

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, September 10, 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 September 3rd, 2019**
- 6. Public Hearing on the development of the Codington County Five Year County Highway & Bridge Improvement Plan**
- 7. Public Hearing 2020 Provisional budget**
- 8. Monthly reports**
 - a. Director of Equalization**
 - b. Auditor**
 - c. Extension**
- 9. Action to approve the Auditor's Acct. w/Treasurer and note Register of Deeds fees**
- 10. Action to approve an advertisement for the Emergency Management Director position**
- 11. Action to approve a security door project for the Welfare Office**
- 12. Action to approve a project with RENODRY**
- 13. Action to approve a resolution to amend the CCJAC charter**
- 14. Discussion/possible action to contract with Clark Engineering to survey borrow pits**
- 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. Public Notices

- a. SDACC Annual Conference, September 16th & 17th, in Pierre
- b. CCJAC meeting, October 10th, 6:10 p.m., at LATI

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 24, 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

September 10, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 10, 2019, at the Codington County Courthouse. Commission members present were: Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten, Commissioner, Lee Gabel, was absent; Chairman, Myron Johnson, presiding. David Law, KXLG Radio, 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 Waterman, to approve the minutes of September 3, 2019; all voted aye; motion carried.

CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

The Board held a public hearing, as advertised, to allow public comment on the proposed Codington County Five-Year Highway and Bridge Improvement Plan. Highway Superintendent, Rick Hartley, briefly reviewed the plan. Chairman Johnson asked for comments from the Public at this time. No comments were offered. Chairman Johnson closed the public meeting at this time. The plan is scheduled for adoption, by resolution, on Tuesday, September 24, 2019.

2020 PROVISIONAL BUDGET PUBLIC HEARING

The Board held a public hearing, as advertised, for comments on the 2020 Provisional Budget. Chairman Johnson called for comments, none were forthcoming, and the public hearing was closed.

MONTHLY REPORTS

Director of Equalization, Shawna Constant, reported the Appraisal staff has approximately one month left in the field and updating of property cards will commence after that time, Flooded Farmland applications will be accepted until November 1st, and Buffer Strip applications must be filed prior to October 15th. **Auditor, Cindy Brugman**, reported property tax levies are being calculated, the annual SDACO conference will be held September 16th and 17th, and the Board will not meet on September 17th. **4-H/Youth Program Advisor, Jodi Loehrer**, gave the Board a wrap up report of State Fair activities, the 4-H Recognition Event is scheduled for October 27th, and National 4-H Week is October 6th through October 12th.

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 business day of August 2019, all present voted aye; motion carried.

Cash on hand	\$ 11,270.89
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Codington County, September 10, 2019

Checks in Treasurers' possession	
less than 3 days	\$ 82,119.16
Credit Card Charges	\$ 11,821.83
Cash Items	\$ 525.00
TOTAL CASH ASSETS ON HAND	\$ 105,736.88
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 1,000.00
Reliabank Dakota	\$19,512,132.98
INVESTMENTS	
SD Public Funds Investment	\$ 7,183.27
TOTAL CASH ASSETS	\$19,626,053.13
General Ledger Cash Balance by Funds:	
General	\$11,895,627.49
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,391,278.11
Trust & Agency	\$ 839,147.53
(schools 150,713.79, townships 55,490.23; city/towns 37,761.75)	
TOTAL GENERAL LEDGER CASH	\$ 19,626,053.13

The Board noted Register of Deeds fees collected in the month of August in the amount of \$143,330.95.

EMERGENCY MANAGEMENT DIRECTOR JOB ANNOUNCEMENT

Motion by VanDusen, second by Hanten, to authorize an advertisement for the position of Emergency Management Director; all voted aye; motion carried.

RENODRY/RISING DAMP PROJECT

Motion by Hanten, second by VanDusen, to postpone action until October 22nd, on a project with RENODRY, to address rising damp in the basement of the Courthouse; all voted aye; motion carried.

RESOLUTION TO AMEND THE CCJAC CHARTER

Motion by Hanten, second by VanDusen, to postpone action until October 1st, on a proposed amendment to the CCJAC Charter; all voted aye; motion carried.

WELFARE OFFICE SECURITY DOOR PROJECT

The Board reviewed a request from the Welfare Director for the purchase and installation of a secured door access for the Welfare office. The Board requested input from Sheriff Howell regarding this request. Sheriff Howell noted there has been a problem with the security system in the Welfare office which has now been resolved. Motion by VanDusen, second by Waterman, to postpone action to proceed with this project, until September 24th, to allow Sheriff Howell an opportunity to further investigate how the secured door access will operate; all voted aye; motion carried.

SURVEYING OF BORROW PITS

Highway Supt., Rick Hartley, met with the Board to request authorization to hire Clark Engineering to survey borrow pits for viable material to build up problem spots on County roads. Motion by Hanten, second by VanDusen, to approve the request from the Highway Supt.; all voted aye; motion carried.

CLAIMS APPROVED

Motion by VanDusen, second by Hanten, to approve for payment the following list of claims as presented by the Auditor's Office; all voted aye; motion carried: AGTERRA TECHNOLOGIES, INC 70.00 SVC, ANDOR, INC. 447.58 REP, JEFFREY ARGO 25.00 UTILITIES, ARROWOOD RESORT 110.95 TRAV, KELLI ASLESEN 490.00 SVC, AUSTIN LAW OFFICES 1957.50 SVC, AXON ENTERPRISE,

INC 1194.00 EQUIP, B&H PHOTO-VIDEO 540.76 EQUIP, MARIE H BALES 7.20 SVC, BRITINA BARTUNEK 20.00 WIT, BATTERIES UNLIMITED 1199.00 REP, BEACON CENTER 1000.00 PMT, ALLEN BENCK 25.00 UTILITIES, BENCO PRODUCTS, INC 163.60 SUP, EUGENE BEYNON 25.00 CELL, SARA BEYNON 25.00 CELL, BIERSCHBACH EQUIPMENT 585.00 REPAIRS/MAINT., BOARMAN KROOS VOGEL GROUP, INC 2218.07 SVC, MATTHEW BLACKWELDER 66.00 CDL, BONDELL BOADWINE 50.84 JURY, SCOTT BOHLS 56.72 JURY, BOLDT CONSTRUCTION 408.16 REP, BORNS GROUP 2547.18 POST, BOYS & GIRLS CLUB 1458.33 PMT, BRATLAND LAW 190.00 SVC, BRIAN'S GLASS & DOOR INC. 520.00 REPAIRS/MAINT., TODD BRIST 20.00 WIT, RIAN BROMWICH 50.84 JURY, BROTHERHOOD ARMS 686.50 SUP, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 1087.83 REPAIRS/MAINT., MIAH CARSTENS 20.00 WIT, JEFF CASE 25.00 UTILITIES, CENTURLINK 882.80 UTIL, CHARM-TEX 11.80 SUP, CHILD'S VOICE ROUTE #6361 300.00 SVC, CHUCK'S LOCK & KEYS 2.00 REP, CITIWIIDE PROPERTY MANAGEMENT 240.00 RENT, CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, COLE PAPERS, INC. 204.55 SUP, CONNECTING POINT COMPUTER CENT 8092.81 REP, CONNECTING POINT 110.00 UTILITIES, SHAWNA CONSTANT 225.00 TRAV, CORRECT RX PHARMACY SERVICES 5.15 SUP, COUNTY FAIR FOODS 143.24 SUP, C & R SUPPLY 68.42 SUP, CREDIT COLLECTIONS BUREAU 2458.03 PMT, CREDIT COLLECTIONS BUREAU 1085.37 PMT, CHAD CROM 140.00 TRAV, CULLIGAN WATER CONDITIONING 190.75 SUP, DAKOTA AUTOMATION 44.00 REF, DAKOTA PORTABLE TOILETS, INC 165.00 RENT, MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 29.99 UTIL, DELANEY NIELSEN SANNES PC 3279.00 SVC, DELYLE'S SOUTH 81 SERVICE INC 230.53 REP, DETCO 643.87 SUPPLIES, JAMIE DOLEN 25.00 UTILITIES, DUGAN SALES & SERVICE 128.80 REP, DUININCK INCORPORATED 7329.48 SUPPLIES, LEAH DURHAM 33.00 REF, BIMBO FOODS, INC 1345.57 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELECTRIC MOTORS & MOORE INC 110.00 REP, ELITE DRAIN & SEWER CLEANING 225.00 REP, ELLYSON LAW OFFICE 290.46 SVC, EMC INSURANCE 254.00 REPAIRS/MAINT., ENGELSTAD ELECTRIC CO. 96.94 REP, MARIA ESCAMILLA 40.00 CELL, TRICIA ESCHEN 69.32 JURY, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 640.95 SUPPLIES, JANINE FIELDS 52.52 JURY, AT&T MOBILITY - FIRSTNET 142.46 UTIL, BENJAMIN FLEMING 60.08 JURY, FLINT HILLS RESOURCES 165086.90 OTHER EXP., TOWN OF FLORENCE-PEGGY LINDAHL 63.40 UTILITIES, ALLISON FORBUSH 225.00 TRAV, CAROL FORD 55.22 TRAV, FSA - FARGO 12325.71 SUP, GALLS, LLC 223.29 UNIF, GAST SALES, INC 155.34 SUP, GCR TIRES & SERVICE 159.38 REP, BREYANNA GEERDES 51.68 JURY, GREEN, ROBY, OVIATT, 5396.25 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, DAVID HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, HENRY FOODS, INC 1287.55 SUP, JEFF HERSHMAN 25.00 CELL, HOLIDAY INN CITY CENTER 350.00 TRAV, RICK HOLINKA 25.00 UTILITIES, HOVERSTREAM LLC 986.00 SUP, LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 312.00 SVC, HYVEE #1871 ACCTS RECEIVABLE 1169.00 SUP, I STATE TRUCK CENTER 207.48 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1267.42 PMT, INTOXIMETERS 750.00 SUP, MITCHELL KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 36.00 SVC, KENNEDY PIER LOFTUS & REYNOLDS 390.00 SVC, KOLETZKY LAW OFFICE 202.50 SVC, LARSEN LAW OFFICE 5527.15 SVC, LEWIS & CLARK BHS 1424.00 SVC, LEWNO LAW OFFICE 279.75 SVC, LINCOLN CO TREASURER 264.00 SVC, DARCY LOCKWOOD 21.00 SVC, JODI LOEHRER 498.24 TRAV, STEVEN LOWRY 40.00 CELL, LUTHERAN SOCIAL SERVICES 1001.72 SVC, MAC'S BLUE TARP CREDIT SERVIC 5.99 SUPPLIES, BLUE TARP FINANCIAL, INC 36.95 SUP, MACKSTEEL WAREHOUSE, INC. 65.76 SUP, MARCO, INC 325.65 RENT, JACLYN MARKO 54.20 JURY, MARSHALL & SWIFT/BOECKH, LLC 2028.30 MAINT, RUSSELL MATHEWS 40.00 CELL, MCKESSON MEDICAL-SURGICAL 8581.84 EQUIP, MEDICAL WASTE TRANSPORT, INC 183.38 SVC, SEAN MELMER 51.68 JURY, MENARDS 466.42 SUP, MENARDS 16.76 SUPPLIES, MEND CORRECTIONAL CARE 14350.00 SUP, LARRY MERCHANT 25.00 CELL, MICK'S SCUBA

668.00 SVC, MIDCONTINENT COMMUNICATIONS 426.20 UTIL, MID STATES AUDIO, INC 242.75 REP, MINNEHAHA COUNTY AUDITOR 180.00 SVC, MOE OIL COMPANY 781.70 SUPPLIES, MICHAEL MORGAN 40.00 CELL, LAURA MORROW 20.00 WIT, MUNICIPAL UTILITIES 15854.52 UTIL, MUNICIPAL UTILITIES 227.41 ASST, MUNICIPAL UTILITIES 365.32 UTILITIES, NORTHERN CON-AGG 7784.90 SUPPLIES, NORTHWESTERN ENERGY 167.24 UTILITIES, OFFICE PEEPS, INC. 1597.51 SUP, OFFICE PEEPS 19.01 SUPPLIES, JERROD OLSON 40.00 CELL, O'REILLY AUTO PARTS 110.37 REPAIRS/MAINT., OTTERTAIL POWER CO, 43.04 UTILITIES, OVERHEAD DOOR CO 28.00 REP, MICHELLE PEDERSON 225.00 TRAV, PETERS DISTRIBUTING, INC 2238.82 SVC, SARAH PETERSEN 25.00 CELL, PMB 0112 169.24 UTIL, CHRIS POWNELL 140.00 TRAV, PRAIRIE LAKES HEALTH CARE CENT 3570.00 SVC, PREMIER BIOTECH, INC 918.82 SUP, PRINT 'EM NOW 578.00 SUP, CLINTON RABINE 54.20 JURY, RAMKOTA HOTEL 515.98 TRAV, ANN RASMUSSEN 183.00 TRAV, REDLINGER BROS. 67.95 REP, REDWOOD MEDIATION SERVICES 125.20 SVC, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 68.74 PMT, BECCA REITER 40.00 CELL, ROBYN RITER 25.00 UTILITIES, MARCY ROSSOW 147.00 REIMB, RUNNINGS 427.85 SUP, DAWN RUSSELL 322.00 SVC, SATELLITE TRACKING OF PEOPLE 1920.75 SVC, TERRANCE SATTERLEE 1500.00 SVC, TREVER SCHIMMEL 40.00 CELL, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 2535.00 PMT, SD ATTORNEY GENERAL'S OFFICE 371.00 PMT, SD DEPARTMENT OF HEALTH 3594.00 SVC, SD HUMAN SERVICES CENTER 50.50 TRAV, SD STATE TREASURER 587436.81 SEPTEMBER REMITTANCE, SDACO 922.00 PMT, SDN COMMUNICATIONS 1179.37 UTIL, MELISSA SEARS 225.00 TRAV, SECURUS TECHNOLOGIES 4783.96 SUP, HEIDI SELCHERT 225.00 TRAV, SERVICE SIGNS, INC 98.00 REP, SIOUX RURAL WATER SYSTEM 46.10 UTILITIES, SIOUX VALLEY COOP 4646.50 SUP, SIOUX VALLEY COOP 79.50 SUPPLIES, SIOUX VALLEY GREENHOUSES 130.00 REP, SIRCHIE 92.34 SUP, LYNN SOLBERG 40.00 UTILITIES, BRENT SOLUM 40.00 CELL, STAR LAUNDRY 2099.25 SUP, STAR LAUNDRY 104.20 SUPPLIES, DOUGLAS STORMO 50.84 JURY, STURDEVANTS AUTO PARTS 29.64 REPAIRS/MAINT., SUTTON LAW OFFICE PC 17623.58 SVC, SCOTT SWANSON 25.00 CELL, SYSCO NORTH DAKOTA 94.39 SUP, TECHNICOLOR SCREEN PRINTING 127.98 UNIF, THOMSON REUTERS-WEST 549.57 SUP, LANDAN THORSON 56.72 JURY, PRODUCTIVITY PLUS ACCOUNT 5482.19 REPAIRS/MAINT., T&L QUICKCARE 470.00 SVC, DOUGLAS D. TORSTENSON 25.00 UTILITIES, TOSHIBA FINANCIAL SERVICES 658.44 RENT, TRAV'S OUTFITTER INC 825.89 SUP, TRUENORTH STEEL 12037.34 SUPPLIES, TWO WAY SOLUTIONS, INC 1500.00 EQUIP, TYLER TECHNOLOGIES 350.00 SVC, VAN DIEST SUPPLY COMPANY 61.50 SUP, TAYLOR VANSICKLE 20.00 WIT, CLARICE VANWELL 50.84 JURY, TYLER VARNIS 40.00 CELL, VAST BUSINESS 591.03 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 602.60 UTIL, GREAT WESTERN BANK 19.33 PMT, GREAT WESTERN BANK 168.28 PMT, GREAT WESTERN BANK 8.78 PMT, GREAT WESTERN BANK 52.93 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, WALFORD PROPERTIES 400.00 RENT, WALMART COMMUNITY 371.26 SUP, WALMART COMMUNITY 145.17 SUPPLIES, WARNE PLUMBING & HEATING 1287.26 REP, TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 250.00 SVC, WATERTOWN AREA TRANSIT, INC 5000.00 PMT, WATERTOWN OUTREACH 204.00 SVC, WATERTOWN PUBLIC OPINION 1098.93 PUB, NICHOLAS WATSON 50.84 JURY, WATERTOWN LANDFILL 12.32 MAINT, WW TIRE SERVICE INC 189.39 REP, WW TIRE SERVICE INC. 610.00 REPAIRS/MAINT., YANKTON CO. SHERIFF 150.00 SVC, YANKTON CO TREASURER 849.50 SVC, ACUITY SPECIALTY PRODUCTS, INC 165.61 SUPPLIES.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approved the following personnel changes: Deputy Maintenance Supervisor, Jeffrey Hershman; anniversary pay increase, September 1st, to step 10/\$23.18 per hour; Correctional Officer, Shawna Carter, anniversary step increase, September 1st, to step 13/\$23.61 per hour; Correctional Officer, Kyle Lewis, anniversary step increase, September 15th, to step 3/\$19.05

per hour; and Correctional Officer, Lindsey Stricherz, anniversary step increase, September 1st, to step 13/\$23.61 per hour. Upon vote of the Board; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by Waterman, to approve the following travel requests; Community Health Nurse Clerical, WIC Focus Group meeting and Weed Supervisor and Maintenance employee, Mosquito Conference. Upon vote of the Board; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Hanten, second by VanDusen, to enter into executive session at 9:56 a.m., per SDCL 1-25-2, discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:27 a.m., no action was taken. Human Resource Director, Terry Satterlee and Sheriff, Brad Howell, were 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 10:27 a.m., until 9:00 a.m., Tuesday, September 24th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington 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 \$ _____