

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

September 25, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 25, 2018, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Troy VanDusen and Brenda Hanten; absent Myron Johnson, Vice Chair Hanten, presiding. Commissioner, Lee Gabel, led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by Waterman, second by VanDusen, to approve the minutes of September 18th, 2018; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported on the following: 10/2 POD flu shot clinic will be held, repair parts for the emergency generator have been delivered, Search and Rescue assisted with the removal of buoys at Memorial Park, 9/2 Search and Rescue responded to a call in Deuel County to assist law enforcement with portable lighting, 9/26 City Dept. head meeting, and 10/23 Volunteer Appreciation Dinner. **Facilities Manager, Milo Ford**, reported on the following: Memorial Park – the camping season will wrap up on September 30th with winterization to begin on October 1st, and revenues are up approximately 12% over 2017. Ag. Building – a difficulty has arisen with obtaining a payment from the insurance company of the party responsible for damage to the barn end of the Extension Center Complex earlier this year. The Contractor has completed the repair work to the barn area but the insurance company has not reimbursed the County at this time. Courthouse - the past month in the Courthouse has been extremely busy with offices moving. Mr. Ford expressed his thanks to all employees who assisted with the different moves. The County surplus sale has taken place, the Courthouse Restoration Project is nearly complete, the remodel project continues, and assistance to the Auditor's Office with election equipment/supplies will be under way in October. Detention Center – the air conditioning situation is at a standstill and HVAC professionals have determined that the system was not designed for and is incapable of handling the current workload in the building for cooling. A total re-design and replacement of the current system may be called for. **Sheriff, Brad Howell**, submitted the following statistics compiled during the month of August 2018, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$12,350.60 were retained by the County; 348 cases/calls for service; response to 11 accidents; 88 arrest warrants served; 311 sets of civil papers served; 4,126 inmate transport miles; average daily inmate population 77.32 (high of 85 and low of 72); 24 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 66 individuals testing twice daily for PBT'S; 62 individuals reporting twice weekly for UA Drug testing; 5 individuals wearing sweat patches, 245 bookings; \$11,367.94 collected in fees for out of county prisoner contracts; \$8,240.00 collected in work release fees; \$8,427.00 collected in fees for the 24/7 program; and \$7,088.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell also reported on the following: a State grant, for up to \$15,000.00, to supplement staffing for the 24/7 program is being researched by Chief Correctional Officer, Matt Blackwelder; Homeland Security grant funds, in the

amount of \$24,000 will be used to purchase radios; and Sheriff Howell has been contacted by Minnehaha County to assist with housing some of their inmates due to a fire at their facility. Sheriff Howell presented the Board with a contract for E-911 services between the County and the City of Watertown. The Board will act on this contract at their meeting scheduled for October 2nd. The States Attorney has reviewed this contract.

HIGHWAY POLE BUILDING BIDS

Highway Superintendent, Rick Hartley, met with the Board to discuss the bid received on September 18th, from Morton Buildings, for a pole building to be erected at the Highway Department. Mr. Hartley has contacted the Dept. of Legislative Audit regarding this bid and the need for a change order if the bid is accepted. The proposed change order comes at a price of \$22,395.00 bringing the total cost of the project to \$226,855.00. \$220,000.00 was budgeted for this project in 2018. Motion by Gabel, second by Waterman, to accept the bid from Morton Buildings. Further discussion ensued regarding the possibility that this project will not be completed in 2018 and the possibility of re-bidding the entire project with specifications to cover the required firewall. Commissioner Gabel amended his original motion and moved to reject the bid; second by Commissioner Waterman; all voted aye; motion carried. The Board will act later in this meeting to increase the 2019 Road & Bridge budget to allow for this project to take place in 2019.

HIGHWAY DEPARTMENT TRUCK BODY

Highway Supt., Rick Hartley, presented the Board with two proposals for a body for the new sign pickup. The following proposals were recorded:

Custom Truck Equipment (Dakota Bodies)	\$31,454.80
Northern Truck Equipment	\$35,465.00

Motion by VanDusen to accept the bid of Custom Truck Equipment (Dakota Bodies), per the recommendation of the Highway Supt., second by Gabel; all voted aye; motion carried.

E-RECORDING MODULE

Register of Deeds, Ann Rasmussen, presented the Board with two proposals for eRecording Module software. The Register of Deeds recommended the acceptance of a proposal from Tyler Technologies in the amount of \$4,332.00 for the eRecording Module and a proposal from Connecting Point Computer Center in the amount of \$870.00 for the Windows VM Server install. Motion by Gabel, second by VanDusen, to approve these proposals and purchase as recommended by the Register of Deeds; all voted aye; motion carried. The Register of Deeds noted funds from the Modernization and Preservation Special Revenue Fund will be used for these purchases.

MICROPHONE EQUIPMENT

Commissioner VanDusen provide the Board with a quote from Lindner Music in the amount of \$664.00 for two DEL microphones and cables for the sound system in the Commission chambers. Commissioner VanDusen noted this equipment would replace the current handheld microphone and improve the quality of the meeting recordings. Commissioner VanDusen advised the Board that the handheld microphone could be retained and used as needed. Motion by Gabel, second by Waterman, to purchase the two microphones and cables from Lindner Music; all voted aye; motion carried.

PUBLIC DEFENDER CONTRACT PROPOSALS

Motion by Gabel, second by VanDusen, to accept the proposal from Sutton Law Offices for the primary public defender contract as recorded at the Board's meeting on September 18th and as follows:

Sutton Law Offices, P.C:	2019 - \$200,000 or \$16,666.67 monthly
Primary contract	2020 - \$207,500 or \$17,250.00 monthly
	2021 - \$215,000 or \$17,916.67 monthly
	2022 - \$222,500 or \$18,541.67 monthly

Upon vote of the Board; all voted aye; motion carried. The Board discussed the proposals received on September 18th for the secondary contract. The firm of Wiles and Rylance has submitted a proposal for the fourth year of the secondary contract, which was originally omitted from that proposal, in the amount of:

2022 - \$56,000 or \$4666.67 monthly.

The Board did not act on the proposals for the secondary contract at this time as additional information is expected from the firm of Green, Roby, & Oviatt, LLP regarding their proposal for this contract.

2019 PROVISIONAL BUDGET HEARING AND ADOPTION

The Board held a public hearing, as previously advertised, on the 2019 Provisional Budget. Vice Chair Hanten opened the hearing to the public at this time. No persons were present to offer comments. The Vice Chair closed the hearing to the public and turned to the Board for further discussion. Motion by Gabel, second by VanDusen, to adopt the 2019 Provisional Budget and qualifying resolution 2018-23. Discussion was held regarding the proposed Public Defender budget for 2019, no changes were made. Motion by Gabel, second by Waterman, to amend the Road & Bridge budget by adding \$230,000 for the pole building project that cannot be completed in 2018; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to appropriate additional funds in the amount of \$331,000, utilizing Future Building Project Funds, to the 2019 Government Buildings budget for the portion of the Courthouse Remodel Project that will not be completed by the end of 2018, for sprinklers for the remainder of the Courthouse and fire alarms for the building; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to appropriate additional funds in the amount of \$15,000 to the 2019 Judicial Systems budget for furniture not included in the Courthouse Remodel Project and also not covered by the Judicial System; all voted aye; motion carried. Discussion was held regarding budgeting \$25,000 for data analysis and \$30,000 for Justice System consultation fees, no action was taken. Motion by Hanten, to reduce the Welfare office travel budget by \$4,350; motion failed for lack of a second. Commissioner Waterman stated he would like to see the Economic Development budget reduced by \$10,000. Chris Schilken, Executive Director with the Watertown Development Company spoke to the Board regarding the 2019 Economic Development budget request of \$45,000, including the request to add a County Commissioner to the Economic Development Board as an Ex-Officio member. Motion by Waterman to reduce the Economic Development budget by \$5,000; motion failed for lack of a second. Upon vote of Commissioner Gabel's motion to approve the 2019 Provisional Budget and qualifying Resolution 2018-23 with the approved amendments; Gabel, Waterman, VanDusen and Hanten voted aye, Johnson absent; motion carried. The cash applied portion of the Budget will be adjusted to reflect the approved aforementioned amendments.

RESOLUTION 2018-23

Adoption of Annual Budget for Codington County, South Dakota.

WHEREAS, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations, and additions have been made thereto,

NOW THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates, and all matters therein set forth, shall be

Codington County, September 25, 2018

approved and adopted as the annual budget of the appropriations and expenditures for Codington County, South Dakota and all its institutions and agencies for calendar year January 1, 2019 and ending December 31, 2019, and the same is hereby approved and adopted by the Board of County Commissioners of Codington County, South Dakota, this 25th day of September, 2018. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Codington County, South Dakota. The accompanying taxes are levied by Codington County for the year January 1, 2019 through December 31, 2019.

Board of County Commissioners of Codington County, South Dakota.

Brenda Hanten
Commission Vice Chair

Lee Gabel
Commissioner

Charlie Waterman
Commissioner

Troy VanDusen
Commissioner

ATTEST:

Cindy Brugman
County Auditor

County tax levies within limited levy: General County Purposes \$8,271,598.00, \$3.165 \$'s/1,000.00, total taxes levied by Codington County. As of September 25th, 2018, these levies are not approved by the S.D. Dept. of Revenue & Regulation.

FIRE SPRINKLER PROJECT CHANGE ORDER

Motion by Gabel, second by Waterman, to approve a change order in the amount of \$990.00 for a total of 3 flow switches for the Fire Sprinkler Project; all voted aye; motion carried.

SALARY CLAIMS

Motion by VanDusen, second by Gabel, to approve September salary claims in the amount of \$523,607.20; all voted aye; motion carried: Commissioners: 10,035.72 total salaries. Auditor: 20,117.61 total salaries. Co. Treasurer: 29,105.59 total salaries. States Attorney: 35,931.36 total salaries. Gov. Buildings: 17,889.05 total salaries. Dir. Equalization: 39,909.03 total salaries. Reg. of Deeds: 20,002.38 total salaries. Veterans Service: 9,877.88 total salaries; Peg Raml 3366.90 step increase. Sheriff: 83,855.90 total salaries; Adam Reeves 4278.66 step increase; Rusty Mathews 4623.18 step increase; Ed Peterson 20.76 PT new hire; Shane Yost 20.76 PT new hire. Co. Jail: 103,376.95 total salaries; Shawna Carter 3977.64 step increase; Lindsey Stricherz 3977.64 step increase Kyle Lewis 3038.04 new hire; Justin Halajian 3516.54 step increase; Jeff Hershman 3899.34 step increase. Coroner: 1,695.49 total salaries. Care of the Poor: 5,870.00 total salaries. County Nurse: 4,419.43 total salaries. Co. Park: 8,050.43 total salaries. Ag. Bldg.: 8,787.52 total salaries; James Hedges 2937.12 step increase. Co. Extension: 9,145.67 total salaries. Weed Control: 10,171.27 total salaries. Planning Board: 274.56 total salaries. Road & Bridge: 82,904.61 total salaries; Lori Deutsch 3652.26 step increase. Emergency Management: 11,880.61 total salaries. Crime Victim: 6,340.21 total salaries. W.I.C.: 3,965.93 total salaries. Total 523,607.20. Breakdown of withholding amounts which are included in the above: S.D.

Codington County, September 25, 2018

Retirement 47,214.22; S.D. Retirement 158.94 spouse option; S.D. Supplemental Retire. 4,335.00 suppl. retire.; Sanford 65,588.91 ins.; Reliance Standard Life Insurance 444.08 life ins.; Delta Dental 6,084.72 ins.; Avesis 855.72 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 472.00 employee union dues; AFLAC 3,914.40 ins.; John Hancock 4,300.00 suppl. retire.; AFLAC 627.35 ins.; Watertown United Way 60.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,320.28 employee payments; Cod. Co. Treasurer 28,500.00 employee monthly draw; SDRS Supplemental Retirement 1550.00 Roth retirement; Teamsters Local Union 120 312.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 33,758.59 federal withholding; ReliaBank Dakota 59,867.36 social security; Credit Collections Bureau 45.00 employee garnishment.

CLAIMS

Motion by VanDusen, second by Gabel, to approve the following claims for payment; all voted aye; motion carried: Great Western Bank Visa 235.86 trav, BX Civil Construction, Inc. 162460.05 project, SD Dept. of Revenue 639.61 exempt plates.

TRAVEL REQUESTS

Motion by VanDusen, second by Gabel, to approve the following travel requests; Weed & Pest Supervisor, Mosquito Control and West Nile Conference; and Highway Supt., Annual Regional Local Road Conference; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Gabel, second by Waterman, to adjourn at 10:55 a.m., until 9:00 a.m., Tuesday, October 2nd, 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 \$_____.