

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

October 3, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 3rd, 2017, at the Codington County Courthouse. Commission members present were: Charlie Waterman, Troy VanDusen, and Brenda Hanten; Commissioner Gabel was present via teleconference; Chairman Myron Johnson absent; Vice Chair, Brenda Hanten presiding.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by VanDusen, second by Gabel, to approve the minutes of September 26th, 2017; with a correction to the budget adoption noting the cash applied should be \$2,912,681.00; all voted aye; motion carried.

STATES ATTORNEY, PATRICK MCCANN, RESIGNATION

States Attorney, Patrick McCann, advised the Board he has been appointed to a judicial appointment as Magistrate Judge in South Dakota's Third Judicial Circuit. Mr. McCann's last day as Codington County States Attorney will be Wednesday, October 4th. Mr. McCann submitted a letter of resignation to the Board at this time. Motion by Gabel, second by VanDusen, to accept, with regret, the resignation of States Attorney, Patrick McCann; all voted aye; motion carried.

STATES ATTORNEY APPOINTMENT

Per the recommendation of States Attorney, Patrick McCann, a motion was made by Waterman, second by Gabel, to appoint Deputy States Attorney, Rebecca Morlock Reeves, to the position of Codington County States Attorney, effective Thursday, October 5th, 2017; at \$87,500.00 per year (\$7,291.67 per mo.); all voted aye; motion carried.

Chairman Johnson arrived at 9:10 a.m. and conducted the meeting from this time forward.

HIGHWAY AND BRIDGE FIVE-YEAR IMPROVEMENT PLAN RESOLUTION

Motion by Hanten, second by Gabel to approve Resolution 2017-21 adopting the Codington County Five-Year Highway and Bridge Improvement Plan; and to authorize the Chairman and Auditor to sign the accompanying certification; all voted aye; motion carried.

RESOLUTION 2017-21

A RESOLUTION ADOPTING THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND
BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan; and

WHEREAS, Codington County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Codington County held a public meeting on September 5, 2017 to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, Codington County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED, By the Codington County Board of Commissioners, that the Codington County Five-year Highway and Bridge Improvement Plan is hereby adopted and recognized as the Highway and Bridge Improvement Plan for Codington County.

Dated at Codington County, Watertown, South Dakota this 3rd day of October, 2017

Myron Johnson

Chairman Codington County Commissioners

ATTEST:

Cindy Brugman

Codington County Auditor

DEPT. OF LEGISLATIVE AUDIT OPENING AUDIT CONFERENCE

Dave Schlosser, SD Dept. of Legislative Audit, met with the Board to review procedures that will be used during Codington County's regularly scheduled biennial audit for the years 2015 & 2016. Motion by VanDusen, second by Hanten, to authorize the Chairman and Auditor to sign the audit letter of engagement, all voted aye; motion carried. Mr. Schlosser informed the Board that he will be available for any questions they may have during the audit period.

MONTHLY REPORTS

4H Youth Program Advisor, Jodi Loehrer, updated the Board on the following: SDSU Extension Conference, scheduling programs for the new 4-H year, and Character All Stars program. Ms. Loehrer noted she is the new president for the coming year for the Watertown Optimist Club. **Veterans Service Office, Al Janzen**, reported 4 trips with 8 riders, 97 appointments/walk-ins, and 2 home visits in the month of September. Mr. Janzen reported on the recent "Military and First Responders Appreciation Program" and hosting of the Female Veterans traveling art display. **Weed Supervisor, Steve Molengraaf**, reported 266 logged hours/1,980 miles/40 acres of fall spraying have been completed using 470 gallons of 2-4D, 210 gallons of Tordon, 6.5 gallons of Glyphosate, and 5.5 gallons of Milestone. Mr. Molengraaf noted 100 miles of County roads are yet to be sprayed and spraying on Township roads is complete. Mr. Molengraaf will attend the District Weed meeting in Stratford and recently attended a Cyber Security presentation. The Weed Supervisor gave a video presentation from the Weed Tour and Commission meeting held in September. **Welfare Director, Sarah Petersen**, who could not be present

Codington County, October 3, 2017

for this meeting, provided the Board with a written report of statistics from the Welfare office for the month of July 2017. 36 people were served for the following: 13 medical, 11 housing, 2 housing support, 1 prescription, 4 burials, and 3 utilities; there were \$4,588.00 in funds expended by the County for these contacts and \$50,383.28 was saved using other resources. Ms. Petersen reported the NACO prescription drug card program provided \$2,802.40 in savings for 44 people in the month of July. August "Stepping Up" highlights included a SIM mapping workshop held on August 23rd and 24th. **Sheriff, Brad Howell**, submitted the following statistics compiled during the month of August 2017, for the Detention Center and Sheriff's Office: Average daily inmate population 82.55 (low of 71 and high of 93); 254 bookings ; \$9,402.50 collected in fees for out of county prisoner contracts; \$7,540.00 collected in work release fees; \$8,277.00 collected in fees for the 24/7 program; \$5,790.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General; 67 individuals testing twice daily for PBT'S; 33 individuals reporting twice weekly for UA Drug testing; and 30 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 623 cases/calls for service; responded to 11 traffic accidents; 73 arrest warrants served; 292 sets of civil papers served; and 21 inmate transports/4,739 transport miles. Sheriff Howell provided the Board with a report of fees collected in the amount of \$9,600.96 retained by the County, during the month of August, 2017. Sheriff Howell reported on the following: CIT training and fall firearms training. Sheriff Howell noted Correctional Officer, Wesley Jennings, was honored at the Military and First Responders Appreciation Program. Sheriff Howell advised the Board that on October 23rd, and in participation with the Watertown Health Youth Coalition, there will be a Town Hall type event at LATI from 5:30 p.m. to 7:00 p.m., regarding prescription drug use and binge drinking. Sheriff Howell invited the Board to attend this event and noted this event is open to the public.

SHERIFF'S OFFICE REMODEL PROJECT

Sheriff, Brad Howell, met with the Board to request authorization to move forward with a budgeted remodeling project at the Sheriff's Office. This project would include removing a wall to create a "Bull Pen" area for the Deputies and also includes carpeting replacement, cabinets upgrade, etc. Sheriff Howell noted the cost estimate he has received for this project is under the amount of funds budgeted. Motion by Hanten, second by Waterman, to authorize the Sheriff to move forward with the aforementioned project; all voted aye; motion carried.

GENERATOR TRAILER AND WIRING

Motion by Hanten, second by Gabel, to authorize the Emergency Management Director to purchase a trailer and wiring, for a generator which was donated to the County from the City of Watertown; all voted aye; motion carried.

EMPLOYEE HEALTH INSURANCE COVERAGE

The Board held a brief discussion regarding the renewal premiums for the County's employee health insurance coverage. The Board would like the local agent to appear before action is taken on the renewals premiums.

CLAIMS

Motion by Hanten, second by VanDusen, to approve for payment the following claims; all voted aye; motion carried: Sanford Health 548.53 ins. prem., City of Watertown 21,642.31 July 911 surcharge pmt.

COMMISSIONERS CONTINGENCY TRANSFER

Motion by Hanten, second by Waterman, to transfer \$20,000.00 from Commissioners Contingency to the Election Budget, for 8 ExpressVotes devices, per the request and recommendation of the Auditor; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Auditor Accounts Payable clerk, Debbie Melville, anniversary step increase, step 11/\$18.87 per hour and Deputy Sheriff, Rusty Mathews, anniversary step increase, to step 9/\$25.79 per hour.

TRAVEL REQUESTS

Motion by Hanten, second by Waterman, to approve the following travel requests, all voted aye; motion carried: Weed Supervisor and Highway Superintendent, South Dakota Safety Conference sponsored by Safety Benefits; Weed Supervisor and seasonal spray staff, District Weed Meeting; Weed Supervisor, 2017 Mosquito Conference.

OTHER

Commissioner Gabel updated the Board on the Juvenile Detention Alternative Initiative and Juvenile Justice conferences he recently attended. Commissioner Hanten reported on the following meetings she recently attended: ICAP, E-911, 1st District, and NRCS. Commissioner Hanten advised the Board that a Legislative Banquet will be held on October 16th in Webster. The Board briefly discussed the upcoming Sioux Valley Officials Association district meeting which Codington County will host on November 8th.

EXECUTIVE SESSION

Motion by Hanten, second by Waterman, to enter into executive session at 10:54 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 11:02 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 VanDusen, to adjourn at 11:02 a.m., until 9:00 a.m., Tuesday, October 10th, 2017; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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