

**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., Thursday, June 9, 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 June 9<sup>th</sup>, 2022, agenda**
5. **Action to approve the May 24<sup>th</sup>, 2022, minutes of the Board of Codington County Commissioners**
6. **Monthly Reports**
  - a. **Extension**
  - b. **Community Health Nurse**
7. **Action to approve a plat of the Willow Run Addition**
8. **Action to declare law enforcement vehicles surplus to be traded**
9. **Action to declare Detention Center equipment surplus to be destroyed**
10. **Action to hire a full time Correctional Officer to fill a vacancy**
11. **Canvass of the 2022 Primary Election and action to approve canvass**
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:**
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., Thursday, June 9<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**

May 24, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 24, 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. Michelle Burkhart, South Dakota Dept. of Legislative Audit, 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 May 24<sup>th</sup>, 2022 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of May 17<sup>th</sup>, 2022; all voted aye; motion carried.

**CLOSING AUDIT COMMENTS**

Michelle Burkhart, SD Dept. of Legislative Audit, reviewed the 2019 – 2020 Codington County financial statement and compliance audit findings with the Board. Ms. Burkhart noted there were no material findings in this audit. Motion by VanDusen, second by Gabel, to authorize the Chairman to sign the management representation letter pertaining to the audit period; all voted aye; motion carried.

**MONTHLY REPORTS**

**Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from the month of April 2022, for the Detention Center and Sheriff's Office: fees were collected in the amount of \$7,983.00 and were retained by the County; 514 cases/calls for service; 14 accident reports were completed; 86 warrants served; 149 sets of civil papers served; 3,778 transport miles; average daily inmate population 70.57 (high ADP 77 and low ADP 64); 22 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 8 individuals using remote breathalyzers; 28 individuals testing twice daily PBT'S; 37 individuals reporting twice weekly for UA Drug testing; 197 bookings; \$13,025.00 collected in fees for out of county prisoner contracts; \$3,980.00 collected in work release fees; \$6,096.00 collected in fees for the 24/7 program; and \$5,511.00 collected for SCRAM fees. Sheriff Howell briefly updated the Board on the Detention Center commissary which has been up and running for approximately two weeks, with a commission of 30% to the County resulting in revenue of \$1,426.00 to date.

**DEPUTY SHERIFF POSITION VACANCY**

Motion by VanDusen, second by Johnson, to authorize the Sheriff to hire a Deputy Sheriff to fill a pending vacancy on May 27<sup>th</sup>; all voted aye; motion carried

**DETENTION CENTER FLOORING PROJECT**

Motion by Gabel, second by Waterman, to approve a flooring project in the Detention Center. Sheriff Howell presented the Board with a quote in the amount of \$8,978.00, from MidWest Grinding, to grind,

polish and seal a section of flooring in the Detention Center, as budgeted in 2022. All voted aye; motion carried.

**GRANT COUNTY INMATE CONTRACT**

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

**DEPUTY STATE'S ATTORNEY POSITION VACANCY**

Motion by Gabel, second by VanDusen, to authorize State's Attorney, Rebecca Morlock Reeves, to hire a Deputy State's Attorney to fill a vacancy pending June 24<sup>th</sup>, all voted aye; motion carried.

**2022-2023 MALT BEVERAGE LICENSE RENEWAL**

Motion by Johnson, second by Waterman, to approve the following 2022-2023, on/off sale, Malt Beverage license renewal application: Joy Ranch of South Dakota; all voted aye; motion carried.

**DISASTER DECLARATION**

**Emergency Management Deputy Director, Cheri Howell**, met with the Board to request a disaster declaration for Codington County due to violent weather which occurred on May 12, 2022. Motion by Johnson, second by Gabel, to approve Resolution 2022-12; requesting the Governor of the State of South Dakota and the President of the United States, to declare a disaster; all voted aye; motion carried.

**Resolution #2022-12**

**WHEREAS**, Codington County, South Dakota, has suffered damage, brought on by severe winds, rain and tornados on May 12, 2022; and

**WHEREAS**, Codington County has committed all available resources and taken all possible actions within the jurisdictional boundaries to combat and to alleviate the emergency/disaster and local resources are not adequate to cope with the situation.

**WHEREAS**, Codington County recognizes that all municipal, tribal and rural electric cooperatives, utility companies, farmers and ranchers have taken all possible actions within the jurisdictional boundaries to combat and to alleviate the emergency/disaster.

**THEREFORE, BE IT RESOLVED** that the Codington County board of Commissioners for, and on behalf of the citizens of Codington county, request the Governor of the State of South Dakota to petition the President of the United States of America to declare Codington County, South Dakota an emergency/disaster area.

Dated this 24<sup>th</sup> day of May, 2022.

Brenda Hanten

Chairman, Codington County Board of Commissioners

ATTEST:

Cindy Brugman

Codington County Auditor

**NOTICE TO BIDDERS ROAD RECLAMATION AND MICROSEAL PROJECT**

Motion by Gabel, second by Johnson, to approve a notice to bidders for stabilized full depth reclamation and microseal on various Codrington County roadways; all voted aye; motion carried. Bids will be opened and publicly announced at the Board's meeting schedule for June 14, 2022.

**NEXTERA ROAD RECLAMATION FUNDS**

County Highway Supt., Rick Hartley and Banner Project Manager, Waylon Blasius, met with the Board to discuss the funds provided to Codrington County by NextEra for the restoration construction efforts of the haul roads utilized by NextEra Energy Resources and their affiliates during the construction of the Crowned Ridge Wind and Crowned Ridge Wind II developments. In June of 2021 NextEra provided the County with funding in the amount of \$11,484,475.00 to be utilized to cover all costs incurred by the County to facilitate the restoration construction efforts. Discussion was held regarding the remaining restoration items that were carried over from 2021 due to seasonal restrictions. Mr. Blasius recommended a refund to NextEra in the amount of \$2,933,318.93 with sufficient funds retained for the final restoration items to be completed. Discussion was held regarding the certainty of the amount of funds that may be needed to complete the final items. The Board did not take action, to refund NextEra, at this time.

**WELFARE OFFICE SPACE LEASE**

Welfare Director, Sara Foust, presented the Board with a revised lease agreement for office space, located at 7 West Kemp, for the Welfare Office. The revised lease provides for electrical upgrades at the Landlord's expense. The County's liability insurance provider has notified the Welfare Director that the liability insurance limits can also be met per the landlord's requirement at no additional cost to the County. Motion by VanDusen, second by Gabel, to approve the lease as submitted; all voted aye; motion carried.

**WELFARE OFFICE PHONE SYSTEM**

Motion by VanDusen, second by Johnson, to approve a new phone service, for the Welfare Office, through VAST; all voted aye; motion carried.

**PUBLIC DEFENDER CONTRACTS**

Motion by Gabel, second by VanDusen, to end the current Primary and Secondary Public Defender contracts, effective 5/31/2022, per requests from current contract holders, Sutton Law Offices and Green Roby Oviatt LLP; all voted aye; motion carried.

**CLAIMS**

Motion by Gabel, second by Johnson to approve a claim in the amount of \$23594.92, payable to the City of Watertown, for March 911 surcharge collections; Gabel, Waterman, Johnson and Hanten voted aye; VanDusen was recused; motion carried. Motion by Gabel, second by VanDusen, to approve for payment claims totaling \$1842.86, payable to VISA Reliabank for misc. items; all voted aye; motion carried.

**TRAVEL REQUESTS**

Motion by Johnson, second by Waterman, to approve the following travel request: Facilities Manager, Spring Weed ID tour; all voted aye; motion carried.

**ADJOURNMENT**

With no further business to come before the Board, a motion was made by Johnson, second by Gabel, to adjourn at 10:05 a.m., until 9:00 a.m., Thursday, June 9<sup>th</sup>, 2022; all voted aye; motion carried.

ATTEST:

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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.

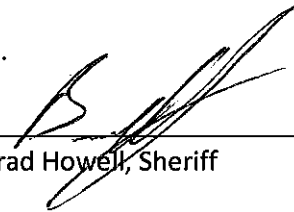
Published once at the total approximate cost of \$\_\_\_\_\_

REQUEST FOR SURPLUS PROPERTY DECLARATION

I, Brad Howell, Sheriff of Codington County, South Dakota, hereby request that the property listed below be declared as surplus property:

1. 1-450 2016 Ford Explorer VIN: 1FM5K8ARXGGC08427
2. 1-469 2017 Ford Explorer VIN: 1FM5K8AR8HGC56929

Dated this 3 day of June, 2022.

  
\_\_\_\_\_  
Brad Howell, Sheriff

DECLARATION OF SURPLUS PROPERTY

The property listed above has been declared surplus this \_\_\_\_\_ day of \_\_\_\_\_, 2022. The property is to be traded.

CODINGTON COUNTY BOARD OF COMMISSIONERS

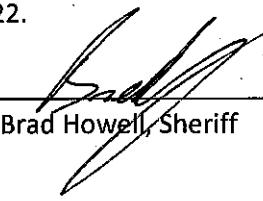
By: \_\_\_\_\_  
Chairman

REQUEST FOR SURPLUS PROPERTY DECLARATION

I, Brad Howell, Sheriff of Codington County, South Dakota, hereby request that the property listed below be declared as surplus property:

1. Frigidaire Chest Freezer S/N: WB5054399
2. Hobart Dishwasher S/N: 231015-195

Dated this 2 day of June, 2022.

  
\_\_\_\_\_  
Brad Howell, Sheriff

DECLARATION OF SURPLUS PROPERTY

The property listed above has been declared surplus this \_\_\_\_\_ day of \_\_\_\_\_, 2022. The property is to be destroyed.

CODINGTON COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Chairman

**FILED**

JUN -2 2022

**CODINGTON COUNTY AUDITOR**

May 31, 2022

Commissioners: 10,778.28 total salaries. Auditor: 23,346.70 total salaries. Co. Treasurer: 33,997.86 total salaries. States Attorney: 36,808.00 total salaries. Gov. Buildings: 19,173.82 total salaries. Dir. Equalization: 47,439.33 total salaries. Reg. of Deeds: 25,555.68 total salaries. Veterans Service: 12,204.10 total salaries. Sheriff: 101,961.42 total salaries. Co. Jail: 139,204.11 total salaries; Austin Hanson 3935.88 F/T; Steve Stahlke 3504.36 Step Increase. Welfare: 15,552.45 total salaries. County Nurse: 5,305.10 total salaries. Co. Park: 11,257.52 total salaries; Jeff Johnson 15.96 Seasonal P/T; Steve Rondell 15.95 Seasonal P/T. Ag. Bldg.: 10,399.52 total salaries. Co. Extension: 10,726.55 total salaries. Weed: 6,474.07 total salaries. Planning Board: 532.87 total salaries. Road & Bridge: 104,207.44 total salaries. Emergency Management: 12,770.65 total salaries. Crime Victim: 7,430.65 total salaries. W.I.C.: 4,971.16 total salaries. Total 640,097.28

Breakdown of withholding amounts which are included in the above:  
S.D. Retirement 58,721.94; S.D. Retirement 74.12 spouse option; S.D. Supplemental Retire. 3,615.00 suppl. retire.; Sanford 83,387.75 ins.; Reliance Standard Life Insurance 747.48 life ins.; Delta Dental 6,513.60 ins.; Avesis 869.57 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 439.65 employee union dues; AFLAC 3,866.81 ins.; John Hancock 5,750.00 suppl. retire.; AFLAC 928.09 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 4,195.00 Roth retirement; Teamsters Local Union 120 422.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 43,770.17 federal withholding; ReliaBank Dakota 43,770.17 social security; ReliaBank Dakota 13,823.92 medicare.



FILED

JUN - 2 2022

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST CODINGTON COUNTY AUDITOR

Department Emergency Management

Name of \_\_\_\_\_

Employee exempt \_\_\_ nonexempt X

Purpose of travel ICS 400 training.

Method of transportation EM Vehicle

Destination \_\_\_\_\_

Departure date \_\_\_\_\_

Return departure date \_\_\_\_\_

**Costs of travel**

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.): County Vehicle

Lodging expense: None.

Meals Breakfast, Lunch, Supper Registration No cost

Other costs N/A

Overtime costs involved in the requested travel Overtime will be flexed or added to comp bank

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes XX No \_\_\_\_\_ If no, why \_\_\_\_\_

Is this travel a budgeted item? Yes X No \_\_\_\_\_

**County Commission**

Travel request approved: yes \_\_\_\_\_ no \_\_\_\_\_ Comments \_\_\_\_\_

Commission Chairman, \_\_\_\_\_ Date \_\_\_\_\_