

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st 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 4th, 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**

May 26, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 26, 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. Emergency Management Director, Jamie Torstenson, 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 Johnson, second by VanDusen, to approve the May 26 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Gabel, second by Waterman, to approve the minutes of May 19, 2020; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jamie Torstenson, reported State and CDC guidelines continued to be followed regarding the COVID-19 event; the Unified Command Team is meeting every Monday at 1:00 p.m.; the full Task Force continues to meet each Thursday at 7:00 a.m.; masks for the public are available through the local Salvation Army; masks have been provided to all County offices; the County Task Force meets weekly on Fridays; monitoring of water levels continues; and Emergency Management has updated the phone system in the office.

2020-2021 MALT BEVERAGE LICENSE RENEWALS

Motion by Johnson, second by Waterman, to approve the following 2020-2021 Malt Beverage license renewal applications as announced by the Auditor: David Blutorn, DBA - Rooster Bar; W.J. Schmitt Enterprise, Inc., DBA-Southfork Lounge; and Sisseton-Wahpeton Sioux Tribe DBA Dakota Sioux Casino. Upon vote of the Board; all voted aye; motion carried.

2020 COUNTY AND CONSOLIDATED BOARD OF EQUALIZATION MINUTES

Motion by Gabel, second by VanDusen, to approve the 2020 County Board of Equalization minutes; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to approve the 2020 Consolidated Board of Equalization minutes; all voted aye; motion carried.

CELL PHONE STIPEND

Motion by Gabel, second by Hanten, to approve a monthly cell phone stipend, in the amount of \$40.00 per mo., beginning June 1, 2020, for Corrections Sergeant, Shawn Nills; Gabel, Johnson, VanDusen and Hanten voted aye; Waterman voted no; motion carried.

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BRIDGE REPLACEMENT PROGRAM RESOLUTION

Highway Supt., Rick Hartley, presented the Board with a Federal Aid Bridge Replacement Program Resolution for their approval. The Highway Supt. advised the Board the bridge submitted for replacement is located on County Road 13 (Sioux Conifer Road). Motion by Johnson, second by Waterman to approve Resolution 2020-11 to apply for the replacement of the afore mentioned bridge; all voted aye; motion carried:

RESOLUTION 2020-11

**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: Bridge #15-170-144
located 0.4 south intersection 168 St. & 453 Ave

LIST OF CURRENT LANDOWNERS ADJACENT TO THE PROJECT:

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, school bus route, a mail route, a field to farm to market road, and a lake or recreation access route.
4. The load carrying capacity of the existing bridge cannot 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 the 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:	\$	<u>1,557,050</u>
Local Share:	\$	<u>342,950</u>

Voted of Commissioners: Yes 5 No 0

Dated at Watertown, SD this 26th day of May, 2020.

Brenda Hanten
Chair

ATTEST:

Cindy Brugman
County Auditor

DETENTION CENTER BUILDING MORATORIUM

Motion by Waterman, second by VanDusen, to approve a binding resolution intended to place a hard stop on all spending pursuant to a new Codington County Detention Center or remodel. Commissioner Gabel reviewed statutory requirements of Counties pertaining to the provision of safe and secure County Jails and maintenance of same. Commissioner Gabel urged the Board to vote no on the proposed resolution. States Attorney, Rebecca Morlock Reeves, addressed the Board regarding the preparation of the proper format and wording of such a resolution before the Board could prudently take action to approve or disapprove said resolution. Upon further discussion from each member of the Board; Waterman withdrew his motion until a future time under more refined circumstances.

CODINGTON COUNTY BACK TO “NEW NORMAL” PLAN

Motion Gabel, second by VanDusen, to approve Codington County’s Back to “New Normal” Plan which removes the criterion in Phase 2 regarding “downward trend in new cases (State guidance)” and to change the wording of the last criterion to re-open all Codington County offices/buildings after absentee/early voting is complete, June 2nd, 2020; all voted aye; motion carried.

MEMORIAL PARK COVID-19 OPERATIONS

Motion by VanDusen, second by Waterman, to open all facilities at Memorial Park on June 2nd, 2020; all voted aye; motion carried. A discussion was held regarding correspondence from the County’s insurance carrier regarding requiring a waiver from anyone renting county facilities. The Board noted a request has been made to hold a small private wedding at Memorial Park on June 12th with a rehearsal on June 11th. This item needs no action as the event will take place outside of the campground area and the park will be open to the public by that date.

SALARY CLAIMS

Motion by Gabel, second by Johnson, to approve for payment the following salary claims for the month ending May 31, 2020; all voted aye; motion carried: Commissioners: 10,417.28 total salaries. Election: 386.42 total salaries. Auditor: 21,089.89 total salaries. Co. Treasurer: 31,936.56 total salaries; Sandy Theye 3339.06 step increase. States Attorney: 38,844.46 total salaries. Gov. Buildings: 14,727.92 total salaries. Dir. Equalization: 43,308.77 total salaries; Diane Merchant 3902.82 step increase; Sarah Tesch 3243.36 step increase. Reg. of Deeds: 22,142.99 total salaries. Veterans Service: 10,244.82 salaries. Sheriff: 92,242.29 total salaries; Brent Solum 4964.44 promotion. Co. Jail: 107,402.94 total salaries; Shawn Nills 4148.16 promotion Justin Halajian 4047.24 promotion; Steve Stahlke new hire. Welfare: 5,035.93 total salaries. County Nurse: 4,900.09 total salaries. Co. Park: 8,772.60 total salaries; John Schwandt 16.45 per hr. seasonal; Steve Deville 18.64 per hr. seasonal; Ag. Bldg.: 9,501.50 total salaries. Co. Extension: 10,004.47 total salaries. Weed: 2,355.49 total salaries; John Engels 19.11 per hr. seasonal. Road & Bridge: 95,559.62 total salaries; Doug Torstenson 3767.10 step increase. Emergency Management: 12,327.65 total salaries. Crime Victim: 6,833.83 total salaries. W.I.C.: 4,555.36 total salaries. Total 552,590.88. Breakdown of withholding amounts which are included in the above: S.D. Retirement 50,488.08; S.D. Retirement 66.61 spouse option; S.D. Supplemental Retire. 3,175.00 suppl. retire.; Sanford 73,986.78 ins.; Reliance Standard Life Insurance 487.70 life ins.; Delta Dental 6254.20

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ins.; Avesis 895.67 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 519.20 employee union dues; AFLAC 4,037.76 ins.; John Hancock 4,945.00 suppl. retire.; AFLAC 652.36 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 23,072.07 employee payments; SDRS Supplemental Retirement 4,640.00 Roth retirement; Teamsters Local Union 120 273.00 employee union due; Codington County Deputy Sheriff's Association 135.00 employee union dues; ReliaBank Dakota 36,906.95 federal withholding; ReliaBank Dakota 62,495.06 social security; Barbara Curtis 800.00 employee payment; Midwest Credits 149.67 garnishment.

CLAIMS APPROVED

Motion by VanDusen, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: Greg Dargatz 116.43 sup, Delta Dental 42.50 prem, Reliance Life Insurance 5.38 prem, Sanford Health 712.68 prem, VISA Reliabank 2890.21 sup/trav, Watertown City Finance 23020.15 surcharge collections 911.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by Waterman, to approve an automatic budget supplement in the amount of \$1,165.00 to the Historic Preservation budget with grant reimbursement funds; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Gabel, second by Waterman, to approve the following personnel changes: Marcy Rossow, Detention Center cook, anniversary step increase, step 11/\$19.56 per hour, effective 6/1/2020; Gailen Geffre, Highway Dept. seasonal custodian, step 1/\$14.50 per hour, effective 5/18/2020; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by Johnson, to enter into executive session at 10:14 a.m., per SDCL 1-25-2, to discuss personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:40 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 Johnson, second by Gabel, to adjourn at 10:40 a.m., until 2:00 p.m., Thursday, June 4, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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