

**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 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 February 16, 2021 agenda**
5. **Action to approve the minutes of February 9, 2021**
6. **Monthly reports**
  - a. **Emergency Management Director**
  - b. **Sheriff**
7. **Action to award bids for annual Highway supplies.**
8. **Action to approve the purchase of an oil burning furnace for the Highway shop area**
9. **Action to declare a cell phone surplus to be sold**
10. **Action to approve 2021 booking fees & 2022 campground rates at Memorial Park**
11. **Action to approve a flooring project at Memorial Park**
12. **Action to approve restroom partitions project at Memorial Park**
13. **Action to approve a flooring project at the Extension Center Complex**
14. **Action to upgrade the Weed Dept. chemical injection system**
15. **Action to approve a plat resolution of the Zemlicka Farm Addition in Waverly Township**
16. **Action to approve a new program services contract between Codington County and SDHDA**
17. **Discussion/possible action regarding renewal of County's property insurance policy**
18. **Note correspondence from Supreme Court of South Dakota**
19. **Action to approve claims for payment**
20. **Action/possible discussion on COVID-19 practices, procedures, policy**
21. **Action to approve automatic budget supplements**
22. **Action to approve personnel changes**
23. **Action to approve travel requests**
24. **Public Notices – a possible quorum of Commissioners could be in attendance at:**

- a. Legislative Cracker Barrel – various dates
- b. Annual Meeting of the Weed Board and the Towns and Townships, 6:00 PM, Wednesday, February 24<sup>th</sup>, 2021; Codington County Extension Complex

25. Old Business

26. New Business

27. Open

- a. Public Comments
- b. Commission Comments

28. 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)

29. Action to adjourn until 9:00 a.m., Tuesday, March 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 1<sup>st</sup> Ave SE**

February 23, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 23, 2021, at the Codington County Courthouse. Commission members present were: Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Commissioner Lee Gabel was present via Zoom; Chair, Brenda Hanten, presiding. Commissioner Waterman 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 Waterman, to approve the February 23, 2021 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by VanDusen, to approve the minutes of February 16, 2021; all voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Jamie Torstenson**, updated the Board: all trainings are currently being held online; the Search and Rescue Team was very active in the last month with assistance provided in Day, Clark, and Hamlin Counties; notice has been received from the State that the County’s Pre-Disaster Mitigation Plan has been received and submitted to FEMA for review; a meeting was held with

First District Association of Local Governments regarding an update to the County's Hazardous Material Plan; information has been received from the National Weather Service that currently there are no areas of concern for spring flooding events in the County pending future rain or snow events into spring; snow/water equivalent measuring began on February 1<sup>st</sup> on a bi-weekly basis; basic Weather Spotter training will be held virtually near the end of March; the South Dakota wildfire outlook shows the region is still in the low fire category thus far and the area is classified as abnormally dry; monitoring of local COVID-19 cases and vaccinations continues; and POD planning meetings also continue regularly.

**Sheriff, Brad Howell**, provided the Board with the following statistics, compiled during the month of January 2021, for the Detention Center and Sheriff's Office: fees collected in the amount of \$8,021.00 were retained by the County; 523 cases/calls for service; 14 accident reports completed; 90 arrest warrants served; 185 sets of civil papers served; 2,608 transport miles; average daily inmate population 44.65 (high of 49 and low of 38); 21 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 51 individuals testing daily for PBT'S; 54 individuals reporting twice weekly for UA Drug testing; 5 individuals using sweat patches; 203 bookings; \$8,592.55 collected in fees for out of county prisoner contracts; \$0.00 collected in work release fees due to a temporary suspension of the program; \$7,347.00 collected in fees for the 24/7 program; and \$4,442.00 collected for SCRAM fees. Sheriff Howell is working with Judge Spears to complete a survey intended to capture data on security measures in place or needed in the Courthouse. This survey was sent, from the South Dakota Supreme Court, to each of the seven judicial circuits to gather security measures data on each of the 63 courthouses in South Dakota. Chair Hanten also received correspondence dated February 9, 2021 regarding this process. Sheriff Howell advised the Board, the County could see a reduction in the amount of funds received for housing of out of County inmates when the Brookings County detention facility project is completed later this year.

#### **ANNUAL BID AWARDS – HIGHWAY SUPPLIES**

The Board took action on the bids announced at the February 16<sup>th</sup> meeting for annual Highway Supplies. Per the recommendation of the Highway Superintendent the following bids were awarded:

Motion by VanDusen, second by Gabel, to accept the bid from Forterra Concrete Products for Concrete Pipe; all voted aye; motion carried.

Motion by Johnson, second by Waterman, to accept the bid from Forterra Concrete Products for Pre-Stressed Concrete Bridge Deck; all voted aye; motion carried.

Motion by Waterman, second by Gabel, to accept the bid from Forterra Concrete Products for Box Culverts; all voted aye; motion carried.

Motion by Waterman, second by Johnson, to accept the bid from True North Steel for Corrugated Metal Pipe; all voted aye; motion carried.

Motion by Johnson, second by Waterman, to accept the bid from True North Steel for Bridge Lumber; all voted aye; motion carried.

Motion by Waterman, second by VanDusen, to accept the bid from Cole's Petroleum for Diesel Fuel #1 and #2, Watertown and Out Shops; all voted aye; motion carried.

Motion by Waterman, second by Gabel, to accept the bid from Sioux Valley Coop., for E-10, E-30 & E-85; all voted aye; motion carried.

Motion by Waterman, second by Johnson, to accept the bid from Jebro Inc., for MC70 Liquid Asphalt; all voted aye; motion carried.

Motion by Johnson, second by VanDusen, to accept the bid from Flint Hills Resources, for MC3000; all voted aye; motion carried.

Motion by Johnson, second by Waterman, to accept the bid from Northern Con-Agg., for pea gravel; motion carried.

Motion by VanDusen, second by Waterman, to accept the bids from both Brownlee Construction and Rogge Excavating; for gravel crushing, based on availability; all voted aye; motion carried.

Motion by Waterman, second by Gabel, to accept the bids from both Bituminous Paving and Duininck, Inc.; for Asphalt Patching Material based on availability; all voted aye; motion carried.

#### **HIGHWAY DEPT. OIL BURNING FURNACE**

Motion by Johnson, second by Waterman, to approve the purchase of an oil burning furnace for the Highway Dept. shop; in the amount of \$5,950.00 from Master Burn; all voted aye; motion carried.

#### **SURPLUS CELL PHONE**

Motion by VanDusen, second by Johnson, to declare a used iPhone 6s, previously used at Memorial Park, surplus to be sold; all voted aye; motion carried.

#### **MEMORIAL PARK CAMPGROUND RATES AND FEES**

Motion by Johnson, second by Waterman, to set the following rates and fees for Memorial Park Campground per a recommendation by Facilities Manager, Steve Molengraaf:

2022 Electric Hookup 20-30 amp w/water \$26.00 daily; \$156.00 weekly; \$598.00 monthly

2022 Building #5 (Kampeska Hall) \$80.00

2022 Pavilion building \$80.00

2021 Booking fees, online - \$2.00; office - \$5.00

Upon vote of the Board; Gabel, Waterman, Johnson, and Hanten voted aye; VanDusen voted no; motion carried.

#### **MEMORIAL PARK FLOORING PROJECT**

Motion by VanDusen, second by Johnson, to approve a budgeted flooring project in the north, men's and women's, restrooms at Memorial Park; all voted aye; motion carried.

#### **MEMORIAL PARK KAMPESKA HALL RESTROOM PARTITIONS PROJECT**

Motion by VanDusen, second by Waterman, to approve a budgeted project to install, stall partitions, in the Kampeska Hall restroom at Memorial Park; all voted aye; motion carried.

#### **EXTENSION CENTER COMPLEX FLOORING PROJECT**

Motion by Johnson, second by Gabel, to approve a budgeted flooring project at the Extension Center Complex in the East hall, South room, and sales ring restrooms; all voted aye; motion carried.

#### **WEED DEPT. CHEMICAL INJECTION SYSTEM**

Motion by Johnson, second by Gabel, to approve the purchase of a chemical injection system, from C&R Supply, Inc., as budgeted, for the Weed Dept., all voted aye; motion carried.

**CARES ACT SDHDA EMERGENCY RENTAL ASSISTANCE PROGRAM CONTRACT**

Motion by Johnson, second by VanDusen, to authorize the Chair to sign a program services contract with the SDHDA for the provision of emergency rental assistance, as well as utility payments to avoid eviction or interruption of utility services, for applicants who qualify, utilizing funds in the amount of \$200,000,000.00, as allocated by the U.S. Dept. of the Treasury, to be used on a statewide basis; all voted aye; motion carried.

**ZEMLICKA FARM ADDITION PLAT RESOLUTION**  
**RESOLUTION #2021-6**

A Resolution to approve the platting of the Zemlicka Farm Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Zemlicka Farm Addition, located in Government Lots 1 and 2 and the South Half (S1/2) of the Northeast Quarter (NE1/4) of Section 5-T118N-R51W, of the 5<sup>th</sup> P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner Johnson, second by Commissioner VanDusen; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 23<sup>rd</sup> day of February, 2021, at Watertown, Codington County, South Dakota

Brenda Hanten, Chair

STATE OF SOUTH DAKOTA  
  §  
COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2021-6, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 23<sup>rd</sup> day of February 2021, at Watertown, Codington County, South Dakota.

Cindy Brugman  
County Auditor, Codington County, South Dakota

**PROPERTY INSURANCE COVERAGE**

Motion by Waterman, second by Johnson, to select property insurance coverage with coverage for wind/hail on buildings which does not exclude cosmetic damage; all voted aye; motion carried.

### **CLAIMS APPROVED**

Motion by VanDusen, second by Gabel, to approve for payment the following claims; all voted aye; motion carried: SDACC 270.00 reg; SDACO 110.00 reg; VISA Great Western Bank 258.24 sup; VISA Reliabank 181.80 sup.

### **SALARY CLAIMS**

Motion by VanDusen, second by Johnson, to approve for payment, February salary claims; all voted aye; motion carried: Commissioners: 10,595.04 total salaries. Auditor: 22,212.33 total salaries. Co. Treasurer: 28,242.77 total salaries; Ashley Lindner 3,349.50 step increase. States Attorney: 42,052.18 total salaries. Gov. Buildings: 19,526.30 total salaries; Cindy Dargatz step increase 18.35 per hour. Dir. Equalization: 44,871.83 total salaries. Reg. of Deeds: 22,907.73 total salaries. Veterans Service: 10,623.87 total salaries. Sheriff: 89,801.32 total salaries; Erin Lenzner 3880.20 step increase; Tyler Varns 4369.14 step increase. Co. Jail: 116,567.79 total salaries. Coroner: 1,937.70 total salaries. Welfare: 2,833.09 total salaries. County Nurse: 5,099.27 total salaries. Ag. Bldg.: 9,677.50 total salaries. Co. Extension: 10,154.55 total salaries. Planning Board: 403.70 total salaries. Road & Bridge: 98,665.33 total salaries; Randy Falvey 3,833.22 step increase; Lonie Vogelsang 3,815.82 step increase. Emergency Management: 12,063.96 total salaries. Crime Victim: 7,003.34 total salaries. W.I.C.: 4,751.49 total salaries. Total 559,991.09. Breakdown of withholding amounts which are included in the above: S.D. Retirement 52,078.77; S.D. Retirement 69.79 spouse option; S.D. Supplemental Retire. 3,010.00 suppl. retire.; Sanford 77,577.84. ins.; Reliance Standard Life Insurance 722.69 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 4,390.00 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 3,880.00 Roth retirement; Teamsters Local Union 120 394.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 62,952.36 federal withholding; ReliaBank Dakota 37,987.14 social security; Barbara Curtis 800.00 employee payment.

### **PERSONNEL CHANGES**

Motion by Johnson, second by Gabel, to approve the following personnel change: Kari Kraayenbrink, Welfare Office clerical; step 3/\$16.74 per hour; effective 2/16/2021; all voted aye; motion carried.

### **TRAVEL REQUESTS**

Motion by Johnson, second by Gabel, to approve the following travel requests: Welfare Director, SDACWO Spring Conference and Highway Supt., Superintendent Short Course; all voted aye; motion carried.

### **EXECUTIVE SESSION**

Motion by VanDusen, second by Waterman, to enter into executive session at 10:14 a.m., per SDCL 1-25-2, for a litigation discussion and personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:28 a.m. Human Resource Representative, Natalie Remund, was 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 Johnson, second by VanDusen, to adjourn at 10:28 a.m., until 9:00 a.m., Tuesday, March 2, 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 \$\_\_\_\_\_