

**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, December 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 December 7, 2021 agenda
5. Action to approve the November 23, 2021, minutes of the Board of Codington County Commissioners
6. Monthly reports
  - a. Extension
  - b. Veterans Service
7. Action to re-appoint the Veterans Service Officer per SDCL 33A-1-22
8. Action to approve a change order for the Haul Road Restoration project
9. Action to declare 3 motor graders surplus to be traded
10. Action to accept a letter of retirement from an Administrative Support employee in the Treasurer's office
11. Action to authorize advertising and hiring of a Treasurer's Office Administrative Support employee
12. Action to accept a letter of retirement from a Government Buildings Custodial employee
13. Action to approve purchase of cleaning equipment for the Court House
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 14<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**

December 7, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 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. Veterans Service Officer, Todd Rose, 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 7, 2021 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by VanDusen, to approve the minutes of the November 23<sup>rd</sup>, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

**MONTHLY REPORTS**

**4-H/Youth Program Advisor, Jodi Loehrer**, updated the Board: Clover Buds numbers are currently at 37; Vision 2025 Town Halls are being conducted across the state along with annual evaluations of 4-H Youth Program Advisors; Shooting Sports registration is now open online, Archery will be held Tuesdays and Thursdays, BB Gun will be held Tuesdays, and Air Pistol, Air Rifle, and BB Gun will be held Thursdays for second year and beyond participants; 4-H at Home Projects continue with 79 current applicants; the 4-H Farm Show Lunch Counter operations will be back to normal for the 2022 Farm Show and three lunch counters will be set up; the 4-H Christmas tree is on display at the Watertown Regional Library, voting for the tree is encouraged; and a 4-H display can currently be seen at the Watertown Winter Wonderland venue at the Stokes Thomas City Park campground. **Veterans Service Officer, Todd Rose**, updated the Board: Today is the 80<sup>th</sup> anniversary of the Japanese attack on Pearl Harbor; VSO training in Sioux Falls, scheduled for this week, has been cancelled with plans to reschedule in January; the 2021 Veterans Day Ceremony was a success with many positive comments about the change in venue to the Watertown High School; 7 DAV transports took place in November with 5 planned for December; no word on a delivery date of the new transport van and 8 qualified drivers are available at

Codington County, 7 December 2021

this time; a “Toys for Tots” collection box is located in the Veterans Service Office; the VA COLA for 2022 is 5.9%, the highest increase since 2009; development letter mailings from the VA to Veterans is extremely slow, deadlines to respond have been extended; and progress is being made to update the digital records and filing system in the Veterans Service office.

#### **VETERANS SERVICE OFFICER RE-APPOINTMENT**

Per SDCL 33A-1-22, the County shall employ a Veterans’ Service Officer. who may be re-appointed for terms of four years for each term. This appointment is subject to removal by the Board of County Commissioners upon the recommendation of the State Secretary of Veterans’ Affairs for cause. Motion by VanDusen, second by Gabel, to re-appoint Todd Rose as the Veterans’ Service Officer for Codrington County, for a term of four years, beginning January 1, 2022 through the first Monday in January 2026; all voted aye; motion carried.

#### **HAUL ROAD RESTORATION PROJECT CHANGE ORDER**

Highway Superintendent, Rick Hartley, presented the Board with Change Order #3 for the Haul Road Restoration Project. The Highway Supt. noted a culvert was missed, that needs to be replaced in an approach leading into the wind energy substation. Motion by Gabel, second by Johnson, to approve a change order for the aforementioned culvert installation at an estimated cost of \$10,638.00; all voted aye; motion carried.

#### **SURPLUS MOTOR GRADERS**

Motion by Waterman, second by Gabel, to declare the following equipment surplus to be traded in on new equipment: GEN01595 Caterpillar Motor Grader s/n M9J00813; GEN01596 Caterpillar Motor Grader s/n M9J00815; GEN01597 Caterpillar Motor Grader s/n M9J00812; all voted aye; motion carried.

#### **RETIREMENT NOTICES**

Motion by Johnson, second by Waterman, to accept the letter of retirement from Treasurers’ office Administrative Support employee, Betty Overlie, effective 12/31/2021; all voted aye; motion carried. Motion by Gabel, second by VanDusen, to accept the letter of retirement from Government Buildings’ Custodial employee, Cindy Dargatz, effective 12/31/2021; all voted aye; motion carried.

#### **TREASURER ADMINISTRATIVE SUPPORT POSITION**

Motion by VanDusen, second by Gabel, to approve the advertising and hiring of an Administrative Support position in the Treasurers’ office; all voted aye; motion carried.

#### **PURCHASE OF TRIDENT CLEANING EQUIPMENT**

Motion by Gabel, second by VanDusen, to approve the purchase of a Trident CC17 Cleaning Companion, as budgeted, for the Court House, in the amount of \$3,151.73, as requested by Facilities Manager, Steve Molengraaf; all voted aye; motion carried.

#### **NOVEMBER SALARY CLAIMS**

Motion by Gabel, second by Waterman, to approve the following salary claims for the month of November; all voted aye; motion carried: Commissioners: 10,595.05 total salaries. Auditor: 22,779.72 total salaries. Co. Treasurer: 33,879.37 total salaries. States Attorney: 35,964.55 total salaries. Gov. Buildings: 21,299.61 total salaries. Dir. Equalization: 46,204.68 total salaries. Reg. of Deeds: 24,918.12 total salaries. Veterans Service: 11,893.41 total salaries. Sheriff: 98,600.05 total salaries. Co. Jail: 124,372.99 total salaries. Coroner: 4,090.70 total salaries. Welfare: 10,540.35 total salaries. County Nurse: 5,164.52 total salaries. Ag. Bldg.: 10,129.64 total salaries. Co. Extension: 10,443.26 total salaries. Weed: 6,308.34 total salaries. Planning Board: 452.16 total salaries. Road & Bridge: 102,729.88 total salaries. Emergency Management: 12,882.45 total salaries. Crime Victim: 7,252.50 total salaries. W.I.C.: 4,834.55 total salaries. Total 605,335.90. Breakdown of withholding amounts which are included in the

above: S.D. Retirement 56,508.04; S.D. Retirement 72.87 spouse option; S.D. Supplemental Retire. 3,570.00 suppl. retire.; Sanford 82,242.24 ins.; Reliance Standard Life Insurance 772.23 life ins.; Delta Dental 6,424.20 ins.; Avesis 888.55 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 526.90 employee union dues; AFLAC 4,180.59 ins.; John Hancock 5,240.00 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 25,136.00 employee payments; SDRS Supplemental Retirement 4,055.00 Roth retirement; Teamsters Local Union 120 458.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 41,155.07 federal withholding; ReliaBank Dakota 68,277.72 social security.

**EXECUTIVE SESSION**

Motion by Gabel, second by VanDusen, to enter into executive session at 9:25 a.m., to discuss a personnel issue and a safety issue; all voted aye; motion carried. The Board returned to regular session at 9:54 a.m. Human Resource Representative, Natalie Remund, was present for executive session. No action was taken following executive session.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Waterman, second by Johnson, to adjourn at 9:54 a.m., until 9:00 a.m., Tuesday, December 14<sup>th</sup>, 2021; all voted aye; motion carried.

ATTEST:

Alissa Harte

Auditor Administrative Assistant

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 \$ \_\_\_\_\_