

**AGENDA**  
**Codington County Board of Commissioners**  
**Codington County Courthouse, 14 1<sup>st</sup> Ave SE, Watertown SD**  
**Commission Chambers, Room #114**  
**9:00 a.m., Tuesday, November 26, 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 19, 2019**
- 6. Monthly reports**
  - a. Emergency Management Director**
  - b. Sheriff**
- 7. Action to re-appoint the Veteran's Service Officer for a four-year term**
- 8. Action to approve hiring of a temporary part time Welfare Assistant**
- 9. Action to disburse Juvenile Justice Reinvestment funds to the Watertown Boys and Girls Club**
- 10. Action to approve 2020 wages for non-union employees**
- 11. Action to award a bid for Rip Rap project**
- 12. Discussion/possible action to proceed with implementation of a 211 Program in Codington County**
- 13. Action to supplement budgets with Commissioner's Contingency**
- 14. Action to approve claims for payment**
- 15. Action to approve automatic budget supplements**
- 16. Action to approve personnel changes**
- 17. Action to approve travel requests**
- 18. Public Notices – a possible quorum of Commissioners could be in attendance at:**
  - a. Watertown VA Clinic, open house, December 5<sup>th</sup>, 10:00 a.m. to 12:00 noon**

- b. **“Two Truths and a Lie” Opioid event, December 5<sup>th</sup>, 6:15 p.m. to 8:00 p.m., at the D.D. Miller Auditorium**
- c. **CAFO Forum, December 6<sup>th</sup>, 10:00 a.m. – 3:00 p.m., Codington County Extension**

**19. Old Business**

**20. New Business**

**21. Open**

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

**22. 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)**

**23. Action to adjourn until 9:00 a.m., Tuesday, December 3<sup>rd</sup>, 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 1<sup>st</sup> Ave SE**

November 26, 2019

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 26, 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 Waterman, to approve the minutes of November 19, 2019; all voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Jim Sutton**, reported on the following items: the Cyber Security survey has been completed and submitted to the State Office of Homeland Security; all of the small project claims for the Spring disaster declaration have been submitted to FEMA and work continues to appeal the denial of Codington County's application to be included in disaster declaration DR-4469, if the County continues to be denied Mr. Sutton will request written explanation of the denial; on December 4<sup>th</sup> Mr. Sutton will attend a City department head meeting and also a meeting with City officials regarding the establishment of flood levels at Lake Kampeska in anticipation of 2020 spring flooding; Public Information Officer classes will be held on January 28<sup>th</sup> & 29<sup>th</sup>, 2020; a HAZMAT class will be held on December 13<sup>th</sup> at LATI; the County continues to distribute sand bags as needed by property owners at Lake Kampeska with a current stockpile of 129,000 sandbags on hand. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of October 2019, for the Detention Center and Sheriff's Office: Fees collected in the amount of \$7,601.10 were retained by the County; 657 cases/calls for service; responded to 19 accidents; 77 arrest warrants served; 237 sets of civil papers served; 3,524 inmate transport miles (13 trips); average daily inmate population 70.35 (high of 76 and low of 65); 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 64 individuals testing twice daily for PBT'S; 44 individuals reporting twice weekly for UA Drug testing; 3 individuals using sweat patches; 238 bookings; \$26,041.38 collected in fees for out of county prisoner contracts; \$8,090.00 collected in work release fees; \$6,581.00 collected in fees for the 24/7 program; and \$4,778.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General. Sheriff Howell advised the Board that the Sheriff's office recently conducted ALICE training for County employees. The Sheriff's office is sponsoring "Operation Warm" to collect new warm clothing for kids which will then be distributed by local schools as needed. Sheriff Howell expressed thanks to Watertown Ford and the Family Worship Center who will provide noon and evening meals for inmates on Thanksgiving Day.

**JUVENILE JUSTICE REINVESTMENT FUNDS**

Boys and Girls Club representatives, Brooke Reidburn, Youth Diversion Coordinator and Louis Canfield, Director of Operations; along with States Attorney, Rebecca Morlock Reeves, met with the Board to review the “Teen Court” process and also provide the Board with information regarding the “Diversion Program” and current participating numbers. Motion by Gabel, second by Hanten, to allocate Juvenile Justice Reinvestment Initiative grant funds to the Boys and Girls Club, in the amount of \$2,478.40, per the recommendation of States Attorney, Becky Morlock Reeves; all voted aye; motion carried.

**VETERANS SERVICE OFFICER REAPPOINTMENT**

Motion by VanDusen, second by Hanten, to reappoint Al Janzen to the position of Codington County Veteran’s Service Officer, per SDCL 33A-1-22, for a term of four years, through the first Monday In January, 2023; all present voted aye; motion carried.

**TEMPORARY WELFARE ASSISTANT**

Welfare Director, Sarah Petersen, requested authorization to hire a temporary Welfare Assistant during the scheduled leave of the current Assistant. Motion by VanDusen, second by Gabel, to approve the hiring of a temporary Welfare Assistant; all voted aye; motion carried. Discussion was held regarding possibly going through Express Employment for this position.

**2020 COMPENSATION FOR NON-UNION EMPLOYEES**

Motion by Hanten, second by VanDusen, to approve the following 2020 compensation package for all non-union employees, elected officials, and department heads, per the recommendation of Human Resource Director, Terry Satterlee: 1.75% COLA added to each step in the current pay schedule; all voted aye; motion carried.

**RIP RAP PROJECT BIDS**

Highway Superintendent, Rick Hartley, opened and announced the following bids received, for Rip Rap projects, as previously advertised:

<b><u>BIDDER</u></b>	<b><u>TOTAL BID</u></b>
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

Motion by Hanten, second by VanDusen, to postpone a bid award until the Board’s meeting on Tuesday, December 3<sup>rd</sup>, 2019, to allow the Highway Superintendent time to review the bids for accuracy; all voted aye; motion carried.

**COMMISSIONER CONTINGENCY BUDGET SUPPLEMENTS**

Motion by VanDusen, second by Gabel, to transfer Commissioner Contingency funds to the following budgets: Court Appointed Attorney budget \$11,031.50 and Mentally Ill budget \$2,446.52; all voted aye; motion carried.

**CLAIM APPROVED**

Motion by Hanten, second by Gabel, to approve a claim payable to the City of Watertown, in the amount of \$21,806.51, for September 911 surcharge, reported to the SD Dept. of Revenue; all voted aye; motion carried.

**SALARY CLAIMS**

Motion by Hanten, second by Gabel, to approve November Salary claims; all voted aye; motion carried: Commissioners: 10,242.66 total salaries. Auditor: 20,921.78 total salaries. Co. Treasurer: 30,358.45 total salaries; Janet Bevers 4139.46 step increase. States Attorney: 39,009.37 total salaries; Jamie Monson 3728.82 step increase. Gov. Buildings: 18,720.38 total salaries. Dir. Equalization: 41,530.14 total salaries. Reg. of Deeds: 20,713.47 total salaries; Jill Schweitzer 3452.16 step increase. Veterans Service: 10,176.47 total salaries. Sheriff: 90,147.40 total salaries; Brent Solum 4363.92 step increase. Co. Jail: 110,144.35 total salaries; Kayla Schomaker 3647.04 step increase; Jennifer Matejek 4090.74 step increase; Maria Escamilla 4198.62 step increase. Welfare: 6,195.94 total salaries. County Nurse: 4,637.90 total salaries. Co. Park: 3,960.05 total salaries. Ag. Bldg.: 10,087.50 total salaries. Co. Extension: 9,544.11 total salaries. Weed Control: 5,364.16 total salaries. Planning Board: 267.27 total salaries. Road & Bridge: 100,576.49 total salaries; Allen Benck 4292.58 step increase; Jamie Dolen 3935.88 step increase; Brad Schwinger 4292.58 step increase. Emergency Management: 13,861.97 total salaries. Crime Victim: 6,685.48 total salaries. W.I.C.: 4,170.55 total salaries. Total 557,315.89. Breakdown of withholding amounts which are included in the above: S.D. Retirement 51,214.80; S.D. Retirement 161.52 spouse option; S.D. Supplemental Retire. 4,680.00 suppl. retire.; Sanford 68,894.37 ins.; Reliance Standard Life Insurance 455.30 life ins.; Delta Dental 6,448.88 ins.; Avesis 876.97 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 519.20 employee union dues; AFLAC 4,270.48 ins.; John Hancock 4,145.00 suppl. retire.; AFLAC 719.44 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 23,165.00 employee payments; Cod. Co. Treasurer 32,200.00 employee monthly draw; SDRS Supplemental Retirement 4,450.00 Roth retirement; Teamsters Local Union 120 258.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 37,724.08 federal withholding; ReliaBank Dakota 63,746.74 social security; Accounts Management 150.00 employee garnishment; Barbara Curtis 800.00 employee payment.

**TRAVEL REQUESTS**

Motion by Gabel, second by Waterman, to approve the following travel requests: Veterans Service Officer, Mini Conference Training and Weed Dept. Supervisor, VanDiest Year-end; all voted aye; motion carried.

**WATERTOWN ARROWS VOLLEYBALL**

The Board recognized the Watertown Arrows Volleyball team as the 2019 Class AAA Volleyball champions.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by VanDusen, to adjourn at 9:50 a.m., until 9:00 a.m., Tuesday, December 3<sup>rd</sup>, 2019; all voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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 \$ \_\_\_\_\_