIES, CARRICO LAW PROF. LLC 1062.20 SVC, CARTNEY BEARING & SUPPLY 25.20 REP, JEFF CASE 25.00 UTILITIES, CENTURYLINK 751.06 UTIL, CHARM-TEX, INC 417.20 SUP, CHUCK'S LOCK & KEYS 6.85 REP, CLARK COUNTY 59.90 SVC, JAMES CLENDENIN 11.68 JURY, CODINGTON COUNTY HIGHWAY DEPT. 2574.71 MAINT, CODINGTON COUNTY SHERIFF 89.12 REIMB, CODINGTON-CLARK ELECTRIC COOPE 71.15 UTILITIES, COLE PAPERS, INC. 1718.21 SUP, JENNIFER COLLINS 58.40 JURY, CONNECTING POINT COMPUTER CENT 13102.24 REP, CONSERV FLAG CO 215.10 SUP, SHAWNA CONSTANT 185.00 PMT, CONSULTING RADIOLOGISTS, LTD 204.00 SVC, COUNTY FAIR FOODS 221.24 SUP, CREDIT COLLECTIONS BUREAU 931.01 PMT, CREDIT COLLECTIONS BUREAU 579.42 PMT, CULLIGAN WATER CONDITIONING 182.00 SUP, DAVID CURTIS 20.00 CELL, DAVID DARGATZ 413.44 JURY, MATT DARGATZ 25.00 UTILITIES, THOMAS DARGINGTON 28.48 JURY, DATA TRUCK 69.98 UTIL, DETCO 729.48 SUP, EDWARD DEVRIES 50.84 JURY, LEONARD DEWALL 10.84 JURY, DIVE RESCUE INTERNATIONAL, INC 87.14 REP, JAMIE DOLEN 25.00 UTILITIES, DTI TRUCKS 17249.00 VEH, DUDE SOLUTIONS 1789.73 MAINT, BIMBO FOODS, INC 1683.05 SUP, EIDE PROPERTIES 350.00 ASST, JESSICA EIDSON 11.68 JURY, ELECTION SYSTEMS & SOFTWARE 412.50 SVC, ELLYSON LAW OFFICE 1438.92 SVC, ENGELSTAD ELECTRIC CO. 810.60 REP, SHARLEEN ENGEMEN 50.84 JURY, RENAI ENNIS 10.00 JURY, MARIA ESCAMILLA 120.00 SVC, CARI EVEN 16.72 JURY, RANDY FALVEY 25.00 UTILITIES, FAMILY DENTAL CENTER 1536.00 SVC, FARNAMS GENUINE PARTS 937.38 SUPPLIES, DEAN FENenga 10.84 JURY, FIRST DISTRICT ASSN OF LCL GOV 40734.12 SUP, JAMES FJERSTAD 11.68 JURY, RICHARD FLATTEN 32.68 JURY, FLINT HILLS RESOURCES 7556.36 SUPPLIES, SUSAN FLISAND 26.80 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 61.70 UTILITIES, ALLISON FORBUSH 185.00 PMT, RANDY FOSTER 16.72 JURY, FOX & YOUNGBERG, P.C. 390.64 SVC, JOY FREIMARK 14.20 JURY, FSA - FARGO 5200.29 SUP, GCR TIRE CENTER 104.25 SUPPLIES, GCR TIRES & SERVICE 589.96 REP, GENOA HEALTHCARE/WATERTOWN 809.23 SUP, GIS WORKSHOP 2062.00 MAINT, BEATA GLAB

Codington County, November 14, 2017
NOTICE TO BIDDERS
Motion by Gabel, second by Waterman, to authorize the Auditor to publish a notice to bidders for the Courthouse Masonry Preservation, Maintenance, and Repair Project; all voted aye; motion carried. Bids will be opened at the Board’s meeting on January 9, 2018.

Codington County, November 14, 2017
SCISSOR LIFT
Motion by Hanten, second by Waterman, to authorize the purchase of a “Scissor Lift” from SD Federal Surplus Property, approximate cost $3,000.00, for use by the Maintenance Department and as requested by Facility Manager, Milo Ford; all voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT
Motion by VanDusen, second by Gabel, to approve an automatic budget supplement, in the amount of $6,731.91, with insurance proceeds, to the Government Buildings budget (101 161 425.00) for repair of a hail damaged vehicle, all voted aye; motion carried.

VEHICLE FOR WEED DEPT.
Motion by Waterman, second by Hanten, to authorize Weed Supervisor, Steve Molengraaf, to secure proposals from local dealers, for a new vehicle to replace a 2006 ¾ ton Chevy, as budgeted for in 2018; all voted aye; motion carried.

OFFICE SPACE LEASE OUTSIDE OF THE COURTHOUSE
The Board held a discussion on lease agreements for various County Offices which are scheduled to be moved from the Courthouse to free up space for a second jury Courtroom. Commissioner Gabel has forwarded lease agreements to the States Attorney to review for the Nurses Office, Veterans Service Office, and Welfare Office.

CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE
Commissioner Gabel updated the Board on recent activity of the CCJAC and discussion on the remodel of the Courthouse to provide for a second jury courtroom. Commissioner Gabel noted the next meeting of the CCJAC is scheduled for Monday, December 18th, at LATI.

PERSONNEL CHANGES
Motion by VanDusen, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Janet Bevers, Deputy Treasurer, anniversary step increase to step 10/$22.30 per hour. Barbara Maxwell, States Attorney Legal Secretary, anniversary step increase to step 11/$18.77 per hour. Cheri Howell, Emergency Management Secretary, anniversary step increase to step 5/$16.63 per hour.

TRAVEL REQUESTS
Motion by Hanten, second by Waterman, to approve a travel request for the Weed Supervisor to attend the VanDiest Year-end; all voted aye; motion carried.

JULIUS PROPERTY
The Board held a brief discussion regarding the status of the Julius property and a building on said property, which also sits on County owned property, and which was to be removed per Board action taken on August 8, 2017. Mr. Julius has requested County participation to remove said building.

VANWELL ZONING FEES
Gerald VanWell met with the Board to discuss fees assessed by Codington County for a mobile home that was moved onto the VanWell property without prior application and approval of the Planning and Zoning Board. The Board held a brief discussion and recommended that Mr. VanWell meet with the Planning and Zoning Board to allow that board to make a recommendation to the Board of County Commissioners regarding the fees assessed.

Codington County, November 14, 2017
EXECUTIVE SESSION
Motion by Hanten, second by VanDusen, to enter into executive session at 9:46 a.m., per SDCL 1-25-2; (1) Discussion of personnel issues and (4) Preparing for contract negotiations or negotiating with employees or employee’s representatives; all voted aye; motion carried. The Board returned to regular session at 10:14 a.m. Human Resource Director, Terry Satterlee was present for executive session. No action was taken.

DEPT. OF HEALTH REQUEST FOR COURTHOUSE OFFICE SPACE
Jen Fouberg, Regional Manager, Office of Child and Family Services, SD Dept. of Health and Cassie Deffenbaugh, Assistant Administrator, Office of Disease Prevention, SD Dept. of Health, met with the Board to request temporary office space in the office of the Community Health Nurse in the Courthouse. The Dept. of Health would like to temporarily lease office space in the office of the Community Health Nurse in the Courthouse to relocate two Disease Intervention Specialists and an Inspector for Health Protection to co-locate and ease client services. Motion by Hanten, second by Gabel, to approve the request for leased space. The Board held further discussion on the services that would be provided within the Courthouse for these offices. Discussion was also held regarding exposure to other clients in the Courthouse while providing services to clients testing for various diseases. Upon vote of the Board; Gabel and Johnson voted aye; Waterman, VanDusen, and Hanten voted no; motion failed.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 10:30 a.m., until 9:00 a.m., Tuesday, November 21st, 2017; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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