

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., May 21, 2019

1. **Pledge of Allegiance**
2. **Conflict of interest items**
3. **Action to approve the agenda**
4. **Action to approve the minutes of May 14, 2019**
5. **Action to approve 2019-2020 Malt Beverage License Renewals**
6. **9:15 a.m., Public Auction for haying rights on County owned property**
7. **Action to authorize the Chair to sign a contract with successful bidder of haying rights auction**
8. **Monthly reports**
 - a. **Auditor**
 - b. **Director of Equalization**
 - c. **Facilities Manager**
 - d. **Highway Superintendent**
9. **Action to approve the Auditor's Account w/Treasurer and note monthly Register of Deeds fees**
10. **Action to approve an abatement application**
11. **Action to set a policy for all reimbursement payments to County employees by direct deposit**
12. **Action to approve a project to repair the Sally Port floor in the Detention Center**
13. **Action to establish 2020 camping rates for Memorial Park**
14. **Discussion/possible action regarding a cost proposal from Banner & Associates in association with wind towers and transmission lines**
15. **Action to set a date and authorize a notice of public hearing to re-open a section line in Elmira Township**
16. **Action to declare GEN01221, a 2007 Ford pickup, for Search and Rescue Support, surplus to be traded**
17. **Action to approve a partial release of a County lien per affidavit submitted by property owner**

18. **Action on change orders submitted for Courthouse Remodel Project**
19. **Action to approve claims for payment**
20. **Action to approve automatic budget supplements**
21. **Action to approve personnel changes**
22. **Action to approve travel requests**
23. **Old Business**
24. **New Business**
25. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**
26. **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**
27. **Action to adjourn until 9:00 a.m., Tuesday, May 28th, 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**

May 21, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 21, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, and Brenda Hanten; Commissioner Troy VanDusen was absent; Chairman, Myron Johnson, presiding. Chairman Johnson, led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

CALLS FOR PUBLIC COMMENT

Chairman Johnson called for public comments for the Open, none were forthcoming.

AGENDA APPROVED

Motion by Hanten, second by Gabel, to approve the agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Gabel, to approve the minutes of May 14, 2019; all voted aye; motion carried.

2019-2020 MALT BEVERAGE LICENSE RENEWALS

Motion by Hanten, second by Waterman, to approve the following 2019-2020 Malt Beverage renewal applications as announced by the Auditor: David Bludorn, DBA - Rooster Bar; W.J. Schmitt Enterprise, Inc., DBA-Southfork Lounge; and Sisseton-Wahpeton Sioux Tribe DBA Dakota Sioux Casino. Upon vote of the Board; all voted aye; motion carried.

PUBLIC AUCTION FOR LEASE OF COUNTY PROPERTY

Motion by Waterman, second by Gabel, to set the opening acceptable base bid, for haying of County owned property, at a minimum of \$70.00 per acre and approve a lease contract for a period of two years (2019-2020); all present voted aye; motion carried. The Board conducted a public auction, as previously advertised, for the lease of County owned property for the purposes of haying. Chairman Johnson opened the auction by asking for a base bid of \$70.00 per acre. No bids were forthcoming. Chairman Johnson then asked for any opening bid. A bid was received in the amount of \$30.00 per acre from Tyler McElhany, present for this auction. No other bids were offered. Chairman Johnson declared the auction closed. Motion by Waterman, second by Gabel, to accept the bid from Tyler McElhany in the amount of \$30.00 per acre; all present voted aye; motion carried.

HAYING RIGHTS LEASE CONTRACT

Motion by Hanten, second by Waterman, to authorize the Chairman to sign a Hay Ground Lease contract with the successful bidder from today's public auction, Tyler McElhany; all present voted aye; motion carried.

MONTHLY REPORTS

Facilities Manager, Milo Ford, updated the Board on the following: Memorial Park – the camping season is slow to start due to cold wet weather, the campground is 100% full for the Memorial Day weekend, water in the park has been an issue this spring although the camping pads are stable. Boy

Scout, Dawson Seim, Troop 209, assisted by other volunteers, recently completed a tree project, as part of his Eagle Scout project, at Memorial Park, with a total of 45 trees and 13 shrubs planted. A \$200.00 donation was received at the Park to be expended for the purchase of ceiling fans in the Pavilion building. The floor finishing project in the bath houses has been completed and is a major improvement to the buildings. Discussion was held regarding the water situation on the west side of the park where an adjacent land owner has expressed concern about the water backing up on the property in that area. Mr. Ford is working with Roger Foote, Project Coordinator with the Upper Big Sioux Watershed Project, regarding this situation. Ag. Building – the sand bag filling project has been cleaned up. Courthouse – the fire alarm installation and security check point projects are progressing. Detention Center - the landscaping has been completed where the generator tank area was disturbed last fall. **Auditor, Cindy Brugman**, reported on the 2019 SDACO Spring workshop, preparation of the Watertown City election ballot, and 2020 budget preparation. **Director of Equalization, Shawna Constant**, reported her office is catching up on changes, abstract reports have been sent to the Dept. of Revenue, and the appraisal staff has begun re-appraisal work in Pelican and Elmira Townships. **Highway Superintendent, Rick Hartley**, updated the Board on road load limits, crack sealing, patching, problems with ruts on gravel roads, prepping motor graders for the summer season, frost boils, construction progress on the new sign shop, inspections with FEMA Officials and preliminary damage assessments, areas on County roads 20-1 and 25A are under water, and the remaining sand bags from the Ag. Building have been hauled to Hamlin County.

SALLY PORT FLOOR REPAIR PROJECT

Due to ongoing flooding problems in the basement of the Detention Center, from water seepage from the Sally Port, Facilities Manager, Milo Ford and Sheriff, Brad Howell, secured a quote from Pro Maintenance, Hutchinson, MN, in the amount of \$19,500.00, to furnish all material and perform all labor necessary to install a Tennant Eco-Flex Deck System. Mr. Ford explained this is a chemical system that will be applied to the Sally Port floor as a flexible sealant to prevent water from infiltrating the Detention Center basement offices. Mr. Ford noted the Sheriff has sufficient funds to complete this unbudgeted item. Motion by Gabel, second by Hanten, to authorize the project as outlined by the Facilities Manager. Commissioner Waterman questioned when the floor was last treated and how long the warranty would cover for the proposed project. Upon vote of the Board; all voted aye; motion carried.

2020 MEMORIAL PARK CAMPGROUND RATES

Memorial Park Campground Manager, Milo Ford, met with the Board to discuss 2020 campground rates. Mr. Ford noted the campground rates have not increased since 2015. Motion by Hanten, second by Gabel, to approve the following rates as recommended by the Campground Manager; all voted aye; motion carried.

Full Hook-up 50 amp: \$25.00 per day; \$150.00 per week; and \$577.00 per 30-day month.

Electric Only 50 amp: \$23.00 per day; \$138.00 per week; and \$529.00 per 30-day month.

Building Rental: \$60.00 per day with the exception of Kampeska Hall @\$78.00 per day

Picnic Shelters: \$20.00 reservation fee.

Firewood: \$4.00 per bundle.

BANNER ASSOCIATES HAUL ROAD EVALUATIONS CONTRACT

Highway Supt., Rick Hartley, presented the Board with a contract, from Banner Associates Inc., for engineering services for evaluating haul roads within the Crown Ridge wind development projects. Superintendent Hartley noted there are approximately 60 miles of County asphalt and gravel roads to be evaluated at a maximum cost of \$4,750.00 per mile per the proposed contract. Mr. Hartley recommended the expertise of Banner Associates for these inspections and noted the haul road agreements assign costs of initial evaluations to the Developer. Motion by Waterman, second by Gabel, to approve the proposed contract; all voted aye; motion carried.

AUDITOR'S ACCT. W/TREASURER AND MONTHLY 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 April 2019, all present voted aye; motion carried.

Cash on hand	\$ 14,473.27
Checks in Treasurers' possession	
less than 3 days	\$ 2,127,297.11
Credit Card Charges	\$ 9,136.97
Cash Items	\$ 526.22
TOTAL CASH ASSETS ON HAND	\$ 2,151,433.57
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 9,050.86
Reliabank Dakota	\$30,547,971.93
INVESTMENTS	
SD Public Funds Investment	\$ 7,135.11
TOTAL CASH ASSETS	\$32,715,591.47
General Ledger Cash Balance by Funds:	
General	\$13,298,513.75
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 7,035,531.89
Trust & Agency	\$11,881,545.83
(schools 9,111,467.60, townships 138,273.28; city/towns 2,100,101.11)	
TOTAL GENERAL LEDGER CASH	\$ 32,715,591.47

The Board noted Register of Deeds fees, for the month of April, in the amount of \$44,129.20.

ABATEMENT APPLICATION

Motion by Hanten, second by Waterman, to approve an abatement application in the amount of \$1,503.38 on property record #6010, property was damaged by fire; all voted aye; motion carried.

EMPLOYEE REIMBURSEMENTS

The Auditor requested that the Board set a policy to make payment of all employee reimbursements, mandatory by direct deposit, in order to avoid the problem of outstanding and lost checks. Motion by Hanten, second by Waterman, to approve a policy to make all employee reimbursement payments by direct deposit; all present voted aye; motion carried.

PUBLIC HEARING TO RE-OPEN A SECTION LINE IN ELMIRA TOWNSHIP

Motion by Hanten, second by Gabel, to authorize the Auditor to publish a notice of public hearing to re-open a previously vacated section line in Elmira Township and to set a hearing date of 9:00 a.m., Tuesday, June 11, 2019; all voted aye; motion carried.

SURPLUS DECLARATION

Motion by Hanten, second by Waterman, to declare GEN01221, a 2007 Ford Pickup, purchased by Search and Rescue Support, surplus to be traded; all voted aye; motion carried.

AFFIDAVIT OF PARTIAL RELEASE OF COUNTY LIENS

Motion by Hanten, second by Gabel, to issue a partial release of County liens against property described as: SE1/4 of the NE1/4 of Section 33-T117N-R51W of the 5th Principal Meridian and SW1/4 of the NE1/4 of Section 33-T117N-R51W of the 5th Principal Meridian; all in Codington County; per a sworn affidavit from said property owner who has the same name as the person the liens were filed against but is not in fact the same individual; all voted aye; motion carried.

CLAIMS

Motion by Hanten, second by Gabel, to approve for payment the following claims: Visa Reliabank 967.09 travel and Visa Reliabank 64.07 travel; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Hanten, second by Gabel, to approve the following personnel changes: Sara Aman, WIC Secretary, anniversary step increase 6/1/2019, to step 6/\$17.75 per hour; Charles Rossow, PT Criminal Support Coordinator, step increase based on hours worked, to step 3/\$17.53 per hour; and Loren Haug, Seasonal Custodian Highway Dept., 5/15/2019, step 1/\$14.25 per hour; all voted aye; motion carried. The Board noted the resignation of Community Health Nurse, Melissa Coull, effective May 23rd, 2019.

EXECUTIVE SESSION

Motion by Hanten, second by Gabel, to enter into executive session at 9:56 a.m., per SDCL 1-25-2, (1) Discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:22 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Waterman, to adjourn at 10:22 a.m., until 9:00 a.m., Tuesday, May 28th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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