

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, August 20, 2019

- 1. Pledge of Allegiance**
- 2. Conflict of interest items**
- 3. Call for Public Comment**
- 4. Action to approve the agenda**
- 5. Action to approve the minutes of August 20, 2019**
- 6. Monthly reports**
 - a. Emergency Management Director**
 - b. Sheriff**
- 7. Action to approve the Local Emergency Management Performance Grant**
- 8. Action to approve a project to install additional hand rails between ground and first floor of the Courthouse**
- 9. Action to authorize mileage reimbursement for temporary staffing**
- 10. Action to approve resolution of support for a position on the SDPAA Executive Board of Directors**
- 11. Action to approve Resolution 2019-20**
- 12. Action on change orders submitted for Courthouse Remodel Project**
- 13. Action to approve claims for payment**
- 14. 2020 Budget review**
- 15. Discussion/possible action to amend the CCJAC Charter**
- 16. Action to approve automatic budget supplements**
- 17. Action to approve personnel changes**
- 18. Action to approve travel requests**
- 19. Public Notices**
 - a. SDACC Annual Conference, September 16th & 17th, in Pierre**
- 20. Old Business**

21. New Business

22. Open

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

23. Action to enter into Executive session per SDCL 1-25-2

- (1) **Discussion of personnel issues**
- (2) **Consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters**
- (3) **Preparing for contract negotiations with employees or employee's representatives**

24. Action to adjourn until 9:00 a.m., Tuesday, September 3, 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

August 27, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 27, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, and Troy VanDusen; Commissioner, Brenda Hanten, was present via telecom; Chairman, Myron Johnson, presiding. Chairman, Myron Johnson, led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There was 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 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 August 20, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, updated the Board on the following: FEMA scoping meeting August 14, the County has 60 days from this date to input all disaster information into the FEMA portal; City Department Head meeting August 28; 911 Board meeting August 29; State E.M. Conference September 9 through September 12; LEPC meeting September 17; LATI Law Enforcement Advisory Committee meeting September 20; Annual Veterans/First Responders Appreciation Day September 19. Mr. Sutton has been in contact with the National Weather Service regarding the flood monitoring gauges on the Big Sioux River and concerns with the difference between the gauges on Sioux Conifer Road and the river at Broadway and the determination of flood stage warnings. Development of the "Stop the Bleed" project continues and hosting of ICS classes is scheduled for October, November and January. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of July 2019, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$9,995.79 were retained by the County; 620 cases/calls for service; response to 16 accidents; 84 arrest warrants served; 226 sets of civil papers served; 6,827 inmate transport miles; average daily inmate population 75.45 (high of 85 and low of 60); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 59 individuals testing twice daily for PBT'S; 69 individuals reporting twice weekly for UA Drug testing; 263 bookings; \$21,728.90 collected in fees for out of county prisoner contracts; \$9,290.00 collected in work release fees; \$6,107.00 collected in fees for the 24/7 program; and \$4,134.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell provided the Board with the following statistics from the 60.5 days since the security system access was implemented: 23,600 persons have come through the metal detector; 3,770 bags/packages have gone through the x-ray machine; 650 bladed weapons turned back; 19 canisters of mace turned back; 82 types of other weapons turned back; and averages of 390 persons daily; 62 bags scanned daily; and 10.7 weapons turned away daily. Sheriff Howell reviewed the MeND Care operation currently in place in the Detention Center and savings seen to date. Sheriff Howell advised the Board a grant application has been submitted to Firehouse Subs for funding to replace gas masks for deputies.

Codington County, August 27, 2019

LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT

Emergency Management Director, Jim Sutton, presented the Board with the FY2020 Local Emergency Performance Grant (formerly known as the State and Local Agreement), which provides counties with Federal funding for 50% of the salaries of the Emergency Management Director and Secretary. Notification has been received of an estimated \$67,227.64 in funding for Codington County. Motion by Gabel, second by VanDusen, to authorize the Chairman to sign the FY2020 Local Emergency Management Performance Grant Sub-Recipient Agreement between Codington County and the South Dakota Department of Public Safety; all voted aye; motion carried.

RESOLUTION 2019-20 “DON EGERT DAY” AUGUST 30, 2019

Commissioner, Troy VanDusen, recited Resolution 2019-20 proclaiming “Don Egert Day” in observance of the pending retirement of KXLG, Assistant News Director, Don Egert. Motion by Gabel, second by VanDusen, to approve the following resolution; all voted aye; motion carried:

**CODINGTON COUNTY
RESOLUTION 2019-20
“DON EGERT DAY”**

WHEREAS, Don Egert has been employed in the radio broadcast industry for over 70 years in ownership, management and broadcaster positions, dedicating his life to serving the residents of Western Minnesota and Eastern South Dakota and,

WHEREAS, Don Egert has been employed by KXLG radio for over nine years as the assistant news director and in that capacity has vigorously followed the proceedings of County Government and,

WHEREAS, Don Egert has afforded excellent media coverage of commission meetings and has provided valuable information to the listeners and,

WHEREAS, Don Egert will be leaving his position on August 30th, 2019 to spend more time on personal activities now,

THEREFORE, BE IT RESOLVED, that the Board of Codington County Commissioners do declare Friday, August 30th, 2019, as “**DON EGERT DAY**” in Codington County and,

BE IT FURTHER RESOLVED, this resolution is to be spread upon the minutes of the Commissioners of Codington County.

Dated this 27th day of August, 2019

Myron Johnson
Chairman County Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

HAND RAILING PROJECT

Deputy Maintenance Supervisor, Jeff Hershman, presented the Board with a cost proposal, in the amount of \$9,457.50, to install additional hand railings on the staircase between ground and first of the Courthouse. This project comes as a result of a recommendation from Safety Benefits due to increasing

Codington County, August 27, 2019

slip and fall incidents in that area. Motion by Hanten, second by VanDusen, to approve the hand railing project. Discussion was held regarding the cost of the project and timeline for starting the project. Upon vote of the Board; all voted aye; motion carried.

TEMPORARY STAFFING MILEAGE REIMBURSEMENT

Motion by Gabel, second by Hanten, to approve mileage reimbursement for Courthouse staff who travel to Memorial Park to temporarily man the reservation desk; all voted aye; motion carried. The Board encouraged the use of a County vehicle for this travel if at all possible.

RESOLUTION OF SUPPORT FOR A SEAT ON THE SDPAA BOARD OF DIRECTORS

Auditor, Cindy Brugman, requested a resolution of support for her application to the SDPAA Executive Board of Directors. Motion by Johnson, second by Hanten, to approve Resolution 2019-19; all voted aye; motion carried.

RESOLUTION 2019-19

WHEREAS, The SD Public Assurance Alliance, which is a risk-sharing pool comprised primarily of South Dakota cities and counties; has an open seat on its Board of Directors; and

WHEREAS, Codington County has been a member of the SDPAA, since 1989, and recognizes the importance of having representation on the Board of Directors of the SDPAA; and

WHEREAS, County Auditor, Cindy Brugman, has expressed an interest in serving on the SDPAA Board of Directors; and

WHEREAS, the SDPAA board member eligibility rules require a candidate to be supported by a resolution of their governing board;

THEREFORE BE IT RESOLVED, that the Codington County Board of Commissioners does support the candidacy of Codington County Auditor, Cindy Brugman, to the SDPAA Board of Directors for a three-year term beginning on January 1, 2020; subject to nomination by the SDPAA Nominating Committee, and then subject to election by the SDPAA Members in attendance at the SDPAA Annual Meeting on October 9, 2019.

Dated this 27th day of August, 2019

Myron Johnson
Chairman

Troy VanDusen
Vice Chair

D. Lee Gabel
Commissioner

Charlie Waterman
Commissioner

Brenda Hanten
Commissioner

ATTEST:

Cindy Brugman
County Auditor

SALARY CLAIMS

Motion by VanDusen, second by Hanten, to approve for payment August salary claims; all voted aye; motion carried: Commissioners: 10,242.67 total salaries. Auditor: 20,944.47 total salaries. Co. Treasurer: 30,120.31 total salaries. States Attorney: 38,231.01 total salaries; Becca Reiter 5695.02 step increase. Gov. Buildings: 18,640.98 total salaries. Dir. Equalization: 41,528.69 total salaries. Reg. of Deeds: 20,682.81 total salaries. Veterans Service: 10,176.47 total salaries. Sheriff: 92,731.72 total salaries. Co. Jail: 107,482.07 total salaries; Tasha Vohlken new hire PT 17.81 per hr.; Jessica Johnson new hire PT 18.95 per hr.; Ryan Elliott new hire PT 17.81 per hr.; Shawn Nills FT 3314.70 per month; Leah Ruby 3196.38 step increase; Laurie Smith 19.56 per hr. step increase; Kelly Oelrich 3765.36 step increase. Welfare: 5,742.78 total salaries; Kimary Larson new hire PT 16.7 per hr. County Nurse: 4,588.46 total salaries. Co. Park: 10,734.04 total salaries. Ag. Bldg.: 8,223.93 total salaries. Co. Extension: 9,544.10 total salaries. Weed Control: 7,719.60 total salaries. Planning Board: 342.43 total salaries. Road & Bridge: 92,154.18 total salaries; Dave Hedding 4292.58 step increase. Emergency Management: 12,038.93 total salaries. Crime Victim: 6,563.68 total salaries. W.I.C.: 4,170.55 total salaries. Total 552,603.88. Breakdown of withholding amounts which are included in the above: S.D. Retirement 50,109.92; S.D. Retirement 161.52 spouse option; S.D. Supplemental Retire. 4,985.00 suppl. retire.; Sanford 68,194.25 ins.; Reliance Standard Life Insurance 455.30 life ins.; Delta Dental 6,448.88 ins.; Avesis 867.93 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 519.20 employee union dues; AFLAC 4,323.13 ins.; John Hancock 4,130.00 suppl. retire.; AFLAC 783.88 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,547.00 employee payments; Cod. Co. Treasurer 32,200.00 employee monthly draw; SDRS Supplemental Retirement 4,450.00 Roth retirement; Teamsters Local Union 120 163.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 36,563.33 federal withholding; ReliaBank Dakota 63,241.74 social security; Accounts Management 150.00 employee garnishment; Credit Collections Bureau 155.75 employee garnishment; Barbara Curtis 800.00 employee payment.

2020 BUDGET DISCUSSION

Commissioner, Lee Gabel, introduced the possibility of budgeting in 2020 for funding for a consultant to study improving the criminal case processing of inmates in the Codington County Detention Center. Further discussion will be held during the 2020 Provisional Budget public hearings in the month of September 2019.

RESOLUTION TO AMEND THE CCJAC CHARTER

Commissioner, Lee Gabel, presented to the Board, for their consideration, a resolution to amend the CCJAC charter with the following language:

- In light of the complexity of the criminal justice process and factors that influence that process, the CCJAC shall:
 - Provide a forum for discussion of ideas to improve the criminal justice process and control the inmate population of the Codington County Detention Center
 - Facilitate awareness and coordination of community efforts to improve the criminal justice process and control the inmate population of the Codington County Detention Center
 - Provide information and offer recommendations to the Commissioners

No action was taken at this time.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Hanten, second by Gabel, to approve automatic budget supplements to the Auditor's expenditure budget in the amount of \$1,500.00 and to the Road & Bridge expenditure budget in the amount of \$9,375.40, with unanticipated reimbursement funds; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by VanDusen, to approve the following travel requests; all present voted aye; motion carried: Emergency Management Director and Emergency Management Secretary, Emergency Management Conference and Highway Supt., Annual Regional Local Road Conference.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 10:07 a.m., per SDCL 1-25-2, preparing for contract negotiations with employees or employee's representatives; all voted aye; motion carried. The Board returned to regular session at 10:10 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 VanDusen, to adjourn at 10:10 a.m., until 9:00 a.m., Tuesday, September 3rd, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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