

AGENDA
Codington County Board of Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, March 23, 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 March 23, 2021 agenda
5. Action to approve the minutes of March 16, 2021
6. Monthly reports
 - a. Emergency Management Director
 - b. Sheriff
7. Action to declare GEN01605, a Gravely mower, surplus to be traded
8. Action to renew employee dental insurance with Delta Dental and approve employee/employer costs
9. Action to approve purchase of cameras for the Detention Center
10. Discussion/possible action to provide funding for supplies for COVID mass vaccination event
11. Action to approve a roofing project at Memorial Park
12. Action to approve abatement applications
13. Note the Board's next meeting is scheduled for Tuesday, April 6, 2021
14. Action/possible discussion on COVID-19 practices, procedures, policy
15. Action to approve claims for payment
16. Action to approve automatic budget supplements
17. Action to approve personnel changes
18. Action to approve travel requests
19. Public Notices – a possible quorum of Commissioners could be in attendance at:
20. Old Business
21. New Business
22. Open
 - a. Public Comments
 - b. Commission Comments
23. 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)
24. Action to adjourn until 9:00 a.m., Tuesday, April 6, 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**

March 16, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 16, 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 March 16, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of March 9, 2021; all voted aye; motion carried.

MONTHLY REPORTS

Facilities Manager, Steve Molengraaf, reported: numerous snow events are keeping staff busy clearing walkways and the parking lot, several jury trials have been held at the Courthouse and will continue for the foreseeable future, events continue to be held at the Extension Center Complex and preparations are underway for the flooring projects, the sewer rehab project for the Detention Center will begin late summer or early fall, the Memorial Park online reservation program has resulted in approximately \$9,300.00 in sales thus far, the system will need to be slightly adjusted to allow for booking more than 90 days in advance, the annual meeting with the Weed Dept., Towns, and Townships was held in February with an attendance of 27, and public notices for the control of noxious weeds will be published this week. **Highway Supt., Rick Hartley**, reported: The Highway has been kept busy recently moving snow and sanding, the new trucks are being prepared in Fargo, the Highway hauled away brush from Memorial Park, clean up continues in the road right of way, crack sealing takes place as weather conditions permit, staff has all completed 2021 MSHAW training, and Kriech Construction has completed the rip rap project on County 8-1 & 4-1.

BRIDGE REHAB PROJECT NOTICE TO BIDDERS

Motion by Johnson, second by Gable, to approve a notice to bidders for bridge rehab project 15-240-155, with a bid opening date of April 13, 2021; all voted aye; motion carried.

FEDERAL AID BRIDGE REPLACEMENT RESOLUTIONS

Motion by Gabel, second by Waterman, to approve Resolution 2021-8, a resolution approving a Bridge Replacement Project for Bridge 15-216-220; all voted aye; motion carried.

RESOLUTION 2021-8

**FEDERAL AID BRIDGE REPLACEMENT PROGRAM RESOLUTION
FOR COUNTY AND URBAN PROJECTS**

Codington County, March 16, 2021

WHEREAS, Codington County desires the replacement of the bridge hereinafter described:

STRUCTURE NUMBER AND LOCATION: Bridge #15-216-220
located 0.6 miles east of intersection 176 St/457 Ave

LIST OF CURRENT LANDOWNERS ADJACENT TO THE PROJECT:

Mark & Mary Margaret Mack Trust, 100 28th Ave SE #311, Watertown, SD 57201

Thomas & Mavis Reichling, 17660 485 Ave, Watertown, SD 57201

AND WHEREAS, Codington County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Codington County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

1. The condition rating is 4 (poor).
2. For replacement project the bridge is not located on a County or Township designated No Maintenance or Minimum Maintenance Road.
3. For removal project the bridge location will not be eligible for federal or state bridge funds in the event that a bridge is reconstructed. The owner agrees to submit a separate resolution to delete the structure from the National Bridge Inventory upon completion of the project.
4. The bridge is located on a Federal Aid Route, a school bus route, a mail route, and a field to farm to market road.
5. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the "Local Roads Plan" and the State's "Standard Specifications for Roads and Bridges" the bridge replacement project at the above-described location. Items to be handled by the State forces with Federal Participation will include hydraulic study review, foundations investigation (if necessary), plan reviews, and construction administration.

Estimated cost of project including engineering: \$	<u>2,100,000</u>
Federal Share: \$	<u>1,720,950</u>
Local Share: \$	<u>379,050</u>

Voted of Commissioners: Yes 5 No 0

Dated at Watertown, SD this 16th day of March, 2021

Brenda Hanten

Chair, Codington County Commission

ATTEST:

Cindy Brugman

Codington County, March 16, 2021

County Auditor

Motion by VanDusen, second by Johnson, to approve Resolution 2021-9, a resolution approving a Bridge Replacement Project for Bridge 15-157-025; all voted aye; motion carried.

RESOLUTION 2021-9

FEDERAL AID BRIDGE REPLACEMENT PROGRAM RESOLUTION FOR COUNTY AND URBAN PROJECTS

WHEREAS, Codington County desires the replacement of the bridge hereinafter described:

STRUCTURE NUMBER AND LOCATION: Bridge #15-157-025
located 0.8 miles east of intersection Cottonwood St/451 Ave

LIST OF CURRENT LANDOWNERS ADJACENT TO THE PROJECT:
Rick Schmig & Derek Schmig, 15631 453 Ave, South Shore, SD 57263
Robert Endres, PO Box 816, Watertown, SD 57201

AND WHEREAS, Codington County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

AND WHEREAS, Codington County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement for the following reasons:

6. The condition rating is 4 (poor).
7. For replacement project the bridge is not located on a County or Township designated No Maintenance or Minimum Maintenance Road.
8. For removal project the bridge location will not be eligible for federal or state bridge funds in the event that a bridge is reconstructed. The owner agrees to submit a separate resolution to delete the structure from the National Bridge Inventory upon completion of the project.
9. The bridge is located on a school bus route, a mail route, and a field to farm to market road.
10. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED, that the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the "Local Roads Plan" and the State's "Standard Specifications for Roads and Bridges" the bridge replacement project at the above-described location. Items to be handled by the State forces with Federal Participation will include hydraulic study review, foundations investigation (if necessary), plan reviews, and construction administration.

Estimated cost of project including engineering:	\$	<u>1,410,000</u>
Federal Share:	\$	<u>1,155,495</u>
Local Share:	\$	<u>254,505</u>

Codington County, March 16, 2021

Voted of Commissioners: Yes 5 No 0

Dated at Watertown, SD this 16th day of March, 2021

Brenda Hanten

Chair, Codington County Commission

ATTEST:

Cindy Brugman

County Auditor

BRIDGE INSPECTION PROGRAM RESOLUTION

Motion by Johnson, second by VanDusen, to approve Resolution 2021-10, which requires bridge inspections and appoints a Consulting Engineer; all voted aye; motion carried:

**RESOLUTION 2021-10
BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, 23 CRF 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Codington County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

The County requests SDDOT to hire Banner Associates, Inc. (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

Date this 16th day of March, 2021, at Watertown, South Dakota.

Codington County Board of Commissioners

Brenda Hanten

Chair

ATTEST:

Cindy Brugman

County Auditor

WATERTOWN ELKS LODGE RAFFLE

The Board noted correspondence from the Watertown Elks Lodge #838 and their intent to hold raffles in 2021.

Codington County, March 16, 2021

EASTER OFFICE CLOSURES

The Board noted all County offices will be closed on Friday, April 2nd and Monday, April 5th, in observance of Easter and as per previously adopted policy.

DISCUSSION IN TIF DISTRICTS

Chris Schilken, Executive Director, Watertown Development Company, met with the Board to provide an overview of the TIF (Tax Increment Financing) Districts created in Watertown. The TIF tool has been used in Watertown to address housing needs and the re-development of downtown Watertown. Mr. Schilken also provided the Board with the 2020 TIF Annual report as prepared by the South Dakota Dept. of Revenue. Mr. Schilken expressed his appreciation for the services provided by the Codington County Director of Equalization Office in the estimation of taxes to be collected on the properties located within TIF Districts.

EXTENSION CENTER COMPLEX RESTROOM PROJECTS

Motion by Gabel, second by VanDusen, to accept quotes, from Warne Plumbing & Heating, to complete restroom partition projects at the Extension Center Complex, as budgeted, in the amount of \$9,300.00. Partitions will be installed in the restrooms near the lunch counter and in the sale ring restrooms. Upon vote of the Board; all voted aye; motion carried.

MEMORIAL PARK MOWER PURCHASE

Motion by Johnson, second by Waterman, to purchase a mower from Watertown Lawn & Garden, in the amount of \$8,751.04, including trade-in, and as budgeted; all voted aye; motion carried.

SDDOT NOXIOUS WEED CONTROL CONTRACT

Motion by Johnson, second by Waterman, to authorize the Chairman to sign a contract with the SDDOT to authorize the County Weed Dept. to provide noxious weed control in 2021 within the State highway right of way for an estimated cost of \$23,110.00; all voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Gabel, second by VanDusen, to approve an automatic budget supplement, in the amount of \$3,000.00, to the Emergency Management expenditure and revenue budgets with HMEP training grant reimbursement funds; all voted aye; motion carried.

CLAIMS

Motion by VanDusen, second by Gabel, to approve a claim in the amount of \$12,119.00 payable to the DAV Dept. of South Dakota for a 2021 Ford transit van; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel change: Julie Gallisath, Correctional Officer, anniversary step increase, step 6/\$21.70 per hour, effective 3/1/2021; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by VanDusen, to adjourn at 9:38 a.m., until 9:00 a.m., Tuesday, March 23, 2021; all voted aye; motion carried.

ATTEST:

Codington County, March 16, 2021

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 \$_____

ASSETS FILE MAINTENANCE

Item No:	GEN01605		Serial #:	030124	
Description:	260' GRAVELY MOWER				
	MODEL#992201				
	SERIAL#030124				
Class Code:	100	GENERAL			
Department:	522	COUNTY PARK			
Category:	500	CULTURE & RECREATION			
Location:	MEMORIAL PARK				(Used for Dept. reporting)
Fixed Asset G/L:	800	-	0	-	166.00 F/A MACHINERY & EQUIPMENT
Acquisition Date:	12/09/2014	Remarks:	LESS TRADE IN GREAT DANE\$1999		
Vendor Name:	WATERTOWN LAWN & GARDEN				Capital: 2 (1-Y 2-N)
	17 3RD ST NW				
	WATERTOWN SD 57201				# of Years: 0
					Remaining Life: 0
					Remain Value: 7000.00
Cost:	7000.00	Voucher:	131333	Dep:	
Frt/Other:	0.00	Voucher:	0	Accum Dep:	0.00
TOTAL:	7000.00	Insured Value:	0.00		
OK?					

March 5, 2021

Jodi Pearson
Codington County
14 1st Ave SE
Watertown, SD 57201

Dear Jodi,

Welcome to another year of healthy smiles! Please find your 2021-2022 Delta Dental of South Dakota dental benefits information attached. We determine your dental rates based on your company's claims experience and trends in dental costs. An analysis of your company's claims experience indicates a rate change is not necessary for the next plan year. Therefore, your current rates will be continued for another year.

June 2021 – May 2022 Rates (41st year)

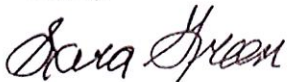
Single	\$42.50
Two Party	\$76.52
Family	\$111.40

Last year we added **Health through Oral Wellness®** to your dental plan at no cost. **Health through Oral Wellness** provides additional preventive benefits to those needing them most. In addition, we want to remind you that we also added **Prevention Pays** to your plan effective July 1, 2020, at no additional cost, meaning diagnostic and preventive services no longer apply to the annual maximum benefit. With Health through Oral Wellness and Prevention Pays, employees have access to more benefits to help protect their smiles and keep them healthy!

For more information about these programs and how to make the most of your dental benefits, check out our **Lifesmile®** library, where you will find articles, videos, and brochures to share with employees.
www.deltadentalsd.com/lifesmile

Thank you for choosing Delta Dental of South Dakota. No one has a smile like you. And no one can keep it healthy like us! Should you have any questions, please do not hesitate to contact me at sara.green@deltadentalsd.com.

Sincerely,



Sara Green
Director of Underwriting & Provider Compensation

Email: Todd Freimark



26508 465th Ave, Hartford, SD 57033
(605) 526-4102
www.itstechsystems.com
sales@itstechsystems.com

Codington County
119 S Maple
Watertown, SD 57201

Proposal

Date: 3/17/2021
Proposal: Q-8536
Terms: Net 30

Project: Camera Replacement Phase 2

MPN	Description	Qty	Rate	Total
XPPPLUSDL	Milestone XProtect Professional+ Device License	32	131.82	4,218.24
Y3XPPPLUSDL	Milestone Three year Care Plus for XProtect Professional+ Device License	32	46.02	1,472.64
01504-001	AXIS P3717-PLE Network Camera is a compact 8-megapixel camera with four varifocal lenses enabling overview and detailed surveillance. With one IP address and one network cable, the four-camera-in-one unit provides a flexible, cost-effective solution for multidirectional surveillance.	3	1,162.03	3,486.09
01048-001	AXIS P3807-PVE Network Camera is a fixed dome camera with multiple sensors, providing an easy, reliable and cost-efficient one-camera installation reducing installation time, cabling and VMS license costs.	1	1,162.03	1,162.03
01620-001	AXIS P9106-V White 3MP compact and vandal-resistant (IK10) corner-mounted camera with 1.8mm lens for wide field of view without blind spots. Ligature-resistant design with dust- and waterproof (IP66) casing.	13	502.86	6,537.18
	AXIS M3066-V is an ultra-compact, indoor fixed mini dome with dust- and IK08 vandal-resistant casing for easy mounting on wall or ceiling. Fixed lens, horizontal/vertical field of view 131°/97°. D/N functionality with automatically removable IR-cut filter.	20	317.86	6,357.20
01732-001	AXIS M3068-P is an ultra-compact, indoor fixed mini dome with 12 MP sensor, fixed lens and tamper-resistant casing for easy mounting on wall or ceiling. Forensic WDR and D/N functionality with automatically removable IR cut filter. Provides 360°/180° overview and dewarped panorama, quad, corner, corridor or digital PTZ views in up to 15 fps with WDR, up to 30 fps without. Multiple, individually configurable H.264, H.265 and Motion JPEG streams.	1	576.28	576.28
	AXIS Q9216-SLV STEEL - Robust stainless steel corner-mount camera replacing AXIS Q8414 (Trinity). Anti-ligature, stainless steel, IK10+, IP66, • 4MP, >90° VFOV, >120° HFOV, • 940nm LEDs for invisible IR, H.264 + H.265 with Zipstream, • Built-in microphone, • I/O and optional line-in/out, • Option to further prevent screw-tampering	1	989.75	989.75
01230-001	AXIS T6112 Audio and I/O Interface	2	128.35	256.70
01186-004	AXIS T8705 Video Decoder is a network video decoder for easy display of video from IP cameras on big screens. With the 1080p HDMI output, Ethernet input and compact size, it is very easy to setup and use.	4	257.56	1,030.24
5504-821	AXIS T91D61 Wall Mount	3	72.36	217.08
5017-641	AXIS T91A64 Bracket Corner	3	68.05	204.15
01513-001	AXIS T94N01D Pendant Kit	3	76.66	229.98
	Cat5e 3ft Patch Cable, Yellow	42	1.08	45.36
	GIGAMAX SNP-IN MAX	42	3.95	165.90
	Leviton Patch Panel	2	65.39	130.78
CM-00424BKTE-5U-01	Cat5e Riser	5,900	0.154	908.60
	Cisco 48-Port Network Switch	1	975.00	975.00
	12 Space Wall Mount Enclosed Rack	1	429.00	429.00
	APC 1500 UPS	1	214.50	214.50
	Axis Certified Labor Rate	1	10,625.00	10,625.00
	Axis Certified Labor Rate (owner to remove 6 existing corner housings)	-6	85.00	-510.00

Proposal is valid for 30 days. A monthly service charge of 1.5% may be added to past due amounts. Please contact us with any questions.

Total



milestone
The open platform company



26508 465th Ave, Hartford, SD 57033
(605) 526-4102
www.itstechsystems.com
sales@itstechsystems.com

Codington County
119 S Maple
Watertown, SD 57201

Proposal

Date: 3/17/2021
Proposal: Q-8536
Terms: Net 30

Project: Camera Replacement Phase 2

MPN	Description	Qty	Rate	Total
	Mounting Connectors, Hardware, etc.	1	250.00	250.00

Proposal is valid for 30 days. A monthly service charge of 1.5% may be added to past due amounts. Please contact us with any questions.

Total \$39,971.70



RJC CONSTRUCTION ESTIMATE

ESTIMATES FOR MEMORIAL PARK, UPPER BATH HOUSE

Material to put steel on roof	\$2,282.54
Labor to remove old shingles and install new felt paper and steel foof.	\$1,800.00
Disposal of old shingles.	\$300

Total labor and material estimate	\$4,382.54
-----------------------------------	------------

EXCISE TAX ON MATERIAL AND LABOR 2.041%	\$89.44
---	---------

TOTAL ESTIMATE	\$4,471.98
-----------------------	-------------------

Estimate prepared by Greg Cordell 1/26/2021

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME Cecelia M. Carlson		DATE 3/8/2021
EFFECTIVE DATE 4/1/2021	POSITION TITLE Clerk	DEPARTMENT Treasurer's Office
CURRENT STEP Step 4	NEW STEP N/A	
CURRENT PAY RATE N/A	NEW PAY RATE \$17.26	
<p>REASONS FOR CHANGE NEW HIRE</p> <p>Every employee hired by Codington County must complete a 6-month training period for the purpose of assessing the individual's ability to perform assigned duties. Such employment is considered at-will and may be terminated if either Codington County or the employee feels this is the appropriate action. There is no notice required of either party for such termination and no due process procedures will be held by Codington County for discharge during this time period. The only right for an employee to appeal or grieve a discharge action during this time is on the basis of a prohibited form of discrimination.</p>		

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 3-8-21

COUNTY COMMISSIONERS _____

DATE _____

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME : <i>Raisthan Tschetter</i>		DATE: <i>3-15-21</i>
EFFECTIVE DATE: <i>3-15-21</i>	POSITION TITLE: <i>Corrections officer</i>	DEPARTMENT: <i>CCDC</i>
CURRENT STEP:	NEW STEP: <i>1</i>	
CURRENT PAY RATE:	NEW PAY RATE: <i>18.54 (E-I.)</i>	
REASONS FOR CHANGE: <i>New hire</i>		

EMPLOYEE SIGNATURE *Raisthan Tschetter*

DEPARTMENT HEAD SIGNATURE *Matthew Blum*

DATE *3-15-21*

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

MAR 15 2021

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME <i>Ryan M. Elliot</i>		DATE <i>3-8-21</i>
EFFECTIVE DATE <i>4-1-21</i>	POSITION TITLE <i>Deputy sheriff</i>	DEPARTMENT <i>Sheriff</i>
CURRENT STEP	NEW STEP <i>Step 1</i>	
CURRENT PAY RATE	NEW PAY RATE <i>21.93</i>	
REASONS FOR CHANGE <i>Hired Full time as deputy sheriff COPS grant</i>		

EMPLOYEE SIGNATURE *X [Signature]*

DEPARTMENT HEAD SIGNATURE *[Signature]*

DATE *3-8-21*

COUNTY COMMISSIONERS _____

DATE _____

FILED

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

MAR 15 2021

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME : <i>Chandler Flowers</i>		DATE: <i>3-15-21</i>
EFFECTIVE DATE: <i>4-1-21</i>	POSITION TITLE: <i>Full-Time Corrections Officer</i>	DEPARTMENT: <i>CCDC</i>
CURRENT STEP:	NEW STEP: <i>1</i>	
CURRENT PAY RATE:	NEW PAY RATE: <i>18.44</i>	
REASONS FOR CHANGE: <i>New Hire</i>		

EMPLOYEE SIGNATURE *Chandler Flowers*

DEPARTMENT HEAD SIGNATURE *Matt [Signature]*

DATE *3-16-21*

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

MAR 17 2021

CODINGTON COUNTY AUDITOR

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Welfare office

Name of traveling employee Sara Foust

Employee title Director Employee status exempt ☐ nonexempt ☐

Purpose of travel traveling to various county welfare offices to observe train

Method of transportation own vehicle

Destination Sioux Falls, Brookings, etc

Departure date and time TBD Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____

Costs of travel

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

Lodging expense TBD

Meals possible Registration none

Other costs none

Overtime costs involved in the requested travel none

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? yes

Yes ☒ No ☐ If no, why _____

Is this travel a budgeted item? Yes No _____

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____



LAKE AREA ZOOLOGICAL SOCIETY
P.O. BOX 484 WATERTOWN, SOUTH DAKOTA 57201-0484

March 16, 2021

Codington County Commissioners
Codington County Court House
14 1st Avenue SE
Watertown, SD 57201

Dear Commissioners:

The Lake Area Zoological Society would like to say thank you for the \$20,000 allocation check (#159362). The financial support of the Codington County is extremely important to the Lake Area Zoological Society to provide a first class Zoo in Watertown.

Bramble Park Zoo is one of the great assets in Watertown and Codington County. Even though we experienced a Covid crisis in 2020, over 41,700 people visited the zoo, making it a major recreational, educational and tourist attraction in Codington County.

Thank you for supporting the Lake Area Zoological Society and Bramble Park Zoo.

Sincerely,

Thanks so much!

Dan Milier, Director
Bramble Park Zoo
PO Box 910
Watertown, SD 57201
605-882-6269