

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 9, 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 9, 2021 agenda**
5. **Action to approve the minutes of March 2, 2021**
6. **Monthly reports**
 - a. **Auditor**
 - b. **Director of Equalization**
 - c. **Welfare**
7. **Action to approve Auditor's acct. w/Treasurer and note monthly Register of Deeds fees**
8. **Action on a request to release a County lien against property scheduled for foreclosure**
9. **Discussion/possible action to provide a letter of support to the Human Service Agency in their endeavor to become an Appropriate Regional Facility**
10. **Action to award a bid for Detention Center Sewer Rehab project**
11. **Discussion regarding adoption of an ordinance to receive Historic Preservation grant funds**
12. **Action to approve the annual 4-H Promotion & Expansion Committee Member roster**
13. **Action to approve an abatement application**
14. **Note 2020 Wildlife Damage Management annual report from GFP**
15. **Action to authorize Globe Life agent to contact County employees regarding available products**
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:**
 - a. **Legislative Cracker Barrel – various dates**
 - b. **2021 County Commissioner Spring Workshop, March 17-18**
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, March 16, 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 9, 2021

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

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of March 2, 2021; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, noted the 2020 annual report has been completed and will be published this week. The Auditor provided the Board with a report, required to be prepared annually, which shows the amount of property taxes collected, on properties located in four TIF districts, which is not apportioned to the local taxing districts. The Auditor also provided the Board with a document, prepared by the SD Dept. of Revenue, providing a general overview of how property taxes are established. **Director of Equalization, Shawna Constant**, provided the Board with a 2021 Appeal process time-line. Assessment notices were mailed out the last week in February and many phone calls are being fielded on assessment relief programs and appeals. Local Boards start on March 15th and County and Consolidated Boards

Codington County, March 9, 2021

begin April 13th. **Welfare Director, Sara Foust**, provided the Board with a monthly report of cases; information on monthly referrals; cost savings for the last 12 months; and reviewed CARES, ICAP services, strategic planning, systems of Care update, and a successful client highlight. The Welfare Director updated the Board on the number of CARES applications processed, which has been the main focus of the office the past month. Ms. Foust expressed thanks to Welfare Assistant, Kari Kraayenbrink, for her assistance during the first few weeks of her employment as the Codington County Welfare Director.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES

Motion by VanDusen, second by Gabel, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last business day of February, all present voted aye; motion carried.

Cash on hand	\$ 7,786.87
Checks in Treasurers' possession	
less than 3 days	\$ 94,848.65
Credit Card Charges	\$ 9,024.91
Cash Items	\$ 368.87
TOTAL CASH ASSETS ON HAND	\$ 112,029.30
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 1,873.95
Reliabank Dakota	\$24,560,902.42
INVESTMENTS	
SD Public Funds Investment	\$ 7,254.43
TOTAL CASH ASSETS	\$24,682,060.10
General Ledger Cash Balance by Funds:	
General	\$15,288,840.82
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 7,218,158.82
Custodial	\$ 1,675,060.46
(schools 833,396.53, townships 68,344.91; city/towns 167,484.68)	
TOTAL GENERAL LEDGER CASH	\$24,682,060.10

The Board noted Register of Deeds fees in the amount of \$33,512.55 were collected in the month of February 2021.

PARTIAL LIEN RELEASE

James Roby, Green Roby Oviatt LLP, met with the Board to request the partial release of a County lien against property scheduled for foreclosure action by Reliabank. A partial release would release the lien against real estate property owned by Jason Wagner but will remain intact against Mr. Wagner personally. Motion by Johnson, second by VanDusen, to issue a partial release against property described as: the SE1/4 of the SE1/4, except the W852' of the N994' thereof, and the NE1/4 of the SE1/4, except the N670' thereof, and except the W308' of the S644.4', thereof, all in Section 16-T116 N-R54W of the 5th p.m., in Codington County; all voted aye; motion carried.

H.S.A. LETTER OF SUPPORT – APPROPRIATE REGIONAL FACILITY PROJECT

Kari Johnston, Executive Director of the Human Service Agency, met with the Board to review the Agency's proposed action to become an Appropriate Regional Facility and to ask for a letter of support from this Board. Motion by VanDusen, second by Gable, to provide the Human Service Agency with a letter of support in their endeavor to become an Appropriate Regional Facility; all voted aye; motion carried.

DETENTION CENTER SEWER REHAB BIDS

Motion by Gabel, second by Waterman, to accept the bid, recorded during the Board’s meeting of March 2, 2021, from Midwest Pipe Lining in the amount of \$103,974.68, for the Detention Center sewer rehab project, as the required bid deposit and insurance certificates have now been received from the bidder; all voted aye; motion carried.

ORDINANCE FOR HISTORIC PRESERVATION GRANT FUNDING

The Board reviewed action needed for the Codington County Historic Preservation Commission to become certified and eligible to continue receiving grant funds to carry out historic preservation related activities. Representatives from the SD State Historic Society participated in this discussion via Zoom. In order for the local commission to become certified and continue receiving federal funds the County is required to adopt an ordinance detailing the powers and duties of the Commission. A proposed ordinance was reviewed at this time. The Board indicated they would take this matter under advisement and further discuss the passage of an ordinance with Christy Lickei, Director of the Kampeska Heritage Museum.

4-H PROMOTION AND EXPANSION COMMITTEE ROSTER

Motion by Johnson, second by Waterman, to approve the 2021 4-H Promotion and Expansion Committee Roster as provided by 4-H Youth Program Advisor, Jodi Loehrer.

NAME

- Gavin Whipple, 4-H Teen
- Jacey Orthaus, 4-H Teen
- Rob Whipple, 4-H Adult
- Jill Orthaus, 4-H Adult
- Boys & Girls Club teen, Non 4-H Teen
- Boys & Girls Club teen, Non 4-H Teen
- Miranda Breitag, Non 4-H Adult
- Amber Weber, Non 4-H Adult
- Jill Orthaus, Agricultural Representative
- Rob Whipple, Agricultural Representative
- Myron Johnson, County Commissioner Liaison

ABATEMENT APPLICATION

Motion by VanDusen, second by Waterman, to approve an abatement in the amount of \$200.00, on property record #20699; all voted aye; motion carried.

2020 ANNUAL REPORT WILDLIFE DAMAGE MANAGEMENT

The Board accepted the Wildlife Damage Management 2020 Annual Report as provided by Dan Nelson, Wildlife Damage Specialist, South Dakota GF&P.

GLOBE LIFE INSURANCE

Motion by VanDusen, second by Gabel, to allow Family Heritage Insurance Agent, Steve Thorson, to make contact with County Department Heads to review the products available through his company; all voted aye; motion carried. The Board noted the purchase of any products would be at the total expense of each participating employee.

CLAIMS APPROVED

Motion by Gabel, second by Johnson, to approve for payment the following list of claims; all voted aye; motion carried: 3D SPECIALTIES 287.28 SUPPLIES, A-OX WELDING 255.67 SUPPLIES, ACCREDITATION, AUDIT AND 300.00 SVC, ALCOHOL MONITORING SYSTEMS 164.30 SVC, AP AUTO PROS 49.50 REP, JEFFREY ARGO 25.00 CELL, AUSTIN LAW OFFICES 1811.00 SVC, AUTO BODY SPECIALTIES 20.06 SUPPLIES, ALISON BAKKEN 40.00 CELL, BANNER

ASSOCIATES, INC 17190.55 REPAIRS/MAINT., BAUER LAW OFFICE PC 572.30 SVC, BEACON CENTER 1000.00 PMT, RAMONA BEARHILL 58.40 JURY, BECK MOTORS, INC. 32618.00 EQUIPMENT, ALLEN BENCK 25.00 CELL, BRYAN BLEEKER 25.00 CELL, BORNS GROUP 8972.33 POST, BOYS & GIRLS CLUB 11541.67 PMT, BRATLAND LAW 2622.60 SVC, BRIAN'S GLASS & DOOR INC. 355.00 REPAIRS/MAINT., BRITE 168.00 SUP, JERRY BUNDE 50.84 JURY, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 11771.00 EQUIPMENT, CARTNEY BEARING & SUPPLY 21.96 REP, JEFF CASE 25.00 CELL, CENTURYLINK 695.80 UTIL, CERTIFIED LABORATORIES 213.75 SUPPLIES, CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, CODINGTON TREASURER PETTY CASH 43.87 PMT, COLE PAPERS, INC. 3734.18 SUP, COLE'S PETROLEUM 2762.71 SUPPLIES, CONNECTING POINT COMPUTER CENT 7696.99 SVC, CONNECTING POINT 70.00 REPAIRS/MAINT., CONSOLIDATED CORRECTIONAL 22624.71 SUP, SHAWNA CONSTANT 25.00 CELL, COUNTY FAIR FOODS 12.77 SUP, CREDIT COLLECTIONS BUREAU 516.44 PMT, CREDIT COLLECTIONS BUREAU 316.96 PMT, CRESCENT ELECTRIC SUPPLY COMPA 78.88 SUPPLIES, C & S CHEMICAL 75.00 REP, BRYCE DAHLE 52.52 JURY, DAKOTA FLUID POWER INC. 1324.55 SUPPLIES, MATTHEW DARGATZ 25.00 CELL, DATA TRUCK 29.99 UTIL, DEN HERDER LAW FIRM 138.60 SVC, DIAMOND VOGEL PAINT CENTER 34.80 SUP, DIGITAL-ALLY 4700.00 SUP, DIVE RESCUE INTERNATIONAL 1456.53 SUP, D K DIESEL INJECTION 853.63 REPAIRS/MAINT., JAMIE DOLEN 25.00 CELL, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELLYSON LAW OFFICE 1456.13 SVC, EMC INSURANCE COMPANIES 85020.00 INS, ENGELSTAD ELECTRIC CO. 121.01 REP, MARIA ESCAMILLA 140.00 CELL, WILLIAM EUBANK 55.88 JURY, EVERBRIDGE, INC 2240.00 MAINT, RANDALL G. FALVEY 25.00 CELL, FARNAMS GENUINE PARTS 894.17 SUPPLIES, FISHER SAND & GRAVEL CO. 568.26 SUPPLIES, TOWN OF FLORENCE-PEGGY LINDAHL 77.35 UTILITIES, ALLISON FORBUSH 25.00 CELL, COURTNEY FORTIN 51.68 JURY, DAVID FUCHS 51.68 JURY, BETHANY GABEL 50.84 JURY, GALLS, LLC 21.83 SUP, GANNON HOLDINGS LLC OHIO 204.91 PUB, GLACIAL LAKES & PRAIRIES TOUR. 290.00 PUB, BRENDA GLOVER 51.68 JURY, GRAINGER 409.74 SUP, GREAT AMERICA FINANCIAL SVC 478.28 RENT, GREEN, ROBY, OVIATT, 6219.94 SVC, JUSTIN HALAJIAN 25.00 CELL, BRENDA HANTEN 275.00 PMT, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, DAVID HEDDING 25.00 CELL, EMMANUEL HERNANDEZ 5.00 PMT, HILLYARD/SIOUX FALLS 433.67 SUP, ALLEN HOEKMAN 53.36 JURY, RICK HOLINKA 25.00 CELL, HORN LAW OFFICE 217.80 SVC, LARRY HOWARD 40.00 CELL, HYVEE #1871 ACCTS RECEIVABLE 1247.87 SUP, I STATE TRUCK CENTER 27.54 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1994.35 SVC, JOHN DEERE FINANCIAL 2235.06 REPAIRS/MAINT., JURGENS PRINTING 47.00 SUP, MITCHELL KALLHOFF 25.00 CELL, MARK KATTERHAGEN 27.00 SVC, JESSE KINYON 8.00 PMT, RICHARD KOHN 25.00 CELL, KRIECH CONSTRUCTION 261582.30 OTHER EXP., MEGAN LAFROMBOISE 40.00 CELL, LEWNO LAW OFFICE 321.50 SVC, LINCOLN CO TREASURER 432.07 SVC, L.L. HARDER, INC 1171.46 REP, DARCY LOCKWOOD 27.00 SVC, JODI LOEHRER 25.00 CELL, STEVEN LOWRY 40.00 CELL, RM TOOLS LLC 149.99 SUPPLIES, CAPITOL ONE TRADE CREDIT 96.27 SUP, CAPITOL ONE TRADE CREDIT 392.38 SUPPLIES, MACKSTEEL WAREHOUSE, INC. 256.86 SUPPLIES, NICHOLE MARK 53.36 JURY, MARK'S AUTO 112.88 REP, MASTER BURN 5950.00 REPAIRS/MAINT., RUSSELL MATHEWS 40.00 CELL, TIMOTHY MCELHANY 50.84 JURY, MCKESSON MEDICAL SURGICAL 291.85 SUP, MENARDS 566.63 SUP, MENARDS 588.62 SUPPLIES, MEND CORRECTIONAL CARE 14203.50 SVC, MIDCONTINENT COMMUNICATIONS 502.02 UTIL, MINNEHAHA COUNTY AUDITOR 76.00 SVC, MOE OIL COMPANY 1434.75 SUPPLIES, MICHAEL MORGAN 40.00 CELL, MULTI BUSINESS SOLUTIONS INC 2400.00 SVC, MUNICIPAL UTILITIES 15846.06 UTIL, MUNICIPAL UTILITIES 1630.97 UTILITIES, MUTH ELECTRIC 800.40 REP, MUTH ELECTRIC 2820.00 REPAIRS/MAINT., NEWMAN TRAFFIC SIGNS 135.69 SUPPLIES, SHAWN NILLS 40.00 CELL, LUCAS NOGELMEIER 50.84 JURY, NORTHWESTERN ENERGY 507.49 UTILITIES, OFFICE PEEPS, INC. 3119.29 SUP, OFFICE PEEPS 55.37 SUPPLIES, JERROD OLSON 40.00 CELL,

OTTERTAIL POWER CO, 46.41 UTILITIES, MICHELLE PEDERSON 25.00 CELL, PELICAN POWERSPORTS LLC 210.36 MAINT, CARRIE PENA 10.00 REF, PHARMCHEM INC 28.55 SUP, PITNEY BOWES 194.04 RENT, PMB 0112 170.65 UTIL, POMP'S TIRE SERVICE, INC. 1172.65 SUPPLIES, PRAIRIE LAKES HEALTH CARE CENT 4828.80 SVC, PRINT 'EM NOW 524.00 SUP, MICHELLE RAML 52.52 JURY, JULIA RAUSCH 65.12 JURY, RC FIRST AID 110.00 SUPPLIES, REDWOOD TOXICOLOGY LABORATORY 1777.50 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, ROBYN RITER 25.00 CELL, ROGERS SALVAGE 145.00 SVC, RON'S SAW SHOP 120.06 REPAIRS/MAINT., RUNNING SUPPLY INC. 64.99 SUPPLIES, TREVOR SCHIMMEL 40.00 CELL, SCHUMACHER ELEVATOR COMPANY 760.14 MAINT, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 472.00 PMT, SD ATTORNEY GENERAL'S OFFICE 2654.00 PMT, SD DEPARTMENT OF HEALTH 2650.00 SVC, SD DEPARTMENT OF PUBLIC SAFETY 2700.00 REP, SOUTH DAKOTA DEPT. OF TRANSPOR 5652.80 REPAIRS/MAINT., SD LAW REVIEW 35.00 SVC, SD STATE TREASURER 577185.64 MARCH REMITTANCE, SD ASSOC. OF COUNTY HWY SUPT 450.00 TRAVEL & CONF., SDACO 1118.00 PMT, SDN COMMUNICATIONS 1363.51 UTIL, SDSU EXTENSION 20621.00 PMT, MELISSA SEARS 25.00 CELL, SECURUS TECHNOLOGIES 20451.37 SUP, HEIDI SELCHERT 25.00 CELL, SHERWIN WILLIAMS 244.48 SUP, SIOUX RURAL WATER SYSTEM 52.30 UTILITIES, SIOUX VALLEY COOP 3562.73 FUEL, SIOUX VALLEY COOP 1449.34 SUPPLIES, SIRCHIE ACQUISITION COMPANY 137.92 SUP, DIANE SOGGE 50.84 JURY, LYNN SOLBERG 40.00 CELL, BRENT SOLUM 40.00 CELL, TERRY SORENSON 15.20 PMT, TOWN OF SOUTH SHORE 66.00 UTILITIES, SOUTH SHORE GAZETTE 2541.50 PUB, STEVE STAHLKE 25.00 CELL, STAR LAUNDRY 1854.62 SUP, STAR LAUNDRY 104.20 SUPPLIES, STATE 4-H OFFICE 20.00 PMT, STATE INDUSTRIAL PRODUCTS 239.63 SUP, THE STITCH CO. 13.00 SVC, STURDEVANTS AUTO PARTS 37.32 REPAIRS/MAINT., SUPERIOR HOOD STEAMERS, INC 600.00 REP, SUTTON LAW OFFICE PC 18347.82 PMT, SCOTT SWANSON 25.00 CELL, T&M AUTOBODY 258.00 REP, KIMBERLY THOMPSON 71.00 JURY, THOMSON REUTERS-WEST 569.09 SVC, PRODUCTIVITY PLUS ACCOUNT 57.00 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 CELL, TRANSOURCE TRUCK & EQUIPMENT 23.62 REPAIRS/MAINT., TWO WAY SOLUTIONS, INC 199.97 SUP, TYLER VARNIS 40.00 CELL, VAST BUSINESS 79.99 UTIL, VAST BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 1511.65 UTIL, GREAT WESTERN BANK 45.09 PMT, GREAT WESTERN BANK 187.42 PMT, GREAT WESTERN BANK 38.33 PMT, GREAT WESTERN BANK 1386.98 PMT, GREAT WESTERN BANK 135.00 PMT, GREAT WESTERN BANK 29.01 UTILITIES, MARLONIE VOGELSANG 25.00 CELL, JOSHUA VOLKART 50.84 JURY, WALMART COMMUNITY 180.33 SUP, WARNE PLUMBING 900.39 REP, TODD B WARNE 25.00 CELL, WATERTOWN AMBULANCE 750.00 SVC, WATERTOWN CITY FINANCE OFFICE 500.00 PMT, WATERTOWN DEVELOPMENT COMPANY 45000.00 PMT, WATERTOWN FORD 918.76 REP, WATERTOWN FORD 19.95 REPAIRS/MAINT., WATERTOWN PARK & REC 3000.00 RENT, WATERTOWN PUBLIC OPINION 2454.77 PUB, WATERTOWN WHOLESALE 160.90 SUPPLIES, WESTERN STATES SHERIFFS' ASSOC 200.00 DUES, WHEELCO 324.42 REPAIRS/MAINT., JON WILEY 53.36 JURY, WW TIRE SERVICE INC 152.72 REP, WW TIRE SERVICE INC. 61.00 SUPPLIES, XEROX CORPORATION 134.19 SUPPLIES, YANKTON CO. SHERIFF 100.00 SVC, SHANE YOST 40.00 CELL, LAKE AREA ZOOLOGICAL SOCIETY 20000.00 PMT.

PERSONNEL CHANGES

Motion by Johnson, second by VanDusen, to approve the following personnel changes: Kim Johnson, Extension Deputy Office Coordinator, anniversary step increase, step 9/\$20.17 per hour, effective 4/1/2021 and Tasha Volken, Correctional Officer part time, step increase, step 2/\$19.02 per hour; all voted aye; motion carried.

TRAVEL REQUESTS

Codington County, March 9, 2021

Motion by Johnson, second by Waterman, to approve a travel request for the Extension Deputy Office Coordinator, to attend a 4-H Online & Fair Entry Training; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel, to enter into executive session at 10:39 a.m., per SDCL 1-25-2, for a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:51 a.m. Human Resource Representative, Natalie Remund and Welfare Director, Sara Foust, were 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 Gabel, second by Johnson, to adjourn at 10:51 a.m., until 9:00 a.m., Tuesday, March 16, 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 \$_____