

**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, February 18, 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 February 11, 2020**
- 6. Action to appoint a Facilities Manager**
- 7. Monthly reports**
  - a. Facilities Manager**
  - b. Highway Superintendent**
  - c. Weed Supervisor**
- 8. Discussion/possible action to approve a Commissioner Directive requiring Board approval for any improvements to property not owned but rented by the County**
- 9. Action to award and/or reject Highway supply bids from the February 11<sup>th</sup> meeting**
- 10. Action to approve a notice to bidders for 3 gravel dump bodies for the Highway Dept.**
- 11. Action to declare GEN01578, HP computer, purchased in 2012, surplus to be destroyed**
- 12. Action to approve claims for payment**
- 13. Action to approve automatic budget supplements**
- 14. Action to approve personnel changes**
- 15. Action to approve travel requests**
- 16. Public Notices – a possible quorum of Commissioners could be in attendance at:**
  - a. Watertown Winter Farm Show, February 11<sup>th</sup> through the 15<sup>th</sup>**
  - b. Legislative Cracker Barrel, February 15<sup>th</sup>, Extension Center Complex**
  - c. Planning and Zoning meeting, February 24<sup>th</sup>, 12:30 p.m., Extension Center Complex**
  - d. Annual local Weed meeting, February 26<sup>th</sup>, 6:30 pm, Extension Center Complex**
  - e. Legislative Cracker Barrel, February 29<sup>th</sup>, Extension Center Complex**
  - f. Quarterly meeting of the Sioux Valley Commissioners Association, March 18<sup>th</sup>, 12:00 noon at the Extension Center Complex**
- 17. Old Business**

**18. New Business**

**19. Open**

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

**20. 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)**

**21. Action to adjourn until 9:00 a.m., Tuesday, February 25<sup>th</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**

February 11, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 11, 2020, at the Codington County Courthouse. Commission members present were: Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Commissioner Lee Gabel was present via teleconference; Chair Brenda Hanten, presiding. Auditor, Cindy Brugman, 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 Waterman, to approve the agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of February 4, 2020; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, updated the Board on the preparation of annual reports and W2's; attending an annual report workshop; filing petitions for 2020 candidates; an upcoming Workers Comp. audit; and clerking an auction for the SD Dept. of School and Public Lands. **Director Equalization, Shawna Constant**, updated the Board on the preparation of 2020 assessment notices to be mailed by the end of February and Board of Equalization hearings which will be held in April. **Weed Supervisor, Steve Molengraaf**, updated the Board on the filing of annual reports with the SD Dept. of Ag.; meeting and events attended in the last month; upcoming events and meetings, including the local Weed and Township Boards meeting scheduled for Feb. 26<sup>th</sup> at the Codington County Extension Center Complex beginning at 6:30 p.m.

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

Motion by Gabel, second by VanDusen, 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 January 2020, all present voted aye; motion carried.

Cash on hand	\$	8,447.51
Checks in Treasurers' possession		
less than 3 days	\$	88,017.29
Credit Card Charges	\$	7,264.01
Cash Items	\$	393.82
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$</b>	<b>104,122.63</b>
<b>RECONCILED CHECKING</b>		
Great Western Bank Checking (Memorial Park)	\$	3,193.64
Reliabank Dakota		\$23,072,707.67
<b>INVESTMENTS</b>		

Codington County, February 11, 2020

SD Public Funds Investment	\$ 7,230.39
TOTAL CASH ASSETS	\$23,187,254.33
General Ledger Cash Balance by Funds:	
General	\$13,992,822.46
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,123,270.52
Trust & Agency	\$ 2,571,161.35
(schools 1,631,488.63, townships 102,341.99; city/towns 313,201.29)	
TOTAL GENERAL LEDGER CASH	\$ 23,187,254.33

Register of Deeds fees in the amount of \$32,116.15 were collected in the month of January, 2020.

### **OPERATING CASH TRANSFERS**

Motion by VanDusen, second by Waterman, to approve the following budgeted 2020 operating cash transfers; all voted aye; motion carried.

Debit - General Fund - \$1,238,045.00

Credit - Road and Bridge fund - \$960,673.00, Emergency Management fund - \$175,732.00, Victims of Crime fund - \$84,825.00, and WIC fund - \$16,815.00

### **ABATEMENT APPLICATIONS**

Motion by Gabel, second by VanDusen, to approve the following abatement applications: Property record #4190, \$446.96 abated and property record #19826, \$1,367.00 abated; all voted aye; motion carried.

### **SURPLUS SUPPLIES**

Motion by Gabel, second by Waterman, to authorize the sale of used culverts, bridge lumber, bridge supplies, tires, etc., at 50% of inventory cost or 50% of replacement cost whichever is higher; and scrap metal at the current daily scrap prices in Watertown; per the request of Highway Supt., Rick Hartley; all present voted aye; motion carried.

### **ANNUAL BIDS – HIGHWAY SUPPLIES AND WEED CHEMICAL**

This being the time and place set, as advertised, for the opening of bids for annual Highway supplies and Weed chemicals, the following bids were announced:

#### **Concrete Pipe, Pre-Stressed Bridge Deck, and Concrete Box Culverts**

##### **Cemcast Pipe & Precast, Hartford, SD**

- Concrete Pipe: 24" RCP 3, \$29.95 plf; 36" RCP 3 \$64.50 plf; 60" RCP 3 \$191.75 plf
- Pre-Stressed Concrete Bridge Deck: no bid
- Concrete Box Culverts: no bid

##### **Forterra Concrete Products, Rapid City, SD**

- Concrete Pipe: 24" CL3, \$32.46 plf; 36" CL2 \$59.36 plf; 60" CL2 \$165.59 plf
- Pre-Stressed Concrete Bridge Deck: 40'x23" \$4,864.00 each; 50'x30" \$7,066.00 each
- Concrete Box Culverts: 8'x8' \$495.00 plf; 10'x10' \$613.00 plf

#### **Corrugated Metal Pipe**

##### **True North Steel, Huron, SD**

- 2 2/3' x 1/2" corrugation helical
  - 18"x16 ga. \$15.15 plf
  - 24"x16 ga. \$19.19 plf
  - 30"x14 ga. \$30.30 plf

- 36"x14 ga. \$36.36 plf
- b. 5"x1" corrugation helical
  - 60"x14 ga. \$63.13 plf
  - 72"x12 ga. \$103.79 plf
  - 96"x12 ga. \$139.10 plf
  - 108"x12 ga. \$156.22 plf
- c. 5"x1" corrugation arch helical:
  - 60" class 66"x51" 12 ga. \$95.58 plf
  - 72" class 81"x59" 12 ga. \$114.46 plf
  - 108" class 128"x83" 12 ga. \$172.28 plf

**Bridge Lumber**

**True North Steel, Huron, SD**

- a. Plank 3"x12"x16-24' partial truck load from stock \$3,060.00 per M'BF
- b. Creosote Piling 35' to 40' lengths – no bid
- c. Wood Posts 4" to 5"x12' – no bid

**Diesel Fuel and Gasohol**

**Sioux Valley Coop, Watertown, SD**

**Watertown Shop**

- a. Diesel Fuel #2, Fieldmaster premium, \$1.98 per gal
- b. E-10 \$2.05 per gal
- c. E-30 \$1.84 per gal
- d. E-85 \$1.67 per gal

**Out Shops**

- a. Diesel Fuel #2, Fieldmaster premium, \$2.51 per gal
- b. E-10 2.20 per gal
- c. E-30 \$1.98 per gal
- d. E-85 \$1.82 per gal

**Option #2** – Discount of .10 cents off per gallon off all products of posted price minus the federal tax of .244 cents on diesel and .184 on gas both at the pump and delivered. **Total deduct would be .344 on diesel, and .284 on gas.**

**Cowboy County Stores, Watertown SD**

.03 – cent discount per gallon or 1% discount off total bill for all grades of fuel at any Cowboy location including E-10, E-20, E-30, E-85, Diesel & Premium

**Cole's Petroleum, Madison, SD**

- a. Diesel Fuel #2, Schaeffers premium, \$1.91 per gal
- b. Diesel Fuel #2, Fieldmaster premium, \$1.99 per gal
- c. Diesel Fuel #1 Schaeffers premium, \$2.24 per gal
- d. E-10 \$2.095 per gal
- e. E-20 \$2.30 per gal
- f. E-30 \$2.20 per gal

\*\*\*.08 cents more per gallon for small deliveries to outlying shops

**Liquid Asphalt**

**Flint Hills Resources, Marshall MN**

- a. MC800 \$599.64 per ton delivered; MC3000 \$579.64 per ton delivered; AE150s \$441.17 per ton delivered; CSS-1H \$441.17 per ton delivered

**Jebro Inc., Sioux City, IA**

- a. MC70 \$802.85 per ton; MC3000 \$607.85 per ton; AE150s \$493.08 per ton; CSS1H \$483.08 per ton (all product prices include transportation delivery during the 2020 construction season only)

**Pea Gravel**

**Duininck, Inc., Prinsburg, MN**

- a. \$14.50 per ton

**Gravel Crushing (crushing only)**

**Brownlee Construction, Inc., Watertown, SD**

- a. 1/2" \$2.98 per ton; 5/8" 2.58 per ton; 3/4" \$2.18 per ton

**ASPHALT PATCHING MATERIAL**

**Duininck, Inc., Prinsburg, MN**

- a. Cold Mix \$150.00 per ton
- b. Hot Mix: 3/4" Mix Design (30% RAP) PG 58-28 \$67.50 per ton; 1/2" Mix Design (20% RAP) PG 58-28 \$70.25; 1/2" Mix Design (Virgin) PG 58-28 \$78.50 per ton

Motion by Waterman, second by Gabel, to delay awarding bids until February 18<sup>th</sup>, 2020; to allow the Highway Supt. to review all bids; all voted aye; motion carried.

**Weed Chemicals**

**VanDiest, Pierre, SD**

Aq. Glyphosate \$13.83 per gal  
Glyphosate \$11.38 per gal  
Plateau \$98.91 (generic) per gal; \$103.99 (Plateau) per gal  
2-4D Amine, \$9.49 per gal; 250-gallon tote  
2-4D Ester \$12.88 per gal; 250-gallon tote  
Tordon 22K \$43.98 per gallon; 2.5-gallon container  
Grazon Next \$47.48 per gal  
Surfactant \$10.39 Brewer 90/10; \$20.62 Premier 90

**Hefty, Watertown, SD**

Aq. Glyphosate – no bid  
Glyphosate \$18.90 per gal  
Plateau \$148.69 per gal  
2-4D Amine \$9.97 per gal; 250-gallon tote  
2-4D Ester \$16.43 per gal; 250-gallon tote  
Tordon 22K \$55.36 per gallon; 2.5-gallon container  
Grazon Next \$38.23 per gal  
Surfactant \$17.89 per gal

Weed Supervisor, Steve Molengraaf, was present for this meeting and recommended accepting the VanDiest bids for Aq. Glyphosate, Glyphosate, Plateau (generic and Plateau), 2-4D Amine, Tordon 22K, and Surfactant (Brewer 90-10); and accepting the Hefty Seed bids for 2-4D Ester and Grazon Next. Motion by Waterman, second by Johnson, accept the bids as recommended by the Weed Supervisor; all voted aye; motion carried.

**CLAIMS APPROVED**

Motion by Johnson, second by Gabel, to approve for payment the following list of claims; all voted aye; motion carried: A-OX WELDING 504.95 SUPPLIES, ACCREDITATION, AUDIT AND 150.00 SVC, A&B BUSINESS SOLUTIONS 0.35 SUP, AUTOMATIC BUILDING CONTROLS 1094.29 REP, AP AUTO PROS 925.33 REP, JEFFREY ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 8301.25 SVC, BAYMONT INN 69.99 TRAV, BEACON CENTER 2000.00 PMT, RAMONA BEARHILL 58.40 JURY, ALLEN BENCK 25.00 UTILITIES, NATALEE BLAUER 20.00 WIT, BORNS GROUP 8275.11 POST, BOYS & GIRLS CLUB 1541.67 PMT, BRATLAND LAW 380.00 SVC, BRIAN'S GLASS & DOOR INC. 260.00 REPAIRS/MAINT., RIAN BROMWICH 50.84 JURY, JERRY BUNDE 50.84 JURY, BURNS LAW OFFICE 3000.00 PMT, BUTLER MACHINERY 1172.55 SUPPLIES, JEFF CASE 25.00 UTILITIES, CASH-WA DIST. FARGO 9564.79 SUP, CENTURYLINK 745.12 UTIL, CERTIFIED LANGUAGES INTER 23.10 SVC, CHUCK'S LOCK & KEYS 13.50 SUP, CLAUSEN & SONS CONSTRUCTION LL 169829.12 SUPPLIES/REPAIRS, CODINGTON COUNTY SHERIFF 75.01 REIMB, CODINGTON COUNTY TREASURER 70.04 POST, COLE PAPERS, INC. 3322.47 SUP, COMMUNITY TRANSIT OF WATERTOWN 30000.00 PMT, COMPASS COUNSELING 3600.00 SVC, CONNECTING POINT COMPUTER CENT 3336.65 REP, CONNECTING POINT COMPUTER CENT 1360.00 MAINT, CONNECTING POINT 55.00 REPAIRS/MAINT., SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 181.62 SUP, CREDIT COLLECTIONS BUREAU 550.72 PMT, CREDIT COLLECTIONS BUREAU 764.64 PMT, CHAD CROM 168.00 TRAV, CULLIGAN WATER CONDITIONING 172.75 SUP, MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 29.99 UTIL, DEUCEMAN SURPLUS, LLC 88.95 REP, JAMIE DOLEN 25.00 UTILITIES, BIMBO FOODS, INC 1329.50 SUP, DAVID EICKMEYER 10.84 JURY, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ENGELSTAD ELECTRIC CO. 107.14 REP, EQUIPMENT BLADES INC 6280.00 SUPPLIES, MARIA ESCAMILLA 140.00 SVC, EVERBRIDGE, INC 2185.45 REP, EXPRESS SERVICES, INC 1656.95 PMT, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 18.81 REP, FARNAMS GENUINE PARTS 863.72 SUPPLIES, SUSAN FELL 13.36 JURY, FIRST DISTRICT ASSN OF LCL GOV 17615.42 SVC, AT&T MOBILITY - FIRSTNET 160.73 UTIL, BENJAMIN FLEMING 60.08 JURY, TOWN OF FLORENCE-PEGGY LINDAHL 78.40 UTILITIES, ALLISON FORBUSH 25.00 CELL, MILO FORD 450.00 SUP, FRONTIER PRECISION, INC 1723.30 SUP, BETHANY GABEL 50.84 JURY, D LEE GABEL 452.83 TRAV, GCR TIRES & SERVICE 65.09 REP, BREYANNA GEERDES 51.68 JURY, GLACIAL LAKES & PRAIRIES TOUR. 750.00 SVC, BRENDA GLOVER 51.68 JURY, GRAINGER 967.98 REP, GREAT AMERICA FINANCIAL SVC 211.01 RENT, GREEN, ROBY, OVIATT, 5140.00 SVC, DEBRA GRUPE 55.88 JURY, MICHAEL GUBKA 40.00 CELL, GUEST HOUSE INC 530.00 RENT, JUSTIN HALAJIAN 25.00 CELL, RICK HARTLEY 396.35 UTILITIES, DENNIS HAUGER 10.84 JURY, DAVID HEDDING 25.00 UTILITIES, JAMES HEDGES 25.00 CELL, JENNIFER HENRICHS 11.68 JURY, TOWN OF HENRY 151.31 UTILITIES, HENRY FOODS, INC 1913.56 SUP, JEFF HERSHMAN 25.00 CELL, HILLYARD/SIOUX FALLS 1117.14 SUP, ALLEN HOEKMAN 53.36 JURY, RICK HOLINKA 25.00 UTILITIES, LARRY HOWARD 40.00 CELL, HPS LAW FIRM 11932.31 SVC, HYVEE #1871 ACCTS RECEIVABLE 1757.74 SUP, I STATE TRUCK CENTER 250.89 REPAIRS/MAINT., INTEGRATED TECHNOLOGY 377.50 REP, INTERLAKES COMMUNITY ACTION 2647.00 SVC, INTOXIMETERS 750.00 SUP, CAMERON JOHNSON 20.00 WIT, JOHNSON CONTROLS, INC. 5863.51 REP, JOURNAL TECHNOLOGIES, INC 3656.00 SUP, JURGENS PRINTING 274.00 SUP, MITCHELL KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 48.00 SVC, KENNEDY PIER LOFTUS & REYNOLDS 513.50 SVC, KIMBALL MIDWEST 431.93 SUPPLIES, BRANDI KIMBRELL 20.00 WIT, ANISSA KNIPLING 20.00 WIT, LAKE CITY FIRE EQUIPMENT 325.10 REP, KELLI LARDY 68.00 SVC, LEWIS & CLARK BHS 356.00 SVC, LEWNO LAW OFFICE 601.75 SVC, GERALD LILLEJORD 10.84 JURY, LINCOLN CO TREASURER 672.50 SVC, DARCY LOCKWOOD 48.00 SVC, JODI LOEHRER 232.98 PMT, STEVEN LOWRY 40.00 CELL, MAC TOOLS 74.00 SUPPLIES, BLUE TARP FINANCIAL, INC 30.98 REP, MAC'S BLUE TARP CREDIT SERVICE 312.19 SUPPLIES, MANATRON, INC 4038.77

REP, DAWN MANDERY 12.52 JURY, MARCO, INC 355.11 RENT, MARK'S AUTO 105.50 REP,  
 RUSSELL MATHEWS 40.00 CELL, KELLY MATTESON 52.52 JURY, GREG MCDONALD 168.00  
 TRAV, MAKENNA MCDONNELL 20.00 WIT, STEVEN MCGUIRE 10.84 JURY, SEAN MELMER  
 51.68 JURY, MENARDS 327.82 SUP, MENARDS 687.97 SUPPLIES, MEND CORRECTIONAL  
 CARE 14025.00 SUP, LARRY MERCHANT 25.00 CELL, MIDCONTINENT COMMUNICATIONS  
 425.85 UTIL, MOE OIL COMPANY 3311.00 SUPPLIES, MICHAEL MORGAN 40.00 CELL,  
 MUNICIPAL UTILITIES 12551.66 UTIL, MUNICIPAL UTILITIES 1258.67 UTILITIES, JASON  
 MURRAY 51.68 JURY, MUTH ELECTRIC 111.64 REP, NATIONAL SHERIFFS' ASSOCIATION  
 129.00 DUES, NEWMAN TRAFFIC SIGNS 127.43 SUPPLIES, LUCAS NOGELMEIER 50.84 JURY,  
 NORTHWESTERN ENERGY 513.05 UTILITIES, OFFICE PEEPS, INC. 2325.17 SUP, OFFICE  
 PEEPS 244.66 SUPPLIES, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 65.70  
 UTILITIES, JOSEPH PATEK 11.68 JURY, JOANN PAULSON 1150.00 GRANT, MICHELLE  
 PEDERSON 25.00 CELL, PETERS DISTRIBUTING, INC 513.47 REP, SARAH PETERSEN 25.00  
 CELL, PHEASANT COUNTRY EXPRESS, INC. 6698.94 SUPPLIES, PITNEY BOWES 161.48 SUP,  
 PMB 0112 177.21 UTIL, STEVEN POLCHOW 13.36 JURY, PPWIX WEBSITE SERVICES 1214.73  
 SVC, PRAIRIE LAKES HEALTH CARE CENT 3648.42 SVC, PREMIER POLICE TRAINING, LLC  
 120.00 SUP, PRINT 'EM NOW 122.00 SUP, PRINT EM NOW 770.00 SUPPLIES, CLINTON RABINE  
 54.20 JURY, JULIA RAUSCH 65.12 JURY, REDLINGER BROS. 10.95 REP, ADAM REEVES 40.00  
 CELL, REBECCA MORLOCK REEVES 40.00 CELL, BECCA REITER 40.00 CELL, EVAN  
 RENTSCH 20.00 WIT, ROBYN RITER 25.00 UTILITIES, RUNNING SUPPLY INC. 36.09  
 SUPPLIES, MARIAH SANDBURG 52.52 JURY, SANFORD HEALTH 2347.00 SVC, SATELLITE  
 TRACKING OF PEOPLE 1491.75 SVC, TERRANCE SATTERLEE 1500.00 SVC, DAWNITTA  
 SATTLER 15.04 JURY, TREVER SCHIMMEL 40.00 CELL, DUSTIN SCHLOSSER 39.00 PMT,  
 BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 4103.00 PMT, SD  
 ATTORNEY GENERAL'S OFFICE 486.00 PMT, SD DEPARTMENT OF HEALTH 2730.00 SVC,  
 SOUTH DAKOTA DEPT. OF TRANSPORT 349.74 REPAIRS/MAINT., S.D. FEDERAL PROPERTY  
 34.00 SUP, S.D. STATE TREASURER 500449.11 PMT, SDACO 696.00 M&P, SDN  
 COMMUNICATIONS 1338.37 UTIL, SDSU EXTENSION 20621.00 PMT, MELISSA SEARS 25.00  
 CELL, SECURUS TECHNOLOGIES 2209.20 SUP, HEIDI SELCHERT 25.00 CELL, SERVICE PLUS,  
 INC 47.00 REP, JODY SHAEFFER 51.68 JURY, SHARP AUTOMOTIVE 1180.49 REPAIRS/MAINT.,  
 SHERWIN WILLIAMS 40.54 SUP, SIOUX RURAL WATER SYSTEM 50.20 UTILITIES, SIOUX  
 VALLEY COOP 3691.09 SUP, SIOUX VALLEY COOP 7081.68 SUPPLIES, SIOUX VALLEY  
 GREENHOUSES 70.00 REP, DIANE SOGGE 50.84 JURY, LYNN SOLBERG 40.00 UTILITIES,  
 BRENT SOLUM 40.00 CELL, SOUTH SHORE GAZETTE 1747.12 PUB, FISHER SPILDE 52.52  
 JURY, STEVEN STANTON 10.84 JURY, STAR LAUNDRY 1659.51 SUP, STAR LAUNDRY 104.20  
 SUPPLIES, STEVE'S WORLD 426.29 REP, DOUGLAS STORMO 50.84 JURY, SUPER 8 PIERRE  
 75.95 TRAV, SUTTON LAW OFFICE PC 18827.52 PMT, SCOTT SWANSON 25.00 CELL,  
 THOMSON REUTERS-WEST 555.40 SUP, PRODUCTIVITY PLUS ACCOUNT 1469.14  
 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 UTILITIES, TOSHIBA AMERICA  
 BUSINESS 6267.00 EQUIP, TRUGREEN 1002.98 REP, TRACTOR SUPPLY CREDIT PLAN 768.22  
 SUP, LINDSAY TSCHAKERT 26.80 JURY, TURBAK LAW OFFICE, P.C. 1444.50 SVC, TYLER  
 TECHNOLOGIES, INC 5346.99 MAINT, UNITED STATES GEOLOGICAL 9685.00 PMT, TYLER  
 VARNS 40.00 CELL, VAST BUSINESS 600.55 UTIL, VAST BROADBAND 49.95 UTILITIES,  
 VERIZON WIRELESS 617.44 UTIL, GREAT WESTERN BANK 858.57 TRAVEL & CONF., GREAT  
 WESTERN BANK 64.19 PMT, GREAT WESTERN BANK 823.64 PMT, MARLONIE VOGELSANG  
 25.00 UTILITIES, WALMART COMMUNITY 83.78 SUPPLIES, WARNE PLUMBING 3100.42 REP,  
 TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 250.00 SVC, WATERTOWN  
 FORD 390.32 SUP, WATERTOWN LAWN & GARDEN 114.00 REP, WATERTOWN OPTIMIST  
 CLUB 90.00 DUES, WATERTOWN PUBLIC OPINION 2611.54 PUB, WATERTOWN VOLUNTEER  
 CENTER 2500.00 PMT, WHEELCO 106.44 REPAIRS/MAINT., DIANE WIENTJES 11.68 JURY, WW  
 TIRE SERVICE INC 950.74 REP, WW TIRE SERVICE INC. 879.40 SUPPLIES, XEROX



CORPORATION 118.58 SUPPLIES, YANKTON CO. SHERIFF 150.00 SVC, YANKTON CO  
TREASURER 230.50 SVC, DIANNE ZAFFT 11.68 JURY

**PERSONNEL CHANGES**

Motion by Gabel, second by Waterman, to approve the following personnel changes; Matt Blackwelder, Chief Correctional Officer, step 12/29.66 per hour, effective 1/1/2020; Leah Ruby, Correctional Officer, anniversary step increase, step 3/\$19.28, effective 2/1/2020; Becky Goens, Extension Officer Coordinator, anniversary step increase, step 14/\$22.43, effective 3/1/2020; all voted aye; motion carried

**TRAVEL REQUEST**

Motion by Gabel, second by Waterman, to approve a travel request for the Highway Superintendent to attend a Short Course meeting; all voted aye; motion carried.

**OTHER BUSINESS**

The Board briefly discussed hosting the quarterly meeting of the Sioux Valley Commissioners Association, scheduled for Wednesday, March 18<sup>th</sup>.

**EXECUTIVE SESSION**

Motion by Gabel, second by VanDusen, to enter into executive session at 10:32 a.m., per SDCL 1-25-2, to discuss a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:47 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 10:47 a.m., until 9:00 a.m., Tuesday, February 18<sup>th</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 \$ \_\_\_\_\_

**CODINGTON COUNTY  
NOTICE TO BIDDERS**

Notice is hereby given that the Board of Commissioners of Codington County, South Dakota will receive bids up to 9:00AM in the morning, on Tuesday, March 10<sup>th</sup>, 2020, at the Codington County Auditor's Office located at 14 First Avenue SE, Watertown, South Dakota 57201 at which time shall be opened and read aloud in the Commission Chambers for the following:

THREE NEW 16'4" GRAVEL DUMP BODIES,  
HOISTS, HYDRAULICS AND INSTALLATION  
WITH PUSHER AXLES

Contract Specifications and bid documents may be obtained at The Office of The Codington County Superintendent of Highways located at 1201 Tenth Street NW, Watertown, South Dakota 57201.

Each bid envelope shall be marked on the front with the words:  
"Sealed Bid for New Gravel Dump Body."

A 10% bid bond or certified check in the amount of 5% of the amount bid, payable to Codington County, South Dakota, must accompany each bid. Such check to be certified or issued by a State or National Bank domiciled within the State of South Dakota as a guarantee that such bidder will enter into the contract with Codington County, South Dakota, in accordance with such letting in the event such bidder is awarded the contract.

By virtue of statutory authority, preference will be given to materials, products or supplies which are found, produced or manufactured within the State of South Dakota.

The Board of Commissioners reserve the right to reject any or all bids.

Dated this 18<sup>th</sup> day of February, 2020

\_\_\_\_\_  
Commission Chair

ATTEST:

\_\_\_\_\_  
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 twice at the total approximate cost of \$ \_\_\_\_\_

Dump Body and Hoist Specs 2020

	<u>Comply</u>	<u>No Comply</u>
<b>Dump Body</b>		
1 Body Length 196" (16' 4")	_____	_____
2 Body Width 84" ID/ 96" OD	_____	_____
3 Front Style Straight	_____	_____
4 Side Style 3/4 Double Wall	_____	_____
5 Rear Style Sloped Tailgate	_____	_____
6 Frame Style 8" Western Tubular	_____	_____
7 Front Height 62"	_____	_____
8 Side Height 36"	_____	_____
9 Rear Height 42"	_____	_____
10 Estimated Capacity 14 Cubic Yards	_____	_____
11 Front Material 8 Gauge 100KSI (Yield 100,000 PSI)	_____	_____
12 Side Material 8 Gauge 100KSI (Yield 100,000 PSI)	_____	_____
13 Rear Material 3/16" AR450 (Yield 175,000PSI)	_____	_____
14 Floor Material 1/4" AR450 (Yield 175,000PSI)	_____	_____
15 Frame Material 1/4" A1011 (Yield 50,000 PSI)	_____	_____
16 Outer Side Material 10 Gauge A1011 (Yield 50,000 PSI)	_____	_____
17 Rear Pillar Width 18"	_____	_____
18 Tailgate Release Type Electric/Air	_____	_____
19 Tailgate Hinge Type Double Link	_____	_____
20 Tailgate Bracing 2 Horizontal and 2 Vertical	_____	_____
21 Front Brace Quantity 1	_____	_____
22 Chain Slot Bracket Type Banjo	_____	_____
23 Stainless Steel Rear Pillar and Rubrail	_____	_____
24 Rear Oval Light Cutouts 2 Oval	_____	_____
25 Body Factory Primed	_____	_____
26 Light Carton LED Stop/Turn/Tail and Markers	_____	_____
27 Strobe Lights in Rear Corner Posts in Second Cut Out	_____	_____
28 Tendaire 3500 Dump Body Vibrator	_____	_____
29 1/2 10 Gauge Cab Shield	_____	_____
30 Paint Body Orange to Match Truck	_____	_____
31 Body Raise Switch and Backup Alarm	_____	_____
32 Rear Mud Flaps	_____	_____
 <b>Hoist and Hydraulics</b>		
33 Crysteel Marathon Telescopic Hoist Model M63153SA OR Approved Equal	_____	_____
34 NTEA Performance Class 120	_____	_____
35 3 Stage Cylinder (6",5",4")	_____	_____
36 Stroke 153"	_____	_____
37 Inverted, Trunnion Mount	_____	_____
38 Hard Chrome-Plated Cylinder Surface Nitrated Not Acceptable	_____	_____
39 Floating Cradle	_____	_____

<b>Hoist and Hydraulics Continued</b>	<u>Comply</u>	<u>No Comply</u>
40 Auto Bleed System	_____	_____
41 Rear Hinge Composite – No Grease	_____	_____
42 Force America Hydraulics	_____	_____
43 Front Mount Pump 6.0 CID	_____	_____
44 Driveline Kit With Yokes	_____	_____
45 Driveline Balanced	_____	_____
46 High PSI Ball Valve (5,000 PSI)	_____	_____
47 Valve Control Cables and Connectors	_____	_____
48 Cable Pull Off Valve	_____	_____
49 30 Gallon Above Frame Reservoir	_____	_____
50 Valves to Control SA Telescopic Hoist, SA Plow Lift, and Spreader	_____	_____
51 Dual flow Vale Installed On Back Wall	_____	_____
52 Add-A-Stack 3 Section Stainless Valve Enclosure	_____	_____
53 2" NPT Brass Ball Valve 600 PSI	_____	_____
54 In Tank Filter	_____	_____
55 Hydraulic Hoses, Fittings and Quick Couplers for Telescopic Hoist, One Way Snowplow, and Sander	_____	_____
<b>Pusher Axle</b>		
56 Silent Drive Steer Lift Axle Model UF-1013	_____	_____
57 Steer Lift Axle	_____	_____
58 Axle Capacity 13,200	_____	_____
59 Suspension Capacity 13,200	_____	_____
60 Single Wheel Application	_____	_____
61 Pusher Position	_____	_____
62 Air Ride – Air Lift	_____	_____
63 Additional Air Tank for Pusher	_____	_____
64 AC-2000 Air Control With in Cab Up/Down Control With Outside Regulator	_____	_____
65 Auto-Reverse Lift	_____	_____
66 Pair of Steel Wheels and 255/70/22.5 Tires for the Pusher	_____	_____
<b>Miscellaneous</b>	<u>Comply</u>	<u>No Comply</u>
67 Installation of Above Equipment (Dump Body, Hoist, Hydraulics, and Pusher Axle)	_____	_____
68 5 Year Warranty on Body and Hoist, 1 Year on All Other	_____	_____

Codington County Bid form

Dump Body, Hoist, Hydraulics, Pusher Axle, and Installation.

To: Codington County Board of Commissioners  
14 1<sup>st</sup> Avenue, SE  
Watertown, South Dakota

Bid for 1 Each Dump Body, Hoist, Hydraulics, Pusher Axle  
And Installation

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

Total for Three (3) Units

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

Delivery Date: \_\_\_\_\_

Respectfully Submitted:

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date



**ASSETS FILE MAINTENANCE**

Item No: GEN01678 Serial #: MXL2431XBX

Description: HP ELITE8300 AIO TCH17-3770

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

Location: AUDITOR'S OFFICE (Used for Dept. reporting)

Fixed Asset G/L: 800 - 0 - 166.00 F/A MACHINERY & EQUIPMENT

Acquisition Date: 12/28/2012 Remarks: CINDY'S COMPUTER

Vendor Name: CONNECTING POINT  
PO BOX 1626  
WATERTOWN, SD 57201

Capital: 2 (1-Y 2-N)

# of Years: 0  
 Remaining Life: 0  
 Remain Value: 1450.00

Cost: 1450.00 Voucher: 121752 Dep: 0.00  
 Frt/Other: 0.00 Voucher: 0 Accum Dep: 0.00

TOTAL: 1450.00 Insured Value: 0.00

OK?

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME :

*Erin Lenzner*

DATE:

*2-7-2020*

EFFECTIVE DATE:

*2-15-2020*

POSITION TITLE:

*Criminal Support  
Lead*

DEPARTMENT:

*CCSC*

CURRENT STEP:

*10*

NEW STEP:

*11*

CURRENT PAY RATE:

*21.27 / 3700.98*

NEW PAY RATE:

*21.59 (EI) / 3756.66*

REASONS FOR CHANGE:

*Step Increase*

FILED

FEB 10 2020

EMPLOYEE SIGNATURE

*Erin Lenzner*

CODINGTON COUNTY AUDITOR

DEPARTMENT HEAD SIGNATURE

*Matt [Signature]*

DATE

*2-7-2020*

COUNTY COMMISSIONERS

DATE

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

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME :

Julie Gallisath

DATE:

2-7-2020

EFFECTIVE DATE:

3-1-2020

POSITION TITLE:

Corrections officer

DEPARTMENT:

CCDC

CURRENT STEP:

4

NEW STEP:

5

CURRENT PAY RATE:

20.00 (E.F.)

NEW PAY RATE:

20.63 (E.F.)

REASONS FOR CHANGE:

Step Increase

EMPLOYEE SIGNATURE

Julie Gallisath

DEPARTMENT HEAD SIGNATURE

[Signature]

DATE

2-7-2020

COUNTY COMMISSIONERS

DATE

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

FILED

FEB 10 2020

CODINGTON COUNTY AUDITOR



**CODINGTON COUNTY**

**INDIVIDUAL EMPLOYEE TRAVEL REQUEST**

Department Welfare

Name of traveling employee Sarah Petersen

Employee title Director Employee status exempt  nonexempt

Purpose of travel Welfare Officials Spring Workshop

Method of transportation County vehicle if available

Destination Pierre, SD

Departure date and time 2/11/20 TBD Destination arrival date and time 2/11/20 TBD

Return departure date and time 2/12/20 3 p.m. Return arrival date and time 2/12/19 8 p.m.

**Costs of travel**

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) Fuel TBD

Lodging expense \$75.00

Meals \$58.00 maximum Registration 60.00

Other costs n/a

Overtime costs involved in the requested travel no

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? yes

Yes  No  If no, why \_\_\_\_\_

Is this travel a budgeted item? Yes X No

**County Commission**

Travel request approved: yes  no  Comments \_\_\_\_\_

Commission Chairman, \_\_\_\_\_ Date \_\_\_\_\_

**County Welfare Officials-Spring Workshop Agenda**  
**March 12, 2020**  
**Pierre Ramkota Hotel**

8:30-10:00 am	Welfare 101
10:00-10:20 am	Break
10:20-12:00	County Guidelines
12:00-1:00 pm	Lunch
1:00-1:45 pm	Speaker from Helpline Center/211
1:45-2:30 pm	Discussion on Funerals
2:30-2:45 pm	Break
2:45-3:30 pm	DRGs, pricing, etc.
3:30-4:00	Wrap-up Discussion and case reviews

**CODINGTON COUNTY**

**INDIVIDUAL EMPLOYEE TRAVEL REQUEST**

Department Community Health

Name of traveling employee Sara Aman

Employee title Office Coordinator Employee status  exempt  nonexempt

Purpose of travel Regional meeting

Method of transportation my own vehicle

Destination Watertown

Departure date and time 9:00 Destination arrival date and time 3:30

Return departure date and time \_\_\_\_\_ Return arrival date and time \_\_\_\_\_

**Costs of travel**

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) \_\_\_\_\_

Lodging expense \_\_\_\_\_

Meals \_\_\_\_\_ Registration \_\_\_\_\_

Other costs \_\_\_\_\_

Overtime costs involved in the requested travel \_\_\_\_\_

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? \_\_\_\_\_

Yes \_\_\_\_\_ No  If no, why will fill out expenditure report for 2HRs

Is this travel a budgeted item? \_\_\_\_\_ No

**County Commission**

Travel request approved: yes \_\_\_\_\_ no \_\_\_\_\_ Comments \_\_\_\_\_

Commission Chairman, \_\_\_\_\_ Date \_\_\_\_\_

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department CODINGTON COMMUNITY HEALTH

Name of traveling employee Jeanie Ochsendorf

Employee title OFFICE COORDINATOR Employee status exempt nonexempt \_\_\_\_\_

Purpose of travel WIC VENDOR TRAINING

Method of transportation PERSONAL CAR

Destination WATERTOWN

Departure date and time 4-23-2020 9 AM Destination arrival date and time 4-23-2020 9 AM

Return departure date and time 4-23-2020 3:30 PM Return arrival date and time 4-23-2020 3:30

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) \_\_\_\_\_

Lodging expense 0

Meals 0 Registration 0

Other costs 0

Overtime costs involved in the requested travel 0

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? \_\_\_\_\_

Yes \_\_\_\_\_ No X If no, why WILL FILL OUT AN EXPENDITURE REPORT FOR 2 HOURS OF TIME

Is this travel a budgeted item? No

County Commission

Travel request approved: yes \_\_\_\_\_ no \_\_\_\_\_ Comments \_\_\_\_\_

Commission Chairman, \_\_\_\_\_ Date \_\_\_\_\_

QUARTERLY MEETING OF THE  
SIOUX VALLEY COMMISSIONERS ASSOCIATION

Wednesday, March 18, 2020

12:00 Noon

location  
Watertown, SD 5720

Registration Fee (\$11.00)

Welcome.....Brenda Hanten, Codington County Commission Chairman

Meeting Called to Order.....Roger Hageman, Chairman

Roll Call

Minutes of the November 20, 2019 Meeting

Old Business

New Business

- Comments from Area Legislators
- SDACC Update.....Bob Wilcox or Kris Jacobsen, SDACC
- Election of Officers
  - Chairman – Codington County
  - Vice Chairman – Kingsbury County
- Election of a Representative (One-Year Term) and a Proxy (One-Year Term) to the SDACC Executive Board
  - Current Rep is Dave Albrecht
  - Current Proxy is Lee Gabel
- Entertainment/topic?
- Other

Adjourn

R.S.V.P. by Marh ?, 2020  
Cindy Brugman, Codington County Auditor  
cbrugman@codington.org  
605-882-6297

*(NOTE: The Association has a policy whereby each county is responsible for paying for their respective number of reservations, regardless of whether they all attend the meeting.)*