

**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, September 1, 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 September agenda**
5. **Action to approve the minutes of August 25, 2020**
6. **Public Hearing on the 2021 Provisional Budget**
7. **Monthly reports**
  - a. **Extension Service**
  - b. **Veterans Service Officer**
  - c. **2021 budget review – if needed**
8. **Action to approve a notice to bidders for rip rap, fabric, installation and hauling**
9. **Action to approve a notice to bidders for culvert installation project 17-6**
10. **Action to approve renewal premiums for employee health insurance with Sanford**
11. **Action to abate abandoned mobile home property taxes**
12. **Discussion/possible action to enact a ban on opening burning**
13. **2<sup>nd</sup> Reading of Ordinance #71 and action to approve**
14. **Action to approve claims for payment**
15. **Action/possible discussion on COVID-19 practices, procedures, policy**
16. **Action to approve automatic budget supplements**
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. **2020 SDACC convention, Sept. 14-15**
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 9:00 a.m., Tuesday, September 8<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**

September 1, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 1, 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 Johnson 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 Gabel, to approve the September 1, 2020 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of August 25, 2020; all voted aye; motion carried.

**2021 PROVISIONAL BUDGET HEARING**

The Board held a public hearing on the 2021 Provisional budget for Codington County. Chair Hanten asked for comments from the public and none were given. Commissioner Gabel suggested adding dollars to the Provisional budget for a wage compensation study, criminal justice study, and Welfare case management services. The Board will conduct additional public hearings at each meeting in September with adoption of the budget scheduled for September 29, 2020.

**SECOND READING AND ADOPTION OF ORDINANCE #71**

**Zoning Officer, Luke Muller**, gave the second reading of Ordinance #71. An ordinance entitled, an ordinance amending Article II definitions, Chapter 3.04 agricultural district of Article III district regulations, and adding Chapter 5.33 Solar Energy Systems (SES) of Article V General Provisions, of Ordinance 65, an ordinance amending Ordinance 15, an ordinance establishing comprehensive zoning regulations for Codington County, South Dakota, and providing for the administration, enforcement, and amendment thereof, pursuant to SDCL 11-2, 1967, and amendments thereof, and for the repeal of all resolutions and/or ordinances in conflict herewith. Motion by Johnson, second by Waterman, to adopt Ordinance #71. The Zoning Officer briefly reviewed the purpose of the ordinance. Upon vote of the Board; all voted aye; motion carried.

**MONTHLY REPORTS**

**4-H/Youth Program Advisor, Jodi Loehr**, updated the Board on the following: 2020 Codington County Achievement Days; State small animal shows and State horse show were held the weekend of August 29<sup>th</sup> and 30<sup>th</sup>; the State Fair will be held September 3-7, with new practices and procedures due to COVID-19; in September youth will work on record books and award applications; and National 4H Week, will be observed October 4<sup>th</sup> through the 10<sup>th</sup>. **Veterans Service Officer, Todd Rose**, updated the Board on the following: training attended and certification as a State VSO; James Madsen is the new

State Field VSO with an office in Watertown; new computer and wi-fi equipment has been ordered; initial Veterans Court Mentorship training has been completed; 48 claims have been submitted via VetraSpec, 5 potential volunteers drivers are in the system to become qualified; and the local CBOC is working on details for a possible Flu clinic in late September or early October. The Veterans Service Office continues to work on updating office job descriptions; security background investigation training for the Veterans Benefit Management system; selection of the “Veteran of the Year”; setting up a computer in the office entry-way for Veterans use in preparing documents; and research continues on options for transporting Veterans to appointments and the DAV vehicle process.

**NOTICE TO BIDDERS - RIP RAP, FABRIC, INSTALLATION AND HAULING**

Motion by Gabel, second by Waterman, to approve a notice to bidders for installation and hauling of rip rap and fabric at three locations on County roads; all voted aye; motion carried. Opening of bids for this project will take place at the Board’s meeting scheduled for September 22<sup>nd</sup>, 2020.

**NOTICE TO BIDDERS - CULVERT INSTALLATION PROJECT 17-6**

Motion by VanDusen, second by Gabel, to approve a notice to bidders to install three concrete culverts; all voted aye; motion carried. The opening of bids for this project will take place as the Board’s regular meeting on Tuesday, September 22<sup>nd</sup>, 2020.

**ABATEMENT OF ABANDONED MOBILE HOME PROPERTY TAXES**

Motion by VanDusen, second by Johnson, to abate property taxes on an abandoned mobile home, property record 20271, due in 2017, 2018, 2019 & 2020, totaling \$185.01, per SDCL 21-54-21; all voted aye; motion carried.

**TRAVEL REQUEST**

Motion by Johnson, second by Waterman, to approve a travel request for the Emergency Management Director to attend the 2020 SDOEM conference; all voted aye; motion carried.

**EXECUTIVE SESSION**

Motion by Johnson, second by Gabel, to enter into executive session at 9:49 a.m., per SDCL 1-25-2, to discuss employee contract negotiations; all voted aye; motion carried. The Board returned to regular session at 10:49 a.m. Human Resource Representative, Natalie Remund, was present for executive session. No action was taken following executive session.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by VanDusen, second by Waterman, to adjourn at 10:49 a.m., until 9:00 a.m., Tuesday, September 8<sup>th</sup>, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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