

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

February 20, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 20, 2018, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen, and Brenda Hanten; Chairman Johnson, presiding. The meeting was opened with the pledge of allegiance.

AGENDA APPROVED

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 February 13, 2018; all voted aye; motion carried.

MONTHLY REPORTS

Facility Manager, Milo Ford, updated the Board on the following: **Memorial Park** – online reservations are picking up; **Extension Center Complex** – Farm Show was a success with no building problems occurring and the Big Boys Toy Show is scheduled for this weekend; **Courthouse** – work continues on the project to move a number of offices to outside locations and within the building; **Detention Center** – shelving is being installed for the Sheriff's office in the office space previously used by the Highway Patrol. Work continues to progress on the development of a safety manual per the recommendation of Safety Benefits. **Highway Superintendent, Rick Small**, reported he is working on obtaining fuel quotes due to the fact that a bid was not submitted during the County's annual bid letting and the new pickup for the Highway Dept. has been delivered and outfitted. **Sheriff, Brad Howell**, submitted the following statistics compiled during the month of January 2018, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$8,434.00 retained by the County; 496 cases/calls for service; responded to 14 traffic accidents; 63 arrest warrants served; 252 sets of civil papers served; 4,870 inmate transport miles; average daily inmate population 66.42 (high of 76 and low of 59); 26 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 43 individuals testing twice daily for PBT'S; 44 individuals reporting twice weekly for UA Drug testing; 232 bookings; \$8,630.00 collected in fees for out of county prisoner contracts; \$8,175.00 collected in work release fees; \$5,648.00 collected in fees for the 24/7 program; \$5,628.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. **States Attorney, Rebecca Morlock Reeves**, introduced new hire, Deputy States Attorney, Rebecca Reiter, to the Board.

DEPUTY SHERIFF RESERVE PROGRAM

Sheriff Howell gave the board a brief outline of his proposed Deputy Sheriff Reserve program. Motion by Gabel, second by Hanten, to authorize the Chairman to sign a letter of support for the Deputy Reserve Program in Codington County; all voted aye; motion carried. The letter of support will be sent to the South Dakota Law Enforcement Commission in Pierre, SD.

CELL PHONE STIPEND

Motion by Hanten, second by Gabel, to authorize a monthly \$40.00 cell phone stipend for Deputy Sheriff, Tyler Varns, who was promoted to full time on January 15, 2018; all voted aye; motion carried.

PATROL VEHICLES

Motion by VanDusen, second by Gabel, to authorize the purchase of two patrol vehicles, as previously budgeted, for the Sheriff's Office; from Watertown Ford. Sheriff Howell informed the Board he has received the following quotes from Watertown Ford: Ford Police Utility Interceptor vehicle \$30,531.00 and Dodge Ram 1500 crew cab pickup \$26,673.00. Upon vote of the Board; all voted aye; motion carried.

TAX DEED PROPERTY LOCATED IN HENRY

The Board reviewed a worksheet, prepared using a taxable value of \$7,500.00, for taxes payable in 2013, 2014, 2015, 2016, 2017 & 2018, and using the corresponding non-ag mil levies for the town of Henry. Don Larson, President of the Henry Town Board, was present for this portion of the meeting. The Board will wait for a formal offer from the Town of Henry before action is taken regarding the Town's request to purchase tax deed property from the County.

CLAIMS

Motion by Hanten, second by VanDusen, to approve for payment the following claims; all voted aye; motion carried: SD Electrical Commission 50.00 fee, Sharp Chevrolet 31101.00 vehicle, Tyler Varns 60.00 util, VISA 1121.06 sup/trav.

COMMISSIONER BOARD ASSIGNMENTS AND DUTIES

Motion by Gabel, second by Hanten, to approve the following 2018 Commissioner Liaison/Board/Duty Appointments; which will replace the list previously adopted on January 2, 2018; all voted aye; motion carried:

Commissioner Department Liaisons (section 10.3, Codington County Personnel Policy & Procedures Manual)

Commissioner District	Liaison agencies	Areas of oversight
I (Gabel)	Sheriff's Office	Law Enforcement, Warrants,
	Detention Center	Jail, 24/7 Alternatives
	States Attorney's Office	Prosecutor, Victim Assistance
II (Waterman)	Emergency Management Office	Emergency Management, Dive Rescue
	Highway Dept.	Road/bridge construction & maintenance
	Maintenance Dept.	Buildings, Grounds, Memorial Park
	Weed Supervisor	Weed and Pest control
III (Johnson)	Health Nurses Office	Immunizations, wellness, WIC, Dietician
	Welfare Office	Care of Poor, Indigent Burials
	Veteran's Service Office	Veterans' Claims Assistance
	County Extension Office	Extension Activities
IV (VanDusen)	Emergency Management Office	Emergency Management, Dive Rescue
	Treasurer's Office	Tax Collection, Vehicle Licenses & Titles
	Director of Equalization's Office	Real Property Assessments/Valuation
V (Hanten)	Auditor's Office	Voter Registration, Elections, Budgeting, Payments, County records
	Register of Deed's Office	Vital/property records, Marriage Licenses

County/Community Board Assignments and other duties

Board/Duty	Frequency/Term	Appointees
Aging Council	Annual	Troy VanDusen
Americans with Disabilities Act Coordinator	Annual	Myron Johnson
Behavioral Health and Justice Working Group	Biennial, even yrs	Lee Gabel, Myron Johnson

Codington County Home Health	Annual	Troy VanDusen
Codington County Human Resource Committee	Ex Officio	Current Chair, Vice Chair
Codington County Justice Advisory Committee	Biennial, odd yrs	Troy VanDusen, Lee Gabel
County/City Committee	Ex Officio	Current Chair and Vice Chair
E-911	Annual	Brenda Hanten
First District Assoc. Local Govts.	Annual	Brenda Hanten
Glacial Lakes & Prairies Tourism Assn	Annual	Lee Gabel
Housing and Redevelopment Board	4-year (up 2022)	Brenda Hanten
Inter Lakes Community Action Program	Annual	Brenda Hanten
Juvenile Detention Alternative Initiative Committee	Annual	Lee Gabel, Troy VanDusen
Legislative contact	Annual	Myron Johnson
Local Emergency Planning Committee	Annual	Charlie Waterman, Brenda Hanten
Planning Board	Annual	Myron Johnson
Watertown Area Transit	Annual	Brenda Hanten
Watertown Volunteer Center	Annual	Brenda Hanten
Watertown-Codington County Regional Rail Road Authority	3-year (exp 12/31/20)	Charlie Waterman, Myron Johnson
Weed Board	Annual	Charlie Waterman

State Board Appointments

Board	Frequency/Term	
Catastrophic Legal Expense Relief Program (CLERP)	Indefinite	Lee Gabel
SD Association of County Commissioners, Treasurer	Annual	Brenda Hanten
Catastrophic Poor Relief Fund	Indefinite	Myron Johnson
SDSU Ag & Bioscience Advisory Board	Indefinite	Myron Johnson
SD Retirement System (SDRS)	4-yr (up 2019)	Myron Johnson

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes; all voted aye; motion carried: Ashley Lindner, Treasurer Clerk; anniversary step increase to step 5/\$16.88 per hour and new hire, Rebecca Reiter, Deputy States Attorney, \$5,000.00 per mo.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 9:47 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 10:03 a.m., no action was taken. States Attorney, Rebecca Morlock Reeves, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 10:03 a.m., until 9:00 a.m., Tuesday, February 27th, 2018; 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 \$_____.