

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**

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: \$ 2,100,000
Federal Share: \$ 1,720,950

Codington County, March 16, 2021

Local Share: \$ 379,050

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

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.

Codington County, March 16, 2021

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>

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

Codington County, March 16, 2021

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.

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.

TIF DISTRICTS DISCUSSION

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:

Cindy Brugman

Codington County Auditor

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