

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, August 25, 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 August 25 agenda**
5. **Action to approve the minutes of August 18, 2020**
6. **Monthly reports**
 - a. **Facilities Manager**
 - b. **Emergency Management Director**
 - c. **Sheriff**
 - d. **2021 budget review –**
7. **Action to approve flooring projects at the Extension Center Complex and Memorial Park as budgeted**
8. **Action to authorize the Chair to sign the 2021 LEMPG agreement**
9. **Action to add Bryce Lawrence to the list of Law Enforcement reserves**
10. **Action to approve a multi-phase scanning project in the Register of Deeds Office as budgeted**
11. **Action to approve a notice to bidders for the County Road 8-2 (168th street) grade raise project**
12. **Action to approve an application to discharge fireworks**
13. **Action on a request to use the west Courthouse grounds for a candle light vigil**
14. **Note intent to hold a raffle/game of chance by Waverly-South Shore basketball teams**
15. **Action to approve Barrett Plat Resolution**
16. **First reading of Ordinance #71**
17. **Action to approve claims for payment**
18. **Action/possible discussion on COVID-19 practices, procedures, policy**

19. Action to approve automatic budget supplements
20. Action to approve personnel changes
21. Action to approve travel requests
22. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. 2020 SDACC convention, Sept. 14-15
 - b. Behavioral Justice working group meeting, August 28th, at 2:00 PM in the Commission Chambers
23. Old Business
24. New Business
25. Open
 - a. Public Comments
 - b. Commission Comments
26. 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)
27. Action to adjourn until 9:00 a.m., Tuesday, September 1st, 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

August 25, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 25, 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 VanDusen 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 Gabel, second by VanDusen, to approve the August 25 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Gabel, second by Johnson, to approve the minutes of August 18, 2020; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jamie Torstenson, reported his office continues to monitor daily COVID-19 case numbers, continues to work with State officials, the Local COVID Task Force, and attend related meetings. PPE continues to be purchased for future use and employee COVID policies have been updated. Search and Rescue has had a number of calls for mutual aid in the past month. The South Dakota Region II O.E.M. Coordinator meeting was held at the Codington County Extension Center Complex. Severe weather situations were monitored in the last month and lack of rain has resulted in a drought monitor green classification for this area from the National Weather Service. The South Dakota O.E.M. Conference is scheduled to be held in Spearfish in September. The Codington County O.E.M. may or may not attend in person pending active COVID cases closer to the event. **Facilities Manager, Steve Molengraaf**, updated the Board on the following: Weed Dept. – compliance issues are being investigated, fall spraying will start up in the next week, and the State Weed Meeting is scheduled for September 15th at the Codington County Extension Center Complex. West Nile – QX numbers are up in a number of the small towns in the County which could result in requests for fogging. Courthouse – office space is being prepared to accommodate an addition to staffing in the Court Services Office. The concrete at the south entrance to the Courthouse will be replaced and that entrance will be closed to the public on September 4th. Memorial Park – the campground continues to be near capacity for reservations. August 2019 numbers show the park was at 52.7% for bookings/reservations compared to 60.2% in the same time frame in 2020. Extension Center Complex – few activities are taking place at this time.

2021 LEMPG AGREEMENT

Motion by Gabel, second by VanDusen, to authorize the Chair to sign the 2021 LEMPG agreement between Codington County and the South Dakota Office of Emergency Management. This agreement provides financial support to County Emergency Management programs and is an annually renewing grant. Upon vote of the Board; all voted aye; motion carried.

Codington County, August 25, 2020

FLOORING PROJECTS – EXTENSION CENTER AND MEMORIAL PARK

Facilities Manager, Steve Molengraaf, requested authorization to proceed with budgeted flooring projects in the Extension Center Complex kitchen area and several areas at Memorial Park. The project at the Extension Center requires the removal of asbestos floor tile and mastic, with an estimated cost of \$7,697.00 for this portion of the project. The remainder of the project at the Extension Center will consist of installing a 27 Mil Epoxy floor system in the lunch room and north hall at a cost of \$15,705.60. The project at Memorial Park will replace the floors in the Memorial Park and Kampeska Hall restrooms at a cost of \$2,990.40. The Facilities Manager noted both of these projects are budgeted items in 2020. Motion by Gabel, second by Waterman, to proceed with the aforementioned flooring projects; all voted aye; motion carried.

NOTICE TO BIDDERS COUNTY ROAD 8-2 GRADE RAISE PROJECT

Motion by Gabel, second by VanDusen, to approve a notice to bidders for a grade raise project on County Road 8-2 (168th street); all voted aye; motion carried. The bid letting for this project will take place as the Board's regular meeting on Tuesday, September 8th, 2020.

REGISTER OF DEEDS MULTI-PHASE SCANNING PROJECT

Register of Deeds, Ann Rasmussen, requested authorization to proceed with a project to scan official records in her office. The Register of Deeds noted she has a proposal from US Imaging, Inc., to scan official records, in multiple phases, at a cost of \$150,786.77. The Register of Deeds advised the Board this is a budgeted item utilizing accumulated Modernization and Preservation funds. Motion by Gabel, second by Hanten, to authorize the aforementioned project; all voted aye; motion carried.

APPLICATION TO DISCHARGE FIREWORKS

Motion by Gabel, second by Waterman, to approve a permit to discharge fireworks at 44598 168th St., Henry, SD, on September 5th, at 10:00 p.m.; all voted aye; motion carried. The Board noted that if a County Burn Ban is approved in the future this permit will be revoked.

REQUEST TO HOLD A VIGIL ON COURTHOUSE GROUNDS

Tyler Urban appeared before the Board to request permission to hold a candlelight vigil on the west Courthouse lawn on the evening of Saturday, September 12th, 2020, from approximately 7:30 pm to 9:30 pm. Motion by VanDusen, second by Gabel, to allow the vigil as requested; all voted aye; motion carried.

WAVERLY-SOUTH SHORE BASKETBALL TEAMS INTENT TO HOLD A RAFFLE

The Board noted an intent to hold a raffle/game of chance fundraiser, by the Waverly-South Shore girl's and boy's basketball teams.

BARRETT PLAT RESOLUTION

Zoning Officer, Luke Muller, reviewed the Barrett Plat and noted the Planning and Zoning Board has approved this plat. The Board approved the Barrett Plat Resolution:

RESOLUTION #2020-23

A Resolution to approve the platting of the Barrett Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

total salaries; Dave Hedding 4423.08 step increase; Jeff Riley 18.40 per hour part time temp. Emergency Management; 12,392.24 total salaries. Crime Victim; 6,831.95 total salaries. W.I.C.; 4,555.36 total salaries. Total 571,153.80. Breakdown of withholding amounts which are included in the above: S.D. Retirement 51,133.18; S.D. Retirement 68.59 spouse option; S.D. Supplemental Retire. 3115.00 suppl. retire.; Sanford 73,797.34 ins.; Reliance Standard Life Insurance 491.20 life ins.; Delta Dental 6261.82 ins.; Avesis 871.94 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 519.20 employee union dues; AFLAC 3,995.77 ins.; John Hancock 4,915.00 suppl. retire.; AFLAC 848.25 ins.; Watertown United Way 65.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 24,717.07 employee payments; SDRS Supplemental Retirement 4,480.00 Roth retirement; Teamsters Local Union 120 381.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 38,194.17 federal withholding; ReliaBank Dakota 65,134.82 social security; Credit Collections Bureau 542.72 garnishment; Barbara Curtis 800.00 employee payment.

CLAIMS APPROVED

Motion by Johnson, second by Gabel, to approve for payment claims payable to VISA Reliabank, in the amount of 2,219.05; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel, to enter into executive session at 9:50 a.m., per SDCL 1-25-2, to discuss personnel issues and employee contract negotiations; all voted aye; motion carried. The Board returned to regular session at 10:32 a.m. Human Resource Representative, Natalie Remund, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Waterman, to adjourn at 9:32 a.m., until 9:00 a.m., Tuesday, September 1st, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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