

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, December 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 December 21, 2021 agenda
5. Action to approve the December 14, 2021, minutes of the Board of Codington County Commissioners
6. Monthly reports
 - a. Facilities Manager
 - b. Highway Superintendent
7. Discussion/possible action to change Memorial Park Reservation Policy
8. Action to approve annual contract with First Dist. for Zoning Officer services
9. Annual report from Zoning Officer, Luke Muller
10. Action to approve a resolution of the Moes Korth Plat Addition
11. Action to accept CARES/ERA grant funding
12. Discussion/possible action to approve funding for HSA Appropriate Regional Facility project
13. Note Christmas and New Year's office closures
14. Action to approve claims for payment
15. Action to approve automatic budget supplements
16. Action to approve personnel changes
17. Action to approve travel requests
18. Public Notices – a possible quorum of Commissioners could be in attendance at:
19. Old Business
20. New Business
21. Open
 - a. Public Comments
 - b. Commission Comments
22. 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)
23. Action to adjourn until 9:00 a.m., Tuesday, December 28th, 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

December 14, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 14, 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 Waterman 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 December 14, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of the December 7th, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, updated the Board: the 2022 budget and tax levies pay 2022 have yet to be approved by the Dept. of Revenue and 2021 year end budgets are being monitored to ensure sufficient funds through the end of the year. **Welfare Director, Sara Foust**, updated the Board: 34 unique individuals were served in the month of November, case management is being provided for 2 homeless families and 1 recently homeless family. The office has also had contact with an additional two homeless families. CARES/ERA October hours were 100. Assistance was provided for a funeral. Starting in 2022 the SDHA will no longer contract with any agencies and all entities participating will be required to be a sub-recipient. The Helpline Center of Network Care continues to make progress with an anticipated training and implementation set for February 2022. Two students from LATC Human Services Technician program have been job shadowing in the Welfare Office. A SD Homeless Consortium Zoom meeting is schedule for later today. There are no interagency meetings this month and 36 people attended the November meeting. The Welfare Director attended a Train the Trainers event for ACEs/Resiliency. Funding has been approved from all four agencies involved in Strategic Planning and a steering committee meeting will be held.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES

Motion by VanDusen, second by Waterman, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last business day of November, 2021, all present voted aye; motion carried.

Cash on hand	\$	8,567.06
Checks in Treasurers' possession		
less than 3 days	\$	144,452.13
Credit Card Charges	\$	8,314.32
Cash Items	\$	325.00
TOTAL CASH ASSETS ON HAND	\$	161,658.51
RECONCILED CHECKING		

Codington County, 14 December 2021

Great Western Bank Checking (Memorial Park)	\$ 1,618.82
Reliabank Dakota	\$35,640,606.27
INVESTMENTS	
SD Public Funds Investment	\$ 7,254.43
TOTAL CASH ASSETS	\$35,811,138.03
General Ledger Cash Balance by Funds:	
General	\$18,540,242.06
General restricted cash	\$ 500,000.00
Sp. Revenue	\$14,708,767.54
Custodial	\$ 2,062,128.43
(schools 1,265,433.95, townships 53,479.52; city/towns 214,333.22)	
TOTAL GENERAL LEDGER CASH	\$35,811,138.03

The Board noted Register of Deeds fees, in the amount of \$42,801.85, were collected in the month of 2021.

STATES ATTORNEY CASE MANAGEMENT SOFTWARE

Motion by VanDusen, second by Waterman, to approve an agreement with Journal Technologies for case management software, in the States Attorney's Office, with an annual hosting fee of \$25,000 and a monthly storage fee of \$17.00 per month, as requested by States Attorney, Rebecca Morlock Reeves, and as budgeted for 2022; all voted aye; motion carried.

SHERIFF'S OFFICE PATROL VEHICLES

Motion by Gabel, second by Johnson, to authorize Sheriff, Brad Howell, to order two Durango pursuit vehicles, as budgeted in 2022, from Watertown Ford Chrysler, at a cost of \$35,221 each; all voted aye; motion carried. Sheriff Howell noted a preference to purchase vehicles from local dealers when possible and the price for these vehicles is less than \$1,000 higher, for each vehicle, than the current State bid price.

PUBLIC SAFETY SUPPORT TECH RESIGNATION

Motion by Gabel, second by Johnson, to accept the resignation of Lisa Felch, Public Safety Support Tech in the Sheriff's Office, effective 12/18/2021; all voted aye; motion carried.

PUBLIC SAFETY SUPPORT TECH POSITION VACANCY

Motion by Johnson, second by Gabel, to advertise for and fill the position of Public Safety Support Tech in the Sheriff's Office due to a recent resignation; all voted aye; motion carried.

HIGHWAY DEPT. FREIGHTLINER DUMP TRUCK

Motion by Gabel, second by VanDusen, to authorize Highway Supt., Rick Hartley, to order a Freightliner Dump Truck, in the amount of \$119,726.00, from a State bid award, and as budgeted in 2022; all voted aye; motion carried.

U.S. GEOLOGICAL FUNDING AGREEMENT/ FLOOD MONITORING STATIONS

Motion by Johnson, second by Waterman, to authorize Chairman Hanten to sign the annual Joint Funding Agreement, between Codington County and the USGS (United States Geological Survey), for flood monitoring stations and precipitation gages, for the time period from January 1, 2022 through December 31, 2022, in the amount of \$9,933.00; all present voted aye; motion carried.

2022 COMMUNITY HEALTH NURSING SERVICES CONTRACT

Motion by Johnson, second by VanDusen, to authorize Chair Hanten to sign the contract between the Codington County Commission and the South Dakota Dept. of Health, Community Health Services, for

continued community health nursing services, beginning January 1, 2022 and ending December 31, 2022, in the amount of \$14,509.00; all voted aye; motion carried.

SDSU 4-H YOUTH ADVISOR M.O.U.

Motion by Johnson, second by Waterman, to authorize the Chair to sign the Memorandum of Agreement between the SDSU Extension and Codington County for partial salary support of the 4-H Youth Advisor position, suitable office space for said Advisor, office administrative support, office supplies, travel expenses, etc., subject to the County's budgetary authority. The County agrees to reimburse the 4-H Advisor for official use of their personal vehicle, meals, and lodging on official business away from their County office headquarters at rates and polices equal to or above those established by the State Board of Finance. The County further agrees to furnish office space and provide sufficient funds (office supplies, postage, telephone, and technology charges) for 1 (one) Family Nutrition Program nutrition assistant. The amount the County will pay SDSU is \$21,136.53 for the calendar year 2022. Upon vote of the Board; all voted aye; motion carried.

HUMAN SERVICE AGENCY APPROPRIATE REGIONAL FACILITY FUNDING

The Board held a discussion regarding the possibility of contributing funding towards the Human Service Agency's Appropriate Regional Facility building project. The Board would like additional information from HSA before taking action to appropriate funding.

BRIEFING ON THE SUMMIT CARBON SOLUTIONS PIPELINE

Dan Lederman, Summit Carbon Solutions, met with the Board to review a project to develop a new carbon capture and storage project in Iowa, Minnesota, North Dakota, South Dakota, and Nebraska. The project, Midwest Carbon Express, will capture carbon dioxide in South Dakota, compress the captured CO₂, and transport it through a pipeline to North Dakota where it will be permanently and safely stored underground in deep geologic storage locations. Mr. Lederman noted potential economic benefits to the area: \$4.5 billion total investment, 14,000 to 17,000 jobs created during construction, 350 to 460 full-time jobs created once operational, and Summit Carbon will utilize local contractors, local suppliers, local businesses, and provide ongoing economic communities across Iowa and the Midwest. Mr. Lederman provided the following potential timeline: Currently meeting with County Commissioners and landowners across the state; application filing in 2022; construction beginning in 2023 if permits are granted; and operational in 2024. Codington County Zoning Officer, Luke Muller, was present for this meeting. Mr. Muller noted that pipelines are listed as a conditional use within the County Zoning Ordinance.

CLAIMS

Motion by Johnson, second by VanDusen, to approve for payment the following list of claims; all voted aye; motion carried: A-OX WELDING 20.83 SUPPLIES, AASON ENGINEERING COMPANY, INC 275.00 REPAIRS/MAINT., ALCOHOL MONITORING SYSTEMS 1370.40 SVC, ALS 288.60 SUP, JACOB ALTHOFF 10.84 JURY, AMERICAN CARPET CARE 144.00 SVC, JOEL ANDERSON 10.00 REF, JEFFREY ARGO 25.00 CELL, ARROWWOOD RESORT 529.75 TRAV, ASSN SD COUNTY W & P BDS 60.00 TRAV, AUMENTUM TECHNOLOGIES 14478.00 MAINT, AUSTIN LAW OFFICES 2775.66 SVC, AUTO VALUE 193.27 REPAIRS/MAINT., AUTOZONE 5.77 SUPPLIES, AVERA HEART HOSPITAL 9641.00 PMT, AXON ENTERPRISE, INC 2448.90 EQUIP, ALISON BAKKEN 40.00 CELL, BANNER ASSOCIATES, INC 46858.30 RENTALS, BOB BARKER CO. 4444.68 SUP, BATTERIES UNLIMITED 80.00 SUP, BAUER LAW OFFICE PC 4583.70 SVC, BEACON CENTER 1000.00 PMT, ALLEN BENCK 25.00 CELL, BEST WESTERN RAMKOTA 98.00 TRAV, JULIANNE BIEVER 11.68 JURY, BIRMINGHAM & CWACH LAW OFFICES 750.85 SVC, BRYAN BLEEKER 25.00 CELL, BORNS GROUP 2909.32 POST, BORNS GROUP 1.60 POST, SUZANNE BORNS 14.20 JURY, BOYS & GIRLS CLUB 22823.87 PMT, BRATLAND LAW 1009.80 SVC, JEFFREY BREN 13.36 JURY, BRIAN'S GLASS & DOOR, INC. 2434.47 REP, BRIAN'S GLASS & DOOR INC. 960.00

REPAIRS/MAINT., BROWN CLINIC PLLP 705.00 SVC, BROWNLEE CONSTRUCTION 138978.50
 SUPPLIES, DANIAL BUCK 10.84 JURY, BURNS LAW OFFICE 3409.70 SVC, BUTLER
 MACHINERY 410.08 SUPPLIES, MEGAN BYER 54.20 JURY, CAHILL FUNERAL CHAPEL, INC
 300.00 SVC, CARTNEY BEARING & SUPPLY 52.16 REPAIRS/MAINT., JEFF CASE 25.00 CELL,
 CENTURYLINK 694.60 UTIL, CHILD'S VOICE ROUTE #6361 100.00 SVC, CODINGTON-CLARK
 ELECTRIC COOPE 35.62 UTILITIES, COLE PAPERS, INC. 3560.62 SUP, COLE'S PETROLEUM
 26531.18 SUPPLIES, CONNECTING POINT COMPUTER CENT 7158.00 MAINT, CONNECTING
 POINT 35.00 TRAVEL & CONF., CONSOLIDATED CORRECTIONAL 11683.98 SUP, SAMANTHA
 CONVERSE 17.56 JURY, NICKOLAS CORDELL 9.00 REF, CREATIVE VISIONS 175.00 REP,
 CREDIT COLLECTIONS BUREAU 1099.17 PMT, CREDIT COLLECTIONS BUREAU 331.81 PMT,
 CRESCENT ELECTRIC SUPPLY COMPA 49.30 SUPPLIES, C & S CHEMICAL 75.00 REP,
 CULLIGAN WATER CONDITIONING 217.50 SUP, BRYCE DAHLE 52.52 JURY, DAKOTA
 RIGGERS & TOOL SUPPLY, 74.36 SUPPLIES, MATTHEW DARGATZ 25.00 CELL, DATA TRUCK
 29.99 UTIL, DEN HERDER LAW FIRM 289.70 SVC, DIAMOND MOWERS, INC 161.27
 REPAIRS/MAINT., JAMIE DOLEN 25.00 CELL, DOUG'S ANCHOR MARINE 412.05 MAINT,
 JASON DUCKER 25.12 JURY, DUININCK INCORPORATED 1433294.79 SUPPLIES/REPAIRS,
 EASTSIDE EQUIPMENT 400.42 REP, MYRON EIDSNESS 27.64 JURY, EIGHT TEN PROPERTIES,
 LLC 1740.00 RENT, ELECTION SYSTEMS & SOFTWARE 6050.00 REP, ELECTRIC MOTORS &
 MOORE 148.00 SUPPLIES, EMBLEM ENTERPRISES, INC 560.57 UNIF, EMC INSURANCE
 COMPANIES 342.00 INS, ENCORE COMMERCIAL PRODUCTS INC 1288.75 SUP, MARIA
 ESCAMILLA 40.00 CELL, WILLIAM EUBANK 55.88 JURY, EXPRESSIONS 231.44 SUP,
 RANDALL G. FALVEY 25.00 CELL, FARNAMS GENUINE PARTS 7.09 SUP, FARNAMS
 GENUINE PARTS 524.27 SUPPLIES, LUCAS FIDDLER 120.00 REF, FIRST DISTRICT ASSN OF
 LCL GOV 44721.10 PMT, CHAD FLEMMING 26.80 JURY, TOWN OF FLORENCE-PEGGY
 LINDAHL 77.35 UTILITIES, FLUENT IMS 1610.00 SUP, FOLEY & FOLEY LAW OFFICE 3260.90
 SVC, ALLISON FORBUSH 40.00 CELL, FOREMOST PROMOTIONS 632.21 SUP, COURTNEY
 FORTIN 51.68 JURY, DAVID FUCHS 51.68 JURY, GALLS, LLC 2701.52 SUP, GAST SALES, INC
 741.57 SUP, BECKY GOENS 50.49 TRAV, GRAINGER 457.38 REP, GREAT AMERICA
 FINANCIAL SVC 307.60 RENT, GREEN, ROBY, OVIATT, 5735.50 SVC, WILLIAM GRIPENTROG
 50.84 JURY, gWORKS 1769.70 MAINT, JUSTIN HALAJIAN 68.00 PMT, BETH HANSEN 23.00
 REF, BRENDA HANTEN 737.55 TRAV, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00
 CELL, TRENTON HARTSON 11.68 JURY, HARTWIG HEATING 280.00 REPAIRS/MAINT.,
 LACEY HEAD 45.00 REF, DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, HEYNER
 WELDING, INC 1428.40 REP, HILLYARD/SIOUX FALLS 3523.76 SUP, RICK HOLINKA 25.00
 CELL, LARRY HOWARD 20.00 CELL, HYVEE #1871 ACCTS RECEIVABLE 1241.71 SUP, I
 STATE TRUCK CENTER 600.83 REPAIRS/MAINT., IMEG 6000.00 SUPPLIES, INTEGRATED
 TECH & SECURITY 84953.08 EQUIP, INTERLAKES COMMUNITY ACTION 1362.63 PMT,
 JEFFERSON PARTNERS LP 48.00 TRAV, TAYLOR JOHNSON 18.40 JURY, SCOTT JORGENSON
 15.88 JURY, JURGENS PRINTING 463.00 SUP, MITCHELL KALLHOFF 25.00 CELL, MARK
 KATTERHAGEN 36.00 SVC, KENNEDY PIER LOFTUS & REYNOLDS 158.40 SVC, KIESLER
 POLICE SUPPLY 939.72 SUP, RHYAN KOCH 14.20 JURY, RICHARD KOHN 25.00 CELL,
 KOLETZKY LAW OFFICE 175.30 SVC, DIANA KONRADI 11.68 JURY, ASHLEIGH KRAFT 42.00
 REF, LAKE AREA DOOR 281.63 REPAIRS/MAINT., ZACHERY LENARDS 30.00 REF, LEWIS &
 CLARK BHS 368.00 SVC, LEWNO LAW OFFICE 353.06 SVC, LINCOLN CO TREASURER 2755.89
 SVC, LINDNER MUSIC 44.00 SUP, LL HARDER, INC 40.52 REP, DARCY LOCKWOOD 36.00
 SVC, JODI LOEHRER 56.56 TRAV, SETH LORTON 11.68 JURY, STEVEN LOWRY 40.00 CELL,
 SHEILA MAAG 20.08 JURY, CAPITOL ONE TRADE CREDIT 237.86 SUP, CAPITOL ONE TRADE
 CREDIT 131.38 SUPPLIES, MACKSTEEL WAREHOUSE, INC. 85.58 SUPPLIES, MICHELE MAIER
 10.00 JURY, MAINSTREAM REALTY 650.00 RENT, NICHOLE MARK 53.36 JURY, MARK ONE
 981.00 SUP, MARK'S AUTO 1383.42 REP, RUSSELL MATHEWS 40.00 CELL, MAXWELL FOOD
 EQUIPMENT 154.15 SUP, TIMOTHY MCELHANY 50.84 JURY, MCKESSON MEDICAL

SURGICAL 220.48 SUP, MENARDS 318.08 SUP, MEND CORRECTIONAL CARE 14487.57 SVC,
 MIDCONTINENT COMMUNICATIONS 244.71 UTIL, MIDWEST WELLNESS INSTITUTE
 10275.00 SVC, ALVIN MILLER 15.00 REF, DANIEL MILLER 15.88 JURY, KAYLA MILLER 10.84
 JURY, MOE OIL COMPANY 1952.94 SUPPLIES, KATHLEEN MOES 62.60 JURY, STEVE
 MOLENGRAAF 128.00 TRAV, MICHAEL MORGAN 40.00 CELL, JOHN MORROW 11.68 JURY,
 MULTI BUSINESS SOLUTIONS INC 3250.00 SVC, MUNICIPAL UTILITIES 10813.22 UTIL,
 MUNICIPAL UTILITIES 541.88 UTILITIES, MUTH ELECTRIC 1745.00 REP, DANIEL NELSON
 10.00 JURY, NEWMAN TRAFFIC SIGNS 1583.90 SUPPLIES, SHAWN NILLS 40.00 CELL,
 NORTHERN SAFETY TECHNOLOGY 305.08 EQUIP, NORTHWESTERN ENERGY 319.00
 UTILITIES, DONALD OBRIEN 10.84 JURY, OFFICE PEEPS, INC. 4545.88 SUP, OFFICE PEEPS
 132.37 SUPPLIES, JERROD OLSON 40.00 CELL, STEPHEN OLSON 13.36 JURY, OTTERTAIL
 POWER CO, 40.86 UTILITIES, MICHELLE PEDERSON 40.00 CELL, PHARMCHEM INC 94.35
 SUP, PHEASANTLAND INDUSTRIES 66.03 MAINT, PHEASANTLAND INDUSTRIES 977.05 SUP,
 PMB 0112 235.31 UTIL, POMP'S TIRE SERVICE, INC. 604.60 REPAIRS/MAINT., PRAIRIE LAKES
 HEALTH CARE CENT 8009.67 SVC, PRINT 'EM NOW 207.00 SUP, PROGRESSIVE AG
 FOUNDATION 75.00 DUES, REDLINGER BROS. 13.40 REP, REDWOOD TOXICOLOGY
 LABORATORY 3555.00 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00
 CELL, REILLY REPAIR INC 1756.38 REP, RESERVE ACCOUNT 319.73 SUP, WILLIAM
 RIEFFENBERGER 11.68 JURY, ROBYN RITER 25.00 CELL, RON'S SAW SHOP 1319.99 SUP,
 TERESA ROWLAND 50.00 JURY, RUNNINGS 1327.25 SUP, RUNNING SUPPLY INC. 36.76
 SUPPLIES, DAWN RUSSELL 462.40 SVC, S&S INDUSTRIES 152.55 SUP, SANFORD HEALTH
 2100.00 SVC, SANFORD HEALTH 170.00 SVC, AMANDA SCHAEFFER 12.52 JURY, SCOTT
 SCHAMENS 10.84 JURY, TREVER SCHIMMEL 40.00 CELL, AARON SCHMILLEN 52.52 JURY,
 ROBERT SCHROEDER 10.84 JURY, SCHUMACHER ELEVATOR COMPANY 785.07 MAINT,
 BRAD SCHWINGER 25.00 CELL, SD ASSOC OF COUNTY WEED & PEST 50.00 DUES, SD
 ATTORNEY GENERAL'S OFFICE 3698.00 PMT, SD DEPARTMENT OF HEALTH 4705.00 PMT,
 SD DEPARTMENT OF HEALTH 3542.00 PMT, SOUTH DAKOTA DEPT. OF TRANSPOR 1037.00
 REPAIRS/MAINT., SD STATE TREASURER 502933.60 DECEMBER REMITTANCE, SD
 ASSOCIATION OF COUNTY HIGHWAY 350.00 TRAVEL & CONF., SDACO 988.00 PMT, SDAE4-
 HP 120.00 DUES, SDN COMMUNICATIONS 1363.51 UTIL, SDSAA 1500.00 DUES, SDSU
 EXTENSION 30.00 SUP, MELISSA SEARS 40.00 CELL, SECURUS TECHNOLOGIES 5588.73 SUP,
 HEIDI SELCHERT 40.00 CELL, SIOUX RURAL WATER SYSTEM 54.30 UTILITIES, SIOUX
 VALLEY COOP 12518.01 SUP, SIOUX VALLEY COOP 939.80 SUPPLIES, TRAVIS SITTER 14.20
 JURY, SLM CONSULTING, LC 2500.00 SVC, LYNN SOLBERG 40.00 CELL, BRENT SOLUM 40.00
 CELL, LISA SORENSON 14.20 JURY, TOWN OF SOUTH SHORE 152.00 UTILITIES, SOUTH
 SHORE GAZETTE 636.60 PUB, STEVE STAHLKE 25.00 CELL, STAN HOUSTON 299.00 RENT,
 STAR LAUNDRY 2847.46 SUP, STAR LAUNDRY 168.17 SUPPLIES, JAIME STARZL 51.68 JURY,
 STATE 4-H OFFICE 20.00 FEE, STATE BAR OF SOUTH DAKOTA 955.00 DUES, STEVE'S
 WORLD 1215.60 REP, JACOB SUTTEN 15.04 JURY, SUTTON LAW OFFICE PC 17916.67 SVC,
 SCOTT SWANSON 25.00 CELL, KIMBERLY THOMPSON 71.00 JURY, LEANN THOMPSON 10.84
 JURY, THOMSON REUTERS-WEST 577.06 SVC, TIMELESS PHOTOGRAPHY 75.00 SVC,
 DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 28.00 TRAV, TRANSOURCE
 129.52 REPAIRS/MAINT., TRITECH SOFTWARE SYSTEMS 264.60 REP, TWO WAY
 SOLUTIONS, INC 50.00 SUPPLIES, VAN DIEST SUPPLY COMPANY 3722.50 SUP, MELINDA
 VANZEE 12.52 JURY, TYLER VARNS 40.00 CELL, VAST BUSINESS 159.98 UTIL, VAST
 BROADBAND 49.95 UTILITIES, VERIZON WIRELESS 1724.45 UTIL, VERIZON 40.01 UTILITIES,
 GREAT WESTERN BANK 91.42 PMT, GREAT WESTERN BANK 202.00 PMT, GREAT WESTERN
 BANK 469.00 PMT, GREAT WESTERN BANK 190.71 PMT, VODASAFE INC 6505.00 SUP,
 MARLONIE VOGELSANG 25.00 CELL, JOSHUA VOLKART 50.84 JURY, WALMART - CAPITAL
 ONE 620.66 SUP, DEBORAH WALRATH 11.68 JURY, PATRICK WALSH 17.56 JURY, WARREN
 WALTER 10.84 JURY, WARNE PLUMBING 1860.13 REP, TODD B WARNE 40.00 CELL,

WATERTOWN AMBULANCE 500.00 SVC, WATERTOWN FORD 24.75 SUP, WATERTOWN PUBLIC OPINION 1178.20 PUB, WILLIAM WEBER 12.52 JURY, WHEELCO 272.60 REPAIRS/MAINT., JON WILEY 53.36 JURY, WW TIRE SERVICE INC 389.84 REP, XEROX CORPORATION 240.76 SUPPLIES, YANKTON CO. SHERIFF 150.00 SVC, YANKTON CO TREASURER 250.00 SVC, SHANE YOST 40.00 CELL, AMY YOUNG 50.84 JURY, ACUITY SPECIALTY PRODUCTS, INC 81.80 SUPPLIES.

AUTOMATIC BUDGET SUPPLEMENTS

Motion by Gabel, second by VanDusen, to approve the following automatic budget supplements: Road & Bridge Budget, \$450,000.00 funds received for 3 motor graders declared surplus to purchase 3 new motor graders; Road & Bridge Budget, \$1,121,588.07, haul road restoration expense; and Emergency Management Budget, \$4,000.00 HMEP Grant for HAZMAT Plan update. Upon vote of the Board; all voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:17 a.m., until 9:00 a.m., Tuesday, December 21st, 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 \$ _____

**LETTER OF AGREEMENT
BETWEEN
CODINGTON COUNTY
AND
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS**

This agreement is hereby entered into between the First District Association of Local Governments, hereinafter referred to as "District" and Codington County, hereinafter referred to as the "County."

I. PURPOSE

- A. Provide administrative and technical assistance services to County Planning Commission and County Commission in the areas of zoning and drainage.

II. DISTRICT RESPONSIBILITIES

District Staff shall:

- A. Be empowered to act in the official capacity of Zoning Officer and Drainage Official for Codington County.
- B. Prepare and/or review public notices and forward them for publication in order that legal requirements for said publications are met.
- C. Prepare complete agendas with appropriate attachments in order to prepare Planning Commission, Board of Adjustment, and County Commission members for meetings.
- D. Make recommendations on items that require board action. Recommendations shall provide options and/or alternatives as appropriate.
- E. Keep States Attorney Office informed of potential problem areas. District shall request assistance when legal interpretation is required and request States Attorney Office participation in meetings after consulting with the County Commission representative on the Planning Commission.
- F. Coordinate with the Assistant to the Zoning Officer in the processing of applications.
- G. Review, update, and/or establish administrative procedures which may include application forms, sample notices, and an administration manual.
- H. Review and provide amendment recommendations regarding existing comprehensive plan, zoning, subdivision, and drainage ordinances.
- I. Provide a minimum of five hundred (500) hours of administrative and technical services with a maximum cap of up to six hundred (600) hours.
- J. Will establish office hours at the Codington County Extension Building.
- K. Provide services according to this agreement starting January 1, 2022, and ending December 31, 2022.

III. CODINGTON COUNTY RESPONSIBILITIES

Codington County shall:

- A. Inform States Attorney Office of this agreement.
- B. Agree to indemnify and hold the First District harmless from and against any and all claims, actions, suits, losses, damages and liabilities, including attorney fees and costs of defense arising from any contention or allegation, whether well founded or otherwise, based on any acts of conduct of the First District or its staff which are reasonably necessary to effectuate the purpose of this agreement.

IV. COMPENSATION

- A. Codington County shall pay the District fifty dollars (\$50.00) per hour, the sum not to exceed thirty thousand dollars (\$30,000) for services as described in II. District Responsibilities, above.
- B. Codington County shall pay the District the federal mileage rate (projected at \$0.560 per mile), subject to change, when First District staff utilizes personal vehicle to conduct site inspections. Mileage cost not to exceed six hundred fifty dollars (\$650).
- C. The District will submit quarterly vouchers.
- D. Total maximum contract amount thirty thousand six hundred fifty dollars (\$30,650).

V. OTHER PROVISIONS

- A. Amendment Provision: This contract contains the entire agreement between the parties and may be amended only in writing signed by both parties.
- B. Termination Provision: This agreement can be terminated upon thirty (30) days written notice by either party.
- C. Insurance Provision: The District agrees to, at its sole cost and expense, maintain adequate general liability, worker's compensation, professional liability, and automobile liability insurance during the period of this agreement. Certificates of insurance may be required.

VI. In witness hereto the parties signify their agreement by affixing their signatures hereto.

District Date

Codington County Commission Date

ATTEST:

Codington County Auditor Date