

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, January 19, 2021

1. Pledge of Allegiance
2. Call for public comment. Public comment may be submitted via telephone at 605-882-6248 or 605-882-6297
3. Conflict of interest items
4. Action to approve the January 19, 2021 agenda
5. Action to approve the minutes of January 12, 2021
6. Monthly reports
 - a. Facilities Manager
 - b. Highway Superintendent
7. Action to approve new rules at Memorial Park
8. Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
9. Action to approve budgeted operating cash transfers
10. Action to adopt a Rangeland Fire Resolution to appoint County designees
11. Discussion/possible action regarding POD contract
12. Action to approve application of Homeland Security Grant funds
13. Action to approve application of HMEP Grant funds
14. Action on an appeal for a denial of burial assistance
15. Discussion/possible action on certificate of appointment of the Housing and Redevelopment Commission of Codington County
16. Action to approve annual indigent burial fees
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:
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, January 26th, 2021; 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**

January 12, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 12, 2021, 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 AND CONFLICT OF INTEREST ITEMS

Chair Hanten called for public comments to be taken up during the open portion of the meeting; none were offered. There were no conflict-of-interest items to note.

AGENDA APPROVED

Motion by Gabel, second by VanDusen, to approve the January 12, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of January 5, 2021; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, updated the Board on end of year projects: W2's and W9's have been distributed, property tax notices are being prepared for mailing, the 2020 General Ledger has been cleared out in preparation of completing the annual report, and updates to 2021 salaries are complete. **Director of Equalization, Shawna Constant**, reported: Appraisers are in the field finishing up building permits, office staff is preparing year end reports, and preparation is underway for the mailing of annual assessment notices by March 1st. **Welfare Office Assistant, Kari Kraayenbrink**, updated the Board on the continuation of Cares Act funding for housing. The following stats were reported from the month of December: 53 clients, SD Cares – 35, Housing – 9, Burials – 7, Homeless – 2; Costs – 9037.00, cost avoidance – 8,255.00.

TITLE VI POLICY STATEMENT

Motion by VanDusen, second by Waterman, to authorize the Chair to sign Codington County's Title VI Policy Statement as submitted by Title VI Coordinator, Jamie Torstenson, and to authorize publication of the corresponding notice of public rights; all present voted aye; motion carried.

COMPENSATION FOR JUDGES OF ELECTIONS

Motion by Gabel, second by Johnson, to compensate 2021 Judges of elections at \$175.00 for election day, plus \$50.00 for attending election schools and training, as recommended by the Auditor, all voted aye; motion carried.

NOTICE TO BIDDERS ANNUAL HIGHWAY SUPPLIES AND WEED CHEMICALS

Motion by Johnson, second by Gabe;, to authorize a notice to bidders for annual Highway supplies and Weed Chemicals; all voted aye; motion carried. Bids will be opened and announced at the Board's meeting on Tuesday, February 16th, 2020.

ROAD WEIGHT LIMIT ANNUAL RESOLUTION

Motion by Gabel, second by VanDusen, to approve Resolution 2021-2 as follows; all voted aye; motion carried:

**RESOLUTION 2021-2
CODINGTON COUNTY WEIGHT LIMIT RESOLUTION**

WHEREAS, seasonal climatic changes can be detrimental to our highways, and

WHEREAS, the Codington County Board of Commissioners desires to protect existing Codington County Highways, ultimately saving tax dollars and,

WHEREAS, the Codington County Board of Commissioners desire the enforcement of weight limitations on Codington County Highways as set forth and posted by the Codington County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED:

WHEREAS, the limits on Codington County roads shall be, forty miles per hour truck speed limit, and maximum load limit shall be seven tons per axle on all asphalt surfaced roads during the Spring thaw period from February 15th, 2021 to May 1st, 2021 inclusive, when limit signs are in place. That the South Dakota Highway Patrol be, and hereby is authorized and requested to enforce weight and speed limitations on Codington County Roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Dated this 12th day of January, 2021, at Watertown, South Dakota

Brenda Hanten

Chair, of the Board of Commissioners

ATTEST:

Cindy Brugman

Codington County Auditor

BANK DEPOSITORIES

Motion by Johnson, second by VanDusen, to approve bank depositories for 2021; as submitted by Treasurer, Carol Maloney; all present voted aye; motion carried: Reliabank Dakota will continue to be used for checking and the depositing of cash. The following banks will be authorized to sell the County certificates of deposit and for investments at competitive bids: Dacotah Bank, First Bank & Trust, First Premier Bank, Great Western Bank, Minn West Bank, Plains Commerce Bank, Reliabank Dakota, SD Fit, and Wells Fargo Bank. The list of Authorized warrant signers will be staff from the Treasurers' Office and Auditor's Office and said list will be secured in the Auditor's Office for security purposes.

DELINQUENT TAX LISTS

Treasurer, Carol Maloney, provided the Board with a report of delinquent taxes as of December 31, 2020. Said list of delinquent taxes is on file in the Auditor's office.

2021 PAYROLL RESOLUTION

Motion by VanDusen, second by Waterman, to approve Resolution 2021-3, the 2021 Payroll Resolution; all voted aye; motion carried.

RESOLUTION 2021-3

BE IT RESOLVED; by the governing body of Codington County, South Dakota

THAT, the official pay series and management salary compensation increase as indicated in the following hereto is administered for the year of 2021 to become effective January 1, 2021.

Passed and adopted this 12th day of January, 2021

Brenda Hanten
Chair, County Commissioners

ATTEST:

Cindy Brugman
County Auditor

Auditor's Department

Auditor	<u>Grade</u>
Deputy	Attachment H
Payroll Officer	Attachment G
Clerk	Attachment A

Emergency Management

Director	<u>Grade</u>
Deputy	Attachment H
Secretary	Attachment G
	Attachment A

Equalization Department

Director	<u>Grade</u>
Deputy	Attachment H
Appraiser I/II	Attachment G
Office Manager	Attachment C
Office Coordinator	Attachment A
Clerk	Attachment A
Data Base Coordinator	Attachment A
	Attachment G

County Extension

Office Coordinator	<u>Grade</u>
Deputy Office Coordinator	Attachment A
Extension Secretary	Attachment A
	Attachment A

County Health

Nurse Secretary	<u>Grade</u>
WIC Secretary	Attachment A
	Attachment A

Highway Department

Highway Superintendent	<u>Grade</u>
Assistant Superintendent	Attachment H
Office Coordinator	Attachment H
	Attachment A

Maintenance Department

Grade

	Facilities Manager	Attachment H
	Maintenance Supervisor Deputy	Attachment G
	Lead Buildings Maintenance	Attachment B
	Buildings Maintenance	Attachment B
	Custodial	Attachment B
<u>Register of Deeds</u>		<u>Grade</u>
	Register of Deeds	Attachment H
	Deputy	Attachment G
	Clerk	Attachment A
<u>Sheriff's Department</u>		<u>Grade</u>
	Sheriff	Attachment H
	Chief Deputy Sheriff	Attachment G
	Chief Correctional Officer	Attachment H
	Asst. Chief Correctional Officer	Attachment G
	Part Time Deputy	Attachment D
	Part Time Correctional Officer	Attachment D
	Civil Process Server	Attachment D
	Records Management	Attachment F
	Support Coordinator	Attachment F
	Cook	Attachment C
<u>States Attorney</u>		<u>Grade</u>
	States Attorney	Attachment H
	Deputy	Attachment H
	Records Manager	Attachment F
	Legal Secretary	Attachment F
<u>Victim Assistance</u>		<u>Grade</u>
	Victim Assistance Program Supervisor	Attachment H
	Victim Assistance Coordinator	Attachment F
<u>Treasurer's Department</u>		<u>Grade</u>
	Treasurer	Attachment H
	Deputy	Attachment G
	Second Deputy Treasurer	Attachment A
	Clerk	Attachment A
<u>Veteran's Department</u>		<u>Grade</u>
	Director	Attachment H
	Secretary	Attachment A
<u>Weed Department</u>		<u>Grade</u>
	Weed Supervisor	Attachment C
	Assistant Weed Supervisor	Attachment C
<u>Welfare Office</u>		<u>Grade</u>
	Welfare Director	Attachment H
UNION POSITIONS		
<u>Sheriff's Department</u>		<u>Grade</u>
	Correctional Officer	Attachment D
	Deputy Sheriff	Attachment D
	Sergeant Sheriff	Attachment G
	Corrections Sergeant	Attachment G
	Work Release Coordinator	Attachment D
	Criminal Support Coordinator	Attachment F
	24/7 Program Coordinator	Attachment D

Highway Department

Maintenance III
 Mechanic
 Maintenance II

Grade

Attachment E
 Attachment E
 Attachment E

** All employees will be placed appropriately in the step accordingly to his/her current hire date or anniversary date whichever is applicable.

**ATTACHMENT A
 OFFICIAL PAY SERIES - Office Support**

Nonexempt		2021		
Clerk	Step	Wage		Monthly
Secretary	1	15.81	1st 6 months	2,750.94
	2	16.24	2nd 6 months	2,825.76
	3	16.74	Annual	2,912.76
	4	17.26	Annual	3,003.24
	5	17.83	Annual	3,102.42
	6	18.38	Annual	3,198.12
	7	18.97	Annual	3,300.78
	8	19.25	Annual	3,349.50
	9	19.53	Annual	3,398.22
	10	19.84	Annual	3,452.16
	11	20.12	Annual	3,500.88
	12	20.44	Annual	3,556.56
	13	20.70	Annual	3,601.80
	14	20.95	Annual	3,645.30

Nonexempt		2021		
2nd Deputy	Step	Wage		Monthly
Administrative Assistant	1	16.25	1st 6 months	2,827.50
Deputy Office Coordinator	2	16.74	2nd 6 months	2,912.76
	3	17.26	Annual	3,003.24
	4	17.83	Annual	3,102.42
	5	18.38	Annual	3,198.12
	6	18.97	Annual	3,300.78
	7	19.56	Annual	3,403.44
	8	19.87	Annual	3,457.38
	9	20.17	Annual	3,509.58
	10	20.47	Annual	3,561.78
	11	20.77	Annual	3,613.98
	12	21.09	Annual	3,669.66
	13	21.35	Annual	3,714.90
	14	21.62	Annual	3,761.88

Nonexempt		2021		
Payroll Officer	Step	Wage		Monthly
Office Coordinator	1	17.09	1st 6 months	2,973.66
Office Manager	2	17.59	2nd 6 months	3,060.66

3	18.14	Annual	3,156.36
4	18.72	Annual	3,257.28
5	19.34	Annual	3,365.16
6	19.93	Annual	3,467.82
7	20.57	Annual	3,579.18
8	20.88	Annual	3,633.12
9	21.20	Annual	3,688.80
10	21.52	Annual	3,744.48
11	21.85	Annual	3,801.90
12	22.16	Annual	3,855.84
13	22.45	Annual	3,906.30
14	22.72	Annual	3,953.28

**ATTACHMENT B
OFFICIAL PAY SERIES - Maintenance Staff**

Nonexempt		2021		
Custodian	Step	Wage		Monthly
Seasonal Weed Sprayers	1	14.75	1st 6 months	2,566.50
	2	15.17	2nd 6 months	2,639.58
	3	15.62	Annual	2,717.88
	4	16.09	Annual	2,799.66
	5	16.55	Annual	2,879.70
	6	17.09	Annual	2,973.66
	7	17.60	Annual	3,062.40
	8	17.85	Annual	3,105.90
	9	18.13	Annual	3,154.62
	10	18.41	Annual	3,203.34
	11	18.67	Annual	3,248.58
	12	18.97	Annual	3,300.78
	13	19.20	Annual	3,340.80
	14	19.44	Annual	3,382.56

Nonexempt		2021		
Buildings Maintenance	Step	Wage		Monthly
	1	15.81	1st 6 months	2,750.94
	2	16.24	2nd 6 months	2,825.76
	3	16.74	Annual	2,912.76
	4	17.26	Annual	3,003.24
	5	17.83	Annual	3,102.42
	6	18.38	Annual	3,198.12
	7	18.97	Annual	3,300.78
	8	19.25	Annual	3,349.50
	9	19.53	Annual	3,398.22
	10	19.84	Annual	3,452.16
	11	20.12	Annual	3,500.88
	12	20.44	Annual	3,556.56
	13	20.70	Annual	3,601.80

14	20.95	Annual	3,645.30
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Nonexempt		2021	
Lead Building Maintenance	Step	Wage	Monthly
	1	17.60	1st 6 months 3,062.40
	2	18.15	2nd 6 months 3,158.10
	3	18.72	Annual 3,257.28
	4	19.34	Annual 3,365.16
	5	19.91	Annual 3,464.34
	6	20.57	Annual 3,579.18
	7	21.24	Annual 3,695.76
	8	21.55	Annual 3,749.70
	9	21.88	Annual 3,807.12
	10	22.21	Annual 3,864.54
	11	22.55	Annual 3,923.70
	12	22.87	Annual 3,979.38
	13	23.16	Annual 4,029.84
	14	23.45	Annual 4,080.30

**ATTACHMENT C
OFFICIAL PAY SERIES - Sheriff and Technical Staff**

Nonexempt		2021	
Cook	Step	Wage	Monthly
	1	15.63	1st 6 months 2,719.62
	2	16.11	2nd 6 months 2,803.14
	3	16.58	Annual 2,884.92
	4	17.10	Annual 2,975.40
	5	17.62	Annual 3,065.88
	6	18.18	Annual 3,163.32
	7	18.73	Annual 3,259.02
	8	19.03	Annual 3,311.22
	9	19.32	Annual 3,361.68
	10	19.60	Annual 3,410.40
	11	19.90	Annual 3,462.60
	12	20.20	Annual 3,514.80
	13	20.45	Annual 3,558.30
	14	20.71	Annual 3,603.54

Nonexempt		2021	
Appraiser I	Step	Wage	Monthly
*Need to pass Certification to	1	18.14	1st 6 months 3,156.36
to move to Appraiser II Step 3	2	18.72	2nd 6 months 3,257.28

Nonexempt		2021	
Appraiser II	Step	Wage	Monthly
	1	18.14	1st 6 months 3,156.36
	2	18.72	2nd 6 months 3,257.28

3	19.34	Annual	3,365.16
4	19.93	Annual	3,467.82
5	20.60	Annual	3,584.40
6	21.25	Annual	3,697.50
7	21.93	Annual	3,815.82
8	22.25	Annual	3,871.50
9	22.59	Annual	3,930.66
10	22.92	Annual	3,988.08
11	23.25	Annual	4,045.50
12	23.62	Annual	4,109.88
13	23.91	Annual	\$4,160.34
14	24.22	Annual	\$4,214.28

Nonexempt		2021	
Weed Supervisor	Step	Wage	Monthly
position established 1/1/06	1	17.60	Annual 3,062.40
	2	18.15	Annual 3,158.10
	3	18.72	Annual 3,257.28
	4	19.34	Annual 3,365.16
	5	19.91	Annual 3,464.34
	6	20.57	Annual 3,579.18
	7	21.24	Annual 3,695.76
	8	21.55	Annual 3,749.70
	9	21.88	Annual 3,807.12
	10	22.21	Annual 3,864.54
	11	22.55	Annual 3,923.70
	12	22.87	Annual 3,979.38
	13	23.16	Annual 4,029.84
	14	23.45	Annual 4,080.30

Nonexempt		2021	
Assistant Weed Supervisor	Step	Wage	Monthly
position established 1/1/06	1	16.03	Annual 2,789.22
	2	16.50	Annual 2,871.00
	3	17.02	Annual 2,961.48
	4	17.50	Annual 3,045.00
	5	18.03	Annual 3,137.22
	6	18.58	Annual 3,232.92
	7	19.16	Annual 3,333.84
	8	19.44	Annual 3,382.56
	9	19.74	Annual 3,434.76
	10	20.03	Annual 3,485.22
	11	20.34	Annual 3,539.16
	12	20.65	Annual 3,593.10
	13	20.90	Annual 3,636.60
	14	21.16	Annual 3,681.84

ATTACHMENT D

OFFICIAL PAY SERIES - Public Safety (Union & Nonunion)

Nonexempt		2021		
Civil Process Server	Step	Wage		Monthly
	1	18.18	1st 6 months	3,163.32
	2	18.73	2nd 6 months	3,259.02
	3	19.35	Annual	3,366.90
	4	19.93	Annual	3,467.82
	5	20.60	Annual	3,584.40
	6	21.25	Annual	3,697.50
	7	21.93	Annual	3,815.82
	8	22.25	Annual	3,871.50
	9	22.59	Annual	3,930.66
	10	22.92	Annual	3,988.08
	11	23.25	Annual	4,045.50
	12	23.62	Annual	4,109.88
	13	23.91	Annual	4,160.34
	14	24.22	Annual	4,214.28

Nonexempt		2021		
Correctional Officer	Step	Wage		Monthly
24/7 Program Coordinator	1	18.44	1st 6 months	3,208.56
	2	19.02	2nd 6 months	3,309.48
	3	19.62	Annual	3,413.88
	4	20.25	Annual	3,523.50
	5	20.89	Annual	3,634.86
	6	21.60	Annual	3,758.40
	7	22.30	Annual	3,880.20
	8	22.65	Annual	3,941.10
	9	23.00	Annual	4,002.00
	10	23.33	Annual	4,059.42
	11	23.68	Annual	4,120.32
	12	24.04	Annual	4,182.96
	13	24.34	Annual	4,235.16
	14	24.64	Annual	4,287.36

Nonexempt		2021		
Work Release Coordinator.	Step	Wage		Monthly
	1	18.44	1st 6 months	3,208.56
	2	19.02	2nd 6 months	3,309.48
	3	19.62	Annual	3,413.88
	4	20.25	Annual	3,523.50
	5	20.89	Annual	3,634.86
	6	21.60	Annual	3,758.40
	7	22.30	Annual	3,880.20
	8	22.65	Annual	3,941.10
	9	23.00	Annual	4,002.00
	10	23.33	Annual	4,059.42

11	23.68	Annual	4,120.32
12	24.04	Annual	4,182.96
13	24.34	Annual	4,235.16
14	24.64	Annual	4,287.36

Nonexempt		2021	
Deputy Sheriff	Step	Wage	Monthly
	1	21.93	1st 6 months 3,815.82
	2	22.66	2nd 6 months 3,942.84
	3	23.41	Annual 4,073.34
	4	24.19	Annual 4,209.06
	5	25.01	Annual 4,351.74
	6	25.86	Annual 4,499.64
	7	26.73	Annual 4,651.02
	8	27.13	Annual 4,720.62
	9	27.54	Annual 4,791.96
	10	27.95	Annual 4,863.30
	11	28.37	Annual 4,936.38
	12	28.81	Annual 5,012.94
	13	29.16	Annual 5,073.84
	14	29.53	Annual 5,138.22

ATTACHMENT E

OFFICIAL PAY SERIES - Highway Maintenance (Union & Nonunion)

Nonexempt		2021	
Maintenance III Mechanic	Step	Wage	Monthly
	1	19.34	1st 6 months \$3,365.16
	2	19.91	2nd 6 months \$3,464.34
	3	20.58	Annual \$3,580.92
	4	21.25	Annual \$3,697.50
	5	21.93	Annual \$3,815.82
	6	22.66	Annual \$3,942.84
	7	23.42	Annual \$4,075.08
	8	23.77	Annual \$4,135.98
	9	24.14	Annual \$4,200.36
	10	24.48	Annual \$4,259.52
	11	24.86	Annual \$4,325.64
	12	25.23	Annual \$4,390.02
	13	25.54	Annual \$4,443.96
	14	25.86	Annual \$4,499.64

Nonexempt		2021	
Maintenance II	Step	Wage	Monthly
	1	18.72	1st 6 months \$3,257.28

2	19.34	2nd 6 months	\$3,365.16
3	19.91	Annual	\$3,464.34
4	20.58	Annual	\$3,580.92
5	21.25	Annual	\$3,697.50
6	21.93	Annual	\$3,815.82
7	22.66	Annual	\$3,942.84
8	23.01	Annual	\$4,003.74
9	23.34	Annual	\$4,061.16
10	23.69	Annual	\$4,122.06
11	24.05	Annual	\$4,184.70
12	24.40	Annual	\$4,245.60
13	24.70	Annual	\$4,297.80
14	25.01	Annual	\$4,351.74

Nonexempt		2021		
Shop Forman Equipment Mechanic (established 6/16/20)	Step	Wage		Monthly
	1	19.92	1st 6 months	\$3,466.08
	2	20.52	2nd 6 months	\$3,570.48
	3	21.20	Annual	\$3,688.80
	4	21.89	Annual	\$3,808.86
	5	22.59	Annual	\$3,930.66
	6	23.34	Annual	\$4,061.16
	7	24.12	Annual	\$4,196.88
	8	24.48	Annual	\$4,259.52
	9	24.86	Annual	\$4,325.64
	10	25.21	Annual	\$4,386.54
	11	25.60	Annual	\$4,454.40
	12	25.99	Annual	\$4,522.26
	13	26.30	Annual	\$4,576.20
	14	26.64	Annual	\$4,635.36

ATTACHMENT F
OFFICIAL PAY SERIES - Law Enforcement Support Series

Nonexempt		2021		
Legal Secretary	Step	Wage		Monthly
	1	15.81	1st 6 months	\$2,750.94
	2	16.24	2nd 6 months	\$2,825.76
	3	16.74	Annual	\$2,912.76
	4	17.26	Annual	\$3,003.24
	5	17.83	Annual	\$3,102.42
	6	18.38	Annual	\$3,198.12
	7	18.97	Annual	\$3,300.78
	8	19.25	Annual	\$3,349.50
	9	19.53	Annual	\$3,398.22
	10	19.84	Annual	\$3,452.16
	11	20.12	Annual	\$3,500.88
	12	20.44	Annual	\$3,556.56

13	20.70	Annual	\$3,601.80
14	20.95	Annual	\$3,645.30

Nonexempt		2021		
Criminal/Civil Support Coord.	Step	Wage		Monthly
Criminal Support Coord. 12/6/16	1	17.11	1st 6 months	\$2,977.14
	2	17.62	2nd 6 months	\$3,065.88
	3	18.15	Annual	\$3,158.10
	4	18.73	Annual	\$3,259.02
	5	19.34	Annual	\$3,365.16
	6	19.94	Annual	\$3,469.56
	7	20.60	Annual	\$3,584.40
	8	20.90	Annual	\$3,636.60
	9	21.23	Annual	\$3,694.02
	10	21.54	Annual	\$3,747.96
	11	21.87	Annual	\$3,805.38
	12	22.20	Annual	\$3,862.80
	13	22.48	Annual	\$3,911.52
	14	22.75	Annual	\$3,958.50

Nonexempt		2021		
Victims Assistance Coordinator	Step	Wage		Monthly
Victims Assistance Coordinator	1	17.60	1st 6 months	\$3,062.40
	2	18.15	2nd 6 months	\$3,158.10
	3	18.72	Annual	\$3,257.28
	4	19.34	Annual	\$3,365.16
	5	19.91	Annual	\$3,464.34
	6	20.57	Annual	\$3,579.18
	7	21.24	Annual	\$3,695.76
	8	21.55	Annual	\$3,749.70
	9	21.88	Annual	\$3,807.12
	10	22.21	Annual	\$3,864.54
	11	22.55	Annual	\$3,923.70
	12	22.87	Annual	\$3,979.38
	13	23.16	Annual	\$4,029.84
	14	23.45	Annual	\$4,080.30

Nonexempt		2021		
Criminal/Civil Records Mgmt.	Step	Wage		Monthly
Criminal/Civil Records Mgmt.	1	19.07	1st 6 months	\$3,318.18
	2	19.83	2nd 6 months	\$3,450.42
	3	20.57	Annual	\$3,579.18
	4	21.35	Annual	\$3,714.90
	5	22.08	Annual	\$3,841.92
	6	22.86	Annual	\$3,977.64
	7	23.19	Annual	\$4,035.06
	8	23.57	Annual	\$4,101.18

9	23.89	Annual	\$4,156.86
10	24.27	Annual	\$4,222.98
11	24.63	Annual	\$4,285.62
12	24.99	Annual	\$4,348.26
13	25.31	Annual	\$4,403.94
14	25.62	Annual	\$4,457.88

**ATTACHMENT G
OFFICIAL PAY SERIES - Assistant to the Supervisor**

Nonexempt		2021		
Deputy Auditor	Step	Wage		Monthly
	1	19.58	1st 6 months	\$3,406.92
	2	20.38	2nd 6 months	\$3,546.12
	3	21.20	Annual	\$3,688.80
	4	22.05	Annual	\$3,836.70
	5	22.78	Annual	\$3,963.72
	6	23.68	Annual	\$4,120.32
	7	24.04	Annual	\$4,182.96
	8	24.39	Annual	\$4,243.86
	9	24.77	Annual	\$4,309.98
	10	25.13	Annual	\$4,372.62
	11	25.50	Annual	\$4,437.00
	12	25.89	Annual	\$4,504.86
	13	26.20	Annual	\$4,558.80
	14	26.54	Annual	\$4,617.96

Deputy Equalization		2021		
Equalization Data Base Coord. established June 2017	Step	Wage		Monthly
	1	19.14	1st 6 months	\$3,330.36
	2	19.89	2nd 6 months	\$3,460.86
	3	20.71	Annual	\$3,603.54
	4	21.55	Annual	\$3,749.70
	5	22.25	Annual	\$3,871.50
	6	23.13	Annual	\$4,024.62
	7	23.50	Annual	\$4,089.00
	8	23.83	Annual	\$4,146.42
	9	24.20	Annual	\$4,210.80
	10	24.56	Annual	\$4,273.44
	11	24.93	Annual	\$4,337.82
	12	25.31	Annual	\$4,403.94
	13	25.62	Annual	\$4,457.88
	14	25.95	Annual	\$4,515.30

Deputy Treasurer		2021		
Deputy Register of Deeds	Step	Wage		Monthly
Deputy Maintenance Sup.	1	18.65	1st 6 months	\$3,245.10

(established 1/1/09)	2	19.38	2nd 6 months	\$3,372.12
	3	20.17	Annual	\$3,509.58
	4	20.98	Annual	\$3,650.52
	5	21.66	Annual	\$3,768.84
	6	22.54	Annual	\$3,921.96
	7	22.86	Annual	\$3,977.64
	8	23.19	Annual	\$4,035.06
	9	23.57	Annual	\$4,101.18
	10	23.89	Annual	\$4,156.86
	11	24.27	Annual	\$4,222.98
	12	24.63	Annual	\$4,285.62
	13	24.94	Annual	\$4,339.56
	14	25.25	Annual	\$4,393.50

Deputy Emergency Mgmt. established 10/1/06	2021			
	Step	Wage		Monthly
	1	18.30	1st 6 months	\$3,184.20
	2	19.01	2nd 6 months	\$3,307.74
	3	19.75	Annual	\$3,436.50
	4	20.56	Annual	\$3,577.44
	5	21.23	Annual	\$3,694.02
	6	22.04	Annual	\$3,834.96
	7	22.36	Annual	\$3,890.64
	8	22.70	Annual	\$3,949.80
	9	23.05	Annual	\$4,010.70
	10	23.40	Annual	\$4,071.60
	11	23.74	Annual	\$4,130.76
	12	24.10	Annual	\$4,193.40
	13	24.40	Annual	\$4,245.60
14	24.70	Annual	\$4,297.80	

Chief Deputy Sheriff position established 4/1/06	2021			
	Step	Wage		Monthly
	1	23.26	1st 6 months	\$4,047.24
	2	24.26	2nd 6 months	\$4,221.24
	3	25.26	Annual	\$4,395.24
	4	26.33	Annual	\$4,581.42
	5	27.43	Annual	\$4,772.82
	6	28.60	Annual	\$4,976.40
	7	29.05	Annual	\$5,054.70
	8	29.47	Annual	\$5,127.78
	9	29.92	Annual	\$5,206.08
	10	30.36	Annual	\$5,282.64
	11	30.81	Annual	\$5,360.94
	12	31.29	Annual	\$5,444.46
	13	31.68	Annual	\$5,512.32
14	32.07	Annual	\$5,580.18	

Assistant Chief		2021		
Correctional Officer	Step	Wage		Monthly
position established 5/15/07	1	18.82	1st 6 months	\$3,274.68
	2	19.62	2nd 6 months	\$3,413.88
	3	20.46	Annual	\$3,560.04
	4	21.33	Annual	\$3,711.42
	5	22.22	Annual	\$3,866.28
	6	23.16	Annual	\$4,029.84
	7	23.53	Annual	\$4,094.22
	8	23.86	Annual	\$4,151.64
	9	24.24	Annual	\$4,217.76
	10	24.60	Annual	\$4,280.40
	11	24.96	Annual	\$4,343.04
	12	25.34	Annual	\$4,409.16
	13	25.65	Annual	\$4,463.10
	14	25.98	Annual	\$4,520.52

Sergeant Sheriff		2021		
position established 11/23/10	Step	Wage		Monthly
	1	23.48	1st 6 months	\$4,085.52
	2	24.25	2nd 6 months	\$4,219.50
	3	25.02	Annual	\$4,353.48
	4	25.88	Annual	\$4,503.12
	5	26.76	Annual	\$4,656.24
	6	27.67	Annual	\$4,814.58
	7	28.07	Annual	\$4,884.18
	8	28.50	Annual	\$4,959.00
	9	28.93	Annual	\$5,033.82
	10	29.37	Annual	\$5,110.38
	11	29.80	Annual	\$5,185.20
	12	30.24	Annual	\$5,261.76
	13	30.63	Annual	\$5,329.62
	14	31.00	Annual	\$5,394.00

Corrections Sergeant		2021		
position established 1/9/2018	Step	Wage		Monthly
	1	19.74	Annual	\$3,434.76
	2	20.35	Annual	\$3,540.90
	3	20.97	Annual	\$3,648.78
	4	21.67	Annual	\$3,770.58
	5	22.34	Annual	\$3,887.16
	6	23.10	Annual	\$4,019.40
	7	23.43	Annual	\$4,076.82
	8	23.78	Annual	\$4,137.72
	9	24.16	Annual	\$4,203.84
	10	24.50	Annual	\$4,263.00

11	24.88	Annual	\$4,329.12
12	25.24	Annual	\$4,391.76
13	25.55	Annual	\$4,445.70
14	25.88	Annual	\$4,503.12

**ATTACHMENT H
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2021**

Department Heads	Minimum	Monthly	Maximum	Monthly
State's Attorney	n/a	n/a	50.65	8,813.10
Sheriff	n/a	n/a	34.79	6,053.46
Highway Superintendent	29.43	5,120.82	33.91	5,900.34
Auditor	n/a	n/a	30.26	5,265.24
Equalization Director	24.41	4,247.34	29.55	5,141.70
Facility Manager	23.77	4,135.98	31.62	5,501.88
Register of Deeds	n/a	n/a	28.73	4,999.02
Treasurer	n/a	n/a	28.73	4,999.02
Victim Assistance Supervisor	23.21	4,038.54	28.06	4,882.44
Emergency Management	n/a	n/a	28.73	4,999.02
Veterans Director	19.64	3,417.36	23.61	4,108.14
Welfare Director	19.64	3,417.36	23.61	4,108.14

Assistant Department Heads/Supervisors	Minimum	Monthly	Maximum	Monthly
	Deputy States Attorney	27.64	4,809.36	33.40
Chief Correctional Officer	23.16	4,029.84	28.01	4,873.74
Assistant Highway Superintendent	24.42	4,249.08	28.05	4,880.70

State's Attorney	Step	2021 Wage		Monthly
	8	51.39	Annual	8,941.86
9	52.16	Annual	9,075.84	
10	52.94	Annual	9,211.56	
11	53.74	Annual	9,350.76	

12	54.53	Annual	9,488.22
13	55.21	Annual	9,606.54
14	55.91	Annual	9,728.34

Sheriff		2021		
	Step	Wage		Monthly
	8	35.31	Annual	6,143.94
	9	35.84	Annual	6,236.16
	10	36.37	Annual	6,328.38
	11	36.91	Annual	6,422.34
	12	37.46	Annual	6,518.04
	13	37.93	Annual	6,599.82
	14	38.41	Annual	6,683.34

Highway Superintendent		2021		
	Step	Wage		Monthly
	8	34.43	Annual	5,990.82
	9	34.95	Annual	6,081.30
	10	35.48	Annual	6,173.52
	11	36.01	Annual	6,265.74
	12	36.56	Annual	6,361.44
	13	37.02	Annual	6,441.48
	14	37.47	Annual	6,519.78

Auditor		2021		
	Step	Wage		Monthly
	8	30.72	Annual	5,345.28
	9	31.19	Annual	5,427.06
	10	31.63	Annual	5,503.62
	11	32.12	Annual	5,588.88
12	32.61	Annual		

			5,674.14
13	33.02	Annual	5,745.48
14	33.44	Annual	5,818.56

Equalization Director		2021		
	Step	Wage	Monthly	
	8	30.00	Annual	5,220.00
	9	30.44	Annual	5,296.56
	10	30.90	Annual	5,376.60
	11	31.36	Annual	5,456.64
	12	31.84	Annual	5,540.16
	13	32.22	Annual	5,606.28
	14	32.63	Annual	5,677.62

Facilities Manager		2021		
	Step	Wage	Monthly	
	8	32.11	Annual	5,587.14
	9	32.60	Annual	5,672.40
	10	33.09	Annual	5,757.66
	11	33.59	Annual	5,844.66
	12	34.10	Annual	5,933.40
	13	34.51	Annual	6,004.74
	14	34.95	Annual	6,081.30

Register of Deeds & Treasurer		2021		
	Step	Wage	Monthly	
	8	29.16	Annual	5,073.84
	9	29.60	Annual	5,150.40
	10	30.05	Annual	5,228.70
	11	30.50	Annual	5,307.00
	12	30.95	Annual	5,385.30

13	31.34	Annual	5,453.16
14	31.74	Annual	5,522.76

Victim Assistance Supervisor			
	Step	2021 Wage	Monthly
	8	28.49 Annual	4,957.26
	9	28.92 Annual	5,032.08
	10	29.35 Annual	5,106.90
	11	29.79 Annual	5,183.46
	12	30.23 Annual	5,260.02
	13	30.62 Annual	5,327.88
	14	30.99 Annual	5,392.26

Emergency Management Dir.			
	Step	2021 Wage	Monthly
	8	29.16 Annual	5,073.84
	9	29.60 Annual	5,150.40
	10	30.05 Annual	5,228.70
	11	30.50 Annual	5,307.00
	12	30.95 Annual	5,385.30
	13	31.34 Annual	5,453.16
	14	31.74 Annual	5,522.76

Veterans Service Officer			
	Step	2021 Wage	Monthly
	8	23.94 Annual	4,165.56
	9	24.31 Annual	4,229.94
	10	24.69 Annual	4,296.06
	11	25.03 Annual	4,355.22
	12	25.42 Annual	4,423.08
	13	25.74 Annual	4,478.76

14	26.06	Annual	4,534.44
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Welfare Director			
	Step	2021	
			Monthly
	8	23.94	Annual 4,165.56
	9	24.31	Annual 4,229.94
	10	24.69	Annual 4,296.06
	11	25.03	Annual 4,355.22
	12	25.42	Annual 4,423.08
	13	25.74	Annual 4,478.76
	14	26.06	Annual 4,534.44

Deputy States Attorney			
	Step	2021	
		Wage	Monthly
	8	33.88	Annual 5,895.12
	9	34.40	Annual 5,985.60
	10	34.92	Annual 6,076.08
	11	35.45	Annual 6,168.30
	12	35.97	Annual 6,258.78
	13	36.42	Annual 6,337.08
	14	36.86	Annual 6,413.64

Chief Correctional Officer			
	Step	2021	
		Wage	Monthly
	8	28.44	Annual 4,948.56
	9	28.87	Annual 5,023.38
	10	29.29	Annual 5,096.46
	11	29.73	Annual 5,173.02
	12	30.18	Annual 5,251.32
	13	30.56	Annual 5,317.44
	14	30.93	Annual

			5,381.82
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Assistant Highway Superintendent		2021	
Step	Wage		Monthly
8	28.48	Annual	4,955.52
9	28.91	Annual	5,030.34
10	29.34	Annual	5,105.16
11	29.78	Annual	5,181.72
12	30.22	Annual	5,258.28
13	30.60	Annual	5,324.40
14	30.97	Annual	5,388.78

VETERANS SERVICE OFFICE WINDOW BLINDS

Motion by VanDusen, second by Johnson, to approve the purchase and installation of window blinds in the office of the Veterans Service Office. Veterans Service Officer, Todd Rose, presented the Board with an estimate in the amount of \$445.00 from Floors & More for the requested blinds. Upon vote of the Board; all voted aye; motion carried.

PLANNING BOARD APPOINTMENTS

Motion by Johnson, second by Gabel; to approve the following Planning Board appointments: Rodney Klatt, term expires 12/31/2023 and Alexandra Kahnke, term expires 12/31/2023; all voted aye; motion carried. The Board expressed appreciation, to former Board member Charles Rossow, whose term expired on 12/31/2020, for his years of service to the Planning and Zoning Board.

WEED BOARD APPOINTMENTS

Motion by VanDusen, second by Gabel, to approve the following Weed Board appointments: Jon Kahnke, term expires 12/31/2023 and Arlen Boehnke, term expires 12/31/2023; all voted aye; motion carried.

VOLUNTEER ROSTERS

Motion by Johnson, second by Gabel, to approve the following volunteer rosters for the purposes of workers compensation insurance coverage: Codington County Search and Rescue Team, Codington County Weather Spotters, Codington County LEPC Members; Emergency Management Consultant and Deputy Sheriff Reserves. Upon vote of the Board; all voted aye; motion carried. The volunteer rosters will be kept on file in the Auditor’s Office and updated as needed through-out the year.

CLAIMS

Motion by Johnson, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: 3D SPECIALTIES 154.01 SUPPLIES, A-OX WELDING 351.25 SUPPLIES, AUTOMATIC BUILDING CONTROLS 302.31 REP, AP AUTO PROS 229.44 REP, JEFFREY ARGO 25.00 CELL, AUSTIN LAW OFFICES 10040.10 SVC, ALISON BAKKEN 40.00 CELL, BANNER ASSOCIATES, INC 19332.40 REPAIRS/MAINT., BATTERIES UNLIMITED 248.00 REP, BATTERIES UNLIMITED 720.00 REPAIRS/MAINT., BAUER LAW OFFICE PC 2560.80 SVC, BEACON CENTER 2015.50 PMT, RAMONA BEARHILL 58.40 JURY, ALLEN BENCK 25.00 CELL, BIRMINGHAM & CWACH LAW OFFICES 341.70 SVC, BRYAN BLEEKER 25.00 CELL, BORNS GROUP 2559.70 POST,

BOYS & GIRLS CLUB 1541.67 PMT, BRATLAND LAW 960.30 SVC, BREVIK LAW OFFICE PROF LLC 188.95 SVC, BRIAN'S GLASS & DOOR INC. 650.00 REPAIRS/MAINT., BROWNLEE CONSTRUCTION 3400.00 SUPPLIES, JERRY BUNDE 50.84 JURY, BURNS LAW OFFICE 3000.00 PMT, BUTLER MACHINERY 2573.59 REPAIRS/MAINT., JEFF CASE 25.00 CELL, CENTURYLINK 677.40 UTIL, CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, COLE PAPERS, INC. 479.23 SUP, CONNECTING POINT COMPUTER CENT 5092.48 SUP, SHAWNA CONSTANT 25.00 CELL, C & R SUPPLY 10.87 REP, DAKOTA FORENSIC CONSULTING 1100.00 SVC, MATTHEW DARGATZ 25.00 CELL, DATA TRUCK 29.99 UTIL, JAMIE DOLEN 25.00 CELL, DUININCK INCORPORATED 3590.00 REPAIRS/MAINT., EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELECTRIC MOTORS & MOORE INC 380.00 REP, ELITE FORENSIC SERVICES 1780.00 SVC, EMC INSURANCE 6.00 REPAIRS/MAINT., ENGELSTAD ELECTRIC CO. 275.82 REP, MARIA ESCAMILLA 40.00 CELL, RANDALL G. FALVEY 25.00 CELL, FAMILY DENTAL CENTER 301.00 SVC, FARNAMS GENUINE PARTS 82.05 REP, FARNAMS GENUINE PARTS 845.30 SUPPLIES, FIRST DISTRICT ASSN OF LCL GOV 10564.18 SVC, FISHER SAND & GRAVEL CO 9824.89 SUPPLIES, TOWN OF FLORENCE-PEGGY LINDAHL 155.55 UTILITIES, ALLISON FORBUSH 25.00 CELL, DAVID FUCHS 51.68 JURY, BETHANY GABEL 50.84 JURY, GALLS, LLC 16.79 SUP, GANNON HOLDINGS LLC OHIO 409.82 SUB, BRENDA GLOVER 51.68 JURY, GREAT AMERICA FINANCIAL SVC 233.28 RENT, GREEN APPLE SEPTIC TANK 725.00 REPAIRS/MAINT., GREEN, ROBY, OVIATT, 5290.00 SVC, JUSTIN HALAJIAN 25.00 CELL, HARMELINK & FOX LAW OFFICE 146.50 SVC, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, DAVID HEDDING 25.00 CELL, HEYNER WELDING, INC 487.92 REP, HILLYARD/SIOUX FALLS 12.00 SUP, ALLEN HOEKMAN 53.36 JURY, RICK HOLINKA 25.00 CELL, LARRY HOWARD 40.00 CELL, HUMAN SERVICE AGENCY 26072.75 SVC, HYVEE #1871 ACCTS RECEIVABLE 131.20 SUP, JOHN DEERE FINANCIAL 5.18 REPAIRS/MAINT., JOHNSON CONTROLS, INC. 5291.25 REP, SCOTT JONGBLOED 1500.00 SVC, JURGENS PRINTING 89.00 SUP, MITCHELL KALLHOFF 25.00 CELL, MARK KATTERHAGEN 15.00 SVC, RICHARD KOHN 25.00 CELL, MEGAN LAFROMBOISE 80.00 CELL, LAKE AREA DOOR 2041.19 REPAIRS/MAINT., LEWIS & CLARK BHS 184.00 SVC, LEWNO LAW OFFICE 166.50 SVC, LINCOLN CO TREASURER 352.50 SVC, DARCY LOCKWOOD 15.00 SVC, JODI LOEHRER 25.00 CELL, STEVEN LOWRY 40.00 CELL, M & T FIRE AND SAFETY 3220.00 SUP, MAC'S BLUE TARP CREDIT SERVICE 282.93 SUPPLIES, NICOLE MARK 53.36 JURY, RUSSELL MATHEWS 40.00 CELL, TIMOTHY MCELHANY 50.84 JURY, MCKESSON MEDICAL SURGICAL 993.50 SUP, MENARDS 233.27 SUP, MENARDS 150.32 SUPPLIES, MIDCONTINENT COMMUNICATIONS 426.50 UTIL, MILBANK COMMUNICATIONS 900.00 REP, MOCIC 100.00 DUES, MICHAEL MORGAN 40.00 CELL, MOTOROLA SOLUTIONS, INC 2855.02 EQUIP, MOUNT HOPE CEMETERY 650.00 SVC, MULTI BUSINESS SOLUTIONS INC 2400.00 SVC, MUNICIPAL UTILITIES 11967.00 UTIL, MUNICIPAL UTILITIES 1085.85 UTILITIES, NEWMAN TRAFFIC SIGNS 246.41 SUPPLIES, SHAWN NILLS 40.00 CELL, LUCAS NOGELMEIER 50.84 JURY, NORTHWESTERN ENERGY 386.82 UTILITIES, TODD OBELE 20.00 WIT, OFFICE PEEPS, INC. 2134.53 SUP, JERROD OLSON 214.00 PMT, OTIS ELEVATOR COMPANY 2031.60 REP, OTTERTAIL POWER CO, 47.59 UTILITIES, MICHELLE PEDERSON 25.00 CELL, PITNEY BOWES 210.00 RENT, PMB 0112 198.14 UTIL, POMP'S TIRE SERVICE, INC. 111.88 REPAIRS/MAINT., PRAIRIE LAKES HEALTH CARE CENT 4175.03 SVC, PRINT 'EM NOW 82.00 SUP, MICHELLE RAML 52.52 JURY, JULIA RAUSCH 65.12 JURY, REDLINGER BROS. 171.79 REP, REDWOOD TOXICOLOGY LABORATORY 1777.50 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, ROBYN RITER 25.00 CELL, RON'S SAW SHOP 139.65 REP, DON ROWLAND 1500.00 GRANT, MARIAH SANDBURG 52.52 JURY, DEAN SCHAEFER COURT REPORTING 126.00 SVC, TREVER SCHIMMEL 40.00 CELL, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 2693.00 PMT, SD ATTORNEY GENERAL'S OFFICE 652.00 PMT, SD DEPARTMENT OF HEALTH 50.00 PMT, SOUTH DAKOTA DEPT. OF TRANSPORTATION 229.48 REPAIRS/MAINT., SD STATE TREASURER 418939.93

JANUARY REMITTANCE, SDACO 1279.00 PMT, SDN COMMUNICATIONS 1363.51 UTIL, ASSOC OF SD COUNTY WEED & PEST 150.00 DUES, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 2090.85 SUP, HEIDI SELCHERT 25.00 CELL, SIGNPRO 60.00 SUP, SIOUX EQUIPMENT 83.35 REPAIRS/MAINT., SIOUX RURAL WATER SYSTEM 48.00 UTILITIES, SIOUX VALLEY COOP 96.25 SUP, SIOUX VALLEY COOP 1386.34 SUPPLIES, SIRCHIE ACQUISITION COMPANY 99.21 SUP, LYNN SOLBERG 40.00 CELL, BRENT SOLUM 40.00 CELL, SOUTH SHORE GAZETTE 1334.53 PUB, STEVE STAHLKE 25.00 CELL, STAN HOUSTON EQUIPMENT 1350.00 REPAIRS/MAINT., STAR LAUNDRY 104.20 SUPPLIES, STURDEVANT'S AUTO PARTS 90.65 SUP, STURDEVANT'S AUTO PARTS 321.04 SUPPLIES, SUTTON LAW OFFICE PC 17916.63 SVC, SCOTT SWANSON 25.00 CELL, KIMBERLY THOMPSON 71.00 JURY, THOMSON REUTERS-WEST 378.37 SUP, PRODUCTIVITY PLUS ACCOUNT 301.82 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 CELL, TRANSOURCE TRUCK & EQUIPMENT 73.22 REPAIRS/MAINT., TWIN VALLEY TIRE 40.00 REPAIRS/MAINT., US GEOLOGICAL SURVEY 9835.00 PMT, TYLER VARNS 40.00 CELL, VAST BUSINESS 79.99 UTIL, VAST BROADBAND 59.95 UTILITIES, VERIZON WIRELESS 1437.02 UTIL, GREAT WESTERN BANK 66.62 PMT, GREAT WESTERN BANK 113.00 PMT, GREAT WESTERN BANK 15.96 UTILITIES, MARLONIE VOGELSANG 25.00 CELL, JOSHUA VOLKART 50.84 JURY, WALMART COMMUNITY 391.77 SUP, TODD B WARNE 25.00 CELL, WATERTOWN AMBULANCE 250.00 SVC, WATERTOWN DEVELOPMENT COMPANY 45000.00 PMT, WATERTOWN PUBLIC OPINION 1378.18 PUB, WATERTOWN PUBLIC OPINION 31.69 PUB, WATERTOWN VOLUNTEER CENTER 2500.00 PMT, JON WILEY 53.36 JURY, WW TIRE SERVICE INC 14.00 REP, WW TIRE SERVICE INC. 1612.50 SUPPLIES, YANKTON CO. SHERIFF 50.00 SVC, YANKTON CO TREASURER 141.90 SVC, SHANE YOST 40.00 CELL.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel changes: Jerrod Olson, Deputy Sheriff, anniversary step increase, step 12/\$28.91 per hour, effective 1/1/2021. Lynn Solberg, Asst. Highway Supt., anniversary step increase, step 9/\$29.01 per hour, effective 1/1/2021. Mitch Kallhoff, Highway Maint. II, anniversary step increase, step 4/\$20.58 per hour, effective 1/1/2021. Matt Dargatz, Highway Maint. II, anniversary step increase, step 10/\$23.79 per hour, effective 1/1/2021. Upon vote of the Board; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by VanDusen, to enter into executive session at 9:32 a.m., per SDCL 1-25-2, for a personnel issue; all voted aye; motion carried. The Board returned to regular session at 9:47 a.m. Human Resource Representative, Natalie Remund and Auditor, Cindy Brugman, were 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 9:47 a.m., until 9:00 a.m., Tuesday, January 19, 2021; 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 \$_____

Park Rules & Regulations

- No one camping under the age of 18 unless with a parent
- All South Dakota Laws will be enforced
- Speed limit in the park is 10 mph
- Obey all signs within the park
- According to city ordinance, all pets must be on a leash and you must carry a visible "proper scooper bag"
- Do not leave your pets unattended
- This is a family friendly campground
- Late night parties and excessive noise will not be tolerated
- Quiet hours are 11:00 pm to 7:00 am
- Children must be always supervised
- Take garbage to the dumpsters located at the dump station
- You are responsible for keeping your campsite neat and clean while you are a guest and also upon departure
- Do not put anything in the fire pit that will not burn (bottles, cans, etc.)
- Parking permitted on your campsite only
- Only one camping unit allowed per campsite unless approved by manager

Potential added rules & reservation policy

- No personal property may be attached to county property with the exception of a temporary sign or flag stand on the site ground
- Gas or electric powered ATVs, scooters and golf carts must be operated by license drivers only & carry no more than vehicle recommendations

Office call in reservation hours: 10:00am-6:00pm Sunday 10:00am-4:00pm

Check in: 4:00-10:00pm Check out: 2:00pm (Sunday-Saturday)

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in December 2020

Cash on Hand	\$4,356.04
Checks in Treasurer' possession less than 3 days	\$45,701.75
Credit Card Charges	\$4,376.37
Cash Items	\$325.00
TOTAL CASH ASSETS ON HAND	\$54,759.16

RECONCILED CHECKING	
Great Western Bank (Memorial Park)	\$1,942.85
Reliabank Dakota	\$23,792,015.67

INVESTMENTS	
SD Public Funds Investment	\$7,254.43

CERTIFICATES OF DEPOSIT	
Dacotah Bank	\$0.00
First American Bank & Trust	\$0.00
First Premier Bank	\$0.00
Great Western Bank	\$0.00
GW - Home Federal Bank	\$0.00
Peoples State Bank	\$0.00
Plains Commerce Bank	\$0.00
Reliabank Dakota	\$0.00
Wells Fargo	\$0.00

TOTAL CASH ASSETS	\$23,855,972.11
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GENERAL LEDGER CASH BALANCES:

General	\$16,664,893.36
General restricted cash	\$500,000.00
Sp. Revenue	\$5,898,509.72
Sp. Revenue restricted cash	\$0.00
Custodial	\$792,569.03

Schools	\$	137,794.93
Townships	\$	63,516.23
City/Towns	\$	23,986.69

TOTAL GENERAL LEDGER CASH	\$23,855,972.11
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Dated this 19th day of January, 2021

County Auditor

FUND CASH BALANCES REPORT AS 01/06/2021
CODINGTON COUNTY

Fund	Description	BALANCE
101	GENERAL FUND	16,664,893.36
101	GENERAL RESTRICTED CASH	500,000.00
	TOTAL AT FUND GROUP:	17,164,893.36
204	ROAD & BRIDGE FUND	5,506,868.12
204	ROAD & BRIDGE RESTRICTED CASH	.00
207	E-911 FUND	32,268.44
226	EMERGENCY MANAGEMENT FUND	104,074.98
228	VICTIM CRIME SERVICE FUND	8,291.38
229	DOMESTIC ABUSE FUND	2,015.50
231	W.I.C. FUND	10,486.04
233	COURTHOUSE BUILDING FUND	.00
248	24/7 SOBRIETY FUND	37,154.32
250	MODERNIZATION/PRESERVATION	168,939.00
256	SEARCH & RESCUE FUND	28,411.94
	TOTAL AT FUND GROUP:	5,898,509.72
704	LAW LIBRARY FUND	.00
706	SPECIAL HIGHWAY FUND	.00
721	SCHOOL DISTRICTS FUND	137,794.93
722	CIVIL TOWNSHIPS FUND	63,516.23
723	CITIES AND VILLAGES FUND	23,986.69
724	WATER DEVELOPMENT DIST. FUND	722.99
725	ADVANCE TAX COLLECTION FUND	130,503.72
726	REGISTER OF DEEDS FUND	2,356.80
727	GAME, FISH & PARKS FUND	.00
728	CLERK OF COURT FUND	.00
729	TAX SALE REDEMPTION FUND	.00
733	SANITARY SEWER DIST. FUND	.00
734	DEPOSIT FUND	.00
735	TREASURER'S TRUST FUND	6,633.06
736	MUNICIPALITIES (5%) FUND	.00
738	COUNTY SCHOOL FUND	.00
741	911 TRUST AND AGENCY FUND	.00
742	STATE MOTOR VEHICLE FUND	413,745.58
746	AUTO EXCISE TAX FUND	.00
755	SALES TAX FUND	307.36
758	BOOKMOBILE FUND	329.91
766	LAW LIBRARY FUND	9,870.76
769	MODERN/PRESERATION RELIEF	2,801.00
770	FIRE DEPT. MONIES	.00
	TOTAL AT FUND GROUP:	792,569.03
	TOTAL:	23,855,972.11

OFFICIAL STATEMENT OF FEES COLLECTED
REGISTER OF DEEDS STATEMENT OF FEES COLLECTED DURING THE MONTH
OF DECEMBER, 2020

The sum of **\$42,838.00** in fees has been collected by me as Register of Deeds for DECEMBER, 2020

Ann Rasmussen being duly sworn, deposes and says that she is the Register of Deeds in and for CODINGTON COUNTY, State of South Dakota; that the foregoing statement is a true and correct report of all fees collected by me as such Register of Deeds, as required by law, during the month of DECEMBER, 2020

Ann Rasmussen

Register of Deeds

Subscribed and sworn to before me this 4 day of Jan 2020/1

Cindy Brugman

CERTIFIED BIRTHS

State Children's Fund (\$2.00)	\$ 104.00
County General Fund (\$5.00)	\$ 260.00
State EVRSS Fund (\$5.00)	\$ 260.00
State General Fund (\$3.00)	\$ 156.00
TOTAL	\$ 780.00

CERTIFIED DEATHS

County General Fund (\$5.00)	\$ 980.00
State General Fund (\$4.00)	\$ 784.00
State EVRSS Fund (\$6.00)	\$ 1,176.00
TOTAL	\$ 2,940.00

FILED

JAN - 4 2021

CODINGTON COUNTY AUDITOR

Receipt Totals

By Date: 12/1/2020 12:00:00 AM - 12/31/2020 11:59:59 PM; Departments: All; Cash based.

Codington County

Monday, January 04, 2021 8:53 AM

Summary:

Receipt Item Totals

	Document:	Paid	Charged	Debited	Total
	Document:	\$33,824.50	\$1,646.00	\$0.00	\$35,470.50
	Non Document:	\$3,817.50	\$2,465.30	\$0.00	\$6,282.80
	Subtotal:	\$37,642.00	\$4,111.30	\$0.00	\$41,753.30

Payment on Account Totals

Applied:	\$5,196.00
Refunded:	\$0.00
Unposted:	\$0.00
Net Posted:	\$5,196.00

Payments & Refunds

ACH:	\$6,158.50
Cash:	\$1,909.50
Check (Refund):	-\$36.00
Check:	\$34,731.00
Money Order:	\$75.00
Total:	\$42,838.00

Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00	\$140.00	\$140.00	\$0.00	\$0.00
101-0-341.21	\$16,601.00	\$14,372.00	\$2,229.00	\$0.00
101-0-341.22	\$16,612.50	\$16,612.50	\$0.00	\$0.00
229-0-321.00	\$420.00	\$420.00	\$0.00	\$0.00
726-0-209.00	\$2,480.00	\$1,630.00	\$850.00	\$0.00
101-0-341.29	\$3,319.50	\$1,637.50	\$1,682.00	\$0.00
250-0-341.21	\$1,958.00	\$1,697.00	\$261.00	\$0.00
769-0-209.00	\$1,307.00	\$1,133.00	\$174.00	\$0.00
	Total: \$42,838.00	\$37,642.00	\$5,196.00	\$0.00

Document ID

Receipt Totals

By Date: 1/1/2020 12:00:00 AM - 12/31/2020 11:59:59 PM; Departments: All; Cash based.

Codington County

Monday, January 04, 2021 9:04 AM

Summary:

Receipt Item Totals

	Paid	Charged	Debited	Total
Document:	\$373,175.50	\$15,238.50	\$0.00	\$388,414.00
Non Document:	\$42,603.00	\$22,441.10	\$0.00	\$65,044.10
Subtotal:	\$415,778.50	\$37,679.60	\$0.00	\$453,458.10

Payment on Account Totals

Applied:	\$36,758.20
Refunded:	\$0.00
Unposted:	\$0.00
Net Posted:	\$36,758.20

Payments & Refunds

(Refund):	-\$325.00
ACH:	\$36,130.00
Cash (Refund):	-\$1.50
Cash:	\$22,831.50
Check (Refund):	-\$47.50
Check:	\$393,487.70
Money Order:	\$461.50
Total:	\$452,536.70

Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00	\$2,020.00	\$2,020.00	\$0.00	\$0.00
101-0-341.21	\$158,522.00	\$146,362.00	\$12,160.00	\$0.00
101-0-341.22	\$197,638.50	\$197,638.50	\$0.00	\$0.00
229-0-321.00	\$6,060.00	\$6,060.00	\$0.00	\$0.00
726-0-209.00	\$22,150.00	\$16,390.00	\$5,760.00	\$0.00
101-0-341.29	\$34,713.20	\$18,243.00	\$16,470.20	\$0.00
250-0-341.21	\$18,859.00	\$17,438.00	\$1,421.00	\$0.00
769-0-209.00	\$12,574.00	\$11,627.00	\$947.00	\$0.00
Total:	\$452,536.70	\$415,778.50	\$36,758.20	\$0.00

SOUTH DAKOTA DEPARTMENT OF AGRICULTURE



WILDLAND FIRE DIVISION
HOT SPRINGS DISTRICT OFFICE
2202 University Avenue
Hot Springs, SD 57747
PHONE: 605.745.5820 FAX: 605.745.4553
wildlandfire.sd.gov



January 8, 2021

Dear County Commission –

We are requesting updated contact information for your commission appointed designee. Your designee must have authority to obligate county funds in their request for fire suppression assistance. This assistance could be single engine airtankers, fire engines, hand crews, fire investigators, and/or additional fire management personnel. As defined by SDCL 41-20A-11 we can send up to 6 personnel and 2 vehicles for mutual aid at no cost to the county.

Please send a copy of the resolution appointing your county designee, no later than April 2, 2021, to the address below. This resolution should include authorized dates or term of duty (whether it be for one year or multiple years) and must be replaced, by sending a new resolution, when this designee changes. You may send the resolution via email or USPS to:

Steve Esser
steve.esser@state.sd.us
2202 University Ave. Hot Springs, SD 57747

The South Dakota Wildland Fire Division is pleased to continue working to assist your county with fire suppression efforts. If you have questions, please contact me.

Thank you,

A handwritten signature in blue ink that reads "Steve Esser".

Steve Esser
Fire Management Officer
Hot Springs District Office

FILED

JAN 11 2021

COBINGTON COUNTY AUDITOR

RESOLUTION 2021-4

“BE IT HEREBY RESOLVED, that the list of individuals set forth below, are hereby authorized to request rangeland fire assistance, on behalf of Codington County as specified in SDCL 41-20A-11. The authority to request assistance as provided shall continue in full force and effect until terminated or modified by resolution of the Codington County Board of Commissioners.

Effective Date: January 19, 2021
County Fire Assistance Authorization List:

Name	Position	Daytime Phone	Emergency or Cell Phone
Jamie Torstensen	Emergency Management Director	605-882-6272	605-520-6272
Brenda Hanten	County Commission	605-880-6124	605-880-6124
Cheri Howell	Emergency Management Secretary	605-882-6272	605-956-0609

“BE IT HEREBY RESOLVED, that Jamie Torstensen, Codington County Emergency Management Director, is appointed County Rural Fire Coordinator for Codington County, South Dakota. The Codington County Rural Fire Coordinator is hereby authorized to act as a single point of contact, on behalf of Codington County, in dealing with administrative matters such as burn bans, billings, or questions about this Rangeland Fire Agreement specific to Codington County. This authority shall continue in full force and effect until terminated or modified by resolution of the Codington County Commissioners.

Dated this 19th, day of January, 2021

Brenda Hanten, Chair Codington County Commission

ATTEST:

Cindy Brugman, County Auditor

**CERTIFICATE OF APPOINTMENT OF COMMISSIONERS OF THE
HOUSING AND REDEVELOPMENT COMMISSION OF
CODINGTON COUNTY, SOUTH DAKOTA**

WHEREAS, the Board of Commissioners of Codington County, South Dakota, held a regular meeting on the 23rd day of July, 2002; and

WHEREAS, at said meeting resolution #2002-18 was passed and adopted declaring the need for a Housing and Redevelopment Commission;

NOW, THEREFORE, pursuant to the provisions of the County and Municipal Housing and Redevelopment Law (S.D. Codified Laws 11-7-12(1995)), and by virtue of my office as chairman, I hereby appoint the five persons hereinafter named to serve as Commissioners of the Housing and Redevelopment Commission of Codington County, South Dakota, and each to serve until the expiration date appearing after his or her name.

_____ Georgia Kahnke _____, term expires 12/31/2020

_____ Arlys Kays _____, term expires 12/31/2021

_____ Brenda Hanten _____, term expires 12/31/2022

_____ Kathy Turbak _____, term expires 12/31/2023

_____ Elmer Brinkman _____, term expires 12/31/2024

IN TESTIMONY WHEREOF, I have hereunto signed my name as Chairman of the Board of Commissioners of Codington County, South Dakota, caused the corporate seal of said Codington County to be attached hereto this 21st day of January, 2020

Brenda Hanten, Chair

ATTEST:

Cindy Brugman, Auditor

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Weed & Pest

Name of traveling employee Steve Molengraaf

Employee title Supervisor Employee status exempt nonexempt

Purpose of travel Sioux Falls Farm Show

Method of transportation County vehicle

Destination Sioux Falls, SD

Departure date and time 1/28/21 6:30am Destination arrival date and time 1/28/21 8:00am

Return departure date and time 1/28/21 4:30pm Return arrival date and time 1/28/21 6:00pm

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) fuel

Lodging expense _____

Meals \$11 Registration \$0

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 _____