

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 7, 2019

1. **Pledge of Allegiance**
2. **Conflict of interest items**
3. **Action to approve the agenda**
4. **Action to approve the minutes of April 23, 2019**
5. **Tax Deed Property public auction**
6. **Monthly reports**
 - a. **Extension**
 - b. **Veterans Service**
7. **Action to approve the 2019 County and Consolidated Board of Equalization minutes**
8. **Action to approve the purchase of a vehicle for the Director of Equalization Office**
9. **Action to declare a 2008 Mercury Mariner surplus to be traded**
10. **Action to approve an out of County inmate contract with Day County**
11. **Action to authorize the Chairman and Auditor to sign an Alternatives to Juvenile Detention Subgrant Application and an accompanying letter of support**
12. **Action to approve purchase of a backhoe as budgeted for the Highway Dept.**
13. **Note the emergency purchase of a 4” inch pump for the Highway Dept.**
14. **Action to authorize the hiring of seasonal worker for the Highway Dept.**
15. **Action to authorize the Chairman to sign a contract with Sharp Electric for the Highway Dept. Pole Building project**
16. **Discussion/possible action to approve the purchase of security cameras in front are of the Courthouse – not a budgeted item**
17. **Action to approve chip seal at Memorial Park**
18. **Action to approve patch and road repairs at Memorial Park**
19. **Action to authorize the application of a grant from Watertown Community Foundation for trees at Memorial Park**
20. **Action to declare computer servers surplus to be destroyed**
21. **Action on change orders submitted for Courthouse Remodel Project**
22. **Action to approve claims for payment**
23. **Action to approve automatic budget supplements**
24. **Action to approve personnel changes**

25. **Action to approve travel requests**
26. **Old Business**
27. **New Business**
28. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**
29. **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**
30. **Action to adjourn until 9:00 a.m., Tuesday, May 14th, 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 7, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 7, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Troy VanDusen and Brenda Hanten; Chairman Myron Johnson absent; Vice-Chair, Brenda Hanten, presiding. Human Resource Officer, Terry Satterlee, led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by Gabel, second by VanDusen, to approve the minutes of April 23, 2019; all voted aye; motion carried.

TAX DEED PROPERTY SALE

The Board conducted a public auction of property taken by tax deed proceedings, at 9:00 a.m., in the Commission chambers of the Codington County Courthouse. The auction was conducted by Sheriff, Brad Howell. Six parcels of property were offered for sale and three parcels were sold. The sale will be approved, by resolution, at the Board's meeting scheduled for Tuesday, May 14, 2019.

MONTHLY REPORTS

Veterans Service Officer, Al Janzen, reported 82 appointments/walk-ins in the month of April and 6 trips with 13 riders. The Memorial Day programs have been set. Mr. Janzen requested authorization to close his office on Thursday, May 9th, due to a staff scheduling conflict and a training he has to attend on that day. The Board had no objection to this request.

BOARD OF EQUALIZATION MINUTES

Motion by Gabel, second by Waterman, to approve the 2019 County Board of Equalization minutes; all voted aye; motion carried. Motion by VanDusen, second Gabel, to approve the 2019 Consolidated Board of Equalization minutes; all voted aye; motion carried.

DIRECTOR OF EQUALIZATION VEHICLE PURCHASE

Motion by VanDusen, second by Gabel, to approve the purchase of a 2014 Jeep Cherokee, from Watertown Ford, in the amount of \$9,559.00, includes the trade-in of a 2008 Mercury Mariner, as requested and budgeted by the Director of Equalization; all voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by VanDusen, second by Waterman, to declare GEN01598, a 2008 Mercury Mariner, surplus to be traded; all voted aye; motion carried. Motion by Waterman, second by Gabel, to declare GEN01558 and GEN01559, computer servers, s/n's MXQ2030HFL & MXQ2030HDN, surplus to be destroyed; all voted aye; motion carried.

OUT OF COUNTY INMATES CONTRACT

Motion by Gabel, second by VanDusen, to approve an out of County inmate housing contract with Day County; all voted aye; motion carried.

ALTERNATIVES TO JUVENILES DETENTION SUPPORT SUBGRANT APPLICATION

Watertown Boys and Girls Club representatives, Liz Christensen and Louis Canfield, met with the Board regarding a grant application for alternatives to juvenile detention support through the SD Dept. of Corrections and Council of Juvenile Services. This grant would expand diversion services, alternatives to detention, and staff time to assist with Juvenile Detention Alternatives Initiative (JDAI) coordination. Codington County will act as the grant applicant on behalf of the Watertown Boys and Girls Club. If approved, the application content will be presented to the Office of the Juvenile Justice and Delinquency Prevention for their approval. Motion by VanDusen, second by Gabel, to authorize the Vice-Chair and Auditor to sign the grant application and accompanying letter of support. Sheriff Howell requested additional discussion time with the representatives, regarding the contracted services portion of the grant application, before the Board takes action on the offered motion. Following additional discussion, Commissioner VanDusen's motion was amended to authorize Vice-Chair Hanten and the Auditor to sign the grant application and letter of support, after final review by Sheriff Howell and Commissioner Gabel; all voted aye; motion carried.

BACKHOE PURCHASE

Motion by Gabel, second by Waterman, to approve the purchase of a Caterpillar Backhoe, as budgeted by the Highway Dept., from the Sourcewell Caterpillar contract #032515-CAT; and per SDCL 5-18A-37; in the amount of \$122,570.05; all voted aye; motion carried.

EMERGENCY PUMP PURCHASE

The Board noted the emergency purchase of a 4" Dri-Prime Trash Pump; s/n 19086445-2, in the amount of \$32,275.00; for the Highway Dept. Highway Supt., Rick Hartley, informed the Board there was an emergency need to replace a 1962 failed water pump before today's meeting of the Commissioners. The cost of this pump will be submitted for possible FEMA reimbursement.

SEASONAL HIGHWAY DEPT. POSITION

Motion by Gabel, second by Waterman, to authorize the Highway Supt. to hire an hourly seasonal employee for the summer months; all voted aye; motion carried.

HIGHWAY DEPT. POLE BUILDING PROJECT

Motion by Gabel, second by Waterman, to authorize the Vice-Chair to sign a contract with Sharp Electric for the electrical portion of the Highway Dept. pole building project, from bids awarded on March 12, 2019; all voted aye; motion carried.

COURTHOUSE SECURITY CAMERAS

Facilities Manager, Milo Ford, met with the Board to request authorization to purchase security cameras for the front area of the Courthouse. Mr. Ford noted this project was submitted for Homeland Security grant funding and was denied. Mr. Ford advised the Board the total cost for the cameras is \$3,136.74 and is not a budgeted item in 2019. Motion by Gabel, second by VanDusen, to approve the purchase as presented. Upon roll call vote; Gabel, VanDusen, and Hanten voted aye; Waterman voted no; motion carried.

MEMORIAL PARK CHIP SEAL PROJECT

Facilities Manager, Milo Ford, requested authorization to accept a quote from RH Sealcoating & Asphalt Maintenance in the amount of \$16,294.00 to chip seal the west side of the boat landing road at Memorial

Park. Motion by VanDusen, second by Gabel, to authorize the Facilities Manager to accept the quote from RH Sealcoating & Asphalt Maintenance; all voted aye; motion carried.

MEMORIAL PARK PATCH AND ROAD REPAIRS

Motion by VanDusen, second by Waterman, to authorize the Facilities Manager, to accept an estimate from Duininck Inc., in the amount of \$9,398.55, for road patching and repair at Memorial Park; all voted aye; motion carried.

WATERTOWN COMMUNITY FOUNDATION GRANT

Motion by VanDusen, second by Gabel, to approve a request from Facilities Manager, Milo Ford, to apply for \$7,000.00 in grant funding, from the Watertown Community Foundation, for trees at Memorial Park; all voted aye; motion carried.

CLAIMS

Motion by VanDusen, second by Waterman, to approve a claim, payable to the City of Watertown, in the amount of \$22,352.15, for February 911 surcharge collections; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to approve for payment the following April salary claims; all voted aye; motion carried: Commissioners: 10,305.33 total salaries. Auditor: 21,370.50 total salaries. Co. Treasurer: 30,221.49 total salaries. States Attorney: 38,268.46 total salaries. Gov. Buildings: 19,145.59 total salaries. Dir. Equalization: 41,244.50 total salaries. Reg. of Deeds: 20,555.64 total salaries. Veterans Service: 10,201.51 total salaries. Sheriff: 86,931.50 total salaries; Dave Curtis 3511.32 new hire. Co. Jail: 104,804.55 total salaries. Coroner: 1,695.49 total salaries. Welfare: 5,969.42 total salaries. County Nurse: 4,586.44 total salaries. Co. Park: 4,326.54 total salaries; Eugene Beynon seasonal 16.17 per hr. Ag. Bldg.: 9,002.73 total salaries. Co. Extension: 9,537.74 total salaries; Kim Johnson 3286.86 step increase. Weed Control: 5,531.87 total salaries. Planning Board: 267.28 total salaries. Road & Bridge: 95,340.55 total salaries. Emergency Management: 12,660.10 total salaries. Crime Victim: 6,561.66 total salaries. W.I.C.: 4,063.72 total salaries. Total 542,592.61. Breakdown of withholding amounts which are included in the above: S.D. Retirement 50,032.26; S.D. Retirement 167.65 spouse option; S.D. Supplemental Retire. 4,955.00 suppl. retire.; Sanford 66,956.19 ins.; Reliance Standard Life Insurance 445.54 life ins.; Delta Dental 6,60.40 ins.; Avesis 874.71 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 472.00 employee union dues; AFLAC 3,876.56 ins.; John Hancock 4,175.00 suppl. retire.; AFLAC 635.15 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,745.00 employee payments; Cod. Co. Treasurer 32,150.00 employee monthly draw; SDRS Supplemental Retirement 4,350.00 Roth retirement; Teamsters Local Union 120 220.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 35,575.42 federal withholding; ReliaBank Dakota 62,120.70 social security; Accounts Management 150.00 employee garnishment; Simpson & Gold 534.03 employee garnishment.

PERSONNEL CHANGES

Motion by Gabel, second by VanDusen, to approve the following personnel changes: Jodi Pearson, Auditor Payroll Officer, anniversary step increase 6/1/2019, to step 13/\$21.78 per hour; Sara Beynon, Seasonal Building Maintenance at Memorial Park, step 1/\$15.27 per hour; and John Schwandt, Seasonal Maintenance at Memorial Park, step 2/\$15.99 per hour. Upon vote of the Board; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to approve the following personnel changes: Jeanie Ochsendorf, Community Health Nurse secretary, promoted to Office Coordinator, 1/1/2020; and Sara Aman, WIC secretary, promoted to Deputy Office Coordinator, 1/1/2020. Upon vote of the Board; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Gabel, second by VanDusen, to approve the following travel requests: Veterans Service Officer, Mini Conference Training and Assistant Highway Supt., Tank Training; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by Waterman, to enter into executive session at 10:24 a.m., per SDCL 1-25-2, (4) preparing for contract negotiations or negotiating with employees or employees' representatives; all voted aye; motion carried. The Board returned to regular session at 10:37 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 Waterman, second by Gabel, to adjourn at 10:37 a.m., until 9:00 a.m., Tuesday, May 14th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
County Auditor

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