

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

November 7, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 7, 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 VanDusen, to approve the agenda; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Gabel, to approve the minutes of October 24th, 2017; all voted aye; motion carried.

NCA PLAT RESOLUTION

Zoning Officer, Luke Muller, presented and reviewed with the Board a plat of the NCA (Northern Con Agg) Addition. The Board adopted the following resolution:

RESOLUTION #2017-24

A Resolution to approve the platting of the NCA Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:
That an examination has been made of the plat entitled:

NCA Addition located in the Southeast Quarter of Section 17 and the Northeast Quarter of Section 20, Township 118 North, Range 52 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner Johnson, second by Commissioner Gabel; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 7th day of November, 2017, at Watertown, Codington County, South Dakota

Myron Johnson
Chairman

STATE OF SOUTH DAKOTA

Codington County, November 7, 2017

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COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2017-24, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 7th day of November, 2017, at Watertown, Codington County, South Dakota.

Cindy Brugman

County Auditor, Codington County, South Dakota

LORD ABBETT SUPPLEMENTAL RETIREMENT

Merle Tschakert, Financial Advisor with Edward Jones, met with the Board to discuss the County's 457 supplemental retirement plan through Lord Abbett. Mr. Tschakert has administered this plan for the County since 2006. Due to changes in 2016, administered by the Department of Labor, there are new rules for retirement accounts that affect the Lord Abbett plan. Mr. Tschakert will no longer be authorized to handle this plan through Lord Abbett as of December 31, 2017. Mr. Tschakert made a recommendation to the Board, to utilize a plan, for participating employees, with John Hancock. Each employee will need to meet with Mr. Tschakert to transfer over to the John Hancock plan. Motion by VanDusen, second by Gabel, to authorize Mr. Tschakert to offer the John Hancock plan to those employees who wish to participate; all voted aye; motion carried.

MONTHLY REPORTS

4H Youth Program Advisor, Jodi Loehrer, updated the Board on the following: 4-H Recognition annual even; Clover Buds program; Strengthening Families program training; Junior Achievement; and the Optimist Winter Wonderland event at Stokes Thomas City Park. **Veterans Service Officer, Al Janzen**, reported 91 walk-ins/appointments, 4 trips with 9 riders, and 3 home visits in the month of October. Mr. Janzen noted the 100th anniversary of the 174th Field Artillery and the upcoming Veterans Day program. Mr. Janzen is scheduled to speak to the local Optimist Club. **Weed Supervisor, Steve Molengraaf**, reported spraying finished up on October 24th. Mr. Molengraaf provided the Board with the following data for the 2017 spray season: 669.5-man hours and 4,554 miles sprayed. Chemical used: 1412.25 gallons of 2-4D; 377.75 gallons of Tordon; 13 gallons of Glyphosate; and 8.75 gallons of Transline. \$55,531.43 billed to various entities including \$2,632.74 for West Nile prevention and \$15,602.65 received in payments to date. Mr. Molengraaf also updated the Board on the following: District meeting, Mosquito conference, Safety & Loss Control conference, and VanDiest year end seminar. A data logger training session will be scheduled before the end of the year. **Welfare Director, Sarah Petersen**, provided the Board with a written report of statistics from the Welfare office for the month of September 2017. 31 people were served for the following: 9 medical, 10 housing, 4 housing support, 1 prescription, 3 burials, and 4 utilities; there were \$3,107.00 in funds expended by the County for these contacts and \$22,639.00 was saved using other resources. Ms. Petersen reported the NACO prescription drug card program provided \$3,238.83 in savings for 36 people in the month of September. October "Stepping Up" highlights include working with Policy Research Associate to review and finalize draft report. Ms. Petersen provide the Board with additional jail/offence related information regarding persons with mental health, substance abuse or developmental disabilities. The Welfare Director also provided the Board with Codington County indigent burial statistics from 2006 through the current time.

WEED SPRAYING TRUCK

Motion by Gabel, second by Waterman, to approve the purchase of a 1999 Chevrolet truck, from DTI Trucks, Wheat Ridge, CO, for the Weed Department; all voted aye; motion carried.

NOTICE TO BIDDERS AG. BUILDING ROOF

Motion by Gabel, second by VanDusen, to authorize the Auditor to publish a notice to bidders for the Ag. Building roof repair project; all voted aye; motion carried. Bids will be opened at the Board's meeting on December 5th, 2017.

MEMORIAL PARK BUILDING #4 DEMOLITION

Facility Manager, Milo Ford, requested authorization to demolish Building #4 located at Memorial Park. Mr. Ford noted this building has not been rented in recent years and is beyond rehabilitation. Motion by Hanten, second by Waterman, to declare Memorial Park building #4 surplus to be destroyed; all voted aye; motion carried.

COUNTY INDIGENT BURIAL POLICY AND PROCEDURES

Morrie Comes and Michael Wight, Wight and Comes Funeral Chapel; Welfare Director, Sarah Petersen; and States Attorney, Rebecca Morlock Reeves; met with the Board to discuss the County's current indigent burial policy and procedures. Mr. Comes noted he was also speaking on behalf of the Crawford - Osthus Funeral Chapel, who could not be present for this discussion. Mr. Comes asked the County to review the current policy specifically regarding next of kin's responsibility for the burial of an indigent person. States Attorney, Rebecca Morlock Reeves, advised the Board she has reviewed the County's indigent burial policy in comparison to current State statutes regarding the same and the County is adhering to SDCL at this time. Commissioner Hanten suggested that the Board review the next of kin section of the County's policy. Commissioners Hanten and VanDusen will review the policy with the Welfare Director and States Attorney.

REGISTER OF DEEDS SURPLUS COMPUTER EQUIPMENT

Motion by Hanten, second by Gabel, to declare the following computer equipment from the Register of Deeds office, surplus to be destroyed; HP towers s/n 2UA1370433, s/n MXL2032DMX, s/n MXL2032DMT, and s/n MXL2032DN4; all voted aye; motion carried.

COMMISSIONERS CONTINGENCY TRANSFER

Motion by Hanten, second by Waterman, to transfer Commissioner's Contingency budget funds, 101-112-429.00, in the amount of \$7,600.00, to the Mentally Ill Budget, 101-441; all voted aye; motion carried.

CLAIMS

Motion by Hanten, second by Gabel, to approve for payment a claim in the amount of \$3,809.29 to Maxwell Food Equipment for a commercial refrigerator for the Detention Center; all voted aye; motion carried.

SALARY CLAIMS

Motion by Hanten, second by Gabel, to approve October salary claims; all voted aye; motion carried: Commissioners: 9,970.72 total salaries. Auditor: 19,434.81 total salaries; Debra Melville 3283.38 step increase. Co. Treasurer: 28,054.69 total salaries. States Attorney: 30,641.46 total salaries; Patrick McCann 1150.80 final pay; Rebecca Morlock Reeves 7291.67 Promotion. Gov. Buildings: 18,340.26 total salaries. Dir. Equalization: 38,483.04 total salaries. Reg. of Deeds: 19,355.51 total salaries. Veterans Service: 9,524.98 salaries. Sheriff: 83,643.63 total salaries; Rusty Mathews 4487.46 step increase. Co. Jail: 108,610.40 total salaries; Jennifer Matejek 3843.66 step increase. Care of the Poor: 4,624.83 total salaries. County Nurse: 4,335.23 total salaries; Jeanie Ochsendorf 3265.98 step increase. Co. Park: 5,999.00 total salaries. Ag. Bldg.: 8,427.91 total salaries. Co. Extension: 8,752.71 total salaries. Weed Control: 9,171.91 total salaries. Planning Board: 261.14 total salaries. Road & Bridge: 84,391.82 total salaries; Lori Deutsch 3546.12 step increase. Emergency Management: 11,275.89 total salaries. Crime Victim: 6,134.71 total salaries. W.I.C.: 3,770.99 total salaries. Total 513,205.64. Breakdown of

withholding amounts which are included in the above: S.D. Retirement 46,580.12; S.D. Retirement 286.03 spouse option; S.D. Supplemental Retire. 2,800.00 suppl. retire.; Sanford 60,245.29 ins.; Reliance Standard Life Insurance 422.72 life ins.; Delta Dental 5,978.82 ins.; Avesis 780.60 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 472.00 employee union dues; AFLAC 3,483.56 ins.; Assurity Life Insurance Company 115.87 ins.; U.M.B. Bank 7,070.00 suppl. retire.; AFLAC 622.93 ins.; Watertown United Way 55.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,549.28 employee payments; Cod. Co. Treasurer 28,670.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 340.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 40,268.52 federal withholding; ReliaBank Dakota 59,271.54 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

PERSONNEL CHANGES

Motion by VanDusen, second by Hanten, to approve the following personnel changes; all voted aye; motion carried: Alissa Harte, Auditor Clerk, anniversary step increase to step 6/\$17.24 per hour. Jill Schweitzer, Register of Deeds Clerk, anniversary step increase to step 9/\$18.32 per hour. Brent Solum, Deputy Sheriff, anniversary step increase to step 4/\$22.66 per hour. Allen Benck, Highway Maint. III, anniversary step increase to step 11/\$23.19 per hour. Brad Schwinger, Highway Maint. III, anniversary step increase to step 11/\$23.19 per hour. Rick Holinka, Highway Maint. II, anniversary step increase to step 11/\$22.53 per hour. Jamie Dolen, Highway Maint. III, anniversary step increase to step 5/\$20.45 per hour.

TRAVEL REQUESTS

Motion by Waterman, second by Gabel, to approve a request for the Weed Supervisor to travel to Colorado to purchase a truck for the Weed Dept.; all voted aye; motion carried.

BKV GROUP REVIEW OF COURTHOUSE REMODEL PROJECT

Bruce Schwartzman and Anthony Enright, representatives from BKV Group, met with the Board to review the plans for a project to remodel Courthouse space to provide for a second jury courtroom.

GOVERNMENT BUILDINGS VEHICLE

Facility Manager, Milo Ford, met with the Board to discuss the need for another vehicle for the Maintenance Department. Mr. Ford will seek proposals from local vendors and report back to the Board at a later date.

SCISSOR LIFT

Facility Manager, Milo Ford, has located a scissor lift for use at various County locations. This item will be placed on the November 7th agenda for purchase approval.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 11:23 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 12:13 p.m. Human Resource Director, Terry Satterlee and Sheriff, Brad Howell, were present for executive session. No action was taken.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 12:13 p.m., until 9:00 a.m., Tuesday, November 21st, 2017; all 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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