

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 21, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 21, 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 VanDusen 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 Gabel, second by Waterman, to approve the minutes of January 14, 2020; all voted aye; motion carried.

PRO PHEASANT EVENT

Nick Pillatzke, representing the Codington County Pro Pheasants organization, met with the Board to request authorization to sell alcohol at the Pro Pheasants banquet which will be held at the Codington County Extension Center Complex on March 6th, 2020. A one-day liquor license transfer will allow Pro Pheasants to use the license, currently owned by Second Street Station, for this event. Motion by Gabel, second by VanDusen, to allow the Pro Pheasants organization to sell alcohol at their banquet at the Codington County Extension Center Complex; all present voted aye; motion carried.

MONTHLY REPORTS

Deputy Maintenance Supervisor, Jeff Hershman, reported the wood chips have been delivered for the Farm Show and preparation continues for this event, cameras have been replaced in the Clerk of Courts office and snow removal is an on-going project, attempts to contact All Metal Manufacturing, regarding the Courthouse hand rail project, have been made and a return call from the company has yet to occur.

Highway Supt., Rick Hartley, reported plowing snow is an on-going event, Commissioner Hanten was a ride-along this past weekend when the Highway Dept. was moving snow; trucks and motor graders are being serviced between usage periods; inventory has been completed, and site inspections with FEMA are scheduled for later today. Mr. Hartley wanted to remind Ag. Producers that County road load limits will be going on sometime in March and to plan ahead for roads under water. Mr. Hartley made a recommendation to complete all possible hauling before this time to avoid putting load limits on County gravel roads. **Emergency Management Director, Jim Sutton, and Jamie Torstenson, pending Director**, updated the Board on the following: work continues with FEMA in regards to DR4669 (disaster declaration); Public Information Officer class is scheduled for Jan. 28th & 29th; the County will host a State Flood Preparation meeting on January 27th for all Counties in the northeast part of the State; the National Weather Service will conduct training on February 27th in Aberdeen; local Weather Spotter training will be held at the Codington County Extension Center Complex on March 3rd and again on March 4th; and a Homeland Security Grant regional meeting is scheduled for March 12th in Webster. Mr.

Torstenson reported on responding to a train derailment on 4th Ave SW on Monday evening, January 20th. Mr. Torstenson reported the derailment was a single car (snow pushing vehicle) and was related to the ice and snow built up on the tracks. The situation has been resolved.

EMERGENCY MANAGEMENT DIRECTOR CONSULTANT

Motion by Gabel, second by VanDusen, to appoint Jim Sutton as a temporary Emergency Management Director consultant, on an hour by hour basis, beginning February 1st as needed, due to the possibility of spring flooding events; all voted aye; motion carried.

TITLE VI POLICY STATEMENT

Motion by Gabel, second by Waterman, to authorize the Chair to sign Codington County’s Title VI Policy Statement as submitted by Title VI Coordinator, Jamie Torstenson, and to authorize publication of the corresponding notice of public rights; all present voted aye; motion carried.

HOMELAND SECURITY GRANT APPLICATIONS

Motion by Johnson, second by Gabel, to authorize applications for Homeland Security Grant funds for annual projects submitted by Codington County officials; all voted aye; motion carried.

VOLUNTEER ROSTERS

Motion by Johnson, second by Gabel, to approve the following volunteer rosters for the purposes of workers compensation insurance coverage: Codington County Search and Rescue Team, Codington County Weather Spotters, Codington County LEPC Members; Camp Chance Volunteers, and Emergency Management Volunteer. Upon vote of the Board; all voted aye; motion carried. The volunteer rosters will be kept on file in the Auditor’s Office and updated as needed through the year.

SURPLUS PRINTER

Motion by Johnson, second by VanDusen, to declare a laser jet printer, GEN01384, s/n CNDY131581, purchased by the Auditor’s Office in 2008; surplus to be destroyed; all voted aye; motion carried.

TEMPORARY APPOINTMENT – FACILITIES MANAGER

Motion by Gabel, second by Waterman, to appoint, Weed Supervisor, Steve Molengraaf, as temporary Codington County Facilities Manager, effect immediately; all voted aye; motion carried.

BHDP REQUEST FOR TEMPORARY REINSTATEMENT

Welfare Director, Sarah Petersen, met with the Board to request the temporary reinstatement of the Behavioral Health Deflection Program (BHDP) because of the level of need of individuals currently in the program, to finalize situations, and provide continuity of care. The Welfare Director requested a temporary reinstatement of 60 – 90 days and noted billing would be by the hour for the clients currently in the program. Discussion was held regarding other programs available to these individuals. Kari Johnston, Chief Executive Officer of the Human Service Agency, also contributed to this discussion and reviewed available programs. Chair Hanten called for a motion to temporarily re-instate the BHDP. A motion was not offered. The Board did not take action on the request.

ABATEMENT APPLICATIONS

Motion by Waterman, second by Gabel, to approve the following abatement applications totaling \$4,137.52:

<u>RECORD #</u>	<u>AMOUNT</u>
4618	\$435.60
4625	\$457.24
8632	\$1,537.74

10660	\$321.00
12229	\$126.86
12783	\$1,259.08

Upon vote of the Board; all voted aye; motion carried.

HOUSING AND REDEVELOPMENT COMMISSION RE-APPOINTMENT

Motion by Gabel, second by VanDusen, to re-appoint Elmer Brinkman to the Housing and Redevelopment Commission of Codington County; all present voted aye; motion carried. Motion by Gabel, second by VanDusen, to authorize the Chair to sign the annual certificate of appointment; motion carried.

**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

_____ Arlys 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 Chair 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

REVISED MEMORIAL PARK CAMPGROUND MANAGER CONTRACT TEMPLATE

Motion by Gabel, second by Waterman, to approve a revised template of the Codington County Memorial Park Campground Manager Contract; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Gabel, second by Waterman, to approve the following anniversary step increase personnel changes; and to add Bryce Lawrence to the roster of Deputy Reserves; all voted aye; motion carried: Becca Reiter, Deputy States Attorney, step 9/\$33.91 per hour, effective 1/1/2020 and Janelle Nygaard, Sheriff's Office Criminal Civil Support Coordinator, step 12/\$21.82 per hour, effective 1/1/2020.

TRAVEL REQUESTS

Motion by Gabel, second by VanDusen, to approve the following travel request; all voted aye; motion carried: Auditor, annual report workshop.

COUNTY WEBSITE UPDATES

Commissioner Gabel advised the Board the County's website is now up and running with a new provider. The monthly fee will be \$30.00 per month due to the large amount of information offered on the website.

EXECUTIVE SESSION

Motion by Gabel, second by VanDusen, to enter into executive session at 10:20 a.m., per SDCL 1-25-2, to discuss a personnel issue and discussing security information per SDCL 1-27-1.5 (8); all voted aye; motion carried. The Board returned to regular session at 10:52 a.m. No action was taken after executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:53 a.m., until 9:00 a.m., Tuesday, January 28th, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of \$ _____