

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, January 21, 2020

- 1. Pledge of Allegiance**
- 2. Call for Public Comment**
- 3. Conflict of interest items**
- 4. Action to approve the agenda**
- 5. Action to approve the minutes of January 14, 2020**
- 6. Action to approve Codington County Pro Pheasants request to serve alcohol at Extension Center event**
- 7. Monthly reports**
 - a. Facilities Manager**
 - b. Highway Superintendent**
 - c. Emergency Management Director**
- 8. Action to hire Jim Sutton as a temporary consultant to the Emergency Management Office**
- 9. Action to authorize the Chair to sign annual Title VI policy statement and advertise notice of public rights**
- 10. Action to authorize application for Homeland Security Grant funds**
- 11. Action to approve volunteer rosters for workers compensation insurance**
- 12. Action to declare printer surplus to be destroyed, GEN01384**
- 13. Discussion/possible action to appoint temporary Facilities Manager**
- 14. Discussion/possible action to temporarily reinstate the BHDP (Behavioral Health Deflection Program)**
- 15. Action to approve abatement applications**
- 16. Action to appoint Housing and Redevelopment Board Member and authorize Chair to sign certificate of appointment of same**
- 17. Action to approve a revised Memorial Park Campground Managers contract template**
- 18. Action to approve claims for payment**
- 19. Action to approve automatic budget supplements**
- 20. Action to approve personnel changes -- add Deputy Reserve, Bryce Lawrence**
- 21. Action to approve travel requests**

22. Public Notices – a possible quorum of Commissioners could be in attendance at:
- a. Legislative Cracker Barrel, January 25th, Watertown Elks Lodge
 - b. Watertown Day at the Legislature, February 5th, Pierre
 - c. Watertown Winter Farm Show, February 11th through the 15th
 - d. Legislative Cracker Barrel, February 15th, Extension Center Complex
 - e. Annual local Weed meeting, February 26th, 6:30 pm, Extension Center Complex
 - f. Legislative Cracker Barrel, February 29th, Extension Center Complex

23. Old Business

24. New Business

25. Open

- a. Public Comments
- b. Commission Comments

26. 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)

27. Action to adjourn until 9:00 a.m., Tuesday, January 28th, 2020; 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**

January 14, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 14, 2020, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chair Brenda Hanten, presiding. Commissioner Gabel led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

CALLS FOR PUBLIC COMMENT

Chair Hanten called for public comments for the Open, none were forthcoming.

AGENDA APPROVED

Motion by VanDusen, second by Gabel, to approve the agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by VanDusen, second by Gabel, to approve the minutes of January 7, 2020; all voted aye; motion carried.

INTER-LAKES COMMUNITY ACTION PROGRAM REPORT

Cindy Dannenbring, Executive Director, Inter-Lakes Community Action; met with the Board to give a report of ICAP services provided to low-income and older residents in Codington County from August 2018 through July 2019, including the following: Weatherization services were provided to 10 homes; furnaces repaired or replaced in 11 homes; 40 children received Early Head Start program services and 111 children received Head Start program services; 38,768 meals were provided to 755 seniors in Henry and Watertown through the 60's plus Dining Program; 60 families received utilities assistance; 13 families received security rent deposit assistance; 48 households served through the Volunteer Income Tax Assistance (VITA) program; 5 families received rental assistance to prevent them from becoming homeless; and staff made 297 referrals to help residents gain access to programs and services from partner agencies. ICAP will be involved with the Census in 2020 and encourage clients to respond to those gathering information. Cindy also briefed the Board on the Watertown Transitional Housing Program and housing assistance through the Brothers and Sisters Behind Bars Program.

FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS ANNUAL REVIEW

Todd Kays, Executive Director with the First District Association of Local Governments, appeared before the Board to give an update on staff activities and economic development activities of the First District in 2019. Mr. Kays outlined who the First District is and services provided; Planning District work areas; counties located within the First District; make up of the First District's Governing body; FY2020 District funding; staffing levels; District results; and Codington County results (grants and business loans); FY2019 grants awarded; and FY2019 return on investment data. In Codington County, First District assists with: 911 GIS database management; E-911 addressing; GIS data set maintenance; GIS website maintenance; GIS parcel data; zoning services and development of zoning ordinance amendments; and development of the County's SD DOT Bridge and Highway Plan. First District provided GIS training to County and Municipal staff and other numerous services were provided to various entities within the

District. The Board expressed thanks for the continuing partnership between Codington County and First District.

PARCEL DATA BASE MAINTENANCE

Motion by VanDusen, second by Gabel, to authorize the Chair to sign a letter of agreement, in the amount of \$6,000.00, for services between Codington County and First District Association of Local Governments for the maintenance of the County's parcel data base; all present voted aye; motion carried.

GIS WEBSITE DEVELOPMENT AND HOSTING

Motion by Gabel, second by Waterman, to authorize the Chair to sign a letter of agreement, in the amount of \$3,100.00, with First District Assoc. of Local Governments., for the continued hosting and development of the GIS website for calendar year 2020; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, updated the Board on nominating petitions, pay 2020 tax notices, preparation of 2020 County employee wage schedules, clearing out of the 2019 general ledger, and annual report preparations. **Director of Equalization, Shawna Constant**, updated the Board on the following: fielding phone calls from tax payers after pay 2020 tax notices were mailed; property tax splits, building permits, new assessments, and preparation for the printing and mailing of annual assessment notices by March 1st. **Welfare Director, Sarah Petersen**, provided the Board with a written report of statistics from the Welfare office for the month of October 2019. 34 people were served for the following: 1 transit, 1 misc., 10 utilities, 3 medical, 9 housing, 2 homeless, 4 ESG (Emergency Services Grant), 3 economic assistance, and 3 burials; there were \$5,970.00 in funds expended by the County for these contacts and costs in the amount \$12,216.00 were avoided by using other resources. The Welfare Director advised the Board a recent report reflects that in the State of South Dakota, a person who wants to rent a one-bedroom apartment would pay approximately \$15.00 per hour while the State minimum wage in 2019 is \$9.10 per hour. This makes it difficult for clients to make ends meet and still find suitable housing. Federal programs are available to qualified clients to make up the difference. Discussion was held regarding the number of rooms the County retains for homeless clients. The Welfare Director noted the County currently retains one room for this purpose unless an emergency ensues. **Weed Supervisor, Steve Molengraaf**, gave a video presentation updating the Board on his progress in identifying the right of way on County Roads. The Weed Supervisor also updated the Board on the following: Recertification classes are underway; working the booth at the Sioux Falls Farm Show on January 31st; working the booth at the Watertown Winter Farm show on February 15th; January 19th through January 21st State Weed and Pest Conference; and the local annual Weed meeting will be held on Wednesday evening, February 26th, at the Codington County Extension Center Complex.

2020 INDIGENT BURIAL RATES

Welfare Director, Sarah Petersen, recommended the following burial rates, for the indigent, in 2020: \$3,952.00 for a burial, \$2,575.00 for a cremation, and opening and closing of graves at the City of Watertown's current rate. Motion by Johnson, second by Gabel, to approve the 2020 burial rates as recommended by the Welfare Director; all voted aye; motion carried.

HIGHWAY DEPT. FREIGHTLINER TRUCKS

Highway Supt., Rick Hartley, informed the Board that the price of \$109,696.00 each, to purchase 3 Freightliner Trucks as budgeted for the Highway Dept. in 2020, did not include the cost of warranties. Motion by Gabel, second by Waterman, to approve the purchase of a 5-year warranty, for each truck, at a cost of \$2,450.00 each; all voted aye; motion carried. Mr. Hartley noted this amount was also budgeted for in 2020. Original action to approve the truck purchases was taken at the Board's meeting on January 7, 2020.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES

Motion by VanDusen, second by Waterman, 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 December 2019, all present voted aye; motion carried.

Cash on hand	\$ 7,034.68
Checks in Treasurers' possession	
less than 3 days	\$ 73,840.12
Credit Card Charges	\$ 1,944.84
Cash Items	\$ 333.75
TOTAL CASH ASSETS ON HAND	\$ 83,153.39
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 3,231.59
Reliabank Dakota	\$ 21,055,227.29
INVESTMENTS	
SD Public Funds Investment	\$ 7,222.48
TOTAL CASH ASSETS	\$ 21,148,834.75
General Ledger Cash Balance by Funds:	
General	\$ 13,972,696.95
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 5,679,651.59
Trust & Agency	\$ 996,486.21
(schools 279,945.77, townships 64,251.32; city/towns 43,422.35)	
TOTAL GENERAL LEDGER CASH	\$ 21,148,834.75

Register of Deeds, Ann Rasmussen, provided the Board with a report of fees collected in the month of December, in the amount of \$29,174.70.

2020 PAYROLL RESOLUTION

Motion by Gabel, second by VanDusen, to approve Resolution 2020-2, the 2020 Payroll Resolution; all voted aye; motion carried.

RESOLUTION 2020-2

BE IT RESOLVED; by the governing body of Codington County, South Dakota

THAT, the official pay series and management salary compensation increase as indicated in the following hereto is administered for the year of 2020 to become effective January 1, 2020.

Passed and adopted this 14th day of January, 2020

Brenda Hanten

Chair, County Commissioners

ATTEST:

Cindy Brugman

County Auditor

Auditor's Department

Auditor

Deputy

Grade

Attachment H

Attachment G

Codington County, January 14, 2020

	Payroll Officer	Attachment A
	Clerk	Attachment A
<u>Emergency Management</u>		<u>Grade</u>
	Director	Attachment H
	Deputy	Attachment G
	Secretary	Attachment A
<u>Equalization Department</u>		<u>Grade</u>
	Director	Attachment H
	Deputy	Attachment G
	Appraiser I/II	Attachment C
	Office Manager	Attachment A
	Office Coordinator	Attachment A
	Clerk	Attachment A
	Data Base Coordinator	Attachment G
<u>County Extension</u>		<u>Grade</u>
	Office Coordinator	Attachment A
	Deputy Office Coordinator	Attachment A
	Extension Secretary	Attachment A
<u>County Health</u>		<u>Grade</u>
	Nurse Secretary	Attachment A
	WIC Secretary	Attachment A
<u>Highway Department</u>		<u>Grade</u>
	Highway Superintendent	Attachment H
	Assistant Superintendent	Attachment H
	Office Coordinator	Attachment A
<u>Maintenance Department</u>		<u>Grade</u>
	Facilities Manager	Attachment H
	Maintenance Supervisor Deputy	Attachment G
	Lead Buildings Maintenance	Attachment B
	Buildings Maintenance	Attachment B
	Custodial	Attachment B
<u>Register of Deeds</u>		<u>Grade</u>
	Register of Deeds	Attachment H
	Deputy	Attachment G
	Clerk	Attachment A
<u>Sheriff's Department</u>		<u>Grade</u>
	Sheriff	Attachment H
	Chief Deputy Sheriff	Attachment G
	Chief Correctional Officer	Attachment H
	Asst. Chief Correctional Officer	Attachment G
	Part Time Deputy	Attachment D
	Part Time Correctional Officer	Attachment D
	Civil Process Server	Attachment D
	Records Management	Attachment F
	Support Coordinator	Attachment F
	Cook	Attachment C
<u>States Attorney</u>		<u>Grade</u>
	States Attorney	Attachment H

	Deputy	Attachment H
	Records Manager	Attachment F
	Legal Secretary	Attachment F
<u>Victim Assistance</u>		<u>Grade</u>
	Victim Assistance Program Supervisor	Attachment H
	Victim Assistance Coordinator	Attachment F
<u>Treasurer's Department</u>		<u>Grade</u>
	Treasurer	Attachment H
	Deputy	Attachment G
	Second Deputy Treasurer	Attachment A
	Clerk	Attachment A
<u>Veteran's Department</u>		<u>Grade</u>
	Director	Attachment H
	Secretary	Attachment A
<u>Weed Department</u>		<u>Grade</u>
	Weed Supervisor	Attachment C
	Assistant Weed Supervisor	Attachment C
<u>Welfare Office</u>		<u>Grade</u>
	Welfare Director	Attachment H
UNION POSITIONS		
<u>Sheriff's Department</u>		<u>Grade</u>
	Correctional Officer	Attachment D
	Deputy Sheriff	Attachment D
	Sergeant Sheriff	Attachment G
	Corrections Sergeant	Attachment G
	Work Release Coordinator	Attachment D
	Criminal Support Coordinator	Attachment F
	24/7 Program Coordinator	Attachment D
<u>Highway Department</u>		<u>Grade</u>
	Maintenance III	Attachment E
	Mechanic	Attachment E
	Maintenance II	Attachment E

**All employees will be placed appropriately in the step according to his/her current hire date or anniversary date, whichever is applicable.

ATTACHMENT A OFFICIAL PAY SERIES - Office Support (OS)

Nonexempt		2020		
Clerk	Step	Wage		Monthly
Secretary	1	15.54	1st 6 months	2,703.96
	2	15.96	2nd 6 months	2,777.04
	3	16.45	Annual	2,862.30
	4	16.96	Annual	2,951.04
	5	17.52	Annual	3,048.48
	6	18.06	Annual	3,142.44
	7	18.64	Annual	3,243.36
	8	18.92	Annual	3,292.08

9	19.19	Annual	3,339.06
10	19.50	Annual	3,393.00
11	19.77	Annual	3,439.98
12	20.09	Annual	3,495.66
13	20.34	Annual	3,539.16
14	20.59	Annual	3,582.66

Nonexempt		2020		
2nd Deputy	Step	Wage		Monthly
Administrative Assistant	1	15.97	1st 6 months	2,778.78
Deputy Office Coordinator	2	16.45	2nd 6 months	2,862.30
	3	16.96	Annual	2,951.04
	4	17.52	Annual	3,048.48
	5	18.06	Annual	3,142.44
	6	18.64	Annual	3,243.36
	7	19.22	Annual	3,344.28
	8	19.53	Annual	3,398.22
	9	19.82	Annual	3,448.68
	10	20.12	Annual	3,500.88
	11	20.41	Annual	3,551.34
	12	20.73	Annual	3,607.02
	13	20.98	Annual	3,650.52
	14	21.25	Annual	3,697.50

Nonexempt		2020		
Payroll Officer	Step	Wage		Monthly
Office Coordinator	1	16.80	1st 6 months	2,923.20
Office Manager	2	17.29	2nd 6 months	3,008.46
	3	17.83	Annual	3,102.42
	4	18.40	Annual	3,201.60
	5	19.01	Annual	3,307.74
	6	19.59	Annual	3,408.66
	7	20.22	Annual	3,518.28
	8	20.52	Annual	3,570.48
	9	20.84	Annual	3,626.16
	10	21.15	Annual	3,680.10
	11	21.47	Annual	3,735.78
	12	21.78	Annual	3,789.72
	13	22.06	Annual	3,838.44
	14	22.33	Annual	3,885.42

ATTACHMENT B
OFFICIAL PAY SERIES - Maintenance Staff (MS)

Nonexempt		2020
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Custodian	Step	Wage		Monthly
Seasonal Weed Sprayers	1	14.50	1st 6 months	2,523.00
	2	14.91	2nd 6 months	2,594.34
	3	15.35	Annual	2,670.90
	4	15.81	Annual	2,750.94
	5	16.27	Annual	2,830.98
	6	16.80	Annual	2,923.20
	7	17.30	Annual	3,010.20
	8	17.54	Annual	3,051.96
	9	17.82	Annual	3,100.68
	10	18.09	Annual	3,147.66
	11	18.35	Annual	3,192.90
	12	18.64	Annual	3,243.36
	13	18.87	Annual	3,283.38
	14	19.11	Annual	3,325.14

Nonexempt		2020		
Buildings Maintenance	Step	Wage		Monthly
	1	15.54	1st 6 months	2,703.96
	2	15.96	2nd 6 months	2,777.04
	3	16.45	Annual	2,862.30
	4	16.96	Annual	2,951.04
	5	17.52	Annual	3,048.48
	6	18.06	Annual	3,142.44
	7	18.64	Annual	3,243.36
	8	18.92	Annual	3,292.08
	9	19.19	Annual	3,339.06
	10	19.50	Annual	3,393.00
	11	19.77	Annual	3,439.98
	12	20.09	Annual	3,495.66
	13	20.34	Annual	3,539.16
	14	20.59	Annual	3,582.66

Nonexempt		2020		
Lead Building Maintenance	Step	Wage		Monthly
	1	17.30	1st 6 months	3,010.20
	2	17.84	2nd 6 months	3,104.16
	3	18.40	Annual	3,201.60
	4	19.01	Annual	3,307.74
	5	19.57	Annual	3,405.18
	6	20.22	Annual	3,518.28
	7	20.87	Annual	3,631.38
	8	21.18	Annual	3,685.32
	9	21.50	Annual	3,741.00
	10	21.83	Annual	3,798.42
	11	22.16	Annual	3,855.84
	12	22.48	Annual	3,911.52
	13	22.76	Annual	3,960.24

14	23.05	Annual	4,010.70
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ATTACHMENT C
OFFICIAL PAY SERIES - Sheriff and Technical Staff (TS)

Nonexempt		2020		
Cook	Step	Wage		Monthly
	1	15.36	1st 6 months	2,672.64
	2	15.83	2nd 6 months	2,754.42
	3	16.29	Annual	2,834.46
	4	16.81	Annual	2,924.94
	5	17.32	Annual	3,013.68
	6	17.87	Annual	3,109.38
	7	18.41	Annual	3,203.34
	8	18.70	Annual	3,253.80
	9	18.99	Annual	3,304.26
	10	19.26	Annual	3,351.24
	11	19.56	Annual	3,403.44
	12	19.85	Annual	3,453.90
	13	20.10	Annual	3,497.40
	14	20.35	Annual	3,540.90

Nonexempt		2020		
Appraiser I	Step	Wage		Monthly
*Need to pass Certification to	1	17.83	1st 6 months	3,102.42
to move to Appraiser II Step 3	2	18.40	2nd 6 months	3,201.60

Nonexempt		2020		
Appraiser II	Step	Wage		Monthly
	1	17.83	1st 6 months	3,102.42
	2	18.40	2nd 6 months	3,201.60
	3	19.01	Annual	3,307.74
	4	19.59	Annual	3,408.66
	5	20.25	Annual	3,523.50
	6	20.88	Annual	3,633.12
	7	21.55	Annual	3,749.70
	8	21.87	Annual	3,805.38
	9	22.20	Annual	3,862.80
	10	22.53	Annual	3,920.22
	11	22.85	Annual	3,975.90
	12	23.21	Annual	4,038.54
	13	23.50	Annual	\$4,089.00
	14	23.80	Annual	\$4,141.20

ATTACHMENT C (continued)
OFFICIAL PAY SERIES - Sheriff and Technical Staff (TS)

Nonexempt		2020		
Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	17.30	Annual	3,010.20
	2	17.84	Annual	3,104.16
	3	18.40	Annual	3,201.60
	4	19.01	Annual	3,307.74
	5	19.57	Annual	3,405.18
	6	20.22	Annual	3,518.28
	7	20.87	Annual	3,631.38
	8	21.18	Annual	3,685.32
	9	21.50	Annual	3,741.00
	10	21.83	Annual	3,798.42
	11	22.16	Annual	3,855.84
	12	22.48	Annual	3,911.52
	13	22.76	Annual	3,960.24
	14	23.05	Annual	4,010.70

Nonexempt		2020		
Assistant Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	15.75	Annual	2,740.50
	2	16.22	Annual	2,822.28
	3	16.73	Annual	2,911.02
	4	17.20	Annual	2,992.80
	5	17.72	Annual	3,083.28
	6	18.26	Annual	3,177.24
	7	18.83	Annual	3,276.42
	8	19.11	Annual	3,325.14
	9	19.40	Annual	3,375.60
	10	19.69	Annual	3,426.06
	11	19.99	Annual	3,478.26
	12	20.29	Annual	3,530.46
	13	20.54	Annual	3,573.96
	14	20.8	Annual	3,619.2

ATTACHMENT D
OFFICIAL PAY SERIES - Public Safety (Union & Nonunion) (PS)

Nonexempt		2020		
Civil Process Server	Step	Wage		Monthly
	1	17.87	1st 6 months	3,109.38
	2	18.41	2nd 6 months	3,203.34
	3	19.02	Annual	3,309.48
	4	19.59	Annual	3,408.66
	5	20.25	Annual	3,523.50

6	20.88	Annual	3,633.12
7	21.55	Annual	3,749.70
8	21.87	Annual	3,805.38
9	22.20	Annual	3,862.80
10	22.53	Annual	3,920.22
11	22.85	Annual	3,975.90
12	23.21	Annual	4,038.54
13	23.50	Annual	4,089.00
14	23.80	Annual	4,141.20

Nonexempt		2020		
Correctional Officer	Step	Wage		Monthly
24/7 Program Coordinator	1	18.12	1st 6 months	3,152.88
	2	18.69	2nd 6 months	3,252.06
	3	19.28	Annual	3,354.72
	4	19.90	Annual	3,462.60
	5	20.53	Annual	3,572.22
	6	21.23	Annual	3,694.02
	7	21.92	Annual	3,814.08
	8	22.26	Annual	3,873.24
	9	22.60	Annual	3,932.40
	10	22.93	Annual	3,989.82
	11	23.27	Annual	4,048.98
	12	23.63	Annual	4,111.62
	13	23.92	Annual	4,162.08
	14	24.22	Annual	4,214.28

Nonexempt		2020		
Work Release Coordinator.	Step	Wage		Monthly
	1	18.12	1st 6 months	3,152.88
	2	18.69	2nd 6 months	3,252.06
	3	19.28	Annual	3,354.72
	4	19.90	Annual	3,462.60
	5	20.53	Annual	3,572.22
	6	21.23	Annual	3,694.02
	7	21.92	Annual	3,814.08
	8	22.26	Annual	3,873.24
	9	22.60	Annual	3,932.40
	10	22.93	Annual	3,989.82
	11	23.27	Annual	4,048.98
	12	23.63	Annual	4,111.62
	13	23.92	Annual	\$4,162.08
	14	24.22	Annual	\$4,214.28

ATTACHMENT D (continued)
OFFICIAL PAY SERIES - Public Safety (Union & Nonunion) (PS)

Nonexempt		2020
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Deputy Sheriff	Step	Wage		Monthly
	1	21.55	1st 6 months	3,749.70
	2	22.27	2nd 6 months	3,874.98
	3	23.01	Annual	4,003.74
	4	23.77	Annual	4,135.98
	5	24.58	Annual	4,276.92
	6	25.42	Annual	4,423.08
	7	26.27	Annual	4,570.98
	8	26.66	Annual	4,638.84
	9	27.07	Annual	4,710.18
	10	27.47	Annual	4,779.78
	11	27.88	Annual	4,851.12
	12	28.31	Annual	4,925.94
	13	28.66	Annual	4,986.84
	14	29.02	Annual	5,049.48

ATTACHMENT E
OFFICIAL PAY SERIES - Highway Maintenance (Union & Nonunion) (HS)

Nonexempt		2020		
Maintenance III	Step	Wage		Monthly
Mechanic	1	19.01	1st 6 months	\$3,307.74
	2	19.57	2nd 6 months	\$3,405.18
	3	20.23	Annual	\$3,520.02
	4	20.88	Annual	\$3,633.12
	5	21.55	Annual	\$3,749.70
	6	22.27	Annual	\$3,874.98
	7	23.02	Annual	\$4,005.48
	8	23.36	Annual	\$4,064.64
	9	23.72	Annual	\$4,127.28
	10	24.06	Annual	\$4,186.44
	11	24.43	Annual	\$4,250.82
	12	24.80	Annual	\$4,315.20
	13	25.10	Annual	\$4,367.40
	14	25.42	Annual	\$4,423.08

Nonexempt		2020		
Maintenance II	Step	Wage		Monthly
	1	18.40	1st 6 months	\$3,201.60
	2	19.01	2nd 6 months	\$3,307.74
	3	19.57	Annual	\$3,405.18
	4	20.23	Annual	\$3,520.02
	5	20.88	Annual	\$3,633.12
	6	21.55	Annual	\$3,749.70
	7	22.27	Annual	\$3,874.98
	8	22.61	Annual	\$3,934.14

9	22.94	Annual	\$3,991.56
10	23.28	Annual	\$4,050.72
11	23.64	Annual	\$4,113.36
12	23.98	Annual	\$4,172.52
13	24.28	Annual	\$4,224.72
14	24.58	Annual	\$4,276.92

ATTACHMENT F
OFFICIAL PAY SERIES - Law Enforcement Support Series (LS)

Nonexempt		2020		
Legal Secretary	Step	Wage		Monthly
	1	15.54	1st 6 months	\$2,703.96
	2	15.96	2nd 6 months	\$2,777.04
	3	16.45	Annual	\$2,862.30
	4	16.96	Annual	\$2,951.04
	5	17.52	Annual	\$3,048.48
	6	18.06	Annual	\$3,142.44
	7	18.64	Annual	\$3,243.36
	8	18.92	Annual	\$3,292.08
	9	19.19	Annual	\$3,339.06
	10	19.50	Annual	\$3,393.00
	11	19.77	Annual	\$3,439.98
	12	20.09	Annual	\$3,495.66
	13	20.34	Annual	\$3,539.16
	14	20.59	Annual	\$3,582.66

Nonexempt		2020		
Criminal/Civil Support Coord.	Step	Wage		Monthly
Criminal Support Coord. 12/6/16	1	16.82	1st 6 months	\$2,926.68
	2	17.32	2nd 6 months	\$3,013.68
	3	17.84	Annual	\$3,104.16
	4	18.41	Annual	\$3,203.34
	5	19.01	Annual	\$3,307.74
	6	19.60	Annual	\$3,410.40
	7	20.25	Annual	\$3,523.50
	8	20.54	Annual	\$3,573.96
	9	20.86	Annual	\$3,629.64
	10	21.17	Annual	\$3,683.58
	11	21.49	Annual	\$3,739.26
	12	21.82	Annual	\$3,796.68
	13	22.09	Annual	\$3,843.66
	14	22.36	Annual	\$3,890.64

Nonexempt		2020		
Victims Assistance Coordinator	Step	Wage		Monthly
	1	17.30	1st 6 months	\$3,010.20

2	17.84	2nd 6 months	\$3,104.16
3	18.40	Annual	\$3,201.60
4	19.01	Annual	\$3,307.74
5	19.57	Annual	\$3,405.18
6	20.22	Annual	\$3,518.28
7	20.87	Annual	\$3,631.38
8	21.18	Annual	\$3,685.32
9	21.50	Annual	\$3,741.00
10	21.83	Annual	\$3,798.42
11	22.16	Annual	\$3,855.84
12	22.48	Annual	\$3,911.52
13	22.76	Annual	\$3,960.24
14	23.05	Annual	\$4,010.70

ATTACHMENT F (continued)
OFFICIAL PAY SERIES - Law Enforcement Support Series (LS)

Nonexempt		2020		
Criminal/Civil Records Mgmt.	Step	Wage		Monthly
	1	18.74	1st 6 months	\$3,260.76
	2	19.49	2nd 6 months	\$3,391.26
	3	20.22	Annual	\$3,518.28
	4	20.98	Annual	\$3,650.52
	5	21.70	Annual	\$3,775.80
	6	22.47	Annual	\$3,909.78
	7	22.79	Annual	\$3,965.46
	8	23.16	Annual	\$4,029.84
	9	23.48	Annual	\$4,085.52
	10	23.85	Annual	\$4,149.90
	11	24.21	Annual	\$4,212.54
	12	24.56	Annual	\$4,273.44
	13	24.87	Annual	\$4,327.38
	14	25.18	Annual	\$4,381.32

ATTACHMENT G
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Nonexempt		2020		
Deputy Auditor	Step	Wage		Monthly
	1	19.24	1st 6 months	\$3,347.76
	2	20.03	2nd 6 months	\$3,485.22
	3	20.84	Annual	\$3,626.16
	4	21.67	Annual	\$3,770.58
	5	22.39	Annual	\$3,895.86
	6	23.27	Annual	\$4,048.98
	7	23.63	Annual	\$4,111.62

8	23.97	Annual	\$4,170.78
9	24.34	Annual	\$4,235.16
10	24.70	Annual	\$4,297.80
11	25.06	Annual	\$4,360.44
12	25.44	Annual	\$4,426.56
13	25.75	Annual	\$4,480.50
14	26.08	Annual	\$4,537.92

Deputy Equalization				
Equalization Data Base Coord. established June 2017	Step	2020		Monthly
	1	18.81	1st 6 months	\$3,272.94
	2	19.55	2nd 6 months	\$3,401.70
	3	20.35	Annual	\$3,540.90
	4	21.18	Annual	\$3,685.32
	5	21.87	Annual	\$3,805.38
	6	22.73	Annual	\$3,955.02
	7	23.10	Annual	\$4,019.40
	8	23.42	Annual	\$4,075.08
	9	23.78	Annual	\$4,137.72
	10	24.14	Annual	\$4,200.36
	11	24.50	Annual	\$4,263.00
	12	24.87	Annual	\$4,327.38
	13	25.18	Annual	\$4,381.32
	14	25.50	Annual	\$4,437.00

Deputy Treasurer		2020		
Deputy Register of Deeds	Step	Wage		Monthly
Deputy Maintenance Sup. (established 1/1/09)	1	18.33	1st 6 months	\$3,189.42
	2	19.05	2nd 6 months	\$3,314.70
	3	19.82	Annual	\$3,448.68
	4	20.62	Annual	\$3,587.88
	5	21.29	Annual	\$3,704.46
	6	22.15	Annual	\$3,854.10
	7	22.47	Annual	\$3,909.78
	8	22.79	Annual	\$3,965.46
	9	23.16	Annual	\$4,029.84
	10	23.48	Annual	\$4,085.52
	11	23.85	Annual	\$4,149.90
	12	24.21	Annual	\$4,212.54
	13	24.51	Annual	\$4,264.74
	14	24.82	Annual	\$4,318.68

ATTACHMENT G (continued)
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Deputy Emergency Mgmt. established 10/1/06		2020		
	Step	Wage		Monthly

1	17.99	1st 6 months	\$3,130.26
2	18.68	2nd 6 months	\$3,250.32
3	19.41	Annual	\$3,377.34
4	20.21	Annual	\$3,516.54
5	20.86	Annual	\$3,629.64
6	21.66	Annual	\$3,768.84
7	21.98	Annual	\$3,824.52
8	22.31	Annual	\$3,881.94
9	22.65	Annual	\$3,941.10
10	23.00	Annual	\$4,002.00
11	23.33	Annual	\$4,059.42
12	23.69	Annual	\$4,122.06
13	23.98	Annual	\$4,172.52
14	24.28	Annual	\$4,224.72

Chief Deputy Sheriff		2020		
position established 4/1/06	Step	Wage		Monthly
	1	22.86	1st 6 months	\$3,977.64
	2	23.84	2nd 6 months	\$4,148.16
	3	24.83	Annual	\$4,320.42
	4	25.88	Annual	\$4,503.12
	5	26.96	Annual	\$4,691.04
	6	28.11	Annual	\$4,891.14
	7	28.55	Annual	\$4,967.70
	8	28.96	Annual	\$5,039.04
	9	29.41	Annual	\$5,117.34
	10	29.84	Annual	\$5,192.16
	11	30.28	Annual	\$5,268.72
	12	30.75	Annual	\$5,350.50
	13	31.14	Annual	\$5,418.36
	14	31.52	Annual	\$5,484.48

Assistant Chief		2020		
Correctional Officer	Step	Wage		Monthly
position established 5/15/07	1	18.50	1st 6 months	\$3,219.00
	2	19.28	2nd 6 months	\$3,354.72
	3	20.11	Annual	\$3,499.14
	4	20.96	Annual	\$3,647.04
	5	21.84	Annual	\$3,800.16
	6	22.76	Annual	\$3,960.24
	7	23.13	Annual	\$4,024.62
	8	23.45	Annual	\$4,080.30
	9	23.82	Annual	\$4,144.68
	10	24.18	Annual	\$4,207.32
	11	24.53	Annual	\$4,268.22
	12	24.90	Annual	\$4,332.60
	13	25.21	Annual	\$4,386.54
	14	25.53	Annual	\$4,442.22

ATTACHMENT G (continued)
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Sergeant Sheriff		2020		
position established 11/23/10	Step	Wage		Monthly
	1	23.08	1st 6 months	\$4,015.92
	2	23.83	2nd 6 months	\$4,146.42
	3	24.59	Annual	\$4,278.66
	4	25.43	Annual	\$4,424.82
	5	26.30	Annual	\$4,576.20
	6	27.19	Annual	\$4,731.06
	7	27.59	Annual	\$4,800.66
	8	28.01	Annual	\$4,873.74
	9	28.43	Annual	\$4,946.82
	10	28.86	Annual	\$5,021.64
	11	29.29	Annual	\$5,096.46
	12	29.72	Annual	\$5,171.28
	13	30.10	Annual	\$5,237.40
	14	30.47	Annual	\$5,301.78

Corrections Sergeant		2020		
position established 1/9/2018	Step	Wage		Monthly
	1	19.40	Annual	\$3,375.60
	2	20.00	Annual	\$3,480.00
	3	20.61	Annual	\$3,586.14
	4	21.30	Annual	\$3,706.20
	5	21.96	Annual	\$3,821.04
	6	22.70	Annual	\$3,949.80
	7	23.03	Annual	\$4,007.22
	8	23.37	Annual	\$4,066.38
	9	23.74	Annual	\$4,130.76
	10	24.08	Annual	\$4,189.92
	11	24.45	Annual	\$4,254.30
	12	24.81	Annual	\$4,316.94
	13	25.11	Annual	\$4,369.14
	14	25.43	Annual	\$4,424.82

ATTACHMENT H
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2020

Department Heads	Minimum	Monthly	Maximum	Monthly
State's Attorney 2009-100% FT	n/a	n/a	49.78	8,661.72
Sheriff	n/a	n/a	34.19	5,949.06
Highway Superintendent	28.92	5,032.08	33.33	5,799.42

Auditor	n/a	n/a	29.74	5,174.76
Equalization Director	23.99	4,174.26	29.04	5,052.96
Facility Manager	23.36	4,064.64	31.08	5,407.92
Register of Deeds	n/a	n/a	28.24	4,913.76
Treasurer	n/a	n/a	28.24	4,913.76
Victim Assistance Supervisor	22.81	3,968.94	27.58	4,798.92
Emergency Management	n/a	n/a	28.24	4,913.76
Veterans Director	19.30	3,358.20	23.20	4,036.80
Welfare Director	19.30	3,358.20	23.20	4,036.80

Assistant Department Heads/Supervisors	Minimum	Monthly	Maximum	Monthly
Deputy States Attorney	27.16	4,725.84	32.83	5,712.42
Chief Correctional Officer	22.76	3,960.24	27.53	4,790.22
Assistant Highway Superintendent	24.00	4,176.00	27.57	4,797.18

ATTACHMENT H (continued)
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2020

State's Attorney	2020			Monthly
	Step	Wage		
	8	50.51	Annual	8,788.74
	9	51.26	Annual	8,919.24
	10	52.03	Annual	9,053.22
	11	52.82	Annual	9,190.68
	12	53.59	Annual	9,324.66
	13	54.26	Annual	9,441.24
	14	54.95	Annual	9,561.30

Sheriff	2020			Monthly
	Step	Wage		
	8	34.70	Annual	6,037.80
	9	35.22	Annual	

			6,128.28
10	35.74	Annual	6,218.76
11	36.28	Annual	6,312.72
12	36.82	Annual	6,406.68
13	37.28	Annual	6,486.72
14	37.75	Annual	6,568.50

ATTACHMENT H (continued)
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2020

Highway Superintendent	2020			Monthly
	Step	Wage		
	8	33.84	Annual	5,888.16
	9	34.35	Annual	5,976.90
	10	34.87	Annual	6,067.38
	11	35.39	Annual	6,157.86
	12	35.93	Annual	6,251.82
	13	36.38	Annual	6,330.12
	14	36.83	Annual	6,408.42

Auditor	2020			Monthly
	Step	Wage		
	8	30.19	Annual	5,253.06
	9	30.65	Annual	5,333.10
	10	31.09	Annual	5,409.66
	11	31.57	Annual	5,493.18
	12	32.05	Annual	5,576.70
	13	32.45	Annual	5,646.30
	14	32.86	Annual	5,717.64

Equalization Director		2020		
	Step	Wage		Monthly
	8	29.48	Annual	5,129.52
	9	29.92	Annual	5,206.08
	10	30.37	Annual	5,284.38
	11	30.82	Annual	5,362.68
	12	31.29	Annual	5,444.46
	13	31.67	Annual	5,510.58
	14	32.07	Annual	5,580.18

Facilities Manager		2020		
	Step	Wage		Monthly
	8	31.56	Annual	5,491.44
	9	32.04	Annual	5,574.96
	10	32.52	Annual	5,658.48
	11	33.01	Annual	5,743.74
	12	33.51	Annual	5,830.74
	13	33.92	Annual	5,902.08
	14	34.35	Annual	5,976.90

ATTACHMENT H (continued)
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2020

Register of Deeds & Treasurer		2020		
	Step	Wage		Monthly
	8	28.66	Annual	4,986.84
	9	29.09	Annual	5,061.66
	10	29.53	Annual	5,138.22
	11	29.98	Annual	5,216.52
	12	30.42	Annual	5,293.08
	13	30.80	Annual	5,359.20

14	31.19	Annual	5,427.06
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Victim Assistance Supervisor		2020		
Step	Wage		Annual	Monthly
8	28.00		Annual	4,872.00
9	28.42		Annual	4,945.08
10	28.85		Annual	5,019.90
11	29.28		Annual	5,094.72
12	29.71		Annual	5,169.54
13	30.09		Annual	5,235.66
14	30.46		Annual	5,300.04

Emergency Management Dir.		2020		
Step	Wage		Annual	Monthly
8	28.66		Annual	4,986.84
9	29.09		Annual	5,061.66
10	29.53		Annual	5,138.22
11	29.98		Annual	5,216.52
12	30.42		Annual	5,293.08
13	30.80		Annual	5,359.20
14	31.19		Annual	5,427.06

Veterans Service Officer		2020		
Step	Wage		Annual	Monthly
8	23.53		Annual	4,094.22
9	23.89		Annual	4,156.86
10	24.27		Annual	4,222.98
11	24.60		Annual	4,280.40
12	24.98		Annual	4,346.52
13	25.30		Annual	4,402.20
14	25.61		Annual	4,456.14

ATTACHMENT H (continued)
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2020

Welfare Director				
	Step	2020		Monthly
	8	23.53	Annual	4,094.22
	9	23.89	Annual	4,156.86
	10	24.27	Annual	4,222.98
	11	24.60	Annual	4,280.40
	12	24.98	Annual	4,346.52
	13	25.30	Annual	4,402.20
	14	25.61	Annual	4,456.14

Deputy States Attorney		2020		
	Step	Wage		Monthly
	8	33.30	Annual	5,794.20
	9	33.81	Annual	5,882.94
	10	34.32	Annual	5,971.68
	11	34.84	Annual	6,062.16
	12	35.35	Annual	6,150.90
	13	35.79	Annual	6,227.46
	14	36.23	Annual	6,304.02

Chief Correctional Officer		2020		
	Step	Wage		Monthly
	8	27.95	Annual	4,863.30
	9	28.37	Annual	4,936.38
	10	28.79	Annual	5,009.46
	11	29.22	Annual	5,084.28
	12	29.66	Annual	5,160.84
	13	30.03	Annual	5,225.22

14	30.40	Annual	5,289.60
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Assistant Highway Superintendent		2020		
Step	Wage		Monthly	
8	27.99	Annual	4,870.26	
9	28.41	Annual	4,943.34	
10	28.84	Annual	5,018.16	
11	29.27	Annual	5,092.98	
12	29.70	Annual	5,167.80	
13	30.07	Annual	5,232.18	
14	30.44	Annual	5,296.56	

PLANNING BOARD APPOINTMENTS

Motion by Gabel, second by VanDusen; to approve the following Planning Board appointments: Brenda Hanten, term expires 12/31/2022 and Robert Fox, term expires 12/31/2022; all voted aye; motion carried.

WEED BOARD APPOINTMENTS

Motion by VanDusen, second by Waterman, to approve the following Weed Board appointments: Chris Coplan, term expires 12/31/2022 and Ron Moehring, term expires 12/31/2022; all voted aye; motion carried.

4-H PROMOTION AND EXPANSION COMMITTEE ROSTER

Motion by Johnson, second by Gabel, to approve the 2020 4-H Promotion and Expansion Committee Roster as provided by 4-H Youth Program Advisor, Jodi Loehrer.

NAME	TERM ENDS
Seanna Moes, 4-H Teen	December 31, 2020
Gavin Whipple, 4-H Teen	December 31, 2021
Jacey Orthaus, 4-H Teen	December 31, 2022
Lynnette Moes, 4-H Adult	December 31, 2020
Rob Whipple, 4-H Adult	December 31, 2021
Jill Orthaus, 4-H Adult	December 31, 2022
Boys & Girls Club teen, Non 4-H Teen	
Boys & Girls Club teen, Non 4-H Teen	
Boys & Girls Club teen, Non 4-H Teen	
Kyle Thyen, Non 4-H Adult	December 31, 2020
Miranda Breitag, Non 4-H Adult	December 31, 2021
Amber Weber, Non 4-H Adult	December 31, 2022

Committee Chair

Jodi Loehrer, 4-H Youth Program Advisor

County Commission Designated Agricultural Representatives

Jill Orthaus and Rob Whipple

Codington County, January 14, 2020

County Commissioner Liaison

Myron Johnson

WEED BOARD AND PLANNING BOARD COMPENSATION

Motion by Gabel, second by Waterman, to compensate appointed members of the Weed Board and Planning Board at \$35.00 per meeting, plus the current federal mileage rate for all required attendance to conduct necessary business; and \$100.00 for Weed Board members required to attend day-long meetings; all voted aye; motion carried.

HOUSING AND REDEVELOPMENT BOARD APPOINTMENTS

The Board briefly discussed an expired appointment to the Housing and Redevelopment Board. The previous appointee will be contacted to determine re-appointment. No action was taken at this time.

COUNTY WEBSITE SERVICES

Commissioner Gabel presented the Board with quotes to provide County website services. Motion by Gabel, second by Waterman, to accept the quote from PPwix in the amount of \$1,180.00 to provide services to maintain the County's website; all voted aye; motion carried.

CLAIMS APPROVED

Motion by Johnson, second by VanDusen, to approve payment of the following claims; all voted aye; motion carried: 1ST CHOICE SEWER & DRAIN INC 78.00 REP, ACCREDITATION, AUDIT AND 150.00 SVC, ABRA AUTO BODY & GLASS 204.20 REP, AGTERRA TECHNOLOGIES, INC 1065.00 SUP, DARRYL AKANA 11.68 JURY, SARA AMAN 140.00 GYM, ANDOR, INC. 2385.82 REP, AP AUTO PROS 88.00 REP, JEFFREY ARGO 25.00 UTILITIES, MARILYN ARNOLD 15.88 JURY, AVERA OCCUPATIONAL MEDICINE - 197.10 REPAIRS/MAINT., AVERA MEDICAL GROUP - UPA 4250.00 SVC, BANNER ASSOCIATES, INC 1757.60 REPAIRS/MAINT., EDWIN BASTA 13.00 PMT, BEACON CENTER 2025.00 PMT, ALLEN BENCK 25.00 UTILITIES, KRISTINE BEUTOW 51.68 JURY, JEFFREY BOEDER 51.68 JURY, BORNS GROUP 2593.65 POST, BOYS & GIRLS CLUB 1541.63 PMT, LUZ DEL CARMEN BREMMON 227.08 SVC, CASEY BREN 10.00 JURY, RIAN BROMWICH 50.84 JURY, JAKOB BROWNING 50.84 JURY, BROWNLEE CONSTRUCTION 7419.00 SUPPLIES, ELIZABETH BURGHARDT 10.84 JURY, BURNS LAW OFFICE 3000.00 PMT, BUTLER MACHINERY 2747.80 EQUIPMENT, ANN CAMP 51.68 JURY, SHAWNA CARTER 385.20 GYM, JEFF CASE 25.00 UTILITIES, CASH-WA DIST. FARGO 11715.80 SUP, CENTURYLINK 746.96 UTIL, BRITTANY CHAVARRIA 10.84 JURY, CHILD'S VOICE ROUTE #6361 325.00 SVC, JEFFREY CHRISTENSEN 53.36 JURY, CHUCK'S LOCK & KEYS 8.75 SUP, CLINICAL LABORATORY 1795.00 SVC, CODINGTON-CLARK ELECTRIC COOPE 5204.83 UTILITIES, CODINGTON COUNTY TREASURER 8.75 PMT, COLE PAPERS, INC. 2208.77 SUP, COMPASS COUNSELING 1800.00 SVC, CONNECTING POINT COMPUTER CENT 2330.65 REP, CONNECTING POINT 1345.00 REPAIRS/MAINT., SHAWNA CONSTANT 212.36 PMT, COUNTY FAIR FOODS 218.27 SUP, JUDY COYLE 11.68 JURY, CREATIVE REWARDS 150.00 SUP, CHRISTIAN CRUZ 11.68 JURY, CULLIGAN WATER CONDITIONING 172.75 SUP, ANNETTE CUMMINGS 209.84 WIT, MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 29.99 UTIL, TRISTAN DAVIES 51.68 JURY, JENNIFER DAVIS 14.20 JURY, DEN HERDER & HOSMER LAW OFFICE 168.30 SVC, LORI DEUTSCH 127.60 TRAVEL & CONF., JAMIE DOLEN 25.00 UTILITIES, DUGAN SALES & SERVICE 116.85 REP, DAYTON DUNN 18.40 JURY, BIMBO FOODS, INC 1219.83 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELITE DRAIN & SEWER 350.00 REP, ELLYSON LAW OFFICE 2170.46 SVC, ENGELSTAD ELECTRIC CO. 538.77 REP, MARIA ESCAMILLA 230.00 PMT, EXPRESS SERVICES, INC 390.19 PMT, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 112.22 SUPPLIES, FEDEX 13.76 SUP, AT&T MOBILITY - FIRSTNET 161.15 UTIL, JESSICA FISHER 23.44 JURY, BENJAMIN FLEMING 60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 76.70 UTILITIES, ALLISON FORBUSH

306.04 PMT, MILO FORD 104.00 GYM, MARY FRANSEN 420.00 GYM, gWORKS 1769.70 REP, GALLS, LLC 19.90 SUP, KURT GASSMAN 33.52 JURY, GCR TIRES & SERVICE 155.18 REP, BREYANNA GEERDES 51.68 JURY, GLASS PRODUCTS INC. 358.93 REP, GRAINGER 394.88 SUP, GREAT AMERICA FINANCIAL SVC 332.67 RENT, GREEN APPLE SEPTIC TANK SERVICE 250.00 REPAIRS/MAINT., GREEN, ROBY, OVIATT, 5140.00 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, GUEST HOUSE INC 530.00 SVC, BONNIE HAACK, TRUTH & GRACE 687.90 SVC, JUSTIN HALAJIAN 25.00 CELL, BRENDA HANTEN 280.00 GYM, RICK HARTLEY 60.00 UTILITIES, DAVID HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, HENRY FOODS, INC 2611.14 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 348.02 SUP, CARRIE HOLDEN 20.00 WIT, RICK HOLINKA 25.00 UTILITIES, GEORGE HOLMES 11.68 JURY, HERBERT HOSPES 64.28 JURY, LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 25329.00 SVC, CYNTHIA HUUS 18.40 JURY, HYVEE #1871 ACCTS RECEIVABLE 1193.34 SUP, INTOXIMETERS 750.00 SUP, JACOBSEN TRUCKING 7752.64 REPAIRS/MAINT., JOHNSON CONTROLS, INC. 259.28 SUP, ROBB JOHNSON 65.12 JURY, PATRICIA JONAS 20.00 WIT, SCOTT JONGBLOED 1500.00 SVC, JURGENS PRINTING 32.00 SUP, MITCHELL KALLHOFF 25.00 UTILITIES, KARL'S 209.96 REP, MARK KATTERHAGEN 54.00 SVC, KCH LAW 60.00 SVC, LONNIE KLEINSASSER 10.84 JURY, GLENN KLIEGEL 10.84 JURY, MARY KOEHN 10.00 JURY, SHAWN KULLA 11.68 JURY, LAKE CITY FIRE EQUIPMENT 228.64 SVC, MICHAEL LARSON 10.84 JURY, LAWSON PRODUCTS 606.57 SUPPLIES, CHARLES LEEMHUIS 10.84 JURY, LEWIS & CLARK BHS 534.00 SVC, LEWNO LAW OFFICE 469.50 SVC, LINCOLN CO TREASURER 582.05 SVC, DARCY LOCKWOOD 54.00 SVC, JODI LOEHRER 118.46 TRAV, STEVEN LOWRY 40.00 CELL, BARBARA LUCHTENBURG 13.36 JURY, LUTHERAN SOCIAL SERVICES 2642.20 SVC, LYLE SIGNS INC. 1728.36 SUP, LYNN PEAVEY COMPANY 50.90 SUP, JEFF MAAG 31.00 PMT, MAC'S BLUE TARP CREDIT SERVICE 400.93 SUPPLIES, BLUE TARP FINANCIAL, INC 86.92 SUP, RICHARD MACK 18.40 JURY, MACKSTEEL WAREHOUSE, INC. 133.03 SUPPLIES, MARCO, INC 335.11 RENT, RUSSELL MATHEWS 40.00 CELL, MCCLURE & HARDY 195.20 SVC, MCKESSON MEDICAL SURGICAL 543.27 SUP, SEAN MELMER 51.68 JURY, MENARDS 243.42 SUP, MENARDS 316.70 SUPPLIES, MEND CORRECTIONAL CARE 13925.00 SVC, LARRY MERCHANT 25.00 CELL, MIDCONTINENT COMMUNICATIONS 426.27 UTIL, MOCIC 100.00 FEES, MIDWEST AUTOMOTIVE 39.99 REPAIRS/MAINT., MILBANK COMMUNICATIONS 900.00 SUP, MINNEHAHA COUNTY AUDITOR 176.00 SVC, MOE OIL COMPANY 674.85 SUPPLIES, DARCEY MONTEMAYOR 10.00 SUPPLIES, MICHAEL MORGAN 40.00 CELL, MUNICIPAL UTILITIES 13023.33 UTIL, MUNICIPAL UTILITIES 367.25 UTILITIES, NTOA 1575.00 PMT, NOBLE INDUSTRIAL SUPPLY CORP 402.90 SUPPLIES, NORTHEAST PROPERTY MANAGEMENT 820.00 RENT, NORTHWESTERN ENERGY 389.75 UTILITIES, JANELLE NYGAARD 396.84 GYM, JEANIE OCHSENDORF 420.00 GYM, OFFICE PEEPS, INC. 3266.21 SUP, JERROD OLSON 399.52 PMT, OTIS ELEVATOR COMPANY 1966.92 REP, OTTERTAIL POWER CO, 47.45 UTILITIES, OVERHEAD DOOR 30.00 REPAIRS/MAINT., OVERHEAD DOOR CO 153.06 REP, JASMINE OWEN 42.00 REF, JODI PEARSON 93.68 GYM, MICHELLE PEDERSON 25.00 CELL, PENNINGTON COUNTY JAIL 90.35 TRAV, PETERS DISTRIBUTING, INC 334.93 REP, SARAH PETERSEN 25.00 CELL, PHARMCHEM INC 199.85 SUP, PITNEY BOWES 210.00 RENT, PMB 0112 24.00 UTIL, PRAIRIE LAKES HEALTH CARE CENT 4766.00 SVC, THOMAS PRICE INC 1920.00 SVC, PRINT 'EM NOW 1319.78 SUP, PRO LINE, INC. 49.90 SUPPLIES, CLINTON RABINE 54.20 JURY, ANN RASMUSSEN 140.00 GYM, RC FIRST AID 117.75 SUPPLIES, REDLINGER BROS. 12.50 REP, REDWOOD MEDIATION SERVICES 97.25 SVC, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, BECCA REITER 180.00 PMT, ROBYN RITER 25.00 UTILITIES, JOHN ROBEL 55.88 JURY, DON ROWLAND 1500.00 SVC, SHANTELLE ROWLAND 20.00 WIT, DONALD RUSH 26.80 JURY, REBECCA RYBAK 10.84 JURY, S&S INDUSTRIES 148.42 SUP, SANFORD HEALTH 1275.00 SVC, SATELLITE TRACKING OF PEOPLE 1673.75 SVC, TERRANCE SATTERLEE 1500.00 SVC, DEAN SCHAEFER COURT REPORTING 198.00 SVC, TREVER SCHIMMEL 40.00 CELL, LINDA

SCHMELING 62.60 JURY, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 3598.00 PMT, SD ATTORNEY GENERAL'S OFFICE 293.00 PMT, SD DEPARTMENT OF HEALTH 3460.00 PMT, SD DEPARTMENT OF PUBLIC SAFETY 2700.00 MAINT, SOUTH DAKOTA DEPT. OF TRANSPORT 19263.61 REPAIRS/MAINT., S.D. FEDERAL PROPERTY 44.00 SUP, SD STATE TREASURER 361198.27 JANUARY REMITTANCE, SDACO 790.00 PMT, SDN COMMUNICATIONS 1338.37 UTIL, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 3173.51 SUP, HEIDI SELCHERT 25.00 CELL, JODY SHAEFFER 51.68 JURY, SHARP AUTOMOTIVE 3679.60 REPAIRS/MAINT., ANDREA SHUPE 12.52 JURY, SIOUX RURAL WATER SYSTEM 42.00 UTILITIES, SIOUX VALLEY COOP 7353.15 SUP, SIOUX VALLEY COOP 35429.76 SUPPLIES, SIRCHIE 742.80 SUP, JULIE SIVERTSON 51.68 JURY, LYNN SOLBERG 40.00 UTILITIES, BRENT SOLUM 177.60 PMT, TOWN OF SOUTH SHORE 132.00 UTILITIES, SOUTH SHORE GAZETTE 1100.50 PUB, JODI SPILDE 50.84 JURY, STAR LAUNDRY 1858.66 SVC, STAR LAUNDRY 104.20 SUPPLIES, STEVE'S WORLD 25.32 REPAIRS/MAINT., DOUGLAS STORMO 50.84 JURY, STURDEVANTS AUTO PARTS 119.88 SUPPLIES, JAMES SUTTON 116.00 GYM, SUTTON LAW OFFICE PC 18025.13 SVC, SCOTT SWANSON 25.00 CELL, SARAH TESCH 281.04 GYM, THOMSON REUTERS-WEST 777.89 SUP, PRODUCTIVITY PLUS ACCOUNT 2383.58 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 UTILITIES, TRUGREEN 612.00 SUP, TWO WAY SOLUTIONS, INC 119.70 REPAIRS/MAINT., TYLER VARNIS 40.00 CELL, VAST BUSINESS 592.10 UTIL, VAST BROADBAND 49.95 UTILITIES, VER BEEK LAW, PROF. LLC 168.90 SVC, VERIZON WIRELESS 753.60 UTIL, GREAT WESTERN BANK 78.10 PMT, GREAT WESTERN BANK 311.73 PMT, GREAT WESTERN BANK 121.31 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, LINDEE WABA 137.60 GYM, CORRY WAEGE 3.00 REF, WALMART COMMUNITY 358.94 SUP, ALAYNA WALSH 20.00 WIT, TODD B WARNE 25.00 UTILITIES, WATERTOWN DEVELOPMENT COMPANY 45000.00 PMT, WATERTOWN FORD 89.97 REP, WATERTOWN PUBLIC OPINION 1553.55 PUB, WEED & PEST CONFERENCE 360.00 REG, WHEELCO 201.69 REPAIRS/MAINT., PATRICIA WIEKAMP 11.68 JURY, DOUGLAS WIRT 12.52 JURY, WW TIRE SERVICE INC 38.18 REP, WW TIRE SERVICE INC. 4017.00 SUPPLIES, YANKTON CO. SHERIFF 200.00 SVC, YANKTON CO TREASURER 360.00 SVC, KATHY YOUNG 348.00 GYM, ZUERCHER TECHNOLOGIES, LLC 30312.21 MAINT.

PERSONNEL CHANGES

Motion by Gabel, second by Waterman, to approve the following anniversary step increase personnel changes; all voted aye; motion carried: Peggy Raml, Veterans Service Office Secretary, step 13/\$19.99 per hour, effective 8/1/2019; Jeff Case, Hwy. Maint. III, step 14/\$25.42 per hour, effective 1/1/2020; Matt Dargatz, Hwy. Maint. II, step 9/\$23.04 per hour, effective 1/1/2020; Rick Holinka, Hwy. Maint. III, step 14/\$25.52 per hour, effective 1/1/2020; Mitch Kallhoff, Highway Maint. II, step 3/\$19.57 per hour, effective 1/1/2020; Lynn Solberg, Asst. Hwy. Supt., step 8/\$28.09 per hour, effective 1/1/2020; Todd Warne, Hwy. Mechanic, step 14/\$25.52 per hour, effective 1/1/2020.

TRAVEL REQUESTS

Motion by Johnson, second by Waterman, to approve the following travel requests; all voted aye; motion carried: Weed Supervisor, Sioux Falls Farm Show; Weed Supervisor and Weed Board member, Weed and Pest Conference.

OTHER BUSINESS

The Board briefly discussed adopting an E-30 usage policy, the Memorial Park Campground Manager's revised contract, and adopting a public comment policy. Commissioner Gabel gave a short video presentation to explain the legislation designed to lower the burden on tax payers when Counties need to build and fund new structures.

EXECUTIVE SESSION

Motion by Gabel, second by VanDusen, to enter into executive session at 11:07 a.m., per SDCL 1-25-2, to discuss a personnel issue and consultation with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters; all voted aye; motion carried. The Board returned to regular session at 11:57 a.m. No action was taken after executive session. Commissioner VanDusen was excused at 11:47 a.m.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Gabel, second by Johnson, to adjourn at 11:57 a.m., until 9:00 a.m., Tuesday, January 21st, 2020; 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 \$_____

CODINGTON COUNTY TITLE VI POLICY STATEMENT

Codington County provides services without regard to race, color, gender, religion, national origin, age or disability, according to the provisions contained in SDCL 20-13, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990 and Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994.

It is the policy of Codington County to ensure that no person or group of persons shall be subjected to discrimination, excluded from participation in, or denied benefits of any program administered by the County on the grounds of race, color, national origin, religion, sex, age, disability or other statutorily prescribed basis.

To ensure compliance, Codington County has designated James Sutton as the County's Title VI Coordinator. Contact information is as follows:

James Torstensen
Title VI Coordinator
P. O. Box 12
Watertown, SD 57201
Phone: 605-882-6272
Fax: 605-882-6277
E-mail: codcoem@codington.org

Any person who has questions concerning this policy or who believes they have been discriminated against should contact Codington County's Title VI Coordinator at 605-882-6272.

Brenda Hanten, Chairman
Codington County Commission

Date

CODINGTON COUNTY NOTICE OF PUBLIC RIGHTS

The Codington County Highway Department provides services without regard to race, color, gender, religion, national origin, age or disability, according to the provisions contained in SDCL 20-13, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990 and Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994.

To request additional information on Codington County's Title VI/Nondiscrimination policy or to file a discrimination complaint, please contact James Torstensen, Title VI Coordinator at 605-882-6272 or e-mail codcoem@codington.org.

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 _____.



Watertown Police Dispatch 882-6210
Mobile Command Post 520-6273

Codington County 2020 LEPC Membership Roster
Approved by the Codington County Commission 01/21/2020

NAME	COMPANY	HOME #	WORK #	CELL #	E-MAIL ADDRESS
Bakken, Mike	Smith Equipment				
Barrie, Klysta	Glacial Lakes Energy				
Beynon, Rob	Wtn Street Dept				
Boerger, Mike	Wtn Wastewater				
Bollinger, Brian	Wtn School District				
Bullene, Pete	Glacial Lakes Energy				
Dorneman, Jordan	SD Dept of Health				
Ellis, Kirk	Wtn Police Dept				
Everson, Monica	Prairies Lakes Hospital				
Ford, Milo	Codington Co. Maint				
Gilbertson, Brad	SD Dept of Transportation				
Greenfield, Steve	Dakota Tube Inc				
Haase, Kraig	SD Game Fish & Parks				
Hall, Greg	Wtn Fire Rescue				
Hallauer, Joyce	Prairie Lakes Hospital				
Hanten, Brenda	Cod Co Commissioner				
Hartley, Rick	Codington Co Hwy Dept.				
Hawley, Carrie	Sanford Health				
Hofmeister, Amy	Worthington Industries				
Howard, Larry	Cod Co Search & Rescue			8	
Howell, Brad	Cod Co Sheriff's Office				
Howell, Cheri	Cod Co Emergency Mgmt			8	
Jacobson, Rick	Wtn Street Dept				
Jongbloed, Scott	Wtn Fire Rescue				
Klatt, Ashley	SD Dept of Health				
Klosowski, Mike	SD Game Fish & Parks				

Codington County 2020 LEPC Membership Roster
Approved by the Codington County Commission 01/21/2020

NAME	COMPANY	HOME #	WORK #	CELL #	E-MAIL	ADDRESS
Kranz, Doug	Wtn Fire Rescue					
LaFramboise, Tim	Wtn Street Dept					
Langner, Chuck	KWAT					
Lenzner, Kyle	SD Game Fish & Parks					
Livemore, Jon	SD Dept of Ag (Forester)					
Marx, Meghan	SD Dept of Health					
McElhany, Tyler	Wtn Fire Rescue					
McPeck, Lee	Wtn Police Dept					
Michels, Austin "AJ"	SD DENR					
Mitchell, Craig	Wtn Wastewater					
Murray, Amanda	Dakota Tube Inc					
Noeldner, Gregg	Retired Wtn Fire Rescue					
Oletzke, Mike	Retired Wtn Fire Rescue					
Peterson, Cody	Benchmark Foam					
Peterson, Sue	Wtn Street Dept					
Premus, Chris	Wtn Fire Rescue					
Rehorst, Steve	Wtn Police Dept					
Remmers, Ryan	Wtn Police Dept					
Riley, Jeff	Retired Wtn Street Dept					
Rowland, Don	Wtn Fire Rescue					
Schutt, Brett	SD Highway Patrol					
Small, Rick	Retired Cod Co Hwy Dept					
Solberg, Lynn	Codington Co. Hwy Dept.					
Speier, Lynna	Avantara Watertown					
Sutton, Jarod	Codington Clark Elect					

Codington County 2020 LEPC Membership Roster
Approved by the Codington County Commission 01/21/2020

	NAME	COMPANY	HOME #	WORK #	CELL #	E-MAIL ADDRESS
	Sutton, Jim	Retired Cod Co EM				
	Thyne, Mark	Retired SDNG				
	Toomey, Tim	Wtn Police Dept				
	Torstenson, Jamie	Cod Co Emergency Mgmt				
	Wamsher, Ralph	Twin City Die Casting				
	Weber, Pat	Terex				
	Wicks, Andy	Performance Towing				
	Wicks, Dave	Retired GFP				
	Williams, Ayrton	Terex				
	Wishard, Toby	Wishard Insurance				

CODINGTON CO. WEATHER SPOTTER/VOLUNTEERS - 01/2019

CALL SIGN	NAME	HOME	WORK	CELL #
5EM	Spotter Call In			
5EM	Emergency Management Office			
5EM1	Jamie Torstenson, Emergency Mgmt. Director			
SAR1	Larry Howard, On-Call EM			
SAR34	Walford, Rick "Wally" (Watertown)			
SAR37	Berkner, Orlyn "OJ" (Watertown)			
SW21	Petersen, Josh (Watertown)			
SW10	Bargmann, Jon KCØYQD (Watertown)			
SW12	Birnell, John KDØLJH (N Pelican Lk)			
SW13	Birnell, Linda (N Pelican Lake)			
SW14	Bollinger, Brian (Watertown)			
SW18	Hauck, Joe (Watertown)			
SW22	Flemming, ED (Florence)			
SW23	Austin, Reed (Watertown)			
SW24	Ries, Austin (Florence)			
SW25	Lloyd, Jim (Pelican Lake)			
SW26	Molengraaf, Curt (Watertown)			
32EM1	Schaefer, Dave KDØLJG (Hamlin Co)			
Patrol 3	Schwinger, Brad (Florence)			
Unit 32	Taken, Doug (City Park)			
KBØRBG	Adams, Clark (Watertown) (NCS)			
KDØRHS	Ebner, Gary (Watertown)			
NTØQ	Engel, Kurt			
KBØLCR	Harrington, Kevin (S Lake Pelican)			
NØHFH	Hawkinson, Dan (Watertown)			
NØXKP	Johnson, Harry (Watertown)			
KØWTN	Klos, Jeff (Watertown)			
KBØVXD	Olson, Chuck			
KDØHWM	Olson, Lynn (Watertown)			
KDØLJG	Schaefer, Dave (Hamlin County)			
WØDGW	Warrick, Denny (Watertown)			

Camp Chance Volunteers 2020

[illegible]

Codington County Emergency Management Volunteers 2020

[illegible]

Ultra, Inc. County Management System

ASSETS FILE MAINTENANCE

Item No: GEND1384 Serial #: ANDY131501

Description: LASERJET P4516N PRINTER
WHP AUTO DUPLEX UNIT FOR P4510 (\$300)

Class Code: 100 GENERAL
 Department: 141 AUDITOR
 Category: 103 GENERAL GOVERNMENT

Location: AUDITOR'S OFFICE BACKROOM (Used for Dept. reporting)
 Fixed Asset G/L: 803 - 0 - 165.00 FIA MACHINERY & EQUIPMENT
 Acquisition Date: 09/04/2008 Remarks:

Vendor Name: CONNECTING POINT Capital: 2 (1-Y 2-N)
604 10 AVE SE
WATERTOWN SD 57201 # of Years: 0
 Remaining Life: 0
 Remain Value: 2084.00

Cost: 2084.00 Voucher: 94838 Dep:
 Frt/Other: 0.00 Voucher: 0 Accum Dep: 0.00

TOTAL: 2084.00 Insured Value: 2084.00
 OK? ☐

**CERTIFICATE OF APPOINTMENT OF COMMISSIONERS OF THE
HOUSING AND REDEVELOPMENT COMMISSION OF
CODINGTON COUNTY, SOUTH DAKOTA**

WHEREAS, the Board of Commissioners of Codington County, South Dakota, held a regular meeting on the 23rd day of July, 2002; and

WHEREAS, at said meeting resolution #2002-18 was passed and adopted declaring the need for a Housing and Redevelopment Commission;

NOW, THEREFORE, pursuant to the provisions of the County and Municipal Housing and Redevelopment Law (S.D. Codified Laws 11-7-12(1995)), and by virtue of my office as chairman, I hereby appoint the five persons hereinafter named to serve as Commissioners of the Housing and Redevelopment Commission of Codington County, South Dakota, and each to serve until the expiration date appearing after his or her name.

Georgia Kahnke, term expires 12/31/2020

Arllys Kays, term expires 12/31/2021

Brenda Hanten, term expires 12/31/2022

Kathy Turbak, term expires 12/31/2023

Elmer Brinkman, term expires 12/31/2024

IN TESTIMONY WHEREOF, I have hereunto signed my name as Chairman of the Board of Commissioners of Codington County, South Dakota, caused the corporate seal of said Codington County to be attached hereto this 21st day of January, 2020

Brenda Hanten, Chair

ATTEST:

Cindy Brugman, Auditor

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME : Becca Reiter		DATE: 1/14/2020
EFFECTIVE DATE: 1/1/2020	POSITION TITLE: Deputy States Attorney	DEPARTMENT: States Attorney
CURRENT STEP: Step 8	NEW STEP: Step 9	
CURRENT PAY RATE: \$33.40/\$5811.60	NEW PAY RATE: \$33.90/\$5881.20 33.91 5900.34	
REASONS FOR CHANGE: Step Increase (education incentive)		

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 1/14/20

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

JAN 14 2020

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME <i>Jamelle Nygaard</i>		DATE <i>1-10-20</i>
EFFECTIVE DATE <i>On Anniversary 1-1-2020</i>	POSITION TITLE <i>Crim. Supt. Civil Coord.</i>	DEPARTMENT <i>Sherrif</i>
CURRENT STEP <i>11</i>	NEW STEP <i>12</i>	
CURRENT PAY RATE <i>21.12 3674.88</i>	NEW PAY RATE <i>21.82 3796.68</i>	
REASONS FOR CHANGE <i>Anniversary</i>		FILED JAN 14 2020 CODINGTON COUNTY AUDITOR

EMPLOYEE SIGNATURE

DEPARTMENT HEAD SIGNATURE

DATE

COUNTY COMMISSIONERS

DATE

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Commission Chairman, _____ Date _____