

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

June 26, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 26, 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 Waterman, to approve the agenda; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by VanDusen, to approve the minutes of June 19th, 2018; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported on the following: the fuel line to the Detention Center emergency generator has been repaired and the contractor who repaired the fuel line recommended that the County make a long-range plan to replace the fuel tank within the next ten years; 7/3 S&R assist with fireworks display event; 7/12 – 7/14 S&R assist with the American Barnstormers Tour event; 6/27 City Dept. head meeting; 6/28 final planning meeting for the July 3rd fireworks event; 7/11, 7/18 & 7/25 S&R assist with Camp Chance; 6/4 and 6/6 assist Auditor with deliver and pick-up of election equipment; 6/5 full scale exercise held at Glacial Lakes Energy; 6/6 worked with the National Weather Service and obtained signage for display at ball parks within the City warning of action to take upon the event of thunder during a ball game; 6/7 severe weather training at the Farm Safety Camp; 7/18 hosting a regional Emergency Management meeting and training; 6/9 S&R called to the Estelline area to assist with the recovery of a vehicle in the river. **Sheriff, Brad Howell**, submitted the following statistics compiled during the month of May 2018, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$9,431.74 retained by the County; 640 cases/calls for service; responded to 10 accidents; 89 arrest warrants served; 232 sets of civil papers served; 5,040 inmate transport miles; average daily inmate population 60.65 (high of 68 and low of 51); 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 49 individuals testing twice daily for PBT'S; 72 individuals reporting twice weekly for UA Drug testing; 267 bookings; \$9,700.00 collected in fees for out of county prisoner contracts; \$7,345.00 collected in work release fees; \$8,104.00 collected in fees for the 24/7 program; and \$6,221.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell advised the Board that the video visitation project is near completion; quotes are being gathered to replace older cameras in the Detention Center; air conditioning issues continue in the Detention Center; and the Sheriff's office has been asked to assist with the American Barnstormers Tour event July 12 – 14.

DEPUTY RESERVE PROGRAM ROSTER

Motion by Hanten, second by Gabel, to approve the roster of reserves for the Deputy Sheriff Reserve program to comply with workers compensation insurance coverage; all voted aye; motion carried.

CELL PHONE STIPEND

Motion by VanDusen, second by Gabel, to approve a monthly cell phone stipend, effective June 1, 2018, in the amount of \$40.00 for Deputy Sheriff, Mike Morgan; all voted aye; motion carried.

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CHIEF CORRECTIONAL OFFICER RETIREMENT

Motion by Hanten, second by Gabel, to accept the letter of retirement from Chief Correctional Officer, Tom Walder, effective July 31, 2018. Sheriff Howell noted Mr. Walder has worked for the County for just under 25 years. Chairman Johnson expressed thanks to Mr. Walder for his years of service to Codington County. Upon vote of the Board; all voted aye; motion carried.

CORRECTIONAL OFFICER POSITION

Motion by Hanten, second by Waterman, to authorize the hiring of a full-time correctional officer to fill a vacancy; all voted aye; motion carried.

AUTOMATIC EXTERNAL DEFIBRILLATORS

Motion by VanDusen, second by Waterman, to approve the purchase of 8 Automatic External Defibrillators (AED's), estimated cost \$1,450.00 each, as requested by Sheriff Howell. Sheriff Howell informed the Board he has looked for grant funds to purchase these devices but grant funds have yet to be offered for this type project. Sheriff Howell noted these devices will be compatible with the equipment used by the Watertown Fire Department, will be used by Deputy Sheriff officers, and are a budgeted item for 2018. Upon vote of the Board; all voted aye; motion carried.

HIGHWAY SUPERINTENDENT APPOINTED

Motion by Hanten, second by Waterman, to appoint interim Highway Superintendent, Rick Hartley, to the position of Highway Superintendent; all voted aye; motion carried.

DIRECTOR OF EQUALIZATION OFFICE MOVE

Motion by Gabel, second by Hanten, to authorize Facility Manager, Milo Ford, to contract with "Dial-A-Move" for moving of the Director of Equalization office to the office space of the Clerk of Courts which will be vacant upon moving that office to the ground floor. Mr. Ford informed the Board he has received a quote of \$3,824.99 to move all equipment, furniture, etc. from the Director of Equalization Office to the new space or into storage. Upon vote of the Board; all voted aye; motion carried.

MEMORIAL PARK TREE PROJECT

Memorial Park Campground Managers, Milo and Carol Ford, met with the Board to request authorization to solicit funds for trees or trees as memorials at Memorial Park. Mr. Ford noted this project is in anticipation of the infestation of the "Emerald Ash Borer" as 80% to 90% of the trees at the park are Ash trees. Mr. Ford also advised the Board he would like to start a tree nursery on a lot at the Park for future replacement of trees. Motion by VanDusen, second by Gabel, to approve the requests as outlined by the Ford's; all voted aye; motion carried.

TAX DEED SALE RESOLUTION

The Board took action on Resolution 2018-15 approving the sale of tax deed property at a public auction held on June 19th and to authorize the auditor to issue quit claim deeds for said property.

RESOLUTION 2018-15

APPROVING THE SALE OF COUNTY LAND ACQUIRED BY TAX PROCEEDINGS

WHEREAS, PURSUANT TO DIRECTION FROM the Board of County Commissioners of Codington County, South Dakota, the County Auditor did heretofore offer for sale the hereinafter described real property belonging to said County, which was acquired by said County by tax deed, and **WHEREAS**, it now appears from the said County Auditor's report of sale on file herein and from the proof of publication of Notice of Sale attached to said report and on file herein that all the proceedings

necessary to a legal sale have been completed and the following have offered the following price for the following described real property to-wit.

<u>DESCRIPTION</u>	<u>PURCHASER</u>	<u>PRICE</u>
Block 3, Hornings 1 st Addition To the City of Watertown Record #18426	Neal J. and Janice D. Larsen 6 11 th St NE Watertown, SD 57201	\$298.27
The East 227.13 Feet of Government Lot 1 in Section 8, Township 118 North, Range 54 West of the 5 th P.M. subject to public right of way Record #954	Shane Reppe and Abigail Reppe 601 Thorson Ave Florence, SD 57235	\$15,250.00

Which full amount of the purchase price has been deposited with the County Treasurer;

NOW THEREFORE, be it and it hereby is resolved by the Board of County Commissioners of Codington County, South Dakota in regular session on the 26th day of June, 2018, that the sale of said premises to the above be and the same is hereby approved and the Chairman of the Board of County Commissioners of said Codington County, South Dakota is hereby authorized and directed to execute and the County Auditor to attest a Quit Claim Deed to said real property in the name of said County, and deliver said Quit Claim Deed to said purchasers conveying to said purchasers all of the right, title, and interest of said County therein.

Dated this 26th day of June, 2018

Motion by Hanten, second by Waterman, to approve the above and foregoing resolution, all members present voted aye; motion carried.

Myron Johnson
Chairman

ATTEST:

Cindy Brugman
Codington County Auditor

2018 PAYROLL RESOLUTION AMENDMENT

Motion by Hanten, second by Gabel, to amend Resolution 2018-2, the 2018 Payroll Resolution, to implement the final 2018 wage offer for the Highway Dept. Mechanic, Maintenance III, and Maintenance II, effective with June payroll; all voted aye; motion carried.

PERMIT TO DISCHARGE FIREWORKS

Motion by Hanten, second by Gabel, to approve a permit to discharge fireworks on July 14, 2018 at 45776 164 St., Watertown, as submitted by Jack Schreiner; all voted aye; motion carried.

HUMAN RESOURCE SERVICES REQUEST FOR PROPOSALS

Commissioner Gabel opened and announced the following proposals for Human Resource and Labor Contract Negotiation services, which were filed with the Auditor’s office:

- Foley and Foley Law Office – Labor Contract Negotiations Service
- Sullivan Consulting – Human Resource Management Services

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The Board will review the proposals submitted and schedule further action/consideration on the Board's July 3rd agenda.

CLAIMS

Motion by Gabel, second by VanDusen, to approve for payment a claim payable to NACo in the amount of \$490.00 for Commissioner Hanten's registration to the 2018 NACo Annual Conference and Exposition; all voted aye; motion carried.

SALARY CLAIMS

Motion by Hanten, second by Waterman, to approve for payment the June salary claims; all voted aye; motion carried: Commissioners: 10,077.84 total salaries. Auditor: 19,490.09 total salaries; Jodi Pearson 3,669.66 step increase. Co. Treasurer: 29,079.33 total salaries. States Attorney: 35,042.00 total salaries; Ruth Swenson 18.49 PT step Increase. Gov. Buildings: 20,371.83 total salaries. Dir. Equalization: 37,089.15 total salaries; Michelle Pederson 4,186.44 step increase. Reg. of Deeds: 19,933.17 total salaries. Veterans Service: 9,818.58 total salaries. Sheriff: 81,825.31 total salaries. Co. Jail: 117,718.52 total salaries; Marcy Rossow 3,182.46 step increase. Care of the Poor: 6,194.81 total salaries. County Nurse: 4,419.42 total salaries. Co. Park: 8,669.62 total salaries; Sara Beynon 13.97 PT new hire; Pam Dornbusch 13.97 PT new hire. Ag. Bldg.: 7,133.80 total salaries. Co. Extension: 9,145.66 total salaries. Weed Control: 9,172.02 total salaries. Planning Board: 291.99 total salaries. Road & Bridge: 80,381.55 total salaries. Emergency Management: 11,589.95 total salaries. Crime Victim: 6,340.21 total salaries. W.I.C.: 3,965.92 total salaries Sara Aman 2,937.12 step increase. Total 527,750.77. Breakdown of withholding amounts which are included in the above: S.D. Retirement 46,795.10; S.D. Retirement 227.50 spouse option; S.D. Supplemental Retire. 3,025.00 suppl. retire.; Sanford 64,629.89 ins.; Reliance Standard Life Insurance 448.96 life ins.; Delta Dental 6,224.04 ins.; Avesis 877.87 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 472.00 employee union dues; AFLAC 3,539.18 ins.; John Hancock 6,985.00 suppl. retire.; AFLAC 622.93 ins.; Watertown United Way 60.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 24,069.28 employee payments; Cod. Co. Treasurer 28,300.00 employee monthly draw; Teamsters Local Union 120 312.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 34,067.10 federal withholding; ReliaBank Dakota 60,677.20 social security.

PERSONNEL CHANGES

Motion by Hanten, second by Waterman, to approve the following personnel changes; all voted aye; motion carried:

Jeff Argo, Highway Maintenance II, anniversary step increase, step 3/\$18.95 per hour

Robyn Riter, Highway Maintenance II, anniversary step increase, step 6/\$20.86 per hour

TRAVEL REQUESTS

Motion by VanDusen, second by Hanten, to approve the following travel requests; all voted aye; motion carried: Director of Equalization and Appraisal staff, SDAAO School. Register of Deeds, SDACES Annual Meeting.

CCJAC MEETING AND COURTOUSE REMODEL PROJECT

Commissioner Gabel updated the Board on the recent CCJAC meeting and noted there will be a progress meeting at 1:00 p.m. on June 27th with the contractor for the Courthouse Remodel Project.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 10:17 a.m., per SDCL 1-25-2, (1) discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:32 a.m., action was taken. The Human Resource Director and Facility Manager were present for executive session.

MEMORIAL PARK SEASONAL POSITION

Motion by VanDusen, second by Hanten, to declare an emergency and authorize the Facility Manager to hire a Memorial Park seasonal employee to fill an unexpected vacancy; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 10:38 a.m., until 9:00 a.m., Tuesday, July 3rd, 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 \$_____.