

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st 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 11th 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 11th through the 15th**
 - b. Legislative Cracker Barrel, February 15th, Extension Center Complex**
 - c. Planning and Zoning meeting, February 24th, 12:30 p.m., Extension Center Complex**
 - d. Annual local Weed meeting, February 26th, 6:30 pm, Extension Center Complex**
 - e. Legislative Cracker Barrel, February 29th, Extension Center Complex**
 - f. Quarterly meeting of the Sioux Valley Commissioners Association, March 18th, 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 25th, 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

February 18, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 18, 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. Highway Superintendent, Rick Hartley, 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 Gabel, second by VanDusen, to approve the minutes of February 11, 2020; all voted aye; motion carried.

FACILITIES MANAGER APPOINTMENT

Motion by Waterman, second by Johnson, to appoint Steve Molengraaf to the position of Codington County Facilities Manager; all voted aye; motion carried. Commissioner Waterman noted there were 11 applicants for this position.

MONTHLY REPORTS

Facilities Manager, Steve Molengraaf, reported the Extension Center Complex remains very busy with events and the annual Farm Show event was held without any major problems. The fire suppression project for the Courthouse is underway and several camera issues are being addressed. There have been approximately half a dozen (6) reservations placed online for the 2020 camping season at Memorial Park. Mr. Molengraaf will travel to Aberdeen this week for the State Weed and Pest Conference. **Highway Supt., Rick Harley**, reported on the following: plowing snow and sanding are an ongoing process, frost heaves are appearing on black top roads, snow was moved at the Ag. Building for the Farm Show, crack sealing has begun as time and weather permit, and a meeting was held with FEMA representatives on February 14th regarding damages to County Roads 8-1 and 10-1. Mr. Hartley informed the Board that NextEra Energy has plans to begin the Crown Ridge II project on May 7th. Mr. Hartley advised NextEra representatives that County road load limits may still be in place at that time and site surveys must be completed before the project can go forward. Commissioner Johnson informed the Board he has been contacted by a local Ag. company who asked if the Board would consider any exceptions to the road limits to allow for the transport of commodities. Supt. Hartley noted the County has not made prior exceptions in order to maintain the integrity of all County road infrastructure.

ANNUAL BIDS – HIGHWAY SUPPLIES AND WEED CHEMICAL

The Board took action on the bids announced at the February 11th meeting for annual Highway Supplies. Per the recommendation of the Highway Superintendent the following bids were awarded.

Codington County, February 18, 2020

Motion by Johnson, second by Waterman, to accept the bids from Forterra Concrete Products for Concrete Pipe, Pre-Stressed Bridge Deck, and Concrete Box Culverts; all voted aye; motion carried.

Motion by VanDusen, second by Gabel, to accept the bids from True North Steel, for Corrugated Metal Pipe, 5"x2" Corrugation, 5"x1" Corrugation Arch, and Bridge Lumber; all voted aye; motion carried.

The Highway Supt. requested no action, at this time, on the Diesel Fuel and Gasohol bids to allow more time to gather information on one of the products submitted for bid.

Motion by Gabel, second by Johnson, to accept the bid for Liquid Asphalt from Flint Hills Resources; all voted aye; motion carried.

Motion by Gabel, second by Waterman, to reject the single bid received for Pea Gravel from Duinick, Inc., per SDCL 5-18A-5(7). The Highway Supt. indicated this bid was in the amount of \$14.50 per ton, the County has the right to reject any or all bids, and in the interest of tax payer dollars this commodity can, per SDCL 5-18A-22(3), be purchased from another government entities bid at a much lower cost. Upon vote of the Board; all voted aye; motion carried.

Motion by VanDusen, second by Gabel, to accept the bid for gravel crushing from Brownlee Construction; all voted aye; motion carried.

Motion by Waterman, second by Johnson, to accept the bid of Duinick, Inc., for asphalt patching materials - hot and cold mix; all voted aye; motion carried.

GRAVEL DUMP BODIES NOTICE TO BIDDERS

Motion by Gabel, second by VanDusen, to authorize a notice to bidders for 3 new 16'4" gravel dump bodies, hoists, hydraulics, and installation with pusher axels, as requested by the Highway Supt. and as budgeted in 2020; all voted aye; motion carried. Bids will be accepted until 9:00 a.m., Tuesday, March 10th, 2020 and will be opened during the Board's meeting on that date.

PURCHASING POLICY AMENDED

Motion by Gabel, second by Waterman, to approve a Commissioner Directive and to make a corresponding amendment to policy 3.14, Purchasing of Equipment, within the County's Personnel Policy and Procedures Manual as follows:

3.14 Purchase of Equipment and Services (revised 2/18/2020)

The Board must approve all modifications and repairs to facilities rented by the County, no matter the cost. Otherwise, the Board must approve all purchases of equipment & services if the value is more than \$2,000.00.

Upon further discussion and the Board's interpretation of "services" in the proposed amendment; Commissioner Gabel offered to modify his original motion and to strike the word services from the amendment. Commissioner Waterman then withdrew his second to the original motion. Commissioner Gabel's original motion died for lack of a second. Motion by Gabel, second by VanDusen, to approve the following amendment to policy 3.14:

3.14 Purchase of Equipment (revised 2/18/2020)

The Board must approve all modifications and repairs to facilities rented by the County, no matter the cost. Otherwise, the Board must approve all purchases of equipment if the value is more than \$2,000.00. Upon roll call vote of the Board; Gabel, VanDusen, and Hanten voted aye; Waterman and Johnson voted no; motion carried.

SURPLUS COMPUTER EQUIPMENT

Motion by Gabel, second by VanDusen, to declare GEN01578, an HP Elite8300 all in one computer, s/n MXL2431XBX, purchased in 2012; surplus to be destroyed; all voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by Gabel, to approve the following automatic budget supplements:
Emergency Management expenditure budget \$4,150.00 POD and Homeland Security grant funds
Emergency Management revenue budget \$2,000.00 POD grant funds
Upon vote of the Board; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes: Erin Lenzner, Criminal Support Coord., anniversary step increase, step 11/\$21.59 per hour, effective 2/15/2020; Julie Gallisath, Correctional Officer, anniversary step increase, step 5/\$20.63 per hour, effective 3/1/2020; and Steve Molengraaf, appointed to Facilities Manager, step 10/\$32.52 per hour, effective 2/15/2020; all voted aye; motion carried.

TRAVEL REQUEST

Motion by Johnson, second by VanDusen, to approve the following travel requests: Welfare Director, 2020 Officials spring workshop, Community Health Nurse clerical staff, WIC vendor training, and Emergency Management Director and Secretary, National Weather Service integrated weather meeting; all voted aye; motion carried.

OTHER BUSINESS

Commissioner Gabel noted HB1099; which if passed, would have given Counties the authority, per a vote of the voters of the County, to levy a half cent sales tax for the purpose of maintaining and/or developing infrastructure; died in the South Dakota House of Representatives on a vote of 32 aye to 35 nay. This bill required a two-thirds majority to pass. The Board expressed thanks to Commissioner Gabel for his efforts in bringing this bill to the Legislature.

EXECUTIVE SESSION

Motion by VanDusen, second by Waterman, to enter into executive session at 9:56 a.m., per SDCL 1-25-2, to discuss a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:20 a.m. No action was taken after executive session. Facilities Manager, Steve Molengraaf, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by VanDusen, second by Gabel, to adjourn at 10:20 a.m., until 9:00 a.m., Tuesday, February 25th, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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