

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

December 12, 2017

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 12, 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 VanDusen, to approve the minutes of December 5<sup>th</sup>, 2017; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported pay 2018 tax levies have been approved by the Dept. of Revenue; budgets are being monitored for year end balances; the County's audit by the Dept. of Legislative Audit has been completed; and advance taxes are being prepared for those property owners who wish to pay before January 1, 2018. **Director of Equalization, Shawna Constant**, reported on updating sales information and name changes to property tax records; continued work on the re-appraisal values, building permits, and 2018 intentions. Buffer Strip Applications have been processed for the 2018 assessment year. **Weed Supervisor, Steve Molengraaf**, updated the Board on the following: retrieval of a used spray truck from Denver, the new snow plow has been installed on the Kubota, attending the Safety and Loss Control conference, a recent local Weed Board meeting, the annual State Weed conference scheduled for February 2018, and the annual meeting of the Weed Board, local Towns and Townships scheduled for February 2018. Mr. Molengraaf intends to review property records to verify right of way measurements on County roads.

**AUDITOR'S ACCOUNT W/TREASURER AND REGISTER OF DEEDS MONTHLY FEES**

Motion by Hanten, second by Gabel, 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 November 2017, all present voted aye; motion carried.

Cash on hand	\$ 9,112.06
Checks in Treasurers' possession	
less than 3 days	\$ 169,628.22
Credit Card Charges	\$ 9,753.45
Cash Items	\$ 376.28
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 188,870.01</b>
<b>RECONCILED CHECKING</b>	
Great Western Bank Checking (Memorial Park)	\$ 951.61
Reliabank Dakota	\$20,845,468.15
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 6,994.97
<b>TOTAL CASH ASSETS</b>	<b>\$21,042,284.74</b>
<b>General Ledger Cash Balance by Funds:</b>	
General	\$12,969,188.13
General restricted cash	\$ 500,000.00

Codington County, December 12, 2017

Sp. Revenue	\$ 5,517,981.55
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 2,044,703.21
(schools 1,246,669.47, townships 55,012.18; city/towns 241,697.33)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$ 21,042,284.74</b>

The Board noted Register of Deeds fees for the month of November in the amount of \$27,509.00 with \$1,820.00 remitted to the State of South Dakota for certified births, deaths, and EVRSS.

#### **AG. BUILDING ROOFING BID AWARD**

Facility Manager, Milo Ford, met with the Board to discuss the bid received on December 5<sup>th</sup> for the repairs to the Ag. Building roof which suffered hail damage on July 11, 2017. Mr. Ford recommended accepting the bid from Pro-Tec Roofing & Sheet Metal, Watertown SD, as follows:

Base bid amount	\$297,840.00
Alternate #1	\$27,780.00
Alternate #2	\$64,780.00

Motion by Gabel, second by Waterman, to accept the bid as recommended by the Facility Manager; all voted aye; motion carried.

#### **CLAIMS**

Motion by Gabel, second by Hanten, to approve the following claims for payment; all voted aye; motion carried: ACCREDITATION, AUDIT AND 150.00 SVC, AMERICAN LEGION 45.00 SUP, JANELLE ANDERSON 12.52 JURY, ANESTHESIA PHYSICIANS, LTD 375.00 SVC, JEFF ARGO 25.00 UTILITIES, AT&T MOBILITY 287.44 UTIL, AUSTIN LAW OFFICES 2208.47 SVC, KENNETH BAILLY 50.84 JURY, RYAN BAILLY 20.00 WIT, BOB BARKER CO. 1339.00 SUP, FRANK BARTHEL 11.68 JURY, BATTERIES UNLIMITED 662.00 REP, BAUER LAW OFFICE PC 3517.80 SVC, BEACON CENTER 1000.00 PMT, ALLEN BENCK 25.00 UTILITIES, ROGER BENTHIN 88.00 SVC, CHAD BENTON 11.68 JURY, JOSHUA BEUTOW 10.84 JURY, BOARMAN KROOS VOGEL GROUP, INC 22110.59 SVC, JIM BOERGER 12.52 JURY, ROBERT BOETTCHER 18.40 JURY, BORNS GROUP 2779.81 POST, BOYS & GIRLS CLUB 1250.00 PMT, BRIAN'S GLASS & DOOR INC. 520.00 REPAIRS/MAINT., BRIAN'S GLASS & DOOR, INC. 40.00 REP, BROTHERHOOD ARMS 199.98 SUP, BROWN CLINIC PLLP 9668.00 SVC, CINDY BRUGMAN 30.00 TRAV, RUSSELL BULLIS 11.68 JURY, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 689.30 SUPPLIES, JEFFREY CARIVEAU 23.44 JURY, CARTNEY BEARING & SUPPLY 11.32 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CASHWAY LUMBER 167.26 SUPPLIES, CASHWAY LUMBER INC. 502.90 SUP, CENTURYLINK 716.44 UTIL, CERTIFIED LABORATORIES 354.33 SUPPLIES, CHARM-TEX, INC 305.40 SUP, CHUCK'S LOCK & KEYS 13.75 SUP, CODINGTON COUNTY TREASURER 100.28 PMT, COLE PAPERS, INC. 2523.67 SUP, JENNIFER COLLINS 58.40 JURY, CONNECTING POINT COMPUTER CENT 13043.20 SUP, SHAWNA CONSTANT 25.00 CELL, CONSULTING RADIOLOGISTS, LTD 166.00 SVC, THE COTEAU SHOPPER 96.60 PUB, COUNTY FAIR FOODS 84.07 SUP, CREDIT COLLECTIONS BUREAU 2615.11 PMT, CREDIT COLLECTIONS BUREAU 1374.93 PMT, SHARON CROMWELL 14.20 JURY, CULLIGAN WATER CONDITIONING 182.00 SUP, D K DIESEL 1110.00 SUPPLIES, MATT DARGATZ 25.00 UTILITIES, DATA TRUCK 69.98 UTIL, BRIANA DEBOER 41.00 WIT, DELYLE'S SOUTH 81 SERVICE INC 149.15 REP, STEPHANIE DEVINE 55.04 JURY, EDWARD DEVRIES 50.84 JURY, GWENDOLYN DOCKTER 14.20 JURY, JAMIE DOLEN 25.00 UTILITIES, BIMBO FOODS, INC 598.00 SUP, BRUCE EGERSTROM 56.72 JURY, EMBRACE FAMILY DENTISTRY 69.00 SVC, EMC INSURANCE COMPANIES 97.00 PMT, EMPIRE PIZZA 97.14 JURY, ENGELSTAD ELECTRIC CO. 3215.62 REP, SHARLEEN ENGEN 50.84 JURY, EQUIPMENT BLADES INC 4812.00 SUPPLIES, ESE IND INC 5222.40 SUP, RANDY FALVEY 25.00 UTILITIES, FAMILY DENTAL CENTER 1442.00 SVC, FARNAMS GENUINE PARTS 251.17 SUPPLIES,

BRENDA FEYEREISEN 25.12 JURY, FIRST DISTRICT ASSN OF LCL GOV 9100.00 SVC, TONY FISCHER 11.68 JURY, NATHAN FLEMMING 26.80 JURY, FLOORS & MORE 355.00 REP, TOWN OF FLORENCE-PEGGY LINDAHL 61.70 UTILITIES, TOWN OF FLORENCE 124.00 ROAD, ALLISON FORBUSH 25.00 CELL, MILO FORD 22.00 TRAV, FSA - FARGO 4431.44 SUP, FURNITURE LEISURE 1314.70 REP, GALLS, LLC 3457.01 SUP, GCR TIRE CENTER 194.54 REPAIRS/MAINT., GCR TIRES & SERVICE 1692.29 REP, GENOA HEALTHCARE/WATERTOWN 2528.25 SUP, GLACIAL INTERACTIVE INC 55.00 SVC, GLACIAL LAKES & PRAIRIES TOUR. 200.00 SVC, GLASS PRODUCTS INC. 840.35 REP, GLOCK PROFESSIONAL, INC 500.00 TRAV, BECKY GOENS 29.53 MILE, SCOTT GOOD 53.36 JURY, GRAINGER 39.43 REP, GREEN, ROBY, OVIATT, 4857.46 SVC, MICHAEL GUBKA 40.00 CELL, KAYLEE GUENTHER 13.36 JURY, JERROLD HACKBART 12.52 JURY, JUSTIN HALAJIAN 25.00 CELL, JOSHUA HANSON 10.00 JURY, ALISSA HARTE 30.00 TRAV, RICK HARTLEY 40.00 UTILITIES, DAVE HEDDING 25.00 UTILITIES, H. HEIG 13.36 JURY, KAREN HEMILLER 14.20 JURY, TOWN OF HENRY 141.00 ROAD, RICHARD HERR 51.68 JURY, JEFF HERSHMAN 25.00 CELL, DEREK HESSE 11.68 JURY, CHRIS HILLBERG 10.84 JURY, HILLYARD/SIOUX FALLS 2121.94 REP, JULIE HOLGATE 16.72 JURY, RICK HOLINKA 25.00 UTILITIES, LARRY HOWARD 40.00 CELL, BRAD HOWELL 40.00 CELL, HUMAN SERVICE AGENCY 13000.00 SVC, HURKES IMPLEMENT CO. 398.57 REP, HYVEE #1871 ACCTS RECEIVABLE 22616.59 SUP, I STATE TRUCK CENTER 516.76 SUPPLIES, INTERLAKES COMMUNITY ACTION 1210.00 PMT, ROBERT JASKULKA 10.84 JURY, BRENDA JOHNSON 15.88 JURY, GREGORY JOHNSON 53.36 JURY, JUSTIN JOHNSON 13.36 JURY, BILLIE JONES 58.40 JURY, SCOTT JONGBLOED 2500.00 GRANT, MARK KATTERHAGEN 85.50 SVC, ASHLEY KEISER 10.84 JURY, MELISSA KELLER 11.68 JURY, TERRY KELLY 54.20 JURY, SOMMER KENNEDY 12.52 JURY, THE KING CORPORATION 240.00 REP, JASON KNIGGE 10.84 JURY, JENIFER KRANZ 60.08 JURY, TOWN OF KRANZBURG 86.00 ROAD, LACROIX LAW OFFICE 237.23 SVC, LAFRAMBOISE CONSTRUCTION, INC 5610.00 REP, ALYSSA LARSON 13.36 JURY, LAWSON PRODUCTS 163.33 SUPPLIES, CHRISTOPHER LEE 14.20 JURY, ERIK LEE 50.84 JURY, LEWIS & CLARK BHS 800.00 SVC, LEWNO LAW OFFICE 780.80 SVC, LINCOLN CO TREASURER 1569.57 SVC, DARCY LOCKWOOD 85.50 CELL, JODI LOEHRER 139.56 PMT, STEVEN LOWRY 40.00 CELL, RICHARD LUECK 10.84 JURY, LUTHERAN SOCIAL SERVICES 1071.58 SVC, M & T FIRE AND SAFETY 67.00 SUPPLIES, MAC'S INC 60.12 SUPPLIES, MAC'S INC. 45.33 SUP, CHARLES MACK 53.36 JURY, MACKSTEEL WAREHOUSE, INC. 194.52 SUP, ROBERT MAGSTADT 11.68 JURY, MAHOWALD HARDWARE 6.49 SUPPLIES, MAHOWALD'S 62.16 SUP, MANATRON, INC 15821.82 MAINT, MARCO, INC 295.87 RENT, RUSSELL MATHEWS 40.00 CELL, PATRICK MCCLEMANS 58.40 JURY, MEDICAL WASTE TRANSPORT, INC 125.01 SVC, MENARDS 91.46 SUPPLIES, MENARDS 713.88 SUP, MIDCONTINENT COMMUNICATIONS 432.76 UTIL, MODAK TRUCKING, INC 250.00 MAINT, MOE OIL COMPANY 3948.25 SUPPLIES, STEVE MOLENGRAAF 68.00 TRAV, CALLEN MORRISSETTE 24.28 JURY, MUNICIPAL UTILITIES 11099.44 UTIL, MUNICIPAL UTILITIES 720.81 UTILITIES, MUTH ELECTRIC 1986.67 UTIL, NORTHWESTERN ENERGY 246.68 UTILITIES, OFFICE PEEPS, INC. 9947.76 SUP, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 41.66 UTILITIES, BRAXTON OWEN 31.00 JURY, BRENDA OWENS 10.84 JURY, DOUGLAS N. PAPENDICK 794.40 SVC, TERRY PARISH 10.84 JURY, JOANN PAULSON 4000.00 GRANT, MICHELLE PEDERSON 25.00 CELL, AMANDA PENNING 11.68 JURY, PENNINGTON COUNTY JAIL 132.65 TRAV, PERFORMANCE TOWING 90.00 SUP, LORI PETERSEN 18.40 JURY, SARAH PETERSEN 25.00 CELL, ROBERT PIERSON 11.68 JURY, PITNEY BOWES 161.48 SUP, PMB 0112 286.41 UTIL, PRAIRIE LAKES HEALTH CARE CENT 7332.82 SVC, PRINT 'EM NOW 400.00 SUP, RAINBOW PLAY SYSTEMS, INC 200.00 SUP, RAMKOTA HOTEL - PIERRE 2553.00 TRAV, VINCENT RAML 22.60 JURY, BRANDON RASMUSSEN 11.68 JURY, DIANE REDLIN 31.00 JURY, JOHN REDLINGER 50.84 JURY, REDWOOD TOXICOLOGY LABORATORY 572.78 SUP, ADAM REEVES 40.00 CELL, RESERVE ACCOUNT 567.39 PMT, RH HOME+ PHARMACY 61.59 SUP, BRIAN RICHTER 40.00 CELL, ANGELA RIEFFENBERGER

10.84 JURY, DOUGLAS RIES 14.20 JURY, MONICA RIES 10.84 JURY, ROBYN RITER 25.00 UTILITIES, ROETHLER CONSTRUCTION 16348.75 REM, PATSY RORVICK 52.52 JURY, DON ROWLAND 1500.00 GRANT, S&S INDUSTRIES 3800.00 EQUIP, SAFE-N-SECURE 3953.10 EQUIP, SANFORD HEALTH 3465.00 SVC, SATELLITE TRACKING OF PEOPLE 1404.00 SVC, TERRANCE SATTERLEE 1500.00 SVC, TASHA SCHANBECK 12.52 JURY, SCHEELS 10300.00 SUP, TREVER SCHIMMEL 40.00 CELL, SCHUMACHER ELEVATOR CO 690.00 REP, BRAD SCHWINGER 25.00 UTILITIES, SD ASSOCIATION OF WEED & PEST 50.00 DUES, SD ATTORNEY GENERAL'S OFFICE 241.00 PMT, SD DEPARTMENT OF REVENUE 2315.00 PMT, S.D. FEDERAL PROPERTY 2900.00 EQUIP, SD STATE TREASURER 410488.08 DECEMBER REMITTANCE, SDACC 5129.00 DUES, SDACO 2430.89 DUES, SDACO 726.00 M&P, SDAE4-HP 120.00 DUES, SDN COMMUNICATIONS 1151.28 UTIL, SDSU EXTENSION 81.20 TRAV, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 3667.00 SUP, HEIDI SELCHERT 25.00 CELL, SERVICE PLUS, INC 170.24 REP, SHEEHAN TRAILER 3947.00 SUP, SHERWIN WILLIAMS 1134.55 SUP, SHOPKO EYECARE 4054 246.94 SVC, DEVIN SINER 55.04 JURY, SIOUX VALLEY COOP 8062.45 SUP, SIOUX VALLEY COOP 31395.85 SUPPLIES, SIOUX RURAL WATER SYSTEM 33.00 UTILITIES, RICKY SMALL 40.00 UTILITIES, LYNN SOLBERG 25.00 UTILITIES, BRENT SOLUM 40.00 CELL, SOUTH DAKOTA HWY SUPT, ASSN 275.00 TRAVEL & CONF., SOUTH DAKOTA FEDERAL PROPERTY 257.75 SUPPLIES, SOUTH DAKOTA DEPT. OF TRANSPOR 20670.32 REPAIRS/MAINT., TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 1242.13 PUB, TOWN OF SOUTH SHORE 187.00 ROAD, STAN HOUSTON EQUIPMENT 656.95 SUPPLIES, STAR LAUNDRY 164.31 SUPPLIES, STAR LAUNDRY 1751.19 SUP, STATE BAR OF SOUTH DAKOTA 830.00 DUES, STEVE STUNES CONSULTING 322.34 SVC, STURDEVANTS AUTO PARTS 68.22 REPAIRS/MAINT., SUTTON LAW OFFICE PC 15307.35 SVC, SCOTT SWANSON 25.00 CELL, T&M AUTOBODY, INC 731.60 REP, TECHNICOLOR SCREEN PRINTING 42.14 SUP, THOMSON REUTERS-WEST 248.57 SUP, DOUG TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 312.69 RENT, TRAV'S OUTFITTER INC 5985.00 GRANT, TRACTOR SUPPLY CREDIT PLAN 1796.40 SUP, TURBAK LAW OFFICE, P.C. 4568.85 SVC, ULINE 220.75 MAINT, BRADLEY VANMETER 13.36 JURY, VAST BUSINESS 511.36 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 437.30 UTIL, GREAT WESTERN BANK 267.43 PMT, GREAT WESTERN BANK 85.20 PMT, GREAT WESTERN BANK 175.20 PMT, GREAT WESTERN BANK 2232.14 PMT, GREAT WESTERN BANK 600.82 PMT, GREAT WESTERN BANK 964.85 PMT, LONIE VOGELSANG 25.00 UTILITIES, RITA WABA 10.84 JURY, ROBERT WAGNER 11.68 JURY, TOM WALDER 40.00 CELL, TOWN OF WALLACE 57.00 ROAD, WALMART COMMUNITY 325.86 PMT, YVONNE WALSH 10.84 JURY, WARNE PLUMBING 1506.13 REP, TODD WARNE 25.00 UTILITIES, WATERTOWN CITY FINANCE OFFICE 23002.00 ROAD, WATERTOWN FIRE & AMBULANCE 250.00 SVC, WATERTOWN FORD 192.72 REP, WATERTOWN LAWN & GARDEN 95.00 REP, WATERTOWN PUBLIC OPINION 1297.62 PUB, WATERTOWN SCHOOL DISTRICT 49.50 GRANT, WATERTOWN WHOLESALE 128.72 SUPPLIES, JANET WELCH 11.68 JURY, WHEELCO 224.98 REPAIRS/MAINT., WILES & RYLANCE, LLP 1744.95 SVC, WILLIAMS CARPET ONE 6845.30 EQUIP, GARY WILSON 15.88 JURY, JEFFREY WOLFE 151.04 WIT, LINDA WRIGHT 11.68 JURY, WATERTOWN LANDFILL 14.25 REP, WW TIRE SERVICE INC. 119.70 SUPPLIES, XEROX CORPORATION 114.18 SUPPLIES, YANKTON CO. SHERIFF 250.00 SVC.

#### **ABATEMENT APPLICATION**

Motion by VanDusen, second by Hanten, to approve the abatement application of Three Eagles of Joliet Inc., regarding record #18682, for taxes payable in 2014, 2015, & 2016, resulting in refunds of \$2,517.76 and an abatement of \$775.08 for taxes payable in 2017; all voted aye; motion carried.

**GIS WEBSITE DEVELOPMENT AND HOSTING**

Motion by Hanten, second by Gabel, to authorize the Chairman to sign a contract, in the amount of \$3,100.00, with First District Assoc. of Local Governments., for the continued hosting and development of the GIS website for calendar year 2018; all present voted aye; motion carried.

**PARCEL DATA BASE MAINTENANCE**

Motion by Hanten, second by Waterman, to authorize the Chairman to sign a contract, in the amount of \$6,000.00, for services between Codington County and First District Association of Local Governments for the maintenance of the County's parcel data base; all present voted aye; motion carried.

**COMMISSIONERS CONTINGENCY TRANSFER**

Motion by Hanten, second by VanDusen, to transfer Commissioners Contingency funds in the amount of \$12,834.47 to the Court Appointed Attorney budget 101-153 and \$2,861.55 to the Board of Mental Illness budget 101 445; all voted aye; motion carried.

**2017 UNION LABOR CONTRACTS APPROVED**

**Human Resource Director, Terry Satterlee**, reviewed with the Board the modifications within the 2018 Teamsters Local Union No. 120, Codington County Correctional Officers, Labor Contract. Mr. Satterlee noted a number of changes within the contract including, a 1.5% COLA on the employees 2017 base wage schedule, an increase of vacation hours for employees with 20+ years of employment, raising the sick bank cap hours, raising the maximum number of hours of sick leave payout upon retirement, longevity increase for employees with 26 to 30+ years of employment, and an increase in hours of shift differential. Motion by VanDusen, second by Gabel, to authorize the Chairman to sign the 2018 labor contract between Codington County and the Codington County Correctional Officers; all voted aye; motion carried.

**JUVENILE DETENTION ALTERNATIVE INITIATIVE COMMITTEE MOU**

Commissioner Gabel presented to the Board an MOU for the Codington County Juvenile (JDAI) Alternatives Initiative Committee. Commissioner Gabel advised the Board that the purpose of this committee is to establish a cooperative relationship between, South Dakota Third Judicial Circuit, Codington County, the City of Watertown, Codington County Sheriff's Office, Codington County States Attorney's Office, Third Judicial Circuit Court Services, Watertown Police Department, Human Services Agency, Lutheran Social Services, Watertown Boys and Girls Club, Watertown School District, South Dakota Department of Corrections, South Dakota Department of Social Services, the Codington County Public Defender (local law firm under contract to provide Public Defender services), and other parties as amended, by establishing the eight core strategies to eliminate the inappropriate or unnecessary use of secure detention of juvenile offenders; minimize re-arrest of juvenile offenders and failure to appear rates pending adjudication; ensure appropriate conditions of confinement in secure facilities for juvenile offenders; and when necessary, redirect public resources and policies to sustain successful reforms. Motion by Gabel, second by VanDusen, to authorize the Chairman to sign the aforementioned MOU; all voted aye; motion carried.

**BEHAVIORAL HEALTH AND JUSTICE WORKING GROUP CHARTER**

Commissioner Gabel presented the Board with a resolution to establish a "Behavioral Health and Justice Working Group" to, in light of Codington County's responsibility, under SDCL Chapter 24-11, reduce the number of people booked into jail with behavioral health disorders; reduce the length of time people with mental illnesses stay in jail; better connect people with behavioral health problems to appropriate services while in jail and after release; and reduce the rate of recidivism among those with mental illnesses. Motion by Gabel, second by Waterman, to adopt Resolution 2017-26, establishing a Charter for the Codington County Behavioral Health and Justice Work Group; all voted aye; motion carried.

**AUTOMATIC BUDGET SUPPLEMENTS**

Motion by Hanten, second by VanDusen, to approve automatic budget supplements to the General Fund revenue budget; and Judicial Systems and Emergency Management expenditure budgets; with the following grant reimbursement funds and anticipated grant reimbursement funds; all voted aye; motion carried: 101 130 426.00 - \$2,560.00; 101 334.02 - \$2,560.00; 226 222 429.10 - \$18,720.00; and 226 222 429.50 - \$6,538.20.

**PERSONNEL CHANGES**

Motion by VanDusen, second by Waterman, to approve the following personnel change; all voted aye; motion carried: Deputy Sheriff, Adam Reeves, anniversary step increase, step 5/\$23.44 per hour.

**TRAVEL REQUESTS**

Motion by Hanten, second by Gabel, to approve the following travel requests; all voted aye; motion carried: Chief Correctional Officer and 7 additional staff, Jail training in Mitchell. Weed Supervisor and seasonal employee, 2018 Weed & Pest Conference.

**EXECUTIVE SESSION**

Motion by Hanten, second by VanDusen, to enter into executive session at 10:11 a.m. per SDCL 1-25-2 (4) Preparing for contract negotiations or negotiating with employees or employee representatives; all voted aye; motion carried. The Board returned to regular session at 10:24 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by Waterman, to adjourn at 10:24 a.m., until 9:00 a.m., Tuesday, December 19<sup>th</sup>, 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.

Published once at the total approximate cost of \$\_\_\_\_\_.