

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

October 17, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 17<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. The meeting was opened with the pledge of allegiance.

**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 October 10<sup>th</sup>, 2017; all voted aye; motion carried.

**MONTHLY REPORTS**

**Highway Superintendent, Rick Small**, reported/updated the Board on the following: Bridge Improvement Grant applications for preliminary engineering on three bridges has been denied due to a low scoring number used by the SDDOT; recent rains have resulted in the need for culvert repair and rut repair on gravel roads; fall mowing is near completion; the roofing project at the Highway Office is complete and is pending inspection; Mr. Small noted he has prepared and mailed out a request for proposals for preliminary engineering on the three bridges aforementioned. A discussion was held regarding responsibility for dust control on haul roads.

**FY2019 WEED & PEST GRANT APPLICATION**

Motion by Hanten, second by Waterman, to authorize the Weed Supervisor, Steve Molengraaf, to apply for FY2019 Weed & Pest grant funding; all voted aye; motion carried.

**SURPLUS EQUIPMENT**

Motion by VanDusen, second by Gabel, to declare GEN00476, a Manitowoc refrigerator, purchased in 1996 for the Detention Center kitchen, surplus to be disposed of by the vendor delivering the new refrigerator; all voted aye; motion carried.

**EMPLOYEE HEALTH INSURANCE COVERAGE**

Motion by Hanten, second by Gabel, to approve the 2018 employee health insurance premium renewals from the Sanford Health plan and the following employer/employee payments; all voted aye; motion carried:

<u>PLAN</u>	<u>COUNTY COST</u>	<u>EMPLOYEE COST</u>
Single – option 1	\$588.47	
Single – option 2	\$532.98	
Single – option 3	\$502.26	
Family – option 1	\$734.99	\$734.99
Family – option 2	\$734.99	\$596.26
Family – option 3	\$734.99	\$519.46

**ARCHITECTURAL SERVICES FOR 2<sup>ND</sup> JURY COURTROOM/REMODEL**

Commissioner Gabel presented to the Board, and reviewed, an agreement for architectural services, with BKV Group, Inc., for demolition and remodeling of current office spaces to provide a second jury courtroom in the Courthouse. Commissioner Gabel noted this agreement was recommended for approval by the CCJAC. Motion by Gabel, second by VanDusen, to authorize the Chairman to sign the agreement for architectural services with BKV Group in the amount of \$160,000.00 for basic services and up to \$12,000.00 for reimbursable expenses incurred by the Architect and Architects consultants for the development of a second jury courtroom and remodel of Clerk of Courts office space. Discussion was held regarding the possibility of taking requests for proposals for these services. Commissioner Gabel noted requests for proposals for this type of service were taken previously and BKV was chosen, from among 10 proposals, by the Board of County Commissioners and CCJAC after a thorough review process. Upon vote of the Board; Gabel, Johnson, VanDusen, and Hanten voted aye; Waterman voted no; motion carried.

**PERSONNEL CHANGES**

Motion by Hanten, second by Waterman, to approve the following personnel changes; all voted aye; motion carried: Lori Deutsch, Highway Officer Manager, anniversary step increase, step 11/\$20.38 per hour. Jennifer Matejek, Correctional Officer, anniversary step increase, step 11/\$22.09 per hour. Angela Hyde, new hire Welfare Office clerical, step 4/\$16.10 per hour.

**TRAVEL REQUESTS**

Motion by Hanten, second by Gabel, to approve the following travel request; all voted aye; motion carried: Emergency Management Director, State Incident Management Assistance Team meeting/training.

**OTHER**

The Board discussed moving several County offices to facilities outside the Courthouse including the possibility of moving offices to the Watertown City Auditorium in the space previously used by the Watertown Park and Rec.

**EXECUTIVE SESSION**

Motion by Hanten, second by VanDusen, to enter into executive session at 10:06 a.m., per SDCL 1-25-2; (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 10:48 a.m. Human Resource Director, Terry Satterlee, was 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 Gabel, to adjourn at 10:48 a.m., until 9:00 a.m., Tuesday, October 24<sup>th</sup>, 2017; all voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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