

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

1. **Pledge of Allegiance**
2. **Conflict of interest items**
3. **Action to approve the agenda**
4. **Action to approve the minutes of April 2, 2019**
5. **Monthly reports**
 - a. **Auditor**
 - b. **Director of Equalization**
 - c. **Sheriff**
6. **Action to approve the Auditor's Acct. w/Treasurer and note Register of Deeds fees**
7. **Action to set a tax deed property auction, publish notice of same, and appoint real property owners to appraise said property**
8. **Action to declare patrol vehicles surplus to trade in on new vehicles already on order**
9. **Action to advertise and hire a full-time correctional officer due to a resignation**
10. **Discussion/possible action to authorize the Chair to sign a contract with MeND Correctional Care, PLLC for jail inmate healthcare services**
11. **Action to authorize the Chair to sign a contract with Crestone Builders for the Highway building project**
12. **Discussion/possible action to public a notice for the lease of County property (hay land)**
13. **Action to approve a Fireworks show permit**
14. **Action on change orders submitted for Courthouse Remodel Project**
15. **Action to approve claims for payment**
16. **Action to approve automatic budget supplements**
17. **Action to approve personnel changes**
18. **Action to approve travel requests**
19. **Old Business**
20. **New Business**

21. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**

22. **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**

23. **Action to adjourn until 9:00 a.m., Tuesday, April 16th, 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

April 9, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 9, 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 Troy VanDusen 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 as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Waterman, to approve the minutes of April 2, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on the upcoming voter list maintenance process, notifications to be sent to property appellants following Board of Equalization actions, 2020 budget preparations, and working with local Municipalities conducting elections in April. **Director of Equalization, Shawna Constant**, reported on preparations for County and Consolidated Board of Equalization meetings and weather permitting - finishing up the re-appraisal process in Pelican Township and beginning re-appraisal in Elmira Township. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of February 2019, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$6,526.00 were retained by the County; 488 cases/calls for service; response to 13 accidents; 61 arrest warrants served; 202 sets of civil papers served; 3,571 inmate transport miles; average daily inmate population 61.75 (high of 68 and low of 54); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 59 individuals testing twice daily for PBT'S; 77 individuals reporting twice weekly for UA Drug testing; 3 persons on sweat patches; 211 bookings; \$12,260.23 collected in fees for out of county prisoner contracts; \$3,980.00 collected in work release fees; \$10,557.00 collected in fees for the 24/7 program; and \$3,838.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell also provided the following statistics for the month of March: Fees collected in the amount of \$5,869.34 were retained by the County; 587 cases/calls for service; response to 9 accidents; 76 arrest warrants served; 259 sets of civil papers served; 2,455 inmate transport miles; average daily inmate population 58.38 (high of 66 and low of 53); 15 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 62 individuals testing twice daily for PBT'S; 76 individuals reporting twice weekly for UA Drug testing; 3 persons on sweat patches, 241 bookings; \$8,138.89 collected in fees for out of county prisoner contracts; \$6,100.00 collected in work release fees; \$7,949.00 collected in fees for the 24/7 program; and \$3,990.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell expressed his thanks to Chief Correctional Officer, Matt Blackwelder, who was in charge of the sandbagging effort at the Extension Center Complex during the March flooding event, and to all those who also assisted in the effort. Sheriff Howell updated the Board on the progress of the 24/7 restroom project in the Detention Center.

SURPLUS EQUIPMENT

Motion by Hanten, second by VanDusen, to declare the following vehicles surplus to be traded, to Watertown Ford towards the purchase of two vehicles currently on order; per the recommendation of Sheriff Howell; all voted aye; motion carried: GEN001139, 2005 Chevrolet Suburban, GEN01510 2011 Dodge Charger, and GEN01585 2013 Dodge Caravan.

CORRECTIONAL OFFICER POSITIONS

Motion by Hanten, second Gabel, to authorize the advertising and hiring of two full time Correctional Officers, to replace one resignation and one retirement of current full time Correctional Officers; all voted aye; motion carried.

MeND CORRECTIONAL CARE, PLLC, INMATE HEALTHCARE SERVICES CONTRACT

The Board; Sheriff, Brad Howell; and Chief Correctional Officer, Matt Blackwelder; discussed and reviewed the details of a contract for inmate healthcare services. Sheriff Howell noted the contract has been reviewed by the States Attorney. Sheriff Howell also advised the Board that conversations have been held with Prairie Lakes Health Care regarding the use of medical equipment the County will be required to provide under the terms of the contract.

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

Motion by Hanten, second by VanDusen, 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 March 2019, all present voted aye; motion carried.

Cash on hand	\$ 16,425.87
Checks in Treasurers' possession	
less than 3 days	\$ 161,892.87
Credit Card Charges	\$ 5,866.94
Cash Items	\$ 399.03
TOTAL CASH ASSETS ON HAND	\$ 184,584.71
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 7,973.83
Reliabank Dakota	\$19,624,785.28
INVESTMENTS	
SD Public Funds Investment	\$ 7,122.71
TOTAL CASH ASSETS	\$19,824,466.53
General Ledger Cash Balance by Funds:	
General	\$10,546,936.15
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 7,180,846.33
Trust & Agency	\$ 1,596,684.05
(schools 858,215.20, townships 62,714.73; city/towns 161,948.74)	
TOTAL GENERAL LEDGER CASH	\$ 19,824,466.53

The Board noted March fees collected by the Register of Deeds in the amount of \$30,447.20.

NOTICE OF TAX DEED PROPERTY PUBLIC AUCTION

Motion by Gabel, second by VanDusen, to authorize the Auditor to publish a notice of tax deed property public auction, scheduled for 9:00 a.m., Tuesday, May 7th, and to appoint the following as property appraisers: Steve Molengraaf, Jacki Manning, and Shawna Constant. Upon vote of the Board; all voted aye; motion carried.

HIGHWAY DEPT. POLE BUILDING PROJECT

Motion by Gabel, second by Hanten, to authorize the Chairman to sign a contract with Crestone Builders for the concrete portion of the Highway Dept. pole building project, from bids awarded on March 12, 2019; all voted aye; motion carried.

NOTICE OF PUBLIC AUCTION LEASE OF COUNTY PROPERTY

Motion by Hanten, second by Gabel, to authorize the Auditor to publish a notice of public auction for the lease of County owned property for haying purposes; all voted aye; motion carried. The public auction will be held at 9:15 a.m., Tuesday, May 21st, 2019, in the office of the County Commissioners. The Board will determine the starting bid for the auction of the property and bid increments will be in the amount of \$5.00. The Board will determine the length of lease at either 1 year or 2 years.

FIREWORKS PERMIT APPLICATION

Motion by Hanten, second by Gabel, to approve an application for the discharge of fireworks on April 27, 2019 from approximately 8:30 p.m. to 9:30 p.m., a demonstration for Lew's Fireworks wholesale customers, east of Lew's Fireworks main warehouse; all voted aye; motion carried.

CLAIMS

Motion by VanDusen, second by Gabel, to approve the following claims for payment; all voted aye; motion carried. A&B BUSINESS SOLUTIONS 1611.83 SVC, ALEX AIR APPARATUS, INC 1461.00 REP, JEFF ARGO 25.00 UTILITIES, AT&T MOBILITY 591.19 UTIL, AUSTIN LAW OFFICES 3937.26 SVC, AUTOZONE 124.99 REPAIRS/MAINT., AVERA HOME MEDICAL EQUIPMENT 150.00 SUP, AXON ENTERPRISE, INC 1454.00 EQUIP, BANNER ASSOCIATES, INC 256.00 REPAIRS/MAINT., BATTERIES UNLIMITED 270.00 REPAIRS/MAINT., BAUER LAW OFFICE PC 1663.80 SVC, BEACON CENTER 1526.50 PMT, BEACON CENTER 4000.00 PMT, ALLEN BENCK 25.00 UTILITIES, BERNIE'S TELEPHONE AND TECH 525.00 SUP, BOARMAN KROOS VOGEL GROUP, INC 294.04 SVC, BONDELL BOADWINE 50.84 JURY, BORNS GROUP 13.96 POST, BORNS GROUP 2316.51 POST, BOYS & GIRLS CLUB 1458.33 PMT, BRATLAND LAW 3009.80 SVC, BRIAN'S GLASS & DOOR INC. 260.00 REPAIRS/MAINT., BRITE 1050.00 EQUIP, BROCK WHITE COMPANY 13020.00 SUPPLIES, RIAN BROMWICH 50.84 JURY, BROWN CLINIC PLLP 301.00 SVC, RANDY BRUDWICK 20.00 WIT, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 44.26 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CASHWAY LUMBER INC. 393.76 REP, CCPR PROGRAM 50518.34 PMT, CENTURYLINK 717.32 UTIL, CHUCK'S LOCK & KEYS 8.00 SUP, CLUBHOUSE HOTEL & SUITES 161.00 TRAV, CODINGTON-CLARK ELECTRIC COOPE 35.53 UTILITIES, CODINGTON COUNTY HIGHWAY DEPT. 89.02 SVC, CODINGTON COUNTY TREASURER 73.42 POST, COLE PAPERS, INC. 1223.43 SUP, COMPASS COUNSELING 1800.00 SVC, CONNECTING POINT COMPUTER CENT 1600.53 REP, CONNECTING POINT 50.00 UTILITIES, SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 77.74 SUP, CREDIT COLLECTIONS BUREAU 3557.67 PMT, CREDIT COLLECTIONS BUREAU 621.33 PMT, CULLIGAN WATER CONDITIONING 198.25 SUP, DAKOTA PORTABLE TOILETS, INC 165.00 REP, MATT DARGATZ 25.00 UTILITIES, THOMAS DARRINGTON 37.56 WIT, DATA TRUCK 29.99 UTIL, ALEX DEFEA 20.00 WIT, DELYLE'S SOUTH 81 SERVICE INC 287.83 REP, DEN HERDER & HOSMER LAW OFFICE 100.17 SVC, DIGITAL-ALLY 1365.00 EQUIP, JAMIE DOLEN 25.00 UTILITIES, DOUG'S ANCHOR MARINE 2334.00 EQUIP, DVL FIRE & SAFETY 204.70 SUP, DVL FIRE AND SAFETY 1164.65 REPAIRS/MAINT., BIMBO FOODS, INC 1381.62 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELLYSON LAW OFFICE 767.98 SVC, EMBRACE FAMILY DENTISTRY 105.00 SVC, ENGELSTAD ELECTRIC CO. 509.85 REP, EQUIPMENT BLADES INC 9992.00 SUPPLIES, MARIA ESCAMILLA 40.00 CELL, RANDY FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 19.98 REP, FARNAMS GENUINE PARTS 662.39 SUPPLIES, FASTENAL COMPANY 689.38 SUPPLIES, FEDEX 23.72 SVC, FIRST DAKOTA TITLE 150.00 SVC, AT&T MOBILITY - FIRSTNET 40.52 UTIL, BENJAMIN FLEMING

60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 68.50 UTILITIES, ALLISON FORBUSH 25.00 CELL, FSA - FARGO 9372.35 SUP, GALLS, LLC 471.96 EQUIP, GCR TIRE CENTER 3322.28 SUPPLIES, GCR TIRES & SERVICE 33.30 REP, BREYANNA GEERDES 51.68 JURY, GENOA HEALTHCARE/WATERTOWN 332.16 SVC, GLACIAL INTERACTIVE INC 55.00 REP, GRAINGER 142.21 SUP, GREEN, ROBY, OVIATT, 5168.76 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, JUSTIN HALAJIAN 25.00 CELL, RICK HARTLEY 40.00 UTILITIES, JENNIFER HARTMAN 50.84 JURY, DAVE HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, TOWN OF HENRY 92.00 UTILITIES, HENRY FOODS, INC 2094.79 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 1260.98 SUP, RICK HOLINKA 25.00 UTILITIES, HOLY NAME BOY SCOUTS TROUP 209 800.00 SUPPLIES, HOVERSTREAM LLC 3745.20 REP, LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 20631.25 PMT, HYVEE #1871 ACCTS RECEIVABLE 1551.76 SUP, I STATE TRUCK CENTER 426.23 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1267.42 SVC, J&L MACHINE & WELDING, INC. 399.43 REPAIRS/MAINT., MARI JAYCOX 51.68 JURY, JOHNSON CONTROLS, INC. 254.18 REP, MITCH KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 18.00 SVC, JUSTIN KLOOS 20.00 WIT, LACROIX LAW OFFICE 247.75 SVC, LAKE AREA ZOOLOGICAL SOCIETY 20000.00 PMT, LAKE CITY FIRE EQUIPMENT 432.46 REP, J.H. LARSON COMPANY 49.55 REP, LEADS ONLINE 594.00 REP, LEWIS & CLARK BHS 495.00 SVC, LEWNO LAW OFFICE 268.25 SVC, LINCOLN CO TREASURER 608.17 SVC, LOCATORS & SUPPLIERS, INC. 261.99 SUPPLIES, DARCY LOCKWOOD 18.00 SVC, JODI LOEHRER 190.54 TRAV, STEVEN LOWRY 40.00 CELL, LUTHERAN SOCIAL SERVICES 1936.07 SVC, LYLE SIGNS INC. 8.87 PMT, MAC'S BLUE TARP CREDIT SERVIC 350.16 SUPPLIES, BLUE TARP FINANCIAL, INC 129.84 SUP, MARCO, INC 321.28 RENT, JACLYN MARKO 54.20 JURY, RUSSELL MATHEWS 40.00 CELL, MCLEOD'S PRINTING & OFFICE SUP 118.80 SUP, STEVE MEAD 20.00 WIT, MEDICAL WASTE TRANSPORT, INC 164.72 REP, SEAN MELMER 51.68 JURY, MENARDS 156.19 SUPPLIES, MENARDS 882.27 REP, LARRY MERCHANT 25.00 CELL, MIDCONTINENT COMMUNICATIONS 407.86 UTIL, MICHAEL MORGAN 40.00 CELL, MT HOPE CEMETARY 656.00 SVC, MUNICIPAL UTILITIES 13275.11 UTIL, MUNICIPAL UTILITIES 910.51 UTILITIES, MUTH ELECTRIC 1400.46 SVC, NEWMAN TRAFFIC SIGNS 84.44 SUPPLIES, NORTHEAST PROPERTY MANAGEMENT 585.00 RENT, NORTHERN SAFETY TECHNOLOGY, IN 4025.12 EQUIP, NORTHWESTERN ENERGY 475.04 UTILITIES, OFFICE PEEPS, INC. 7392.82 SUP, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 51.21 UTILITIES, HOLLI OWENS 50.84 JURY, MICHELLE PEDERSON 25.00 CELL, PETERS DISTRIBUTING, INC 1978.88 SVC, SARAH PETERSEN 374.04 CELL, PHARMCHEM INC 114.20 SUP, PHEASANTLAND INDUSTRIES 1138.67 SUPPLIES, PHEASANTLAND INDUSTRIES 872.05 SUP, PITNEY BOWES 210.00 RENT, PMB 0112 165.81 UTIL, PRAIRIE LAKES HEALTH CARE CENT 3657.40 SVC, PREMIER BIOTECH, INC 924.73 SUP, PRINT EM NOW 110.00 SUPPLIES, PRINT 'EM NOW 106.00 SUP, CLINTON RABINE 54.20 JURY, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, BECCA REITER 40.00 CELL, ROBYN RITER 25.00 UTILITIES, ROMAN TACTICAL LLC 299.95 SUP, RUNNING SUPPLY INC. 145.75 SUPPLIES, SANFORD HEALTH 2753.00 SVC, SATELLITE TRACKING OF PEOPLE 1384.50 SVC, TERRANCE SATTERLEE 6000.00 SVC, TREVER SCHIMMEL 40.00 CELL, RYAN SCHLENKER 20.00 WIT, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 2983.00 PMT, SD ATTORNEY GENERAL'S OFFICE 309.00 PMT, SD COUNTY WEED&PEST BOARDS 150.00 DUES, SD DEPARTMENT OF REVENUE 1815.00 PMT, SD LAW REVIEW 35.00 SUP, STATE OF SD 496915.23 PMT, SDAAO 700.00 TRAV, SDACC 150.00 TRAVEL & CONF., SDACC 2262.00 PMT, SDACC 7625.00 PMT, SDACO 700.00 TRAV, SDACO 570.00 PMT, SDN COMMUNICATIONS 1157.23 UTIL, SDPAA 105287.79 INS, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 2616.06 SUP, MADELINE SEIBERLICH 20.00 WIT, HEIDI SELCHERT 25.00 CELL, SENIOR COMPANIONS OF SD 1500.00 PMT, JODY SHAEFFER 51.68 JURY, SHARP AUTOMOTIVE 1246.90 REP, SHERMAN CANVAS 10.00 REP, SHERWIN WILLIAMS 124.18 REP, SIOUX RURAL WATER SYSTEM 36.00

UTILITIES, SIOUX VALLEY COOP 594.77 FUEL, SIOUX VALLEY COOP 49599.45 SUPPLIES, LYNN SOLBERG 40.00 UTILITIES, BRENT SOLUM 40.00 CELL, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 1033.90 PUB, STAR LAUNDRY 130.03 SUPPLIES, STAR LAUNDRY 1710.31 SUP, STATE 4H OFFICE 40.00 TRAV, STEVE'S WORLD 104.00 REP, ANDREA STIEGELMEIER 20.00 WIT, STURDEVANTS AUTO PARTS 98.93 REPAIRS/MAINT., STURDEVANT'S AUTO PARTS 243.52 SUP, SUTTON LAW OFFICE PC 17768.43 SVC, SCOTT SWANSON 25.00 CELL, TROY TERRONEZ 20.00 WIT, THOMSON REUTERS-WEST 291.57 SVC, LANDAN THORSON 56.72 JURY, CHRISTY THURMAN 47.72 WIT, PRODUCTIVITY PLUS ACCOUNT 5559.09 REPAIRS/MAINT., T&L QUICKCARE 1050.00 SVC, DOUG TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 356.92 RENT, TWO WAY SOLUTIONS, INC 183.99 SUP, TYLER TECHNOLOGIES, INC 210.00 SUP, DUSTIN TYRRELL 20.00 WIT, TYLER VARNS 40.00 CELL, VAST BUSINESS 590.51 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 616.64 UTIL, GREAT WESTERN BANK 645.00 TRAVEL & CONF., GREAT WESTERN BANK 1701.65 PMT, GREAT WESTERN BANK 228.52 PMT, GREAT WESTERN BANK 82.47 PMT, GREAT WESTERN BANK 1297.92 PMT, LONIE VOGELSANG 25.00 UTILITIES, WALFORD PROPERTIES 400.00 RENT, WALMART COMMUNITY 404.05 SUP, WARNE PLUMBING & HEATING 647.88 REP, TODD WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 500.00 SVC, WATERTOWN CITY FINANCE OFFICE 500.00 PMT, WATERTOWN FORD 59.49 REP, WATERTOWN LAWN & GARDEN 99.00 REP, WATERTOWN PARK & REC 250.00 RENT, NICHOLAS WATSON 50.84 JURY, WHEELCO 1286.03 REPAIRS/MAINT., WILES & RYLANCE, LLP 883.60 SVC, WW TIRE SERVICE INC 873.21 REP, XEROX CORPORATION 116.68 SUPPLIES, YANKTON CO. SHERIFF 50.00 SVC, YANKTON CO TREASURER 211.50 SVC, LUKE YELLOW ROBE 4500.00 SVC, GARY YOUNG 51.68 JURY, ACUITY SPECIALTY PRODUCTS, INC 150.77 SUPPLIES, ZUERCHER TECHNOLOGIES 185.72 REP.

PERSONNEL CHANGE

Motion by VanDusen, second by Waterman, to approve the following personnel changes; all voted aye; motion carried: Kim Johnson, Extension Deputy Office Coordinator, anniversary step increase 4/1/2019, step 7/\$18.89 per hour; John Engels, Seasonal Weed Sprayer 5/1/2019, step 8/\$17.24 per hour; and Tom Stanley, Seasonal Weed Sprayer 5/1/2019, step 4/\$15.54 per hour.

TRAVEL REQUESTS

Motion by Hanten, second by Gabel, to approve the following travel requests: Auditor, Treasurer, Deputy Treasurer, and Register of Deeds, SDACO Spring Workshop; Highway Supt. and Highway Office Coordinator, SDACHS Workshop.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:02 a.m., until 9:00 a.m., Tuesday, April 16th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
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 \$ _____