

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

December 27, 2018

The Codington County Commissioners met in regular session at 9:00 a.m., Thursday, December 27, 2018, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman Johnson presiding. Commissioner VanDusen 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 18, 2018; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, updated the Board on the following: the emergency generator has been repaired and load tested; 12/3 the new radios have been installed in the Detention Center and back up 911 center; HAZMAT training has been completed with 19 attendees; 1/9 Watertown Fire Dept. Advisory Board meeting; 1/10 Stop the Bleed meeting; Search and Rescue assisted with a water rescue/drowning event in Kingsbury County on 12/14; and the Title VI Policy requirements will be addressed in January 2019. **Sheriff, Brad Howell**, submitted the following statistics, compiled during the month of November 2018, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$7,060.70 were retained by the County; 554 cases/calls for service; response to 23 accidents; 77 arrest warrants served; 240 sets of civil papers served; 3,752 inmate transport miles; average daily inmate population 65.1 (high of 74 and low of 55); 23 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 64 individuals testing twice daily for PBT'S; 51 individuals reporting twice weekly for UA Drug testing; 5 individuals wearing sweat patches, 228 bookings; \$7,609.62 collected in fees for out of county prisoner contracts; \$4,260.00 collected in work release fees; \$6,094.00 collected in fees for the 24/7 program; and \$4,557.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell updated the Board on the following: a possible remodel in the Detention to create a new restroom designated for the increasing numbers of 24/7 UA testing and "Project Pajamas" resulted in over 800 pairs of donated pajamas along with monetary donations used to purchase other clothing items for those in need.

PATROL VEHICLES

Motion by VanDusen, second by Waterman, to authorize Sheriff, Brad Howell, to secure quotes for patrol vehicles as budgeted; all voted aye; motion carried.

INMATE HEALTH SERVICES

Sheriff, Brad Howell, advised the Board a contract with Brown Clinic is being prepared to provide health services for inmates. The Sheriff will bring the contract to the Board at a future meeting for approval.

PART TIME MAINTENANCE EMPLOYEE

Motion by Hanten, second by VanDusen, to approve a temporary employee, for the Maintenance Dept., on an “as needed” basis; all voted aye; motion carried.

MEMORIAL PARK GOLF CART

Motion by Hanten, second by Gabel, to approve the purchase of an EZ Go Golf Cart for Memorial Park, in the amount of \$3,577.00, and as budgeted; all voted aye; motion carried.

2019 PAYROLL RESOLUTION

Motion by Hanten, second by Gabel, to approve Resolution 2018-30, setting the 2019 County wage schedule; all voted aye; motion carried.

Resolution 2018-30

Be it Resolved, by the governing body of Codington County, South Dakota:

That the official pay series and management salary compensation increase as indicated in the attachments hereto is administered for the year of 2019 to become effective January 1, 2019.

Passed and adopted this 27th day of December, 2018

Myron Johnson

Chairman, County Commissioners

ATTEST:

Cindy Brugman

Codington County Auditor

NON UNION POSITIONS

Auditor's Department

Auditor
Deputy
Payroll Officer
Clerk

Grade

Attachment H
Attachment G
Attachment A
Attachment A

Emergency Management

Director
Deputy
Secretary

Grade

Attachment H
Attachment G
Attachment A

Equalization Department

Director
Deputy
Appraiser I/II
Office Manager
Office Coordinator
Clerk
Data Base Coordinator

Grade

Attachment H
Attachment G
Attachment C
Attachment A
Attachment A
Attachment A
Attachment G

County Extension

Office Coordinator
Deputy Office Coordinator
Extension Secretary

Grade

Attachment A
Attachment A
Attachment A

County Health

Nurse Secretary
WIC Secretary

Grade

Attachment A
Attachment A

Highway Department

Highway Superintendent
Assistant Superintendent
Office Coordinator

Grade

Attachment H
Attachment H
Attachment A

Maintenance Department

Facilities Manager
Maintenance Supervisor Deputy
Lead Buildings Maintenance
Buildings Maintenance
Custodial

Grade

Attachment H
Attachment G
Attachment B
Attachment B
Attachment B

Register of Deeds

Register of Deeds
Deputy
Clerk

Grade

Attachment H
Attachment G
Attachment A

Sheriff's Department

Sheriff
Chief Deputy Sheriff
Chief Correctional Officer
Asst. Chief Correctional Officer
Part Time Deputy
Part Time Correctional Officer
Civil Process Server
Records Management
Support Coordinator
Cook

Grade

Attachment H
Attachment G
Attachment H
Attachment G
Attachment D
Attachment D
Attachment D
Attachment F
Attachment F
Attachment C

States Attorney

States Attorney
Deputy
Records Manager
Legal Secretary

Grade

Attachment H
Attachment H
Attachment F
Attachment F

Victim Assistance

Victim Assistance Program Supervisor
Victim Assistance Coordinator

Grade

Attachment H
Attachment F

Treasurer's Department

Treasurer
Deputy
Second Deputy Treasurer
Clerk

Grade

Attachment H
Attachment G
Attachment A
Attachment A

Veteran's Department

Director
Secretary

Grade

Attachment H
Attachment A

Weed Department

Weed Supervisor
Assistant Weed Supervisor

Grade

Attachment C
Attachment C

Welfare Office

Welfare Director

Grade

Attachment H

UNION POSITIONS**Sheriff's Department**

Correctional Officer	Attachment D
Deputy Sheriff	Attachment D
Sergeant Sheriff	Attachment G
Corrections Sergeant	Attachment G
Work Release Coordinator	Attachment D
Criminal Support Coordinator	Attachment F
24/7 Program Coordinator	Attachment D

Highway Department

Maintenance III	Attachment E
Mechanic	Attachment E
Maintenance II	Attachment E

** All employees will be placed appropriately in the step accordingly to his/her current date or anniversary date, whichever is applicable.

ATTACHMENT A
OFFICIAL PAY SERIES - Office Support (OS)

Nonexempt		2019		
Clerk	Step	Wage		Monthly
Secretary	1	15.27	1st 6 months	2,656.98
	2	15.69	2nd 6 months	2,730.06
	3	16.17	Annual	2,813.58
	4	16.67	Annual	2,900.58
	5	17.22	Annual	2,996.28
	6	17.75	Annual	3,088.50
	7	18.32	Annual	3,187.68
	8	18.59	Annual	3,234.66
	9	18.86	Annual	3,281.64
	10	19.16	Annual	3,333.84
	11	19.43	Annual	3,380.82
	12	19.74	Annual	3,434.76
	13	19.99	Annual	3,478.26
	14	20.24	Annual	3,521.76

Nonexempt		2019		
2nd Deputy	Step	Wage		Monthly
Administrative Assistant	1	15.70	1st 6 months	2,731.80
Deputy Office Coordinator	2	16.17	2nd 6 months	2,813.58
	3	16.67	Annual	2,900.58
	4	17.22	Annual	2,996.28
	5	17.75	Annual	3,088.50
	6	18.32	Annual	3,187.68
	7	18.89	Annual	3,286.86
	8	19.19	Annual	3,339.06

9	19.48	Annual	3,389.52
10	19.77	Annual	3,439.98
11	20.06	Annual	3,490.44
12	20.37	Annual	3,544.38
13	20.62	Annual	3,587.88
14	20.88	Annual	3,633.12

Nonexempt		2019		
Payroll Officer	Step	Wage		Monthly
Office Coordinator	1	16.51	1st 6 months	2,872.74
Office Manager	2	16.99	2nd 6 months	2,956.26
	3	17.52	Annual	3,048.48
	4	18.08	Annual	3,145.92
	5	18.68	Annual	3,250.32
	6	19.25	Annual	3,349.50
	7	19.87	Annual	3,457.38
	8	20.17	Annual	3,509.58
	9	20.48	Annual	3,563.52
	10	20.79	Annual	3,617.46
	11	21.10	Annual	3,671.40
	12	21.41	Annual	3,725.34
	13	21.68	Annual	3,772.32
	14	21.95	Annual	3,819.30

ATTACHMENT B
OFFICIAL PAY SERIES - Maintenance Staff (MS)

Nonexempt		2019		
Custodian	Step	Wage		Monthly
Seasonal Weed Sprayers	1	14.25	1st 6 months	2,479.50
	2	14.65	2nd 6 months	2,549.10
	3	15.09	Annual	2,625.66
	4	15.54	Annual	2,703.96
	5	15.99	Annual	2,782.26
	6	16.51	Annual	2,872.74
	7	17.00	Annual	2,958.00
	8	17.24	Annual	2,999.76
	9	17.51	Annual	3,046.74
	10	17.78	Annual	3,093.72
	11	18.03	Annual	3,137.22
	12	18.32	Annual	3,187.68
	13	18.55	Annual	3,227.70
	14	18.78	Annual	3,267.72

Nonexempt		2019		
Buildings Maintenance	Step	Wage		Monthly

1	15.27	1st 6 months	2,656.98
2	15.69	2nd 6 months	2,730.06
3	16.17	Annual	2,813.58
4	16.67	Annual	2,900.58
5	17.22	Annual	2,996.28
6	17.75	Annual	3,088.50
7	18.32	Annual	3,187.68
8	18.59	Annual	3,234.66
9	18.86	Annual	3,281.64
10	19.16	Annual	3,333.84
11	19.43	Annual	3,380.82
12	19.74	Annual	3,434.76
13	19.99	Annual	3,478.26
14	20.24	Annual	3,521.76

Nonexempt	2019			
Lead Building Maintenance	Step	Wage	Monthly	
	1	17.00	1st 6 months	2,958.00
	2	17.53	2nd 6 months	3,050.22
	3	18.08	Annual	3,145.92
	4	18.68	Annual	3,250.32
	5	19.23	Annual	3,346.02
	6	19.87	Annual	3,457.38
	7	20.51	Annual	3,568.74
	8	20.82	Annual	3,622.68
	9	21.13	Annual	3,676.62
	10	21.45	Annual	3,732.30
	11	21.78	Annual	3,789.72
	12	22.09	Annual	3,843.66
	13	22.37	Annual	3,892.38
	14	22.65	Annual	3,941.10

ATTACHMENT C
OFFICIAL PAY SERIES - Sheriff and Technical Staff (TS)

Nonexempt	2019			
Cook	Step	Wage	Monthly	
	1	15.10	1st 6 months	2,627.40
	2	15.56	2nd 6 months	2,707.44
	3	16.01	Annual	2,785.74
	4	16.52	Annual	2,874.48
	5	17.02	Annual	2,961.48
	6	17.56	Annual	3,055.44
	7	18.09	Annual	3,147.66
	8	18.38	Annual	3,198.12
	9	18.66	Annual	3,246.84

10	18.93	Annual	3,293.82
11	19.22	Annual	3,344.28
12	19.51	Annual	3,394.74
13	19.75	Annual	3,436.50
14	20.00	Annual	3,480.00

Nonexempt		2019		
Appraiser I	Step	Wage		Monthly
*Need to pass Certification to	1	17.52	1st 6 months	3,048.48
to move to Appraiser II Step 3	2	18.08	2nd 6 months	3,145.92

Nonexempt		2019		
Appraiser II	Step	Wage		Monthly
	1	17.52	1st 6 months	3,048.48
	2	18.08	2nd 6 months	3,145.92
	3	18.68	Annual	3,250.32
	4	19.25	Annual	3,349.50
	5	19.90	Annual	3,462.60
	6	20.52	Annual	3,570.48
	7	21.18	Annual	3,685.32
	8	21.49	Annual	3,739.26
	9	21.82	Annual	3,796.68
	10	22.14	Annual	3,852.36
	11	22.46	Annual	3,908.04
	12	22.81	Annual	3,968.94
	13	23.10	Annual	\$4,019.40
	14	23.39	Annual	\$4,069.86

Nonexempt		2019		
Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	17.00	Annual	2,958.00
	2	17.53	Annual	3,050.22
	3	18.08	Annual	3,145.92
	4	18.68	Annual	3,250.32
	5	19.23	Annual	3,346.02
	6	19.87	Annual	3,457.38
	7	20.51	Annual	3,568.74
	8	20.82	Annual	3,622.68
	9	21.13	Annual	3,676.62
	10	21.45	Annual	3,732.30
	11	21.78	Annual	3,789.72
	12	22.09	Annual	3,843.66
	13	22.37	Annual	3,892.38
	14	22.65	Annual	3,941.10

Nonexempt		2019		
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Assistant Weed Supervisor position established 1/1/06	Step	Wage		Monthly
	1	15.48	Annual	2,693.52
	2	15.94	Annual	2,773.56
	3	16.44	Annual	2,860.56
	4	16.90	Annual	2,940.60
	5	17.42	Annual	3,031.08
	6	17.95	Annual	3,123.30
	7	18.51	Annual	3,220.74
	8	18.78	Annual	3,267.72
	9	19.07	Annual	3,318.18
	10	19.35	Annual	3,366.90
	11	19.65	Annual	3,419.10
	12	19.94	Annual	3,469.56
	13	20.19	Annual	3,513.06
	14	20.44	Annual	3,556.56

**ATTACHMENT D
OFFICIAL PAY SERIES - Public Safety (Union & Nonunion) (PS)**

Nonexempt		2019		
Civil Process Server	Step	Wage		Monthly
	1	17.56	1st 6 months	3,055.44
	2	18.09	2nd 6 months	3,147.66
	3	18.69	Annual	3,252.06
	4	19.25	Annual	3,349.50
	5	19.90	Annual	3,462.60
	6	20.52	Annual	3,570.48
	7	21.18	Annual	3,685.32
	8	21.49	Annual	3,739.26
	9	21.82	Annual	3,796.68
	10	22.14	Annual	3,852.36
	11	22.46	Annual	3,908.04
	12	22.81	Annual	3,968.94
	13	23.10	Annual	4,019.40
	14	23.39	Annual	4,069.86

Nonexempt		2019		
Correctional Officer	Step	Wage		Monthly
24/7 Program Coordinator	1	17.81	1st 6 months	3,098.94
	2	18.37	2nd 6 months	3,196.38
	3	18.95	Annual	3,297.30
	4	19.56	Annual	3,403.44
	5	20.18	Annual	3,511.32
	6	20.86	Annual	3,629.64
	7	21.54	Annual	3,747.96
	8	21.88	Annual	3,807.12
	9	22.21	Annual	3,864.54

10	22.54	Annual	3,921.96
11	22.87	Annual	3,979.38
12	23.22	Annual	4,040.28
13	23.51	Annual	4,090.74
14	23.80	Annual	4,141.20

Nonexempt		2019		
Work Release Coordinator.	Step	Wage		Monthly
	1	17.81	1st 6 months	3,098.94
	2	18.37	2nd 6 months	3,196.38
	3	18.95	Annual	3,297.30
	4	19.56	Annual	3,403.44
	5	20.18	Annual	3,511.32
	6	20.86	Annual	3,629.64
	7	21.54	Annual	3,747.96
	8	21.88	Annual	3,807.12
	9	22.21	Annual	3,864.54
	10	22.54	Annual	3,921.96
	11	22.87	Annual	3,979.38
	12	23.22	Annual	4,040.28
	13	23.51	Annual	\$4,090.74
	14	23.80	Annual	\$4,141.20

Nonexempt		2019		
Deputy Sheriff	Step	Wage		Monthly
	1	21.18	1st 6 months	3,685.32
	2	21.89	2nd 6 months	3,808.86
	3	22.61	Annual	3,934.14
	4	23.36	Annual	4,064.64
	5	24.16	Annual	4,203.84
	6	24.98	Annual	4,346.52
	7	25.82	Annual	4,492.68
	8	26.20	Annual	4,558.80
	9	26.60	Annual	4,628.40
	10	27.00	Annual	4,698.00
	11	27.40	Annual	4,767.60
	12	27.82	Annual	4,840.68
	13	28.17	Annual	4,901.58
	14	28.52	Annual	4,962.48

ATTACHMENT E
OFFICIAL PAY SERIES - Highway Maintenance (Union & Nonunion) (HS)

Nonexempt		2019		
Maintenance III	Step	Wage		Monthly

Mechanic	1	18.68	1st 6 months	\$3,250.32
	2	19.23	2nd 6 months	\$3,346.02
	3	19.88	Annual	\$3,459.12
	4	20.52	Annual	\$3,570.48
	5	21.18	Annual	\$3,685.32
	6	21.89	Annual	\$3,808.86
	7	22.62	Annual	\$3,935.88
	8	22.96	Annual	\$3,995.04
	9	23.31	Annual	\$4,055.94
	10	23.65	Annual	\$4,115.10
	11	24.01	Annual	\$4,177.74
	12	24.37	Annual	\$4,240.38
	13	24.67	Annual	\$4,292.58
	14	24.98	Annual	\$4,346.52

Nonexempt		2019		
Maintenance II	Step	Wage		Monthly
	1	18.08	1st 6 months	\$3,145.92
	2	18.68	2nd 6 months	\$3,250.32
	3	19.23	Annual	\$3,346.02
	4	19.88	Annual	\$3,459.12
	5	20.52	Annual	\$3,570.48
	6	21.18	Annual	\$3,685.32
	7	21.89	Annual	\$3,808.86
	8	22.22	Annual	\$3,866.28
	9	22.55	Annual	\$3,923.70
	10	22.88	Annual	\$3,981.12
	11	23.23	Annual	\$4,042.02
	12	23.57	Annual	\$4,101.18
	13	23.86	Annual	\$4,151.64
	14	24.16	Annual	\$4,203.84

ATTACHMENT F
OFFICIAL PAY SERIES - Law Enforcement Support Series (LS)

Nonexempt		2019		
Legal Secretary	Step	Wage		Monthly
	1	15.27	1st 6 months	\$2,656.98
	2	15.69	2nd 6 months	\$2,730.06
	3	16.17	Annual	\$2,813.58
	4	16.67	Annual	\$2,900.58
	5	17.22	Annual	\$2,996.28
	6	17.75	Annual	\$3,088.50
	7	18.32	Annual	\$3,187.68
	8	18.59	Annual	\$3,234.66
	9	18.86	Annual	\$3,281.64

10	19.16	Annual	\$3,333.84
11	19.43	Annual	\$3,380.82
12	19.74	Annual	\$3,434.76
13	19.99	Annual	\$3,478.26
14	20.24	Annual	\$3,521.76

Nonexempt		2019		
Criminal/Civil Support Coord.	Step	Wage		Monthly
Criminal Support Coord. 12/6/16	1	16.53	1st 6 months	\$2,876.22
	2	17.02	2nd 6 months	\$2,961.48
	3	17.53	Annual	\$3,050.22
	4	18.09	Annual	\$3,147.66
	5	18.68	Annual	\$3,250.32
	6	19.26	Annual	\$3,351.24
	7	19.90	Annual	\$3,462.60
	8	20.19	Annual	\$3,513.06
	9	20.50	Annual	\$3,567.00
	10	20.81	Annual	\$3,620.94
	11	21.12	Annual	\$3,674.88
	12	21.44	Annual	\$3,730.56
	13	21.71	Annual	\$3,777.54
	14	21.98	Annual	\$3,824.52

Nonexempt		2019		
Victims Assistance Coordinator	Step	Wage		Monthly
	1	17.00	1st 6 months	\$2,958.00
	2	17.53	2nd 6 months	\$3,050.22
	3	18.08	Annual	\$3,145.92
	4	18.68	Annual	\$3,250.32
	5	19.23	Annual	\$3,346.02
	6	19.87	Annual	\$3,457.38
	7	20.51	Annual	\$3,568.74
	8	20.82	Annual	\$3,622.68
	9	21.13	Annual	\$3,676.62
	10	21.45	Annual	\$3,732.30
	11	21.78	Annual	\$3,789.72
	12	22.09	Annual	\$3,843.66
	13	22.37	Annual	\$3,892.38
	14	22.65	Annual	\$3,941.10

Nonexempt		2019		
Criminal/Civil Records Mgmt.	Step	Wage		Monthly
	1	18.42	1st 6 months	\$3,205.08
	2	19.15	2nd 6 months	\$3,332.10
	3	19.87	Annual	\$3,457.38
	4	20.62	Annual	\$3,587.88

5	21.33	Annual	\$3,711.42
6	22.08	Annual	\$3,841.92
7	22.40	Annual	\$3,897.60
8	22.76	Annual	\$3,960.24
9	23.08	Annual	\$4,015.92
10	23.44	Annual	\$4,078.56
11	23.79	Annual	\$4,139.46
12	24.14	Annual	\$4,200.36
13	24.44	Annual	\$4,252.56
14	24.75	Annual	\$4,306.50

ATTACHMENT G
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Nonexempt		2019		
Deputy Auditor	Step	Wage		Monthly
	1	18.91	1st 6 months	\$3,290.34
	2	19.69	2nd 6 months	\$3,426.06
	3	20.48	Annual	\$3,563.52
	4	21.30	Annual	\$3,706.20
	5	22.00	Annual	\$3,828.00
	6	22.87	Annual	\$3,979.38
	7	23.22	Annual	\$4,040.28
	8	23.56	Annual	\$4,099.44
	9	23.92	Annual	\$4,162.08
	10	24.28	Annual	\$4,224.72
	11	24.63	Annual	\$4,285.62
	12	25.00	Annual	\$4,350.00
	13	25.31	Annual	\$4,403.94
	14	25.63	Annual	\$4,459.62

Deputy Equalization				
Equalization Data Base Coord. established June 2017	Step	2019		Monthly
	1	18.49	1st 6 months	\$3,217.26
	2	19.21	2nd 6 months	\$3,342.54
	3	20.00	Annual	\$3,480.00
	4	20.82	Annual	\$3,622.68
	5	21.49	Annual	\$3,739.26
	6	22.34	Annual	\$3,887.16
	7	22.70	Annual	\$3,949.80
	8	23.02	Annual	\$4,005.48
	9	23.37	Annual	\$4,066.38
	10	23.72	Annual	\$4,127.28
	11	24.08	Annual	\$4,189.92
	12	24.44	Annual	\$4,252.56
	13	24.75	Annual	\$4,306.50
	14	25.06	Annual	\$4,360.44

Deputy Treasurer		2019		
Deputy Register of Deeds	Step	Wage		Monthly
Deputy Maintenance Sup. (established 1/1/09)	1	18.01	1st 6 months	\$3,133.74
	2	18.72	2nd 6 months	\$3,257.28
	3	19.48	Annual	\$3,389.52
	4	20.27	Annual	\$3,526.98
	5	20.92	Annual	\$3,640.08
	6	21.77	Annual	\$3,787.98
	7	22.08	Annual	\$3,841.92
	8	22.40	Annual	\$3,897.60
	9	22.76	Annual	\$3,960.24
	10	23.08	Annual	\$4,015.92
	11	23.44	Annual	\$4,078.56
	12	23.79	Annual	\$4,139.46
	13	24.09	Annual	\$4,191.66
	14	24.39	Annual	\$4,243.86

Deputy Emergency Mgmt. established 10/1/06		2019		
	Step	Wage		Monthly
	1	17.68	1st 6 months	\$3,076.32
	2	18.36	2nd 6 months	\$3,194.64
	3	19.08	Annual	\$3,319.92
	4	19.86	Annual	\$3,455.64
	5	20.50	Annual	\$3,567.00
	6	21.29	Annual	\$3,704.46
	7	21.60	Annual	\$3,758.40
	8	21.93	Annual	\$3,815.82
	9	22.26	Annual	\$3,873.24
	10	22.60	Annual	\$3,932.40
	11	22.93	Annual	\$3,989.82
	12	23.28	Annual	\$4,050.72
	13	23.57	Annual	\$4,101.18
	14	23.86	Annual	\$4,151.64

Chief Deputy Sheriff position established 4/1/06		2019		
	Step	Wage		Monthly
	1	22.47	1st 6 months	\$3,909.78
	2	23.43	2nd 6 months	\$4,076.82
	3	24.40	Annual	\$4,245.60
	4	25.43	Annual	\$4,424.82
	5	26.50	Annual	\$4,611.00
	6	27.63	Annual	\$4,807.62
	7	28.06	Annual	\$4,882.44
	8	28.46	Annual	\$4,952.04
	9	28.90	Annual	\$5,028.60

10	29.33	Annual	\$5,103.42
11	29.76	Annual	\$5,178.24
12	30.22	Annual	\$5,258.28
13	30.60	Annual	\$5,324.40
14	30.98	Annual	\$5,390.52

Assistant Chief		2019		
Correctional Officer	Step	Wage		Monthly
position established 5/15/07	1	18.18	1st 6 months	\$3,163.32
	2	18.95	2nd 6 months	\$3,297.30
	3	19.76	Annual	\$3,438.24
	4	20.60	Annual	\$3,584.40
	5	21.46	Annual	\$3,734.04
	6	22.37	Annual	\$3,892.38
	7	22.73	Annual	\$3,955.02
	8	23.05	Annual	\$4,010.70
	9	23.41	Annual	\$4,073.34
	10	23.76	Annual	\$4,134.24
	11	24.11	Annual	\$4,195.14
	12	24.47	Annual	\$4,257.78
	13	24.78	Annual	\$4,311.72
	14	25.09	Annual	\$4,365.66

Sergeant Sheriff		2019		
position established 11/23/10	Step	Wage		Monthly
	1	22.68	1st 6 months	\$3,946.32
	2	23.42	2nd 6 months	\$4,075.08
	3	24.17	Annual	\$4,205.58
	4	24.99	Annual	\$4,348.26
	5	25.85	Annual	\$4,497.90
	6	26.72	Annual	\$4,649.28
	7	27.12	Annual	\$4,718.88
	8	27.53	Annual	\$4,790.22
	9	27.94	Annual	\$4,861.56
	10	28.36	Annual	\$4,934.64
	11	28.79	Annual	\$5,009.46
	12	29.21	Annual	\$5,082.54
	13	29.58	Annual	\$5,146.92
	14	29.95	Annual	\$5,211.30

Corrections Sergeant		2018		
position established 1/9/2018	Step	Wage		Monthly
	1	19.07	Annual	\$3,318.18
	2	19.66	Annual	\$3,420.84
	3	20.26	Annual	\$3,525.24
	4	20.93	Annual	\$3,641.82

5	21.58	Annual	\$3,754.92
6	22.31	Annual	\$3,881.94
7	22.63	Annual	\$3,937.62
8	22.97	Annual	\$3,996.78
9	23.33	Annual	\$4,059.42
10	23.67	Annual	\$4,118.58
11	24.03	Annual	\$4,181.22
12	24.38	Annual	\$4,242.12
13	24.68	Annual	\$4,294.32
14	24.99	Annual	\$4,348.26

**ATTACHMENT H
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2019**

Department Heads	Minimum	Monthly	Maximum	Monthly
State's Attorney 2009-100% FT	n/a	n/a	48.92	8,512.08
Sheriff	n/a	n/a	33.60	5,846.40
Highway Superintendent	28.42	4,945.08	32.76	5,700.24
Auditor	n/a	n/a	29.23	5,086.02
Equalization Director	23.58	4,102.92	28.54	4,965.96
Facility Manager	22.96	3,995.04	30.55	5,315.70
Register of Deeds	n/a	n/a	27.75	4,828.50
Treasurer	n/a	n/a	27.75	4,828.50
Victim Assistance Supervisor	22.42	3,901.08	27.11	4,717.14
Emergency Management	n/a	n/a	27.75	4,828.50
Veterans Director	18.97	3,300.78	22.80	3,967.20
Welfare Director	18.97	3,300.78	22.80	3,967.20

Assistant Department Heads/Supervisors	Minimum	Monthly	Maximum	Monthly
Deputy States Attorney	26.69	4,644.06	32.27	5,614.98
Chief Correctional Officer	22.37	3,892.38	27.06	4,708.44
Assistant Highway Superintendent	23.59	4,104.66	27.10	4,715.40

**ATTACHMENT H (continued)
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2019**

State's Attorney	2019			
	Step	Wage	Monthly	
	8	49.64	Annual	8,637.36
	9	50.38	Annual	8,766.12
	10	51.14	Annual	8,898.36
	11	51.91	Annual	9,032.34
	12	52.67	Annual	9,164.58
	13	53.33	Annual	9,279.42
	14	54.00	Annual	9,396.00

Sheriff	2019			
	Step	Wage	Monthly	
	8	34.10	Annual	5,933.40
	9	34.61	Annual	6,022.14
	10	35.13	Annual	6,112.62
	11	35.66	Annual	6,204.84
	12	36.19	Annual	6,297.06
	13	36.64	Annual	6,375.36
	14	37.10	Annual	6,455.40

Highway Superintendent	2019			
	Step	Wage	Monthly	
	8	33.26	Annual	5,787.24
	9	33.76	Annual	5,874.24
	10	34.27	Annual	5,962.98
	11	34.78	Annual	6,051.72
	12	35.31	Annual	6,143.94
	13	35.75	Annual	6,220.50
	14	36.20	Annual	6,298.80

Auditor	2019		
	Step	Wage	Monthly
	8	29.67	Annual 5,162.58
	9	30.12	Annual 5,240.88
	10	30.56	Annual 5,317.44
	11	31.03	Annual 5,399.22
	12	31.50	Annual 5,481.00
	13	31.89	Annual 5,548.86
	14	32.29	Annual 5,618.46

Equalization Director	2019		
	Step	Wage	Monthly
	8	28.97	Annual 5,040.78
	9	29.41	Annual 5,117.34
	10	29.85	Annual 5,193.90
	11	30.29	Annual 5,270.46
	12	30.75	Annual 5,350.50
	13	31.13	Annual 5,416.62
	14	31.52	Annual 5,484.48

Facilities Manager	2019		
	Step	Wage	Monthly
	8	31.02	Annual 5,397.48
	9	31.49	Annual 5,479.26
	10	31.96	Annual 5,561.04
	11	32.44	Annual 5,644.56
	12	32.93	Annual 5,729.82
	13	33.34	Annual 5,801.16
	14	33.76	Annual 5,874.24

Register of Deeds & Treasurer	2019		
	Step	Wage	Monthly

8	28.17	Annual	4,901.58
9	28.59	Annual	4,974.66
10	29.02	Annual	5,049.48
11	29.46	Annual	5,126.04
12	29.90	Annual	5,202.60
13	30.27	Annual	5,266.98
14	30.65	Annual	5,333.10

Victim Assistance Supervisor	Step	2019 Wage		Monthly
	8	27.52	Annual	4,788.48
	9	27.93	Annual	4,859.82
	10	28.35	Annual	4,932.90
	11	28.78	Annual	5,007.72
	12	29.20	Annual	5,080.80
	13	29.57	Annual	5,145.18
	14	29.94	Annual	5,209.56

Emergency Management Dir.	Step	2019 Wage		Monthly
	8	28.17	Annual	4,901.58
	9	28.59	Annual	4,974.66
	10	29.02	Annual	5,049.48
	11	29.46	Annual	5,126.04
	12	29.90	Annual	5,202.60
	13	30.27	Annual	5,266.98
	14	30.65	Annual	5,333.10

Veterans Service Officer	Step	2019 Wage		Monthly
	8	23.18	Annual	4,033.32

9	23.48	Annual	4,085.52
10	23.85	Annual	4,149.90
11	24.18	Annual	4,207.32
12	24.55	Annual	4,271.70
13	24.86	Annual	4,325.64
14	25.17	Annual	4,379.58

Welfare Director				
	Step	2019		Monthly
	8	23.13	Annual	4,024.62
	9	23.48	Annual	4,085.52
	10	23.85	Annual	4,149.90
	11	24.18	Annual	4,207.32
	12	24.55	Annual	4,271.70
	13	24.86	Annual	4,325.64
	14	25.17	Annual	4,379.58

Deputy States Attorney		2019		
	Step	Wage		Monthly
	8	32.73	Annual	5,695.02
	9	33.23	Annual	5,782.02
	10	33.73	Annual	5,869.02
	11	34.24	Annual	5,957.76
	12	34.74	Annual	6,044.76
	13	35.17	Annual	6,119.58
	14	35.61	Annual	6,196.14

Chief Correctional Officer		2019		
	Step	Wage		Monthly
	8	27.47	Annual	4,779.78
	9	27.88	Annual	

			4,851.12
10	28.29	Annual	4,922.46
11	28.72	Annual	4,997.28
12	29.15	Annual	5,072.10
13	29.51	Annual	5,134.74
14	29.88	Annual	5,199.12

Assistant Highway Superintendent	2019			Monthly
	Step	Wage		
	8	27.51	Annual	4,786.74
	9	27.92	Annual	4,858.08
	10	28.34	Annual	4,931.16
	11	28.77	Annual	5,005.98
	12	29.19	Annual	5,079.06
	13	29.55	Annual	5,141.70
	14	29.92	Annual	5,206.08

CASH DESIGNATION FOR FUTURE BUILDING FUND

Motion by Gabel, second by Hanten, to assign General Fund unassigned/undesignated cash, in the amount of \$6,594,533.98, for future building projects; all voted aye; motion carried.

RESOLUTION TO CANCEL COUNTY LIENS

Motion by Hanten, second by Gabel, to approve Resolution 2018-31 to cancel county liens against persons who are known to be deceased with no assets; all voted aye; motion carried.

RESOLUTION 2018-31 “TO DISCHARGE COUNTY AID LIENS”

WHEREAS, the Codington County Auditor’s office has furnished a list of liens filed in the Register of Deeds Office and has recommended the discharge of these liens as the individuals who incurred the liens are determined to be deceased, with no assets, and

WHEREAS, as of July 1, 1970 these existing liens total approximately \$22,111.86, and

WHEREAS, there is no evidence collection will be made on any of the total of approximately \$22,111.86,

NOW, THEREFORE, BE IT RESOLVED: by the Codington County Board of Commissioners, that the Register of Deeds is hereby directed to discharge the liens of known deceased from July 1, 1970 to the present time, as listed on file in the Auditor’s Office.

Dated this 27th day of December, 2018

Myron Johnson
Chairman Codington County Commission

ATTEST:

Cindy Brugman
Codington County Auditor

COURTHOUSE REMODEL PROJECT

Commissioner Gabel provided the Board with reports on the progress of the Courthouse Remodel Project following a site visit held on December 20th, 2018. Included in the reports was an estimated completion date of the project and open issues update. The final punch schedule has been set for the week of January 14th, 2019.

CLAIMS

Motion by Hanten, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: Empire Pizza 60.35 sup, Mills Construction 428257.04 remodel, Peters Distributing 2604.24 remodel, PrairieSons 2619.76 sprinklers, Thomas Price Inc. 1,200.00 svc, SD Dept. of Revenue 11940.00 testing, VISA Reliabank 1092.02 trav/rep, Watertown City 26071.60 surcharge 911.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes; all voted aye; motion carried: Sheriff, Brad Howell, step increase to step 12/\$36.29 per hour, January 1st, Highway Maintenance III, Jeff Case, anniversary step increase step 13/\$24.67 per hour, January 1st; Highway Maintenance II, Matt Dargatz, anniversary step increase step 8/\$22.32 per hour, January 1st; Rick Holinka, promoted to Maintenance III, step 13/\$24.77 per hour, January 1st; and Todd Warne, Highway Mechanic, anniversary step increase step 13/\$24.77 per hour, January 1st.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 9:48 a.m., until 9:00 a.m., Tuesday, January 8th, 2019; 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 \$_____.