

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 22, 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 15th, 2019**
- 6. Monthly reports**
 - a. Highway**
 - b. Emergency Management**
 - c. Sheriff**
- 7. Action to approve the purchase of sand bags**
- 8. Action to proceed with previously discussed RENODRY/rising damp project**
- 9. Action to approve the Welfare Director's appointment to the National Association of Human Services Board of Directors**
- 10. Action to approve the budgeted purchase of a vehicle from State bid list for Government Buildings**
- 11. Action to cancel a notice to bidders for Rip Rap**
- 12. Action to discontinue employee mid-month payroll draw due to IRS regulations**
- 13. Discussion/possible action to apply for selection as pretrial justice research site**
- 14. Action on a request to compromise a County lien**
- 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 – possible quorum of Commissioners present**
 - a. Conservation Districts Legislative Banquet, October 21st, 6:30 p.m., at the Galley in Webster**
 - b. Sioux Valley Commissioner District meeting, November 21st, 12:00 p.m., in Huron**

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

- 24. Action to adjourn until 9:00 a.m., Tuesday, November 5th, 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 22, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 22, 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. Don Egert led the pledge of allegiance.

SPECIAL GUESTS

The Board recognized special guests present for this meeting, Don Egert and former County Commissioner, John W. (Jack) Thomas.

MOMENT OF SILENCE

The board held a moment of silence for Bryon Manning, son of County employee, Jacki Manning, who died, October 19th, as a result of a motorcycle accident.

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 Waterman, to approve the minutes of October 15, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Highway Supt., Rick Hartley, advised the Board he was called out on Saturday, October 19th, to Highway 212 where a combine had come out of a field and dragged a large amount of mud onto the roadway. Mr. Hartley noted this was not a County road but he did then check for this situation on County roads. Mr. Hartley asked for Ag. Producers to be cognizant of this problem as a vehicle did hit the mud on Highway 212, was damaged, and considered a total loss. Mr. Hartley noted he has received thanks from the Hyde County Highway Superintendent for sharing Codington County's haul road agreement in association with wind tower projects in Hyde County. The Optimist Club thanked the Highway department for providing a motor grader for the equipment show at the National Guard Readiness Center. Other items reported on were as follows: wind tower projects in the area are progressing; mandatory working Friday's are in place for the Highway Department personnel; County Road 8-2 (168th Street) has been raised out of flood water approximately 2 to 2.5 feet and is currently still closed as work continues; rip rap is being hauled along County Road 23-6 (442nd Avenue), south of Tinkertown, to build up that road; County Road 10-1 will be addressed as soon as conditions dry up; FEMA reports are being generated for the first disaster declaration; a mower tractor has been repaired and mowing is taking place where possible due to wet conditions; and the annual striping project has been completed. **Emergency Management Director, Jim Sutton**, updated the Board as follows: a Cyber Security survey is being completed in order to qualify for future Homeland Security grant funds; data is being collected and

reported to FEMA for grant reimbursement for the spring disaster declaration; data is also being collected for the time period in September related to the 2nd Disaster Declaration; 9/24 a meeting of local and state officials was held regarding gauging of river levels and the need for standardization of those measurements; ICS classes will be hosted in Codington County; sandbags continue to be provided for use at Lake Kampeska; and a POD exercise was held on October 7th. The Search and Rescue team assisted with a water rescue/boat recovery in Day County; assisted in the search for a missing driver in Hamlin County; and responded to a call about a boat going down on Lake Kampeska, which turned out to be a canoe partially submerged in the lake. The owner of the canoe is being sought. The next LEPC meeting is scheduled for November 12th. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of September 2019, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$8,456.55 were retained by the County; 610 cases/calls for service; responded to 14 accidents; 74 arrest warrants served; 219 sets of civil papers served; 7,590 inmate transport miles (23 trips); average daily inmate population 69.17 (high of 75 and low of 65); 28 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 63 individuals testing twice daily for PBT'S; 50 individuals reporting twice weekly for UA Drug testing; 245 bookings; \$19,879.08 collected in fees for out of county prisoner contracts; \$6,930.00 collected in work release fees; \$6,693.00 collected in fees for the 24/7 program; and \$3,609.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Discussion was held regarding travel costs for retrieving inmates from out of state and the number of out of County inmates currently held in the Codington County Detention Center. Sheriff Howell updated the Board on the availability of AED's through charitable trust funds and ALICE training (active shooter training) for Courthouse staff. Discussion was also held regarding traffic control in the area of the wind tower projects.

RIP RAP NOTICE TO BIDDERS

Highway Supt., Rick Hartley, advised the Board that the recent notice to bidders for the placement of rip rap along several County roads is insufficient for the intended project and a new notice will be required in the future. Motion by Gabel, second by VanDusen, to cancel the notice to bidders approved by this Board on October 8th, 2019; all voted aye; motion carried.

SAND BAGS PURCHASE

Motion by VanDusen, second by Gabel, to authorize the purchase of 30,000 sand bags, to replenish the current supply, per the request of Emergency Management Director, Jim Sutton; all voted aye; motion carried.

PRE-TRIAL JUSTICE RESEARCH SITE

Commissioner Gabel and Sheriff Howell reviewed requirements of the County as a pre-trial justice research site. This program could assist the County in the reduction of pre-trial jail population. Sheriff Howell noted the requirements of the project would be very labor intensive to the County and infringe on the normal duties of law enforcement employees. Commission Gabel suggested waiting for another opportunity without such a great workload demand. The County will not pursue consideration as a pre-trial justice research site at this time.

RENODRY/RISING DAMP PROJECT

Motion by Hanten, second by Waterman, to postpone action on this item until December 3rd to allow additional time for research on the procedure; all voted aye; motion carried.

WELFARE DIRECTOR APPOINTMENT

Motion by Gabel, second by VanDusen, to allow Welfare Director, Sarah Petersen, to accept an invitation to sit on the Executive Board of Directors to the National Association of County Human Services; Gabel, VanDusen, and Johnson voted aye; Waterman and Hanten voted no; motion carried.

GOVERNMENT BUILDINGS VEHICLE

Motion by VanDusen, second by Gabel, to authorize the Facilities Manager to order a 3/4-ton Dodge Ram pick-up from the State bid list in the amount of \$30,589.00 as budgeted in 2020 for the Government Buildings department. Discussion was held regarding the transfer of vehicles between departments, the age and condition of vehicles to be transferred, and the need for a plow on the vehicle used at Memorial Park in order to keep the roads clear at the Park during the winter season. Subsequent motion by Gabel, second by Hanten, to postpone action on this request until December 3rd; Gabel, Waterman, Johnson and Hanten voted aye; VanDusen voted no; motion carried.

MID-MONTH PAYROLL DRAW I.R.S. REGULATIONS

The Board discussed a situation in Pennington County where Pennington County is facing fines from the Internal Revenue Service for a long-standing practice of paying employees a mid-month salary draw without immediately paying federal payroll taxes on said draws. Codington County also issues a mid-month salary draw to employees who wish to participate and pays the federal payroll taxes at the end of each month with regular monthly payroll. The program available to the County for the mid-month draw does not calculate payroll tax. The I.R.S. regulation calls for the immediate payment of payroll taxes upon remittance of any payroll/salary draws. Motion by Hanten, second by Gabel, to terminate the practice of a mid-month salary draw for County employees effective January 1st, 2020, per a recommendation from the South Dakota Dept. of Legislative Audit and per the recommendation of Auditor, Cindy Brugman. The Auditor noted that the termination of this practice will put Codington County in compliance with I.R.S. regulations and possibly prevent future fines to the County. Upon vote of the Board; all voted aye; motion carried.

COUNTY LIEN RELEASE

The Board met with, Paul Larsen, First Premier Mortgage, regarding a County Aid lien filed against Trey Petrich, whose spouse, Jerika Johnson, is applying for a home mortgage loan. Ms. Johnson, who was present for this meeting, cannot proceed with a loan application due to a County aid lien filed against her spouse for Court Appointed Attorney services. Mr. Larson requested that the County release the lien, in the amount of \$8,047.50, to allow Ms. Johnson to proceed with the loan application and then re-file the lien after the closing on the property which Ms. Johnson is attempting to purchase. Motion by VanDusen, second by Hanten, to release the lien against Trey Petrich, in the amount of \$8,047.50, and to re-file the same lien upon the closing of the property purchased by his spouse, Jerika Johnson; all voted aye; motion carried.

CLAIMS

Motion by Hanten, second by Waterman, to approve for payment the following claims; all voted aye; motion carried: Visa Reliabank 753.98 sup/trav, Watertown City \$23,768.19.

PERSONNEL CHANGES

Motion by Hanten, second by VanDusen, to approve the following anniversary step increase, personnel changes: Barbara Martenson, Director of Equalization, clerk, step 13/\$19.99 per hour, 10/15/19; Gordon Hedges, Ag. Building, building maintenance, step 6/\$17.75 per hour, 9/1/19. Upon vote of the Board; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Gabel, second by Waterman, to the following travel request: County Welfare Director, ESG Training; Gabel, Waterman, Johnson, and VanDusen voted aye; Hanten voted no; motion carried.

CCJAC MEETING

Commissioner Gabel noted the 10/10/19 postponed meeting of the CCJAC will take place at 6:10 PM on 11/7/2019 at LATI.

NACO STEERING COMMITTEE NOMINATION

Commissioner Hanten advised the Board she has been nominated as a member of the NACo Community, Economic and Workforce Development Policy Steering Committee. Members of this committee are expected to attend both the NACo Legislative Conference and Annual Conference.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:27 a.m., until 9:00 a.m., Tuesday, November 5th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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Published once at the total approximate cost of \$_____