

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, July 21, 2020

- 1. Pledge of Allegiance**
- 2. Call for public comment. Public comment may be submitted via telephone at 605-882-6248 and 605-882-6297**
- 3. Conflict of interest items**
- 4. Action to approve the July 21 agenda**
- 5. Action to approve the minutes of July 14, 2020**
- 6. Monthly reports**
 - a. Facilities Manager**
 - b. Highway Superintendent**
 - c. 2021 budget review**
- 7. Action to hire a building maintenance employee**
- 8. Action to hire firms to haul rock, pit run, and gravel**
- 9. Action to apply for grant funding for a bridge project on 14th Ave NW**
- 10. Action to hire a temporary employee for the Highway Dept. to drive truck, run tractor, mow roads**
- 11. Action to approve a resolution of support for First District FY2021 funding**
- 12. Action to approve permits to discharge fireworks**
- 13. Action to approve claims for payment**
- 14. Action to approve automatic budget supplements**
- 15. Action to approve personnel changes**
- 16. Action to approve travel requests**
- 17. Public Notices – a possible quorum of Commissioners could be in attendance at:**
 - a.**
- 18. Old Business**
- 19. New Business**

20. Open

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

21. 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)**

22. Action to adjourn until 9:00 a.m., Tuesday, July 28th, 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**

July 14, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 14, 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. Commission Chair, Brenda Hanten, lead the pledge of allegiance.

CALLS FOR PUBLIC COMMENT

Chair Hanten called for public comments for the Open, none were forthcoming.

CONFLICT OF INTEREST ITEMS

There were no conflict of interest items to note.

AGENDA APPROVED

Motion by VanDusen, second by Waterman, to approve the July 14 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of July 7, 2020; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported the office is working on the 2021 provisional budget and preparing for the General Election early voting by mail, as well as other normal monthly procedures. **Director of Equalization, Shawna Constant**, reported all staff members are back in the office following use of the COVID-19 FMLA, new additions are being worked on using the recently updated Pictometry data, appraisers will visit properties in the future while keeping face-to-face interaction at a minimum, the housing market is thriving despite COVID-19 with sales and splits being processed with new houses added daily, and selling prices at Lake Kampeska are up. The Director of Equalization noted the one appeal to the Office of Hearing Examiners was dismissed in the County's favor. **Register of Deeds, Ann Rasmussen**, reported the COVID-19 County office closures did not greatly affect transactions and fees collected in the Register of Deeds Office. The Register of Deeds updated the Board on a planned project to scan all documents in the office utilizing Modernization and Preservation funds. **Treasurer, Carol Maloney**, noted late fees, that have previously been waived due to the COVID-19 event, will be re-instated beginning August 1st. The Treasurer noted customer traffic is tapering off after the initial customer in-office numbers when County offices re-opened on June 2, 2020.

2021 BUDGET REVIEW

The Board reviewed 2021 budget requests from the Auditor, Director of Equalization, Register of Deeds, and Treasurer's Offices.

TAX DEED PROPERTY AUCTION

Motion by Johnson, second by VanDusen, to approve a notice of tax deed property auction for Tuesday, August 4th, 2020 at 9:00 a.m.; all voted aye; motion carried. Motion by Waterman, second by Gabel, to appoint real property owners Shawna Constant, Jacki Manning, and Steve Molengraaf to determine value of tax deed property to be sold at public auction; all voted aye; motion carried. Motion by VanDusen,

Codington County, July 14, 2020

second by Gable, to declare tax deed property, listed below, surplus to be sold; all voted aye; motion carried:

Elmira Township

That part of the North Half (N1/2) of the Northeast Quarter (NE1/4) of said Section 34, in Township 117 North, Range 52 West of the 5th P.M., Codington County, South Dakota, lying Southerly and Westerly of a straight line draw between a point on the Western boundary of the North Half (N1/2) of the Northeast Quarter (NE1/4) of said Section 34, 160 Feet due North of the Southwest corner of the North Half (N1/2) of the Northeast Quarter (NE1/4) of said Section 34, and a point on the Southern boundary of the North Half (N1/2) of said Northeast Quarter (NE1/4) 80 Feet due East of the Southwest corner of the North Half (N1/2) of the Northeast Quarter (NE1/4) of said Section 34, said triangular tract in the North Half of the Northeast Quarter (N1/2 NE1/4) of said Section 34 being that tract described in deed recorded in Book 117 of Deeds on Page 327 in the office of the Register of Deeds of said Codington County. RECORD 735. Tax Deed issued to Codington County 10/22/2019.

Town of Wallace

Lot 9 in Block 23 of Wallace Village, Codington County, South Dakota. Record #5309. Tax Deed issued to Codington County 9/19/2019.

The North 67' of Lot 1 in Block 6 of Wallace Village, Codington County, South Dakota. Record #5232. Tax Deed issued to Codington County 9/19/2019.

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

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

Cash on hand	\$ 6,229.41
Checks in Treasurers' possession	
less than 3 days	\$ 44,482.84
Credit Card Charges	\$ 4,893.59
Cash Items	\$ 526.24
TOTAL CASH ASSETS ON HAND	\$ 56,132.08
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 2,000.00
Reliabank Dakota	\$23,221,046.84
INVESTMENTS	
SD Public Funds Investment	\$ 7,254.15
TOTAL CASH ASSETS	\$23,286,433.07
General Ledger Cash Balance by Funds:	
General	\$14,443,047.04
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 7,009,157.68
Trust & Agency	\$ 1,334,228.35
(schools 400,719.31, townships 74,766.02; city/towns 53,849.49)	
TOTAL GENERAL LEDGER CASH	\$ 23,286,433.07

The Board noted Register of Deeds fees in the amount of \$44,041.50 were collected in the month of June 2020.

AMAZON ACCOUNT

Motion by Gabel, second by VanDusen, to authorize an Amazon account for County offices purchases; all voted aye; motion carried.

NACO LEADERSHIP ACADEMY SCHOLARSHIP

Motion by Gabel, second by Hanten, to authorize the Sheriff's Office to apply for a scholarship for the online NACo Leadership Academy; as was discussed during the Board's meeting on July 7th, 2020; all voted aye; motion carried.

PESTICIDE RECYCLING EVENT

The Board noted a pesticide container recycling event will be held at the Codington County Weed shed on Tuesday, July 21, 2020.

CLAIMS

Motion by Gabel, second by VanDusen, to approve for payment the following listed claims; all voted aye; motion carried: A-OX WELDING SUPPLY 111.56 SUP, A-OX WELDING 306.30 SUPPLIES, ACCREDITATION, AUDIT AND 150.00 SVC, JARRAD AASON 112.40 WIT, A&B BUSINESS SOLUTIONS 927.83 MAINT, ACCESS ELEVATOR & LIFTS INC 2282.10 REP, AGTERRA TECHNOLOGIES 140.00 SVC, AMERICAN LEGION STATE HEADQUARTER 35.00 SUPPLIES, AP AUTO PROS 995.78 REP, JEFFREY ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 5700.40 SVC, AVERA OCCUPATIONAL MEDICINE - 147.10 REPAIRS/MAINT., BANNER ASSOCIATES, INC 26667.50 REPAIRS/MAINT., BOB BARKER CO. 813.96 SUP, BATTERIES UNLIMITED 241.50 SUP, BAUER LAW OFFICE PC 1212.50 SVC, BEACON CENTER 2824.50 PMT, RAMONA BEARHILL 58.40 JURY, ALLEN BENCK 25.00 UTILITIES, BERNIE'S TELEPHONE AND TECH 75.00 SVC, BRYAN BLEEKER 50.00 CELL, BORNS GROUP 2871.38 POST, BOYS & GIRLS CLUB 1541.67 PMT, BRIAN'S GLASS & DOOR INC. 520.00 REPAIRS/MAINT., BRIAN BROMWICH 50.84 JURY, BROWNLEE CONSTRUCTION 59237.25 SUPPLIES, JERRY BUNDE 50.84 JURY, BURNS LAW OFFICE 3353.30 SVC, BUTLER MACHINERY 508.04 SUPPLIES, DR MICHAEL BUTTS 20.00 WIT, ALAN CADY 78.00 REF, JEFF CASE 25.00 UTILITIES, CASH-WA DIST. FARGO 5025.18 SUP, CASHWAY LUMBER INC. 381.99 SUP, CENTURYLINK 575.38 UTIL, CHILD'S VOICE ROUTE# 6361 795.64 SVC, CHUCK'S LOCK & KEYS 17.50 SUP, CITI-WIDE PROPERTY MANAGEMENT 350.00 RENT, CLARK ENGINEERING 5625.00 REPAIRS/MAINT., CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, CODINGTON CO. REGISTER DEEDS 60.00 SVC, CODINGTON COUNTY SHERIFF 108.56 REIMB, CODINGTON TREASURER PETTY CASH 22.44 PMT, COLE PAPERS, INC. 1351.98 SUP, COLE'S PETROLEUM 21384.41 SUPPLIES, COMPASS COUNSELING 2700.00 SVC, CONNECTING POINT COMPUTER CENT 3467.07 SVC, CONNECTING POINT 117.50 REPAIRS/MAINT., CONSOLIDATED CORRECTIONAL 3964.06 EQUIP, SHAWNA CONSTANT 25.00 CELL, CONSULTING RADIOLOGISTS, LTD 351.80 SVC, COUNTY FAIR FOODS 215.21 SUP, CREDIT COLLECTIONS BUREAU 437.97 PMT, CREDIT COLLECTIONS BUREAU 948.03 PMT, CHAD CROM 20.00 WIT, CULLIGAN WATER CONDITIONING 288.75 SUP, MATTHEW DARGATZ 25.00 UTILITIES, DATASPEC, INC 449.00 SVC, DATA TRUCK 109.99 UTIL, RICHARD DEBERG 50.00 REF, DETCO 2691.45 SUP, JAMIE DOLEN 25.00 UTILITIES, DS SOLUTIONS 175.00 SUP, DUGAN SALES & SERVICE 23.60 REP, BIMBO FOODS, INC 593.30 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELECTION SYSTEMS & SOFTWARE 2217.14 SUP, ELLYSON LAW OFFICE 2984.50 SVC, EMC INSURANCE 48.25 REPAIRS/MAINT., ENGELSTAD ELECTRIC CO. 1732.24 REP, EQUIPMENT BLADES INC 981.16 REPAIRS/MAINT., MARIA ESCAMILLA 40.00 CELL, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 148.10 SUP, FARNAMS GENUINE PARTS 331.09 SUPPLIES, FASTENAL COMPANY 172.92 REP, FIRESIDE CAMPER, INC 14.50 SUP, AT&T MOBILITY - FIRSTNET 36.99 UTIL, FISHER SAND & GRAVEL CO. 8584.05 SUPPLIES, TOWN OF FLORENCE-PEGGY LINDAHL 79.05 UTILITIES, FLORENCE COMMUNITY CENTER 25.00

RENT, ALLISON FORBUSH 25.00 CELL, GALLS, LLC 6766.35 SUP, GLASS PRODUCTS INC.
 71.43 REP, BRENDA GLOVER 51.68 JURY, BECKY GOENS 55.38 TRAV, GOVERNORS INN
 87.00 TRAV, GRAINGER 392.10 SUP, GREAT AMERICA FINANCIAL SVC 69.09 RENT, GREEN,
 ROBY, OVIATT, 5140.00 SVC, DEBRA GRUPE 55.88 JURY, GUEST HOUSE 530.00 PMT, JUSTIN
 HALAJIAN 25.00 CELL, RICK HARTLEY 40.00 UTILITIES, DAVID HEDDING 25.00 UTILITIES,
 JAMES HEDGES 25.00 CELL, TOWN OF HENRY 151.31 UTILITIES, TOWN OF HENRY 25.00
 RENT, HILLYARD/SIOUX FALLS 430.10 SUP, ALLEN HOEKMAN 53.36 JURY, RICK HOLINKA
 25.00 UTILITIES, HOLY ROSARY SCHOOL 25.00 RENT, HORN LAW OFFICE 1606.00 SVC,
 LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 21234.00 PMT, BERNIE HUPF 20.00
 REF, HYVEE #1871 ACCTS RECEIVABLE 1086.38 SUP, INTERLAKES COMMUNITY ACTION
 1323.50 PMT, JD POWER & ASSOCIATES 160.00 SUP, JEBRO INC. 10796.90 SUPPLIES,
 JOHNSON CONTROLS, INC. 856.35 REP, JURGENS PRINTING 218.00 SUP, MITCHELL
 KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 33.00 SVC, KCH LAW 176.60 SVC,
 KIESLER POLICE SUPPLY 1393.00 EQUIP, KELLI LARDY 30.60 SVC, LAWSON PRODUCTS
 644.62 SUPPLIES, LEE'S STUMP REMOVAL 40.00 REPAIRS/MAINT., LEWIS & CLARK BHS
 356.00 SVC, LEWNO LAW OFFICE 343.00 SVC, LINCOLN CO TREASURER 402.00 SVC, DARCY
 LOCKWOOD 33.00 SVC, JODI LOEHRER 25.00 CELL, STEVEN LOWRY 40.00 CELL, LUND
 INDUSTRIES, INC 1364.36 EQUIP, M & T FIRE AND SAFETY 3120.00 SUP, MAC'S BLUE TARP
 CREDIT SERVICE 508.97 SUPPLIES, BLUE TARP FINANCIAL, INC 321.54 SUP, MACKSTEEL
 WAREHOUSE, INC. 68.00 SUP, MARCO, INC 335.14 RENT, MARK'S AUTO 87.00 REP, RUSSELL
 MATHEWS 40.00 CELL, MCKESSON MEDICAL SURGICAL 428.44 SUP, MENARDS 1423.10
 SUP, MENARDS 83.08 SUPPLIES, MEND CORRECTIONAL CARE 13925.00 SVC,
 MIDCONTINENT COMMUNICATIONS 425.68 UTIL, MINNEHAHA COUNTY AUDITOR 38.00
 SVC, MICHAEL MORGAN 40.00 CELL, MOTOROLA SOLUTIONS, INC 8340.06 EQUIP, MOUNT
 HOPE CEMETERY 656.00 SVC, MULTI BUSINESS SOLUTIONS INC 2400.00 SVC, MUNICIPAL
 UTILITIES 14407.12 UTIL, MUNICIPAL UTILITIES 387.34 UTILITIES, JASON MURRAY 51.68
 JURY, NACHSA, MATT KURTZ, TREASURER 130.00 DUES, NARTEC, INC 121.65 SUP, LORI
 NEITZEL 20.00 WIT, NEWMAN TRAFFIC SIGNS 851.67 SUPPLIES, SHAWN NILLS 40.00 CELL,
 LUCAS NOGELMEIER 50.84 JURY, NORTH CENTRAL RENTAL & LEASING 640.00
 REPAIRS/MAINT., NORTHERN CON-AGG 1455.32 SUPPLIES, NORTHWESTERN ENERGY
 220.18 UTILITIES, OFFICE PEEPS, INC. 4523.86 SUP, OFFICE PEEPS, INC. 298.31 SUP, OFFICE
 PEEPS 27.08 SUPPLIES, TIM OIEN 300.00 SUP, JERROD OLSON 40.00 UTIL, OTTERTAIL
 POWER CO, 37.24 UTILITIES, JOANN PAULSON 1250.00 GRANT, MICHELLE PEDERSON 25.00
 CELL, PENNINGTON COUNTY JAIL 611.69 TRAV, SARAH PETERSEN 25.00 CELL, PHEASANT
 COUNTRY EXPRESS, INC. 2317.39 RENTALS, PHEASANTLAND INDUSTRIES 233.48 SUP,
 PITNEY BOWES 210.00 RENT, PMB 0112 405.28 UTIL, POMP'S TIRE SERVICE, INC. 1060.00
 REPAIRS/MAINT., POMP'S TIRE SERVICE, INC 20.03 REP, PRAIRIE LAKES HEALTH CARE
 CENT 5199.28 SVC, CLINTON RABINE 54.20 JURY, JULIA RAUSCH 65.12 JURY, REDLINGER
 BROS. 7.00 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 63.28 PMT,
 BECCA REITER 40.00 CELL, RIBSTEIN & HOGAN LAW FIRM 348.95 SVC, ROBYN RITER 25.00
 UTILITIES, RON'S SAW SHOP 334.57 SUP, RUNNING SUPPLY INC. 354.49 SUPPLIES,
 RUNNINGS 19.99 SUP, DAWN RUSSELL 223.40 SVC, DEAN SCHAEFER COURT REPORTING
 234.00 SVC, TREVER SCHIMMEL 40.00 CELL, BRAD SCHWINGER 25.00 UTILITIES, SD
 ATTORNEY GENERAL'S OFFICE 215.00 PMT, SD ATTORNEY GENERAL'S OFFICE 60.00 PMT,
 SD DEPARTMENT OF HEALTH 1685.00 SVC, S.D. FEDERAL PROPERTY 303.00 SUP, SD STATE
 TREASURER 797265.73 JULY REMITTANCE, SDACO 1198.00 PMT, SDN COMMUNICATIONS
 1363.51 UTIL, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 3575.74 SUP, HEIDI
 SELCHERT 25.00 CELL, JODY SHAEFFER 51.68 JURY, SHERWIN WILLIAMS 218.08 SUP,
 SIGNPRO 120.66 SUP, SIOUX RURAL WATER SYSTEM 50.20 UTILITIES, SIOUX VALLEY
 COOP 7900.07 FUEL, SIOUX VALLEY COOP 6215.70 SUPPLIES, SIOUX VALLEY
 GREENHOUSES 71.53 SUP, DIANE SOGGE 50.84 JURY, LYNN SOLBERG 40.00 UTILITIES,

BRENT SOLUM 40.00 CELL, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE COMMUNITY CENTER 25.00 RENT, SOUTH SHORE GAZETTE 1302.72 PUB, FISHER SPILDE 52.52 JURY, STAN HOUSTON EQUIPMENT 145.00 SUPPLIES, STAR LAUNDRY 1150.71 SUP, STAR LAUNDRY 104.20 SUPPLIES, STEVE'S WORLD 150.00 REPAIRS/MAINT., THE STITCH CO 20.00 UNIF, DOUGLAS STORMO 50.84 JURY, DORIS STOWE 57.00 REF, STREICHER'S 305.00 EQUIP, STURDEVANTS AUTO PARTS 73.64 REPAIRS/MAINT., SUTTON LAW OFFICE PC 17541.27 PMT, SCOTT SWANSON 25.00 CELL, THOMSON REUTERS-WEST 555.40 SVC, PRODUCTIVITY PLUS ACCOUNT 3000.67 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 UTILITIES, TRANSOURCE 9560.40 REPAIRS/MAINT., TYLER VARNS 40.00 CELL, VAST BUSINESS 109.32 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 1062.03 UTIL, GREAT WESTERN BANK 15.96 TRAVEL & CONF., GREAT WESTERN BANK 120.00 PMT, GREAT WESTERN BANK 79.05 PMT, GREAT WESTERN BANK 189.99 PMT, GREAT WESTERN BANK 259.23 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, GAIL WAHL 2916.67 PMT, ROBB WALDER 700.00 SUP, WALLACE COMMUNITY CENTER 25.00 RENT, WALMART COMMUNITY 466.52 SUP, WARNE PLUMBING 916.94 REP, TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE 1000.00 SVC, WATERTOWN LAWN & GARDEN 80.00 SUP, WATERTOWN PUBLIC OPINION 287.25 PUB, WATERTOWN WHOLESALE 234.00 SUP, WATERTOWN WHOLESALE 36.60 SUPPLIES, WAVERLY COMMUNITY CENTER 25.00 RENT, WHEELCO 84.44 SUPPLIES, WIGHT & COMES FUNERAL CHAPEL 490.00 SVC, WINDOW PROS 60.00 REP, WW TIRE SERVICE INC 1886.55 REP, YANKTON CO. SHERIFF 50.00 SVC, YANKTON CO TREASURER 254.70 SVC, GARY YOUNG 51.68 JURY.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by Gabel, to approve an automatic budget supplement to the Road and Bridge expenditure and revenue budgets, with unanticipated reimbursement funds in the amount of \$26,399.50, for haul road engineering services; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Waterman, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Mike Morgan, Deputy Sheriff, anniversary step increase, step 5/\$24.58 per hour, effective date 5/1/2020; Ryan Elliott, part time Correctional Officer, step increase, step 2/\$18.69 per hour, effective 6/21/2020.

OTHER MATTERS

Commissioner Hanten advised the Board that she has conferred with the States Attorney to draft correspondence to the Dakota Sioux Casino for the re-issuance of check's received from Dakota Sioux Casino in 2019 which can no longer be cashed as they are outdated. The Board noted a food drive, sponsored through a partnership between the Watertown Boys and Girls Club and the USDA, will take place on Wednesdays beginning July 15th through August 26th, in the parking lot of the Lutheran Church of Our Redeemer. Commissioner Waterman advised the Board of a scheduled Weed Board meeting at the Extension Center Complex at 7:00 p.m. this evening, July 14th. Commissioner Hanten noted she will attend a virtual meeting of the Interlakes Community Action Board on July 15th.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel, to enter into executive session at 9:59 a.m., per SDCL 1-25-2, to discuss personnel issues; all voted aye; motion carried. The Board returned to regular session at 10:43 a.m. Human Resource Representative, Natalie Remund and Facilities Manager, Steve Molengraaf, were present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Gabel, second by VanDusen, to adjourn at 11:44 a.m., until 9:00 a.m., Tuesday, July 21, 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 \$_____



First District Association of Local Governments

418 18th Ave NE ■ PO Box 1207 ■ Watertown, SD 57201
Phone: (605) 882-5115 Fax: (605) 882-5049
Serving counties and communities for over 49 years

FILED

JUL 10 2020

July 6, 2020

CODINGTON COUNTY AUDITOR

Cindy Brugman
County Auditor
14 1st Ave SE
Watertown SD 57201

Dear Cindy:

At our June 4, 2020, meeting the First District Governing Body passed the budget for Fiscal Year 2021 (October 1, 2020 - September 30, 2021).

In March 2012, the First District Governing Body adopted a dues schedule for 2013-2022. That flat fee dues structure is based upon the 2010 Census of Population. To continue support for the First District for FY 2021, Codington County dues will be \$43,418.54.

Enclosed you will find two copies of a resolution to continue support. After the Board of County Commissioners approves the resolution, please sign and return a copy to our office.

Should you or the commissioners have any questions, please give me a call. We appreciate your continued support and look forward to working with you in Fiscal Year 2021.

Sincerely,

A handwritten signature in blue ink that reads "Todd A. Kays".

Todd A. Kays
Executive Director

Enclosure

RESOLUTION #2020-19

**RESOLUTION TO CONTINUE SUPPORT FOR THE
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS
DURING FISCAL YEAR 2021**

(October 1, 2020 – September 30, 2021)

The Codington County Board of Commissioners, having adopted and signed a Joint Cooperative Agreement on the 4th day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2021 (October 1, 2020 - September 30, 2021). To support the Joint Cooperative Agreement and the activities of the District staff, the Codington County Board of Commissioners will provide \$43,418.54 to the First District Association of Local Governments during the aforementioned Fiscal Year 2021 period.

Adopted this 21st day of July, 2020

Chairman, Codington County Commissioners

ATTEST:

Codington County Auditor

South Dakota Department of Transportation
SUBMIT APPLICATION TO: Wade.Dahl@state.sd.us

Identification	Bridge ID # <u>15-178-160</u>	Fed Aide Route Number: <u>4266</u>
	Owner <u>Codington County</u>	Over: <u>Big Sioux River</u>
	Location <u>0.1 miles east of intersection of 14th Ave. NW and 10th St. NW</u>	Road/Street/Avenue Name: <u>14th Ave. NW</u> (County Hwy 14B)
		BIG Score: <u>31.519</u>
Grant	Total Project Amount \$ <u>84,700</u> = Requested Grant Amount \$ _____ + Local Match \$ _____ (20% minimum) If Higher Percent Used Show Here _____ %	
Eligibility	<p>All Projects: (Attach separate sheet with explanation if any of the following are False)</p> <p>Structure serves multiple residences, farms, ranches or a multi-lot development? <input checked="" type="checkbox"/> True <input type="checkbox"/> False</p> <p>Structure is located on a Full Maintenance Road? <input checked="" type="checkbox"/> True <input type="checkbox"/> False</p> <p>Roadway does not terminate into a field entrance, driveway, single residence, farm, or ranch? <input checked="" type="checkbox"/> True <input type="checkbox"/> False</p> <p>Local Public Agency (LPA) is in full compliance with Federal and State NBIS requirements? <input checked="" type="checkbox"/> True <input type="checkbox"/> False</p> <p>County Applicant:</p> <p>Amount of County Wheel Tax per wheel for >6000 lb classification: <u>\$2.00</u></p> <p>Is the structure listed in the Approved County 5-Year Plan <u>or</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Revised Plan (Attach with signed standard resolution)? <u>NA</u></p> <p>Has general maintenance been performed on the structure? (Must attach maintenance records.) <u>attached</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Preliminary Engineering: Attach cost proposal (DOT cost plus fixed fee format for the requested work; maximum allowable fixed fee = 13%) <u>attached</u></p>	
Prioritization	<p>Describe the economic importance of evaluating/replacing this bridge (attach additional sheets as needed):</p> <p>14th Avenue NW (County Hwy 14B) is classified as an urban minor arterial asphalt highway. The ADT is around 5,000. This highway is a vital east-west route on the north end of Watertown for businesses and residents. 14th Avenue NW is an emergency route within Watertown.</p> <p>The deck is in poor condition. The railing is substandard. There is rotting to one of the piles of the timber abutments. There is deterioration to the concrete double tee units with pre-stressed strands exposed in one location. The concrete double tee units and timber abutments are deteriorating to the point that load limits may be implemented in the future. Evaluating replacement options is necessary to maintain legal loads on this vital highway.</p>	
LPA Authorization	<p><u>Rick Hartley, Highway Superintendent</u></p> <p>LPA Contact (print) _____</p> <p>Contact email and phone number: <u>cchighwaydept@vastbb.net</u> <u>605-882-6271 office</u></p> <p>Attach resolution from Commission/Council authorizing application for grant(s). <u>attached</u></p>	

**BRIDGE IMPROVEMENT GRANT PROGRAM
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Codington County wishes to submit an application(s)
for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

Str. No. 15-178-160 located 0.1 miles east of intersection of 14th Ave. NW and 10th St. NW

and WHEREAS, Codington County certifies that the project(s) are listed in
the county's Five-Year County Highway and Bridge Improvement Plan*;

and WHEREAS, Codington County agrees to pay the % match on the
Bridge Improvement Grant funds;

and WHEREAS, Codington County hereby authorizes the Bridge
Improvement Grant application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the
attached Bridge Improvement Grant application(s).

Vote of Commissioners/Council: Yes _____ No _____

Dated at _____, SD, this _____ day of _____, _____.

ATTEST:

County Auditor/City Finance Officer

Chairman/Mayor

*NOTE – not applicable for cities applying for the grant – simply mark 'NA'
Minimum required is 20%; must match percent shown on application.

Estimated Engineering Cost
Banner Associates, Inc.
 BIG Project for Structure Number: 15-178-160
Codington County
 Retainer Agreement Number: 410776

Direct Labor Salary Cost:	Estimated Hours	Hourly Rate	Estimated Cost
Mark Junker - Project Manager	310	\$44.13	\$13,680.30
Allie Simons - Engineer-in-Training	160	\$29.33	\$4,692.80
Nate Nielson - Survey Dept. Head	20	\$41.39	\$827.80
Troy Schmeling - Eng. Technician	60	\$29.13	\$1,747.80
Jonathon Geffre - Survey Technician	50	\$25.77	\$1,288.50
Scott Robertson - Survey Technician	50	\$25.41	\$1,270.50
Total Direct Labor Cost	650		\$23,507.70

Labor Overhead Cost:	149.80%	\$35,214.53
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Fixed Fee - Max. Allowable for <u>Structure Hyd/Survey</u>	13.00%	\$7,633.89
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Capital Cost of Money	1.77%	\$416.09
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Direct Expenses:

Mileage	600	\$0.54	\$324.00
Meals (Per Diem)	6	\$14.00	\$84.00
Lodging	0	\$0.000	\$0.00
Photocopies	100	\$0.08	\$8.00
Postage	0	\$0.00	\$0.00
Miscellaneous	1	\$11.79	\$11.79
Total Direct Expenses			\$427.79

Total		\$67,200.00
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Estimate for stream bed particle size investigation.		\$2,500.00
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Estimate for Subsurface Investigation (Min. of <u>\$5,500</u> assuming a box will be selected / Min. of <u>\$11,500</u> assuming a 1-span bridge OR <u>\$15,000</u> assuming a multi-span bridge will be selected.) KG 8/19		\$15,000.00
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Total Cost for Application		\$84,700.00
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Estimated Engineering Cost based on 1D HEC-RAS model and anticipated box culvert or bridge selection. Structure is located in FEMA Zone AE with base flood elevations and regulatory floodway (no-rise certificate). Analysis of downstream impacts is outside the scope of the Estimated Engineering Cost and will require an amendment. FEMA CLOMR or LOMR is outside the scope of the Estimated Engineering Cost and will require an amendment.

SD Pages > BIG Score

Bridge 15178160

31519

BIG SCORE

Calculate Reset

Inputs

Wheel Tax \$ 2 * Value must be numeric 0.00 - 5.00
Bid Ready 0 * Value must be numeric 0 or 10
LPA Financial Commitment 0 * Value must be numeric 0.00 - 10.00

Saved Calculations For 15178160

Load Score Delete Score

Calculated Score Values

Bridge Condition Score 7.519 1
User Impact Score 20 2
Local Planning Score 4 3

Values Used In Calculations

Adjusted Score Calc 1 + 2 + 3
Owner/Custodian Value 2
Bridge Deficiency
Posting 5 1
Substructure 5
Superstructure Condition 5
Culvert Condition II
Fracture Critical II
Scour Critical II
Sufficiency Rating Tie Breaker 48.1
005D 10000 2
Recent ADT 4868
Detours (Length) 4
Wheel Tax \$ 2 3
Bid Ready 0
LPA Financial Commitment 0

View Rules

Detour Length 15-178-160 = 4.0 miles

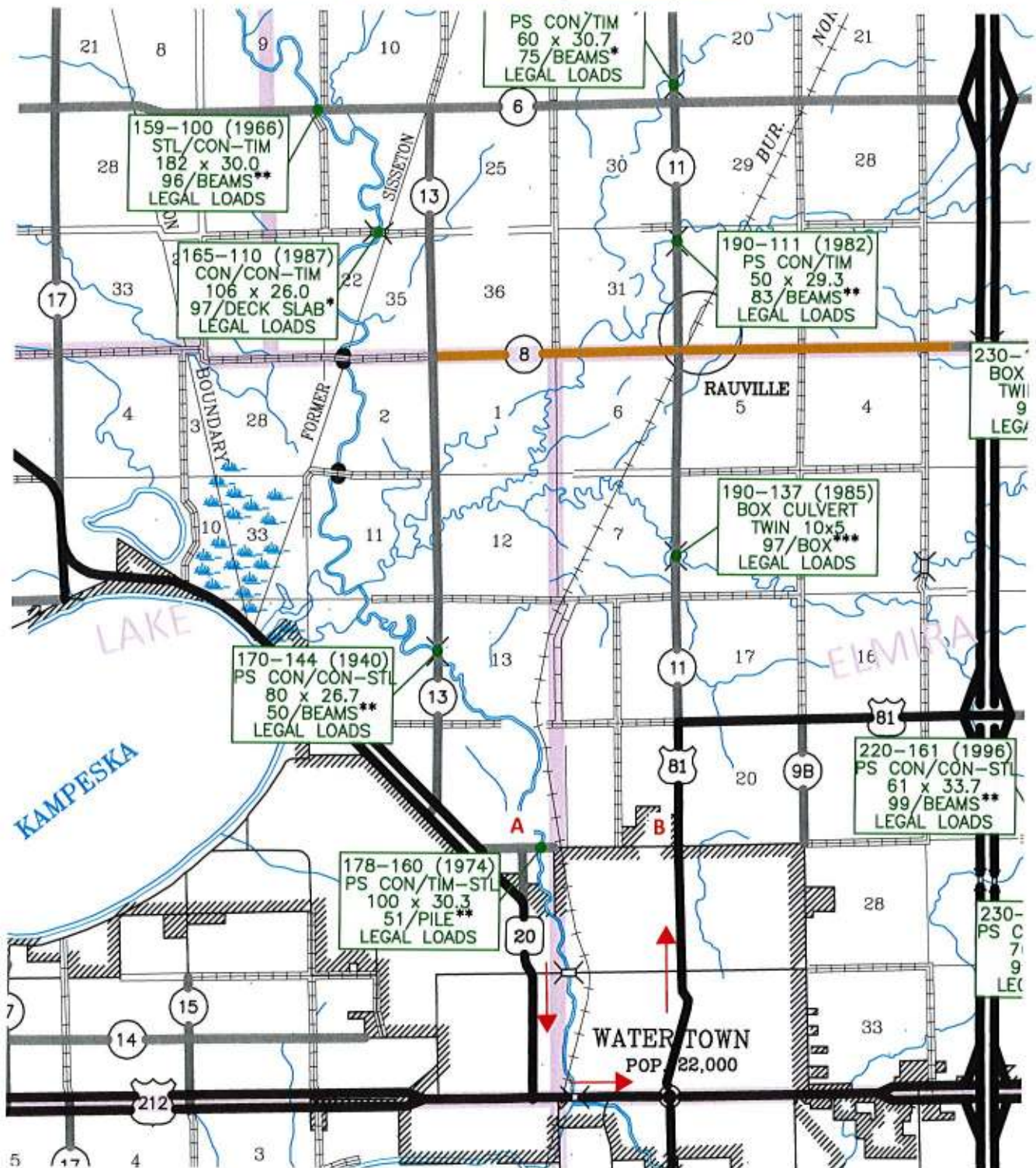
Fully loaded truck detour on City of Watertown roads not considered for the following reasons:

10th Ave N = detour would be past hospital and through residential neighborhood

3rd Ave N = detour would be over restricted bridge and through residential neighborhood

Kemp Ave = detour would be through residential neighborhood and downtown

4th Ave S = detour would be past school and through residential neighborhood



Watertown - Codrington County

Maintenance History 15-178-160

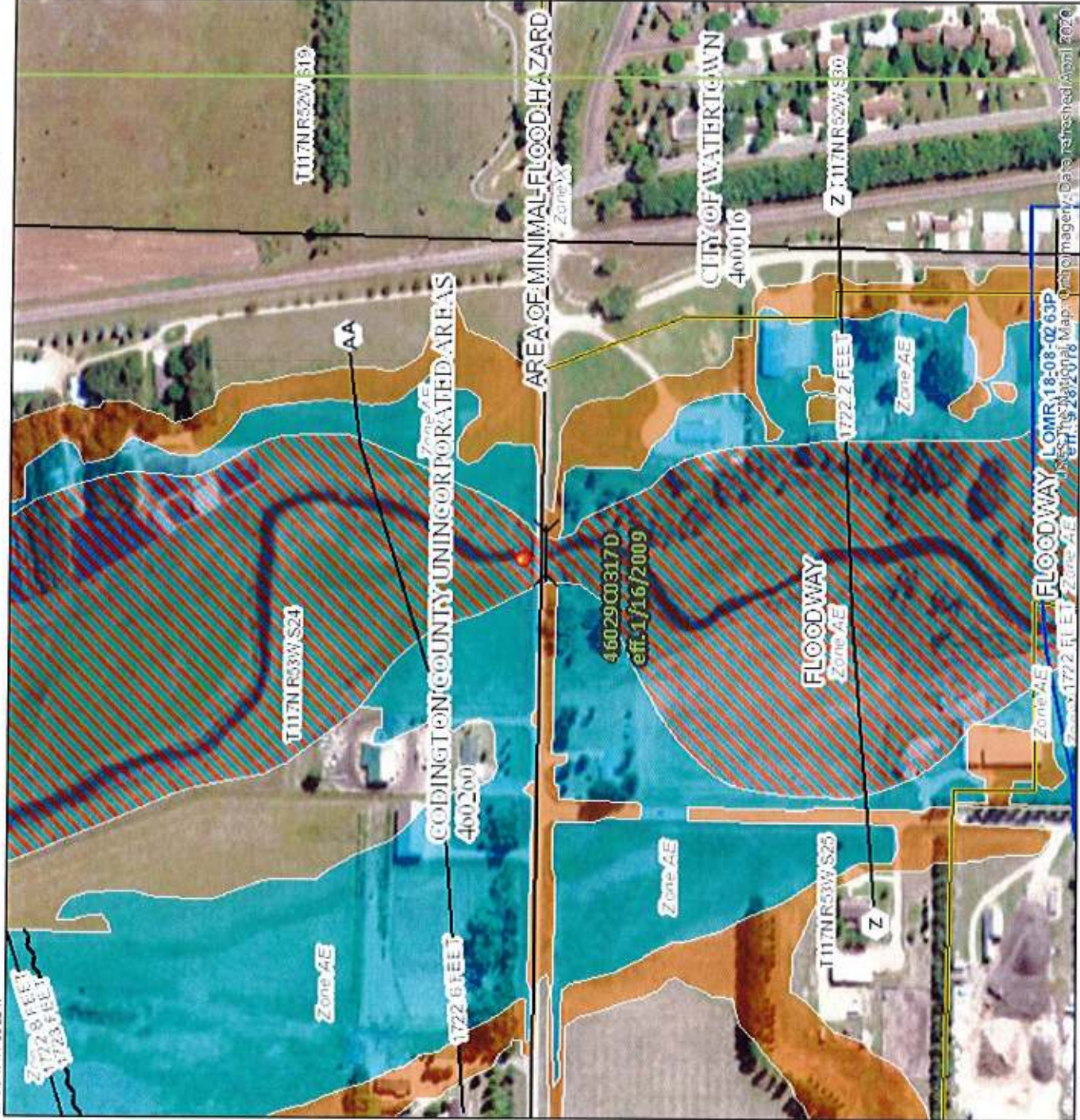
Unknown year = repair collision damage to south bridge rail.

Unknown years = asphalt overlays and chip seals over deck.

Unknown years = bridge end markers & delineator signs maintenance and replacements.

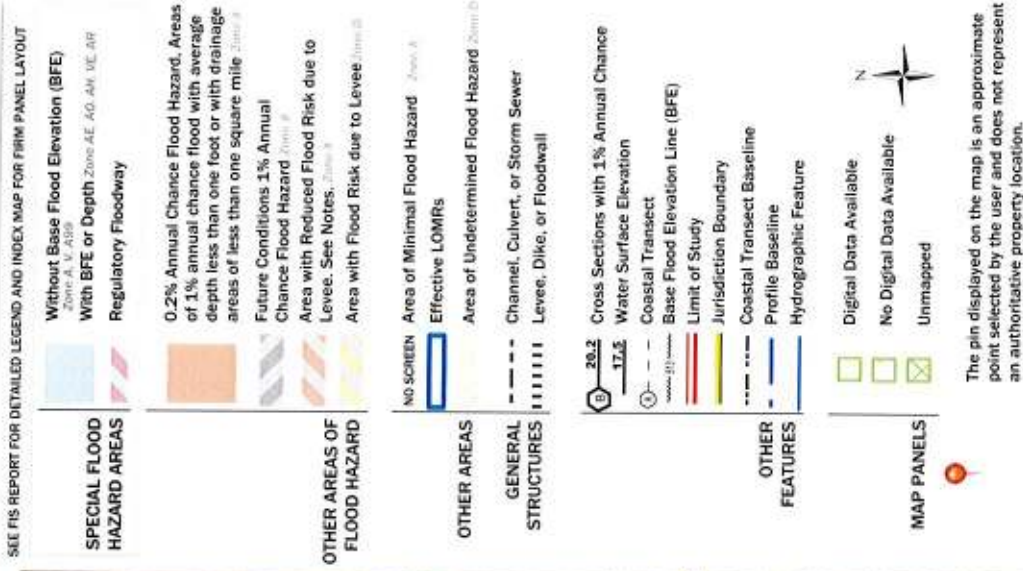
National Flood Hazard Layer FIRMette

97°05'W 44°55'22"N



0 250 500 1,000 1,500 2,000 Feet
1:6,000
97°05'W 44°55'22"N

Legend



This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 7/13/2020 at 3:08 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

The commission needs to fill out local % match and sign the resolutions. I will take care of the rest after a signed copy of resolution is returned to me.

BIG scores at 20% local match are shown on page 1 of the application. The minimum BIG scores to get a PE grant in the past are shown below:

2019 = 37.639

2018 = 33.881

2017 = 42.361

If the county wants to increase the local % match of the project cost to increase the BIG score, the additional points are shown below:

23% = +1 points

26% = +2 points

29% = +3 points

32% = +4 points

35% = +5 points

38% = +6 points

41% = +7 points

44% = +8 points

47% = +9 points

50% = +10 points

FIREWORKS SHOW PERMIT

email: v.burchatz@gmail.com

Name of Applicant: Richard & Vickie Burchatz

Address: 2129 Air Haven RD

Phone #:

Responsible Person / Pyrotechnician Firing the Show:

Name: Vickie Burchatz

Address: 2129 Air Haven RD

Phone #:

Drivers License or Social Security #:

Fireworks Show Date: 7/24 or 7/25/2020 (10:00 pm)
Description of Event: Family Show Duration: 30 min - 45 min

Location of Show: 2129 Air Haven RD

(In compliance with NFPA1123, Chapter 5 on Display Site Selection, attach a Google type map with shown distances required.)

Type of Fireworks: ☒ 1.4G Consumer Fireworks Discharge (Regulated by NFPA1124)

☐ 1.3G Display Fireworks Display (Regulated by NFPA1123)

(If 1.3G Display attach copy of ATF License or ATF Employee Possessor Letter of Clearance.)

☐ Public Show ☒ Private Show

(If a Public Show attach Insurance Certificate for the Event to this application. Permits shall require applicants to offer proof of a valid liability insurance policy of at least one million dollars (\$1,000,000.00) naming the City and/or County as an additional insured. This policy must be in full force and effect for the entire period of this permit.)

I affirm and warrant that the above information is true and correct and that I am knowledgeable and will comply with the appropriate standards of NFPA1124 or NFPA1123, whichever applies to this event.

Dated this 13 day of July, 2020

Vickie L. Burchatz

Applicant Name Printed

Vickie L. Burchatz

Applicant Signature

The above address is within the Watertown Fire Department's Fire District. The Watertown Fire Department has reviewed this permit application and hereby recommends it's issuance.

Chip Premus

Fire Chief

Pursuant to authorization by the Codington County Board of Commissioners, I _____, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks in Codington County, by the person or entity named above at the time and manner described herein. Dated: _____

By: _____

Chairman - Codington County Commissioners

Pursuant to authorization by the Watertown City Council, I _____, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks inside the Watertown City Limits, by the person or entity named above at the time and manner described herein. Dated: _____

By: _____

Chairman - Watertown City Council

(NOTE: In accordance with the local fire department, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of Display / Discharge. Should standby be deemed necessary, cost associated with standby will be billed to, and shall be paid by, the permittee. We reserve the the right to cancel permits based on fire potential, and given determining factors such as atmospheric and foliage conditions.)

FIREWORKS SHOW PERMIT

Name of Applicant: Brian Seim

Address: 44369 177st

Phc

Responsible Person / Pyrotechnician Firing the Show:

Name: _____

Address: _____

Phone #: _____

Drivers License or Social Se _____

Fireworks Show Date: July 21 2020 Time: 8pm Duration: 3 hours

Description of Event: Family Honor of father, small fireworks

Location of Show: 44369 177street Hazel 57242

(In compliance with NFPA1123, Chapter 5 on Display Site Selection, attach a Google type map with shown distances required.)

Type of Fireworks: ☐ 1.4G Consumer Fireworks Discharge (Regulated by NFPA1124)
☐ 1.3G Display Fireworks Display (Regulated by NFPA1123)
(If 1.3G Display attach copy of ATF License or ATF Employee Possessor Letter of Clearance.)

☐ Public Show ☒ Private Show

(If a Public Show attach Insurance Certificate for the Event to this application. Permits shall require applicants to offer proof of a valid liability insurance policy of at least one million dollars (\$1,000,000.00) naming the City and/or County as an additional insured. This policy must be in full force and effect for the entire period of this permit.)

I affirm and warrant that the above information is true and correct and that I am knowledgeable and will comply with the appropriate standards of NFPA1124 or NFPA1123, whichever applies to this event.

Dated this 14 day of July, 2020

Brian Seim

Applicant Name Printed

BSeim

Applicant Signature

The above address is within the Watertown Fire Department's Fire District. The Watertown Fire Department has reviewed this permit application and hereby recommends it's issuance.

Chp Premur

Fire Chief

Pursuant to authorization by the Codington County Board of Commissioners, I _____, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks in Codington County, by the person or entity named above at the time and manner described herein. Dated: _____

By: _____
Chairman - Codington County Commissioners

Pursuant to authorization by the Watertown City Council, I _____, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks inside the Watertown City Limits, by the person or entity named above at the time and manner described herein. Dated: _____

By: _____
Chairman - Watertown City Council

(NOTE: In accordance with the local fire department, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of Display / Discharge. Should standby be deemed necessary, cost associated with standby will be billed to, and shall be paid by, the permittee. We reserve the right to cancel permits based on fire potential, and given determining factors such as atmospheric and foliage conditions.)

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Veteran Service Office

Name of traveling employee Todd Rose

Employee title VSO Employee status exempt ☐ nonexempt ☒

Purpose of travel SD Dept. Veterans Affairs - State VSO Mtg

Method of transportation Private Auto

Destination Pierre, SD

Departure date and time 24 AUG 0800 Destination arrival date and time 24 AUG 1130

Return departure date and time 27 AUG 1300 Return arrival date and time 27 AUG 1630

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.)
private auto mileage 378 miles x .575 = \$217.35

Lodging expense 24-27 AUG \$234.90

Meals \$134 Registration \$50

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 —

Is this travel a budgeted item? ☒ Yes ☐ No

County Commission

Travel request approved: yes ☐ no ☐ Comments —

Commission Chairman, — Date —

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME : Scott Swanson		DATE: 7/13/2020
EFFECTIVE DATE: 8/1/2020	POSITION TITLE: Lead Building Maintenance	DEPARTMENT: Ag Bldg
CURRENT STEP: #11	NEW STEP: #13	
CURRENT PAY RATE: \$22.16/\$3855.84	NEW PAY RATE: \$22.76/\$3960.24	
REASONS FOR CHANGE: <p align="center">Annual Step Increase Scott's performance has been outstanding. He handles the ag building without needing the facility manager advice for everything.</p>		

EMPLOYEE SIGNATURE Scott Swanson

DEPARTMENT HEAD SIGNATURE Steve Molenberg

DATE 7-15-20

COUNTY COMMISSIONERS _____

DATE _____

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