

**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, January 14, 2020**

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 January 7, 2020**
6. **Programs report by Cindy Dannenbring, Executive Director, Interlakes Community Action**
7. **Annual report from Todd Kays, Executive Director, First District Association of Local Governments**
8. **Action to approve a contract for services between Codington County and First District for maintenance of the County's parcel database**
9. **Action to approve a contract for service between Codington County and First District for County GIS Website Housing Needs**
10. **Monthly reports**
  - a. **Auditor**
  - b. **Director of Equalization**
  - c. **Welfare Director**
  - d. **Weed Supervisor**
11. **Discussion/Action regarding cost of Highway Trucks approved on January 7th**
12. **Action to approve the Auditor's Acct. w/Treasurer and note Register of Deeds monthly fees**
13. **Action to approved the 2020 Payroll Resolution**
14. **Discussion/possible action to appoint members to the Planning Board, Weed Board, and 4-H Promotion and Expansion Committee**
15. **Discussion/possible action to set compensation for Planning Board and Weed Board appointees**
16. **Action to set indigent burial fees**
17. **Discussion/action to appoint Housing and Redevelopment Board Members and authorize Chair to sign certificate of appointment of same**
18. **Discussion/action to accept a quote to provide County website services**

19. Discussion/possible action to adopt a Public Comment policy for Commission Board meetings
20. Discussion/possible action to adopt an E-30 policy
21. Action to approve a revised Memorial Park Campground Managers contract template
22. Action to approve claims for payment
23. Action to approve automatic budget supplements
24. Action to approve personnel changes
25. Action to approve travel requests
26. Public Notices – a possible quorum of Commissioners could be in attendance at:
  - a. Legislative Cracker Barrel, January 25<sup>th</sup>, 2020; Watertown Elks Lodge
  - b. Watertown Day at the Legislature, February 5<sup>th</sup>, 2020; Pierre
27. Old Business
28. New Business
29. Open
  - a. Public Comments
  - b. Commission Comments
30. 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)
31. Action to adjourn until 9:00 a.m., Tuesday, January 21<sup>st</sup>, 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 1<sup>st</sup> 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 1<sup>st</sup>. **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 31<sup>st</sup>; working the booth at the Watertown Winter Farm show on February 15<sup>th</sup>; January 19<sup>th</sup> through January 21<sup>st</sup> State Weed and Pest Conference; and the local annual Weed meeting will be held on Wednesday evening, February 26<sup>th</sup>, 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
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$</b>	<b>83,153.39</b>
<b>RECONCILED CHECKING</b>		
Great Western Bank Checking (Memorial Park)	\$	3,231.59
Reliabank Dakota	\$	21,055,227.29
<b>INVESTMENTS</b>		
SD Public Funds Investment	\$	7,222.48
<b>TOTAL CASH ASSETS</b>	<b>\$</b>	<b>21,148,834.75</b>
<b>General Ledger Cash Balance by Funds:</b>		
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)		
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$</b>	<b>21,148,834.75</b>

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 14<sup>th</sup> 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
<b><u>Emergency Management</u></b>		<b><u>Grade</u></b>
	Director	Attachment H
	Deputy	Attachment G
	Secretary	Attachment A
<b><u>Equalization Department</u></b>		<b><u>Grade</u></b>
	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
<b><u>County Extension</u></b>		<b><u>Grade</u></b>
	Office Coordinator	Attachment A
	Deputy Office Coordinator	Attachment A
	Extension Secretary	Attachment A
<b><u>County Health</u></b>		<b><u>Grade</u></b>
	Nurse Secretary	Attachment A
	WIC Secretary	Attachment A
<b><u>Highway Department</u></b>		<b><u>Grade</u></b>
	Highway Superintendent	Attachment H
	Assistant Superintendent	Attachment H
	Office Coordinator	Attachment A
<b><u>Maintenance Department</u></b>		<b><u>Grade</u></b>
	Facilities Manager	Attachment H
	Maintenance Supervisor Deputy	Attachment G
	Lead Buildings Maintenance	Attachment B
	Buildings Maintenance	Attachment B
	Custodial	Attachment B
<b><u>Register of Deeds</u></b>		<b><u>Grade</u></b>
	Register of Deeds	Attachment H
	Deputy	Attachment G
	Clerk	Attachment A
<b><u>Sheriff's Department</u></b>		<b><u>Grade</u></b>
	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
<b><u>States Attorney</u></b>		<b><u>Grade</u></b>
	States Attorney	Attachment H

	Deputy	Attachment H
	Records Manager	Attachment F
	Legal Secretary	Attachment F
<b><u>Victim Assistance</u></b>		<b><u>Grade</u></b>
	Victim Assistance Program Supervisor	Attachment H
	Victim Assistance Coordinator	Attachment F
<b><u>Treasurer's Department</u></b>		<b><u>Grade</u></b>
	Treasurer	Attachment H
	Deputy	Attachment G
	Second Deputy Treasurer	Attachment A
	Clerk	Attachment A
<b><u>Veteran's Department</u></b>		<b><u>Grade</u></b>
	Director	Attachment H
	Secretary	Attachment A
<b><u>Weed Department</u></b>		<b><u>Grade</u></b>
	Weed Supervisor	Attachment C
	Assistant Weed Supervisor	Attachment C
<b><u>Welfare Office</u></b>		<b><u>Grade</u></b>
	Welfare Director	Attachment H
<b>UNION POSITIONS</b>		
<b><u>Sheriff's Department</u></b>		<b><u>Grade</u></b>
	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
<b><u>Highway Department</u></b>		<b><u>Grade</u></b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Clerk</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Secretary</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>2nd Deputy</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Administrative Assistant</b>	1	15.97	1st 6 months	2,778.78
<b>Deputy Office Coordinator</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Payroll Officer</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Office Coordinator</b>	1	16.80	1st 6 months	2,923.20
<b>Office Manager</b>	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)**

<b>Nonexempt</b>		<b>2020</b>
------------------	--	-------------



<b>Custodian</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Seasonal Weed Sprayers</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Buildings Maintenance</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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	

<b>Nonexempt</b>		<b>2020</b>		
<b>Lead Building Maintenance</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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 C  
OFFICIAL PAY SERIES - Sheriff and Technical Staff (TS)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Cook</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

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

<b>Nonexempt</b>		<b>2020</b>		
<b>Appraiser II</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Weed Supervisor</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>position established 1/1/06</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Assistant Weed Supervisor</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>position established 1/1/06</b>	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	3573.96
	14	20.8	Annual	3619.2

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

<b>Nonexempt</b>		<b>2020</b>		
<b>Civil Process Server</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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
-----------	--	------

<b>Deputy Sheriff</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Maintenance III</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Mechanic</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Maintenance II</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Legal Secretary</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Criminal/Civil Support Coord.</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>Criminal Support Coord. 12/6/16</b>	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

<b>Nonexempt</b>		<b>2020</b>		
<b>Victims Assistance Coordinator</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Criminal/Civil Records Mgmt.</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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)**

<b>Nonexempt</b>		<b>2020</b>		
<b>Deputy Auditor</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Deputy Equalization</b>				
<b>Equalization Data Base Coord. established June 2017</b>	<b>Step</b>	<b>2020</b>	<b>Monthly</b>	
	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

<b>Deputy Treasurer</b>				
<b>Deputy Register of Deeds Deputy Maintenance Sup. (established 1/1/09)</b>	<b>Step</b>	<b>2020</b>	<b>Monthly</b>	
	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)**

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



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

<b>Chief Deputy Sheriff</b>		<b>2020</b>		
<b>position established 4/1/06</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Assistant Chief</b>		<b>2020</b>		
<b>Correctional Officer</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
<b>position established 5/15/07</b>	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)**

<b>Sergeant Sheriff</b>		<b>2020</b>		
<b>position established 11/23/10</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Corrections Sergeant</b>		<b>2020</b>		
<b>position established 1/9/2018</b>	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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**

<b>Department Heads</b>	<b>Minimum</b>	<b>Monthly</b>	<b>Maximum</b>	<b>Monthly</b>
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

<b>Assistant Department Heads/Supervisors</b>	<b>Minimum</b>	<b>Monthly</b>	<b>Maximum</b>	<b>Monthly</b>
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**

<b>State's Attorney</b>	<b>Step</b>	<b>2020 Wage</b>		<b>Monthly</b>
	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

<b>Sheriff</b>	<b>Step</b>	<b>2020 Wage</b>		<b>Monthly</b>
	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**

<b>Highway Superintendent</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>	<b>Monthly</b>	
	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

<b>Auditor</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>	<b>Monthly</b>	
	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
----	-------	--------	----------

<b>Victim Assistance Supervisor</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Emergency Management Dir.</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Veterans Service Officer</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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**

<b>Welfare Director</b>				
	<b>Step</b>	<b>2020</b>		<b>Monthly</b>
	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

<b>Deputy States Attorney</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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

<b>Chief Correctional Officer</b>		<b>2020</b>		
	<b>Step</b>	<b>Wage</b>		<b>Monthly</b>
	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
----	-------	--------	----------

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.

<u>NAME</u>	<u>TERM ENDS</u>
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 VARNS 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 21<sup>st</sup>, 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 \$ \_\_\_\_\_