

**Official Proceedings**  
**County of Codington, Watertown, South Dakota**  
**Codington County Courthouse**  
**14 1<sup>st</sup> Ave SE**

March 12, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 12, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman Johnson presiding. Commissioner Johnson led the pledge of allegiance.

**CONFLICT OF INTEREST ITEMS**

There were 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 March 5, 2019; all voted aye; motion carried.

**REQUEST TO SELL ALCOHOL AT EXTENSION COMPLEX BOYS & GIRLS CLUB EVENT**

Liz Christensen, Executive Director and Kelly Jaderborg, Director of Development, both from the Watertown Boys and Girls Club, met with the Board to request authorization to sell alcohol during the April 5<sup>th</sup> Blue Door Derby Camel Races event scheduled at the Codington County Extension Center Complex. A liquor license has been transferred following proper procedure for this event. Motion by Hanten, second by VanDusen, to approve this request; all voted aye; motion carried.

**MONTHLY REPORTS**

**4-H/Youth Program Advisor, Jodi Loehrer**, reported on the following: Progressive Ag. Safety Day training; 4-H Youth Quality and Care of Animals training; Clover Buds meetings; Shooting Sports program; and registration for the Shooting Sports State Shoot. **Auditor, Cindy Brugman**, reported on completion and publication of the 2018 Annual report; upcoming Municipal Elections; and the defeat of a Legislative bill that would have shortened the time frame for absentee voting. **Director of Equalization, Shawna Constant**, provided the Board with a 2019 Appeal Process timeline and noted the County Board of Equalization will meet on April 9<sup>th</sup> in the Commission Chambers in the Courthouse and the Consolidated Board of Equalization will meet the evening of April 9<sup>th</sup> in the chambers of the Watertown City Council. Each Board will meet additional days as needed to complete the appeal process. The Director of Equalization Office is working on fielding phone calls and appeals that are coming in and updating sales information.

**4-H PROMOTION AND EXPANSION COMMITTEE ROSTER**

Motion by VanDusen, second by Waterman, to approve the 2019 4-H Promotion and Expansion Committee Roster as provided by 4-H Youth Program Advisor, Jodi Loehrer.

<u>NAME</u>	<u>TERM ENDS</u>
Jacey Orthaus, 4-H Teen	December 31, 2019
Seanna Moes, 4-H Teen	December 31, 2020
Gavin Whipple, 4-H Teen	December 31, 2021
Jill Orthaus, 4-H Adult	December 31, 2019

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Lynnette Moes, 4-H Adult	December 31, 2020
Rob Whipple, 4-H Adult	December 31, 2021
Boys & Girls Club teen, Non 4-H Teen	
Boys & Girls Club teen, Non 4-H Teen	
Boys & Girls Club teen, Non 4-H Teen	
Jill Stern, Non 4-H Adult	December 31, 2019
Kyle Thyen, Non 4-H Adult	December 31, 2020
Miranda Breitag, Non 4-H Adult	December 31, 2021

Committee Chair

Jodi Loehrer, 4-H Youth Program Advisor

County Commission Designated Agricultural Representatives

Jill Orthaus and Rob Whipple

County Commissioner Liaison

Myron Johnson

**AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by Hanten, second by Gabel, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of February 2019, all present voted aye; motion carried.

Cash on hand	\$ 17,214.37
Checks in Treasurers' possession	
less than 3 days	\$ 90,414.49
Credit Card Charges	\$ 8,199.32
Cash Items	\$ 340.61
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 116,168.79</b>
<b>RECONCILED CHECKING</b>	
Great Western Bank Checking (Memorial Park)	\$ 3,843.43
Reliabank Dakota	\$19,969,031.49
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 7,111.36
<b>TOTAL CASH ASSETS</b>	<b>\$20,096,155.07</b>
<b>General Ledger Cash Balance by Funds:</b>	
General	\$10,792,995.74
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 7,215,391.21
Trust & Agency	\$ 1,587,768.12
(schools 916,752.71, townships 63,727.26; city/towns 189,762.58)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$ 20,096,155.07</b>

The Board noted the collection of Register of Deeds fees, in the month of February, in the amount of \$22,877.50.

**DELTA DENTAL INSURANCE PREMIUM RENEWAL**

The Board received correspondence from Delta Dental of South Dakota notifying the County that an analysis of costs and expenses indicates a 13.5% rate change is necessary for Codington County's new plan year beginning June 1, 2019. However, based on Delta Dentals Rate Stability Program, the County's rate increase has been limited to 5.0%. Motion by Hanten, second by Waterman, to approve the following rates and cost share for employee dental insurance coverage for the time period beginning June 1, 2019 through May 31, 2020, upon vote of the Board, all present vote aye; motion carried:

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Single coverage premium: \$42.50 – paid by the County  
 Two party coverage premium: \$76.52 – County share \$38.26 Employee share \$38.26  
 Family coverage premium: \$111.40 – County share \$55.70, Employee share \$55.70

### **HIGHWAY DEPT. POLE BUILDING BIDS**

**Highway Supt., Rick Hartley**, met with the Board to recommend award of the bids received and recorded at the Board's meeting on February 26<sup>th</sup>, 2019. Motion by Hanten, second by Gabel, to award the electrical portion of the project to Sharp Electric, per the Highway Superintendent's recommendation, in the amount of \$9,906.01; all voted aye; motion carried. Motion by Hanten, second by Gabel, to award the building construction portion of the project to Zack Wipf Construction, per the Highway Superintendent's recommendation, in the total amount of \$144,074.06, which includes specified sheet rock and the 10'x10' door option; all voted aye; motion carried. Motion by VanDusen, second by Waterman, to award the concrete portion of the project to Crestone Builders, per the Highway Superintendent's recommendation, in the amount of \$37,700.00; all voted aye; motion carried.

### **NACo CONFERENCE**

Motion by Gabel, second by VanDusen, to authorize Vice Chair Hanten to attend the 2109 NACo Conference; all voted aye; motion carried.

### **COURTHOUSE REMODEL PROJECT CHANGE ORDERS**

Motion by Gabel, second by Hanten, to rescind the Board's action of March 5<sup>th</sup> to approve change order PR #21 in the amount of \$3,960.40, which would add 9'8" of movable wall to the north vestibule; all voted aye; motion carried. Commissioner Gabel reviewed Courthouse Remodel Project change order PR#21R, which will add a movable wall to the north vestibule that would divide the room to east and west sides. The partition would be 90" high so it would fit under the decorative crown molding. This proposal also includes the cost to modify the west exterior door to make it an exit only door. Commissioner Gabel noted the cost of this change order is \$5,345.00. Motion by Gabel, second by Hanten, to approve change order PR #21R; all voted aye; motion carried. Commissioner Gabel provided the Board with a list of approved change orders to date and noted the various orders have resulted in a project credit balance of \$6,174.00.

### **CLAIMS**

Motion by Hanten, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: AUTOMATIC BUILDING CONTROLS 476.00 REP, ACTIVE DATA SYSTEMS 750.00 MAINT, ADVANCE AUTO PARTS 31.97 REP, ANDOR, INC. 2825.00 EQUIP, JEFF ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 1250.50 SVC, AVERA HOME MEDICAL EQUIPMENT 150.00 SUP, AVERA MCKENNAN HOSPITAL 700.00 SVC, AVERA MEDICAL GROUP 3500.00 SVC, AVI SYSTEMS, INC 250.00 SVC, BOB BARKER CO. 472.66 SUP, BATTERIES UNLIMITED 40.00 REP, BAUER LAW OFFICE PC 488.80 SVC, BAYMONT INN & SUITES 217.02 TRAV, ASHLEIGH BELANGER 20.00 WIT, ALLEN BENCK 25.00 UTILITIES, BEST WESTERN OF HURON 55.00 TRAV, BONDELL BOADWINE 50.84 JURY, SCOTT BOHLS 56.72 JURY, BORNS GROUP 7626.41 POST, BORNS GROUP 5.69 POST, BOYS & GIRLS CLUB 11458.33 PMT, BRATLAND LAW 1982.50 SVC, RIAN BROMWICH 50.84 JURY, BROWN CLINIC PLLP 2147.30 SVC, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 997.39 SUPPLIES, CARTNEY BEARING & SUPPLY 15.98 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CENTURYLINK 717.32 UTIL, CLARK ENGINEERING 3900.00 REPAIRS/MAINT., CODINGTON-CLARK ELECTRIC COOPE 35.71 UTILITIES, CODINGTON CO. REGISTER DEEDS 90.00 SVC, CODINGTON COUNTY TREASURER 15.00 TRAVEL & CONF., COLE PAPERS, INC. 1825.98 REP, CONNECTING POINT COMPUTER CENT 2780.18 SUP, CONNECTING POINT 300.00 REPAIRS/MAINT., SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 70.92 SUP, CRAWFORD-OSTHUS FUNERAL CHAPEL 3302.00 SVC, CREATIVE REWARDS 695.00 SUP, CREDIT COLLECTIONS BUREAU

616.58 PMT, CREDIT COLLECTIONS BUREAU 766.44 PMT, CULLIGAN WATER CONDITIONING 758.00 SUP, CUMMINS SALES AND SERVICE 2497.05 REPAIRS/MAINT., MATT DARGATZ 25.00 UTILITIES, DATA TRUCK 29.99 UTIL, JAMIE DOLEN 25.00 UTILITIES, DUGAN SALES & SERVICE 599.95 EQUIP, BIMBO FOODS, INC 1043.70 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELECTRIC MOTORS & MOORE 138.00 REPAIRS/MAINT., ELLYSON LAW OFFICE 1279.34 SVC, JUSTIN ELSBERRY 20.00 WIT, EMC INSURANCE COMPANIES 69226.00 2019 BUILDING/INLAND MARINE, ENGELSTAD ELECTRIC CO. 66.33 REP, MARIA ESCAMILLA 40.00 CELL, TRICIA ESCHEN 69.32 JURY, RANDY FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 127.08 REPAIRS/MAINT., BENJAMIN FLEMING 60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 63.40 UTILITIES, ALLISON FORBUSH 25.00 CELL, SUZANNE FRENTZ 20.00 WIT, FSA - FARGO 9812.42 SUP, LEE GABEL 644.22 TRAV, GALLS, LLC 20.94 SUP, GCR TIRE CENTER 700.38 REPAIRS/MAINT., GCR TIRES & SERVICE 179.77 REP, BREYANNA GEERDES 51.68 JURY, GLACIAL INTERACTIVE INC 55.00 SVC, GRAINGER 321.49 REP, GREEN, ROBY, OVIATT, 5045.13 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, JUSTIN HALAJIAN 25.00 CELL, HAMLIN COUNTY 99.00 REGISTRATION, SAMANTHA HANSON 20.00 WIT, RICK HARTLEY 40.00 UTILITIES, JENNIFER HARTMAN 50.84 JURY, DAVE HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, HENRY FOODS, INC 1688.86 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 1854.90 SUP, RICK HOLINKA 25.00 UTILITIES, LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 3750.00 SVC, GLACIAL LAKES HUMANE SOCIETY 10000.00 PMT, HYVEE #1871 ACCTS RECEIVABLE 1470.43 SUP, INTERLAKES COMMUNITY ACTION 1267.42 PMT, INTOXIMETERS 750.00 SUP, MARI JAYCOX 51.68 JURY, JOHNSON CONTROLS, INC. 794.75 REP, HENRY JOHNSON 20.00 WIT, JURGENS PRINTING 95.50 SUP, MITCH KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 15.00 SVC, KENNEDY PIER KNOFF LOFTUS, LLP 250.00 SVC, KIBBLE EQUIPMENT 412.50 REPAIRS/MAINT., AMBER KURNS 20.00 WIT, LAKE CITY FIRE EQUIPMENT 742.13 REP, LAWSON PRODUCTS 669.97 SUPPLIES, LEWIS & CLARK BHS 660.00 SVC, LEWNO LAW OFFICE 165.00 SVC, DARCY LOCKWOOD 15.00 SVC, JODI LOEHRER 87.14 CELL, STEVEN LOWRY 40.00 CELL, SHAWNA LUFKINS 20.00 WIT, LUTHERAN SOCIAL SERVICES 1642.44 SVC, LYLE SIGNS INC. 387.00 SUP, MAC'S BLUE TARP CREDIT SERVIC 32.24 SUPPLIES, BLUE TARP FINANCIAL, INC 49.99 REP, MACKSTEEL WAREHOUSE, INC. 70.67 SUP, MARCO, INC 314.12 RENT, JACLYN MARKO 54.20 JURY, RUSSELL MATHEWS 40.00 CELL, MEDICAL WASTE TRANSPORT, INC 164.72 SVC, SEAN MELMER 51.68 JURY, MENARDS 19.48 REPAIRS/MAINT., MENARDS 600.24 SUP, LARRY MERCHANT 25.00 CELL, MICK'S SCUBA 284.00 SVC, MIDCONTINENT COMMUNICATIONS 407.86 UTIL, MILLS CONSTRUCTION, INC 47193.32 SVC, MOE OIL COMPANY 3826.85 SUPPLIES, STEVE MOLENGRAAF 53.00 TRAV, MICHAEL MORGAN 40.00 CELL, MUNICIPAL UTILITIES 17587.87 UTIL, MUNICIPAL UTILITIES 1345.07 UTILITIES, MUTH ELECTRIC 150.00 REP, NACHSA 130.00 DUES, NATIONAL SHERIFFS' ASSOCIATION 115.00 DUES, BRANDI NISICH 20.00 WIT, NORTHWESTERN ENERGY 595.72 UTILITIES, OFFICE PEEPS 59.02 SUPPLIES, OFFICE PEEPS, INC. 6811.73 SUP, OFFICE PEEPS, INC. 451.01 SUP, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 67.24 UTILITIES, OVERHEAD DOOR CO 377.55 REP, HOLLI OWENS 50.84 JURY, MICHELLE PEDERSON 25.00 CELL, PENNINGTON COUNTY JAIL 166.70 TRAV, PETERS DISTRIBUTING 10450.41 SVC, SARAH PETERSEN 25.00 CELL, PHARMCHEM INC 171.30 SUP, PITNEY BOWES 193.48 RENT, PMB 0112 149.40 UTIL, PRAIRIE LAKES HEALTH CARE CENT 2635.00 SVC, PRAIRIESONS, INC 535.85 SVC, PREMIER BIOTECH, INC 900.00 SUP, PRINT 'EM NOW 804.00 SUP, CLINTON RABINE 54.20 JURY, RAMKOTA HOTEL 96.00 TRAV, RC FIRST AID 130.25 SUPPLIES, REDLINGER BROS. 300.00 REP, BRIAN REDWING 20.00 WIT, REDWOOD TOXICOLOGY LABORATORY 1172.98 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, BECCA REITER 40.00 CELL, ROBYN RITER 25.00 UTILITIES, DAWN RUSSELL 34.00 SVC, SANFORD WATERTOWN OCCUPATIONAL 129.00 SVC, SANITATION PRODUCTS INC. 1471.59 REPAIRS/MAINT.,

SATELLITE TRACKING OF PEOPLE 1105.00 SVC, TREVER SCHIMMEL 40.00 CELL, DIANE SCHMADEKE 16.80 WIT, SCHUMACHER ELEVATOR COMPANY 712.62 MAINT, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 2902.00 PMT, SD ATTORNEY GENERAL'S OFFICE 415.00 PMT, SD DEPT OF PUBLIC SAFETY 2700.00 MAINT, SOUTH DAKOTA DEPT. OF TRANSPOR 235.38 REPAIRS/MAINT., SD STATE TREASURER 399737.99 MARCH REMITTANCE, SDACES 15.00 DUES, SDACO 562.00 PMT, SDN COMMUNICATIONS 1157.23 UTIL, SDSU EXTENSION 20020.00 PMT, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 4207.39 SUP, HEIDI SELCHERT 25.00 CELL, SHERWIN WILLIAMS 251.98 REP, SIOUX RURAL WATER SYSTEM 36.00 UTILITIES, SIOUX VALLEY COOP 7368.30 FUEL, SIOUX VALLEY COOP 1760.01 SUPPLIES, LYNN SOLBERG 40.00 UTILITIES, BRENT SOLUM 40.00 CELL, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 1081.11 POST, TOM STANLEY 53.00 TRAV, STAR LAUNDRY 142.06 SUPPLIES, STAR LAUNDRY 1992.16 SUP, STATE INDUSTRIAL PRODUCTS 387.64 SUP, STEVE'S WORLD 304.22 REP, DOUGLAS STORMO 50.84 JURY, MARK STROHFUS 1915.00 REP, STURDEVANTS AUTO PARTS 178.54 SUPPLIES, SUTTON LAW OFFICE PC 18087.20 SVC, SCOTT SWANSON 25.00 CELL, THOMSON REUTERS-WEST 291.57 SUP, LANDAN THORSON 56.72 JURY, PRODUCTIVITY PLUS ACCOUNT 4956.90 REPAIRS/MAINT., T&L QUICKCARE 600.00 SVC, DOUG TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 338.64 RENT, US GEOLOGICAL SURVEY 9466.00 PMT, MILLISA VANHEEL 20.00 WIT, TYLER VARNS 40.00 CELL, VAST BUSINESS 670.03 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 338.02 UTIL, GREAT WESTERN BANK 175.19 TRAVEL & CONF., GREAT WESTERN BANK 293.12 PMT, GREAT WESTERN BANK 54.47 PMT, GREAT WESTERN BANK 140.99 PMT, GREAT WESTERN BANK 246.79 PMT, GREAT WESTERN BANK 954.34 PMT, LONIE VOGELSANG 25.00 UTILITIES, WALFORD PROPERTIES 400.00 PMT, WALMART COMMUNITY 65.76 SUP, WALMART COMMUNITY 9.58 SUPPLIES, WARNE PLUMBING & HEATING 322.20 REP, TODD WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 500.00 SVC, WATERTOWN LAWN & GARDEN 1150.00 REP, WATERTOWN OPTIMIST CLUB 115.00 DUES, WATERTOWN PARK & REC 250.00 PMT, WATERTOWN PUBLIC OPINION 172.00 SUP, WATERTOWN PUBLIC OPINION 1177.07 PUB, NICHOLAS WATSON 50.84 JURY, WHEELCO 985.48 REPAIRS/MAINT., WILES & RYLANCE, LLP 488.80 SVC, WW TIRE SERVICE INC. 539.60 SUPPLIES, WW TIRE SERVICE INC 149.80 REP, XEROX CORPORATION 123.20 SUPPLIES, YANKTON CO. SHERIFF 150.00 SVC, YANKTON CO TREASURER 489.50 SVC, GARY YOUNG 51.68 JURY.

#### **AUTOMATIC BUDGET SUPPLEMENT**

Motion by Gabel, second by VanDusen, to supplement the Ag. Building budget in the amount of \$3,500.00 with funds received from the Watertown Area Chamber for the recent purchase of staging at the Extension Center Complex; all voted aye; motion carried.

#### **PERSONNEL CHANGES**

Motion by Hanten, second by Gabel, to approve the following personnel changes; all voted aye; motion carried. Lindee Waba, Treasurer 2<sup>nd</sup> Deputy; anniversary step increase, step 13/\$20.72 per hour; 3/1/2019. Kyle Lewis, Correctional Officer; 6 mo. step increase, step 2/\$18.47 per hour; 3/15/2019.

#### **TRAVEL REQUESTS**

Motion by Hanten, second by Gabel, to approve the following travel requests; all voted aye; motion carried: Emergency Management Director and Secretary, Region 2 Summer Severe Weather meeting; Director of Equalization and appraisal staff, SDAAO Conference; and Auditor, 2019 NACo Conference.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 9:57 a.m., until 9:00 a.m., Tuesday, March 19<sup>th</sup>, 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.

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