

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 21, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 21, 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 December 21, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of the December 14th, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

Facilities Manager, Steve Molengraaf, updated the Board. The Extension Center Facility continues to be used for auction sales and various meetings; parking violations continue to be a problem for large events at the facility; the handicapped door opener has been installed in Expo 1 and additional outlets have been installed in the sale ring. A request for proposals for Court House roof repairs is being prepared. A local Weed Board meeting was held on 12/15; the annual meeting of the Weed Dept. and Township officials is scheduled for 2/23/2022; annual weed reports are being prepared to send to the Dept. of Ag.; and the State Weed Commission meeting is scheduled for 2/16/2022. The camera and fob system project in the Detention Center has been completed; Johnson Controls has met with the Facility Manager regarding boilers and chillers that will need to be replaced in the next couple of years. **Highway Supt., Rick Hartley**, updated the Board. The three new motor graders were delivered on 12/2, have been outfitted and are currently in use; the rip rap project on County Road 23 (442 Ave) has been completed, a 25 MPH speed limit has been implemented on a 500' stretch of the road; and graveling of roads will soon come to an end due to weather conditions.

Codington County, 21 December 2021

MEMORIAL PARK CAMPGROUND RESERVATION POLICY

Facilities Manager, Steve Molengraaf, met with the Board to discuss changing the reservation policy at the Memorial Park Campground. Discussion was held regarding the termination of the current policy to allow reservations to be made a year in advance, with certain exceptions, and going to a 95-day policy instead. Mr. Molengraaf will prepare a written policy for the Board's action at a future meeting.

2021 ZONING OFFICE YEAR-END REPORT

Zoning Officer, Luke Muller, reviewed a year-end report, including the following: Building permits issued – 107 with estimated value of construction - \$17,791,547; new residences – 31; and fees from building permits - \$34,402.00. There were 4 special meetings of the Board of Adjustment/Planning Commission; 40 variance/conditional use permit applications processed; and fees from special meetings and variances, conditional use, and rezoning applications in the amount of \$3,400.00.

ZONING SERVICES CONTRACT

Zoning Officer, Luke Muller reviewed a letter of agreement, for zoning services in 2022, in an amount not to exceed \$30,650.00, which includes mileage costs, between Codington County and the First District Association of Local Governments. Motion by Gabel, second by Waterman, to authorize Chair Hanten to sign the letter of agreement between Codington County and the First District Association of Local Governments for administrative and technical assistance to the Codington County Planning Commission and County Commissioners in the area of zoning, beginning January 1, 2022 through December 31, 2022; all voted aye; motion carried.

MOES KORTH ADDITION PLAT RESOLUTION

Zoning Officer, Luke Muller, presented to the Board and reviewed the Moes Korth Addition Plat. The Board took the following action:

RESOLUTION #2021-39

A Resolution to approve the platting of the Moes Korth Addition in the County of Codington, South Dakota

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Moes Korth Addition, located in the Northeast Quarter (NE1/4) Section 29-T119N-R52W of the 5th Prime Meridian, in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner VanDusen, second by Commissioner Johnson; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 21st day of December, 2021, at Watertown, Codington County, South Dakota

Codington County, 21 December 2021

Brenda Hanten

Commission Chair, Codington County, South Dakota

STATE OF SOUTH DAKOTA

§

COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2021-39, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 21st day of December, 2021, at Watertown, Codington County, South Dakota.

Cindy Brugman

County Auditor, Codington County, South Dakota

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. Chair Hanten recommended contributing \$50,000.00 to this project based on available funding in 2021. Motion by VanDusen, second by Gabel, to appropriate \$50,000.00, to the Human Service Agency Appropriate Regional Facility, utilizing 2021 budgeted funds; all voted aye; motion carried. The Board noted in order for this project to move forward and become a reality other regional entities will need to also provide funding for the project.

EMERGENCY RENTAL ASSISTANCE (ERA) GRANT AWARD AGREEMENT

Motion by Gabel, second by Johnson, to approve sub-recipient federal grant funding agreements between Codington County and the SDHDA. Welfare Director, Sara Foust, advised the Board these agreements will provide ERA 1 and ERA 2 funding to assist South Dakota households that are unable to pay rent and utilities due to the COVID-19 pandemic. Grantees may use the funds to provide assistance to eligible households through existing or newly created rental assistance programs. Upon vote of the Board; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel, to enter into executive session at 10:00 a.m., to discuss a personnel issue; all voted aye; motion carried. The Board returned to regular session at 10:10 a.m. No action was taken following executive session.

Commissioner VanDusen was excused following executive session.

HOLIDAY OFFICE CLOSURES

The Board noted that per previously adopted policies, all County offices will be closed as follows in observance of the Christmas and New Year's holidays: Closing at 12:00 noon, Thursday, December 23rd; closed all day Friday, December 24th; and closed all day Friday, December 31st.

SALARY CLAIMS

Motion by Waterman, second by Gabel, to approve December salary claims; all voted aye; motion carried: Commissioners: 10,595.04 total salaries. Auditor: 24,507.96 total salaries. Co. Treasurer: 34,723.61 total salaries. States Attorney: 35,977.43 total salaries. Gov. Buildings: 20,348.26 total salaries. Dir. Equalization: 48,290.77 total salaries. Reg. of Deeds: 26,404.19 total salaries. Veterans Service: 12,977.42 total salaries. Sheriff: 108,257.22 total salaries. Co. Jail: 133,876.86 total salaries. Welfare: 11,734.74 total salaries. County Nurse: 5,484.90 total salaries. Ag. Bldg.: 10,418.06 total salaries. Co.

Codington County, 21 December 2021

Extension: 11,140.84 total salaries. Weed: 4,536.25 total salaries. Planning Board: 546.01 total salaries. Road & Bridge: 109,304.40 total salaries. Emergency Management: 14,065.97 total salaries. Crime Victim: 8,340.02 total salaries. W.I.C.: 5,012.84 total salaries. Total 636,542.79. Breakdown of withholding amounts which are included in the above: S.D. Retirement 60,802.62; S.D. Retirement 86.37 spouse option; S.D. Supplemental Retire. 3,570.00 suppl. retire.; Sanford 82,545.69 ins.; Reliance Standard Life Insurance 739.23 life ins.; Delta Dental 6,151.28 ins.; Avesis 845.84 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 526.90 employee union dues; AFLAC 4,268.47 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 25,156.00 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 45,650.36 federal withholding; ReliaBank Dakota 72,421.86 social security.

CLAIMS

Motion by Gabel, second by Waterman, to approve for payment the following list of claims; all voted aye; motion carried: Bituminous Paving Inc. 28111.20 rep; Butler Machinery 993758.83 equip; Credit Collections Bureau 2957.22 svc; DynoTune Speed & Performance 2860.00 equip; SDACC 5294.00 dues; SDACO 2514.05 dues; South Shore Gazette 889.90 pub; T&M Autobody 11507.30 rep; VISA Reliabank 1988.22 sup/trav/misc; Watertown City Finance 22317.68 surcharge 911 Oct; Watertown Public Opinion 1062.80 pub.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:20 a.m., until 9:00 a.m., Tuesday, December 28th, 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 \$_____