

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, October 5, 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 October 5, 2021 agenda
5. Action to approve the September 28, 2021, minutes of the Board of Codington County Commissioners
6. Monthly reports
 - a. Extension
 - b. Veterans Service Officer
7. Action to adopt a resolution approving the Codington County Five-Year County Highway and Bridge Improvement Plan
8. Action to authorize the Chair to sign the certification form for the Codington County Five-Year County Highway and Bridge Improvement Plan
9. Action to accept premium renewal rates for 2022 Codington County employee health insurance plan
10. Action to approve County/Employee health insurance premium splits for 2022 plan year
11. Action to approve the 2022 Seasonal Memorial Park Campground Management Services Agreement
12. Action to approve Welfare Administrative Specialist job description
13. Action to approve LATI student intern in the Welfare Office
14. Note holiday office closures on October 11, 2021, Native Americans' Day
15. Action to approve claims for payment
16. Action to approve automatic budget supplements
17. Action to approve personnel changes
18. Action to approve travel requests
19. Public Notices – a possible quorum of Commissioners could be in attendance at:
20. Old Business
21. New Business
22. Open
 - a. Public Comments

b. Commission Comments

23. Action to enter into Executive session per SDCL 1-25-2

- (1) Discussion of personnel issues**
- (2) Consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters**
- (3) Preparing for contract negotiations with employees or employee's representatives**
- (4) Discussing information listed in SDCL 1-27-1.5 (8) and 1-27-1.5 (17) (safety or disaster)**

24. Action to adjourn until 9:00 a.m., Tuesday, October 12th, 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**

October 5, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 5, 2021, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Charlie Waterman, Myron Johnson, and Brenda Hanten (via teleconference); absent Troy VanDusen; Chair Hanten presiding. Auditor, Cindy Brugman, 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 Waterman, second by Johnson, to approve the October 5, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of the September 28, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehrer, updated the Board: National 4-H Week is October 3rd through October 9th, 2021; over 3000 promotional flyers for National 4-H Week will be distributed to all K-6 youth in the County; a grant from the South Dakota 4-H Leaders Association, in the amount of \$400.00, allowed for the purchase of 4-H at home monthly project kits in the past year; youth did very well at this year's Achievement Days and State Fair; 4-H record books are being finished up along with award applications before the annual recognition event scheduled for October 24th; the SDSU Extension conference will be October 26th – 28th; and contact will be made with local schools in preparation of Clover Buds starting in November. **Veterans' Service Officer, Todd Rose**, reported the following: there were no DAV van transports in September and currently there is one trip scheduled for October; notice has come from the SD DAV Headquarters that there is a VIN # for the new DAV van for Codington County, but still no delivery date of same; Jerry Denman, Commander of the Vietnam Veterans Chapter 1054, has been selected as the Codington County Veteran of the Year; the Watertown

Annual Veterans'/First Responder Appreciation Day was cancelled due to COVID concerns; Mr. Rose spoke at the National Guards Crossroads event on October 2nd and attended monthly meetings of the VFW, Marine Corp League, VVA 1054, and Military Officers Association of America (MOAA); a mailing was sent to 128 veterans that had a service connected disability to see if there were any questions or concerns that might need to be addressed on previously filed claims; and all records in the office are being reviewed to enter in Vetraspec where possible. Mr. Rose will conduct a presentation to the VVA 1054 at their October meeting; will participate in Operation Chow Line at the Watertown Readiness Center on October 7th; and the Veterans' Day 2021 event will be on November 11th at the Watertown High School Civic Arena.

RESOLUTION 2021-35 FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

Motion by Johnson, second by Waterman, to approve Resolution 2021-35; all voted aye; motion carried.

RESOLUTION 2021-35

A RESOLUTION ADOPTING THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan; and

WHEREAS, Codington County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Codington County held a public meeting on September 7, 2021 to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CODINGTON COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR CODINGTONCOUNTY.

Dated at Codington, South Dakota this 5th day of October, 2021.

Brenda Hanten
County Commission Chair

ATTEST:

Cindy Brugman
Codington County Auditor

Motion by Gabel, second by Waterman, to authorize the Chair to sign the certification form for the Five-Year Codington County Highway and Bridge Improvement Plan; all voted aye; motion carried.

EMPLOYEE HEALTH INSURANCE RENEWAL

Motion by Waterman, second by Johnson to approve employee health insurance premium renewal costs for 2022 with the Sanford Health plan; all voted aye; motion carried:

<u>PLAN</u>	<u>TOTAL PREMIUM</u>
Single – option 1	\$842.06
Single – option 2	\$763.07
Single – option 3	\$717.89
Family – option 1	\$2,105.16
Family – option 2	\$1,907.69
Family – option 3	\$1,794.73

Motion by Johnson, second by Waterman, to approve the 2022 employee health insurance premium employer/employee payment costs; all voted aye; motion carried:

<u>PLAN</u>	<u>COUNTY COST</u>	<u>EMPLOYEE COST</u>
Single – option 1	\$842.06	\$0.00
Single – option 2	\$763.07	\$0.00
Single – option 3	\$717.89	\$0.00
Family – option 1	\$1,052.58	\$1,052.85
Family – option 2	\$1,052.58	\$ 855.11
Family – option 3	\$1,052.58	\$ 742.15

MEMORIAL PARK CAMPGROUND MANAGERS CONTRACT 2022

Motion by Gabel, second by Waterman, to approve the 2022 Seasonal Memorial Park Campground Management Services Agreement with Scott and Gail Wahl; and to strike the sentence “The Manager shall be allowed to reside in the campground manager’s quarters until the park closes for the season.” in section b, of section C. Housing. The Board noted that section a, of Section C. Housing, allows the manager to have full use of the living quarters during the entire year without charge as part of the compensation package to the Manager. Upon vote of the Board all voted aye; motion carried.

WELFARE AND FACILITIES MANAGER OFFICES – ADMINISTRATIVE SPECIALIST POSITION

Motion by Gabel, second by Johnson, to approve an Administrative Specialist job description for the Offices of the Welfare Director and Facilities Manager. Commissioner Waterman suggested adding language to the job description to indicate this position will revert to a part time position at such time, in the future, as the Board deems appropriate. Upon roll call vote of the Board, on the original motion; Gabel, Johnson, and Hanten voted aye; Waterman voted no; VanDusen – absent; motion carried.

LATI HUMAN SERVICES TECHNICIAN STUDENTS JOB SHADOWING

Welfare Director, Sara Foust, presented the Board with an agreement for the provision of LATI Human Services Technician Students to job shadow in the Codington County Welfare office. If approved by the Board the shadowing assignments are scheduled to occur Monday through Friday from 9 a.m. to 4 p.m. for 1 week at a time, November 1st through November 5th and again November 29th through December 3rd. Motion by Johnson, second by Gabel, to approve the agreement and to add the LATI Students to the County’s workers compensation policy during the time of job shadowing; all voted aye; motion carried.

PERSONNEL CHANGE

Motion by Johnson, second by Waterman, to approve the following personnel change: Administrative Specialist, Kari Kraayenbrink; promoted from part time to full time; duties will be split between the Welfare Office and the Facilities Manager Office; Grade 30, step 1, \$20.21 per hour; effective date 10/1/2021; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Waterman, to adjourn at 9:46 a.m., until 9:00 a.m., Tuesday, October 12, 2021; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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