

AGENDA
Codington County Board of Commissioners
Codington County Court House, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, August 3rd, 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 August 3, 2021 agenda
5. Action to approve the July 27, 2021, minutes of the Board of Codington County Commissioners
6. Monthly reports
 - a. Extension
 - b. Veterans Service
7. Review 2022 budget requests
 - a. Non-profits
 - b. Mandates
 - c. Welfare
 - d. Planning & Zoning
8. Action to approve a resolution of the Nick and Matt Kranz Addition
9. Action to authorize closure of Treasurer's office on 8/25/2021 for training of staff
10. Action to approve a project to complete a chip seal project at Memorial Park
11. Action to approve a notice to bidders for corrugated metal pipe
12. Action to approve a property tax abatement application
13. Action to approve a lease agreement for County offices in the City Auditorium
14. Action to approve a resolution re-stating Nationwide Deferred Compensation Matching Plan
15. Discussion/possible action to pass a resolution to enact a ban on open burning
16. Action to approve claims for payment
17. Action to approve automatic budget supplements
18. Action to approve personnel changes
19. Action to approve travel requests
20. Public Notices – a possible quorum of Commissioners could be in attendance at
 - a. Sioux Valley Commissioner's District meeting, August 18th in Redfield
 - b. Codington Count 4-H Achievement Days, August 2nd – 5th, 2021
21. Old Business

22. New Business

23. Open

- a. Public Comments
- b. Commission Comments

24. 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)

25. Action to adjourn until 9:00 a.m., Tuesday, August 10th, 2021; at the Codington County Court House

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 Court House
14 1st Ave SE**

August 3, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 3, 2021, at the Codington County Court House. Commission members present were: Charlie Waterman, Myron Johnson, Troy VanDusen, and Brenda Hanten; Commissioner Lee Gabel was present via Zoom; Chair Hanten presiding. Senior 4-H Member, Jacey Orthaus, led 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 August 3, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of the July 27, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

Senior 4-H Member, Jacey Orthaus, met with the Board. Jacey is in her 10th and final year as a 4-H Member, serves on the 4-H Promotion and Expansion Committee, belongs to the County Ramblers 4-H Club, and will be a Freshman at Minnesota State University, Mankato, studying business finance. Jacey gave the Board a brief review of Codington County Achievement days activities currently underway from August 2nd through August 5th. **Veterans Service Officer, Todd Rose**, reported: 4 DAV transports in July, 1 currently scheduled for August; Codington County's new transport van should be delivered in September; the new copy machines have been delivered to the office; works continues to become paperless in the office as much as is possible; VETRASPEC interactions have increased from 68 to 173

from Jan-Jul 2020 to Jan-Jul 2021, VETRASPEC is the software system used to submit Veteran and claim information for compensation, pension and burial claims, for processing by the VA; selection of the Codington County Veteran of the Year will take place later today; the Veterans Service Office will have a booth at Watertown’s Annual Veterans’/First Responder Appreciation Day event on September 16th; and the annual Veterans Day program will be held at the Watertown High School Civic Arena on November 11th.

NICK AND MATT KRANZ PLAT ADDITION RESOLUTION

Zoning Officer, Luke Muller, reviewed the plat of the Nick and Matt Kranz Addition and noted this plat would only be recorded for the purposes of transferring property. Commissioners Waterman and VanDusen noted they have both received objections, from surrounding property owners, who are in opposition to the plat. The Zoning Officer noted adoption of this plat resolution will only authorize property to be transferred for single family residential purposes. The Board took action on Resolution 2021-24.

A Resolution to approve the platting of the Nick and Matt Kranz 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:

Nick and Matt Kranz Addition, located in the South West Quarter (SW1/4) of Section 10-T116N-R52W of the 5th 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 Gabel, second by Commissioner Hanten; and upon roll call vote of the Board, Gabel, Johnson, VanDusen and Hanten voted aye; Waterman voted no; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 3rd day of August, 2021, at Watertown, Codington County, South Dakota

Brenda Hanten
Commission Chair, Codington County, South Dakota

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 2021-24, adopted by the Board of County Commissioners of Codington County, South Dakota.

Codington County, 3 August 2021

Dated this 3rd day of August 2021, at Watertown, Codington County, South Dakota.

Cindy Brugman

County Auditor, Codington County, South Dakota

2022 BUDGET REVIEW

The Board reviewed the following 2022 budget requests: Care of Poor, Planning and Zoning, mandated budgets, and all non-profit budget requests.

TREASURERS' OFFICE CLOSURE

Treasurer, Carol Maloney, requested authorization to close her office on Wednesday, August 25th, from 12:00 PM to 5:00 PM to allow office staff to attend a training for the planned implementation of a new software, created by the State of South Dakota, for vehicle licensing. Motion by VanDusen, second by Waterman, to approve the request to close the Treasurers' office as presented by the Treasurer; all voted aye; motion carried.

MEMORIAL PARK CHIP SEAL PROJECT

Motion by VanDusen, second by Waterman, to approve a chip sealing project, at Memorial Park, in the amount of \$52,330.20, from a proposal received by Bituminous Paving, Inc., and as requested by Facilities Manager; Steve Molengraaf, who could not be present for this meeting. This project will be completed sometime after September 14, 2021 and payment of the project will be split for payments in 2021 and 2022. Upon vote of the Board; all voted aye; motion carried.

CORRUGATED METAL PIPE NOTICE TO BIDDERS

Motion by Gabel, second by Waterman, to approve a notice to bidders for corrugated metal pipe; all voted aye; motion carried. Bids will be announced at the Board's August 17th, 2021, meeting.

ABATEMENT APPLICATION

Motion by Johnson, second by Waterman, to approve an abatement application on property record #8632, in the amount of \$1,754.34; all voted aye; motion carried.

NATIONWIDE DEFERRED COMPENSATION MATCHING PLAN RESOLUTION

Motion by Gabel, second by VanDusen, to approve an adopting resolution for the County's deferred compensation matching plan with Nationwide Financial Services, Inc.; all voted aye; motion carried.

OPEN BURNING

The Board determined a ban on open burning is not required at this time, following a weekly drought report from Emergency Management Director, Jamie Torstenson. The situation will be addressed weekly during this time of minimal regular rainfall.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by VanDusen, to approve an automatic budget supplement, in the amount of \$32,049.69, to the Emergency Management revenue and expenditure budgets, with Homeland Security grant reimbursement funds; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by Johnson, second by Waterman, to approve the following personnel changes: Maria Escamilla, Correctional Officer Sergeant, anniversary step increase, step 13/\$25.85 per hour, effective July 1, 2021; Chandler Flowers, Correctional Officer, 6 mos. step increase, step 2/\$19.12 per hour, effective July 1, 2021; Kyle Lewis, Correctional Officer, anniversary step increase, step 5/\$20.99 per hour, effective July 1, 2021; Kelly Oelrich, Correctional Officer, anniversary step increase, step 9/\$23.10, effective date July

1, 2021; Kayla Schomaker, Correctional Officer, anniversary step increase, step 8/\$22.75 per hour, effective July 1, 2021; Raistlan Tschetter, Correctional Officer, 6 mos. step increase, step 2/\$19.12 per hour, effective July 1, 2021; and Jeff Riley, Seasonal Highway Maintenance II, step 1/\$18.72; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Waterman, to adjourn at 10:03 a.m., until 9:00 a.m., Tuesday, August 10th, 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 \$ _____