

**AGENDA**  
**Codington County Board of Commissioners**  
**Codington County Court House, 14 1<sup>st</sup> Ave SE, Watertown SD**  
**Commission Chambers, Room #114**  
**9:00 a.m., Tuesday, September 21, 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 September 21, 2021 agenda
5. Action to approve the September 7, 2021, minutes of the Board of Codington County Commissioner
6. Action to approve the September 7, 2021, minutes of the combined County/City meeting
7. 9:00 a.m., Public Hearing on the 2022 Provisional Budget
8. Monthly reports
  - a. Facilities Manager
  - b. Highway Supt.
9. Action to authorize the Chair to sign Bridge Improvement Grant Agreement
10. Action to declare Highway equipment surplus to be sold at auction on 9/25/2021
11. Action to approve resolutions replacing prior versions due to changes in codified law
  - a. Beginning Farmers (2008-4)
  - b. Riparian Buffer Strip (2018-8)
  - c. Assessed Value on Certain Residential Properties (1995-6)
  - d. Discretionary Formula (2020-14)
12. Action to approve Amendment #1 to 2020 Local Emergency Management Performance Grant
13. Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
14. Action to accept a quote for signage at the Extension Center Complex
15. Action to approve Plat resolutions
  - a. Jack Engels Addition (Pelican Township)
  - b. Fischer Addition (Kranzburg Township)
  - c. O'Toole Addition (Fuller Township)
  - d. Jabe Kahnke Addition (Pelican Township)
16. Discussion/possible action to pass a resolution to enact a ban on open burning if necessary
17. Action to approve claims for payment
18. Action to approve automatic budget supplements – road restoration funds
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:

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, September 28<sup>th</sup>, 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 1<sup>st</sup> Ave SE**

September 7, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 7, 2021, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen, and Brenda Hanten; Chair Hanten presiding. Commissioner Gabel 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 September 7, 2021 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of the August 24, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

**PUBLIC HEARING CODINGTON COUNTY FIVE YEAR HIGHWAY IMPROVEMENT PLAN**

The Board held a public hearing, as previously advertised, regarding the proposed Codington County Five Year Highway and Bridge Improvement Plan. The Auditor took a roster of all those present for this hearing. Chair Hanten opened the public hearing and asked for comments from those present for this hearing. No comments were offered. Chair Hanten closed the public hearing at this time. The Board will take action to adopt the plan during their October 5, 2021 regularly scheduled meeting.

**NEW VETERAN SERVICE OFFICER OF THE YEAR**

The Board recognized Codington County Veteran Service Officer, Todd Rose, as the 2021 SD DAV New Veteran Service Officer of the year. Rose was recognized by his peers at the annual conference on August 16<sup>th</sup>, 2021. The Board expressed their thanks and appreciation for Todd's service and dedication to Veterans in Codington County and the State of South Dakota.

**MONTHLY REPORTS**

**Veteran Service Officer, Todd Rose**, updated the Board: 1 DAV van transport was conducted in August with another scheduled in September, the new DAV van has not yet been delivered, Mr. Rose attended the State VSO training in August and has been certified for another year, the Codington County Veteran of the Year has been selected, the Veterans Service Office will have a booth at Watertown's Annual Veterans'/First Responders Appreciation Day event on September 16<sup>th</sup> at the Watertown National Guard Readiness Center, the office will participate in Operation Chow Line at the Watertown National Guard Readiness Center on October 7<sup>th</sup>, and the annual Veterans Day Program will be held at the Watertown High School Civic Arena.

**CHIEF DEPUTY SHERIFF, BRENT SOLUM**

Sheriff Brad Howell presented the Board with a personnel change form request for the promotion of Sheriff Sergeant, Brent Solum, to Chief Deputy Sheriff. Sheriff Howell advised the Board that Mr. Solum is well deserved of this promotion based on his job performance. Motion by Johnson, second by

VanDusen, to approve the promotion of Mr. Solum, to Chief Deputy Sheriff, effective 9/1/2021, step 1/\$5467.08 per mo.; all voted aye; motion carried. The Board expressed thanks and appreciation to Chief Deputy Sheriff Solum for his service to Codington County. Kristina Solum, spouse of Chief Deputy Solum, performed the pinning of Mr. Solum's new badge.

#### **EMPLOYEE HEALTH INSURANCE PLAN**

Ray Kranz, Kranz Insurance, met with the Board to review the premium renewals for the County's employee health insurance plan with Sanford Health Plan. Mr. Kranz is the County's representative for the employee health insurance plan. Mr. Kranz reviewed the County's claims history related to premium increases for the last three years and South Dakota benchmark premiums for the individual market from 2014 to 2021. The Board thanked Mr. Kranz for the information.

#### **SURPLUS EQUIPMENT**

Motion by Gabel, second by Waterman, to declare various items from the Courthouse, Veterans Service office, Welfare office, Weed Department, Memorial Park, Extension Center Complex, and Emergency Management office, surplus to be destroyed or sold at a County/City Surplus Auction scheduled for Saturday, September 25<sup>th</sup>, at the Extension Center Complex; all voted aye; motion carried. The Auditor's office will retain the list of items declared surplus.

#### **2021 BRIDGE INSPECTIONS**

Mark Junker, Professional Engineer with Banner Associates, reviewed the results of the 2021 bridge inspections in Codington County. Mr. Junker noted there are 40 bridges currently on the inspection list, with 2/3 inspected in the even number years and 1/3 inspected in the odd numbered years, no new weight limit restrictions for 2021, 5 bridges were previously assigned weight limit restrictions, and 1 bridge is currently under construction (County asphalt highway 7). Mr. Junker advised the Board of future bridge needs and 2021 recommended repairs and maintenance. Mr. Junker recommended that the County invest in the Bridge system as follows: Additional weight restrictions in the future for 3 County asphalt and 1 Township gravel, participate in the BIG program through the SDDOT, and apply for federal and local funding.

#### **2019 HIGHWAY INFRASTRUCTURE PROGRAM FUND ALLOCATION AGREEMENT**

Motion by Gabel, second by VanDusen to authorize the Chair to sign amendment 1, of agreement 716876 signed on July 25, 2019, between Codington County and the SDDOT, to extend the funding expiration date to December 31, 2025, to use the funds, authorized for expenditures for replacement or rehabilitation of bridges that are in poor condition, in Codington County; all voted aye; motion carried.

#### **2022 PROVISIONAL BUDGET PUBLIC HEARING**

The Board held a public hearing, as previously advertised, to allow any and all interested parties to comment on the 2022 Codington County Provisional Budget. Chair Hanten opened the public hearing at this time. No comments were offered by persons present for this hearing. Chair Hanten closed the public hearing at this time. The Board will conduct public hearings again, during their regular meetings, on September 21<sup>st</sup> and 28<sup>th</sup>. The provisional budget will be adopted during the Board's regular meeting on September 28<sup>th</sup> at which time the budget may be amended upon action of the Board.

#### **SALARY CLAIMS**

Motion by VanDusen, second by Gabel, to approve August salary claims; all voted aye; motion carried: Commissioners: 10,595.06 total salaries. Auditor: 21,948.61 total salaries. Co. Treasurer: 32,421.49 total salaries. States Attorney: 36,576.22 total salaries; Taylor Hageman 3516.54 new hire. Gov. Buildings: 20,024.01 total salaries. Dir. Equalization: 45,857.07 total salaries. Reg. of Deeds: 23,354.70 total salaries; Mary Fransen 4393.50 position change; Jacki Manning 4303.02 position change. Veterans Service: 10,623.87 total salaries. Sheriff: 103,322.65 total salaries. Co. Jail: 122,210.58 total salaries;

Raistlan Tschetter 3326.88 step increase; Chandler Flowers 3326.88 step increase; Austin Hanson 18.44 PT new hire; Kayla Schomaker 3958.50 step increase; Kyle Lewis 3652.26 step increase; Maria Escamilla 4497.90 step increase; Kelly Oelrich 4019.40 step increase. Coroner: 4,736.60 total salaries; Welfare: 8,081.94 total salaries. County Nurse: 5,099.27 total salaries. Co. Park: 11,350.65 total salaries. Ag. Bldg.: 10,127.65 total salaries; Gordy Hedges 3349.50 step increase. Co. Extension: 10,213.88 total salaries. Weed: 8,526.68 total salaries. Planning Board: 805.35 total salaries. Road & Bridge: 99,398.88 total salaries. Emergency Management: 12,450.22 total salaries. Crime Victim: 7,003.35 total salaries. W.I.C.: 3,825.60 total salaries. Total 608,554.33. Breakdown of withholding amounts which are included in the above: S.D. Retirement 54,867.18; S.D. Retirement 69.79 spouse option; S.D. Supplemental Retire. 3,330.00 suppl. retire.; Sanford 82,257.79 ins.; Reliance Standard Life Insurance 763.98 life ins.; Delta Dental 6,312.80 ins.; Avesis 879.06 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 526.90 employee union dues; AFLAC 4,180.59 ins.; John Hancock 5,320.00 suppl. retire.; AFLAC 927.46 ins.; Watertown United Way 60.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 23,531.00 employee payments; SDRS Supplemental Retirement 3,940.00 Roth retirement; Teamsters Local Union 120 394.00 employee union due; Codington County Deputy Sheriff's Association 135.00 employee union dues; ReliaBank Dakota 41,247.66 federal withholding; ReliaBank Dakota 68,989.44 social security.

### **SEPTEMBER CLAIMS**

Motion by VanDusen, second by Gabel, to authorize the Auditor's Office to process monthly claims on September 14, 2021, in the Board's absence due to Board attendance at the annual SDACC Conference; all voted aye; motion carried.

### **AUTOMATIC BUDGET SUPPLEMENT**

Motion by Johnson, second by Waterman, to approve an automatic supplement to the Road and Bridge revenue and expenditure budgets in the amount of \$284,757.60 with unanticipated funds received for haul road restoration; all voted aye; motion carried.

### **ADJOURNMENT**

There being no further business to come before the Board a motion was made by Gabel, second by VanDusen, to adjourn at 9:56 a.m., until 9:00 a.m., Tuesday, September 14<sup>th</sup>, 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 \$ \_\_\_\_\_

**Official Proceedings  
Special Combined Meeting  
Codington County Board of Commissioners  
City of Watertown City Council  
Watertown City Hall, 23 2<sup>nd</sup> St NE, Watertown, SD  
5:30 p.m., September 7, 2021**

September 7, 2021

The Codington County Commissioners met in special combined session, with the Watertown City Council and Mayor, Ried Holien; at 5:30 p.m., Tuesday, September 7, 2021, in the chambers of the Watertown City Council at Watertown City Hall. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen, Brenda Hanten; Auditor, Cindy Brugman; and First District Executive Director, Todd Kays; Chair, Brenda Hanten, presiding. City Council members present upon roll call were: Mayor Ried Holien, Council members Bruce Buhler, Mike Danforth, Colin Paulsen, Dan Schutte, Randy Tupper, and Glen Vilhauer; Mayor Holien presiding. Also present were City Manager, Amanda Mack; City Finance Officer, Kristen Bobzien; City Attorney, Matt Roby; and City Engineer, Heath VonEye. Chair Hanten called the meeting to order on behalf of the County.

**AGENDA APPROVED**

Motion by VanDusen, second by Gabel, to approve the agenda for the combined portion of the meeting as presented; all voted aye; motion carried.

Motion by Schutte, second by Buhler, to approve the agenda for the combined portion of the meeting as presented; all voted aye; motion carried.

**ORDINANCES REVIEW**

Todd Kays, First District Executive Director, gave a brief overview of Ordinances, 75, 76, 77, and 21-35. Mr. Kays noted the Codington County Planning Board has made a recommendation to move forward with the zoning regulation stipulating a single dispensary will be allowed in the unincorporated areas, of Codington County, on commercial or industrial zoned property. No cultivation, manufacturing, and testing will be allowed in the aforementioned area. The licensing regulation stipulates 1 dispensary in the County.

**COMBINED PUBLIC HEARING ADOPTION OF ORDINANCES 75, 76, 77 & 21-35**

Chair Hanten, opened the public hearing and gave the second readings on behalf of both Boards on County Ordinances 75, 76, and 77 and City Ordinance #21-35. Chair Hanten called for public comment at this time. No persons gave comments during the public hearing. Chair Hanten closed the public hearing at this time and called for a motion on Ordinance 76, an ordinance pertaining to medical cannabis regulations and uses within the joint jurisdiction area. Motion by VanDusen, second by Waterman, to approve Ordinance 76. Mayor Holien called for a motion on Ordinance 21-35, an ordinance pertaining to medical cannabis regulations and uses within the joint jurisdiction area. Motion by Tupper, second by Vilhauer, to approve Ordinance 21-35. Discussion was held on both ordinances. Upon roll call vote of the Codington County Commissioners all voted aye on Ordinance 76; motion carried. Upon roll call vote of the Watertown City Council all voted aye on Ordinance 21-35; motion carried.

Chair Hanten called for a motion to approve Ordinance 75, an ordinance to amend Article II, definitions; section 3.05.01 "permitted uses" (C-commercial district); section 3.06.01 "permitted uses" (I-industrial district); and Article V, "supplemental regulations;" adopted by Ordinance 65, as amended of the zoning ordinance of Codington County. Motion by Johnson, second by Gabel to approve Ordinance 75; and upon roll call vote, of the Codington County Commissioners, all voted aye; motion carried.

Codington County, 7 September 2021

Chair Hanten called for a motion to approve Ordinance 77, an ordinance establishing licensing provisions for cannabis establishments to the revised ordinances of Codington County. Motion by VanDusen, second by Waterman; and upon roll call vote, of the Codington County Commissioners; all voted aye; motion carried.

**ADJOURNMENT**

There being no further business to come before the Board of Coding a motion was made by Johnson, second by Gabel, to adjourn at 5:55 p.m.; all voted aye; motion carried.

Chair Hanten declared the combined portion of the meeting adjourned.

ATTEST:

Cindy Brugman

Codington County Auditor

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Published once at the total approximate cost of \$\_\_\_\_\_

STATE OF SOUTH DAKOTA  
DEPARTMENT OF TRANSPORTATION  
BRIDGE IMPROVEMENT GRANT AGREEMENT  
FOR PRELIMINARY ENGINEERING – STATE ADMINISTRATION

This Agreement is made and entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and Codington County, South Dakota, referred to in this Agreement as the "COUNTY."

BACKGROUND:

1. The STATE has funding available for preservation, rehabilitation, or replacement of eligible local public agency bridges. The funding is only available for bridges located on local public roads.
2. The COUNTY has applied for and the STATE has awarded to the COUNTY a Bridge Improvement Grant ("BIG") for preliminary engineering for structure number 15-157-025, project number BRO 8015(00)22-1, PCN 08TC, referred to in this Agreement as the "PROJECT."

THE STATE AND THE COUNTY MUTUALLY AGREE AS FOLLOWS:

1. The COUNTY applied for and was awarded a BIG for preliminary engineering for the PROJECT.
2. The STATE issued a letter on August 26, 2021, notifying the COUNTY of the award of the BIG. The letter of award is attached to and incorporated in this Agreement as **Exhibit A**.
3. This Agreement is effective on the date of the letter of award attached as **Exhibit A**. The preliminary engineering work contemplated by this Agreement will be completed no later than three years from the date of the letter of award. No reimbursements will be processed by the STATE for work performed after the date of August 26, 2024.
4. The COUNTY will select a professional engineering firm from the STATE'S current consultant retainer list for the bridge design category of work.
5. The STATE will hire the professional engineering firm selected by the COUNTY to perform the preliminary engineering for the PROJECT. The scope of the preliminary engineering services to be performed is identified in the attached **Exhibit B**.
6. The STATE will invite the COUNTY, and the COUNTY will participate in, all planning, scoping, and inspection meetings held in connection with the PROJECT.
7. The STATE will submit to the COUNTY a draft type, size, and location (TS&L) report for the PROJECT for the COUNTY'S review and comment. The COUNTY will review the TS&L and provide the COUNTY'S comments to the STATE. The STATE will address, in writing, all comments made by the COUNTY to the COUNTY'S satisfaction.
8. The STATE will directly pay the professional engineering firm for all PROJECT costs.
9. The STATE will be responsible for eighty percent (80%) of eligible PROJECT costs not to exceed the maximum BIG amount of forty-two thousand dollars (\$ 42,000). The COUNTY will reimburse the STATE for the COUNTY'S twenty percent (20%) match on eligible PROJECT costs. Once the total BIG amount has been paid, the COUNTY will be responsible for one hundred percent (100%) of all remaining PROJECT costs. The COUNTY will also be one hundred percent (100%) responsible for any PROJECT costs incurred prior to the date of the letter of award. The COUNTY will reimburse the STATE within thirty (30) days of receipt of a billing from the STATE.
10. The COUNTY certifies the COUNTY has a conflict of interest policy and enforces said policy.

11. The COUNTY certifies the COUNTY has filed an Internal Revenue Services (IRS) Form 990 in compliance with federal law, if applicable. The COUNTY will display the filed IRS Form 990 on the COUNTY'S website immediately upon filing.
12. The COUNTY certifies the COUNTY employs an effective internal control system.
13. The COUNTY certifies the COUNTY is in compliance with the federal Single Audit Act and the requirements of SDCL § 4-11-2.1, if applicable. The COUNTY further certifies audits are displayed on the COUNTY'S website.
14. The COUNTY will include provisions in the COUNTY'S contracts and subcontracts requiring the COUNTY'S contractors and subcontractors to comply with the applicable provisions of this Agreement, to indemnify the STATE, and to provide insurance coverage for the benefit of the STATE, all in a manner consistent with this Agreement. The COUNTY will cause the COUNTY'S contractors, subcontractors, agents, and employees to comply with applicable federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.
15. The COUNTY will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceedings that may arise as the result of the COUNTY'S performance under this Agreement. This section does not require the COUNTY to be responsible for or defend against claims or damages arising from errors or omissions of the STATE, its officers, agents, or employees.
16. All PROJECT charges will be subject to audit by the STATE. The COUNTY and the COUNTY'S contractors and subcontractors will keep accounting records clearly identified with this Agreement, and will support all PROJECT charges by documents which evidence, in detail, the nature and propriety of those charges.
17. Upon reasonable notice, the COUNTY and the COUNTY'S contractors and subcontractors will allow the STATE, through any authorized representative, to have access to and the right to examine and copy all records, books, papers, or documents related to services rendered under this Agreement. The COUNTY will keep these records clearly identified and readily accessible for a period of three (3) years after the date of final payment under this Agreement.
18. The COUNTY will abide by the requirements of Title VI of the Civil Rights Act of 1964, incorporated in and attached to this Agreement as **Exhibit C**.
19. The COUNTY will perform under this Agreement in compliance with the Americans with Disabilities Act of 1990 and any amendments.
20. This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and be signed by an authorized representative of each of the parties.
21. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, the STATE may terminate this Agreement. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.
22. The parties may terminate this Agreement by mutual written agreement. The STATE may also terminate this Agreement if the COUNTY breaches any terms of this Agreement. If the STATE terminates this Agreement due to the COUNTY'S breach, then any payments owed to the COUNTY at the time of termination may be adjusted to cover any additional costs to the STATE because of the COUNTY'S breach. The adjustment of payments will be in addition to any other remedies the

STATE may pursue as a result of COUNTY'S breach, and the STATE does not waive these other remedies by making a payment adjustment. If termination is not due to a breach by the COUNTY, then the COUNTY will be paid for eligible PROJECT costs incurred up to the date of termination, subject to the maximum limiting amount of the BIG.

23. The COUNTY must comply with all federal, state, and local laws, together with all ordinances and regulations applicable to the work and will be solely responsible for obtaining current information on such requirements. The COUNTY must procure all licenses, permits, or other rights necessary for the fulfillment of its obligations under this Agreement.
24. This Agreement will be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement will be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.
25. If any court of competent jurisdiction holds any provision of this Agreement unenforceable or invalid, such holding will not invalidate or render unenforceable any other provision of this Agreement.
26. All other prior discussions, communications, and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and, except as specifically provided in this Agreement, this Agreement constitutes the entire agreement with respect to its subject matter.
27. The COUNTY has designated its County Commission Chairperson as the COUNTY'S authorized representative and has empowered the Chairperson with the authority to sign this Agreement on behalf of the COUNTY. A copy of the COUNTY'S Commission minutes or resolution authorizing the execution of this Agreement by the Chairperson as the COUNTY'S authorized representative is attached to this Agreement as **Exhibit D**.

This Agreement is binding upon the signatories not as individuals but solely in their capacities as officials of their respective organizations and acknowledges proper action of the STATE and the COUNTY to enter into the same.

Codington County, South Dakota

State of South Dakota  
Department of Transportation

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Its: County Commission Chairperson

Its: Program Manager,  
Administration Program

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

County Auditor/Clerk

(COUNTY SEAL)



Division of Secretariat  
Office of the Secretary  
700 E. Broadway Avenue  
Pierre, South Dakota 57501  
605.773.5105  
dot.sd.gov | sd511.org

August 26, 2021  
BIG Notice to Proceed Date

County Commissioners  
Codington County

**NOTICE OF AWARD**

2022 Preliminary Engineering Bridge Improvement Grant  
Structure Number 15-157-025  
Project Number BRO 8015(00)22-1, PCN 08TC  
Grant Amount = \$42,000(80%)

To whom it may concern;

I am pleased to inform you that the South Dakota Transportation Commission approved a Local Bridge Improvement Grant (BIG) in the amount shown above for the noted structure during their August 26, 2021, commission meeting. A funding agreement and specific information and documents for this grant will be sent to you at a later date.

If you have questions, please feel free to contact Doug Kinniburgh at 605.773.4284.

Sincerely,

  
Joel Jundt  
Secretary

Attachment

cc: County Highway Superintendent  
File

## M E M O R A N D U M

DATE: DATE

TO: SEE [..\\ConsultantScopeMailingList.doc](#) FOR SPECIFIC PERSON TO SEND THIS TOO

FROM: NAME, Bridge Replacement Engineer  
Local Government Assistance

SUBJECT: 2022 BRIDGE IMPROVEMENT GRANT, Grant Cap = \$NN,NNN (80% of Total)  
Total PE = \$\_\_\_\_\_ (Design Total Cap = \$\_\_\_\_\_ ; Subsurface by DOT Cap = \$\_\_\_\_\_)  
PROJECT NUMBER, COUNTY/CITY, PCN  
STRUCTURE NUMBER & LOCATION FROM DATABASE

NOTICE TO PROCEED FOR THIS WORK ORDER WILL BE DATED AUGUST 26, 2021 (AWARD DATE)

----- County has requested that your firm be employed to complete the work as defined in the following scope of services. Please prepare a breakdown of estimated costs required to accomplish this work and submit it to **Local Government Assistance in care of Coleen Kusser** ([coleen.kusser@state.sd.us](mailto:coleen.kusser@state.sd.us)), **Consultant Services Specialist**, for preparation of the work order under the State's retainer contract. *Cost proposal to be used from the Bridge Improvement Grant application unless otherwise notified.*

**Bridge Improvement Grant**  
**Work Order Requirements for Survey and Hydraulics**

**SCOPE OF SERVICES TEMPLATE – Survey & Hydraulics**

1. **Field survey for completion of the Drainage Data Sheet and Contour Map.** The information required for placement on these sheets is listed below. An example is attached containing the required information.
  - ☐ Stationing from south to north or west to east.
  - ☐ Beginning and ending stations of the current structure.
  - ☐ Proposed and inplace gradelines.
  - ☐ Stream profile. (Including a table of stations and elevations for each shot taken.)
  - ☐ Sea level datum is required. Stations, elevations, and offsets from and descriptions of permanent objects will be required for project benchmarks. (The High Accuracy Reference Network (HARN) map and the County Bench Mark map for the State of South Dakota can be found at the following web site – <https://dot.sd.gov/doing-business/engineering/design-services/surveyors> )
  - ☐ Include an electronic file containing the plan/profile of the inplace gradeline at the structure.
  - ☐ Landowners with their addresses, phone numbers, and location of property.
  - ☐ Utilities with their addresses, phone numbers, and locations along the project.
2. **Field survey as necessary for preparation of construction plans.** Required information is listed below.
  - ☐ Establishment of transit points, land ties and benchmarks as well as cross sections and topography. (Stations, elevations, and offsets from permanent objects will be required for project benchmarks.)
  - ☐ Project limits as established by consultation with the County Highway Superintendent.
  - ☐ Additional legal survey as required for preparation of right-of-way plats.
  - ☐ The geometrics of horizontal and vertical alignment in accordance with the Local Roads Plan design standards.
  - ☐ Survey notes are to be retained on file with the Consultant for subsequent use in the preparation of construction plans and are to be available to the County upon request.

It is anticipated that this item will permit the issuance of a separate work order (after the Type, Size and Location (TS&L) Inspection) for the development of construction plans with no further survey needed.
3. **Photo Documentation and Record Search of the Structure as defined in Attachment #2.**

4. **Preliminary Hydraulic Data Sheet, Plan/Profile Sketches (Preliminary Hydraulic Layouts) and gradelines, Electronic Copy of HEC-RAS File, Draft Hydraulic Design Report in accordance with the newest version of the South Dakota Drainage Manual, and cost estimates for existing and all proposed structure alternatives. (More than one feasible alternative is required. This includes options on different alignments if applicable. The options need to be acceptable to the owner's future needs and maintenance capabilities.)** The newest version of the South Dakota Drainage Manual is available at the following location: <https://dot.sd.gov/doing-business/engineering/design-services/forms-manuals>. Guidance and examples can be found in Chapter 6 of the manual. **The current preliminary hydraulic data sheet to be used can be found in the folder "0 LGA General Info and Docs" located on the LGA SharePoint site.** Directions for filling out the form can be found at the same location. All items will be submitted to the Local Government Assistance Office for distribution to SDDOT personnel for review for compliance with minimum required State and Federal standards. Necessary revisions shall be provided in writing by the SDDOT and shall be forwarded to the Consultant by the Local Government Assistance (LGA) Office. Necessary revisions shall be completed by the consultant and the Revised Draft Hydraulic Design Report submitted within 2 weeks of receipt of revisions from LGA. The Consultant is wholly responsible for the accuracy of the design calculations and the independent check design calculations.

**Note for Box Culverts/Pipe Options and Plans:** The Corps now requires all culverts/pipe where aquatic organism transport is present to have a flow line sunk 1'. If a box/pipe is included in the options, it should be clearly noted that the flowline has been sunk to the required 1'. If the selected structure is a box culvert or pipe, project plans and the final hydraulic data sheet should show that the box or pipe has been sunk to the required 1'.

Items 1. through 4. shall be accomplished by **DATE**. Please refer to the checklist in **Attachment #1** for the packet of items that shall be submitted to the Local Government Assistance Office.

5. **Attendance at the TS&L inspection, assistance in the selection of the type, size and location of the replacement structure.**
6. **Report of Foundation Investigation.** This will be provided by the SDDOT Geotechnical Engineering Activity.
7. **Obtain Traffic Data.** Conduct field study to obtain 24-hour traffic volumes for existing structure. Data shall be gathered using a mechanical or electronic device. Study shall be conducted on a typical weekday (Tuesday-Thursday) from midnight to midnight. Report of traffic data shall include structure number, counter brand, serial number, date collected, and total volume.
8. **For Structure Chosen at TS&L: Final Hydraulic Design Report, Final Hydraulic Data Sheet (use the current data sheet found in the folder "0 LGA General Info and Docs" located on the LGA SharePoint site,) HEC RAS model with existing and proposed conditions, and if the structure selected is a bridge, Scour Memo summarizing hydraulic scour calculation, Scour Calculation, and Berm Slope Protection Recommendations (if applicable.)**

**This information shall be submitted within 60 days of the date of the Report of Foundations Investigation.**

9. **The Overall Completion Date of this work order shall be December 31, 2025.** (Please note that this date is after the expiration of the Bridge Improvement Grant in the event of an extension to help eliminate the need for an amendment. Billings on this work order are only reimbursable up to the overall completion date of the Bridge Improvement Grant.)

All information and data shall be submitted, and all questions and requests shall be directed to the Local Government Assistance Office. Please refer to the checklist in **Attachment #1** for the TS&L Packet of items that shall be submitted to the Local Government Assistance Office.

# Attachment #1

## Bridge Improvement Grant

### Checklist for Survey and Hydraulics Work Order TS&L Packet

These items must be submitted to DOT/Local Government Assistance.  
If any of these items are missing, the full packet will be returned for completion and resubmission to this office.

Project Number \_\_\_\_\_ County \_\_\_\_\_ PCN \_\_\_\_\_

☐

Survey Sheets and Contour Map including the following information:

☐

Stationing from south to north or west to east

☐

Beginning and ending stations of the existing structure

☐

Beginning and ending stations of proposed structures

☐

Proposed and existing gradelines

☐

Stream profile and cross sections (Downstream to upstream direction including a table showing stations and elevations for each shot taken)

☐

Elevation and location of buildings and other structures

☐

Survey information using sea level datum and showing station, elevation, offset, and physical description of each project benchmark

☐

Landowner names, addresses, phone numbers, and legal descriptions of their property

☐

Utility names, addresses, phone numbers, and locations along the project

☐

Photo Documentation and Historical Record Search of the Structure (including list of files or repositories searched) as defined in Attachment #2. (In the event that nothing is found, a letter indicating lack of findings, along with files or repositories searched, shall be submitted to the SDDOT/Local Government Assistance Office.)

☐

Preliminary Hydraulic Data Sheet (use current data sheet found in the folder "0 LGA General Info and Docs" located on the LGA SharePoint site) including the following information:

☐

Calculated flows

☐

Inplace conditions (Ordinary High Water Elevation,  $HW_{100}$ ,  $V_{max}$ ,  $OTfr$ )

☐

Proposed conditions for each option ( $HW_2$ ,  $HW_{25}$ ,  $HW_{100}$ ,  $V_{max}$  Qot,  $OTfr$ ,  $EL_{over}$ top)

☐

Ordinary High Water Elevation Shown on Cross-Sections (vegetation elevation on stream banks – approx. 2-year flow)

☐

Observed High Water Elevation (identifiable high water mark)

☐

Electronic copy of HEC-RAS model of existing and proposed conditions

☐

Plan and profile sketches (preliminary hydraulic layout sheets) for the existing structure and proposed gradelines for each option (More than one feasible alternative is required. This includes options on different alignments if applicable. The options need to be acceptable to the owner's future needs and maintenance capabilities.)

☐

Cost Estimates (including design and construction engineering and construction costs for each option)

☐ Revised Draft Hydraulic Report

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☐ For Structure Chosen at TS&L - DUE WITHIN 60 DAYS OF THE REPORT OF FOUNDATIONS INVESTIGATION

☐ Final Hydraulic Design Report

☐ Final Hydraulic Data Sheet (use current data sheet found in the folder "0 LGA General Info and Docs" located on the LGA SharePoint site)

☐ HEC RAS model with existing and proposed conditions

☐ Scour memo, scour calculations, and berm slope protection recommendations (Bridges Only)

## Attachment #2

### Local Government Assistance

### Photo Documentation and Record Search of the Structure

The information defined below will satisfy one of the requirements of the State Historic Preservation Society in clearing the structure for removal.

#### Photo Documentation of the Structure

- ☐ **Site map and photo log of all photos**
- ☐ **Photos will be taken of: (*at minimum*)**
  - Full views of the structure's primary elevations
  - Close-ups of any decorative, character-defining or structural features
  - General views of the bridge and its environment
- ☐ **Photos will be labeled as follows:**
  - Photo Number - from photo log and site map
  - Name and Address of property – if property does not have legal address then please note either the Universal Transverse Mercator (UTM) or the legal location down to the quarter section.
  - Month and Year of photograph
  - Description of view, including camera direction (cardinal direction – N, S, E, W)
- ☐ **Photos will be submitted in one of the following formats:**
  - Digital Photographs
    - At least 2000 X 3000 pixels at 300 dpi
    - Saved as TIFFs submitted on CDs
  - 35mm Black and White Photographs
    - 35mm black/white film printed on black/white photographic paper
    - Both prints and negatives submitted

#### Historical Record Search of the Structure

- ☐ **Any or all of the following are needed:**
  - Reports – maintenance or otherwise indicating modifications to the original structure – what was done and why
  - Any Photographs of the original structure (not inspection photos; not photos referenced in this work order)
  - Original Drawings
  - Original Plans
  - Any other documentation
- ☐ **Names of Files or Repositories (courthouse, county historical society, etc.) Searched**

If possible, provide the original copy of this information. If not, submit the information in the following format. High quality clear Xerox copies of any reports, drawings, or plans; and photographs scanned at 600 dpi, saved as TIFFs, and submitted on a CD.

If these documents are not otherwise restricted through state or federal law; submit them to the SDDOT/Local Government Office for submission to the South Dakota State Historical Society for public use and reproduction. In the event that nothing is found, a letter indicating lack of findings, along with files or repositories searched, shall be submitted to the SDDOT/Local Government Assistance Office.

STATE OF SOUTH DAKOTA  
DEPARTMENT OF TRANSPORTATION  
STANDARD TITLE VI / NONDISCRIMINATION ASSURANCES  
APPENDIX A & E  
MARCH 1, 2016

During the performance of this Agreement, the COUNTY, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the contractor under the contract until the contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

During the performance of this Agreement, the COUNTY, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

**Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq.).

\*\*\*\*\*

List for Surplus Auction September 25, 2021

1. 2004 International Dump Truck # 30  
Vin Number # 1HTWHAZT15J171283  
Model 7400
2. 2001 International Dump Truck # 34  
Vin Number # 1HTGCADR11H377463  
Model S-2554
3. 2004 International Dump Truck # 36  
Vin Number # 1HTWAZT15J171284  
Model 7400
4. 1991 One Ton 2x4 Chevy Pickup # 04  
Vin Number # 1GCGR33K6MF304861
5. 2008 Half Ton 4x4 Chevy Pickup # 06  
Vin Number # 2GCEK133981262661
6. 1987 Ford Backhoe # 555  
Vin Number # C771051
7. 2001 One Ton 4x4 Dodge Pickup # 15  
Vin Number # 3B6MF36661M258751
8. 10 Shop lights
9. 8' Foot Step ladder
10. One push lawn mower not running
11. Other items may be added to this list.

**CODINGTON COUNTY RESOLUTION No. \_\_\_\_\_**

**BEGINNING FARMERS'S RESOLUTION  
(Replaces Resolution 2008-4)**

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

For the taxes due for certain agricultural property as described in South Dakota Codified Law (SDCL) 10-6-113 & 10-6-114.

The tax freeze in SDCL 10-6-113 may be applied to agricultural property classified pursuant to SDCL 10-6-110 if the following criteria are met, and defined, as in SDCL 10-6-114;

- (1) The owner of the property is a beginning farmer who has never before owned agricultural land;
- (2) The property does not exceed one hundred sixty acres or one-half of the median-sized farm in Codington County, currently 557 acres, as determined by the board of County Commissioners, whichever is greater;
- (3) The beginning farmer works on and operates the farm;
- (4) At least half of the beginning farmer's gross income is derived from agriculture;
- (5) The property has not been subject to a beginning farmer's tax freeze for at least twenty years prior to the purchase date.

The board of County Commissioners hereby adopts the following formula under the authority of South Dakota Codified Laws section 10-6-113.

Agricultural property classified pursuant to SDCL 10-6-110 shall be valued for the taxation purposes in the usual manner. However, the board of County Commissioners of the county where such property is located may, in its discretion, freeze the property taxes for a period of 5 years immediately following the purchase of agricultural property by a beginning farmer.

Nothing in this resolution is intended to allow any refund or abatement of taxes levied prior to its passage.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Brenda Hanten, Codington County Commission Chair

ATTEST:

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Cindy Brugman, Codington County Auditor

(Seal)

**CODINGTON COUNTY RESOLUTION No. \_\_\_\_\_**

**A RESOLUTION IDENTIFYING WATER BODIES OF LOCAL CONCERN FOR THE  
PURPOSE OF TAXATION AS A RIPARIAN BUFFER STRIP (Replaces Resolution 2018-18)**

**WHEREAS**, South Dakota Codified Law (SDCL) 10-6-116 authorizes any agricultural land within one hundred twenty (120) feet of:

1. A lake assigned immersion recreation or limited contact recreational beneficial uses in the Administrative Rules of South Dakota (ARSD) 74:51:02:02 and listed in ARSD 74:51:02:04;
2. Or a river or stream assigned any of the warm water or cold-water fish life propagation beneficial uses in ARSD 74:51:03:02 and listed in ARSD 74:51:03:04 to 74:51:03:27, inclusive;

that meets the requirements of SDCL 10-6-117 is classified for the purpose of taxation as a riparian buffer strip.

**WHEREAS**, SDCL 10-6-116 further allows that the board of county commissioners may, by resolution, authorize the director of equalization to treat any agricultural land within one hundred twenty (120) feet of a water body of local concern, identified by the county commission, that is contiguous and tributary to any lake, river, or stream specified in subdivision (1) and (2) of SDCL 10-6-116, as riparian buffer strip, provided it meets the requirements of SDCL 10-6-117.

**WHEREAS**, the agricultural land so classified as riparian buffer strip shall be assessed at sixty (60) percent of its agricultural income value as determined by SDCL 10-6-127 to 10-6-133, inclusive.

**THEREFORE, BE IT RESOLVED** that agricultural land along the following water bodies, contiguous and tributary to a lake, river, or stream specified in ARSD 74:51:02:04 and ARSD 74:51:03:07, may qualify for classification as a riparian buffer strip in Codington County:

Soo Creek, from the confluence with the Big Sioux River upstream to the Codington-Grant County Line;

Mahoney Creek, from the confluence with the Big Sioux River upstream to the west boundary Section 33, Township 119 North/Range 52 West (Germantown Township);

Mud Creek, from the confluence with the Big Sioux River upstream to the north boundary of Section 5, Township 118 North/Range 51 West (Waverly Township);

Unnamed tributary to Mud Creek, from the confluence with Mud Creek upstream to east boundary of Section 1, Township 117 North/Range 52 West (Elmira Township);

Unnamed tributary to the Big Sioux River, from the confluence with the Big Sioux River upstream to the outlet of Still Lake; and

Stray Horse Creek, from the south boundary of Section 26, Township 116 North/Range 51 West (Kranzburg Township) upstream to the Codington-Deuel County Line.

**THEREFORE, BE IT FURTHER RESOLVED**, that any land adjacent to these water bodies, which meets the requirements of SDCL 10-6-117, shall be assessed at sixty (60) percent of its agricultural income value as determined by SDCL 10-6-127 to 10-6-133, inclusive.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Brenda Hanten, Codington County Commission Chair

ATTEST:

\_\_\_\_\_  
Cindy Brugman, Codington County Auditor

(Seal)

**CODINGTON COUNTY RESOLUTION No. \_\_\_\_\_**  
**Developers Resolution SDCL 10-6-143**  
**(Replaces Resolution 1995-6)**

**ASSESSED VALUE ON CERTAIN RESIDENTIAL PROPERTY**

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of County Commissioners of Codington County, South Dakota, as follows:

For assessed value to be used for tax purposes on certain residential properties as described in South Dakota Codified Laws section 10-6-143.

Property which can be valued according to this resolution shall meet each of the following conditions:

1. Property must be real property, platted and zoned after March 1, 1992 for future residential construction.
2. Property must be owned by the person or corporation who developed the real property.
3. Property to be classified for this purpose must contain a minimum of eight (8) lots in the plat.

The Board of County Commissioners hereby adopts the following formula under authority of South Dakota Codified Laws section 10-6-144.

For the first five years following the filing of the plat for the subdivision, the assessed value of the lots that remain unsold shall be the same assessed value of the property, which existed in the year preceding the filing of the plat for the subdivision. Thereafter, such property shall be assessed at full and true value as all other property for tax purposes.

Nothing in this resolution is intended to allow any refund or abatement of taxes levied prior to its passage.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Brenda Hanten, Codington County Commission Chair

ATTEST:

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Cindy Brugman, Codington County Auditor

(Seal)

**CODINGTON COUNTY RESOLUTION No. \_\_\_\_\_**  
**Discretionary Formula SDCL 10-6-137**  
**(Replaces Resolution 2020-14)**

**WHEREAS**, the County of Codington, State of South Dakota has deemed it in the best interest of the County to adopt a Resolution implementing a Discretionary Formula for the reduced taxation of new structures and additions and partially constructed structures pursuant to SDCL § 10-6-137.

**NOW, THEREFORE, BE IT RESOLVED**, that the following properties shall be, and hereby are, specifically classified for the purpose of taxation pursuant to SDCL § 10-6-137:

Any new industrial structure, including a power generation facility, or an addition to an existing structure, if the new structure or addition has a full and true value of thirty thousand dollars or more (SDCL § 10-6-137);

Any new commercial structure, or any addition to an existing structure, except a commercial residential structure as described in SDCL § 10-6-137, if the new structure or addition has a full and true value of thirty thousand dollars or more (SDCL § 10-6-137);

Any new commercial residential structure, or addition to an existing structure, containing four or more units, if the new structure or addition has a full and true value of thirty thousand dollars or more (SDCL § 10-6-137);

Any new nonresidential agricultural structure, or any addition to an existing structure, if the new structure or addition has a full and true value of ten thousand dollars or more (SDCL § 10-6-137);

**BE IT FURTHER RESOLVED**, that any structure classified pursuant to this Resolution shall, following construction, initially be valued for taxation purposes in the usual manner, and that value shall be referred to in this Resolution as the “Pre-Adjustment Value”; and

**BE IT FURTHER RESOLVED**, that the assessed value to be used for tax purposes of any structure classified pursuant to this Resolution shall, following construction, be calculated as follows:

- a. For the first tax year following construction, 0% of the Pre-Adjustment Value;
- b. For the second tax year the following construction, 0% of the Pre-Adjustment Value;
- c. For the third tax year following construction, 0% of the Pre-Adjustment Value;
- d. For the fourth tax year following construction, 0% of the Pre-Adjustment Value;
- e. For the fifth tax year following construction, 0% of the Pre-Adjustment Value; and

**BE IT FURTHER RESOLVED**, that the Board of County Commissioners may, if requested by the owner of any of the above described property, not apply the above formula, in which case the full assessment shall be made without application of the formula. In waiving this formula for the structure of one owner, the Board of County Commissioners is not prohibited from applying the formula for subsequent new structures by that owner; and

**BE IT FURTHER RESOLVED**, that for purpose of this Resolution, the assessed valuation during any of the five years may not be less than the assessed valuation of the property in the year preceding the first year of the tax years following construction; and

**BE IT FURTHER RESOLVED**, that any structure that is partially constructed on the assessment date may be valued for tax purposes pursuant to this Resolution and the valuation may not be less than the assessed valuation of the property in the year preceding the beginning of construction; and

**BE IT FUTHER RESOLVED**, that following the five-year period under this section, the property shall be assessed at the same percentage as is all other property for tax purposes.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
Brenda Hanten, Codington County Commission Chair

ATTEST:

\_\_\_\_\_  
Cindy Brugman, Codington County Auditor

(Seal)

**Exhibit E**  
**Amendment #1**  
**To 2020 Local Emergency Management Performance Grant**  
**Supplemental Grant**  
**Sub-Recipient Agreement**

**WHEREAS** the South Dakota Department of Public Safety (hereinafter referred to as "State") and Codington County Commission (hereinafter referred to as "Sub-Recipient") mutually desire to amend the 2020 Local Emergency Management Performance Grant Supplemental Sub-Recipient Agreement as set forth below; now therefore it is mutually agreed as follows:

1. That Exhibit A be amended to read as follows:

- e. Sub-Award Period of Performance: October 1<sup>st</sup>, 2019 thru September 30<sup>th</sup>, 2021
- f. Amount of federal funds obligated to the Sub-Recipient by this agreement: \$4,872.00
- g. Total amount of federal funds obligated to the Sub-Recipient: \$4,872.00
- h. Total amount of federal award committed to the Sub-Recipient: \$4,872.00
- i. Amount provided by State/Grantor is \$4,872.00  
Amount matched by Sub-Recipient \$4,872.00  
Total Grant Amount \$9,744.00

2. That Exhibit C be amended to read as follows:

A. Summary. The Sub-Recipient will undertake, complete, and report as necessary to their Regional Coordinator the acquisition and completion of the identified project: Public Information Sign. This grant is made for the purpose of county emergency management program support referred to as the Local Emergency Management Performance Grant – COVID-19 Supplemental (LEMPG-S). As a condition of this award, you are required to contribute a cost match of non-Federal funds in the amount of 50%. Additional information is detailed in the original grant package.

All activities and tasks are required to be completed by all LEMPG funded personnel during the fiscal year 2020 performance period of October 1, 2019 through September 30<sup>th</sup>, 2021.

SDOEM LEMPG-S has opened a special project application program to fund one-time projects that address one of the National Preparedness Goal (NPG) mission areas and core capabilities. Upon award, the applicant agrees to provide detailed progress reports on a monthly basis for as long as the project takes to complete. A 50% non-federal cost share will apply to all awarded projects. Reimbursement requests will be made on a standard LEMPG 85-21 form and submitted to their Regional Coordinator. The Agreement seeks to reimburse the projects outlined in Exhibit F – Special Project Award Letter.

Except as amended above, all other provisions of this Agreement remain in full force and effect. This Amendment shall be effective as of September 8<sup>th</sup>, 2021.

\_\_\_\_\_  
Sub-Recipient Signature - County Commission Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
State - South Dakota Office of Emergency Management

\_\_\_\_\_  
Date

## AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in August 2021

Cash on Hand	\$7,902.70
Checks in Treasurer' possession	
less than 3 days	\$66,943.20
Credit Card Charges	\$12,115.52
Cash Items	\$450.00
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$87,411.42</b>

### RECONCILED CHECKING

Great Western Bank (Memorial Park)	\$4,622.00
Reliabank Dakota	\$39,563,740.40

### INVESTMENTS

SD Public Funds Investment	\$7,254.43
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### CERTIFICATES OF DEPOSIT

Dacotah Bank	\$0.00
First American Bank & Trust	\$0.00
First Premier Bank	\$0.00
Great Western Bank	\$0.00
GW - Home Federal Bank	\$0.00
Peoples State Bank	\$0.00
Plains Commerce Bank	\$0.00
Reliabank Dakota	\$0.00
Wells Fargo	\$0.00

<b>TOTAL CASH ASSETS</b>	<b>\$39,663,028.25</b>
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### GENERAL LEDGER CASH BALANCES:

General	\$16,621,134.12
General restricted cash	\$500,000.00
Sp. Revenue	\$21,507,902.63
Sp. Revenue restricted cash	\$0.00
Custodial	\$1,033,991.50
Schools	\$ 248,692.84
Townships	\$ 57,063.80
City/Towns	\$ 67,070.12

<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$39,663,028.25</b>
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Dated this 21st day of September, 2021

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County Auditor

FUND CASH BALANCES REPORT AS OF 09/01/2021  
CODINGTON COUNTY

Fund	Description	BALANCE
101	GENERAL FUND	16,621,134.12
101	GENERAL RESTRICTED CASH	500,000.00
	TOTAL AT FUND GROUP:	17,121,134.12
204	ROAD & BRIDGE FUND	18,146,902.68
204	ROAD & BRIDGE RESTRICTED CASH	.00
207	E-911 FUND	52,739.48
226	EMERGENCY MANAGEMENT FUND	181,677.14
228	VICTIM CRIME SERVICE FUND	40,167.12
229	DOMESTIC ABUSE FUND	2,149.38
231	W.I.C. FUND	15,307.55
233	COURTHOUSE BUILDING FUND	.00
248	24/7 SOBRIETY FUND	51,149.44
250	MODERNIZATION/PRESERVATION	190,511.12
256	SEARCH & RESCUE FUND	50,902.13
290	AMERICAN RESCUE PLAN FUND	2,721,836.18
295	RURAL ACCESS INFRASTRUCTURE	54,560.41
	TOTAL AT FUND GROUP:	21,507,902.63
704	LAW LIBRARY FUND	.00
706	SPECIAL HIGHWAY FUND	.00
721	SCHOOL DISTRICTS FUND	248,692.84
722	CIVIL TOWNSHIPS FUND	57,063.80
723	CITIES AND VILLAGES FUND	67,070.12
724	WATER DEVELOPMENT DIST. FUND	2,368.20
725	ADVANCE TAX COLLECTION FUND	.00
726	REGISTER OF DEEDS FUND	2,366.80
727	GAME, FISH & PARKS FUND	.00
728	CLERK OF COURT FUND	.00
729	TAX SALE REDEMPTION FUND	.00
733	SANITARY SEWER DIST. FUND	.00
734	DEPOSIT FUND	.00
735	TREASURER'S TRUST FUND	.00
736	MUNICIPALITIES (5%) FUND	.00
738	FINES TO SCHOOLS FUND	.00
741	911 TRUST AND AGENCY FUND	.00
742	STATE MOTOR VEHICLE FUND	639,927.10
746	AUTO EXCISE TAX FUND	.00
755	SALES TAX FUND	2,730.60
758	BOOKMOBILE FUND	295.73
766	LAW LIBRARY FUND	10,624.31
769	MODERN/PRESERATION RELIEF	2,782.00
770	FIRE DEPT. MONIES	70.00
	TOTAL AT FUND GROUP:	1,033,991.50
	TOTAL:	39,663,028.25

OFFICIAL STATEMENT OF FEES COLLECTED  
REGISTER OF DEEDS STATEMENT OF FEES COLLECTED DURING THE MONTH  
OF AUGUST, 2021

The sum of **\$54,752.65** in fees has been collected by me as Register of Deeds for AUGUST, 2021

Ann Rasmussen being duly sworn, deposes and says that she is the Register of Deeds in and for CODINGTON COUNTY, State of South Dakota; that the foregoing statement is a true and correct report of all fees collected by me as such Register of Deeds, as required by law, during the month of AUGUST, 2021

*Ann Rasmussen*

Register of Deeds

Subscribed and sworn to before me this 1 day of Sep 2021

*Cindy Bruyema*

**CERTIFIED BIRTHS**

State Children's Fund (\$2.00)	\$ 244.00
County General Fund (\$5.00)	\$ 610.00
State EVRSS Fund (\$5.00)	\$ 610.00
State General Fund (\$3.00)	\$ 366.00

**TOTAL** \$ 1,830.00

**CERTIFIED DEATHS**

County General Fund (\$5.00)	\$ 460.00
State General Fund (\$4.00)	\$ 368.00
State EVRSS Fund (\$6.00)	\$ 552.00

**TOTAL** \$ 1,380.00

**FILED**

SEP -1 2021

CODINGTON COUNTY AUDITOR

# Receipt Totals

By Date: 8/1/2021 12:00:00 AM - 8/31/2021 11:59:59 PM; Departments: All; Cash based.

## Summary:

Codington County  
Wednesday, September 01, 2021 8:18 AM

### Receipt Item Totals

	Document:	Paid	Charged	Debited	Total
	Non Document:	\$47,070.00	\$1,936.00	\$0.00	\$49,006.00
		\$4,843.00	\$1,771.00	\$0.00	\$6,614.00
<b>Payment on Account Totals</b>	<b>Subtotal:</b>	<b>\$51,913.00</b>	<b>\$3,707.00</b>	<b>\$0.00</b>	<b>\$55,620.00</b>

Applied:	\$2,839.65
Refunded:	\$0.00
Unposted:	\$0.00
<b>Net Posted:</b>	<b>\$2,839.65</b>

### Payments & Refunds

(Refund):	-\$0.50
ACH:	\$5,078.50
Cash:	\$3,301.00
Check:	\$46,373.65
<b>Total:</b>	<b>\$54,752.65</b>

### Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00 Marriage License 1	\$240.00	\$240.00	\$0.00	\$0.00
101-0-341.21 Reg. Deeds Filing/Recording 2	\$15,915.00	\$14,683.00	\$1,232.00	\$0.00
101-0-341.22 Reg. Deeds Transfer fees 3	\$29,492.00	\$29,492.00	\$0.00	\$0.00
229-0-321.00 Domestic Abuse Marriage Lic. 6	\$720.00	\$720.00	\$0.00	\$0.00
726-0-209.00 Reg. Deeds Fees - State 8	\$2,140.00	\$1,680.00	\$460.00	\$0.00
101-0-341.29 Reg. Deeds Other Fees 4	\$3,070.65	\$2,223.00	\$847.65	\$0.00
250-0-341.21 M&P Relief ROD Filing/Rec 7	\$1,905.00	\$1,725.00	\$180.00	\$0.00
769-0-209.00 M&P Relief ROD Allocation 9	\$1,270.00	\$1,150.00	\$120.00	\$0.00
<b>Total:</b>	<b>\$54,752.65</b>	<b>\$51,913.00</b>	<b>\$2,839.65</b>	<b>\$0.00</b>



922 23rd St SW  
Watertown, SD 57201  
(605) 878-0766  
[www.AdvantageGraphicsWtn.com](http://www.AdvantageGraphicsWtn.com)

## Wrap Estimate

PREPARED FOR:  
*Codington County  
Extension Complex  
Watertown, SD*

Date: August 31, 2021

Thank you for your interest in working with Advantage Graphics! Our team has reviewed your business requirements and has prepared the following detailed proposal. Given our experience and specific expertise in design, and vinyl wraps. We are confident that we can work with you to achieve your goals.

Please let me know if you have any questions. We look forward to working with you!

---

### Our Sign Wrap Package

\* Signs Include:

- Full color printed graphics
- The vinyl used would be industries highest quality material
- The printed vinyl is also laminated with UV protection
- Polymetal backing that the vinyl will be applied on

Total Price:

\$2,570 (plus tax if not tax exempt)

If you have any questions, please feel free to call us anytime at 605-878-0766, or visit our website at [www.AdvantageGraphicsWtn.com](http://www.AdvantageGraphicsWtn.com) to learn more about us, our work and our services.

Thanks! We appreciate your business and we are looking forward to working with you.

*Darin Mack*

Advantage Graphics | Watertown, SD

2 - 5' x 20'  
2 - 4' x 4'

**ENTRANCE**

**II**



**ENTRANCE**

**I**



# **CODINGTON COUNTY EXTENSION COMPLEX**

09/16/2021  
Opt #64-1,1,1

CODINGTON COUNTY  
\*\* CHECKS DETAILED HISTORY REPORT \*\*

Page 1

Fund	Act	G/L #	Vendor Name	Description	Box	Status	Check#	Amount
204	311.0	433.10	R&B HAUL ROAD RESTORATION					
	09/14/2021		DUININCK INCORPORATED	OTHER IMPROVE.	99		161111	859,534.11
				Total For G/L #: 433.10				859,534.11
				Total For Act #: 311.0				859,534.11
			Total For Fund#: 204					859,534.11