

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 16, 2019

1. **Pledge of Allegiance**
2. **Conflict of interest items**
3. **Action to approve the agenda**
4. **Action to approve the minutes of April 9, 2019**
5. **Monthly reports**
 - a. **Facilities Manager**
 - b. **Review quarterly report of the Community Health Nurses**
6. **Action to approve Fireworks discharge permits**
7. **Action to approve a property tax abatement application**
8. **Action to approve Hist. Preservation Grant pass through status**
9. **Note the fifth Tuesday of the month and no Commissioners Board meeting**
10. **Action on change orders submitted for Courthouse Remodel Project**
11. **Action to approve claims for payment**
12. **Action to approve automatic budget supplements**
13. **Action to approve personnel changes**
14. **Action to approve travel requests**
15. **Old Business**
16. **New Business**
17. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**
18. **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**

19. **Action to adjourn until 9:00 a.m., Tuesday, April 23rd, 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 16, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 16, 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 Brenda Hanten 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 Gabel, to approve the minutes of April 9, 2019; all voted aye; motion carried.

SAND BAGS

Emergency Management Director, Jim Sutton, met with the Board to discuss purchasing sand bags using the current State of South Dakota bid. Mr. Sutton advised the Board the County recently went through approximately 45,000 sand bags during the March flooding event. Mr. Sutton noted he has sufficient space to store 50,000 sand bags and indicated he will request that the Board take action during their next meeting to approve the purchase of 50,000 sand bags which should be reimbursable by FEMA.

MONTHLY REPORTS

Community Health Nurses, Melissa Coull and Codi Martin, were not present for this meeting but provided the Board with a quarterly written report covering the following: Services provided, WIC caseload numbers and activities, Immunizations, School services, Baby Care/Prenatal Education, Infant Mortality awareness education, Staffing, and Staff Training/Continuing Education. **Facilities Manager, Milo Ford**, updated the Board on the following: Memorial Park – progress on re-opening the park is behind schedule due to weather conditions, online reservations are coming in quite heavy compared to those phoned in, and roads in the park are in tough shape after the winter weather and the numerous snow removal events; Extension Center Complex – an underground water line break has been resolved with out tearing up the floor in the office area and a number of events have been rescheduled due to weather postponements; Courthouse – the leak above the front entrance appears to be resolved with no further leakage; Detention Center – the 24/7 restroom project is progressing and a possible fix to the floor water leakage in the sally port is being explored. Mr. Ford expressed his thanks to Highway Supt., Rick Hartley, and the Codington County Highway Dept. for their assistance in moving large amounts of snow from County facility parking lots.

FIREWORKS PERMIT APPLICATION

Motion by Gabel, second by Hanten, to approve the following applications for the discharge of fireworks: May 26, 2019 from 7:30 p.m. to 11:30 p.m., 46345 166th Street, Watertown; July 13, 2019 from 7:30 p.m. to 11:30 p.m., 46345 166th Street, Watertown; all voted aye; motion carried.

PROPERTY TAX ABATEMENT APPLICATIONS

Motion by Hanten, second by VanDusen, to approve a property tax abatement application on property record #4585, in the amount of \$556.40; all voted aye; motion carried.

FIFTH TUESDAY OF THE MONTH

The Board noted, that per previously adopted policy, there will be no meeting of this Board on April 30th, the fifth Tuesday in the month of April.

PERSONNEL CHANGE

Motion by Hanten, second by Gabel, to approve a personnel change for new hire, Court Security Officer, David Curtis, April 15, 2019, step 5/\$20.18 per hour; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by VanDusen, second by Hanten, to approve the following travel requests: Community Health Nurse clerical employee, WIC Focus Group and Community Health Nurse clerical employees (2), WIC Conference; all voted aye; motion carried. Commissioner Gabel advised the Board he has been notified that he has been awarded a travel scholarship to attend a conference on data driven justice.

TRAVEL REQUEST POLICY

The Board held a discussion regarding the County's following travel request policy: **All Department Heads must have travel approved by the Codington County Commission prior to the date of travel except in emergency instances.** The Auditor will contact the insurance company who handles the County's workers compensation insurance regarding coverage on employees who have not been approved to travel for County training, workshops, conferences, etc.

EXECUTIVE SESSION

Motion by Hanten, second by Gabel, to enter into executive session at 9:34 a.m., per SDCL 1-25-2, (1) Discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:06 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present via phone conference.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:06 a.m., until 9:00 a.m., Tuesday, April 23rd, 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 \$_____