

**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, February 2, 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 February 2, 2021 agenda**
5. **Action to approve the minutes of January 26, 2021**
6. **Action to approve a request to serve alcoholic beverages to vendors at a private social event following the close of the Home Show at the Extension Center Complex**
7. **Monthly reports**
  - a. **Extension**
  - b. **Veterans Service**
8. **Action to approve a MOU between SDSU and Codington County for the provision of the 4-H Advisor**
9. **Action to appoint a Housing and Redevelopment Board member and authorize Chair to sign certificate**
10. **Action to approve a resolution authorizing the election of members of the Watertown-Codington County Regional Railroad Authority**
11. **Action to approve an agreement with Codington County Title due to a change in licensed abstractor**
12. **Action to authorize grant application for additional LEMPG Special Projects**
13. **Action to approve property tax abatements**
14. **Action to approve revised agreement with ICAP for client assessment needs assistance**
15. **Note Magic Needler's Quilt Guild raffle**
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, February 9, 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 1<sup>st</sup> Ave SE**

February 2, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 2, 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 Johnson 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 VanDusen, second by Gabel, to approve the February 2, 2021 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of January 26, 2021; all voted aye; motion carried.

**HOME BUILDERS ASSOCIATION REQUEST TO SERVE ALCOHOL**

Julie Kneeland, Executive Officer with the Watertown Area Home Builder's Association, met with the Board to request authorization to furnish alcohol, to vendors, at a private social event following the close of the Home Show on Saturday, March 6<sup>th</sup>, 2021. Motion by VanDusen, to approve this request as presented by Ms. Kneeland; all voted aye; motion carried.

**MONTHLY REPORTS**

**4-H/Youth Program Advisor, Jodi Loehrer**, updated the Board: Shooting Sports, BB gun, air pistol, and air rifle, began on January 12<sup>th</sup> with a limit of 12 participants per shift; Archery will begin on February 22<sup>nd</sup>; there will be one 4-H Leaders lunch counter at the Farm Show, which will follow SDSU

Codington County, February 2, 2021

Covid-19 guidelines; the Northeast Calf Show will be held on February 13<sup>th</sup>; 4-H at home projects are working out very well; and a mini grant was received, from the SD 4-H Leaders Association, in the amount of \$400 to supplement the cost of the at home project kits. **Veterans Service Officer, Todd Rose**, updated the Board: the office has conducted 188 transactions within the Vetrospec program for 2020; the Watertown CBOC is working with the Sioux Falls VA to finalize a date for COVID vaccines; there were no Veteran medical trips in January and none scheduled for February; \$500.00 has been donated, by the VVA 1121, towards the purchase of a new DAV vehicle with additional commitments totaling \$2,800.00 from other organizations, a PR event will be scheduled when the new vehicle is delivered later this year; blinds have been installed in the office; the Veterans Service Office looked into securing a booth at this year's Farm Show but there will be no booths this year due to the pandemic, a booth for next year's show will be pursued at the appropriate time; Mr. Rose continues to pursue information to update the office's phone system and continues to attend local Veteran's meetings. Discussion was held regarding a request from the Veterans Transportation Center in Sioux Falls to travel to another County to take a Veteran to the CBOC in Watertown, for an appointment, and then return the Veteran to his home. The Board discussed setting a policy to address this type of request.

#### **SDSU 4-H YOUTH ADVISOR M.O.U.**

Motion by Gabel, second by Johnson, to authorize the Chair to sign the Memorandum of Agreement between the SDSU Extension and Codington County for partial salary support of the 4-H Youth Advisor position, suitable office space for said Advisor, office administrative support, office supplies, travel expenses, etc., subject to the County's budgetary authority. The County agrees to reimburse the 4-H Advisor for official use of their personal vehicle, meals, and lodging on official business away from their County office headquarters at rates and polices equal to or above those established by the State Board of Finance. The County further agrees to furnish office space and provide sufficient funds (office supplies, postage, telephone, and technology charges) for 1 (one) Family Nutrition Program nutrition assistant. The amount the County will pay SDSU is \$20,621.00 for the calendar year 2021. Upon vote of the Board; all voted aye; motion carried.

#### **HOUSING AND REDEVELOPMENT COMMISSION RE-APPOINTMENT**

Motion by Johnson, second by Waterman, to re-appoint Georgia Kahnke to the Housing and Redevelopment Commission of Codington County and to authorize the Chair to sign the annual certificate of appointment; all voted aye; motion carried.

### **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.

\_\_\_\_\_ 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

Georgia Kahnke, term expires 12/31/2025

IN TESTIMONY WHEREOF, I have hereunto signed my name as Chair of the Board of Commissioners of Codington County, South Dakota, caused the corporate seal of said Codington County to be attached hereto this 2<sup>nd</sup> day of February, 2021.

Brenda Hanten  
Chair

ATTEST:  
Cindy Brugman  
Auditor

**REGIONAL RAILROAD AUTHORITY RESOLUTION**

**RESOLUTION 2021-5**

**AUTHORIZING ELECTION OF MEMBERS OF THE WATERTOWN-CODINGTON COUNTY  
REGIONAL RAILROAD AUTHORITY**

**BE IT RESOLVED** that County of Codington, South Dakota, hereby reaffirms its membership in the Watertown-Codington County Regional Railroad Authority pursuant to the Agreement establishing such regional railroad authority which was made and entered into on May 28, 2002;

**BE IT FURTHER RESOLVED** that Myron Johnson and Charlie Waterman are hereby elected as the two (2) Commissioners designated to represent Codington County on the Board of Commissioners of the Watertown-Codington County Regional Rail Authority to serve for a term of three (3) years, and said commissioners shall serve in that capacity until their successors are elected and qualified.

Dated at Watertown, South Dakota, this 2<sup>nd</sup> day of February, 2021

The above and foregoing Resolution was moved for adoption by Commissioner Gabel, second by Commissioner VanDusen, and upon vote of the Board all voted aye whereupon the Chair declared the resolution to be duly passed and adopted.

Brenda Hanten  
Chair

ATTEST:

Cindy Brugman  
County Auditor

Codington County, February 2, 2021

I hereby certify that Resolution 2021-5 was published in the Watertown Public Opinion, the official newspaper of said County, on the 13<sup>th</sup> day of February, 2021, and an affidavit of publication is filed in the County Auditor's Office.

Cindy Brugman  
Codington County Auditor

**MIDWEST DEVELOPERS, INC. M.O.U.**

Deputy Register of Deeds, Mary Fransen, presented the Board with a new M.O.U. between Codington County Title and Codington County. Motion by VanDusen, second by Gabel, to approve the new M.O.U. between Codington County Title (Midwest Developers, Inc.) and Codington County for the copying of recorded instruments in the Codington County Register of Deeds office, while operating as an abstractor, and for the payment of copies, previously made, within 5 business days of the approval of this agreement by the Codington County Commissioners; all voted aye; motion carried.

**LOCAL EMERGENCY MANAGEMENT PREPAREDNESS GRANT**

Motion by Johnson, second by Gabel, to authorize the Codington County Emergency Management Office to apply for LEMPG Special Projects grant funding; all voted aye; motion carried.

**PROPERTY TAX ABATEMENTS**

Motion by Johnson, second by Gable, to approve the following property tax abatement applications for taxes payable in 2021; all voted aye; motion carried:

<b><u>PROPERTY RECORD</u></b>	<b><u>ABATED AMOUNT</u></b>
8915	\$2,111.06
7891	\$1,741.02
8699	\$ 661.82
11537	\$ 84.02

**INTERLAKES COMMUNITY ACTION CASE MANAGEMENT AGREEMENT**

Motion by Gabel, second by Waterman, to approve a revised agreement between Inter Lakes Community Action and Codington County for the provision of assistance, from ICAP, in assessing Codington County Welfare Office client needs. The revision of the agreement provides for up to 38 hours of service, from ICAP, per two week pay period; all voted aye; motion carried.

**MAGIC NEEDLERS QUILT GUILD RAFFLE**

The Board noted the intent of the Magic Needler Quilt Guild to conduct a raffle from March 6, 2021 to October 2, 2021.

**PERSONNEL CHANGES**

Motion by VanDusen, second by Gabel, to approve the following personnel changes: Cindy Dargatz, Custodian, anniversary step increase, step 11/\$18.67 per hour, effective 9/2/2020; Erin Lenzner, Sheriff's Office Criminal Support Coordinator, anniversary step increase, step 12/\$22.30 per hour, effective 2/15/2021; Tyler Varns, Deputy Sheriff, anniversary step increase, step 5/\$25.11 per hour, effective 1/15/2021; Randy Falvey, Highway Maint. II, anniversary step increase, step 6/\$22.03 per hour, effective date 2/1/2021; Lonie Vogelsang, Highway Maint. II, anniversary step increase, step 6/\$21.93 per hour, effective date 2/1/2021; all voted aye; motion carried.

**TRAVEL REQUESTS**

Motion by Johnson, second by Gabel, to approve the following travel requests: Veterans Service Officer, finger printing and training at State VA Division Office and Emergency Management Director and Secretary, region meeting; all voted aye; motion carried.

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**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Johnson, second by VanDusen, to adjourn at 9:50 a.m., until 9:00 a.m., Tuesday, February 9, 2021; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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