

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, March 22, 2022

1. **Pledge of Allegiance**
2. **Call for public comment. Public comment may be submitted in person or via telephone at 605-882-6248 or 605-882-6297**
3. **Conflict of interest items**
4. **Action to approve the March 22, 2022, agenda**
5. **Action to approve the March 15, 2022, minutes of the Board of Codington County Commissioners**
6. **Monthly Reports**
 - a. **Emergency Management Director**
 - b. **Sheriff**
7. **Action to approve a notice to bidders for the Court House roof repair project**
8. **Action to approve the purchase of fire extinguishers for individual offices**
9. **Action to approve the purchase of new firewall system and equipment for the Extension Center Complex**
10. **Note the Board will not meet on March 29th, 2022**
11. **Action to approve abatement applications**
12. **Action to approve claims for payment**
13. **Action to approve automatic budget supplements**
14. **Action to approve personnel changes**
15. **Action to approve travel requests**
16. **Public Notices – a possible quorum of Commissioners could be in attendance at:**
 - a. **Sioux Valley Commissioners Association meeting, Wednesday, March 23, 2022, 12:00 Plymouth Congregational Church, Clark, SD**
17. **Old Business**
18. **New Business**
19. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**

20. 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)**

21. Action to adjourn until 9:00 a.m., Tuesday, April 5th, 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
Codington County Court House
14 1st Ave SE
Watertown, SD 57201**

March 22, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 22, 2022, at the Codington County Court House. Commission members present were: Lee Gabel, Myron Johnson, Troy VanDusen and Brenda Hanten; absent, Commissioner Charlie Waterman; Chair, Brenda 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 March 22nd, 2022 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of March 15th, 2022; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board on various activities of his office in the past month. The Director, along with members of the State OEM, attended the annual meeting of the Weed Board and Townships; met with the Sheriff, Watertown Police Chief and Watertown Fire Chief regarding prioritization of Homeland Security grant funds; took an independent IS240 class; attended 2 PDM kick off meetings; prepared a renewal for an FCC license; attended a Community partners meeting; attended a joint training at Pelican State Park; and attended the regular LEPC meeting on March 15th. The spring flood outlook #3 shows no change with little chance of flooding; the E.M. office continues to assist Search and Rescue with their annual fundraiser; HMEP Grant applications have been submitted; slight changes have been made to the EOC initial structure; two weather spotters classes will be held March 28th and 29th; an election/cyber security table top exercise will be held on March 23rd; a Region 2 tabletop exercise will be held later this month; and an Airport tabletop exercise will also be held. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from the month of February 2022, for the Detention Center and Sheriff's Office: fees were collected in the amount of \$7,590.50 and were retained by the County; 571 cases/calls for service; 8 accident reports were

Codington County, 22 March 2022

completed; 93 warrants served; 163 sets of civil papers served; 3,219 transport miles; average daily inmate population 68.54 (high ADP 74 and low ADP 62); 20 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 8 individuals using remote breathalyzers; 42 individuals testing twice daily PBT'S; 42 individuals reporting twice weekly for UA Drug testing; 0 individuals using sweat patches; 166 bookings; \$11,072.60 collected in fees for out of county prisoner contracts; \$4190.00 collected in work release fees; \$6,392.00 collected in fees for the 24/7 program; and \$4,579.00 collected for SCRAM fees. Two employees from the Sheriff's office flew to Florida, out of Watertown, and back, into Watertown, to retrieve an inmate. The cost to fly was offset by the travel time that would have been incurred if the employees had driven to Florida and back.

NOTICE TO BIDDERS COURT HOUSE RE-ROOFING PROJECT

Motion by Johnson, second by Gabel, to approve a notice to bidders, for the Court House re-roofing project; all voted aye; motion carried. Bid opening is set for Tuesday, April 12th, 2022, at 9:30 a.m., during the Commission meeting.

FIRE EXTINGUISHERS

Facilities Manager, Steve Molengraaf, presented the Board with an estimate, in the amount of \$2,431.60, from DvL Fire and Safety, for the purchase of 8 fire extinguishers for individual offices in the Court House. Motion by VanDusen, second by Gabel, to approve the purchase of fire extinguishers per the estimate provided; all voted aye; motion carried.

FIREWALL UPGRADE – EXTENSION CENTER COMPLEX

Facilities Manager, Steve Molengraaf, presented the Board with a proposal, from Connecting Point, in the amount of \$4,019.00, for upgrading the fire wall system and a new lap top computer for same, at the Extension Center Complex. Motion by Johnson, second by Gabel, to approve the project as presented; all voted aye; motion carried.

CLAIMS

Motion by Johnson, second by Gabel, to approve a claim in the amount of \$22,514.85, payable to the Watertown City Finance Office, for January 911 surcharge collections; Gabel, Johnson and Hanten voted aye; VanDusen recused himself; motion carried. Motion by Gabel, second by VanDusen, to approve for payment the following claims: EMC Insurance \$97,958.00 premium; Great Western Bank VISA \$1,111.98 sup/misc; Reliabank VISA \$1,370.74 sup/misc; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel change: John Engels, Seasonal Assistant Weed Supervisor; Grade DD/step 1, \$20.56 per hour; effective 4/18/2022; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by VanDusen, second by Gabel, to approve the following travel requests; all voted aye; motion carried: Auditor, Treasurer, Deputy Treasurer, and Register of Deeds, 2022 SDACO Spring workshop.

EXECUTIVE SESSION

Motion by Johnson, second by VanDusen, to enter into executive session, per SDCL 1-25-2 (1 & 2) personnel and contractual matters; at 9:35 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:08 a.m., no action was taken. Human Resource Representative, Natalie Remund, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:08 a.m., until 9:00 a.m., Tuesday, March 29th, 2022; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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