

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, December 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 December 3, 2019**
- 6. Monthly reports**
 - a. Extension**
 - b. Weed Supervisor**
 - c. Director of Equalization**
 - d. Auditor**
- 7. Action to approve the Auditor's Acct. w/Treasurer and note Register of Deeds fees**
- 8. Action to authorize the Chairman to sign voluntary right-of-way donation forms**
- 9. Action to approve monthly cell phone stipends for 2020**
- 10. Discussion of 2020 Legislative session issues**
- 11. Discussion/possible action to proceed with implementation of a 211 Program in Codington County**
- 12. Discussion/possible action to approve a revised Memorial Park Campground Managers contract**
- 13. Action to approve claims for payment**
- 14. Action to approve automatic budget supplements – POD grant funds**
- 15. Action to approve personnel changes**
- 16. Action to approve travel requests**
- 17. Public Notices – a possible quorum of Commissioners could be in attendance at:**

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, December 17th, 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**

December 3, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 3, 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 VanDusen 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 November 26, 2019; all voted aye; motion carried.

MONTHLY REPORTS

Veterans Service Officer, Al Janzen, reported 2 trips for medical services with 4 riders and 77 appointments/walk-ins in the month of November. Mr. Janzen noted the Veterans Day program drew a large crowd and there were 3500 visitors to the Canadian Wall at the Redlin Center during the Veterans Day weekend. Mr. Janzen advised the Board that a ribbon cutting for the new VA Clinic is scheduled for Thursday, December 5th. Discussion was held regarding problems with the heating system at the Veterans Service and Welfare Offices, both located in the Watertown City Auditorium. **Welfare Director, Sarah Petersen**, provided the Board with a written report of statistics from the Welfare office for the month of September 2019. 49 people were served for the following: 17 utilities, 5 medical, 13 housing, 4 homeless, 4 ESG (Emergency Services Grant), 4 economic assistance, and 2 burials; there were no funds expended by the County for these contacts and costs in the amount \$12,487.73 were avoided by using other resources.

TEMPORARY WELFARE ASSISTANT

Welfare Director, Sarah Petersen, advised the Board she has contact the Department of Labor and advertised the position of temporary Welfare Assistant. The Welfare Director requested authorization to utilize Express Employment to fill this position if needed. Motion by VanDusen, second by Waterman, to authorize the use of Express Employment to fill the position of temporary Welfare Assistant; all voted aye; motion carried.

PLAT RESOLUTIONS

Zoning Officer, Luke Muller, reviewed the Brock Heyduk Addition Plat and the J and J Mather Addition Plat. Mr. Muller advised the Board that the Board of Adjustment approved a variance on the Brock Heyduk Addition and the Planning and Zoning Board recommended approval of both plats as presented. The Board took the following action:

That an examination has been made of the plat entitled:

J and J Mather Addition located in the Southeast Quarter (SE1/4) of section 35 Township 117 North, Range 52 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner Hanten, second by Commissioner Waterman; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 3rd day of December, 2019, at Watertown, Codington County, South Dakota

Myron Johnson
Chairman

STATE OF SOUTH DAKOTA
§
COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2019-27, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 3rd day of December, 2019, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

RIP RAP PROJECT BIDS

Motion by Hanten, second by Gabel, to accept the bid of Clausen and Sons Construction, recorded during the Board's meeting of November 26th and in the amount of \$563,810.00, for the Rip Rap Project as advertised, and as recommended by Highway Superintendent, Rick Hartley; all voted aye motion carried.

BIDDER	TOTAL BID
J and J Earth Works, Milbank, SD; bid bond enclosed	\$573,730.00
Bates Construction, Twin Brooks, SD; bid bond enclosed	\$652,240.00
Clausen Construction, Watertown, SD; bid bond enclosed	\$611,983.36
Lien Transportation Company, Aberdeen, SD; bid bond enclosed	\$569,833.75
Jeff Argo Excavating, Watertown, SD; cashier's check enclosed	\$670,412.50
Deutsch Excavating, Watertown, SD; bid bond enclosed	\$628,613.38
Clausen and Sons Construction, Watertown, SD; bid bond enclosed	\$563,810.00

ROAD PROJECT BRO 8015(38) LETTING AUTHORIZATION

Motion by Hanten, second by Gabel, to authorize the Chairman to sign a letting authorization for Road Project BRO 8015(38). This action will allow the SD Dept. of Transportation to advertise a notice to bidders for the project which has an estimated cost of \$950,595.28. The cost of the project will be covered by 80% Federal participation and 20% in County matching funds. All voted aye; motion carried.

CULVERT INSTALLATION BIDS

Highway Supt., Rick Hartley, opened and announced the following bids for a culvert installation project which was previously advertised:

<u>BIDDER</u>	<u>TOTAL BID</u>
Jeff Argo Excavating, Watertown, SD; bid check enclosed	\$14,183.70
Deutsch Excavating, Watertown, SD; bid bond enclosed	\$67,678.69
Clausen and Sons Construction, Watertown, SD; bid bond enclosed	\$149,575.00
J and J Earth Works, Milbank, SD; bid bond enclosed	\$60,845.00

The Board discussed the large variance in the bid amounts. Motion by Gabel, second by VanDusen to postpone the bid award for one week to allow for review of the bids received. Commissioner Waterman questioned the timeline for completion of this job. The Highway Superintendent noted the start date for the project is December 3rd and the finish date is December 31st, 2019. The Highway Superintendent will contact the low bidder to verify the bid and report back later in this meeting. Commissioner Gabel withdrew his motion to postpone a bid award. Mr. Hartley then contacted the bidder, Jeff Argo Excavating, who advised that if the project, once underway, required an exchange of material he would request a change order for the additional cost. The Board reviewed the bid laws and determined that any change order could not exceed \$25,000.00 without further bids. The maximum change order amount would still leave Jeff Argo Excavating as the low bidder. Motion by VanDusen, second by Hanten, to accept the low bid of Jeff Argo Excavating, in the amount of \$14,183.70; all voted aye; motion carried.

GOVERNMENT BUILDINGS VEHICLE

Motion by Hanten, second by Waterman, to authorize the Facilities Manager to purchase a Dodge Ram 2500 from the State bid list in the amount of \$30,589.00, pending contact with local dealers to purchase the same vehicle for a comparable or lower amount; all voted aye; motion carried.

REQUEST FOR SEASONAL EMPLOYEE TO BE MOVED TO FULL TIME

The Board addressed a request, previously postponed, from the Facilities Manager to move a seasonal employee at Memorial Park to a full-time position and to utilize said employee in other departments when not needed at Memorial Park. Motion by Hanten, second by Gabel, to move a seasonal Memorial Park employee to full time status. Upon discussion of the motion, the Board was of the consensus that there is insufficient validation, to approve the request for an additional FTE, at this time. Upon vote of the Board; all voted no; motion failed.

RENODRY RISING DAMP PROJECT

Motion by Hanten, second by Gabel, to proceed with a project with RENODRY to address rising damp in the basement of the Courthouse. Upon further discussion the Board was of the consensus that grading/drainage problems around the Courthouse foundation need to be addressed before pursuing the project with RENODRY. Upon vote of the Board; all voted no; motion failed.

CELL PHONE STIPEND REQUEST

Motion by Gabel, second by VanDusen, to approve a \$25.00 cell phone stipend for seasonal Memorial Park employee, Eugene Beynon, as Mr. Beynon was employed at the Park into November and per the

recommendation of Facilities Manager, Milo Ford; Gabel, Johnson, VanDusen and Hanten voted aye; Waterman voted no; motion carried.

2020 COMMUNITY HEALTH NURSING SERVICES CONTRACT

Motion by Gabel, second by Waterman, to authorize the Chairman to sign the contract between the Codington County Commission and the South Dakota Dept. of Health, Community Health Services, for community health nursing services, beginning January 1, 2020 and ending December 31, 2020, in the amount of \$13,889.47; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Gabel, second by Waterman, to approve the following anniversary step personnel changes: Heidi Selchert, Appraiser II, step 11/\$22.46 per hour, 12/1/2019; Melissa Sears, Appraiser II, step 10/\$22.14, 12/1/2019; and Allison Forbush, Appraiser II, step 10/\$22.24, 12/1/2019; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Hanten, second by Waterman, to enter into executive session at 10:20 a.m., per SDCL 1-25-2, to discuss the preparation of a contract for the Memorial Park Campground Manager position; all voted aye; motion carried. The Board returned to regular session at 10:51 a.m. 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 Waterman, to adjourn at 10:51 a.m., until 9:00 a.m., Tuesday, December 10th, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of \$_____