

**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, May 26, 2020**

1. Pledge of Allegiance
2. Call for Public Comment; during the COVID-19 event public comments can be set up by calling 605-882-6297 or 605-882-6248, before or during the meeting
3. Conflict of interest items
4. Action to approve the agenda
5. Action to approve the minutes of May 19, 2020
6. Monthly reports
  - a. Emergency Management
7. Action to approve 2020-2021 Malt Beverage License Applications
8. Action to approve 2020 County and Consolidated Board of Equalization minutes
9. Action to approve an employee cell phone stipend
10. Action to approve a bridge replacement resolution and application for federal funds
11. Action to adopt a moratorium to prevent the construction of a jail building and all jail related activities/committees
12. Discussion regarding contracting with Inter Lakes Community Action for case work services
13. Discussion/possible action on COVID-19 practices and procedures
14. Discussion/possible action regarding Memorial Park campground operations
15. Action to approve claims for payment
16. Action to approve automatic budget supplements – Historic Preservation grant funds
17. Action to approve personnel changes
18. Action to approve travel requests
19. Public Notices – a possible quorum of Commissioners could be in attendance at:
  - a.
20. Old Business
21. New Business

**22. Open**

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

**23. 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)**

**24. Action to adjourn until 2:00 p.m., Thursday, June 4<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**

May 19, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 19, 2020, at the Codington County Courthouse. Commission members physically present were: Lee Gabel, Charlie Waterman, Troy VanDusen and Brenda Hanten; Commissioner Myron Johnson was present via electronic means; Chair Brenda Hanten, presiding. Facilities Manager, Steve Molengraaf, lead the pledge of allegiance.

**CALLS FOR PUBLIC COMMENT**

Chair Hanten called for public comments for the Open, none were forthcoming. During the time of the COVID-19, crisis phone numbers will be listed on the agenda for the benefit of anyone who wishes to address the Board during the "Open" section of the meeting.

**CONFLICT OF INTEREST ITEMS**

There were no conflict of interest items to note.

**AGENDA APPROVED**

Motion by VanDusen, second by Gabel, to approve the May 19 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Gabel, second by Waterman, to approve the minutes of May 12, 2020; all voted aye; motion carried.

**MONTHLY REPORTS**

**Facilities Manager, Steve Molengraaf**, reported weed spraying has been performed on private properties and road side spraying is probably a few weeks out at this time, a proposal was made during the State's weed meeting to add wormwood to the State's noxious weed list and to remove Russian knapweed from the same list; Courthouse maintenance staff continue to prep County's offices for an eventual re-opening of all County buildings/offices; the Extension Center Complex is being readied for the June 2<sup>nd</sup> Primary Election; in the Detention Center a room has been prepared for the food service company; and at Memorial Park a few cancellations have been received but those spots are then being snapped up by others looking for camping opportunities and the lake buoys should be in place by the end of today.

**Highway Supt., Rick Hartley**, updated the Board on the following activities of the Highway department: crack sealing, building up low spots, asphalt patching of spring break up areas, blading of extremely soft gravel roads, load restrictions are still in place, water is now running over County Road 25-A in the area of Kings Lake, and the Highway's seasonal employee is now on the payroll.

**WILLOW CREEK BANK STABILIZATION BIDS**

Highway Supt., Rick Hartley, advised the Board that Clark Engineering has reviewed the bids received for the Willow Creek Bank stabilization projects. Based on the engineers review the Highway Supt. recommended accepting the low bid from Deutsch Excavating in the amount of \$78,887.67. Motion by Gabel, second by Waterman to award the bid to Deutsch Excavating, Watertown, SD; all voted aye; motion carried.

**HYDRAULIC & HYDROLOGY STUDIES PROPOSAL FOR COUNTY HIGHWAY 17**

Highway Supt., Rick Hartley, presented the Board with a proposal from Clark Engineering, in the amount of \$12,000.00, for engineering services for the hydraulic and hydrology studies for the culvert that connects Goose Lake to Lake Pelican which crosses County highway 17 about 1/2 mile north of 175<sup>th</sup> St. Motion by Gabel, second by VanDusen, to accept the proposal from Clark Engineering, as recommended by the Highway Supt.; all voted aye; motion carried.

**TEMPORARY FULL-TIME MAINTENANCE POSITION**

Motion by VanDusen, second by Waterman, to authorize the Facilities Manager to advertise and hire a temporary full-time Maintenance Dept. employee to fill a current temporary vacancy and a pending temporary vacancy; all voted aye; motion carried.

**MEMORIAL PARK RESERVATION POLICY UPDATE**

Motion by Gabel, second by Waterman, to update the Memorial Park reservation policy as recommended by Facilities Manager, Steve Molengraaf, as follows:

*Camp site reservations will be accepted at Memorial Park in the following manner and timeline:*

*All future reservations will be paid at the time of reservation, with the exception of seasonal reservations (limit of 15). For seasonal reservations a minimum deposit of one month's fees, at the currently approved rate, will be required at the at the time of reservation. This deposit will hold the camp site until customer's scheduled check in and upon check-in a full monthly payment for the following month is required.*

*Reservations can be made up to one year in advance, in person or by telephone, at the campground manager's office, from April 1<sup>st</sup> through September 30<sup>th</sup>. The manager's office will be closed from October 1<sup>st</sup> through March 31<sup>st</sup>, of each year. All reservations must be paid at the time of the reservation.*

*Online reservations will be available anytime up to 90 days in advance of arrival or 90 days in advance of the opening of the campground, May 1<sup>st</sup> of each year. All online reservations will be charged a \$5.00 booking fee.*

*Cancellations may be subject to a \$10.00 cancellation fee.*

*Cancellations made within 14 days of scheduled check-in are subject to one day reservation fee.*

*No refunds will be allowed after the scheduled arrival date or for early departure. Refunds may take up to 45 days to process.*

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

**MEMORIAL PARK CAMPING FEES**

Facilities Manager, Steve Molengraaf, presented the Board with a proposal of Memorial Park campground fees for 2021.

<u>SITE DESCRIPTION</u>	<u>PROPOSED 2021 RATE</u>
<b>DAILY RATES</b>	
Full hook-up 50 amp pull through	\$ 30.00
Full hook-up 50 amp	\$ 27.00
Electric hook-up only 20-30 amp	\$ 24.00
Tent site	\$ 16.00

**WEEKLY RATES**

Full hook-up 50 amp pull through	\$180.00
Full hook-up 50 amp	\$162.00
Electric hook-up 20-30 amp	\$144.00
Tent	\$ 96.00

**MONTHLY RATES**

Full hook-up 50 amp pull through	\$680.00
Full hook-up 50 amp	\$621.00
Electric hook-up 20-30 amp	\$552.00
Tent	\$ 96.00

**DAILY BUILDING RATE**

Chapel	\$ 60.00
Pavilion	\$ 60.00
Kampeska Hall	\$ 78.00
Single Shelter	\$ 20.00
Double Shelter	\$ 40.00

Wood Bundles \$ 5.00 effective 6/1/2020

Motion by Waterman, second by Gabel, to approve these rates, effective for 2021 camping season reservations, with the exception of the wood bundles as noted, and as recommended by the Facilities Manager; all voted aye; motion carried.

**MEMORIAL PARK CHIP SEAL PROJECT**

The Board discussed a chip seal project which was originally scheduled for 2019 but was postponed due to weather conditions. Facilities Manager, Steve Molengraaf, has received one proposal for this project. The Board asked the Facilities Manager to procure an additional proposal or proposals before action is taken to approve the project.

**PART-TIME WELFARE OFFICE ASSISTANT**

Motion by VanDusen, second by Waterman, to authorize the Welfare Director to hire a part-time assistant, to fill a vacancy, as requested by Director Petersen. The Welfare Director would like this position filled by July 1<sup>st</sup>. Discussion was held regarding accessibility issues to the Welfare Office and the possibility of re-locating the Welfare Office and Veterans Service Office. Commissioner Gabel discussed the possibility of co-locating the Welfare office to the current Inter Lakes Community Action offices along with addressing any unnecessary overlaps between various agencies for better coordination of services such as case management. A substitute motion was offered by Gabel, second by Hanten, to postpone action to hire a part-time Welfare office assistant, for one week, until these issues can further be studied; Gable and Hanten voted aye; Waterman, Johnson, and VanDusen, voted no; motion failed. Upon vote of VanDusen's original motion to hire a part-time Welfare assistant; Gabel, Waterman, Johnson and VanDusen voted aye; Hanten vote no; motion carried.

**IT MANAGED SERVICES CONTRACT PROPOSAL**

Connecting Point representatives, Dan Durkee and Greg Richter, met with the Board via electronic means to discuss a proposed managed services contract for IT purposes for County Offices. Commissioner Gabel reviewed the process which should provide for easier budgeting, improved security, provide increased priority for service, etc. The managed service contract could reduce the need to hire an IT employee. The managed services contract would be charged to each County department based on the number of computers, servers, and other equipment located in each office. The Board will study the

budget impact before pursuing a managed services contract and will try to obtain another quote from a different company to compare costs.

**JUNE 2<sup>ND</sup> MEETING DATE CHANGE**

Motion by Gabel, second by VanDusen, to change the Board's regular meeting date schedules for June 2nd to June 4<sup>th</sup> at 2:00 p.m., due to the 2020 Primary Election; all voted aye; motion carried.

**COVID-19 MEMORIAL PARK PLAYGROUND EQUIPMENT**

Motion by Waterman, second by VanDusen, to re-open the playground equipment at Memorial Park immediately. The Board then held a discussion regarding recent recommendations from the County's liability insurer and what steps to take before re-opening various County facilities to the public. Upon vote of the Board; all voted aye; motion carried.

**PERSONNEL CHANGES**

Motion by VanDusen, second by Gabel, to approve the following personnel change: Sarah Tesch, Director of Equalization Office Clerk, anniversary step increase, step 7/\$18.64 per hour, effective 5/15/2020; all voted aye; motion carried.

**EXECUTIVE SESSION**

Motion by Gabel, second by VanDusen, to enter into executive session at 10:58 a.m., per SDCL 1-25-2, to discuss personnel issues; all voted aye; motion carried. The Board returned to regular session at 11:11 a.m. No action was taken. Human Resource Director Satterlee was present for 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 11:12 a.m., until 9:00 a.m., Tuesday, May 26, 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 \$ \_\_\_\_\_

OFFICIAL PROCEEDINGS  
 Codington County Board of Equalization  
 April 21, 2020 – 1:00 p.m.  
 Commissioners Chambers - Codington County Courthouse  
 14 1<sup>st</sup> Ave SE, Watertown, SD 57201

The 2020 meeting of the Codington County Board of Equalization convened at 1:00 p.m., Tuesday, April 21, 2020, in the Commissioners Chambers in the Codington County Courthouse. Board members present were Charlie Waterman, Myron Johnson, and Brenda Hanten; Chair Hanten, presiding. All Board members signed their County Board of Equalization oath. Codington County Director of Equalization, Shawna Constant and Appraiser, Allison Forbush; were also present for this meeting.

**AGENDA APPROVED**

Motion by Johnson, second by Waterman, to approve the agenda; all present voted aye; motion carried.

**APPEALS**

The following appeals were presented:

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Kevin & Tina Franz	18274	\$278,020	\$221,254	\$278,020

Appellant was present via teleconference for this appeal. Appellant objected to the Assessor's value as there have been no improvements made to the house. The Director provided the Board with comparable sales to prove equalization on this property. The Director of Equalization noted this property was part of a re-appraisal area and the recommended value is based on actual market value. Motion by Johnson, second by Waterman, to concur with the Director's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Stacey & Travis Dobberpuhl	19148	\$336,459	\$286,459	\$336,459

Appellant was present via teleconference for this appeal. Appellant objected and noted the assessed value is high compared to appraised value. The Director provided the Board with comparable sales to prove equalization on this property. The Director of Equalization noted the market analysis completed on this property did not include any adjustments for lot size or age of buildings and includes a \$25,000 adjustment on houses that are two story or 1.5 stories compared to ranch styles. The Director noted other issues with the market analysis. This property was also part of a re-appraisal area and the recommended value is based on actual market value. Motion by Johnson, second by Hanten, to concur with the Director's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Judy Cordell Living Trust	557	\$323,112	\$253,634	\$323,112

Appellant was present via teleconference for this appeal. Appellant objected and noted the assessment is too high for a house that has not had any improvements. The Director provided the Board with comparable sales to prove equalization on this property. The Director of Equalization noted this property was part of a re-appraisal area and the recommended value is based on actual market value. Motion by Waterman, second by Johnson, to concur with the Director's recommended value; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Theodore, Bernard, Galen & Judy Cordell & Jerry Shepherd	615	\$391,444	\$360,821	\$391,444

Appellant was present via teleconference for this appeal. Appellant objected and noted the assessment is high for a house this old. The Director provided the Board with comparable sales to prove equalization on this property. The Director of Equalization noted this property was part of a re-appraisal area and the recommended value is based on actual market value. Motion by Johnson, second by Hanten, to concur with the Director's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Ray Kerstetter and Marjorie Tesch	542	\$531,719	\$482,054	\$531,719

Appellant was present via teleconference for this appeal. Appellant objected that the value increased 24.37% over last year and the house is over 120 years old. The Director provided the Board with comparable sales to prove equalization on this property. The Director noted this property was in the re-appraisal area and the value added to the house brought it up to market value. Motion by Waterman, second by Johnson, to concur with the Director of Equalization's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Edmund & Pamela Dorneman	674	\$430,216	\$420,216	\$430,216

Appellant was present via teleconference for this appeal. Appellant objected the assessment value exceeds what a realtor stated the property would be listed for if put on the market. The Director provided the Board with comparable sales to prove equalization on this property. The Director of Equalization noted that land values are increasing due to many more applicable sales on similar property. Motion by Johnson, second by Hanten, to concur with the Director of Equalization's recommended value. Motion by Waterman, second by Johnson, to amend the original motion and lower the value on the land to \$102,850 for a total value of \$425,216 on record 674; all voted aye to the amended motion; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
James H Laframboise & Katy Schulz	2437	\$92,039	none given	\$92,039

Appellant was not present for this appeal. Appellant feels the assessment is too high and everything on the house needs improvement. The Director provided the Board with comparable sales to prove equalization on this property. Motion by Johnson, second by Waterman, to concur with the Director of Equalization's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Chad & Dawn Voelsch	3134	\$280,075	\$262,998	\$280,075

Appellant was present for this appeal via teleconference. Appellant objected that the 49% increase in value is not fair. The Director provided the Board with comparable sales to prove equalization on this property. The Director noted this property was within the re-appraisal area and also explained the process for assessing land on small acreages. Motion by Waterman, second by Johnson, to concur with the Director of Equalization's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Jason & Nicol Huyvaert	3101	\$237,401	\$190,000	\$234,758

Appellant was present for this appeal via teleconference. Appellant objected that the value is too high when there have been no improvements to the property and feels the basement square footage is incorrect on the Director's record. The Director provided the Board with comparable sales to prove equalization and noted this property was included in the re-appraisal area. The Director noted the recommended value is market value. Motion by Waterman, second by Johnson, to concur with the Director's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Robert & Mary Grewing	5079	\$13,188	\$2,599	\$13,188

Appellant was present via teleconference for this appeal. Appellant objected that the value increased by 294.14% and no improvements were made. The Director noted a mobile home hook-up on this property was never valued and a detached garage was also added which the Local Board, in previous years, had removed. Motion by Johnson, second by Waterman, to concur with the Director's recommended value; all voted aye; motion carried.

<u>Name</u>	<u>DOE#</u>	<u>Assessor's Value</u>	<u>Appeal Value</u>	<u>Assessor's Recommendation</u>
Robert & Mary Grewing	5080	\$7,777	\$3,735	\$7,777



Appellants was present via teleconference for this appeal. Appellant objected that the value increased by 294.14% and no improvements were made. The Director noted a mobile home hook-up on this property was never valued. Motion by Johnson, second by Waterman, to concur with the Director's recommended value; all voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Robert & Mary Grewing	20418	\$7,100	\$3,981	\$7,100

Appellant was present via teleconference for this appeal. Appellant objected that the value increased by 294.14% and no improvements were made. The Director noted a mobile home hook-up on this property was never valued. Motion by Johnson, second by Waterman, to concur with the Director's recommended value; all voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Harold & Marilyn Anderson	3193	\$159,799	\$130,000	\$159,799

Appellants withdrew appeal prior to this meeting. Motion by Waterman, second by Johnson, to concur the Director's recommended value; all voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Jerry, Rozann, Gary & Joanne Krause	1959	\$213,839	\$184,939	\$213,839

Krause

Appellant was present via teleconference for this appeal. Appellant objected that the bins and machinery building on this property are over stated or assessed too high. The Director noted that one new grain bin would be assessed at over \$100,000 and the assessment increase on this property would not cover the quonset building located on the property. The Director also noted the bin values have been depreciated out with a 50% factor applied. Motion by Waterman, second by Johnson, to concur with the Director's recommended value; all voted aye; motion carried.

#### STIPULATIONS

Motion by Waterman, second by Johnson, to approve the following stipulated changes as recommended by the Director of Equalization; all present voted aye; motion carried:

Name	DOE#	Assessor's Value	Stipulated Value
Brian & Virginia Robinson	4052	\$25,000	\$5,000 – combined record w/adjointing property
Amber Christenson	4822	\$38,000	\$24,237 – put house at storage value
Jeffrey Kohen	7779	\$379,108	\$308,00 – appraisal value
Douglas Barlow	10994	\$173,403	\$150,240 – market analysis
Justin & Morgan Johnson	15539	\$388,383	\$366,001 – purchase price
Kassidee Streich	10375	\$173,589	\$146,500 – purchase price
Jerome & Patricia Heiser	9848	\$81,760	\$55,200 – listing price
Theodore Wettestad	7343	\$188,998	\$156,335 – add obsolescence
Craig & Connie Hanson	10748	\$124,031	\$35,000 – purchase price
Bluegrass Properties	10447	\$87,684	\$78,600 – purchase price
Terry L Ford	7549	\$86,668	\$66,623 – entry gained
Nathan & Kaci Flaa	19018	\$244,930	\$236,000 – purchase price
Douglas Maag	5577	\$239,858	\$168,000 – purchase price
John Capra	5475	\$493,269	\$435,000 – purchase price
Watertown Cashway	6314	\$610,285	\$447,522 – update land value
Todd & Molly Meester	6520	\$475,258	\$420,000 – purchase price
Andrew Mahowald	7439	\$32,142	\$19,285 – purchase price
Donna & Sylvester Block Jr.	6809	\$276,407	\$240,180 – market analysis
Ryan & Natalie Wilson	9679	\$757,384	\$611,461 – appraisal value
Shaun Rawdon	8849	\$242,212	\$164,063 – entry gained
Christensen Family Trust	7704	\$644,425	\$544,957 – add obsolescence
Midwest Business Condos	18304	\$373,165	\$325,000 – income value
Midwest Business Condos	19181	\$961,098	\$900,00 – income value

Midwest Business Condos	19470	\$737,400	\$430,000 – income value
Midwest Business Condos	14500	\$839,572	\$675,000 – income value
Adam & Michelle Butterfield	10271	\$48,936	\$24,725 – purchase price
Scott Schieber	13913	\$131,834	\$115,000 – appraisal value
Melissa Meidinger	18220	\$309,866	\$284,900 – purchase price
Rob & Glenda Goens	9614	\$602,725	\$567,946 – updated quality of hs
Crossings Plaza LLC	6949	\$2,268,650	\$2,000,000 – purchase price
FW Northridge Townhome	18976	\$333,185	\$298,908 – listing price
Briar Creek Limited	6359	\$668,995	\$484,617 – income value
Virgil & Suzanne Borns	7131	\$729,961	\$626,122 – market analysis
Allan Block	7000	\$59,033	\$48,375 – market analysis
Chester Yackley	7001	\$42,838	\$40,654 – adjust land value
Chester Yackley	7002	\$11,054	\$8,657 – adjust land value
Rhonda Johnson	10620	\$117,668	\$106,229 – market analysis

#### **DISABLED VETERAN PROPERTY TAX EXEMPTION**

Motion by Johnson, second by Waterman, to approve exemption status on properties which qualify for Disabled Veteran Exemption, all present voted aye; motion carried. The Director of Equalization noted this exemption was increased to \$150,000 this year.

#### **ASSESSMENT FREEZE FOR DISABLED AND SENIOR CITIZENS**

Motion by Johnson, second by Waterman, to approve the applications for freeze on assessments of dwellings of disabled persons and senior citizens, as recommended by the Director of Equalization, all present voted aye; motion carried.

#### **TAX EXEMPT PROPERTY APPLICATIONS**

Motion by Johnson, second by Waterman, to approve the applications for annual tax-exempt status of a private organization, as recommended by the Director of Equalization, all present voted aye; motion carried.

#### **RENEWABLE ENERGY RESOURCE**

Motion by Johnson, second by Waterman, to approve the applications for renewable energy resources, as recommended by the Director of Equalization; all voted aye; motion carried.

#### **BOARD ADJOURNS**

There being no further business to come before this Board a motion was made by Johnson, second by Waterman, to adjourn at 4:15 p.m., as a 2020 Codington County Board of Equalization; all present voted aye; motion carried.

ATTEST:

---

Alissa Harte  
County Auditor Elections Clerk

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

Official Proceedings

Consolidated Board of Equalization

Watertown, South Dakota

April 21, 2020

The Codington County/City of Watertown Consolidated Board of Equalization met on April 21, 2020 at 6:00 PM in the Council Chambers, City Hall, 23 2nd St NE. Chairwomen Brenda Hanten presided. Upon roll call the following members were present: Codington County Commissioners: Brenda Hanten, Lee Gabel and Troy VanDusen; City Council Member: Jason Redemske; and Watertown School District Board Member: Jean Moulton.

Motion by VanDusen, seconded by Redemske, to approve the agenda as presented. Motion carried.

The following appeals were heard by the Board:

<u>Name</u>	<u>DOE #</u>	<u>Abstract Code</u>	<u>Assessor's Value</u>	<u>Owner's Value</u>	<u>Assessor's Recommendation</u>
Scott & Kathleen McInroy	10308	NA-D1	\$64,568	\$37,000	\$64,568
Scott McInroy presented the appeal on their own behalf. Motion by Gabel, seconded by Hanten, to concur with the assessor's recommended total value of \$88,191. Motion carried with all voting Aye.		NA-D	\$23,623	TOTAL	\$23,623

David & Charlotte McElhany	12104	NA-D1	\$128,647	\$70,000	\$128,647
Les McElhany presented the appeal on behalf of David & Charlotte. Motion by Gabel, seconded by Redemske, to concur with the assessor's recommended total value of \$150,153. Motion carried with all voting Aye.		NA-D	\$21,506	\$10,000	\$21,506

Harlan Hoy & Janice Hubbart	10133	NA-D1-S	\$53,774	\$51,998	\$53,774
Harlan Hoy presented the appeal on their own behalf. Motion by VanDusen, seconded by Moulton, to concur with the assessor's recommended total value of \$76,119. Motion carried with all voting Aye.		NA-D-S	\$22,345	\$19,916	\$22,345

Scott Simon	7345	NA-D1-S	\$148,361	NO VALUE	\$148,361
Scott Simon presented the appeal on his own behalf. Motion by VanDusen, seconded by Moulton, to reduce the assessor's recommended total value to \$164,000. Motion carried with Gabel and Redemske opposed.		NA-D-S	\$23,802	GIVEN	\$23,802

Menards Inc.	14648	NA-DC2	\$6,540,476	\$1,747,469	\$6,373,090
No representative presented the appeal during the meeting. Motion by VanDusen, seconded by Moulton, to concur with the assessor's recommended total value of \$7,825,621. Motion carried with all voting Aye.		NA-DC	\$1,452,531	\$1,452,531	\$1,452,531

Motion by Vandusen, seconded by Gabel, to approve the following Owner Occupied changes:

<u>Name</u>	<u>DOE #</u>	<u>Value</u>	Assessor's		<u>Recommendation</u>
			<u>FROM</u>	<u>TO</u>	
Marshall Wilson	12022	Add	NA-D1 NA-D	NA-D1-S NA-D-S	\$85,132 \$21,506
Grant S. & Debra K. Titze	19723	Add	NA-D1 NA-D	NA-D1-S NA-D-S	\$186,872 \$147,323
Grant S. & Debra K. Titze	13375	Remove	NA-D1-S NA-D-S	NA-D1 NA-D	\$313,620 \$39,586

There being no further appeals before the Board for consideration. Motion by Redemske, seconded by Moulton to adjourn. Motion carried with all voting Aye.

Brenda Hanten  
Cottingham County Commissioner

Kristen Bobzien  
Watertown City Finance Officer

Cottingham 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 \$ \_\_\_\_\_

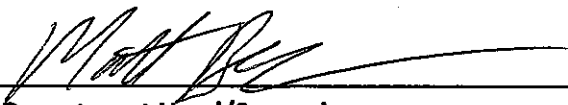
**CODINGTON COUNTY, SOUTH DAKOTA**

PAID TO

Shawn Nills

ADDRESS \_\_\_\_\_

DATE	DESCRIPTION	AMOUNT
5/11/2020	cell phone stipend	
	June 2020 - Dec 2020	
	40 per month	
<b>TOTAL AMOUNT \$</b>		

APPROVED BY  \_\_\_\_\_  
Department Head/Supervisor

## Cindy Brugman

---

**From:** Rick Hartley <cchighwaydept@vastbb.net>  
**Sent:** Thursday, May 21, 2020 7:51 AM  
**To:** Cindy Brugman  
**Subject:** [EXT] FW: Local Federal Bridge Application  
**Attachments:** 2020 Codington Co 15-170-144 Local Federal Bridge Application & Resolution.pdf

Good morning Cindy,

Can I get this put on the agenda for the 26<sup>th</sup>. Thank you

**From:** Mark Junker <markj@bannerassociates.com>  
**Sent:** Thursday, May 14, 2020 11:28 AM  
**To:** Rick Hartley (cchighwaydept@vastbb.net) <cchighwaydept@vastbb.net>  
**Subject:** Local Federal Bridge Application

Rick:

Attached is the bridge 15-170-144 application and resolution for commission vote and approval. This will need to be added to the commission agenda.

The cost estimate on the resolution is a preliminary budget number to give you an idea of local share cost.

I based my cost estimate on a new bridge. If a new box culvert is used, the cost would be around \$1.4 million with a \$252,000 local share. I went with a bridge for the purposes of the application.

If selected, construction would likely be in 2023 or 2024.

Please let me know if you have any questions.

Thank you.

Mark Junker, PE | Milbank Office Manager

605-690-1957 Cell  
[markj@bannerassociates.com](mailto:markj@bannerassociates.com)

**BANNER**  
engineering a better community

Banner Associates, Inc.  
803 S. Dakota St.  
Milbank, South Dakota 57252  
1-855-323-6342 Toll Free  
[www.bannerassociates.com](http://www.bannerassociates.com)

**Confidentiality Notice:** This E-Mail (including attachments) is covered by the Electronic Communications Privacy Act, 18 U.S.C. & 2510-2524, is confidential and may be legally privileged. If you are not the intended recipient, you are hereby notified that any retention, dissemination, or copying of this communication is strictly

**FEDERAL AID BRIDGE REPLACEMENT PROGRAM RESOLUTION  
FOR COUNTY AND URBAN PROJECTS**

WHEREAS, Codington County desires the replacement of the bridge hereinafter described:

STRUCTURE NUMBER AND LOCATION: 15-170-144  
0.4 mi south intersection 168 St. & 453 Ave.

LIST OF CURRENT LANDOWNERS ADJACENT TO THE PROJECT (NAMES & ADDRESSES): George Surgent, 45204 167 St., Watertown, SD 57201  
Casey & April Johnston, 3324 Sioux Conifer Rd., Watertown, SD 57201

AND WHEREAS, Codington County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Codington County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The condition rating is 4 (poor).
2. The bridge is not located on a County or Township designated No Maintenance or Minimum Maintenance Road.
3. The bridge is located on a Federal Aid Route X, a school bus route X, a mail route X, a field to farm to market route X, a lake or recreation access route    , or other (please specify)    .
4. The load carrying capacity of the existing bridge can     or cannot X be improved to carry legal loads by rehabilitation of the existing bridge.

**NOW THEREFORE BE IT RESOLVED:**

That the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the "Local Roads Plan" and the State's "Standard Specifications for Roads and Bridges," the bridge replacement project at the above described location. Items to be handled by State forces with Federal Participation will include hydraulic study review, foundations investigation (if necessary), plan reviews, and construction administration.

Estimated Cost of Project Including Engineering:	\$	<u>1,900,000</u>
Federal Share (81.95%):	\$	<u>1,557,050</u>
Local Share (18.05%):	\$	<u>342,950</u>

Vote of Commissioners/Council: Yes            No           

Dated at                     , SD, this            day of                     ,           .

ATTEST:

\_\_\_\_\_  
County Auditor/City Finance Officer

\_\_\_\_\_  
Chairman/Mayor



## 2020 APPLICATION FOR LOCAL FEDERAL BRIDGE REPLACEMENT FUNDS

South Dakota Department of Transportation  
SUBMIT APPLICATION TO: [Wade.Dahl@state.sd.us](mailto:Wade.Dahl@state.sd.us)

**Must be postmarked by June 12, 2020**

<b>Identification</b>	NBI Structure # 15-170-144	Federal Aid Route Number: 6627
	Owner: Codington County	Over: Big Sioux River
	Location: 0.4 mi south intersection 168 St. & 453 Ave.	Road/Street/Avenue Name: 453 Avenue (County Hwy 13)
	Preliminary Engineering: <input type="checkbox"/> Completed by Local <b>OR</b> <input type="checkbox"/> Completed by BIG Grant PCN ____ <b>OR</b> <input checked="" type="checkbox"/> To be included with this program	
<b>Eligibility</b>	<b>All Projects:</b> (Provide explanation below if any of the following are False)	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Bridge is on the National Bridge Inventory?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Bridge overall condition is rated as Poor? (Per list of eligible structures as provided by SDDOT)	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Local Government currently has funds or ability to obtain funds to provide an 18.05% match on all eligible costs?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Local Government currently has funds or ability to obtain funds to cover all in-eligible costs?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Bridge site currently has access and no issues with initiating field survey work?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Bridge site has adequate right of way or there are no concerns with acquiring adequate right of way	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Structure serves multiple residences, farms, ranches or a multi-lot development?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Structure is located on a Full Maintenance Road?	
	<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Roadway does not terminate into a field entrance, driveway, single residence, farm, or ranch?	
<input checked="" type="checkbox"/> True <input type="checkbox"/> False – Local Public Agency (LPA) is in full compliance with Federal and State NBIS requirements?		
<input checked="" type="checkbox"/> True <input type="checkbox"/> False – General maintenance been performed on the structure?		
<b>For PE completed by Local:</b> Include a Type, Size, & Location (TS&L) report with application		
<b>Work Description</b>	1. Preliminary engineering services (survey & hydraulics), CIP box culvert or bridge replacement anticipated (by Consultant selected by SDDOT).	
	2. Geotechnical investigation & report for anticipated box culvert or bridge (by SDDOT).	
	3. Engineering design services for anticipated CIP box culvert or bridge (by Consultant selected by SDDOT).	
	4. Bid letting (by SDDOT).	
	5. Construction of anticipated CIP box culvert or bridge (by Contractor).	
	6. Engineering services during construction (administered through Watertown Area DOT office).	
<b>LPA Authorization</b>	LPA Contact (print): Rick Hartley	
	Contact email and phone number: <a href="mailto:cchighwaydept@vastbb.net">cchighwaydept@vastbb.net</a> 605-882-6271	
	Attach resolution from Commission/Council authorizing application for grant.	



05/19/2020

MISCELLANEOUS RECEIPT # 168459

CODINGTON COUNTY TREASURER  
14 FIRST AVENUE S.E.  
WATERTOWN, SD 57201  
(605) 882-6285

STATE OF SOUTH DAKOTA  
HISTORIC PRESERVATION GRANT  
REIMBURSEMENT  
GRANT 2019G 476 FOR THE DATES  
JUNE 1 2019 THRU APRIL 30 2020

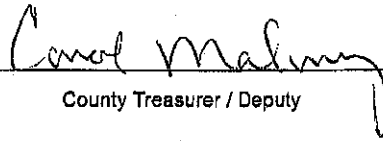
TOTAL: 1,165.00

Ck/Cash: ACH PAYMENT

Receipt for: HISTORICAL PRESERVATION GRANT

---

Account #	Account Description	Line Amount
101 - 0 - 331.92	HIST. PRESV. GRANT CFDA 15.904	1,165.00

  
\_\_\_\_\_  
County Treasurer / Deputy

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME :

*Marcy Rossow*

DATE:

*5-18-2020*

EFFECTIVE DATE:

*6-1-2020*

POSITION TITLE:

*cook*

DEPARTMENT:

*CDC*

CURRENT STEP:

*10*

NEW STEP:

*11*

CURRENT PAY RATE:

*19.26 / 3351.20*

NEW PAY RATE:

*19.56 / 3403.44*

REASONS FOR CHANGE:

*Step Increase*

EMPLOYEE SIGNATURE

*Marcy Rossow*

DEPARTMENT HEAD SIGNATURE

*[Signature]*

DATE

*5-18-2020*

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 <i>Gailen Geffre</i>		DATE <i>5-18-20</i>
EFFECTIVE DATE <i>5-14-20</i>	POSITION TITLE <i>Seasonal Custodian</i>	DEPARTMENT <i>Highway</i>
CURRENT STEP <i>1</i>	NEW STEP	
CURRENT PAY RATE <i>\$ 14.50/hr</i>	NEW PAY RATE	
REASONS FOR CHANGE  <i>NEW HIRE</i>		

EMPLOYEE SIGNATURE *Gailen Geffre*

DEPARTMENT HEAD SIGNATURE *Rick Hartley*

DATE *5-19-20*

COUNTY COMMISSIONERS \_\_\_\_\_

DATE \_\_\_\_\_

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