

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, January 25, 2022

1. **Pledge of Allegiance**
2. **Call for public comment. Public comment may be submitted via telephone at 605-882-6248 or 605-882-6297, and in person**
3. **Conflict of interest items**
4. **Action to approve the January 25, 2022, agenda**
5. **Action to approve the January 18, 2022, minutes of the Board of Codington County Commissioners**
6. **Action on a request from Pro Pheasants to sell alcohol at an event at the Extension Center Complex**
7. **Monthly Reports**
 - a. **Emergency Management Director**
 - b. **Sheriff**
8. **Discussion with Rich Ohm regarding Fallout Shelter Ministries project**
9. **Action to accept Community Health Worker Program grant funds**
10. **Action to approve volunteer rosters for workers' compensation**
11. **Action to approve a Weight and Speed Limit Resolution**
12. **Action to approve purchase of Fuel System for the Highway Dept. from Sourcewell bid as budgeted**
13. **Action to approve abatement applications**
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, February 1st, 2022; 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 Courthouse
14 1st Ave SE**

January 25, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 25, 2022, at the Codington County Courthouse. Commission members present were: Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Commissioner Lee Gabel was present via ZOOM. Chair, Brenda 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 January 25th, 2022 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of January 18th, 2022; all voted aye; motion carried.

PRO-PHEASANT EVENT

Nick Pillatzke, representing the Codington County Pro Pheasants organization, met with the Board to request authorization to sell alcohol at the Pro Pheasants banquet which will be held at the Codington County Extension Center Complex on February 18, 2022. Mr. Pillatzke noted Second Street Station will transfer their liquor license for this event and will be responsible for the sale of alcohol at the event. Motion by VanDusen, second by Waterman, to allow the Pro Pheasants organization to sell alcohol at their banquet at the Codington County Extension Center Complex; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board on recent activities in his office. The Emergency Management Director, in his first month of employment with Codington County, is processing administrative/onboarding tasks; meeting with multiple agencies, Sheriff's office, Police dept., Fire department, Search and Rescue, County Health Nurses, etc.; reviewing policies, manuals, and plans; completed IS-800, has signed up for 300, 101, 102 and 103; and attended a HAZMAT class. The Emergency Management Administrative Specialist is preparing the quarterly LEMPG report. The

Emergency Management Director reviewed the process to revise the Pre-Disaster Mitigation plan; will attend an E.M. Regional meeting and 911 Coordination meeting; will assist with dive tank inspections; will attend S&R raffle meetings; will attend ICS 300 training; and will meet with departments/agencies to establish priorities for Homeland Security grant funding, to date there are no applicants, in Codington County, for these funds. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from the month of December 2021, for the Detention Center and Sheriff's Office: fees collected in the amount of \$7,069.00 were retained by the County; 580 cases/calls for service; 15 accident reports completed; 85 warrants served; 177 sets of civil papers served; 3,814 transport miles; average daily inmate population 56 (high of 65 and low of 49); 20 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 7 individuals using remote breathalyzers; 47 individuals testing twice daily PBT'S; 45 individuals reporting twice weekly for UA Drug testing; 0 individuals using sweat patches; 181 bookings; \$6,779.35 collected in fees for out of county prisoner contracts; \$1,680.00 collected in work release fees; \$6,721.00 collected in fees for the 24/7 program; and \$3,317.00 collected for SCRAM fees. The Sheriff's office recently held an ALICE training for County and State employees who work in the Court House. The Sheriff's office is working with Prodigy Solutions to move forward with an inmate commissary. Sheriff Howell presented the Board with an annual report of statistics, for the Sheriff's Office, Detention Center, and Court House security checkpoint, and reviewed the same. The following is a partial list of that data: 80,413 people went through the Court House security check point; total number of weapons turned away 839; \$456,176.95 was collected from sales, fees, executions, warrants, etc.; transport miles 53,639 average daily inmate population 59.13, bookings 2458, protective custody mental health holds (with no charges) 41, total prisoner days 21,734, \$984,505.007 collected in 24/7 fees, work release, out of County contracts, SCRAM fees, etc. Discussion was held regarding the increase in transport miles.

FALLOUT SHELTER MINISTRIES

Rich Ohm, Fallout Shelter Ministries, appeared before the Board to review the three phases of a project for a facility to provide emergency safe-housing for victims, to also provide food and clothing, available space for onsite training for victims as well as ministry teams, businesses and missionaries. The project would also offer a venue for community, outreach, and provisional resources. Mr. Ohm asked for the Board's support and assistance in navigating all the zoning issues in order to move forward with project, including amending the joint jurisdictional zoning ordinance to allow for Religious Conference Facilities in the proposed location. Zoning Officer, Luke Muller, participated in this discussion via Zoom. Mr. Muller addressed the Board and reviewed background on Mr. Ohm's appearance before the Planning Commission. The Planning Commission, on 9/20/2021, opted not to initiate an amendment to allow Religions Conference Facilities in the joint jurisdictional area. Mr. Muller then outlined the options/procedures to initiate amending the Zoning Ordinance to allow a Religious Conference Facility in Mr. Ohm's proposed location within the joint jurisdictional area. The Board thanked Mr. Ohm for his presentation and noted a number of supporters, for the project, were also present for this meeting. No action was taken at this time.

COMMUNITY HEALTH WORKER GRANT FUNDING

Welfare Director, Sara Foust, met with the Board to request acceptance of a grant award, from the State of South Dakota, in the amount of \$74,007.79, to allow the County to develop a full-time Community Health Worker position to work with individuals in the legal system. The target population will be high utilizers of the jails and court systems who do not have support in other programs, such as drug court or parole. The goal is to target individuals who are not receiving intensive case management by other programs or agencies. Clients will be identified by the Detention Center staff, the Sheriff, and/or the States Attorney. Commissioner Waterman questioned the on-going cost to the County and the possibility this program would be a duplication of services already in place. Motion by VanDusen, second by Gabel, to accept the grant funding. The following roll call vote was taken: Gable aye; Waterman no; Johnson aye; VanDusen aye; and Hanten aye; motion carried.

VOLUNTEER ROSTERS

Motion by Johnson, second by Gabel, to approve the following volunteer rosters for the purposes of workers compensation insurance coverage: Codington County Search and Rescue Team, Codington County Weather Spotters, Codington County LEPC Members; Emergency Management on-call/back-up staff and Deputy Sheriff Reserves; all voted aye; motion carried. The volunteer rosters will be kept on file in the Auditor’s Office and updated as needed through-out the year.

ROAD WEIGHT LIMIT ANNUAL RESOLUTION

Motion by VanDusen, second by Johnson, to approve Resolution 2022-1, setting seasonal weight and speed limits on County roads; all voted aye; motion carried.

RESOLUTION 2022-1

CODINGTON COUNTY WEIGHT & SPEED LIMIT ENFORCEMENT

WHEREAS, the County of Codington, South Dakota, is responsible for the maintenance of certain highways under its jurisdiction, and

WHEREAS, the Codington County Board of Commissioners, desires to protect existing Codington County highways, ultimately saving tax dollars, and

WHEREAS, said highways, by reason of seasonal climatic changes, will be seriously damaged or destroyed unless vehicle weight and speed restrictions are imposed.

NOW THEREFORE BE IT RESOLVED, the limits on Codington County roads shall be forty miles per hour truck speed limit, and a maximum load limit shall be seven (7) tons per axle on all asphalt surfaced roads, during the Spring thaw period, effective from February 15th, 2022, to May 1st, 2022 inclusive, when limit signs are posted.

BE IT FURTHER RESOLVED, that the County of Codington requests and authorizes the South Dakota Highway Patrol to enforce weight limitations and speed restrictions, as established by this resolution, on Codington County roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Dated this 25th day of January, 2022, at Watertown, Codington County, South Dakota.

Brenda Hanten
Codington County Commission Chair

ATTEST:

Cindy Brugman
Codington County Auditor

HIGHWAY DEPT. FUEL SYSTEM EQUIPMENT

Highway Supt., Rick Hartley, presented the Board with the following bids for Fuel Systems upgrades

Sioux Equipment, Sioux Falls, SD	\$29,709.34
Westmore Industries, Morris, MN	\$30,860.00

Codington County, 25 January 2022

The Highway Supt., noted these bids are both from Sourcewell bid pricing and his recommendation is to purchase from the bid of Sioux Equipment. The Highway Supt. noted this is a 2022 budgeted item. Motion by Gabel, second by VanDusen, to purchase from the Sioux Equipment bid; all voted aye; motion carried.

PROPERTY TAX ABATEMENTS

Motion by Johnson, second by Gabel, to approve the following property tax abatement applications; all voted aye; motion carried:

<u>RECORD #</u>	<u>AMOUNT</u>
5909	\$1254.74
10022	\$548.80

CLAIMS APPROVED

Motion by Johnson, second by Waterman, to approve a claim in the amount of 22565.81, payable to the City of Watertown, for November 911 surcharge collections; Gabel, Waterman, Johnson and Hanten voted aye; VanDusen abstained; motion carried.

Motion by Gabel, second by VanDusen, to approve for payment the following list of claims; all voted aye; motion carried: AC Properties 2600.00 rent, Patrick Althoff 2100.00 rent, Michael Briggs 3150.00 rent, Shawna Carter 256.80 rec reimb, CityWide Property Management 3230.00 rent, Brenda Hanten 140.00 rec reimb, K&R Management 2700.00 rent, Maxine Kemp 2200.00 rent, Maier Rentals 2400.00 rent, Municipal Utilities 3298.16 util, The Oaks LLC 2625.00 rent, Pelican View Estates 1300.00 rent, Randall Rakness 10078.40 rent, Visa Reliabank 930.86 sup/trav, Watertown Housing Authority 497.00 rent.

SALARY CLAIMS

Motion by Johnson, second by Waterman, to approve January salary claims; all voted aye; motion carried. Commissioners: 10,775.94 total salaries; Brenda Hanten 2054.09; Myron Johnson 1954.09; Lee Gabel 1954.04; Troy VanDusen 1954.09; Charlie Waterman 1954.09. Auditor: 23,327.64 total salaries; Cindy Brugman 6589.38; Jodi Pearson 4134.24; Debbie Melville 3761.88; Alissa Harte 3579.18. Co. Treasurer: 29,230.46 total salaries; Carol Maloney 6429.30; Janet Bevers 4704.96; Lindee Waba 3852.36; Ashley Lindner 3577.44; CeCi Carlson 3097.20. States Attorney: 36,440.59 total salaries; Becky Morlock Reeves 9491.70; Jamie Monson 4134.24; Darce Curtis part time @ 17.80; Alison Bakken 6119.58; Katie Moes 3577.44; Taylor Hageman 3577.44. Gov. Buildings: 21,103.28 total salaries; Steve Molengraaf 5990.82; Bryan Bleeker 3681.84; Richard Kohn 3175.50. Dir. Equalization: 47,425.89 total salaries; Shawna Constant 6119.58; Diane Merchant 4047.24; Michelle Pederson 4701.48; Heidi Selchert 4369.14; Barb Martenson 3761.88; Melissa Sears 4369.14; Allison Forbush 4369.14; Sarah Tesch 3406.92. Reg. of Deeds: 25,552.49 total salaries; Ann Rasmussen 6429.30; Mary Fransen 4579.66; Jill Schweitzer 3758.40; Jacki Manning 4477.02. Veterans Service: 12,202.70 salaries; Todd Rose 5298.30; Peggy Raml 3852.36. Sheriff: 115,949.89 total salaries; Adam Reeves 4941.60; Erin Lenzner 3951.54; Brad Howell 7676.88; Lonnie Greenfield part time @ 22.62 hr.; Rusty Mathews 5192.16; Dave Curtis 4033.32; Jerrod Olson 5192.16; Trever Schimmel 4941.60; Vanna Engst 4134.24; Brent Solum 5562.78; Steven Lowry 4941.60; Tyler Varns 4477.02; James Bakke part time @ 22.62 hr.; Michael Morgan 4590.12; Shane Yost 4369.14; Ryan Elliott 4369.14. Detention Center: 142,258.30 total salaries; Tasha Vohlken part time @ 22.62; Jessica Johnson part time @ 22.62; Raistlan Tschetter 3935.88; Chandler Flowers 3935.88; Jordan Jensen part time @ 22.62; Levi Sauder part time @ 22.62; Austin Hanson part time @ 22.62; Lori Mills part time @ 24.97; Shawn Nills 4586.64; Marcy Rossow 3582.66; Brittni Schliesman part time @ 22.62 hr.; Julie Gallisath 3935.88; Shawna Carter 4452.66; Lindsey Stricherz 4452.66; Kayla Schomaker 4033.32; Charles Rossow part time @ 19.58 hr.; Jennifer Matejek 4452.66; Amalia Barrientos 3613.98; Matt Blackwelder 5562.78; Kyle Lewis 3935.88; Wes Jennings 4238.64; Melissa Holtquist 4134.24;

Justin Halajian 4369.14; Steve Stahlke 3408.66; Maria Escamilla 4621.44; Kelly Oelrich 4134.24. Coroner: 1,722.40 total salaries. Care of the Poor: 10,668.08 total salaries; Sara Foust 5298.30; Kari Kraayenbrink 3577.44. County Nurse: 5,304.34 total salaries; Jeanie Ochsendorf 3868.02. Ag. Bldg.: 11,460.74 total salaries; Scott Swanson 4151.64; Gordy Hedges 3408.66. Co. Extension: 10,724.87 total salaries; Becky Goens 4238.64; Kim Johnson 3577.44. Weed: 4,718.53 total salaries; Ron Hartley 3165.06. Planning Board 475.38 total salaries. Road & Bridge: 106,983.90 total salaries; Allen Benck 4678.86; Brad Schwinger 4678.86; Jeff Case 4795.44; Rick Hartley 7092.24; Todd Warne 4941.60; Dave Hedding 4678.86; Lori Deutsch 4238.64; Rick Holinka 4678.86; Mitch Kallhoff 3669.66; Matt Dargatz 4256.04; Jamie Dolen 4344.78; Robyn Riter 4151.64; Lynn Solberg 5171.28; Doug Torstenson 4050.72; Randy Falvey 3951.54; Lonie Vogelsang 3951.54; Jeff Argo 3951.54. Emergency Management: 12,564.56 total salaries; Jamie Torstenson on call @ 20.00 hr.; Andrew Delgado 5562.78 new hire; Cheri Howell 3667.92 hr. Crime Victim: 7,429.89 total salaries; Jan Steele 5728.08. W.I.C.: 4,970.40 total salaries; Sara Aman 3593.10. Total: 641,290.27. Breakdown of withholding amounts which are included in the above: S.D. Retirement 57,225.18; S.D. Retirement 74.12 spouse option; S.D. Supplemental Retire. 3,570.00 suppl. retire.; Sanford Health 82,545.69 ins.; Reliance Standard Life Insurance 747.48 life ins.; Delta Dental 6,261.82 ins.; Avesis 845.84 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 439.65 employee union dues; AFLAC 4,095.70 ins.; John Hancock 5,090.00 suppl. retire.; AFLAC 927.46 ins.; Watertown United Way 90.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 25,156.00 employee payments; SDRS Supplemental Retirement 4,105.00 Roth retire.; Teamsters Local Union 120 478.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 46,552.63 federal withholding; ReliaBank Dakota 73,343.30 social security.

PERSONNEL CHANGE

Motion by Waterman, second by Gabel, to approve the following personnel change: James Torstenson, on-call/backup Emergency Management, \$20.00 per hour, effective 1/1/2022; 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 10:42 a.m., until 9:00 a.m., Tuesday, February 1, 2022; 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.

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