

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, September 8, 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 8, 2020 agenda**
- 5. Action to approve the minutes of September 1, 2020**
- 6. Public Hearing and action to approve a resolution for the renewal of Northwestern Energy's power lines along Codington County public highways**
- 7. Public Hearing on the 2021 Provisional Budget**
- 8. Monthly reports**
 - a. Auditor**
 - b. Director of Equalization**
 - c. 2021 budget review – if needed**
- 9. Action to approve Auditor's Acct. w/Treasurer and note Register of Deeds fees**
- 10. Action to approve a part time election assistant in the Auditor's Office, if necessary**
- 11. Ray Kranz, review of County employee health insurance renewal premiums and action to approve renewal premiums for employee health insurance with Sanford**
- 12. Banner Associates, Inc., presentation on 2020 bridge inspections**
- 13. Opening of bids for County road 8-2 grade raise project and action to award a bid**
- 14. Discussion on Community Systems of Care Case Management**
- 15. Discussion/possible action to enact a ban on opening burning**
- 16. Action to approve claims for payment**
- 17. Action/possible discussion on COVID-19 practices, procedures, policy**
- 18. Action to approve automatic budget supplements**
- 19. Action to approve personnel changes**

- 20. Action to approve travel requests**
- 21. Public Notices – a possible quorum of Commissioners could be in attendance at:**
 - a. 2020 SDACC convention, Sept. 14-15**
- 22. Old Business**
- 23. New Business**
- 24. Open**
 - a. Public Comments**
 - b. Commission Comments**
- 25. 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)**
- 26. Action to adjourn until 9:00 a.m., Tuesday, September 22nd, 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**

September 8, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 8, 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 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 Gabel, to approve the September 8, 2020 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of September 1, 2020; all voted aye; motion carried.

PUBLIC HEARING NORTHWESTERN ENERGY LINES APPLICATION RENEWAL

The Board held a public hearing, as previously advertised, for Northwestern Energy's renewal application to maintain and erect utility lines on and along the public highways of Codington County. Chair Hanten opened the hearing to the public. Robert Gehm, Real Estate Representative for NorthWestern Energy, was present and gave a brief outline of the application renewal process. Dave McElhany addressed the Board with concerns regarding property he owns and how to determine which utility lines run across the property. Mr. Gehm offered to discuss this matter with Mr. McElhany outside this public hearing in order to research who the lines belong to. There being no further comments from the public, Chair Hanten closed the public hearing at this time and turned to the Board for further action. The Board adopted the following resolution:

RESOLUTION 2020-24
RECITALS

I.

WHEREAS, NorthWestern Corporation, a Delaware Corporation, d/b/a NorthWestern Energy (NorthWestern), has filed an application with the Codington County Board of Commissioners pursuant to Chapter 31-26 of the South Dakota Codified Laws, seeking the right to erect and maintain poles, wires and necessary appurtenances and bury cable for the purpose of conducting electricity for lighting, heating and power purposes (Power Lines) on and along the county highways located in Codington County, South Dakota.

II.

WHEREAS, the Codington County Board of Commissioners has the jurisdiction and authority to grant the application of NorthWestern as set forth in paragraph I above, subject to such conditions as it may desire to impose.

NOW, THEREFORE, BE IT RESOLVED by the Codington County Board of Commissioners as follows:

1. That the application of Northwestern dated August 6, 2020, for permission to erect and maintain Power Lines on and along Codington County public highways is granted subject to the conditions set forth herein.
2. That this grant is for a period twenty (20) years from and after September 8, 2020, or as may be extended by the Codington County Board of Commissioners in writing at a subsequent date.
3. That as consideration for this grant, NorthWestern agrees to indemnify and hold harmless Codington County, its officers and employees from any and all liability, damages, claims, demands or otherwise, whether the same is based on contract or otherwise in law or in equity associated with the design, construction, installation, operating, inspecting, repairing, maintaining, replacing or removal of the Power Lines along with all appurtenances thereto located pursuant to this grant, except such liability, damages, claims or demands which arise as a result of the negligence of the county, its officers, employees or agents.
4. That as additional consideration for this grant, NorthWestern agrees to restore, at its expense, the affected areas in as good condition as before said work was commenced and replace any structures affected, i.e. culverts and signs; and if the public highways in the county should be rebuilt or construction and maintenance of the county highways requires the removal or relocation of the Power Lines, it shall be solely at the expense of NorthWestern.
5. That the rights and conditions by this grant shall be binding upon the successors and assigns of NorthWestern.
6. This grant shall further be subject to all rules and regulations as specified in the current edition of the National Electrical Safety Code.
7. That this grant shall not be effective until execution of the acceptance of the conditions set forth below by NorthWestern.

Dated this 8th day of September, 2020.

CODINGTON COUNTY BOARD OF COMMISSIONERS

By Brenda Hanten
Chair, Board of County Commissioners

ATTEST:

Cindy Brugman
County Auditor

The foregoing resolution was made by Commissioner Gabel and seconded by Commissioner VanDusen, and upon a vote being taken thereon:

Codington County, September 8, 2020

The following voted yea: Gabel, Waterman, Johnson, VanDusen and Hanten

The following voted nay: none

Whereupon the Chairman declared the resolution adopted.

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. Discussion was held regarding budgeting for Community Systems of Care Case Management. The Board will conduct additional public hearings at each meeting in September with adoption of the budget scheduled for September 29, 2020.

MONTHLY REPORTS

Auditor, Cindy Brugman, updated the Board on the preparation of mail out absentee ballots for the General Election, preparation of sample ballots, how to view a sample ballot online and how to track the status of your absentee ballot by utilizing the VIP portal on the Secretary of State's website, election publications, and final 2020 taxable values for taxes payable in 2021 have been sent to the SD Dept. of Revenue. The Auditor's Office is monitoring employee temps twice daily at this time. **Director of Equalization, Shawna Constant**, reported on continuing work with sales, splits and new plats, Pictometry data has been checked and is up to date, work on building permits will start soon, and flooded farmland applications along with tax exempt status applications are being filed now through November 1st.

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

Motion by Johnson, 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 August 2020, all present voted aye; motion carried.

Cash on hand	\$	8,098.22
Checks in Treasurers' possession		
less than 3 days	\$	77,216.27
Credit Card Charges	\$	8,055.45
Cash Items	\$	525.00
TOTAL CASH ASSETS ON HAND	\$	93,894.94
RECONCILED CHECKING		
Great Western Bank Checking (Memorial Park)	\$	18,184.95
Reliabank Dakota		\$22,382,976.13
INVESTMENTS		
SD Public Funds Investment	\$	7,254.40
TOTAL CASH ASSETS	\$	22,502,310.42
General Ledger Cash Balance by Funds:		
General	\$	13,816,775.71
General restricted cash	\$	500,000.00
Sp. Revenue	\$	7,215,865.39
Trust & Agency	\$	969,669.32
(schools 193,899.30, townships 59,262.97; city/towns 82,213.39)		
TOTAL GENERAL LEDGER CASH	\$	22,502,310.42

The Board noted Register of Deeds fees in the amount of \$43,185.10 were collected in the month of August, 2020.

PART TIME ELECTION ASSISTANCE

Motion by Johnson, second by Waterman, to authorize a part time employee in the Auditor's Office to assist with election duties if needed; all voted aye; motion carried.

EMPLOYEE HEALTH INSURANCE COVERAGE

Ray Kranz, Kranz Insurance and local Sanford Health Insurance rep. met with the Board to present Codington County employee health insurance premium renewal costs for 2021. Motion by VanDusen, second by Gabel, to approve the 2020 employee health insurance premium renewals with the Sanford Health plan as presented by Mr. Kranz; all voted aye; motion carried:

<u>PLAN</u>	<u>TOTAL PREMIUM</u>
Single – option 1	\$777.40
Single – option 2	\$704.66
Single – option 3	\$662.75
Family – option 1	\$1,943.51
Family – option 2	\$1,761.66
Family – option 3	\$1,656.88

2020 BRIDGE INSPECTION OVERVIEW

Mark Junker, PE, Banner Associates, appeared before the Board to present an overview of the 2020 Bridge Inspection Program for County bridges located in Codington County. The Bridge inspection program calls for new procedures beginning in 2020 which include an engineer directly providing an overview of the inspection to the board of County Commissioners. Mr. Junker noted 40 bridges are currently on the inspection list in Codington County; 6 bridges currently have weight limit restrictions and 1 bridge is under construction on County 4 which is a gravel road.

BIDS – COUNTY ROAD 8-2 GRADE RAISE

This being the time and place set for the opening of bids for the County Road 8-2 grade raise project, as previously advertised, the following bids, were received, opened, and announced:

<u>COMPANY</u>	<u>BASE BID</u>	<u>ALTERNATE BID SCHEDULE</u>
Halme, Inc. Bryant, SD	\$623,902.50	\$346,275.00
Wm. D. Scepaniak, Inc. Holdingford, MN	\$532,443.50	\$319,968.75
Midland Contracting Inc. Huron, SD	\$696,690.50	\$379,054.50
Clausen & Sons Construction Inc. Watertown, SD	\$502,513.25	\$346,139.25
Sjolie Construction LLC Lake Preston, SD	\$670,680.00	\$368,891.25
Clausen Construction Inc. Watertown, SD	\$538,300.24	\$251,517.25

Midwest Contracting Inc. Marshall, MN	\$611,384.25	\$349,249.50
Rounds Construction Company Brookings, SD	\$507,672.30	\$269,581.20
J & J Earthworks Inc. Milbank, SD	\$561,622.00	\$228,174.25

All bidders provided bid bonds and acknowledged the bid addendum. Shane Waterman, Clark Engineering, was present for the opening and announcing of bids. Upon review of the bid calculations; a motion was made by Johnson, second by Gabel, to accept the bid of Clausen and Sons Construction, per the recommendation of the Highway Supt. and Engineer Waterman; and on the condition that all bid calculations are error free, as announced; all voted aye; motion carried.

CLAIMS

Motion by Gabel, second by Waterman, to approve for payment the following list of claims; all voted aye; motion carried: ACCREDITATION, AUDIT AND 150.00 SVC, AGTERRA TECHNOLOGIES, INC 70.00 SVC, ALCOHOL MONITORING SYSTEMS 220.80 SUP, AMERICAN TRUST INSURANCE, LLC 50.00 SVC, JEFFREY ARGO 25.00 UTILITIES, AUSTIN LAW OFFICES 1739.70 SVC, AXON ENTERPRISE, INC 1276.50 SUP, BANNER ASSOCIATES, INC 11257.75 REPAIRS/MAINT., BATTERIES UNLIMITED 140.00 REP, BATTERIES UNLIMITED 330.00 REPAIRS/MAINT., BAUER LAW OFFICE PC 727.50 SVC, BEACON CENTER 1000.00 SVC, RAMONA BEARHILL 58.40 JURY, ALLEN BENCK 25.00 UTILITIES, BRYAN BLEEKER 25.00 CELL, BORNS GROUP 2834.16 POST, BOYS & GIRLS CLUB 1541.67 PMT, BREVIK LAW OFFICE PROF LLC 398.10 SVC, BROWNLEE CONSTRUCTION 16986.00 SUPPLIES, JERRY BUNDE 50.84 JURY, BURNS LAW OFFICE 3409.70 SVC, BUTLER MACHINERY 1101.75 REPAIRS/MAINT., CARTNEY BEARING & SUPPLY 215.44 REPAIRS/MAINT., JEFF CASE 25.00 UTILITIES, CENTURYLINK 660.20 UTIL, CHARM-TEX 259.60 SUP, CLARK ENGINEERING 19931.70 REPAIRS/MAINT., CLEAR LAKE BUILDING CENTER INC 500.00 SUP, CODINGTON-CLARK ELECTRIC COOPE 35.71 UTILITIES, COLE PAPERS, INC. 8009.74 SUP, COLE'S PETROLEUM 13832.08 SUPPLIES, CONNECTING POINT COMPUTER CENT 80.00 SVC, CONSOLIDATED CORRECTIONAL 9810.60 SUP, SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 17.49 SUP, CREDIT COLLECTIONS BUREAU 387.10 PMT, CREDIT COLLECTIONS BUREAU 415.18 PMT, C & S CHEMICAL 75.00 REP, DAKOTA PROPS 560.00 REP, MATTHEW DARGATZ 25.00 UTILITIES, DATA TRUCK 109.99 UTIL, DETCO 733.52 SUP, JAMIE DOLEN 25.00 UTILITIES, DYNOTUNE SPPED & PERFORMANCE 431.00 REP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ENGELSTAD ELECTRIC CO. 1636.10 REP, MARIA ESCAMILLA 40.00 CELL, RANDALL G. FALVEY 25.00 UTILITIES, FARNAMS GENUINE PARTS 19.56 SUP, FARNAMS GENUINE PARTS 685.66 SUPPLIES, FASTENAL COMPANY 38.30 REP, TOWN OF FLORENCE-PEGGY LINDAHL 77.35 UTILITIES, ALLISON FORBUSH 25.00 CELL, GLACIAL LAKES & PRAIRIES TOUR. 640.75 SVC, BRENDA GLOVER 51.68 JURY, GRAINGER 1240.43 SUP, GREAT AMERICA FINANCIAL SVC 377.31 RENT, GREEN, ROBY, OVIATT, 5908.85 SVC, GUEST HOUSE 530.00 PMT, JUSTIN HALAJIAN 25.00 CELL, RICK HARTLEY 40.00 UTILITIES, RON HARTLEY 25.00 CELL, DAVID HEDDING 25.00 UTILITIES, ALLEN HOEKMAN 53.36 JURY, RICK HOLINKA 25.00 UTILITIES, HORN LAW OFFICE 211.00 SVC, LARRY HOWARD 40.00 CELL, HYVEE #1871 ACCTS RECEIVABLE 398.22 SUP, INTERLAKES COMMUNITY ACTION 1323.50 SVC, INTOXIMETERS 205.25 SUP, JERDE-HJERMSTAD, LLC 70298.34 REPAIRS/MAINT., JOHNSON CONTROLS, INC. 250.10 REP, JURGENS PRINTING 34.00 SUP, MITCHELL KALLHOFF 25.00 UTILITIES, MARK KATTERHAGEN 81.00 SVC, KENNEDY PIER LOFTUS & REYNOLDS 1949.70 SVC, JOHN DEERE FINANCIAL 245.45 REPAIRS/MAINT., DAN

KNOX 33.00 REF, RICHARD KOHN 25.00 CELL, KWAT-AM/ALPHA MEDIA USA, LLC 300.00
 PUB, JEFF LARSON LAW PC 6768.05 SVC, LEWIS & CLARK BHS 552.00 SVC, LEWNO LAW
 OFFICE 906.75 SVC, LINCOLN CO TREASURER 807.46 SVC, DARCY LOCKWOOD 81.00 SVC,
 JODI LOEHRER 25.00 CELL, STEVEN LOWRY 40.00 CELL, MAC'S BLUE TARP CREDIT
 SERVICE 15.78 SUPPLIES, BLUE TARP FINANCIAL, INC 359.01 SUP, MARCO, INC 471.85
 RENT, MATHESON 254.39 SUPPLIES, RUSSELL MATHEWS 40.00 CELL, MAXWELL FOOD
 EQUIPMENT 47.45 SUP, MCLEOD'S PRINTING & OFFICE SUP 1440.00 SUP, MELLETTE
 MEMORIAL ASSOCIATION 6000.00 PMT, MENARDS 923.33 SUP, MENARDS 22.68 SUPPLIES,
 MEND CORRECTIONAL CARE 14203.50 SVC, MIDCONTINENT COMMUNICATIONS 426.43
 UTIL, MINNEHAHA COUNTY AUDITOR 263.42 SVC, MOE OIL COMPANY 1568.60 SUPPLIES,
 MICHAEL MORGAN 40.00 CELL, MOUNT HOPE CEMETERY 325.00 SVC, MULTI BUSINESS
 SOLUTIONS INC 2400.00 SVC, MUNICIPAL UTILITIES 16112.13 UTIL, MUNICIPAL UTILITIES
 387.05 UTILITIES, APRIL NEISS 20.00 WIT, SHAWN NILLS 40.00 CELL, LUCAS NOGELMEIER
 50.84 JURY, OFFICE PEEPS, INC. 4996.29 SUP, OFFICE PEEPS, INC. 293.13 SUP, OFFICE PEEPS
 57.18 SUPPLIES, JERROD OLSON 40.00 CELL, O'REILLY AUTO PARTS 13.99 SUPPLIES,
 OTTERTAIL POWER CO, 43.18 UTILITIES, MICHELLE PEDERSON 25.00 CELL, PENNINGTON
 COUNTY JAIL 138.41 TRAV, PETERS DISTRIBUTING, INC 248.20 REP, SARAH PETERSEN
 25.00 CELL, PHARMCHEM INC 274.95 SUP, PMB 0112 519.30 UTIL, POPHAM CONSTRUCTION
 1090.00 REP, PRAIRIE LAKES HEALTH CARE CENT 3228.56 SVC, PRINT 'EM NOW 62.00 SUP,
 JULIA RAUSCH 65.12 JURY, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00
 CELL, LAURA REINER 20.00 WIT, BECCA REITER 40.00 CELL, ROBYN RITER 25.00
 UTILITIES, RON'S SAW SHOP 184.99 SUP, TODD ROSE 351.35 TRAV, RUNNING SUPPLY INC.
 14.90 SUPPLIES, RUNNINGS 69.99 SUP, MARIAH SANDBURG 52.52 JURY, SANFORD HEALTH
 1072.36 SVC, TREVER SCHIMMEL 40.00 CELL, SCHUMACHER ELEVATOR COMPANY 760.14
 REP, BRAD SCHWINGER 25.00 UTILITIES, SD ATTORNEY GENERAL'S OFFICE 292.00 PMT,
 SD ATTORNEY GENERAL'S OFFICE 14.00 PMT, SD DEPT OF PUBLIC SAFETY 2700.00 MAINT,
 SD STATE TREASURER 616014.99 SEPTEMBER REMITTANCE, SDACO 1114.00 PMT, SDN
 COMMUNICATIONS 1363.51 UTIL, SDPAA 218.82 INS, MELISSA SEARS 25.00 CELL, SECURUS
 TECHNOLOGIES 2698.48 SUP, HEIDI SELCHERT 25.00 CELL, SHERWIN WILLIAMS 87.01 SUP,
 SIOUX RURAL WATER SYSTEM 39.40 UTILITIES, SIOUX VALLEY COOP 2933.77 SUP, SIOUX
 VALLEY COOP 95.40 SUPPLIES, DIANE SOGGE 50.84 JURY, LYNN SOLBERG 40.00 UTILITIES,
 BRENT SOLUM 40.00 CELL, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE
 GAZETTE 1133.30 PUB, STEVE STAHLKE 75.00 CELL, STAN HOUSTON EQUIPMENT 1045.00
 SUPPLIES, STAR LAUNDRY 1294.98 SUP, STAR LAUNDRY 104.20 SUPPLIES, STATE 4-H
 OFFICE 55.00 TRAV, STURDEVANT'S AUTO PARTS 92.17 SUP, STURDEVANTS AUTO PARTS
 1.99 REPAIRS/MAINT., SUTTON LAW OFFICE PC 18615.27 SVC, SCOTT SWANSON 25.00
 CELL, LANDIN SWEEN 26.00 REF, T&T TRUCKING 6762.80 REPAIRS/MAINT., TEXAS
 REFINERY CORP 870.00 SUPPLIES, THOMSON REUTERS-WEST 563.14 SVC, PRODUCTIVITY
 PLUS ACCOUNT 8634.85 SUPPLIES, TITAN MACHINERY 1126.37 REP, T&M AUTOBODY
 490.20 REP, DOUGLAS D. TORSTENSON 25.00 UTILITIES, TRACTOR SUPPLY 179.99
 REPAIRS/MAINT., TWO WAY SOLUTIONS, INC 2635.87 EQUIP, ULINE 671.32 SUP, VAN DIEST
 SUPPLY COMPANY 653.79 SUP, TYLER VARNS 40.00 CELL, VAST BROADBAND 59.95
 UTILITIES, VERIZON WIRELESS 1425.88 UTIL, GREAT WESTERN BANK 96.61 PMT, GREAT
 WESTERN BANK 183.45 PMT, GREAT WESTERN BANK 211.53 PMT, GREAT WESTERN BANK
 389.52 PMT, MARLONIE VOGELSANG 25.00 UTILITIES, GAIL WAHL 2963.87 PMT, WALMART
 COMMUNITY 17.95 SUP, TODD B WARNE 25.00 UTILITIES, WATERTOWN AMBULANCE
 250.00 SVC, WATERTOWN MOTOR COMPANY 29682.00 EQUIP, WATERTOWN WHOLESALE
 396.00 SUP, WHEELCO 1871.67 REPAIRS/MAINT., WIGHT & COMES FUNERAL CHAPEL
 2575.00 SVC, WW TIRE SERVICE INC 152.72 REP, WW TIRE SERVICE INC. 2089.95
 REPAIRS/MAINT., XEROX CORPORATION 116.94 SUPPLIES, YANKTON CO. SHERIFF 150.00

SVC, YANKTON CO TREASURER 876.90 SVC, SHANE YOST 40.00 CELL, ACUITY SPECIALTY PRODUCTS, INC 414.43 SUPPLIES,

TRAVEL REQUEST

Motion by VanDusen, second by Waterman, to approve a travel request for the Director of Equalization and one appraiser to attend a District 8 meeting; all voted aye; motion carried.

NO MEETING SEPTEMBER 15, 2020

The Board noted that due to the 2020 SDACC/SDACO Convention there will be no weekly meeting on September 15th and the Board's next meeting will take place on September 22nd, 2020.

EXECUTIVE SESSION

Motion by Johnson, second by VanDusen, to enter into executive session at 10:39 a.m., per SDCL 1-25-2, to discuss a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:54 a.m., Commissioner VanDusen was excused at 10:52 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 Gabel, second by Waterman, to adjourn at 10:54 a.m., until 9:00 a.m., Tuesday, September 22nd, 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 \$ _____