

**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, April 19, 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 April 19, 2022, agenda**
- 5. Action to approve the April 12, 2022, minutes of the Board of Codington County Commissioners**
- 6. Monthly Reports**
  - a. Auditor**
  - b. Facilities Manager**
  - c. Highway Superintendent**
- 7. Action to award a bid for the Court House roofing project**
- 8. Action to declare a 950H Wheel Loader, surplus, to be traded**
- 9. Action to approve a contract to house inmates for Moody County**
- 10. Action to approve hiring of a full-time correctional officer to fill a vacancy**
- 11. Action to approve computer equipment purchases for the Auditor's Office**
- 12. Discussion/possible action to approve a MOU for Rides to Wellness Grant**
- 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, April 26<sup>th</sup>, 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 1<sup>st</sup> Ave SE  
Watertown, SD 57201**

April 19, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 19, 2022, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chair, Brenda Hanten, presiding. Auditor, Cindy Brugman, 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 April 19<sup>th</sup>, 2022 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of April 12<sup>th</sup>, 2022; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, updated the Board. Ballots have been created and are in transit for the June Primary; Codington County will have a Republican ballot and Non-Political ballot for the 2022 Primary; a search for precinct workers will begin soon; notices to appellants from the County Board of Equalization have been mailed; and 2023 budget worksheets have been distributed to all offices for preparation. **Facilities Manager, Steve Molengraaf**, updated the Board: a quote has been received in the amount of \$3,500,000 for improvements to the HVAC systems at the Court House and Detention Center; fire extinguishers will be distributed to offices in the near future; the toilet sanitary system in one

Codington County, 19 April 2022

unit at the Detention Center is in need of replacement in the amount of \$6,000; Memorial Park seasonal staff are in place to prepare for the 2022 camping season; Memorial Park reservations total \$26,054.00 in revenue to date; a Weed Board meeting will be held to address the 2023 budget; and the West Nile equipment will be calibrated on April 20<sup>th</sup>. **Highway Supt., Rick Hartley**, updated the Board: Highway employees have been plowing snow on a regular basis; hauling rip rap due to erosion caused by recent high winds; crack sealing when possible; and repairing blow-outs on a number of roads where hauling has occurred. Frost heaves are mellowing out; shoulder pulling will begin when it stops snowing; recent moisture has assisted the motor grader operators with smoothing of gravel roads; the shoulders on the new pavement from 2021 are extremely soft; producers are exiting feed lots and leaving mud and manure on roads; and discussion was held regarding changing the speed limits on several County roads to match new speed limits around Lake Kampeska recently implemented by the City of Watertown.

### **COURT HOUSE ROOFING PROJECT BIDS**

Facilities Manager, Steve Molengraaf, presented the Board with a recommendation from designARC Group, LLC, regarding the bids received on 4/12/2022, for the Court House roofing project. Motion by Waterman, second by Gabel, to accept the bid of Guarantee Roofing & Sheet Metal, in the amount of \$104,695.00, as recommended by Architect, Tom Squires; all voted aye; motion carried. The architects estimate for this project was \$120,000.00.

<b><u>BIDDER</u></b>	<b><u>BID AMOUNT</u></b>
Guarantee Roofing & Sheet Metal of South Dakota Sioux Falls, SD	\$104,695.00 bid bond enclosed, addendum 1 acknowledged
Pro-Tec Roofing Watertown, SD	\$146,880.00 bid bond enclosed, addendum 1 acknowledged

### **SURPLUS WHEEL LOADER**

Motion by Gabel, second by VanDusen, to declare GEN01226, a 2007 950H Cat Loader, s/n Cat095HH5K01145, surplus to be traded to Butler towards the purchase of a new loader; all voted aye; motion carried.

### **MOODY COUNTY INMATE HOUSING CONTRACT**

Motion by Gabel, second by Johnson, to approve a contract between Codington County and Moody County for the housing of Moody County inmates in the Codington County Detention Center; all voted aye; motion carried.

### **VACANT CORRECTIONAL OFFICER POSITION**

Motion by VanDusen, second by Gabel, to authorize the hiring of a full-time Correctional Officer to fill a vacancy. Chief Correctional Officer, Matt Blackwelder, advised the Board that a vacancy has occurred due to the resignation of a full time officer. The Chief Correctional will fill this position internally by promoting a part-time officer to full-time. Upon vote of the Board; all voted aye; motion carried.

### **AUDITOR'S COMPUTER EQUIPMENT**

Motion by Johnson, second by Waterman, to approve the purchase of three computers for the Auditor's office, in the amount of \$5,253.00, and as budgeted in 2022; all voted aye; motion carried.

### **PERSONNEL CHANGES**

Motion by Gabel, second by VanDusen, to approve the following personnel change: Re-hire, seasonal Highway Dept. Maintenance, pay grade AA/step 1, \$15.26 per hour; Jeff Riley, effective 5/1/2022; all voted aye; motion carried.

### **EXECUTIVE SESSION**

Codington County, 19 April 2022

Motion by VanDusen, second by Gabel, to enter into executive session, per SDCL 1-25-2 (2) contractual matters; at 9:25 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:58 a.m., no action was taken. States Attorney, Rebecca Morlock Reeves, was present for executive session.

**ADJOURNMENT**

With no further business to come before the Board, a motion was made by Gabel, second by Johnson, to adjourn at 9:58 a.m., until 9:00 a.m., Tuesday, April 26<sup>th</sup>, 2022; all voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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