

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, November 9, 2021

1. **Pledge of Allegiance**
2. **Call for public comment. Public comment may be submitted via telephone at 605-882-6248 or 605-882-6297**
3. **Conflict of interest items**
4. **Action to approve the November 9, 2021 agenda**
5. **Action to approve the November 2, 2021, minutes of the Board of Codington County Commissioners**
6. **Opening of bids for rip rap on County Road 23-4 and action to award a bid**
7. **Watertown Boys and Girls Club, update on current year's numbers and successes**
8. **Action to approve allocate JJRI funds to the Watertown Boys and Girls Club**
9. **Monthly reports**
 - a. **Auditor**
 - b. **Director of Equalization**
 - c. **Welfare Director**
10. **Action to approve a Welfare claim settlement**
11. **Action to approve a contract with ICAP for on-going case management**
12. **Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees**
13. **Action to accept a letter of resignation from Emergency Management Director, Jamie Torstenson**
14. **Action to advertise the position of Emergency Management Director**
15. **Note office closures, Thursday, November 11th, Veterans Day**
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 Commissioners Association meeting, 11/10/2021, 12:00 noon, Brookings County Outdoor Adventure Center**
 - b. **Farm Business Appreciation Banquet, Thursday, November 18th, 5:30 PM, Studio 212 (former Shopko building)**
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, November 16th, 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

November 2, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 2, 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 VanDusen 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 November 2nd, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of the October 26th, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehrer, updated the Board: the annual 4H Recognition event was held recently; Jodi attended the SDSU Extension Conference, 4H will be sharing their 2022 – 2025 strategic plan via Town Hall meetings throughout the State; Clover Buds will begin for the new 4H year; Jodi will “virtually” attend, the National 4H Conference; and a Zoom meeting was held with the volunteers for the upcoming 4H Shooting Sports program. **Veterans Service Officer, Todd Rose**, reported: 2 DAV van transports in October and 3 scheduled for November; the delivery of the new transport van is being delayed due to a lack of computer chips for the vehicle; 8 certified drivers are currently available for transporting Veterans to medical appointments; the 2021 Veterans Day Ceremony is scheduled for 10:00 a.m., Thursday, November 11th, at the Watertown Civic Arena, the 2021 Veteran of the Year trophy will be presented to Jerry Denman at this event, a meal will be served at the VFW Post 750 following the ceremony starting at 12:00 p.m.; the Marine Corp. League’s “Toys for Tots” has officially kicked off; there will be a free Veteran Appreciation lunch for all Student Veterans at LATC on November 9th from 11:30 a.m. to 1:00 p.m., sponsored by the American Legion Post 17; and a mini training conference will take place in December or January. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from the month of September 2021, for the Detention Center and Sheriff’s Office: fees collected in the amount of \$4,985.88 were retained by the County; 649 cases/calls for service; 8 accident reports completed; 84 warrants served; 151 sets of civil papers served; 6,299 transport miles; average daily inmate population 57.73 (high of 61 and low of 52); 17 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 54 individuals testing daily for PBT’S; 73 individuals reporting twice weekly for UA Drug testing; 2 individuals using sweat patches; 3 individuals using remote breathalyzers; 192 bookings; \$3,756.52 collected in fees for out of county prisoner contracts; \$800.00 collected in work release fees; \$9,303.00 collected in fees for the 24/7 program; and \$2,762.00 collected for SCRAM fees. The Sheriff’s office hosted a Crisis Intervention Training in September; due to supply and demand issues the locks and cameras upgrade project, budgeted for 2021, has not yet taken place and may need to be pushed out to 2022; inmates are provided the option to be vaccinated for COVID during incarceration, 18 inmates have been vaccinated with another 3

scheduled for vaccinations this week; and currently 2 inmates have been quarantined due to positive tests for COVID.

NON-UNION EMPLOYEES WAGE COLA FOR PAY 2022

Motion by VanDusen, second by Waterman, to provide all non-union employees a COLA wage increase of 1.75% beginning January 1, 2022, per the recommendation of Human Resource Representative, Natalie Remund; all voted aye; motion carried. Employees covered by union contracts were provided the same increase upon ratification of those contracts earlier in 2021.

PROPOSED OPIOID SETTLEMENT SIGN-ON

The Board noted correspondence received from the office of the South Dakota Attorney General, encouraging Counties to register for a class action lawsuit for a “Proposed Opioid Settlement.” Motion by Gabel, second by Johnson, to register Codington County for the aforementioned settlement; all voted aye; motion carried.

WATERTOWN DEVELOPMENT COMPANY ACTIVITIES UPDATE

Mark Vaux, Executive Director, Watertown Development Company, appeared before the Board to give an update on the past year’s activities of the company. Mr. Vaux briefly reviewed the following project activity: Dakota Tube expansion; Home Program, a housing incentive program for the provision of funds for affordable housing; Downtown Development with over \$50,000,000 in new development in the past three years; Urban Renewal Fund with approval of over \$60,000 in projects; Merry & Bright Christmas and Carnival on Kemp programs; Community Development – ice arena project and development in the area of the proposed ice arena; and Workforce initiatives – partnering with local business’ to offer incentives to bring new people to the community. Mr. Vaux also reported in the past year the Development Company has worked on 66 projects, answered 34 requests for information; and closed 7 projects. These numbers are on par for pre-COVID average numbers.

ANNUAL WEED GRANT APPLICATION

Motion by Gabel, second by Johnson, to authorize Weed Supervisor, Steve Molengraaf, to apply for annual weed grant funds through the SD Dept. of Ag. and Natural Resources; all voted aye; motion carried.

CATERPILLAR 950 FRONT WHEEL LOADER PURCHASE

Highway Supt., Rick Hartley, met with the Board to discuss options for the purchase of a loader budgeted for 2022. The County’s current loader is being repaired pending availability of bearings needed for the repair job. Mr. Hartley noted the rental rate for a loader from Butler Machinery is \$7500 per month and RDO rental rates are \$8,000 per month. The County could, with the promise of the purchase of a new loader from Butler, as budgeted in 2022, receive the use of a loader, from Butler, free of charge until the new loader could be delivered. Butler Machinery representative, Chad Morgan, was present for this meeting. Mr. Hartley noted Butler Machinery will give the County a trade-in credit of \$46,050.00, for the Caterpillar 950H Loader, purchased in 2006 and currently being repaired, plus the cost of any repairs incurred by the County, towards the purchase of a Caterpillar 950M Wheel Loader with a base selling price of \$313,062.28. Mr. Hartley’s recommendation is to purchase the 2022 Caterpillar 950M Wheel Loader utilizing a Butler bid listed with Sourcwell. Commissioner Waterman stated he would like to see this item placed up for bids due to the number of different front-end loaders available from different dealers. Motion by VanDusen, second by Gabel, to purchase the 2022 Caterpillar 950M Wheel Loader, from Butler Machinery utilizing the Sourcwell bid award, base bid \$313,062.28, trade-in credit of \$46,050 plus any costs incurred to the repair of the 950H Caterpillar Loader, and as budgeted in 2022. Further discussion was held regarding the bidding process and comparative pricing of loader models/brands. Upon roll call vote of the Board; Gable, Johnson, VanDusen, and Hanten voted aye; Waterman voted no; motion carried.

CHANGE ORDER 3F BRO 8015(38) BRIDGE ON COUNTY ROAD 4

Highway Supt., Rick Hartley, presented the Board with a change order on Project BRO 8015(38), a 2020 bridge replacement project on County Road 4. Piling calculations were incorrect and the correct costs are reflected in the change order. Motion by VanDusen, second by Gabel, to approve change order 3F on Project BRO 8015(38), in the amount of \$1,020.00 (increase); all voted aye; motion carried.

INTER-LAKES COMMUNITY ACTION CHIEF EXECUTIVE OFFICER APPOINTMENT

The Board noted correspondence from Inter-Lakes Community action regarding the pending retirement of Chief Executive Officer, Cindy Dannenbring, effective January 6th, 2022. Eric Kunzweiler has been selected by the Inter-Lakes Community Action Board of Directors to assume the position of Chief Executive Officer effective January 7, 2022.

ADJOURNMENT

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

**CODINGTON COUNTY
NOTICE TO BIDDERS**

Notice is hereby given that the Board of Commissioners of Codington County, South Dakota, will receive bids up to 9:00 AM in the morning, on Tuesday, November 9, 2021 at The Codington County Auditor's Office at 14 First Avenue SE, Watertown, South Dakota 57201. All bids will be opened and read aloud in the Commission chambers at 9:00 AM during the regularly scheduled meeting on the November 9, 2021 for the following:

CODINGTON COUNTY requests a bid for Class B Fractured Rip Rap, Fabric, hauled in place.

APPROXIMATELY 8,500 TONS CLASS B RIP RAP

LOCATION one half mile north of County Road 8-1 167th St on County Road 23-4 442nd Ave. Details, specifications and bid documents may be obtained at the address listed below.

The Office of The Superintendent of Highways
1201 Tenth Street NW
Watertown, South Dakota 57201

GENERAL NOTES: All materials shall meet the *Standard Specifications for Roads and Bridges* of the SDDOT. Certification shall be provided on all bid items stating that they meet specifications when Codington County Highway Department requests such certificates.

ALL BIDS shall be accompanied by a certified check or cashier's check for 5% of the amount bid, based on the estimated quantities stated in the specifications, drawn on a solvent bank domiciled within the state of South Dakota, or in lieu thereof, a bid bond for 10% of the amount of the bid. The Board reserves the right to reject any or all bids and to waive any defects therein, and to buy in the best interest of the County. Bids shall be submitted on Codington County, in a sealed envelope labeled as to the contents and delivered to The Codington County Auditor's Office prior to the time of the bid opening.

Dated this 26th day of October, 2021

Brenda Hanten
Chairman, Board of Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

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Published twice at a total approximate cost of \$ _____

**Project: Rip Rap
County Road 23-4**

RIP RAP, FABRIC, INSTALLATION SPECIFICATIONS

The successful bidder shall furnish all equipment, labor, appliances, and where specified, materials. The construction work will be primarily shaping of the shoulders to achieve a slope of 2:1, Installation of drainage fabric, installation of rip rap.

BID A Haul Approximately 8,500 tons of Fractured Class B Rip Rap for Codington County Road 23-4
Install Approximately 8,500 tons of Fractured Class B Rip Rap two feet in depth

Install Drainage fabric Type B approximately 3,600 linear feet

Location One half mile north of County Road 8-1 167th St on County Road 23-4 442nd Ave.

There is approximately 1,800 feet. Both sides of road to have fabric and rip rap installed.

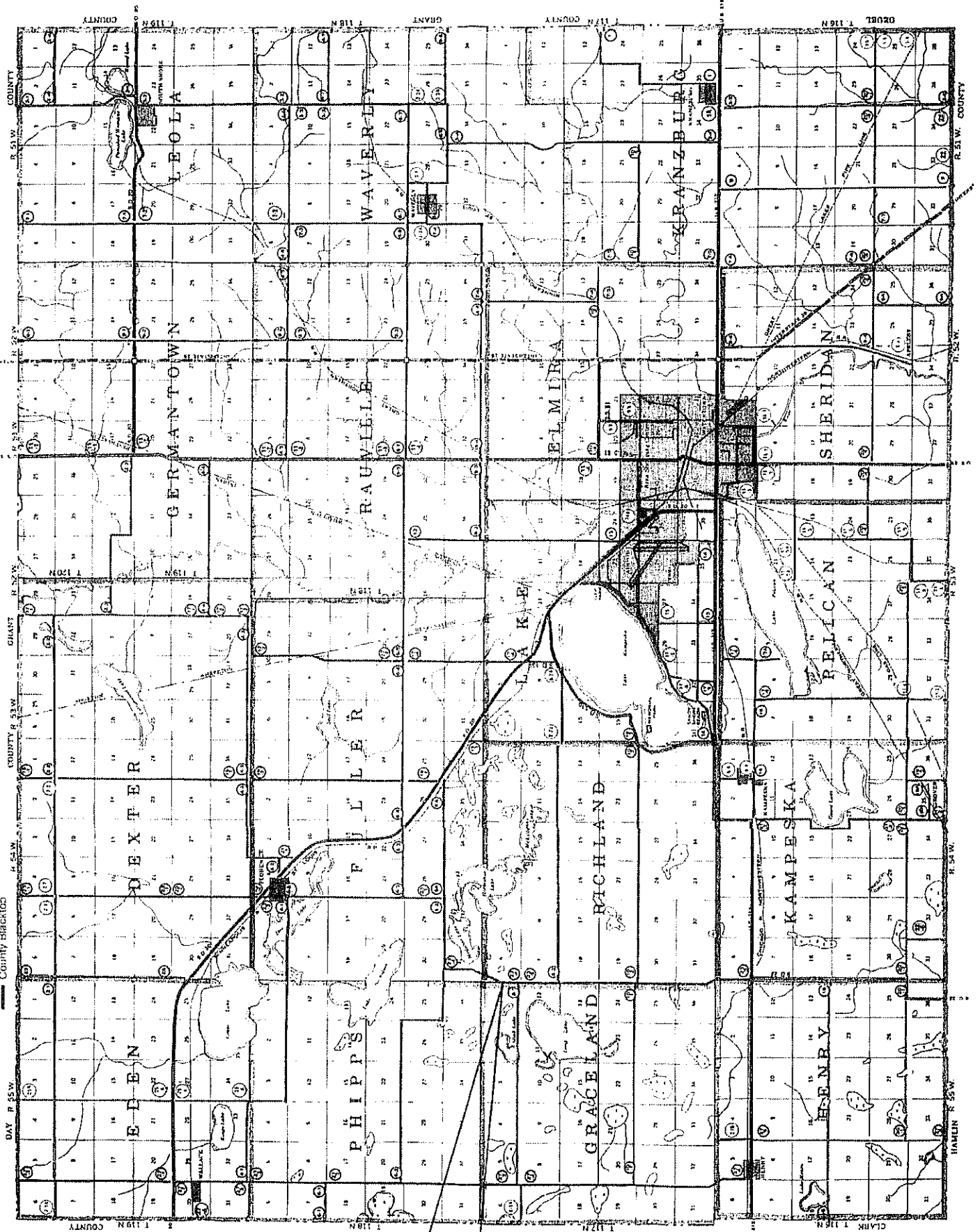
RIP RAP: Shall be Class B as specified in The South Dakota Department of Transportation's "Standard Specifications for Roads and Bridges", 2015 edition, section 830.1, and shall be placed two feet deep and twelve feet wide on both in slopes, centered on filtration fabric. Approximate quantity estimated at 8,500 tons. Final payments shall be based on measurements at completion, or scale tickets.

FILTRATION FABRIC: Shall be Drainage and Filtration Fabric as specified in table 831.1 of The South Dakota Department of Transportation's "Standard Specifications for Roads and Bridges, 2015 edition. Fabric shall be fifteen feet in width, and shall overlap five feet at roll ends. Approximate quantity estimated at 3,600 linear feet. Final payments shall be based on measurements at completion. Filtration fabric bids shall be submitted in per square yard units.

Project to be completed by December 20, 2021

CODINGTON COUNTY HIGHWAY MAP
SOUTH DAKOTA
1989

- S D Highway
- U S Highway
- Nat. Gas Line
- County Gravel
- County Blacktop



Project Location



DEPARTMENT OF CORRECTIONS
ADMINISTRATION
3200 East Highway 34
c/o 500 East Capitol Avenue
Pierre, SD 57501-5070
Phone: (605) 773-3478
Fax: (605) 773-6810

October 19, 2021

Becky Morlock-Reeves
Codington State's Attorney
14 1st Ave SE
Watertown, SD 57201

Dear State's Attorney Morlock-Reeves,

Thank you for your County's participation in the Diversion Fiscal Incentive Program through the Juvenile Justice Reinvestment Initiative. Diversion programs are a vital part of sustaining our juvenile justice system. These programs keep our youth in their communities and assist in providing life skills and services to help youth grow. At the same time, our youth understand that their actions were unacceptable, and that the penalty for future violations could be out-of-home placement and/or treatment.

Since Fiscal Year 2016 when the Program began incentivizing counties to utilize diversion opportunities, the successful completion of low-level youth offenders in diversion programs has nearly doubled. I am pleased to say that the number of successful completers has increased from 970 during the first year of the program to 1,872 this past year.

This increase shows the commitment from counties to better serve our youth and reduce dependence on the juvenile justice system. Consequently, the number of successful completers once again surpassed the State's ability to pay counties the maximum rate of \$250/successful completer. For Fiscal Year 2021 submissions, counties will be paid \$221.69/successful completer. This rate resulted in the enclosed payment of \$21,282.24 for Codington County.

I am grateful for your work in ensuring the youth of South Dakota are provided with opportunities to prosper and thrive in our communities. I care deeply about the next generation of South Dakotans. I encourage your continued commitment in serving our youth of South Dakota.

Sincerely,

Tim Reisch
Interim Secretary
South Dakota Department of Corrections

Enclosure/

October 29, 2021

Robert R. Nelson
Attorney at Law
212 East 11th Street, Suite 200
Sioux Falls, SD 57104

Re: Codington County Poor Relief proposed settlement offer

Dear Mr. Nelson:

I have come to the conclusion that it's appropriate to settle this claim as proposed in your October 18 letter. This of course is subject to approval of the commissions which we will seek forthwith.

Cordially yours,

STATE'S ATTORNEY OFFICE

By: Thomas F. Burns
Deputy States Attorney
TFB/rs

ICAP-Codington County Agreement

Nov. 2021

This agreement is made by and between the parties of *Codington County and Inter-Lakes Community Action Partnership, Inc. (ICAP)*.

The parties agree to as follows:

Scope of Services provided by ICAP:

- ICAP will provide an employee with a BA or BS degree in human services or social work or equivalent education and/or experience for up to 15 hours per week to assist in assessing client needs.
- Employee may assist clients with completing Codington County applications. County Welfare Office will make final determination.
- Employee will assist clients with completing ICAP applications. This time will not be included in the hours charged to County. Clients will also be referred to outside agencies for any related needs and services identified.
- Employee will be the primary case manager for County Welfare clients except for clients that receive medical and burial assistance.
- Employee will assist in establishing the systems of care and facilitating referrals to appropriate client services.
- ICAP's Deputy Director will directly supervise the employee and will coordinate work with the County Welfare Director.
- ICAP will provide regular data reports to the County Welfare Director and/or Codington County Commissioners on the following:
 - Number of applications by program and agency served at Welfare Office
 - County Welfare case-management
 - Systems of care community-wide case management
- ICAP will comply with Appendix A-see attached.

Codington County Obligation:

- Welfare Office will work with community service providers to establish a community-wide systems of care.
- Welfare Office will develop necessary MOUs, release of information authorization and waivers that may be needed for systems of care community-wide case management.
- Will provide office space, equipment, telephone and internet for ICAP's employee.
- Provide funding to pay the employee's wage and fringe benefits not to exceed \$500.00 per week.

Terms of Agreement:

- The terms of this agreement shall be for a period of one year, November 1, 2021 to October 31, 2022. Either party involved may terminate this agreement for any reason with at least 30 days written notice.

In witness whereof, the parties have executed this agreement:

Date:

Brenda Hanten, Chairperson

Codington County
125 S Broadway
Watertown, SD 57201

Date:

Cindy Dannenbring, CEO

Inter-Lakes Community Action Partnership, Inc.
P.O. Box 268
Madison, SD 57042

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 October 2021

Cash on Hand	\$20,250.56
Checks in Treasurer' possession less than 3 days	\$1,230,938.37
Credit Card Charges	\$15,752.58
Cash Items	\$325.00
TOTAL CASH ASSETS ON HAND	\$1,267,266.51

RECONCILED CHECKING

Great Western Bank (Memorial Park)	\$1,677.07
Reliabank Dakota	\$45,887,664.72

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

TOTAL CASH ASSETS	\$47,163,862.73
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GENERAL LEDGER CASH BALANCES:

General	\$18,758,051.84
General restricted cash	\$500,000.00
Sp. Revenue	\$16,656,970.42
Sp. Revenue restricted cash	\$0.00
Custodial	\$11,248,840.47
Schools	\$ 8,488,979.06
Townships	\$ 128,588.76
City/Towns	\$ 2,012,270.03

TOTAL GENERAL LEDGER CASH	\$47,163,862.73
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Dated this 9th day of November, 2021

County Auditor

FUND CASH BALANCES REPORT AS OF 11/02/2021
CODINGTON COUNTY

Fund	Description	BALANCE
101	GENERAL FUND	18,758,051.84
101	GENERAL RESTRICTED CASH	500,000.00
	TOTAL AT FUND GROUP:	19,258,051.84
204	ROAD & BRIDGE FUND	13,353,851.72
204	ROAD & BRIDGE RESTRICTED CASH	.00
207	E-911 FUND	52,230.65
226	EMERGENCY MANAGEMENT FUND	153,805.69
228	VICTIM CRIME SERVICE FUND	25,687.08
229	DOMESTIC ABUSE FUND	629.27
231	W.I.C. FUND	5,466.57
233	COURTHOUSE BUILDING FUND	.00
248	24/7 SOBRIETY FUND	38,466.53
250	MODERNIZATION/PRESERVATION	193,953.93
256	SEARCH & RESCUE FUND	54,584.84
290	AMERICAN RESCUE PLAN FUND	2,723,696.44
295	RURAL ACCESS INFRASTRUCTURE	54,597.70
	TOTAL AT FUND GROUP:	16,656,970.42
704	LAW LIBRARY FUND	.00
706	SPECIAL HIGHWAY FUND	.00
721	SCHOOL DISTRICTS FUND	8,488,979.06
722	CIVIL TOWNSHIPS FUND	128,588.76
723	CITIES AND VILLAGES FUND	2,012,270.03
724	WATER DEVELOPMENT DIST. FUND	86,029.33
725	ADVANCE TAX COLLECTION FUND	.00
726	REGISTER OF DEEDS FUND	2,176.80
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	499,670.24
746	AUTO EXCISE TAX FUND	.00
755	SALES TAX FUND	488.13
758	BOOKMOBILE FUND	17,742.86
766	LAW LIBRARY FUND	10,351.26
769	MODERN/PRESERATION RELIEF	2,544.00
770	FIRE DEPT. MONIES	.00
	TOTAL AT FUND GROUP:	11,248,840.47
	TOTAL:	47,163,862.73

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

The sum of **\$61,183.60** in fees has been collected by me as Register of Deeds for OCTOBER, 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 OCTOBER, 2021

Ann Rasmussen

Register of Deeds

Subscribed and sworn to before me this 2 day of Nov 2021

Cindy Bugma

CERTIFIED BIRTHS

State Children's Fund (\$2.00)	\$ 158.00
County General Fund (\$5.00)	\$ 395.00
State EVRSS Fund (\$5.00)	\$ 395.00
State General Fund (\$3.00)	\$ 237.00
TOTAL	\$ 1,185.00

CERTIFIED DEATHS

County General Fund (\$5.00)	\$ 700.00
State General Fund (\$4.00)	\$ 560.00
State EVRSS Fund (\$6.00)	\$ 840.00
TOTAL	\$ 2,100.00

FILED

NOV - 2 2021

CODINGTON COUNTY AUDITOR

Receipt Totals

By Date: 10/1/2021 12:00:00 AM - 10/29/2021 11:59:59 PM; Departments: All; Cash based.

Codington County

Monday, November 01, 2021 10:35 AM

Summary:

Receipt Item Totals	Paid	Charged	Debited	Total
Document:	\$54,327.50	\$1,492.00	\$0.00	\$55,819.50
Non Document:	\$3,806.50	\$2,147.60	\$0.00	\$5,954.10
Subtotal:	\$58,134.00	\$3,639.60	\$0.00	\$61,773.60

Payment on Account Totals

Applied:	\$3,049.60
Refunded:	\$0.00
Unposted:	\$0.00
Net Posted:	\$3,049.60

Payments & Refunds

ACH:	\$33,600.00
Cash:	\$2,119.50
Check:	\$25,464.10
Total:	\$61,183.60

Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00 Marriage License 1	\$140.00	\$140.00	\$0.00	\$0.00
101-0-341.21 Reg. Deeds Filing/Recording 2	\$13,280.00	\$12,415.00	\$865.00	\$0.00
101-0-341.22 Reg. Deeds Transfer fees 3	\$39,437.50	\$39,437.50	\$0.00	\$0.00
229-0-321.00 Domestic Abuse Marriage Lic. 6	\$420.00	\$420.00	\$0.00	\$0.00
726-0-209.00 Reg. Deeds Fees - State 8	\$2,190.00	\$1,530.00	\$660.00	\$0.00
101-0-341.29 Reg. Deeds Other Fees 4	\$3,056.10	\$1,716.50	\$1,339.60	\$0.00
250-0-341.21 M&P Relief ROD Filing/Rec 7	\$1,596.00	\$1,485.00	\$111.00	\$0.00
769-0-209.00 M&P Relief ROD Allocation 9	\$1,064.00	\$990.00	\$74.00	\$0.00
Total:	\$61,183.60	\$58,134.00	\$3,049.60	\$0.00

FILED

NOV -2 2021

**CODINGTON COUNTY
OFFICE OF EMERGENCY MANAGEMENT**

**PO BOX 12
WATERTOWN, SD 57201**

**(605) 882-6272
FAX: (605) 882-6277**

**James Torstenson
1118 18th St. NE.
Watertown, SD 57201**

November 2, 2021

**Commissioner Liaisons
Charlie Waterman & Troy VanDusen
Codington County
14 1st Ave SE
Watertown, SD 57201**

Dear Mr. Waterman & VanDusen,

Please accept this letter as my formal notice of my resignation as Emergency Manager at Codington County. My last day of employment will be Thursday, December 2nd, 2021.

Thank you giving me the opportunity to work in this position for the past year and ten months. I have thoroughly enjoyed working here and appreciate all the opportunities the county has given me. However, I have decided to move back into the private sector of logistics.

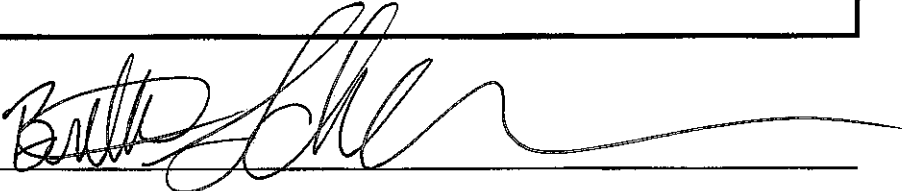
I would like to do anything I can to help with the transition, including wrapping up responsibilities with this office and county business. If I can be of any other assistance during this time, please feel free to contact me.


Thank you again for the opportunity, and I wish you and Codington County all the best in the future.

Sincerely,

Jamie Torstenson

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Brittni Schliesman		DATE 11/1/2021
EFFECTIVE DATE 8/18/2021	POSITION TITLE Correctional Officer	DEPARTMENT Jail
CURRENT STEP Step 4	NEW STEP Step 5	
CURRENT PAY RATE \$20.25	NEW PAY RATE \$20.89	
REASONS FOR CHANGE On 8/18/21 Brittni Schliesman reached 2088 Effective 8/18/21 thru 8/31/21 New rate with wage study effective 9/1/2021		

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 11-2-21

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

NOV 03 2021