AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, November 12, 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 November 5, 2019
6. Monthly reports
   a. Extension
   b. Auditor
   c. Director of Equalization
7. Action to approve the Auditor’s Acct. w/Treasurer and note Register of Deeds monthly fees
8. Action to approve a notice to bidders for culvert installation
9. Action to accept letter of resignation from Memorial Park Campground Managers
10. Discussion/possible action regarding Resolution 2012-30 Capital Outlay funds
11. Action to approve a POD grant application
12. Note November and December County Offices closures per policy
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
   a. Veterans Day program, 10:30 a.m., November 11th, at the Extension Center Complex

Codington County, November 12, 2019
b. Sioux Valley Commissioner District meeting, November 20th, 12:00 p.m., in Huron
   c. Watertown VA Clinic, open house, December 4th, 1-4 p.m.

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, November 19th, 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.
November 12, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 12, 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. Commissioner Waterman, 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 Waterman, to approve the agenda as posted; all voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by VanDusen, to approve the minutes of November 5, 2019; all voted aye; motion carried.

MONTHLY REPORTS
4-H/Youth Program Advisor, Jodi Loehr, reported on the following: a grant application has been submitted to the National Rifle Foundation; Jodi traveled to West Virginia to attend the National Association of 4-H Conference where she was awarded a Meritorious Service Award for 16 years of service; Junior Achievement is scheduled for December; Clover Buds will begin in December; a Junior Leaders meeting is scheduled for December; and Farm Show lunch counter preparation will begin in the near future. Auditor, Cindy Brugman, reported levies for taxes payable in 2020 have been sent to the SD Dept. of Revenue for review and approval; an election training workshop was conducted by the SD Secretary of State; and the Auditor has been elected to the SDPAA Executive Board of Directors for a four-year term beginning January 1, 2020. Director of Equalization, Shawna Constant, reported the SD Dept. of Revenue recently conducted a sales/compliance audit in the D.O.E. office; the appraisal staff has finished up working in the re-appraisal area; work continues on building permits; flooded farmland applications have been filed; and year end procedures are underway.

AUDITOR’S ACCT. W/TREASURER AND 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 business day of October 2019, all present voted aye; motion carried.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Cash on hand</td>
<td>$ 12,247.89</td>
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<tr>
<td>Checks in Treasurers’ possession</td>
<td></td>
</tr>
<tr>
<td>less than 3 days</td>
<td>$ 1,149,086.29</td>
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<tr>
<td>Credit Card Charges</td>
<td>$ 21,348.47</td>
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<tr>
<td>Cash Items</td>
<td>$ 325.00</td>
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<tr>
<td>TOTAL CASH ASSETS ON HAND</td>
<td>$ 1,183,007.65</td>
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<tr>
<td>RECONCILED CHECKING</td>
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</tr>
<tr>
<td>Great Western Bank Checking (Memorial Park)</td>
<td>$ 3,383.54</td>
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INVESTMENTS
SD Public Funds Investment $ 7,205.05
TOTAL CASH ASSETS $31,790,389.09

General Ledger Cash Balance by Funds:

General $14,176,908.15
General restricted cash $ 500,000.00
Sp. Revenue $ 6,659,351.48
Trust & Agency $10,454,129.46
(schools 8,019,294.33, townships 126,741.14; city/towns 1,813,375.71)

TOTAL GENERAL LEDGER CASH $ 31,790,389.09

The Board noted a report from Register of Deeds, Ann Rasmussen, of fees collected in the month of October in the amount of $37,620.75.

NOTICE TO BIDDERS FOR CULVERT INSTALLATION
Motion by VanDusen, second by Hanten, to approve a notice to bidders for Culvert Installation project 23-4; all voted aye; motion carried. Bids will be opened and announced during the Board’s meeting scheduled for December 3rd, 2019, at which time action may be taken.

MEMORIAL PARK CAMPGROUND MANAGERS RESIGNATION
Motion by Hanten, second by Gabel, to accept the resignation, effective December 31, 2019, from Memorial Park Campground Managers, Carol and Milo Ford. The Board expressed thanks to the Fords for their services and improvements made at the park in the recent years. Upon vote of the Board; all voted aye; motion carried.

CAPITAL OUTLAY RESOLUTION
The Board discussed Resolution 2012-30, approved on December 4th, 2012, which accumulated funds for the purpose of providing sufficient space and security for Judicial Systems procedures and to provide for the housing of inmates. Resolution 2012-30 will expire, per SDCL 7-21-51, in December 2019. Discussion was held regarding the best use of the $500,000.00 in funds designated by the resolution. No action was taken at this time.

P.O.D. GRANT APPLICATION
Motion by VanDusen, second by Waterman, to approve a consultant contract between Codington County (consultant) and the South Dakota Dept. of Health; for funding for professional services to allow the County to further develop, drill, maintain and update the Watertown Area P.O.D. (point of dispensing) plan, as identified in the local POD plan template provided by the Dept. of Health; all voted aye; motion carried.

NOVEMBER/DECEMBER COUNTY OFFICES CLOSURES
The Board noted per previously adopted policy that Codington County will follow the following State Office closures in addition to the closures outlined in the County’s Personnel and Procedures Manual: November 29th, December 23rd, and 24th.

CLAIMS
Motion by Hanten, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: A-OX WELDING 306.79 SUPPLIES, ACCREDITATION, AUDIT AND 300.00 SVC, A&B BUSINESS SOLUTIONS 21.80 SVC, ADVANCE AUTO PARTS 29.66 SUP, AGTERRA TECHNOLOGIES 70.00 SVC, CARLA AKER 12.52 JURY, PATTY ANDERSON 18.40 JURY, AP AUTO PROS 70.40 REP, JEFFREY ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 505.70 SVC,

Codington County, November 12, 2019
PATRICIA BACH 12.52 JURY, CARMEN BAKKEN 105.04 JURY, BANNER ASSOCIATES, INC 5469.50 REPAIRS/MAINT., BOB BARKER CO. 1119.36 SUP, BAUER LAW OFFICE PC 3074.40 SVC, BEACON CENTER 1000.00 PMT, BEADLE COUNTY 44.00 TRAV, ALLEN BENCK 25.00 UTILITIES, BENCO PRODUCTS 12091.60 SUP, EARL BENSON 108.40 JURY, ROGER BENTHIN 92.00 SVC, BERNER DAKOTA CLUTCH & TRANS 750.00 REP, BEST WESTERN RAMKOTA - RC 77.00 TRAV, BEST WESTERN RAMKOTA HOTEL-RAP 179.98 TRAVEL & CONF., JOHN BIRNELL 15.04 JURY, MATTHEW BLACKWELDER 100.00 TRAV, KENNETH BLAIS 101.68 JURY, BONDELL BOADWINE 101.68 JURY, SCOTT BOHLS 113.44 JURY, BORN'S GROUP 3420.41 POST, BORN'S GROUP 88.21 POST, BOYS & GIRLS CLUB 1458.33 PMT, BRANDI BRANDSRUD 26.80 JURY, MATTHEW BREY 11.68 JURY, BROCK WHITE COMPANY 13020.00 SUPPLIES, RIAN BROMWICH 50.84 JURY, BROWNLEE CONSTRUCTION 29295.00 OTHER EXP., BURNS LAW OFFICE 3000.00 PMT, BUTLER MACHINERY 3630.28 SUPPLIES, SARA BYER 24.28 JURY, CARTNEY BEARING & SUPPLY 59.41 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CASHWAY LUMBER INC. 16.49 SUP, CENTURYLINK 746.96 UTIL, CERTIFIED LANGUAGES INT 49.50 SVC, CHUCK'S LOCK & KEYS 19.50 SUP, CODINGTON-CLARK ELECTRIC COOPE 35.53 UTILITIES, COLE PAPERS, INC. 2304.45 SUP, COMPASS COUNSELING 1800.00 SVC, CONNECTING POINT COMPUTER CENT 13236.65 MAINT, SHAWNA CONSTANT 25.00 CELL, ROBERTA COSSETTE 12.52 JURY, COUNTY FAIR FOODS 279.48 SUP, CREDIT COLLECTIONS BUREAU 970.94 PMT, CREDIT COLLECTIONS BUREAU 522.92 PMT, CULLIGAN WATER CONDITIONING 191.50 SUP, D K DIESEL 1846.41 REP, DAVENPORT'S SUB 78.95 SUP, DAKOTA FLUID POWER INC. 1542.72 REPAIRS/MAINT., MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 29.99 UTIL, TAWNY DIETZ 10.84 JURY, DIGITAL-ALLY 905.00 SUP, LISA DIROSE 100.00 JURY, JAMIE DOLEN 25.00 UTILITIES, DUDE SOLUTIONS 1973.18 MAINT, DUINICK INCORPORATED 3646.04 SUPPLIES, BIMBO FOODS, INC 2252.48 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 SVC, MARV EKEREN 15.00 SVC, ELECTION SYSTEMS & SOFTWARE 5887.50 MAINT, ELLYSON LAW OFFICE 822.50 SVC, VALERIE ENGELS 10.00 JURY, EQUIPMENT BLADES INC 6280.00 SUPPLIES, MARIA ESCAMILLA 90.00 REIMB, TRICIA ESCHEN 138.64 JURY, MARY FALVEY 12.52 JURY, RANDALL G. FALVEY 25.00 UTILITIES, FAMILY DENTAL CENTER 102.00 SVC, FARNAMS GENUINE PARTS 1062.61 SUPPLIES, JANINE FIELDS 105.04 JURY, FIRST DISTRICT ASSN OF LCL GOV 49052.65 PMT, AT&T MOBILITY - FIRSTNET 161.15 UTIL, BENJAMIN FLEMING 60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 78.40 UTILITIES, ALLISON FORBUSH 25.00 CELL, FSA - FARGO 17172.25 SUP, SARAH FUESTENAU 11.68 JURY, GCR TIRE CENTER 10777.23 SUPPLIES, GCR TIRES & SERVICE 113.67 REP, BREYANNA GEERDES 51.68 JURY, GLASS PRODUCTS INC. 1387.00 REP, BRADLEY GOFF 17.56 JURY, GRAINGER 122.80 SUP, GREAT AMERICA FINANCIAL SVC 535.55 RENT, GREEN, ROBY, OVIATT, 5125.40 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, GUNDERSON & EVenson, LLP 3351.50 SVC, JUSTIN HALAJIAN 25.00 CELL, HARMELINK, FOX & RAVNSBORG LAW 506.60 SVC, RICK HARTLEY 40.00 UTILITIES, JENNIFER HARTMAN 101.68 JURY, TAMIE HAUGEN 11.68 JURY, DAVID HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, TOWN OF HENRY 136.31 UTILITIES, HENRY FOODS, INC 3548.10 SUP, JEFF HERSHMAN 25.00 CELL, HEYNER WELDING, INC 387.96 REP, HILLYARD/SIOUX FALLS 1444.02 SUP, RICK HOLINKA 25.00 UTILITIES, MELISSA HOLTQUIST 120.00 TRAV, MICHAEL HOOVER 11.68 JURY, LORI HOSMER 10.84 JURY, LARRY HOWARD 40.00 CELL, BRAD HOWELL 100.00 TRAV, EVE HUGHES 20.00 WIT, HUMAN SERVICE AGENCY 300.00 SVC, HYVEE #1871 ACCTS RECEIVABLE 1090.11 SUP, I STATE TRUCK CENTER 244.80 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1267.42 PMT, INTOXIMETERS 750.00 SUP, NICKOLAS JACOBSON 12.52 JURY, JOHNSON CONTROLS, INC. 4987.55 MAINT, WESLEY JOHNSON 11.68 JURY, ZACHARY JONES 10.84 JURY, JÜRGENS PRINTING 1385.00 SUP, TERRY KAAZ 15.04 JURY, MITCHELL KALLHOF 25.00 UTILITIES, MARK KATTERHAGEN 21.00 SVC, CAROL KEENEY 13.36 JURY, WYATT KEEVER 11.68 JURY, KENNEDY PIER LOFTUS & REYNOLDS 677.00 SVC,
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<td>PENNINGTON COUNTY JAIL 90.35 TRAV, PETERS DISTRIBUTING 2810.04 REP,</td>
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<td>200.00 DUES, ROBYN RITER 25.00 UTILITIES, RON'S SAW SHOP 339.95 SUP,</td>
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<td>BRENT SOLUM 180.00 TRAV, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE</td>
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<td>GAZETTE 1011.45 PUB, STAN HOUSTON 75.00 RENT, STAR LAUNDRY 1970.73 SUP,</td>
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<td>STAR LAUNDRY 156.30 SUPPLIES, STATE 4H OFFICE 20.00 TRAV, THE STATE BAR</td>
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<tr>
<td>OF SD 705.00 DUES, CLEO ...</td>
<td>705.00 DUES, CLEO ...</td>
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Codington County, November 12, 2019
STOLP 10.84 JURY, STREICHER'S 2762.21 SUP, LINDSEY STRICHERZ 120.00 TRAV,
STURDEVANTS AUTO PARTS 402.03 REPAIRS/MAINT., RANDALL SUTTEN 15.88 JURY,
SUTTON LAW OFFICE PC 18284.35 SVC, LOGAN SVATOS 20.00 WIT, SCOTT SWANSON 25.00
CELL, JERRIE TAPIA 11.68 JURY, TECHNICOLOR SCREEN PRINTING 30.23 SVC, TEXAS
REFINERY CORP 435.00 SUPPLIES, THOMSON REUTERS-WEST 549.57 SUP, LANDAN
THORSON 56.72 JURY, STACEY THURY 105.04 JURY, GERI TIMM 10.84 JURY,
PRODUCTIVITY PLUS ACCOUNT 2205.43 REPAIRS/MAINT., TITAN MACHINERY 32426.80
REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 UTILITIES, TRAV'S OUTFITTER INC
3104.96 SUP, TRUENORTH STEEL 12248.04 SUPPLIES, TWO WAY SOLUTIONS, INC 24928.58
REP, ANDREA URGO 11.68 JURY, US RECORDS MIDWEST 651.20 SUP, VAN DIEST SUPPLY
COMPANY 3518.40 SUP, CLARICE VANWELL 50.84 JURY, TYLER VARNS 40.00 CELL, VAST
BUSINESS 551.08 UTIL, VAST BROADBAND 49.95 UTILITIES, CARIE VAVRUSKA 16.72 JURY,
VER BEEK LAW 107.25 SVC, VERIZON WIRELESS 608.42 UTIL, GREAT WESTERN BANK 61.35
SUPPLIES, GREAT WESTERN BANK 294.03 PMT, GREAT WESTERN BANK 185.60 PMT,
GREAT WESTERN BANK 214.51 PMT, GREAT WESTERN BANK 654.90 PMT, GREAT
WESTERN BANK 436.40 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, WALFORD
PROPERTIES 400.00 PMT, WALMART COMMUNITY 699.81 PMT, WARNE PLUMBING 2239.84
REP, TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 500.00 SVC,
WATERTOWN PUBLIC OPINION 1331.33 PUB, WATERTOWN WHOLESALE 148.74 SUPPLIES,
NICHOLAS WATSON 101.68 JURY, WIGHT & COMES FUNERAL CHAPEL 1020.91 SVC,
STEVEN WILLIAMS 106.72 JURY, WW TIRE SERVICE INC 704.24 REP, XEROX CORPORATION
223.49 SUPPLIES, YANKTON CO. SHERIFF 50.00 SVC, GARY YOUNG 51.68 JURY, JARED
ZIMPRICH 18.40 JURY.

AUTOMATIC BUDGET SUPPLEMENTS
Motion by Hanten, second by VanDusen, to approve the following automatic budget supplements:
$2,478.40 to the State Attorney’s expenditure budget with Juvenile Justice Reinvestment Initiative grant
funds and $46,099.35 to the Road & Bridge expenditure budget with payments for haul road inspection
services; all voted aye; motion carried.

PERSONNEL CHANGES
Motion by Hanten, second by Gabel, to approve the following anniversary step increases: Jill Schweitzer,
Register of Deeds clerk, step 12/$19.84 per hour, 11/15/2019; Brent Solum, Deputy Sheriff, step 6/$25.08
per hour, 10/15/2019; all voted aye; motion carried.

TRAVEL REQUESTS
Motion by VanDusen, second by Waterman, to approve a travel request for the Emergency Management
Director to attend the Safety Benefits Safety Conference; all voted aye; motion carried.

OPEN
Glen Vilhauer, Watertown Council President, briefly addressed the Board regarding the removal of trees
infected with the Emerald Ash Borer. The City is contemplating the purchase of a grapple saw to aid in
the removal of infected trees. Mr. Vilhauer invited the Board to attend a demonstration of the equipment
on November 19\textsuperscript{th} at Cattail Crossing Golf Course, at 2:00 p.m.

EXECUTIVE SESSION
Motion by Hanten, second by VanDusen, to enter into executive session at 10:45 a.m., per SDCL 1-25-2,
discussion of personnel issues; all voted aye; motion carried. The Board returned to regular session at
10:48 a.m.
ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:48 a.m., until 9:00 a.m., Tuesday, November 19th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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