

**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 7, 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 7, 2021 agenda
5. Action to approve the August 24, 2021, minutes of the Board of Codington County Commissioner
6. 9:00 a.m., Public Hearing regarding Codington County Five Year County Highway Bridge Improvement Plan
7. Monthly reports
  - a. Extension
  - b. Veterans Service
8. Discussion with Ray Kranz, Kranz Insurance; regarding employee health insurance renewal
9. Action to declare equipment surplus to be sold at public auction
10. Mark Junker, Banner Associates; 2021 bridge inspections report
11. Action to amend 2019 Highway Infrastructure Program Fund Allocation grant agreement
12. Public Hearing on the 2022 Codington County Provision Budget
13. Note meeting of Codington County Commissioners, Tuesday, September 7<sup>th</sup>, 2021, 5:30 pm, at Watertown City Hall to conduct 2<sup>nd</sup> reading, public hearing, and adoption of Ordinances #75, #76, & #77
14. Discussion/possible action to pass a resolution to enact a ban on open burning if necessary
15. Action to approve claims for payment
16. Action to authorize the Auditor's office to pay claims on 9/14/2021
17. Action to approve automatic budget supplements – road restoration funds
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. SDACC annual conference 9/13 – 9/14, Rapid City
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, September 21<sup>st</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

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