

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., February 5, 2019

1. Pledge of Allegiance
2. Conflict of interest items
3. Action to approve the agenda
4. Action to approve the minutes of January 29, 2019
5. Review of/and discussion on proposal from Jim Zeck for access to Register of Deeds records for title company purposes
6. Monthly reports
 - a. Community Health Office
 - b. Veterans Service Officer
 - c. Welfare Director
7. Action to approve application for Homeland Security grant funds
8. Update on Search and Rescue vehicle purchase with Search and Rescue organization funds
9. Action to approve Plat Resolutions
 - a. Viola Engels Addition
 - b. Wishard Cemetery Addition
10. Action to approve a notice to bidders for a Courthouse fire alarm system
11. Action to approve change orders for Courthouse Remodel Project
12. Action to approve claims for payment
13. Action to approve automatic budget supplements
14. Action to approve personnel changes
15. Action to approve travel requests
16. Old Business
17. New Business
18. Open

- a. Public Comments
 - b. Commission Comments
19. Action to enter into Executive session per SDCL 1-25-2
- (1) Discussion of personnel issues
 - (3) Consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters
 - (4) Preparing for contract negotiations or negotiating with employees or employee representatives
20. Action to adjourn until 9:00 a.m., Tuesday, February 12th, 2019, at the Codington County Courthouse

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

February 5, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 5, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman Johnson presiding. Auditor, Cindy Brugman, 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 January 29, 2019; all voted aye; motion carried.

JIM ZECK, TITLE COMPANY PROPOSAL

Jim Zeck met with the Board to present a proposal for access to all records in the Register of Deeds Office to build a new title plant in Watertown. Mr. Zeck noted he represents a partnership of local Codington County residents who wish to develop and operate a technically advanced title and escrow company to serve Codington County. The Board advised Mr. Zeck they would take action on his proposal as they proceed to adopt documents to set fees, for his proposal, along with a M.O.U. presented by Midwest Developers at the Board's January 29th meeting.

MONTHLY REPORTS

South Dakota Dept. of Health, Community Health Nurses, Melissa Coull and Codi Martin, presented the Board with a 2018 4th quarter report from the Codington County Community Health Office. The report covered stats for services provided during the final quarter of 2018 along with information on: W.I.C., Immunizations, School Services, Baby/Care Prenatal Education, Infant Mortality, staffing levels, and staff training/continuing education. The Nurses will provide the Board with a year end review in the future. The Nurses have received policy changes, from the South Dakota Dept. of Health, regarding frequency of attending meetings of this Board. The Nurses will provide a quarterly report to the Board and will appear before the Board every six months in the future. **Veterans Service Officer, Al Janzen,** reported 75 walk-ins/appointments and 4 trips with 8 riders in the month of January. The office continues to assist with claims, headstones, etc. **Welfare Director, Sarah Petersen,** provided the Board with a report of statistics from the Welfare office for the month of November 2018. 28 people were served for the following: 1 ESG (Emergency Services Grant), 6 utilities, 2 transportation, 9 housing, 4 homeless, 5 economic assistance and 1 burial; there was \$400.00 in funds expended by the County for these contacts and \$3,878.00 was saved using other resources. The Welfare Director also reported statistics for December 2018. 20 people were served for the following: 2 ESG, 4 utilities, 3 medical, 2 housing support, 7 housing, 1 homeless, and 1 burial; there were \$3,675.00 in funds expended by the County for these contacts and \$19,606.22 was saved using other resources. The Salvation Army is providing the County with basic care kits for clients using the apartment the County has secured for the homeless. The County is now collaborating with the Beacon Center to provide ESG (Emergency Services Grant) where the County provides case management and the Beacon Center administers the funds and paperwork. The

target group for these funds are single individuals who are homeless or near homeless and priority is given to individuals who have a mental illness or criminal history. The Welfare Director also provided, and reviewed with the Board, an annual report including people served, costs, and savings.

HOMELAND SECURITY GRANT APPLICATION

Emergency Management Director, Jim Sutton, met with the Board to request authorization to apply for Homeland Security grant funds for three projects for the Emergency Management Office and Sheriff's Office. Motion by Hanten, second by Gabel, to authorize the application of Homeland Security grant funds as requested by the Emergency Management Director; all voted aye; motion carried. Items to be purchased include repeaters for the 14th Ave tower and replacement radios for law enforcement vehicles. Mr. Sutton noted Homeland Security funds are 100% grant funds with no match required.

SEARCH AND RESCUE VEHICLE

Emergency Management Director, Jim Sutton, updated the Board on a planned vehicle purchase for the Search and Rescue Organization. Mr. Sutton noted the purchase would be covered by Search and Rescue Organizational funds, not County funds, and that a current vehicle, also purchased with organizational funds, would be traded in during the transaction.

PLAT RESOLUTIONS

The Board approved the following plat resolutions which were previously recommended and approved by the Codington County Planning and Zoning Board.

RESOLUTION #2019-2

A Resolution to approve the platting of the Viola Engels Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Viola Engels Addition located in the Southeast Quarter of Section 18 Township 117 North, Range 53 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner Hanten, second by Commissioner VanDusen; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 5th day of February, 2019, at Watertown, Codington County, South Dakota

Myron Johnson
Chairman

Codington County, February 5, 2019

Cindy Brugman

County Auditor, Codington County, South Dakota

NOTICE TO BIDDERS COURTHOUSE FIRE ALARM PROJECT

Motion by Gabel, second by Waterman, to authorize a notice to bidders for a Courthouse Fire Alarm Project, pending confirmation, with the Watertown Fire Marshal and Codington County Facilities Manager, of a February 26th, 2019, bid deadline and opening of bids during the Board's meeting on that date; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Becky Goens, Extension Office Coordinator, anniversary step increase to step 13/\$21.78 per hour, 3/1/2019; Randy Falvey, Highway Maintenance II, anniversary step increase to step 4/\$19.98 per hour, 2/1/2019; Lonie Vogelsang, Highway Maintenance II, anniversary step increase to step 4/19.88 per hour, 2/1/2019.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 9:58 a.m., until 9:00 a.m., Tuesday, February 12th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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Published once at the total approximate cost of \$_____.