

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**

- 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.

Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse
14 1st Ave SE

November 5, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 5, 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. Veterans Service Officer, Al Janzen, 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 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 22, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Veterans Service Officer, Al Janzen, reported 1 trip with 2 riders for medical appointments; 72 appointments/walk-ins, and 3 home visits in the month of October. The opening ceremonies for the Canadian Vietnam Veterans Memorial Wall will be at 10:30 a.m., Friday, November 8th, at the Redlin Art Center. The wall will be in place at the Redlin Center from November 8th through Veterans Day, November 11th. The Veterans Day Program will be held at the Codington County Extension Center Complex at 10:30 a.m., Monday, November 11th, with guest speakers, Ron Parkes and Rob Purvis, both Canadian Vietnam Veterans. **Weed Department Supervisor, Steve Molengraaf**, reported that due to the freezing temperatures the spraying season has officially ended. Mr. Molengraaf noted all roads were completed with the exception of the State roads and provided the Board with the following statistics for the 2019 season: 560 spraying hours; 4440 miles sprayed; 600 gallons of 2-4D; 275.5 gallons of Tordon; 11.5 gallons of Glyphosate; and a small amount of Plateau was used this season. In comparison to 2018 spraying hours were down approximately 60 hours this season. Invoicing for weed spraying totaled \$40,054.73 which included West Nile invoicing totaling \$3,438.84 for this season. Mr. Molengraaf updated the Board on district meetings attended along with attending the West Nile Conference.

Welfare Director, Sarah Petersen, who could not be present for this meeting, provided the Board with a written report of statistics from the Welfare office for the month of August 2019. 47 people were served for the following: 17 utilities, 6 medical, 12 housing, 2 homeless, 3 ESG (Emergency Services Grant), 3 economic assistance, and 4 burials; there was \$5,030.54 in funds expended by the County for these contacts and \$2,366.51 was saved using other resources.

WEED DEPT. SPRAY DATA LOGGER PURCHASE

Motion by VanDusen, second by Hanten, to approve the purchase of a spray data logger, for the Weed Department, in the amount of \$3,630.00, from AgTerra Technologies, Inc.; all voted aye; motion carried.

WATERTOWN CITY LIASION APPOINTMENT TO THE WEED BOARD

Motion by Gabel, second by Waterman, to appoint, Ron Moehring, as the City of Watertown liaison to the Codington County Weed Board; per the recommendation of Weed Dept. Supervisor, Steve Molengraaf; all voted aye; motion carried.

REGISTER OF DEEDS SCANNER EQUIPMENT PURCHASE

Motion by Hanten, second by Waterman, to approve the purchase of a Fujitsu FI-7460 scanner, from Connecting Point in the amount of \$2,850.00, for the Register of Deeds Office; as requested by Register of Deeds, Ann Rasmussen; all voted aye; motion carried.

EMERGENCY MANAGEMENT DIRECTOR APPOINTED

Motion by Hanten, second by VanDusen, to approve the appointment of Jamie Torstenson, to the position of Emergency Management Director; all voted aye; motion carried. Mr. Torstenson will begin employment in the Emergency Management Office on January 1, 2020 with his appointment to the Director position becoming effective February 1, 2020.

FEMA UPDATE ON 2ND DISASTER DECLARATION REQUEST

Emergency Management Director, Jim Sutton, advised the Board that the County's request for a second disaster declaration, per Resolution 2019-25, adopted by the Board on October 8, 2019; has been denied by the SD Dept. of Emergency Management. Mr. Sutton advised the Board that the County can appeal this decision. Mr. Sutton will continue to work with state officials to appeal the denial based on damage to County and Township roads which could ultimately hamper emergency vehicles response to rural areas of Codington County.

ABATEMENTS

Motion by Hanten, second by Gabel, to approve qualifying abatement applications on property record #12321 in the amount of \$6,414.10 and property record #12229 in the amount of \$273.98; all voted aye; motion carried.

GRAVEL HAULING QUOTE

Motion by Waterman, second by Gabel, to accept a quote, for gravel hauling services, from Neil Jacobson, in the amount of .28 per ton with a minimum of 9-mile haul and minimum legal payload of 22 tons; all voted aye; motion carried.

NOTICE TO BIDDERS FOR RIP RAP

Motion by Gabel, second by Waterman, to authorize a notice to bidders for rip rap, delivered and installed, in several Codington County locations; all voted aye; motion carried. Bids will be announced at the Board's November 26th meeting.

NOTICE TO BIDDERS FOR CULVERT INSTALLATION

This item was placed on the Agenda for action by the Board at this meeting. Highway Supt., Rick Hartley, requested that this item be cancelled at this time.

BANNER ASSOCIATES BRIDGE REHABILITATION ENGINEERING SERVICES

Motion by Gabel second by Hanten, to approve a contract with Banner Associates, for bridge rehabilitation engineering services, on structure no. 15-240-155, in an amount not to exceed \$32,400.00; all voted aye; motion carried.

HIGHWAY DEPARTMENT TRUCK PURCHASE

Motion by Hanten, second by Gabel, to approve the purchase of a 2019 Chevy Silverado, from Sharp Automotive, in the amount of \$33,125.00, for the Highway Dept; all voted aye; motion carried.

RIGHT OF WAY CERTIFICATE BRO 5015(38)

Motion by Hanten, second by VanDusen, to authorize the Chairman to sign a right-of-way certificate for Project BRO 5015(38); all voted aye; motion carried.

UTILITIES CERTIFICATE BRO 5015(38)

Motion by VanDusen, second by Hanten, to authorize the Chairman to sign a Utilities Certificate for Project BRO 5015(38); all voted aye; motion carried.

SALARY CLAIMS

Motion by Hanten, second by Gabel, to approve October salary claims as presented; all voted aye; motion carried. Commissioners: 10,242.62 total salaries. Auditor: 20,921.78 total salaries. Co. Treasurer: 30,480.34 total salaries; Betty Overlie 3495.66 step increase; Sandy Theye 3234.66 step increase. States Attorney: 38,279.69 total salaries; Katie Moes \$16.17 PT New Hire. Gov. Buildings: 21,865.82 total salaries Bryan Bleeker 3380.82 step increase; Larry Merchant 2900.58 step increase. Dir. Equalization: 41,505.39 total salaries; Barb Martenson 3478.26 step increase. Reg. of Deeds: 20,682.79 total salaries. Veterans Service: 10,176.47 total salaries. Sheriff: 93,977.20 total salaries; Rusty Mathews 4785.00 step increase. Co. Jail: 119,262.49 total salaries; Justin Halajian 3640.08 step increase. Coroner: 1,695.49 total salaries. Welfare: 6,417.57 total salaries. County Nurse: 4,653.81 total salaries; Jeanie Ochsendorf 3478.26 step increase. Co. Park: 11,411.85 total salaries. Ag. Bldg.: 7,936.51 total salaries; Scott Swanson 3789.72 step increase; Gordy Hedges 3088.50 step increase. Co. Extension: 9,544.10 total salaries. Weed Control: 9,464.19 total salaries. Planning Board: 342.40 total salaries. Road & Bridge: 95,998.97 total salaries. Emergency Management: 12,125.03 total salaries. Crime Victim: 6,563.67 total salaries. W.I.C.: 4,170.54 total salaries. 577,718.72. Breakdown of withholding amounts which are included in the above: S.D. Retirement 51,049.22; S.D. Retirement 161.52 spouse option; S.D. Supplemental Retire. 4,985.00 suppl. retire.; Sanford 67,575.22 ins.; Reliance Standard Life Insurance 450.42 life ins.; Delta Dental 6,406.38 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 720.64 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,065.00 employee payments; Cod. Co. Treasurer 32,200.00 employee monthly draw; SDRS Supplemental Retirement 4,450.00 Roth retirement; Teamsters Local Union 120 257.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 39,178.09 federal withholding; ReliaBank Dakota 66,853.16 social security; Accounts Management 150.00 employee garnishment; Credit Collections Bureau 155.75 employee garnishment; Barbara Curtis 800.00 employee payment.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following anniversary step increases: Alissa Harte, Auditor Elections Clerk, step 8/\$18.69 per hour, 12/1/2019; Janet Bevers, Treasurer Deputy, step 12/\$23.79 per hour, 11/15/2019; Maria Escamilla, Corrections Sergeant, step 11/\$24.13, 10/15/2019; Jennifer Matejek, Correctional Officer, step 13/\$23.51 per hour, 10/1/2019; Kayla Schomaker, Correctional Officer, step 6/\$20.96 per hour, 11/15/2019; and Cheri Howell, Emergency Management Secretary, step 7/\$18.32 per hour, 12/1/2019. All voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by Gabel, to approve a travel request for the Highway Supt. to attend a SDACHS Executive Board meeting; all voted aye; motion carried.

RENODRY PROJECT

Commissioners Hanten and Gabel met with an individual regarding the sloping of ground and drainage around the Courthouse in relation to the proposed RENODRY project scheduled for action on December

3rd. Commissioner Gabel noted the possibility of choosing between the RENODRY project or addressing the drainage situation around the Courthouse.

EXECUTIVE SESSION

Motion by Hanten, second by Gabel, to enter into executive session at 10:13 a.m., per SDCL 1-25-2, preparing for contract negotiations with employees and pending litigation; all voted aye; motion carried. The Board returned to regular session at 10:29 a.m. States Attorney, Rebecca Morlock Reeves; was present for executive session. No action was taken after 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 10:29 a.m., until 9:00 a.m., Tuesday, November 12th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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