

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 7, 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 December 27, 2019**
- 6. Old Business**
- 7. Action to adjourn sine-die**
- 8. Nominations and action to elect 2020 Chair and Vice-Chair**
- 9. Monthly reports**
 - a. Extension**
 - b. Community Health Nurse**
 - c. Veterans Service Officer**
- 10. Action to approve ordering of Highway Trucks as budgeted in 2020**
- 11. Action to approve a notice to bidders for 2020 Highway supplies and Weed chemicals**
- 12. Action to adopt a Resolution setting seasonal County Road weight and speed limits**
- 13. Discussion/possible action to appoint a Title VI Coordinator**
- 14. Action to authorize the Chair to sign a joint funding agreement with US Geological Survey**
- 15. Action to approve list of Deputy Reserves for workers compensation insurance**
- 16. Action to designate legal newspapers for County publications**
- 17. Action to set Commissioners salaries for 2020**
- 18. Action to set compensation for 2020 Election Judges**
- 19. Action to set Coroner compensation**
- 20. Action to approve Commissioner Board Appointments**
- 21. Action to approve bank depositories for 2020 and authorized warrant signers**

22. Review of delinquent tax lists
23. Action to approve 211 Program MOU and authorization Chairman to sign application
24. Action to approve a revised Memorial Park Campground Managers contract
25. Action to approve claims for payment
26. Action to approve automatic budget supplements
27. Action to approve personnel changes
28. Action to approve travel requests
29. Public Notices – a possible quorum of Commissioners could be in attendance at:
30. Old Business
31. New Business
32. Open
 - a. Public Comments
 - b. Commission Comments
33. 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)
34. Action to adjourn until 9:00 a.m., Tuesday, January 14th, 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 7, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 7, 2020, at the Codington County Courthouse. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chairman, Myron Johnson, presiding. Commissioner Waterman led the pledge of allegiance.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

CALLS FOR PUBLIC COMMENT

Chairman Johnson called for public comments for the Open, none were forthcoming.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by Hanten, second by Gabel, to approve the minutes of December 27, 2019; all voted aye; motion carried.

2019 OLD BUSINESS

Chairman Johnson called for old business; none was forthcoming.

BOARD ADJOURNS SINE-DIE FOR 2019

There being no further business to come before the Board, a motion was made by Hanten, second by Gabel, to adjourn sine-die; all present voted aye; motion carried.

NOMINATIONS FOR 2020 CHAIRMAN AND VICE CHAIRMAN

Auditor, Cindy Brugman, called for nominations for Chairman of the Board for 2020. Commissioner Gabel nominated Commissioner Hanten; Commissioner Waterman nominated Commissioner Johnson; no other nominations were forthcoming. The Auditor, distributed uniform blank slips of paper to the Board for a private vote based on the two nominations. The Auditor tallied the votes and announced three votes for Commissioner Hanten and two votes for Commissioner Johnson. Commissioner Hanten was declared Chair for 2020. The Auditor then called for nominations for Vice Chair of the Board for 2020. Commissioner Hanten nominated Commissioner Gabel; Commissioner VanDusen nominated Commissioner Johnson. No other nominations were forthcoming. The Auditor, distributed uniform blank slips of paper to the Board for a private vote based on the two nominations. The Auditor tallied the votes and announced three votes for Commissioner Johnson and two votes for Commissioner Gabel. Commissioner Johnson was declared Vice Chair for 2020.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehr, distributed 2020 South Dakota 4-H calendars to the Board; updated the Board on Shooting Sports, Farm Show lunch counter preparation, YQCA (youth for the quality care of animals), and Clover Buds. Jodi provided the Board with a report, prepared by Extension Office Coordinator, Becky Goens, showing Extension Center Complex rentals for 2019 and noted there were 65 paid rentals resulting in \$23,795.00. **Community Health Nurses, Codi Martin and Savannah**

Codington County, January 7, 2020

Price, reviewed 2019 4th quarter stats from the Community Health Nurse Office. The report covered WIC, interpreter services, influenza cases, Cribs for Kids, immunizations, school services, and staff training/continuing education.

HIGHWAY DEPT. FREIGHTLINER TRUCKS

Motion by Gabel, second by Waterman, to authorize the purchase of three Freightliner 114SD 450 Plow Trucks, from the State of South Dakota's current bid list IFB #1030, in the amount of \$109,696.00 each, as budgeted in 2020 and requested by Highway Supt., Rick Hartley; all voted aye; motion carried. Mr. Hartley noted the vendor for this produce is I-State Truck Center, Sioux Falls, SD.

ANNUAL HIGHWAY SUPPLIES AND WEED CHEMICALS NOTICE TO BIDDERS

Motion by Gabel, second by VanDusen, to authorize a notice to bidders for annual Highway supplies and Weed Chemicals; all voted aye; motion carried. Bids will be opened and announced at the Board's meeting on Tuesday, February 11th, 2020.

ROAD WEIGHT LIMIT ANNUAL RESOLUTION

Motion by VanDusen, second by Gabel, to approve Resolution 2020-1 as follows; all voted aye; motion carried:

**RESOLUTION 2020-1
CODINGTON COUNTY WEIGHT LIMIT RESOLUTION**

WHEREAS, seasonal climatic changes can be detrimental to our highways, and

WHEREAS, the Codington County Board of Commissioners desires to protect existing Codington County Highways, ultimately saving tax dollars and,

WHEREAS, the Codington County Board of Commissioners desire the enforcement of weight limitations on Codington County Highways as set forth and posted by the Codington County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED:

WHEREAS, the limits on Codington County roads shall be, forty miles per hour truck speed limit, and maximum load limit shall be seven tons per axle on all asphalt surfaced roads during the Spring thaw period from February 15th, 2020 to May 1st, 2020 inclusive, when limit signs are in place. That The South Dakota Highway Patrol be, and hereby is authorized and requested to enforce weight and speed limitations on Codington County Roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55 and 32-22-56.

Dated this 7th day of January, 2020, at Watertown, South Dakota

Brenda Hanten
Chairman of the Board of Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

Codington County, January 7, 2020

TITLE VI COORDINATOR

The Board held a discussion regarding the pending retirement of Emergency Management Director, Jim Sutton, who is currently appointed as the County's Title VI Coordinator. Motion by Waterman, second by Johnson, to appoint Jamie Torstenson, who will be appointed Codington County Emergency Management Director on February 1st, 2020, as Codington County Title VI Coordinator; all voted aye; motion carried.

U.S. GEOLOGICAL FUNDING AGREEMENT/ FLOOD MONITORING STATIONS

Motion by VanDusen, second by Johnson, to authorize Chairman Hanten to sign the annual Joint Funding Agreement, between Codington County and the USGS (United States Geological Survey), for flood monitoring stations and precipitation gages, for the time period from January 1, 2020 through December 31, 2020, in the amount of \$9,835.00; all present voted aye; motion carried.

DEPUTY SHERIFF RESERVES

Motion by Gabel, second by Waterman, to approve the following list of Deputy Sheriff Reserves for the purposes of Workers Compensation Insurance:

Kelly Oelrich
Wes Jennings
Megan Olson
Terry Sorenson

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

LEGAL PAPERS

Motion by Gabel, second by Johnson, to designate, per SDCL 7-18-3, legal newspapers, the Watertown Public Opinion and South Shore Gazette, for Codington County 2020 publications, all voted aye; motion carried.

COUNTY COMMISSIONER 2020 WAGE

Motion by Gabel, second by Johnson, to increase the Commissioners salaries, 1.75% over the 2019 rate of \$1,854.99, the same increase provided to all County employees in 2020, resulting in a salary of \$1,887.45 per month for 2020; Gabel, Waterman, Johnson and Hanten voted aye; VanDusen vote no; motion carried. Motion by Waterman, second by Johnson, to approve an additional \$100.00 per month for the Chair; all voted aye; motion carried.

COMPENSATION FOR JUDGES OF ELECTIONS

Motion by VanDusen, second by Waterman, to compensate 2020 Judges of elections at \$175.00 for election day, plus \$50.00 for attending election schools and training, as recommended by the Auditor, all voted aye; motion carried.

CORONER COMPENSATION

Motion by VanDusen, second by Gabel, to compensate the Coroner and Coroner Deputies, at the rate of \$175.00 per investigation, plus mileage, the same rate as paid in 2018 and 2019, beginning January 1, 2020, all voted aye; motion carried.

COMMISSIONER BOARD ASSIGNMENTS AND DUTIES

Motion by Gable, second by Waterman, to approve the following 2020 Commissioner Liaison/Board/Duty Appointments; all voted aye; motion carried:

Commissioner Department Liaisons (section 10.3, Codington County Personnel Policy & Procedures Manual)

Commissioner District	Liaison agencies	Areas of oversight
I (Gabel)	Sheriff's Office	Law Enforcement, Warrants,
	Detention Center	Jail, 24/7 Alternatives
	States Attorney's Office	Prosecutor, Victim Assistance
II (Waterman)	Emergency Management Office	Emergency Management, Dive Rescue
	Highway Dept.	Road/bridge construction & maintenance
	Maintenance Dept.	Buildings, Grounds, Memorial Park
	Weed Supervisor	Weed and Pest control
III (Johnson)	Health Nurses Office	Immunizations, wellness, WIC, Dietician
	Welfare Office	Care of Poor, Indigent Burials
	Veteran's Service Office	Veterans' Claims Assistance
	County Extension Office	Extension Activities
IV (VanDusen)	Emergency Management Office	Emergency Management, Dive Rescue
	Treasurer's Office	Tax Collection, Vehicle Licenses & Titles
	Director of Equalization's Office	Real Property Assessments/Valuation
V (Hanten)	Auditor's Office	Voter Registration, Elections, Budgeting, Payments, County records
	Register of Deed's Office	Vital/property records, Marriage Licenses

County/Community Board Assignments and other duties

Board/Duty	Frequency/Term	Appointees
Aging Council	Annual	Troy VanDusen
Americans with Disabilities Act Coordinator	Annual	Myron Johnson
Behavioral Health and Justice Working Group	Biennial, even yrs	Lee Gabel, Myron Johnson
Codington County Home Health	Annual	Troy VanDusen
Codington County Human Resource Committee	Ex Officio	Current Chair, Vice Chair
Codington County Justice Advisory Committee	Biennial, odd yrs	Troy VanDusen, Lee Gabel
County/City Committee	Ex Officio	Current Chair and Vice Chair
E-911	Annual	Brenda Hanten
First District Assoc. Local Govts.	Annual	Brenda Hanten
Glacial Lakes & Prairies Tourism Assn	Annual	Lee Gabel
Housing and Redevelopment Board	4-year (up 2022)	Brenda Hanten
Inter Lakes Community Action Program	Annual	Brenda Hanten
Juvenile Detention Alternative Initiative Committee	Annual	Lee Gabel, Troy VanDusen
Legislative contact	Annual	Myron Johnson
Local Emergency Planning Committee	Annual	Charlie Waterman, Brenda Hanten
Planning Board	Annual	Myron Johnson
Watertown Area Transit	Annual	Brenda Hanten
Watertown Volunteer Center	Annual	Brenda Hanten
Watertown-Codington County Regional Rail Road Authority	3-year (up 2021)	Charlie Waterman, Myron Johnson
Weed Board	Annual	Charlie Waterman

State Board Appointments

Board	Frequency/Term	
Catastrophic Legal Expense Relief Program (CLERP)	Indefinite	Lee Gabel

SD Association of County Commissioners, Treasurer	Annual	Brenda Hanten
Catastrophic Poor Relief Fund	Indefinite	Myron Johnson
SDSU Ag & Bioscience Advisory Board	Indefinite	Myron Johnson
SD Retirement System (SDRS)	4-yr (up 2019)	Myron Johnson

BANK DEPOSITORIES

Motion by Johnson, second by Waterman, to approve bank depositories for 2020; as submitted by Treasurer, Carol Maloney; all present voted aye; motion carried: Reliabank Dakota will continue to be used for checking and the depositing of cash. The following banks will be authorized to sell the County certificates of deposit and for investments at competitive bids: Dacotah Bank, First Bank & Trust, First Premier Bank, Great Western Bank, Minn West Bank, Plains Commerce Bank, Reliabank Dakota, SD Fit, and Wells Fargo Bank. The list of Authorized warrant signers will be staff from the Treasurers' Office and Auditor's Office and will be secured in the Auditor's Office for security purposes.

DELINQUENT TAX LISTS

Treasurer, Carol Maloney, provided the Board with a report of delinquent taxes as of December 31, 2019. Said list of delinquent taxes is on file in the Auditor's office.

211 SERVICES MOA REGARDING FUNDING

Motion by VanDusen, second by Gabel, to authorize the Chairman to sign a MOA regarding funding of 211 Services in Codington County. Partners listed in the MOA include: Codington County, City of Watertown, Watertown Area United Way, and Prairie Lakes Hospital. The MOA calls for a commitment from each partner of three years and Codington County will be responsible for an amount not to exceed \$3,279.75 each year. Lisa Dahl, Executive Director of the Watertown Area United Way, was present to review services of the 211 Helpline call center. Upon vote of the Board; all voted aye; motion carried.

CLAIM APPROVED

Motion by Johnson, second by Gabel, to approve payment of a claim to Wells Fargo Bank, NA, in the amount of \$48068.90, for the final payment of the County's design build project completed in 2005; all voted aye; motion carried.

PERSONNEL CHANGE

Motion by Johnson, second by Waterman, to approve a personnel change form for Jamie Torstenson, pending Emergency Management Director, step 12/\$30.42 per hour; training period January 1 through January 31, 2020 and Director appointment effective February 1, 2020; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Gabel, second by VanDusen, to approve the following travel request; all voted aye; motion carried: Emergency Management Director (current) and Emergency Management Director (pending), State EM Office in Pierre.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Gabel, second by Waterman, to adjourn at 10:35 a.m., until 9:00 a.m., Tuesday, January 14th, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

Codington County, January 7, 2020

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 \$_____