

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

1. **Pledge of Allegiance**
2. **Conflict of interest items**
3. **Action to approve the agenda**
4. **Action to approve the minutes of February 26, 2019**
5. **Monthly reports**
 - a. **Extension**
 - b. **Veterans Service**
 - c. **Weed**
 - d. **Sheriff**
6. **Action to approve 2019 Weed chemical/spraying rates, etc.**
7. **Action to approve a job description for the Courthouse Security position**
8. **Action to approve a restroom project at the Detention Center**
9. **Action to authorize application of grant funds for vests for Reserves**
10. **Action to authorize application of 24/7 grant funds**
11. **Action to award bids for a Highway Pole Building**
12. **Action to appoint a County Commissioner to the board of the Watertown Development Company**
13. **Action on a request to use a Courtroom to allow the USD School of Law trial team to conduct practice sessions**
14. **Discussion/possible action to approve a MOU presented by Midwest Developers**
15. **Action to approve change orders for Courthouse Remodel Project**
16. **Action to approve claims for payment**
17. **Action to approve automatic budget supplements**
18. **Action to approve personnel changes**
19. **Action to approve travel requests**
20. **Note Easter office closures per previously adopted policy**

21. **Old Business**
22. **New Business**
23. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**
24. **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**
25. **Action to adjourn until 9:00 a.m., Tuesday, March 12th, 2019, at the Codington County Courthouse**

Codington County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of service.

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

March 5, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 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. Commissioner VanDusen led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

AGENDA APPROVED

Motion by Waterman, second by VanDusen, to approve the agenda. Commissioner Gabel noted RFP's for Inmate Health services would be opened later in this meeting as previously advertised. Upon vote of the Board; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Gabel, to approve the minutes of February 26, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Veterans Service Officer, Al Janzen, reported 61 office walk-ins/appointments and 1 trip to Sioux Falls during the month of February. **Weed Supervisor, Steve Molengraaf**, updated the Board on attending the State Weed Conference, Local Weed meeting, attending local meetings in other Counties, and continued work to locate road rights-of-way. **Sheriff, Brad Howell**, submitted the following statistics, compiled during the month of January 2019, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$7,591.85 were retained by the County; 567 cases/calls for service; response to 7 accidents; 83 arrest warrants served; 232 sets of civil papers served; 6,091 inmate transport miles; average daily inmate population 63.97 (high of 69 and low of 60); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 66 individuals testing twice daily for PBT'S; 67 individuals reporting twice weekly for UA Drug testing; 246 bookings; \$12,870.29 collected in fees for out of county prisoner contracts; \$6,920.00 collected in work release fees; \$5,855.00 collected in fees for the 24/7 program; and \$4,159.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell also reported on attending a flood preparedness meeting and assisting Court Service Officers to implement HOPE (Hawaii Probation with Enforcement) court, a court services program aimed at assisting drug or alcohol abusers.

2019 WEED CHEMICAL & SPRAYING RATES

Motion by Hanten, second by Gabel, to approve a 2019 fee schedule for Weed Spraying, as prepared by Weed Supervisor, Steve Molengraaf; all voted aye; motion carried.

2019 WEED SPRAYING RATES SCHEDULE OF FEES

Township & County		State, City & Private	
Equipment and Operator	\$35.00 hour	Truck	\$60.00 hour
		RTV	\$50.00 hour
		Operator	\$30.00 hour
2-4D Amine Aquatic	\$9.10 gallon	2-4D Amine	\$18.00 gallon

Codington County, March 5, 2019

Rodeo or Equivalent	\$13.83 gallon	Rodeo or Equivalent	\$26.00 gallon
Roundup Pro or Equivalent	\$11.34 gallon	Roundup Pro or Equiv.	\$17.50 gallon
Plateau or Equivalent BASF	\$103.99 gallon	Plateau or Equiv. BASF	\$130.00 gallon
Plateau or Equivalent Alligare	\$99.99 gallon	Plateau or Equiv. Alligare	\$125.00 gallon
2-4D Ester or Equivalent	\$16.10 gallon	2-4D Ester or Equiv.	\$23.00 gallon
Tordon 22K or Equivalent	\$43.98 gallon	Tordon 22K or Equiv.	\$65.00 gallon
Nonionic Surfactant	\$10.39 gallon	Nonionic Surfactant	\$16.00 gallon
GrazonNext	\$36.50 gallon	GrazonNext	\$50.00 gallon
Milestone	\$299.73 gallon	Milestone	\$320.00 gallon
Transline	\$116.97 gallon	Transline	\$135.00 gallon
		Dicamba	\$90.00 gallon

1 (one) hour minimum hourly rates (for State, City, and Private), and \$.06 per gallon water charge with a 500-gallon minimum. Applicable Sales Tax will be added to all charges based on location of spraying for private companies/individuals.

COURT SECURITY/CORRECTIONS OFFICER JOB DESCRIPTION

Motion by Gabel, second by Hanten, to approve the Court Security/Corrections Officer job description as presented by Sheriff Howell. Sheriff Howell noted this is a full time with benefits position based on the same pay scale as Correctional Officers. Upon vote of the Board; all voted aye; motion carried.

Commissioner moved to amend his motion to include the declaration of an emergency to allow the Sheriff to begin advertising for this position immediately; second by Hanten; all voted aye; motion carried.

24/7 PROGRAM RESTROOM PROJECT

Motion by Hanten, second by Gabel, to accept a proposal from Warne Plumbing in the amount of \$5,600.00 and to move forward with a restroom project for 24/7 clients at the Detention Center; all voted aye; motion carried. Sheriff Howell noted a portion of this project can be handled in house.

GRANT FUNDS FOR BULLET PROOF VESTS

Motion by VanDusen, second by Waterman, to authorize Sheriff Howell to apply for grant funds from the Watertown Community Foundation to purchase bullet proof vests for Reserve Officers; all voted aye; motion carried.

24/7 GRANT FUNDS

Sheriff Howell informed the Board he recently had a short window of opportunity to apply for 24/7 grant funds. Sheriff Howell noted Codington County has been awarded \$15,000.00 in 24/7 staffing grant funds from the State of South Dakota. Motion by Hanten, second by Gabel, to authorize Sheriff Howell to accept the aforementioned funds; all voted aye; motion carried.

HIGHWAY DEPT. POLE BUILDING BIDS

Highway Supt., Rick Hartley, met with the Board to discuss bids received on February 26th for a pole building project for the Highway Dept. Mr. Hartley requested that the Board delay action to award bids until March 12th to allow time for consultation with the SD Dept. of Legislative Audit regarding one bid, which happens to be the low bid, which does not follow the bid specifications for this project. Motion by Gabel, second by Hanten, to delay bid awards for this project until March 12th; all voted aye; motion carried.

WATERTOWN DEVELOPMENT BOARD APPOINTMENT

The Board received notice from the Watertown Development Company that Codington County has been made a standing member of the WDC and will need to select a Commissioner to sit on the Board. Commissioners Hanten and VanDusen both expressed interest in the position. Commission Waterman

nominated Commissioner VanDusen, with no further nominations forth coming; Chairman Johnson called for a vote in favor of Commissioner VanDusen's nomination; Gabel, Waterman, Johnson, and VanDusen voted aye; Hanten voted no. Chairman Johnson declared Commissioner VanDusen as the County's representative on the Watertown Development Company Board.

USD LAW TRIAL TEAM USE OF COURTROOM

The Board received a request, from Magistrate Judge, Patrick McCann, to allow the USD School of Law trial team the use of one of the County's courtrooms during the weekend of March 16th. Judge McCann and Public Defender, Mindy Werder, will be responsible for letting the students into the Courthouse and ensuring the building is left in a clean and secure condition. Motion by Hanten, second by Gabel, to approve Judge McCann's request; all vote aye; motion carried.

MIDWEST DEVELOPERS, INC. M.O.U.

Motion by Hanten, second by VanDusen, to approve the final draft of a M.O.U. between Midwest Developers and Codington County for the copying of uncertified copies of recorded instruments in the Codington County Register of Deeds office; all voted aye; motion carried.

COURTHOUSE REMODEL PROJECT CHANGE ORDER

Commissioner Gabel reviewed Courthouse Remodel Project change order PR#21. Commissioner Gabel noted the cost of the entire change order is \$11,450.00 and at this time only a portion of the change order is ready for action. Motion by Gabel, second by Waterman, to approve the portion of the change order totaling \$3,960.40 which will add 9'8" of movable wall to the north vestibule; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes; all voted aye; motion carried. Steve DeVille; Memorial Park Seasonal hire; building maintenance step 6/\$17.75 per hour; 4/1/2019. Kathy Young, Sheriff Civil Process Coordinator; anniversary step increase, step 13/\$21.71 per hour; 3/1/2019. Kristi Gast, Sheriff Records Manager; anniversary step increase, step 12/\$24.14 per hour 3/1/2019. Steven Lowry, Deputy Sheriff; anniversary step increase, step 5/\$24.26 per hour; 2/15/2019.

GOOD FRIDAY AND EASTER MONDAY CLOSURES

The Board noted the Courthouse and all County Offices will be closed Good Friday, April 19th and Easter Monday, April 22nd to follow the State closings and per previously adopted policy.

INMATE HEALTH SERVICES REQUEST FOR PROPOSALS

Commissioner Gabel noted this is the date and place for the opening of R.F.P.'s for inmate health services. One R.F.P. for inmate health services was received from MEnD Correctional Care, PLLC; Sartell, Minnesota. Commissioner Gabel requested time to review the R.F.P. before Board action is taken to accept or reject the proposal with a target date for action of March 19th.

INTER LAKES COMMUNITY ACTION VITA PROGRAM

Commissioner Hanten reminded the Board about the VITA (Volunteer Income Tax Assistance) Program through Inter Lakes Community Action. This program is for assistance with income tax preparation for households who qualify based on income.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:05 a.m., until 9:00 a.m., Tuesday, March 12th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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