

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

December 18, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 18, 2018, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman Johnson presiding. Zoning Officer, Luke Muller, led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There was no conflict of interest items to note.

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 December 11, 2018; all voted aye; motion carried.

MONTHLY REPORTS

Facilities Manager, Milo Ford, who could not be present for this meeting submitted a written report. Memorial Park – refurbishing work has begun on Kampeska Hall and repairs continue on the Managers house. Ag. Building – Farm Show preparation has begun. Courthouse – remodel continues and a complaint has been received on the cleaning of a County office. Detention Center – building a new restroom to conduct testing is being explored and the generator fuel tank issues appear to be resolved.

Highway Supt., Rick Hartley, updated the Board on the following: Ordering of supplies for future right-of-way repairs along County Road 7-5, new hire, graveling when possible, plowing snow, sanding, billing for damages to County Road 20-3, truck repairs, and touring of the locations for the wind tower approaches with NextEra Energy. NextEra will conduct meetings with property owners in Leola Township and Waverly Township to provide information on the wind tower projects. Discussion was held regarding a monitoring system, used on three of the Highway trucks, which alerts Mr. Hartley when the equipment is in need of repair or needs to be shutdown. The Board had no objection to the renewal of the monitoring system which is due to expire.

MEMORIAL PARK CAMPGROUND MANAGER CONTRACT/POSITION

Motion by Hanten, second by VanDusen, to authorize the Chairman to sign the 2019 Memorial Park Campground Manager Contract, between Codington County and campground managers Milo and Carol Ford; including a wage increase of 2% over the 2018 contract amount; all voted aye; motion carried.

ZONING SERVICES CONTRACT

Zoning Officer, Luke Muller, presented to the Board and reviewed, a letter of agreement, in an amount not to exceed \$29,450.00, for zoning services in 2019, between Codington County and the First District Association of Local Governments. Motion by Hanten second by Gabel, to authorize the Chairman to sign the letter of agreement between Codington County and the First District Association of Local Governments to provide administrative and technical assistance services to the Codington County Planning Commission and County Commissioners in the area of zoning, beginning January 1, 2019 through December 31, 2019; all voted aye; motion carried.

PARCEL DATA BASE MAINTENANCE

Motion by Waterman, second by VanDusen, to authorize the Chairman to sign a letter of agreement, 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.

GIS WEBSITE DEVELOPMENT AND HOSTING

Motion by Hanten, second by VanDusen, to authorize the Chairman to sign a letter of agreement, 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 2019; all present voted aye; motion carried.

ZONING OFFICE YEAR-END REPORT

Zoning Officer, Luke Muller, presented and reviewed, a report of Planning and Zoning annual statistics through December 7, 2018, including the following: Building permits issued 130, estimated value of construction \$11,210,425.09, new residences 28, and fees from building permits \$24,789.75. Board of Adjustment/Planning Commission Actions through December 17, 2018 were also included in this report along with an estimated negative actual cost/fee income variance of \$4,657.06.

FIRE SUPPRESSION SPRINKLERS LETTER OF INTENT

Motion by Gabel, second by Hanten, to authorize the Chairman to sign a letter of intent, contingent on approval of the letter by the States Attorney, to the Watertown Fire Marshal, regarding the County's intent to install fire suppression sprinklers throughout the County Courthouse; all voted aye; motion carried.

COURTHOUSE REMODEL CHANGE ORDERS

Motion by Gabel, second by Hanten, to approve Courthouse Remodel change order #18A, to amend change order #18, to include existing millwork touch-up/restoration with an additional 15 working days added to the contract, resulting in cost savings of \$5,780.00, all voted aye; motion carried. Motion by Gabel, second by Hanten, to approve Courthouse Remodel change order #19, to remove annotation system and add two input HDMI switches, resulting in cost savings of \$8,850.00; all voted aye; motion carried.

COMMISSIONERS CONTINGENCY TRANSFER

Motion by Hanten, second by Gabel, to transfer Commissioners Contingency in the amount of \$29,948.74, to the following budgets: Court Appointed Attorney \$11,440.79, Coroner \$1,786.74, Board of Mental Illness \$2,580.12, Ag. Building \$14,141.09. Upon vote of the Board; all voted aye; motion carried.

CLAIMS

Motion by VanDusen, second by Gabel, to approve the following salary claims for the month of December; all voted aye; motion carried: Commissioners: 10,114.69 total salaries. Auditor: 21,694.15 total salaries: Alissa Harte 3142.44 step increase. Co. Treasurer: 30,893.93 total salaries; Janet Bevers 3998.52 step increase. Gov. Buildings: 19,522.41 total salaries. States Attorney: 36,103.03 total salaries. Dir. Equalization: 41,592.53 total salaries: Heidi Selchert 3777.54 step increase; Melissa Sears 3721.86 step increase; Allison Forbush 3739.26 step increase. Reg. of Deeds: 20,977.67 total salaries. Veterans Service: 11,225.43 total salaries. Sheriff: 88,212.74 total salaries. Co. Jail: 108,988.91 total salaries. Coroner: 1,507.10 total salaries. Care of the Poor: 5,716.51 total salaries. County Nurse: 4,645.68 total salaries. Co. Park: 4,496.58 total salaries. Ag. Bldg.: 8,973.66 total salaries. Co. Extension: 9,502.20 total salaries. Weed Control: 5,831.70 total salaries. Planning Board: 269.03 total salaries. Road & Bridge: 88,976.55 total salaries. Emergency Management: 13,729.95 total salaries; Cheri Howell 3027.60 step increase. Crime Victim: 7,393.63 total salaries. W.I.C.: 3,996.49 total salaries. Total 544,364.57.

Breakdown of withholding amounts which are included in the above: S.D. Retirement 49,403.62; S.D. Retirement 183.69 spouse option; S.D. Supplemental Retire. 4,760.00 suppl. retire.; Sanford 67,118.28 ins.; Reliance Standard Life Insurance 444.08 life ins.; Delta Dental 6,085.54 ins.; Avesis 864.32 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 472.00 employee union dues; AFLAC 3,876.56 ins.; John Hancock 4,225.00 suppl. retire.; AFLAC 635.15 ins.; Watertown United Way 60.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 22,820.00 employee payments; Cod. Co. Treasurer 28,200.00 employee monthly draw; SDRS Supplemental Retirement 3,950.00 Roth retirement; Teamsters Local Union 120 312.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 37,048.15 federal withholding; ReliaBank Dakota 62,411.10 social security; Simpson & Gold 534.03 employee garnishment.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Matt Blackwelder, Chief Correctional Officer, anniversary step increase, step 8/\$27.47 per hour, January 1st and Highway Maintenance II, new hire, Mitch Kallhoff, step 1/\$18.08, January 1st.

EXECUTIVE SESSION

Motion by Hanten, second by Gabel, to enter into executive session at 10:17 a.m., per SDCL 1-25-2, (1) Discussion of personnel issues and (4) Preparing for contract negotiations or negotiating with employees or employees' representatives; all voted aye; motion carried. The Board returned to regular session at 11:34 a.m., no action was taken. The Auditor and Sheriff, were present for executive session. Human Resource Manager, Terry Satterlee, was present via teleconference.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 11:34 a.m., until 9:00 a.m., Tuesday, December 27th, 2018; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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