

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, October 8, 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 October 1st, 2019**
- 6. Monthly reports**
 - a. Auditor**
 - b. Director of Equalization**
- 7. Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees**
- 8. Note intent to hold a raffle**
- 9. Discussion/possible action to request a disaster declaration from the State of SD**
- 10. Action on a request to move a seasonal employee to full time**
- 11. Action to approve a notice to bidders for a County road rip rap project**
- 12. Action to declare equipment surplus to be destroyed or sold at surplus auction**
- 13. Action to approve claims for payment**
- 14. Action to approve automatic budget supplements**
- 15. Action to approve personnel changes**
- 16. Action to approve travel requests**
- 17. Public Notices – possible quorum of Commissioners present**
 - a. CCJAC meeting, October 10th, 6:10 p.m., at LATI**
 - b. Volunteer Appreciation Dinner, October 15th, 6:00 p.m., at the Elks Lodge**
 - c. Conservation Districts Legislative Banquet, October 21st, 6:30 p.m., at the Galley in Webster**

18. Old Business

19. New Business

20. Open

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

21. 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**
- (4) Discussing information listed in SDCL 1-27-1.5 (8) and 1-27-1.5 (17) (safety or disaster)**

22. Action to adjourn until 9:00 a.m., Tuesday, October 15th, 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

October 8, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 8, 2019, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman, Myron Johnson, presiding. Auditor, Cindy Brugman, 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 October 1, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on attending a POD Table Top Exercise; preparation of tax levies for pay 2020; a drop box has been set up in the Auditor's office for payment of property taxes in October; noted Monday, October 14th is a federal holiday and all County offices will be closed; and noted the Board will not meet, per previously adopted policy, on October 29th, the fifth Tuesday in October.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES

Motion by Hanten, second by Waterman, 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 September 2019, all present voted aye; motion carried.

Cash on hand	\$ 9,252.61
Checks in Treasurers' possession	
less than 3 days	\$ 175,011.54
Credit Card Charges	\$ 6,329.28
Cash Items	\$ 526.22
TOTAL CASH ASSETS ON HAND	\$ 191,119.65
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 1,500.00
Reliabank Dakota	\$19,592,011.24
INVESTMENTS	
SD Public Funds Investment	\$ 7,194.63
TOTAL CASH ASSETS	\$19,791,825.52
General Ledger Cash Balance by Funds:	
General	\$11,810,179.24
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,399,091.79

Codington County, October 8, 2019

Trust & Agency	\$ 1,082,554.49
(schools 421,126.94, townships 52,174.23; city/towns 89,433.89)	
TOTAL GENERAL LEDGER CASH	\$ 19,791,825.52

The Board noted Register of Deeds fees collected in the month of September in the amount of \$35,170.90.

INTENT TO HOLD A RAFFLE

The Board noted the intent to hold a raffle for a benefit for Milo Ford.

DISASTER DECLARATION

Emergency Management Director, Jim Sutton, met with the Board to request a disaster declaration to present to the Governor of the State of South Dakota on behalf of Codington County. Mr. Sutton noted the County has once again met the monetary threshold for damages of infrastructure to submit this request to the State. Motion by Gabel, second by Hanten, to approve Resolution 2019-25, requesting a disaster declaration for Codington County; all voted aye; motion carried.

RESOLUTION 2019-25

RESOLUTION FOR DECLARATION OF EMERGENCY/DISASTER

WHEREAS, Codington County, South Dakota, has suffered severe damage brought on by flood waters that occurred between the dates of September 9th to September 26th, 2019.

WHEREAS, Codington County has committed all available resources and taken all possible actions within the jurisdictional boundaries to combat and to alleviate the emergency/disaster, local resources are not adequate to cope with the situation;

NOW, THEREFORE, BE IT RESOLVED, by the Codington County Board of Commissioners, at a regular meeting held on October 8th, 2019, it is hereby requested that the Governor declare an emergency/disaster to exist in the County of Codington.

Dated this 8th day of October, 2019

Myron Johnson
Chairman

ATTEST:

Cindy Brugman
Auditor

REQUEST FOR SEASONAL EMPLOYEE TO ADVANCE TO FULL TIME CLASSIFICATION

The Board reviewed a request from Facilities Manager, Milo Ford, to advance a seasonal Memorial Park employee to full time Maintenance based at Memorial Park. This employee would be shared with the Ag. Building and Courthouse as needed. Commissioner Waterman suggested two half time employees would be more economical rather than one full time employee due to the added costs of benefits for a full time employee. Motion by Hanten, second by Waterman, to postpone action on this request until December 3rd to allow more time to determine if there is a need for a full time employee; all voted aye; motion carried.

NOTICE TO BIDDERS FOR RIP RAP ON COUNTY ROADS

Motion by Gabel, second by VanDusen, to approve a notice to bidders for rip rap on several County roads; all voted aye; motion carried. Bids are scheduled for opening during the Board's meeting on November 5, 2019.

SURPLUS EQUIPMENT

Motion by Hanten, second by Gabel, to declare the following Treasurers' equipment surplus, to be destroyed or sold at a future public sale. To be destroyed: Com Office Connect modem s/n7F1V00458F; Panasonic phone s/n2HBHD086540; GEN00543 Comdial Impact phones s/n0010831128, 0010831096, & 12785240; VeriFone CC machines s/n213325700, 213325693, 213325699, 213895135, & 213327557; HP ProOne 600 computer s/nMXL5170G4J; and HP Laserjet 2035 printers s/n CNBV001144, VNB3D23361, VNB3D23361. To be sold: HP monitors s/n CNN3471499, CNP449B108, CNP449B1F5, CNK13308Q3, & CNK8180RH8. Upon vote of the Board; all voted aye; motion carried.

CLAIMS

Motion by Hanten, second by VanDusen, to approve for payment the following claims; all voted aye; motion carried: A-OX WELDING SUPPLY 80.95 SUP, A-OX WELDING 233.27 SUPPLIES, AUTOMATIC BUILDING CONTROLS 260.00 SVC, ADVANCED MICROSYSTEMS, LLC 188.95 REPAIRS/MAINT., AGTERRA TECHNOLOGIES, INC 70.00 SVC, JEFFREY ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 1587.50 SVC, AVERA MEDICAL GROUP 4125.00 SVC, BANNER ASSOCIATES, INC 40539.85 REPAIRS/MAINT., BATTERIES UNLIMITED 30.00 REP, BEACON CENTER 4652.50 PMT, ALLEN BENCK 25.00 UTILITIES, DEAN BENTHIN 41.00 REF, BERNIE'S TELEPHONE AND TECH 75.00 REP, BERNIE'S TELEPHONE AND TECH 33.00 REPAIRS/MAINT., BEST WESTERN OF HURON 517.50 TRAV, BEST WESTERN RAMKOTA 182.00 TRAV, TANNER BEUTOW 39.00 REF, EUGENE BEYNON 25.00 CELL, SARA BEYNON 25.00 CELL, BONDELL BOADWINE 50.84 JURY, SCOTT BOHLS 56.72 JURY, BORNS GROUP 3464.30 POST, BOYS & GIRLS CLUB 1458.33 PMT, BRATLAND LAW 4522.00 SVC, RIAN BROMWICH 50.84 JURY, BROTHERHOOD ARMS 660.00 SUP, BROWN CLINIC PLLP 253.00 SVC, CINDY BRUGMAN 20.00 TRAV, BURNS LAW OFFICE 3000.00 SVC, CARTNEY BEARING & SUPPLY 115.86 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CENTURYLINK 746.50 UTIL, CHARM-TEX 385.60 SUP, CLUBHOUSE HOTEL & SUITES 1190.00 TRAV, CLUBHOUSE HOTEL & SUITES 276.00 TRAVEL & CONF., CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, CODINGTON COUNTY TREASURER 1.22 POST, COLE PAPERS, INC. 4474.72 SUP, COMPASS COUNSELING 1800.00 SVC, CONNECTING POINT COMPUTER CENT 8616.04 REP, SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 141.14 SUP, CREATIVE REWARDS 292.39 SUP, CREDIT COLLECTIONS BUREAU 1053.28 PMT, CREDIT COLLECTIONS BUREAU 795.99 PMT, CRESCENT ELECTRIC SUPPLY CO. 16.40 SUP, CULLIGAN WATER CONDITIONING 296.00 SUP, DAKOTA FLUID POWER INC. 456.80 REPAIRS/MAINT., DAKOTA PORTABLE TOILETS 390.00 RENT, MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 189.95 UTIL, DIGITAL-ALLY 145.00 SUP, JAMIE DOLEN 25.00 UTILITIES, DYNOTUNE SPEED & PERFORMANCE 270.00 SVC, BIMBO FOODS, INC 1094.88 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELITE DRAIN & SEWER 225.00 REP, ENGELSTAD ELECTRIC CO. 5994.16 REP, MARIA ESCAMILLA 40.00 CELL, TRICIA ESCHEN 69.32 JURY, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 89.99 SUP, FARNAMS GENUINE PARTS 730.64 SUPPLIES, JANINE FIELDS 52.52 JURY, AT&T MOBILITY - FIRSTNET 161.07 UTIL, BENJAMIN FLEMING 60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 61.70 UTILITIES, ALLISON FORBUSH 25.00 CELL, FSA - FARGO 8231.21 SUP, D LEE GABEL 1044.66 TRAV, GCR TIRE CENTER 1176.00 REPAIRS/MAINT., GCR TIRES & SERVICE 578.87 REP, GENOA HEALTHCARE/WATERTOWN 5.00 SUP, GRAINGER 142.14 REP, GREEN, ROBY, OVIATT, 5154.65 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, JUSTIN HALAJIAN 25.00 CELL, BRENDA HANTEN 179.48 TRAV, RICK HARTLEY 60.00 UTILITIES, JENNIFER

HARTMAN 50.84 JURY, DAVID HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, HEFTY SEED COMPANY 2362.50 SUP, HENRY FOODS, INC 1405.87 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 597.69 SUP, RICK HOLINKA 25.00 UTILITIES, LARRY HOWARD 40.00 CELL, CHERI HOWELL 112.00 TRAV, HUMAN SERVICE AGENCY 20931.25 SVC, HYVEE #1871 ACCTS RECEIVABLE 777.74 SUP, INTERLAKES COMMUNITY ACTION 1267.42 PMT, MYRON JOHNSON 202.40 TRAV, JURGENS PRINTING 258.00 SUP, MITCHELL KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 52.50 SVC, KENNEDY PIER LOFTUS & REYNOLDS 231.00 SVC, KIBBLE EQUIPMENT 369.39 REPAIRS/MAINT., KIESLER POLICE SUPPLY 316.00 EQUIP, J.H. LARSON COMPANY 277.11 SUP, JEFF LARSON LAW LLP 5527.15 SVC, LATI/CORP ED 500.00 SVC, LAWSON PRODUCTS 135.59 SUPPLIES, LEWIS & CLARK BHS 1068.00 SVC, LEWNO LAW OFFICE 523.00 SVC, LINCOLN CO TREASURER 1198.06 SVC, DARCY LOCKWOOD 52.50 SVC, JODI LOEHRER 104.93 PMT, STEVEN LOWRY 40.00 CELL, LUTHERAN SOCIAL SERVICES 1621.77 SVC, MAC'S BLUE TARP CREDIT SERVIC 57.92 REPAIRS/MAINT., BLUE TARP FINANCIAL, INC 31.97 SUP, THE MAINTENANCE SHOP 697.68 MAINT, MARCO, INC 332.98 RENT, JACLYN MARKO 54.20 JURY, MATHESON TRIGAS INC 65.94 SUP, RUSSELL MATHEWS 40.00 CELL, MCCLURE & HARDY 204.70 SVC, MCKESSON MEDICAL SURGICAL 5.21 SUP, SEAN MELMER 51.68 JURY, MENARDS 464.54 SUP, MENARDS 11.36 REPAIRS/MAINT., MEND CORRECTIONAL CARE 13925.00 SVC, LARRY MERCHANT 25.00 CELL, MIDCONTINENT COMMUNICATIONS 426.20 UTIL, MILLS CONSTRUCTION, INC 65410.81 PMT, MINNEHAHA COUNTY AUDITOR 1053.70 SVC, MOE OIL COMPANY 2904.00 SUPPLIES, MICHAEL MORGAN 40.00 CELL, MOTOROLA SOLUTIONS, INC 10794.92 GRANT, MUNICIPAL UTILITIES 11978.16 UTIL, MUNICIPAL UTILITIES 318.72 UTILITIES, MUTH ELECTRIC 3492.00 REP, NORTHWESTERN ENERGY 168.91 UTILITIES, OFFICE PEEPS, INC. 2992.90 SUP, OFFICE PEEPS 39.53 SUPPLIES, JERROD OLSON 40.00 CELL, ORTHOPEDIC INSTITUTE 204.00 SVC, OTTERTAIL POWER CO, 44.60 UTILITIES, HOLLI OWENS 50.84 JURY, MICHELLE PEDERSON 25.00 CELL, PENNINGTON COUNTY JAIL 226.20 TRAV, PETERS DISTRIBUTING, INC 2952.31 REP, SARAH PETERSEN 71.00 TRAV, PITNEY BOWES 210.00 RENT, PMB 0112 521.87 UTIL, PPWIX WEBSITE SERVICES 804.53 SUP, PRAIRIE LAKES HEALTH CARE CENT 3485.00 SVC, PRINT EM NOW 96.00 SUPPLIES, PROGRESSIVE AGRICULTURE FOUND. 75.00 TRAV, CLINTON RABINE 54.20 JURY, RAMKOTA HOTEL 2375.00 TRAV, ANN RASMUSSEN 174.60 TRAV, RC FIRST AID 89.50 SUPPLIES, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 198.20 REIMB, BECCA REITER 40.00 CELL, RELENTLESS LLC 599.00 TRAV, ROBYN RITER 25.00 UTILITIES, RON'S SAW SHOP 31.96 SUP, RUNNING SUPPLY INC. 256.37 REPAIRS/MAINT., SAFETY BENEFITS, INC 195.00 REG, SANFORD HEALTH 389.00 SVC, TERRANCE SATTERLEE 1500.00 SVC, TREVOR SCHIMMEL 40.00 CELL, LOUIE SCHLEUSNER 14076.50 SUPPLIES, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 2610.00 PMT, SD ATTORNEY GENERAL'S OFFICE 526.00 PMT, SD DEPARTMENT OF HEALTH 2605.00 SVC, SD DEPARTMENT OF PUBLIC SAFETY 2700.00 MAINT, SD STATE TREASURER 514291.03 OCTOBER REMITTANCE, SD TRAILER CO 200.00 REP, SDACO 924.00 PMT, SDN COMMUNICATIONS 1358.92 UTIL, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 2209.20 SUP, HEIDI SELCHERT 25.00 CELL, JODY SHAEFFER 51.68 JURY, SHARP AUTOMOTIVE 89.59 REPAIRS/MAINT., SIOUX EQUIPMENT 566.70 REPAIRS/MAINT., SIOUX RURAL WATER SYSTEM 42.00 UTILITIES, SIOUX VALLEY COOP 342.27 SUP, SIOUX VALLEY COOP 17242.05 SUPPLIES, LYNN SOLBERG 40.00 UTILITIES, BRENT SOLUM 40.00 CELL, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 1703.67 PUB, STAR LAUNDRY 2057.28 SUP, STAR LAUNDRY 104.20 SUPPLIES, STATE BAR OF SOUTH DAKOTA 625.00 SVC, DOUGLAS STORMO 50.84 JURY, STREICHER'S 1878.97 EQUIP, STURDEVANTS AUTO PARTS 253.17 REPAIRS/MAINT., SUPER 8 PIERRE 77.00 TRAV, JAMES SUTTON 104.44 TRAV, SUTTON LAW OFFICE PC 17186.57 SVC, SCOTT SWANSON 25.00 CELL, TECHNICOLOR SCREEN PRINTING 65.27 UNIF, THOMSON REUTERS-WEST 549.57 SUP, LANDAN THORSON 56.72 JURY, T&L

QUICKCARE 140.00 SVC, DOUGLAS D. TORSTENSON 25.00 UTILITIES, TWO WAY SOLUTIONS, INC 23.75 REP, CLARICE VANWELL 50.84 JURY, TYLER VARNS 40.00 CELL, VAST BUSINESS 595.94 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 608.17 UTIL, GREAT WESTERN BANK 1366.75 TRAVEL & CONF., GREAT WESTERN BANK 263.60 PMT, GREAT WESTERN BANK 373.50 PMT, GREAT WESTERN BANK 84.70 PMT, GREAT WESTERN BANK 206.50 PMT, GREAT WESTERN BANK 19.06 PMT, GREAT WESTERN BANK 478.13 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, WALFORD PROPERTIES 400.00 RENT, WALMART COMMUNITY 136.08 SUP, WALMART COMMUNITY 216.96 SUPPLIES, WARNE CHEMICAL 1055.00 SUP, TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 500.00 SVC, WATERTOWN AREA TRANSIT 24.00 TRAV, WATERTOWN PUBLIC OPINION 1089.06 PUB, NICHOLAS WATSON 50.84 JURY, WEISMANTEL RENT-ALL 61.00 REP, WIGHT & COMES FUNERAL CHAPEL 432.00 SVC, WATERTOWN LANDFILL 26.63 MAINT, WW TIRE SERVICE INC 550.26 REP, WW TIRE SERVICE INC. 69.00 REPAIRS/MAINT., XEROX CORPORATION 124.60 SUPPLIES, YANKTON CO. SHERIFF 200.00 SVC, YANKTON CO TREASURER 739.00 SVC

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes, all anniversary step increases: Betty Overlie, Treasurer Clerk, step 13/\$20.09 per hour, 8/15/19; Sandy Theye, Treasurer Clerk, step 8/\$18.59 per hour, 8/1/19; Bryan Bleeker, Building Maintenance, step 11/\$19.43 per hour, 9/1/19; Larry Merchant, Building Maintenance, step 4/\$16.67 per hour, 5/15/19; Justin Halajian, Lead Building Maintenance, step 8/\$20.92 per hour, 9/1/19; and Scott Swanson, Lead Building Maintenance, step 11/\$21.78 per hour, 9/1/19. Upon vote of the Board; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by Waterman, to approve the following travel requests: Weed Supervisor, district meetings in Rapid City and Pierre; Weed Supervisor and 2 Seasonal Weed Sprayers, district meeting in Brookings; Weed Supervisor, district meeting in Mitchell. Upon vote of the Board; all voted aye; motion carried.

OTHER MEETINGS

The CCJAC will meet at 6:10 p.m., Thursday, October 10th at LATI. Chairman Johnson attended an advisory board meeting to study long term flood control measures. Commissioners Hanten and Gabel attended a meeting regarding 211 services in South Dakota. Commissioner Hanten attended the NRCS meeting.

EXECUTIVE SESSION

Motion by Hanten, second by Waterman, to enter into executive session at 9:42 a.m., per SDCL 1-25-2, discussion of personnel issues and personnel contracts; all voted aye; motion carried. The Board returned to regular session at 10:09 a.m. Human Resource Director, Terry Satterlee, was present for executive session. No action was taken following 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 10:09 a.m., until 9:00 a.m., Tuesday, October 15th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

Codington County, October 8, 2019

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 \$_____