

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 26, 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 26, 2021 agenda**
5. **Action to approve the minutes of January 19, 2021**
6. **Monthly reports**
 - a. **Emergency Management**
 - b. **Sheriff**
7. **Action to approve a notice to bidders for a Detention Center sanitary sewer repair project**
8. **Action to authorize the purchase of patrol cars as budgeted**
9. **Action to approve advertising and hiring of a Treasurer's Office Clerk to fill a vacancy**
10. **Action to approve claims for payment**
11. **Action/possible discussion on COVID-19 practices, procedures, policy**
12. **Action to approve automatic budget supplements**
13. **Action to approve personnel changes**
14. **Action to approve travel requests**
15. **Public Notices – a possible quorum of Commissioners could be in attendance at:**
16. **Old Business**
17. **New Business**
18. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**
19. **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)**
20. **Action to adjourn until 9:00 a.m., Tuesday, February 2, 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 26, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 26, 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. Guest, Chris Schilken, Executive Director, Watertown Development Company, 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 January 26, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of January 19, 2021; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jamie Torstenson, updated the Board on the following: updating of annual rosters, ICS virtual training, responded to a grass fire in Deuel County as mutual aide, responded to a house fire in the Wallace area, attended virtual meetings, biweekly monitoring of snow/water levels, recent weather events, and continued assistance with mitigation strategies for remedies to water inundated roads in Richland Township. The Search and Rescue team had a very active month with responses in Day and Hamlin Counties. COVID-19 numbers continue to be monitored in Codington County and development of a Local POD Plan continues. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of December 2020, for the Detention Center and Sheriff's Office: fees collected in the amount of \$10,115.82 were retained by the County; 567 cases/calls for service; 12 accident reports completed; 64 arrest warrants served; 242 sets of civil papers served; 2,270 transport miles; average daily inmate population 39.68 (high of 50 and low of 33); 22 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 52 individuals testing daily for PBT'S; 46 individuals reporting twice weekly for UA Drug testing; 5 individuals using sweat patches; 188 bookings; \$8,180.00 collected in fees for out of county prisoner contracts; \$0.00 collected in work release fees due to a temporary suspension of the program; \$8,189.50 collected in fees for the 24/7 program; and \$4,287.00 collected for SCRAM fees. Sheriff Howell presented the Board with an annual report of statistics, for the Sheriff's Office and Detention Center, and reviewed the same. The Sheriff's office and Detention Center employees who chose to receive the COVID-19 vaccine will receive their second vaccination today. The following employees have completed the 12-week online NACo Leadership Class: Sheriff Howell, Sergeant Solum, Chief Correctional Officer Blackwelder, and Corrections Sergeant Escamilla. The Sheriff will be seeking quotes to update the Detention Center camera and lock systems as budgeted in 2021.

PATROL VEHICLES

Sheriff Howell presented the Board with a local bid for two patrol vehicles as budgeted in 2021. Watertown Ford will sell the County, two 2021 Ram 1500 Classic SSV trucks, at \$28,761.00 each. The bid price through the State of South Dakota for this vehicle is \$28,381.00. Motion by VanDusen, second by VanDusen, to purchase the two vehicles at the price quoted from local dealer Watertown Ford and as recommended by Sheriff Howell; all voted aye; motion carried.

DETENTION CENTER SANITARY SEWER SYSTEM

Motion by Gabel, second by Waterman, to approve a notice to bidders for a project to rehabilitate the Detention Center sanitary sewer system; all voted aye; motion carried. Bids will be opened and publicly announced at the Board's meeting on March 2nd, 2021.

TREASURER'S OFFICE CLERK POSITION

Motion by VanDusen, second by Johnson, to approve advertising and hiring of a clerk position in the Treasurer's office to fill a vacancy; all voted aye; motion carried.

CLAIMS

Motion by VanDusen, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: Visa Reliabank \$586.48 sup/trav/misc.

SALARY CLAIMS

Motion by Johnson, second by Gabel, to approve the following January 2021 salary claims; all voted aye; motion carried: Commissioners: 10,595.06 total salaries; Brenda Hanten 2020.48; Myron Johnson 1920.48; Donald Gabel 1920.48; Harlan Waterman 1920.48; Troy VanDusen 1920.48. Auditor: 21,830.14 total salaries; Cindy Brugman 5818.56; Jodi Pearson 3970.68; Debbie Melville 3662.70; Alissa Harte 3469.56. Co. Treasurer: 33,824.30 total salaries; Carol Maloney 5522.76; Janet Bevers 4339.56; Betty Overlie 3662.70; Lindee Waba 3779.28; Sandy Theye 5065.56 final pay; Ashley Lindner 3300.78. States Attorney: 43,828.20 total salaries; Ruth Swenson part time @ 19.53 hr.; Becky Morlock Reeves 9228.96; Jamie Monson 3995.04; Alison Bakken 5543.64; Megan LaFromboise 5912.52; Lisa Felch 3300.78; Katie Moes 3003.24. Gov. Buildings: 20,564.32 total salaries; Steve Molengraaf 5844.66; Cindy Dargatz part time @ 18.41 hr.; Bryan Bleeker 3556.56; Richard Kohn 3003.24. Dir. Equalization: 44,849.86 total salaries; Shawna Constant 5695.02; Diane Merchant 3970.68; Michelle Pederson 4532.70; Heidi Selchert 4109.88; Barb Martenson 3645.30; Melissa Sears 4045.50; Allison Forbush 4062.90; Sarah Tesch 3300.78. Reg. of Deeds: 23,291.78 total salaries; Ann Rasmussen 5522.76; Mary Fransen 4339.56; Jill Schweitzer 3619.20; Jacki Manning 3662.70. Veterans Service: 10,619.13 salaries; Todd Rose 4229.94; Peggy Raml 3645.30. Sheriff: 110,631.19 total salaries; Adam Reeves 4738.02; Brad Howell 6700.74; Kathy Young 3958.50; Lonnie Greenfield part time @ 21.93 hr.; Keith Olson part time @ 23.41 hr.; Rusty Mathews 5030.34; Dave Curtis 3758.40; Jerrod Olson 5030.34; Trever Schimmel 4738.02; Vanna Engst 4035.06; Erin Lenzner 3822.78; Brent Solum 5051.22; Toby Wishard part time @ 23.41 hr.; Steven Lowry 4517.04; Tyler Varns 4226.46; James Bakke part time @ 21.93 hr.; Michael Morgan 4351.74; Boyd Peterson part time @ 21.93 hr., Shane Yost 4073.34; . Co. Jail: 126,839.37 total salaries; Marie Suman part time @ 22.65 hr.; Tasha Vohlken part time @ 18.44; Jessica Johnson part time @ 19.62; Ryan Elliott part time @ 19.02; Lori Mills part time @ 24.04; Shawn Nills 4221.24; Jacey Moe part time @ 19.02; Leah Ruby 425.39 final pay; Cindy Olson part time @ 22.30 hr.; Marcy Rossow 3462.60; Brittni Schliesman part time @ 20.25 hr.; Julie Gallisath 3652.26; Laurie Smith part time @ 20.25 hr.; Shawna Carter 4304.76; Lindsey Stricherz 4304.76; Kayla Schomaker 3897.60; Charles Rossow part time @ 18.15 hr.; Janelle Wishard part time @ 18.44; Janelle Olson part time @ 18.44 hr.; Judy Greenfield part time @ 18.44 hr.; Jennifer Matejek 4287.36; Amalia Barrientos 3652.26; Matt Blackwelder 5317.44; Kyle Lewis 3540.90; Wes Jennings 4076.82; Melissa Holtquist 4002.00; Justin Halajian 4118.58; Steve Stahlke 3198.12; Maria Escamilla 4409.16; Kelly Oelrich 3958.50; Megan Olson part time @ 18.44 hr. Coroner: 1,803.14 total salaries. Care of the Poor: 4,188.70 total

salaries; Sarah Petersen 586.47 final pay; Kari Kraayenbrink 19.64 hr. County Nurse: 5,097.40 total salaries; Jeanie Ochsendorf 3744.48. Ag. Bldg.: 10,317.67 total salaries; Scott Swanson 4029.84; Ronnie Hartley 3003.24. Co. Extension: 10,148.81 total salaries; Becky Goens 3970.68; Kim Johnson 3457.38. Road & Bridge: 102,199.11 total salaries; Allen Benck 4499.64; Brad Schwinger 4499.64; Jeff Case 4499.64; Rick Hartley 6519.78; Todd Warne 4652.76; Dave Hedding 4499.64; Lori Deutsch 3953.28; Rick Holinka 4517.04; Mitch Kallhoff 3580.92; Matt Dargatz 4139.46; Jamie Dolen 4135.98; Robyn Riter 4021.14; Lynn Solberg 5047.74; Doug Torstenson 3833.22; Randy Falvey 3714.90; Lonie Vogelsang 3697.50; Jeff Argo 3714.90. Emergency Management: 12,445.78 total salaries; Jamie Torstenson 5453.16 Cheri Howell 3500.88; Larry Howard part time 20.00 hr. Crime Victim: 7,001.48 total salaries; Jan Steele 5409.66. W.I.C.: 4,748.61 total salaries; Sara Aman 3457.38. Total: 604,824.05 Breakdown of withholding amounts which are included in the above: S.D. Retirement 53,342.30; S.D. Retirement 69.79 spouse option; S.D. Supplemental Retire. 3,010.00 suppl. retire.; Sanford Health 77,577.84 ins.; Reliance Standard Life Insurance 417.30 life ins.; Delta Dental 6,065.42 ins.; Avesis 857.71 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 526.90 employee union dues; AFLAC 3,959.45 ins.; John Hancock 4,890.00 suppl. retire.; AFLAC 696.67 ins.; Watertown United Way 70.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 24,869.00 employee payments; SDRS Supplemental Retirement 2,480.00 Roth retire.; Teamsters Local Union 120 394.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 44,306.39 federal withholding; ReliaBank Dakota 76,811.34 social security; Barbara Curtis 800.00 employee payment.

EMPLOYEE RECREATION CENTER REIMBURSEMENT PROGRAM

Motion by Gabel, second by Johnson, to reimburse County employees for recreation center attendance using a pro-rated formula for 2020 due to the temporary closure of a number of recreation center facilities relating to COVID-19 restrictions; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by Waterman, to enter into executive session at 9:56 a.m., per SDCL 1-25-2, for a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:14 a.m. Human Resource Representative, Natalie Remund, was present, for executive session.

PERSONNEL CHANGES

Motion by VanDusen, second by Johnson, to approve the following personnel change: Sara Foust, Welfare Director, new hire, \$25.13 per hour, effective 2/16/2021; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:15 a.m., until 9:00 a.m., Tuesday, February 2, 2021; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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