

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, October 13, 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 October 13, 2020 agenda**
5. **Action to approve the minutes of October 6, 2020**
6. **Monthly reports**
 - a. **Director of Equalization**
 - b. **Auditor**
7. **Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees**
8. **Action to approve the purchase of computer equipment for the Director of Equalization Office**
9. **Action to re-appoint the Highway Superintendent per SDCL 31-11-1**
10. **Action to approve a change order on the Willow Creek Bank Stabilization project**
11. **Action to declare computer equipment in the Sheriff's Office surplus to be destroyed**
12. **Action to change the November 3rd meeting date**
13. **Action regarding damage to the County's homeless clients' rental room**
14. **Discussion/possible action regarding continuation of room rental for homeless clients**
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:**
- 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, October 20th, 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

October 6, 2020

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 6, 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 Gabel, 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 Waterman, second by Gabel, to approve the October 6, 2020 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by VanDusen, second by Gabel, to approve the minutes of September 29, 2020; all voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehr, updated the Board on the following: National 4-H Week is being observed this week; State Fair was held in late August with a number of events cancelled due to the current COVID-19 event; the 2019-2020 4-H year has wrapped up with record books and award applications completed; the 4-H Recognition Event will be held, only award winners and one parent will be allowed to attend with masks required per SDSU guidelines; the SDSU Extension Conference will be held virtually with NDSU in Kansas this year; and the National 4-H Conference, will also be held virtually, in October, in Boise, Idaho. **Veterans Service Officer, Todd Rose**, updated the Board on the following: new computer and Wi-Fi equipment is up and running; the VA is working to get back on track with claims filed; Tri-Care will require an enrollment fee for Veterans beginning 1/1/2021; Courtney Livingston from the Marine Corp. League has been recognized as the “Codington County Veteran of the Year;” there are currently 50 plus claims in Vetrapac; 2 additional volunteer driver packets have been submitted to the VA for approval; 3 trips with Veterans were conducted in September with 3 trips scheduled for October; a drive-up flu shot clinic was held 9/24/2020 and another is scheduled 10/30/2020 at the Watertown CBOC; a Sea of Goodwill meeting and LATI Veterans Group meeting will be held later in October; Veterans Benefits Management System training continues; work continues to establish a computer in the office entry way for use by Veterans; and investigation into a new DAV vehicle is ongoing. **Welfare Director, Sarah Petersen**, provided the Board with a report of statistics from the Welfare office for the month of August 2020. 48 clients were served for the following: 11 housing, 17 medical, 5 homeless, 4 economic assistance, 6 utilities, 4 burials, and 1 ESG client (Emergency Services Grant); there were \$1,095.00 in funds expended by the County for these contacts and costs in the amount \$1,134.22 were avoided by using other resources. The Welfare Director provided the Board with a breakdown of the hours spent on each type of service provided and referral numbers to other agencies. The Welfare Director reviewed NACO – HSC Committee – Health Legislative Updates and highlights

from the SDACWO annual convention. A brief discussion was held regarding damages to a hotel room which the County rents for homeless clients. The Board will take action on this item on October 13th.

RESOLUTION 2020-27 CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

Motion by Gabel, second by Waterman, to approve Resolution 2020-27; all voted aye; motion carried.

RESOLUTION 2020-27

A RESOLUTION ADOPTING THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan;
And

WHEREAS, Codington County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Codington County held a public meeting on September 22, 2020 to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CODINGTON COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR CODINGTON COUNTY.

Dated at Codington, South Dakota this 6th day of October, 2020.

Brenda Hanten
County Commission Chair

ATTEST:

Cindy Brugman
County Auditor

COUNTY ROAD 17-6 CULVERT INSTALLATION PROJECT CONTRACT

Motion by Johnson, second by Gabel, to authorize Chair Hanten to sign a contract with Deutsch Excavating for the County Road 17-6 culvert installation project; all voted aye; motion carried.

COUNTY RIP RAP PROJECT CONTRACT

Motion by Johnson, second by VanDusen, to authorize Chair Hanten to sign a contract with Clausen and Sons Construction for the County Road 8-1A, 10-1, and 23-6 Rip Rap project; all voted aye; motion carried.

2020 NATIVE AMERICAN DAY OFFICES CLOSURE

The Board noted all County Offices will be closed on Monday, October 12th, 2020, in observance of Native American Day.

PERSONNEL CHANGE

Motion by VanDusen, second by Gabel, to approve the following personnel changes: Debbie Melville, Auditor's Accounts Payable, anniversary step increase, step 14/\$20.69 per hour, effective 10/15/2020; Maria Escamilla, Corrections Sergeant, anniversary step increase, step 12/\$24.91 per hour, effective 10/15/2020; Kyle Lewis, Correctional Officer, anniversary step increase, step 4/\$20.00 per hour, effective 9/15/2020; and Jennifer Matejek, Correctional Officer, anniversary step increase, step 14/\$24.22 per hour, effective 10/1/2020; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by VanDusen, to enter into executive session at 10:00 a.m., per SDCL 1-25-2, to discuss a personnel issue and employee contract negotiations; all voted aye; motion carried. The Board returned to regular session at 10:30 a.m. Human Resource Representative, Natalie Remund, was present, via Zoom, 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 Gabel, to adjourn at 10:30 a.m., until 9:00 a.m., Tuesday, October 13th, 2020; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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