

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

March 20, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 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 Gabel, second by Hanten, to approve the minutes of March 13, 2018; all voted aye; motion carried.

REQUEST TO SELL ALCOHOL AT EXTENSION COMPLEX BOYS & GIRLS CLUB EVENT

Liz Christensen, Executive Director and Kelly Jaderborg, Director of Development, both from the Watertown Boys and Girls Club met with the Board to request to sell alcohol during the April 6th Blue Door Derby Camel Races event scheduled at the Codington County Extension Center Complex. A liquor license has been transferred following proper procedure for this event. Motion by Hanten, second by VanDusen, to approve this request; all voted aye; motion carried. Ms. Christensen also invited the Board to tour the Boys and Girls Club construction site on Tuesday, March 27 at 11:00 a.m.

MONTHLY REPORTS

Welfare Director, Sarah Petersen, provided the Board with a report of statistics from the Welfare office for the month of January 2018: 52 people were served for the following: 18 medical, 7 housing, 3 housing support, 1 transportation, 3 burials, 9 economic assistance, and 10 utilities; there were \$1,399.00 in funds expended by the County for these contacts and \$16,591.17 was saved using other resources. The Welfare Director briefly reviewed the NACo Legislative Conference which she recently attended as well as the 2018 SDACWO Spring Workshop. Ms. Petersen advised the Board she has been asked to serve on the SDACWO committee to review and update Care of Poor Policies. **Facility Manager, Milo Ford**, updated the Board on the following: Memorial Park – reservations at Memorial Park will begin on April 2nd by phone and many online reservations have already been submitted. Courthouse – work continues on the office space at the City Auditorium and an employee of the Maintenance Office has given his notice of retirement. Detention Center – cabinets have been installed as part of the Sheriff's office remodel along with preparation of office space, formerly occupied by the Highway Patrol, for use by the Sheriff's Office. Mr. Ford advised the Board that the Safety Manual for County offices is near completion and will be submitted to the Board in the near future.

PANIC ALARM SYSTEM/CAMERA SYSTEM

Motion by Hanten, second by Gabel to approve the purchase of a panic alarm system at the Courthouse. Facility Manager, Milo Ford, advised the Board that the current alarm system cannot be expanded to accommodate the remodel project for a new courtroom and judge's chambers. Mr. Ford noted this project is estimated to cost \$5,331.69. Upon vote of the Board; all voted aye; motion carried. Motion by Hanten, second by Gabel, to approve the purchase of panic alarm systems for the Nurses', Veterans Service and Welfare Offices, which will be moved to remote locations in April. Facility Manager, Milo Ford, noted the estimated cost of this system is \$1,308.07. Upon vote of the Board; all voted aye; motion carried.

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Motion by Hanten, second by Gabel, to approve the purchase of a Camera system for the Veterans Service and Welfare offices to be located at the City Auditorium. Facility Manager, Milo Ford, noted the estimated cost of this project is \$3,737.07. Upon vote of the Board; all voted aye; motion carried.

MAINTENANCE POSITION

Facility Manager, Milo Ford, requested authorization to advertise and hire, by May 15th, a full-time employee in the Maintenance Office to replace a full-time employee who is retiring in May. Motion by Hanten, second by Waterman, to authorize the Facility Manager to proceed with hiring a full-time employee as requested; all voted aye; motion carried.

DIETICIAN OFFICE SPACE LEASE

Motion by Gabel, second by Hanten, to authorize the Chairman to sign a lease agreement with the SD Dept. of Health for office space, within the Nurses' office, for a dietician staff person. Motion by Gabel, second by Hanten, to postpone this action until the term on the lease agreement can be changed from a five-year lease to a three-year lease; all voted aye; motion carried.

CLAIMS

Motion by Hanten, second by VanDusen, to approve for payment the following claims; all voted aye; motion carried: VISA – Reliabank \$749.32 sup/trav, City of Watertown \$23022.99 January 911 surcharge collections.

TRAVEL REQUESTS

Motion by Waterman, second by Gabel, to approve the following travel requests; all voted aye; motion carried: Correctional Officers, PPCT Defensive Tactics Instructor Course; Director of Equalization and Appraiser, District Meeting; and Emergency Management Director and Secretary, Integrated Weather Team Workshop.

EMERGENCY MANAGEMENT DIRECTOR, JIM SUTTON

Commissioner VanDusen expressed his thanks and asked that Emergency Management Director, Jim Sutton, be recognized for his assistance on scene at several house fires in Watertown on March 19th. Mr. Sutton also contacted the Red Cross and Salvation Army to assist those displaced by the fires.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 10:04 a.m., per SDCL 1-25-2, (1) discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:14 a.m., no action was taken. Facility Manager, Milo Ford, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:14 a.m., until 9:00 a.m., Tuesday, March 27th, 2018; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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