

**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 4, 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 28, 2020
6. Monthly reports
  - a. Extension
  - b. Veterans Service
7. Action to approve the purchase of two computers for the Register of Deeds office as budgeted
8. Action to declare GEN01492, cell check computer equipment, surplus to be destroyed
9. Action to accept the resignation of Human Resource Officer, Terry Satterlee
10. Action to approve claims for payment
11. Action to approve automatic budget supplements
12. Action to approve personnel changes
13. Action to approve travel requests
14. Public Notices – a possible quorum of Commissioners could be in attendance at:
  - a. Pipeline Safety training, February 3<sup>rd</sup>, Watertown Elks Lodge
  - b. Watertown Day at the Legislature, February 5<sup>th</sup>, Pierre
  - c. Watertown Winter Farm Show, February 11<sup>th</sup> through the 15<sup>th</sup>
  - d. Legislative Cracker Barrel, February 15<sup>th</sup>, Extension Center Complex
  - e. Annual local Weed meeting, February 26<sup>th</sup>, 6:30 pm, Extension Center Complex
  - f. Legislative Cracker Barrel, February 29<sup>th</sup>, Extension Center Complex
15. Old Business
16. New Business
17. Open
  - a. Public Comments
  - b. Commission Comments
18. 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)

**19. Action to adjourn until 9:00 a.m., Tuesday, February 11<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 4, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 4, 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 Hanten 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 28, 2020; all voted aye; motion carried.

**MONTHLY REPORTS**

**Veterans Service Officer, Al Janzen**, reported 50 walk-ins/appointments in the month of January, 2 trips for Veterans medical appointments with 2 riders, several medical trips were cancelled due to weather conditions, and the office remains busy processing claims for Veterans. **4-H/Youth Program Advisor, Jodi Loehrer**, updated the Board on shooting sports activities and noted 63 participants in archery and 28 participants in the BB gun program. Farm Show preparations continue with the help of community volunteers, the Northeast Calf show will be held February 15<sup>th</sup>, YQCA (youth for the quality care of animals) training will be held February 14<sup>th</sup>, and Clover Buds has 51 total participants.

**REGISTER OF DEEDS COMPUTER EQUIPMENT**

Motion by Gabel, second by Johnson, to authorize the purchase of 2 computers from Connecting Point in a total amount of \$2,788.00 as requested by Register of Deeds, Ann Rasmussen and as budgeted; all voted aye; motion carried.

**SURPLUS EQUIPMENT DETENTION CENTER**

Motion by VanDusen, second by Waterman, to declare GEN01492, Equus Computer, s/n 1176065, purchased 3/9/2010 and located in the Detention Center; surplus to be destroyed; all voted aye; motion carried.

**HUMAN RESOURCE DIRECTOR RESIGNATION**

Motion by Gabel, second by VanDusen, to accept, with regret, the resignation of Human Resource Director, Terry Satterlee, effective July 1<sup>st</sup>, 2020; all voted aye; motion carried.

**CLAIMS APPROVED**

Motion by Gabel, second by Waterman, to approve a claim in the amount of \$22,628.46 payable to the City of Watertown for 911 surcharge collections in the month of November 2019; all voted aye; motion carried.

**PERSONNEL CHANGES**

Motion by Gabel, second by Waterman, to approve the following personnel change; Tom Stanley, temporary maintenance at the Extension Center Complex for farm show set-up through clean-up; step 4/\$15.81 per hour, Custodian wage scale; all voted aye; motion carried

**TRAVEL REQUEST**

Motion by Gabel, second by Waterman, to approve a travel request for the Emergency Management Director to attend an Individual Assistance Program Training; all voted aye; motion carried.

**OTHER BUSINESS**

In other business advertising for the Memorial Park Campground Manager position was discussed along with the possibility of contracting for a County wage study.

**EXECUTIVE SESSION**

Motion by VanDusen, second by Gabel, to enter into executive session at 9:30 a.m., per SDCL 1-25-2, to discuss a personnel issue; all voted aye; motion carried. The Board returned to regular session at 11:00 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 Waterman, second by Gabel, to adjourn at 11:01 a.m., until 9:00 a.m., Tuesday, February 11<sup>th</sup>, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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