

**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, July 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 July 19, 2022, agenda**
- 5. Action to approve the July 12<sup>th</sup>, 2022, minutes of the Board of Codington County Commissioners**
- 6. Action on a request to sell alcohol at an American Cornhole Organization event at the Extension Center**
- 7. Monthly Reports**
  - a. Emergency Management Director**
  - b. Facilities Manager**
  - c. Highway Superintendent**
  - d. Welfare Director**
- 8. Action to approve a resolution authorizing an application for BIG (Bridge Improvement Grant) funds**
- 9. Action to declare an emergency and proceed with cell door repairs from quote received**
- 10. Action to appoint Mental Illness Board members**
- 11. Action to set August meeting dates**
- 12. Discussion/possible action to enact a Burn Ban**
- 13. Review of 2023 Budget requests**
- 14. Action to approve claims for payment**
- 15. Action to approve automatic budget supplements -- ERA**
- 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, July 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**

July 12, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 12, 2022, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chair Hanten, presiding. The pledge of allegiance was led by Commissioner Johnson.

**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 July 12<sup>th</sup>, 2022 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by VanDusen, to approve the minutes of July 5<sup>th</sup>, 2022; all voted aye; motion carried.

**DISCUSSION REGARDING RAIF APPLICATIONS AND RAIF PROJECTS COST SHARING**

The Board held a discussion with Highway Superintendent, Rick Hartley, regarding a standard application to be used for applying for RAIF (Rural Access Infrastructure Appropriations) to Counties; eligibility criteria; and funding splits. The Board will review the application form and further consider the applicable rules for applicants.

**EXECUTIVE SESSION**

Motion by Johnson, second by VanDusen, to enter into executive session, per SDCL 1-25-2 (1), personnel issues; at 9:07 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:52 a.m., no action was taken. The following were present for executive session: Sheriff, Brad Howell; Chief Correctional Officer, Matt Blackwelder; Highway Supt., Rick Hartley; and Human Resource Representative, Natalie Remund (via teleconference).

**MONTHLY REPORTS**

**Extension Office Senior Administrative Specialist, Becky Goens**, reported on behalf of **4-H/Youth Program Advisor, Jodi Loehrer**, who could not be present for this meeting: Kid Kare was held June 28<sup>th</sup>; the County horse show was held on June 30<sup>th</sup>; 14 youth recently participated in the 4-H Special Foods Contest on July 7<sup>th</sup>; nutrition lessons are currently being taught at Camp Chance; Farm Safety Day will be held on July 21<sup>st</sup>; 4-H youth are required to register, July 20<sup>th</sup>, their display exhibits, livestock, etc. for the upcoming Achievement Days; Jodi will attend the State Horse Show on July 25-26; and will be submitting a travel request to attend the National 4-H Conference to be held in Wisconsin in November. The Shake Wagon was a great success this year. **Veteran Service Officer, Todd Rose**, updated the Board. 1 transport was conducted in June and 1 transport is currently scheduled in July, with several transports also scheduled for August; a design for the windows on the transport van has been selected; monthly Veterans radio show reports were conducted on KWAT and KXLG in the last week. Todd

provided the Board with the following data: VA FY21 Geographical Distribution of VA Expenditures for Codington County - Veteran population - 2,095 decrease of 44; VA medical patients – 862 decrease of 3; total expenditures - \$16,303,000 decrease of \$355,000; compensation & pension - \$7,492,000 increase of \$667,000; education & vocational rehab - \$656,000 increase of \$35,000; insurance & indemnities - \$134,000 increase of \$67,000; medical care - \$8,021,000 decrease of \$1,124,000. Total expenditures for the County were \$16,303,000.00. **Auditor, Cindy Brugman**, updated the Board: Work continues on the 2023 Provisional budget with one department yet to submit a request; taxable values are being prepared for levy work on taxes payable in 2023; and preparation of the 2022 General Election ballot will begin in August. **Director of Equalization, Shawna Constant**, updated the Board: Work continues to update sales, transfers, and splits and the Appraisers are working on re-appraisals in the townships of Fuller and Germantown with Dexter Township next in line. Discussion was held regarding the County's current discretionary formula. A July 1 law change regarding discretionary formulas will require the County to update their current discretionary resolution. The Board will contact Watertown Development for input before making any changes to the current discretionary resolution. **Register of Deeds, Ann Rasmussen**, updated the Board: the office continues to stay busy and the project to upgrade the office image system continues. **Treasurer, Carol Maloney**, updated the Board: the office has been busy with renewals for summer recreational vehicles/equipment.

#### **AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by VanDusen, second by Johnson, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last business day of June, 2022, all present voted aye; motion carried.

Cash on hand	\$ 7,620.10
Checks in Treasurers' possession	
less than 3 days	\$ 50,148.74
Credit Card Charges	\$ 5,502.29
Cash Items	\$ 441.00
TOTAL CASH ASSETS ON HAND	\$ 63,712.13
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 12,026.00
Reliabank Dakota	\$ 36,859,822.52
INVESTMENTS	
SD Public Funds Investment	\$ 7,256.16
TOTAL CASH ASSETS	\$36,942,816.81
General Ledger Cash Balance by Funds	
General	\$18,508,265.82
General restricted cash	\$ 500,000.00
Sp. Revenue	\$16,690,207.95
Custodial	\$ 1,244,343.04
(schools 387,910.58, townships 60,977.57; city/towns 42,859.46)	
TOTAL GENERAL LEDGER CASH	\$36,942,816.81

The Board noted Register of Deeds fees, in the amount of \$44,582.70, were collected in the month of June, 2022.

#### **HEALTH ADMINISTRATIVE TECH/WIC ADMINISTRATIVE TECH JOB DESCRIPTION**

Motion by Johnson, second by Gabel, to approve a job description for the Health Administrative Tech/WIC Administrative Tech positions; all voted aye; motion carried.

### **HEALTH ADMINISTRATIVE TECH POSITION**

Motion by Johnson, second by VanDusen, to advertise and hire, to fill a pending vacancy, a Health Administrative Tech employee; all voted aye; motion carried.

### **BLUEPEAK PHONE SYSTEM PRESENTATION**

Bluepeak representatives, Sandra Meylor, Sales Channel Manager and Destry Boersma, Sales Engineer, met with the Board to review available options to provide the County with a hosted phone system. The County's current service/system, with South Dakota BIT, will end in December 2022.

### **2023 BUDGET REQUEST REVIEW**

The Board reviewed 2023 budget requests for the offices of: the Auditor, Treasurer, Director of Equalization, Register of Deeds, Veterans Service, and Extension.

### **CLAIMS APPROVED**

Motion by VanDusen, second by Gabel, to approve for payment the following list of claims, with the exception of the claim payable to the City of Watertown in the amount of \$23,049.83; all voted aye; motion carried. Motion by Johnson, second by Gabel, to approve a claim in the amount of \$23,049.82, payable to the City of Watertown for May 911 surcharge collections; Gabel, Waterman, Johnson, and Hanten voted aye; VanDusen was recused; motion carried: A-OX WELDING 21.76 SUPPLIES, A&B BUSINESS SOLUTIONS 2175.40 SUP, AC PROPERTIES 4370.00 RENT, AGTERRA TECHNOLOGIES, INC 105.00 SVC, ALCOHOL MONITORING SYSTEMS 1158.40 SUP, AMERICAN LEGION 150.00 PMT, AMERICINN 121.99 TRAV, AP AUTO PROS 440.50 EQUIP, JEFFREY ARGO 25.00 CELL, AUSTIN LAW OFFICES 5378.80 SVC, AUTO VALUE 192.27 REP, AUTO VALUE 503.86 REPAIRS/MAINT., AVERA OCCUPATIONAL MEDICINE - 277.50 REPAIRS/MAINT., AXON ENTERPRISE, INC 237.69 SUP, BANNER ASSOCIATES, INC 15603.00 REPAIRS/MAINT., BOB BARKER CO. 1624.28 SUP, BAUER LAW OFFICE PC 3852.10 SVC, BEACON CENTER 3863.33 PMT, ALLEN BENCK 25.00 CELL, JANET BEVERS 26.00 TRAV, BRYAN BLEEKER 25.00 CELL, BLUEPEAK 79.99 UTIL, BLUEPEAK 89.99 UTILITIES, BORNS GROUP 2418.06 POST, BOYS & GIRLS CLUB 1625.00 PMT, BRATLAND LAW 2242.20 SVC, BRIGHTLY SOFTWARE, INC 1919.16 MAINT, CINDY BRUGMAN 108.00 TRAV, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 4155.86 SUPPLIES, CARTNEY BEARING & SUPPLY 26.40 REPAIRS/MAINT., JEFF CASE 25.00 CELL, CENTURYLINK 691.80 UTIL, CHILD'S VOICE ROUTE #6361 150.00 SVC, CHRISTIANSON APARTMENTS 2687.00 RENT, CHUCK'S LOCK & KEYS 13.75 SUP, CLUBHOUSE HOTEL & SUITES 293.44 TRAV, CODINGTON TREASURER PETTY CASH 16.00 PMT, COLE PAPERS, INC. 3043.15 SUP, CONNECTING POINT COMPUTER CENT 17753.44 MAINT, CONNECTING POINT 1427.00 TRAVEL & CONF., CONSOLIDATED CORRECTIONAL 13015.18 SUP, SHAWNA CONSTANT 259.35 TRAV, CONSULTING RADIOLOGISTS, LTD 27.00 SVC, CORNELL APARTMENTS 1622.00 RENT, CREDIT COLLECTIONS BUREAU 1772.35 PMT, CREDIT COLLECTIONS BUREAU 289.59 PMT, CULLIGAN WATER CONDITIONING 113.75 SUP, CHRISTOPHER CZUBACHOWSKI 4.00 REF, DAKOTA PORTABLE TOILETS, INC 435.00 RENT, MATTHEW DARGATZ 25.00 CELL, DELANEY NIELSEN SANNES PC 3248.40 SVC, ANDREW DELGADO 54.00 TRAV, JAMIE DOLEN 25.00 CELL, DRAINMAN 311.33 SVC, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELECTION SYSTEMS & SOFTWARE 1882.10 SUP, ELITE DRAIN & SEWER CLEANING 150.00 SVC, RYAN ELLIOTT 40.00 CELL, ELLYSON LAW OFFICE 603.98 SVC, ENGELSTAD ELECTRIC CO. 1351.16 REP, MARIA ESCAMILLA 190.00 SVC, RANDALL G. FALVEY 25.00 CELL, FISHER SAND & GRAVEL CO. 530.57 SUPPLIES, FLINT HILLS RESOURCES 94308.35 SUPPLIES/REPAIRS, TOWN OF FLORENCE 77.35 UTILITIES, FOLEY & FOLEY LAW OFFICE 1188.00 SVC, ALLISON FORBUSH 134.00 PMT, SARA FOUST 30.80 REF, GANNETT HOLDINGS LLC OHIO 384.80 SUP, BECKY GOENS 66.60 TRAV, GRAINGER 61.56 SUP, GRANT COUNTY SHERIFF'S OFFICE 51.00 SVC, GREAT AMERICA FINANCIAL SVC 448.51 RENT, GREEN,

ROBY, OVIATT, 9842.81 SVC, PAUL GRIEPP 10625.00 RENT, JUSTIN HALAJIAN 40.00 CELL, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, HILLYARD/SIOUX FALLS 1414.57 SUP, RICK HOLINKA 25.00 CELL, HUMAN SERVICE AGENCY 22494.50 SVC, HYVEE #1871 ACCTS RECEIVABLE 1684.03 SUP, I STATE TRUCK CENTER 763.73 SUPPLIES, INTERLAKES COMMUNITY ACTION 1152.92 PMT, J&B SCREEN PRINTING 639.00 UNIF, J.D. POWER 210.00 SUP, JEFFERSON PARTNERS LP 44.50 TRAV, JEFF'S VACUUM CENTER 50.00 REP, JOHNSON CONTROLS, INC. 6196.98 REP, JURGENS PRINTING 79.00 SUP, MITCHELL KALLHOFF 25.00 CELL, MARK KATTERHAGEN 12.00 SVC, MAXINE KEMP 1000.00 RENT, JOHN DEERE FINANCIAL 272.74 REPAIRS/MAINT., RICHARD KOHN 25.00 CELL, K&R MANAGEMENT 121.80 RENT, KARI KRAAYENBRINK 136.65 REIMB, LAKE AREA DOOR 226.02 REPAIRS/MAINT., LES MCELHANY PROPERTIES 3250.00 RENT, LEWIS & CLARK BHS 368.00 SVC, LEWNO LAW OFFICE 248.78 SVC, LINCOLN CO TREASURER 2208.27 SVC, ASHLEY LINDNER 26.00 TRAV, LINDNER MUSIC 1122.00 EQUIP, DARCY LOCKWOOD 12.00 SVC, JODI LOEHRER 104.09 TRAV, STEVEN LOWRY 40.00 CELL, LTD BROADBAND 109.99 UTIL, CAPITOL ONE TRADE CREDIT 131.81 SUP, CAPITOL ONE TRADE CREDIT 37.68 SUPPLIES, MACKSTEEL WAREHOUSE, INC. 263.97 SUPPLIES, MATHESON TRI-GAS INC 90.45 SUP, RUSSELL MATHEWS 40.00 CELL, MENARDS 1781.86 SUP, MENARDS 159.50 SUPPLIES, MEND CORRECTIONAL CARE 14487.57 SVC, MIDCONTINENT COMMUNICATIONS 363.75 UTIL, MIDWEST WELLNESS 10275.00 SVC, MINNEHAHA COUNTY AUDITOR 663.00 SVC, MOE OIL COMPANY 4044.48 SUPPLIES, BONNIE MOORE 40.00 REF, MULTI BUSINESS SOLUTIONS INC 3350.00 SVC, MUNICIPAL UTILITIES 15143.88 UTIL, MUNICIPAL UTILITIES 3275.68 ASST, MUNICIPAL UTILITIES 383.68 UTILITIES, MUTH ELECTRIC 10072.66 REP, NAPA CENTRAL 592.71 SUPPLIES, NEWMAN TRAFFIC SIGNS 85.41 SUPPLIES, SHAWN NILLS 40.00 CELL, NORTHERN CON-AGG 15619.62 SUPPLIES, NORTHERN SAFETY TECHNOLOGY 1066.04 EQUIP, NORTHWESTERN ENERGY 220.00 UTILITIES, OFFICE PEEPS, INC. 2297.20 SUP, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO, 44.89 UTILITIES, OVERHEAD DOOR CO 269.17 REP, MICHELLE PEDERSON 114.00 PMT, PENNINGTON COUNTY JAIL 138.41 TRAV, PITNEY BOWES 210.00 RENT, PMB 0112 203.44 UTIL, POMP'S TIRE SERVICE, INC 56.44 REP, POMP'S TIRE SERVICE, INC. 319.20 REPAIRS/MAINT., PRAIRIE LAKES HEALTH CARE CENT 5527.66 SVC, PRINT EM NOW 666.00 SUPPLIES, RC FIRST AID 75.00 SUPPLIES, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 40.00 CELL, ROBYN RITER 25.00 CELL, RON'S SAW SHOP 338.55 REP, RUNNINGS 29.95 SUP, RUNNING SUPPLY INC. 61.58 SUPPLIES, SANFORD HEALTH 4630.00 SVC, TREVER SCHIMMEL 40.00 CELL, NATHANIEL SCHULTE 21.00 REF, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 4019.00 PMT, SD DEPARTMENT OF HEALTH 3627.25 PMT, SOUTH DAKOTA DEPT. OF TRANSPOR 739.49 REPAIRS/MAINT., SD STATE TREASURER 737900.22 JULY REMITTANCE, SDAAO 1900.00 TRAV, SDACO 912.00 PMT, SDEMA 100.00 TRAV, SDN COMMUNICATIONS 1363.51 UTIL, SDPAA 780.82 INS, MELISSA SEARS 114.00 PMT, HEIDI SELCHERT 134.00 PMT, DILLON SEVERSON 8.00 REF, SHERWIN WILLIAMS 89.80 SUP, SIGNPRO 809.00 REP, SIOUX RURAL WATER SYSTEM 50.00 UTILITIES, SIOUX VALLEY COOP 387.66 SUP, SIOUX VALLEY COOP 15240.00 SUPPLIES, STEVEN SKINNER 3000.00 RENT, SKYVIEW CONSTRUCTION CO., LLC 17646.01 OTHER IMPROVE., LYNN SOLBERG 40.00 CELL, TOWN OF SOUTH SHORE 76.00 UTILITIES, STEVE STAHLKE 25.00 CELL, STAR LAUNDRY 3108.26 SUP, STAR LAUNDRY 127.22 SUPPLIES, STATE OF SOUTH DAKOTA 26625.00 PMT, SUTTON LAW OFFICE PC 312.25 SVC, SCOTT SWANSON 25.00 CELL, THOMSON REUTERS-WEST 302.93 SVC, THREE ACORNS 775.00 RENT, TIMELESS PHOTOGRAPHY 100.00 SVC, TITAN MACHINERY 606.77 REP, DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRANSOURCE 2862.82 REPAIRS/MAINT., TRAV'S OUTFITTER INC 109.98 SUP, TYLER TECHNOLOGIES, INC 318.14 MAINT, VAN DIEST SUPPLY COMPANY 6180.85 SUP, VERIZON WIRELESS 1791.34 UTIL, VERIZON 80.02 UTILITIES, MARLONIE VOGELSANG 25.00 CELL, GAIL WAHL 1500.00 PMT,

SCOTT WAHL 1500.00 PMT, WALMART - CAPITAL ONE 69.22 SUP, CAPITAL ONE 60.62 SUPPLIES, WARNE PLUMBING 5505.09 REP, TODD B WARNE 40.00 CELL, WATERTOWN CITY FINANCE OFFICE 23049.83 MAY 911 SURCHARGE COLLECTIONS, WATERTOWN FORD 297.38 REP, WATERTOWN LAWN & GARDEN 440.00 EQUIP, WATERTOWN MHP, LLC 2118.56 RENT, WATERTOWN MOBILE HOME PARK 3535.00 RENT, WATERTOWN PUBLIC OPINION 1253.73 PUB, WATERTOWN WHOLESALE 71.60 SUPPLIES, WILKSHIRE APARTMENTS 3300.00 RENT, JOE WILLIAMS 3400.00 RENT, WATERTOWN LANDFILL 65.46 SVC, WW TIRE SERVICE INC 25.35 REP, YANKTON CO. SHERIFF 50.00 SVC, YANKTON CO TREASURER 97.20 SVC, NANCY YORK 20.00 REF, SHANE YOST 40.00 CELL, ZIP & STITCH SEWING 129.00 UNIF.

### **PERSONNEL CHANGES**

Motion by Gabel, second by Hanten, to approve the following annual step increase personnel changes; all voted aye; motion carried:

Employee	Position	Wage	Effective
Carol Maloney	Treasurer	37.87/6589.38	7/1/2022
Janet Bevers	Treasurer Deputy	27.71/4821.54	7/1/2022
Lindee Waba	Treasurer 2 <sup>nd</sup> Deputy	22.70/3949.80	7/1/2022
Ashley Lindner	Treasurer 2 <sup>nd</sup> Deputy	21.08/3667.92	7/1/2022
Cecilia Carlson	Treasurer Admin. Support	18.25/3175.50	7/1/2022
Kristi Torstenson	Treasurer Admin. Support	18.25/3175.50	7/1/2022
Rebecca Reeves	States Attorney	55.91/9728.34	7/1/2022
Jamie Monson	St. Atty. Legal Records Spec	24.36/4238.64	7/1/2022
Darce Curtis	St. Atty. Secretary	18.25	7/1/2022
Katie Moes	St. Atty. Admin. Spec.	21.08/3667.92	7/1/2022
Taylor Hageman	St. Atty. Admin. Spec.	21.08/3667.92	7/1/2022
Shawna Constant	Director of Equalization	36.05/6272.70	7/1/2022
Diane Merchant	DOE Admin. Spec.	23.85/4149.90	7/1/2022
Michelle Pederson	DOE Data Base Coord.	27.70/4819.80	7/1/2022
Heidi Selchert	DOE Appraiser II	25.73/4477.02	7/1/2022
Barb Martenson	DOE Admin. Asst.	22.16/3855.84	7/1/2022
Melissa Sears	DOE Appraiser II	25.73/4477.02	7/1/2022
Allison Forbush	DOE Appraiser II	25.73/4477.02	7/1/2022
Sarah Tesch	DOE Admin. Asst.	20.07/3492.18	7/1/2022
Bradford Howell	Sheriff	45.23/7870.02	7/1/2022
Brent Solum	Chief Deputy Sheriff	32.77/5701.98	7/1/2022
Vanna Engst	Sheriff Records Admin.	24.36/4238.64	7/1/2022
Erin Lenzner	Sheriff Pub. Safety Tech.	23.28/4050.72	7/1/2022
Megan Swanson	Sheriff Pub. Safety Tech.	20.07/3492.18	7/1/2022
Dave Curtis	Sheriff Security Officer	23.76/4134.24	7/1/2022
Ryan Elliott	Sheriff Deputy	25.73/4477.02	7/1/2022
Steven Lowry	Sheriff Deputy	28.40/4941.60	7/1/2022
Russell Mathews	Sheriff Deputy	30.59/5322.66	7/1/2022
Jerrold Olson	Sheriff Deputy	30.59/5322.66	7/1/2022
Adam Reeves	Sheriff Deputy	29.11/5065.14	7/1/2022
Trever Schimmel	Sheriff Deputy	29.11/5065.14	7/1/2022
Shane Yost	Sheriff Deputy	25.73/4477.02	7/1/2022
Matthew Blackwelder	Chief Correctional Officer	32.77/5701.98	7/1/2022
Amalia Barrientos	Public Safety Supp. Tech.	21.09/3669.66	7/1/2022
Shawna Carter	Correctional Officer	26.23/4564.02	7/1/2022
Maria Escamilla	Corrections Sergeant	27.02/4701.48	7/1/2022

Brittni Evjen	PT Correctional Officer	23.18	7/1/2022
Julie Gallisath	Correctional Officer	23.18/4033.32	7/1/2022
Austin Hanson	Correctional Officer	23.18/4033.32	7/1/2022
Melissa Holtquist	Correctional Officer	24.36/4238.64	7/1/2022
Wesley Jennings	Correctional Officer	24.97/4344.78	7/1/2022
Jordan Jensen	PT Correctional Officer	23.18	7/1/2022
Jennifer Matejek	Correctional Officer	26.23/4564.02	7/1/2022
Shawn Nills	Corrections Sergeant	27.02/4701.48	7/1/2022
Kelly Oelrich	Correctional Officer	24.36/4238.64	7/1/2022
Charles Rossow	PT Pub. Safety Supp. Tech.	20.07	7/1/2022
Marcy Rossow	Detention Center Cook	21.10/3671.40	7/1/2022
Levi Sauder	PT Correctional Officer	23.18	7/1/2022
Kayla Schomaker	Correctional Officer	23.76/4134.24	7/1/2022
Lindsey Stricherz	Correctional Officer	26.23/4564.02	7/1/2022
Raistlan Tschetter	Correctional Officer	23.18/4033.32	7/1/2022
Andrew Delgado	Emergency Management Dir.	32.77/5701.98	7/1/2022
Cheri Howell	Emg. Mgmt. Deputy Dir.	25.73/4477.02	7/1/2022
Jeanie Ochsendorf	Health Admin. Tech.	22.79/3965.46	7/1/2022
Sara Aman	WIC Admin. Tech.	21.16/3681.84	7/1/2022
Rick Hartley	Highway Supt.	41.78/7269.72	7/1/2022
Lynn Solberg	Highway Supt. Deputy	30.46/5300.04	7/1/2022
Lori Deutsch	Highway Sr. Admin. Spec.	24.97/4344.78	7/1/2022
Allen Benck	Highway Main. Tech. III	27.56/4795.44	7/1/2022
Jeff Case	Highway Main. Tech. III	28.25/4915.50	7/1/2022
Matt Dargatz	Highway Main. Tech. II	25.07/4362.18	7/1/2022
Jamie Dolen	Highway Main. Tech. III	25.59/4452.66	7/1/2022
Randall Falvey	Highway Main. Tech. II	23.28/4050.72	7/1/2022
Dave Hedding	Highway Main. Tech. III	27.56/4795.44	7/1/2022
Rick Holinka	Highway Main. Tech. III	27.56/4795.44	7/1/2022
Mitch Kallhoff	Highway Main. Tech. II	21.62/3761.88	7/1/2022
Robyn Riter	Highway Main. Tech. II	24.46/4256.04	7/1/2022
Brad Schwinger	Highway Main. Tech. III	27.56/4795.44	7/1/2022
Douglas Torstenson	Highway Main. Tech. II	23.86/4151.64	7/1/2022
Marlonie Vogelsang	Highway Main. Tech. II	23.28/4050.72	7/1/2022
Todd Warne	Highway Shop Foreman/Mech.	29.11/5065.14	7/1/2022

### **ADJOURNMENT**

With no further business to come before the Board, a motion was made by VanDusen, second by Gabel, to adjourn at 10:56 a.m., until 9:00 a.m., Tuesday, July 26<sup>th</sup>, 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.

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



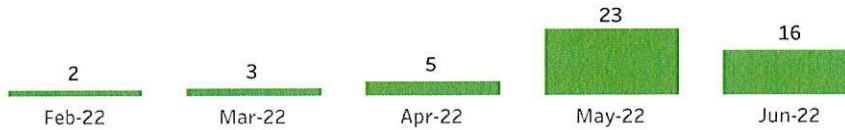


Codington County  
South Carolina

## Monthly Report June 2022

helpline Network of Care  
center

Unique Individuals Served by Month



Unique Individuals Served by Year



Calls & Visits by Month



Calls & Visits by Year



Completed Services by Month

	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Care Coordination	1	1		5	1
Case Management			2	4	1
Emergency Housing		2	3	4	2
Funeral Assistance			1	4	1
Medical Bills					1
Rent Assistance				4	6
SD Cares / ERA				1	1
Transportation	1			1	3
Utility Assistance				4	3

Completed Referrals by Month

	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Access Ministries				1	
Beacon Center		1			
Brothers & Sisters Behind Bars	1		1	1	1
CARES			1	3	4
Coordinated Entry System (CES)			1	1	1
DOL		2		4	
DSS				2	
Energy Assistance					
HSA				1	
ICAP		1		4	7
Salvation Army	1			6	4
Transit					
Veteran ESG				1	
Vocational Rehab					
Watertown Housing Authority		1		3	
WIC		1			
Other	1		1	3	1

YTD Costs

Care Coordination	
Case Management	
Emergency Housing	\$325
Funeral Assistance	\$12,242
Medical Bills	
Rent Assistance	
SD Cares / ERA	
Transportation	\$296
Utility Assistance	\$637

YTD Time Spent on Services (hours)

Care Coordination	76.42
Case Management	14.00
Emergency Housing	9.42
Funeral Assistance	6.00
Medical Bills	1.00
Rent Assistance	7.67
SD Cares / ERA	160.00
Transportation	5.50
Utility Assistance	5.25



The Codington County Social Services Strategic Planning Committee, in collaboration with community collaborators, working partners, and community members completed a strategic planning process to inform the 2022-2027 Codington County Social Services Strategic Plan. The five-year plan includes four priority areas identified collectively, build a system of care that elevates social services that meet the needs of Codington County residents.

# BUILDING A SYSTEM OF CARE FOR CODINGTON COUNTY

## MISSION:

Build a system of care through collaboration across agencies, families, and individuals for the purpose to identify and improve social service that meet the needs of Codington County residents.

## GUIDING PRINCIPLES:

Collaborative process among community partners, individuals, and families  
Innovative approach that elevates existing efforts to address social service needs  
Community engagement of Codington County residents  
Succinct and timely process  
Transparent communication among agencies, families and individuals

## GOAL PRIORITY AREAS

### 1 HOUSING

Develop safe, affordable housing that meets community needs including emergency & transitional housing.

### 2 MENTAL HEALTH

Create an environment that informs, encourages, and supports mental health wellness.

### 3 COMMUNITY TRANSFORMATION

Build a support network for all residents that builds life skills and relationships across the community.

### 4 CENTRALIZED SERVICES & EDUCATION

Establish a centralized system of care that supports residents in need with services provided in a cohesive manner before, during, and after a crisis.

## STRATEGIES



1. Explore options for accessible, affordable housing for Codington County residents of all socio-economic status including those who do not qualify for income-based housing.
2. Evaluate how Codington County can work with landlords and local governments to ensure that all citizens have safe, adequate homes.
3. Explore emergency and transitional housing options that include case management services for Codington County residents.



1. Address gaps in mental health crisis services to increase access and affordability for all Codington County residents.
2. Enhance awareness of mental health concerns/ crisis services and resources among social service providers in Codington County through communication interventions.
3. Develop, implement, and evaluate public health campaign on mental health services focused on supporting individual and community needs.
4. Build the capacity of clients to understand the process to access mental health services in Codington County.
5. Support the community to take ownership of mental health and substance use/misuse needs for other community members.



1. Develop and provide training and programming that builds capacity for life skills and resiliency among Codington County residents (e.g., adult skills, basic skills, generational poverty).
2. Develop and implement mentoring opportunities to build pro-social connections across Codington County.
3. Explore opportunities to provide long-term supports and resources to build capacity for self-sufficiency among Codington County residents.
4. Explore community perceptions and awareness of social services, stigma related utilization of social services, and/or barriers to access social services.
5. Explore opportunities to offer adequate, safe childcare in Codington County.



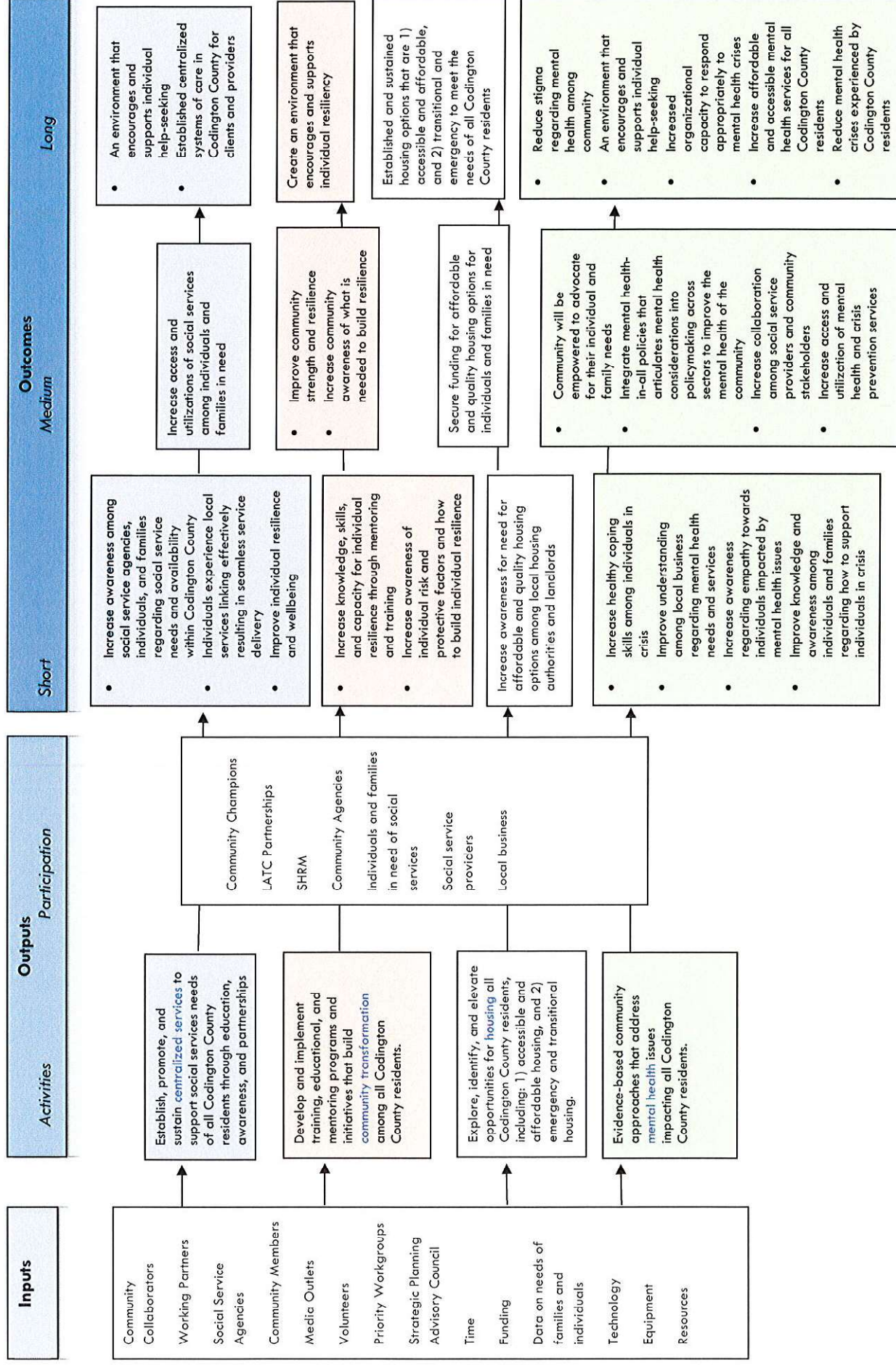
1. Develop a process for a closed loop referral system that ensures a "warm hand-off" so community members receive appropriate service in a timely manner.
2. The Helpline Center will maintain an up-to-date comprehensive resource list as the primary on-line resource for social service agencies in Codington County.
3. Community agencies will collaborate to establish centralized locations to physically access social services.
4. Provide education to social service providers, community leaders, and the general public regarding available resources, services and entities; personal responsibility, and how to support clients.
5. Increase public awareness of people who are underserved due to social and economic issues in Codington County.



# APPENDIX D

## CODINGTON COUNTY SOCIAL SERVICES STRATEGIC PLAN 2022-2027

Goal: Build a system of care through collaboration across agencies, families, and individuals to identify and improve social service needs for Codington County residents.







**2023 APPLICATION FOR BRIDGE  
IMPROVEMENT GRANT (BIG) PE FUNDS  
or LOCAL ~~FEDERAL~~ BRIDGE  
REPLACEMENT or REMOVAL FUNDS**

South Dakota Department of Transportation  
SUBMIT APPLICATION TO: [Colton.Stahl@state.sd.us](mailto:Colton.Stahl@state.sd.us)

<b>Identification</b>	Bridge ID # <u>15-157-025</u>	Fed Functional Classification: Rural Local
	Owner <u>Codington County</u>	Over: Big Sioux River
	Location <u>Cottonwood Street (County Hwy 2), 0.8 miles east of 451 Avenue</u>	Road/Street/Avenue Name: Cottonwood St. (County Hwy 2)
		BIG Score: NA Mod. BIG Score: 36.600
<b>Program</b>	Application for (check only one): <input type="checkbox"/> Federal Removal Project (Design & Construction) <input checked="" type="checkbox"/> Federal Replacement Project (Design & Construction) PE-BIG completed (PCN 08TC) <input type="checkbox"/> Bridge Improvement Preliminary Engineering Grant (Survey & Hydraulics) <input type="checkbox"/> Both Federal Replacement Project & Bridge Improvement Preliminary Engineering Grant	
<b>Grant (BIGs Only)</b>	Total Project Amount \$ <u>NA</u> = Requested Grant Amount \$ <u>NA</u> + Local Match \$ <u>NA (0%)</u> (20% minimum) If Higher Percent Used Show Here <u>NA</u> %	
<b>Eligibility (BIGs Only)</b>	All Projects: (Attach separate sheet with explanation if any of the following are False) <u>NA</u> Structure serves multiple residences, farms, ranches or a multi-lot development? <input type="checkbox"/> True <input type="checkbox"/> False Structure is located on a Full Maintenance Road? <input type="checkbox"/> True <input type="checkbox"/> False Roadway does not terminate into a field entrance, driveway, single residence, farm, or ranch? <input type="checkbox"/> True <input type="checkbox"/> False Local Public Agency (LPA) is in full compliance with Federal and State NBIS requirements? <input type="checkbox"/> True <input type="checkbox"/> False County Applicant: Amount of County Wheel Tax per wheel for >6000 lb classification: _____ Is the structure listed in the Approved County 5-Year Plan <u>or</u> <input type="checkbox"/> Yes <input type="checkbox"/> No Revised Plan (Attach with signed standard resolution)? Has general maintenance been performed on the structure? ( <b>Must attach maintenance records.</b> ) <input type="checkbox"/> Yes <input type="checkbox"/> No Preliminary Engineering: Attach cost proposal (DOT cost plus fixed fee format for the requested work; maximum allowable fixed fee = 13%)	
<b>Prioritization</b>	Describe the economic importance of evaluating/replacing this bridge (attach additional sheets as needed): ✓ The bridge is posted for weight limit restrictions (Single Unit 20 Tons / Combinations 32 Tons). ✓ The bridge is located on a field to farm to market route. ✓ The bridge is located on a mail route.	
<b>LPA Authorization</b>	Rick Hartley, Highway Supt. LPA Contact (print) Contact email and phone number: <u>cchighwaydept@vastbb.net 605-882-6271 office</u> Attach resolution from Commission/Council authorizing application for grant(s). see attached	

**BRIDGE IMPROVEMENT GRANT / LOCAL FEDERAL BRIDGE PROGRAMS  
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Codington County wishes to submit an application(s)  
for consideration of award for the Bridge Improvement Grant and/or Local Federal Bridge Programs:

STRUCTURE NUMBER(S) AND LOCATION(S): 15-157-025

Cottonwood Street (County Hwy 2),  
0.8 miles east of 451 Avenue

and WHEREAS, NA certifies that the project(s) are listed in  
the county's Five-Year County Highway and Bridge Improvement Plan\*;

and WHEREAS, Codington County agrees to pay the NA % match on the  
Bridge Improvement Grant funds and/or 0.0% match on the Local Federal Bridge funds;

and WHEREAS, Codington County hereby authorizes the Bridge  
Improvement Grant and Local Federal Bridge application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the  
attached Bridge Improvement Grant and/or Local Federal Bridge application(s).

Vote of Commissioners/Council: Yes \_\_\_\_\_ No \_\_\_\_\_

Dated at \_\_\_\_\_, SD, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

ATTEST:

\_\_\_\_\_  
County Auditor/City Finance Officer

\_\_\_\_\_  
Chairman/Mayor

**\*NOTES:**

- not applicable for cities applying for the grant – simply mark 'NA'
- not applicable if applying for ONLY the Local Federal Bridge Program – simply mark 'NA'

**Minimum required for Bridge Improvement Grant is 20%; must match percent shown on application.**



Quote Number: **SFCCCSD22-01**  
Today's Date: July 8<sup>th</sup>, 2022  
Quote Valid Date: August 8<sup>th</sup>, 2022

**Shipping Information:**

Codington County Detention Center  
Attn: Justin Halajian  
119 South Maple  
Watertown, SD 57201  
(605) 882-6284  
[jhalajian@codington.org](mailto:jhalajian@codington.org)

**Billing Information:**

Codington County Purchasing  
119 S. Maple Street  
Watertown, SD 57201

Please allow this letter to confirm our scope of work and price for this referenced project.

**Detailed Scope of Work per Specification Sections**

**I. Scope of Work**

- A. Furnish & Installation of (2) two new Southern Steel 3150LX.bHC maximum security cell gate operators, with a price option to furnish & install (1) SS 3150LX.bHC. Southern Folger Contracting Inc. will remove your worn and obsolete operators located at your "Cell entry". These operators will be taken to a pre-determined scrap area for your disposal. SFC will then install the new operator (s) with no release columns in their place. We will reuse your existing grille gates but provide new hangers for those gates, the new housings will include hinged covers. Your existing controls wiring will be reused to operate the new gate operators. Housings will be primed for paint. Finished painting is not included. All work to be performed during normal business hours (M-F 8am-5pm).

Quantity	Description
2	Southern Steel 3150LX.bHC01 w/ hinged lids & 28 ½" Clear Opening
1	Price Option to furnish & install (1) SS 3150LX.bHC01 w/ hinged lid

- B. All project management, labor, tools, travel expenses, and ancillary expenses required to complete the scope of work as described herein. We will require two (2) independent 220 VAC 40-amp circuits with a 50-amp twist lock plug per work area for use with our plasma cutters and welders.
- C. All engineering, drafting, and CAD work required, to complete the scope of work as described herein.

- D. Delivery will be FOB Origin by common carrier with freight allowed to the job site.
- E. If other concealed or unknown conditions which affect the whole or in part the performance of the scope of work are encountered, then Southern Folger Contracting shall stop work and provide written notice thereof to the owner before conditions are further disturbed. This proposal shall be adjusted accordingly to account for additional staffing, additional mobilization/demobilization, increased labor, additional material, delays, or other costs as required and a change order issued prior to continuing the scope of work.
- F. ***Due to any unforeseen circumstances that might arise due to COVID***, such as facility lockdowns or staffing shortages, SFC will notify customers 3 days prior to any technician's arrival to ensure this scope of work can take place. SFC will not send technicians to facility unless customer responds to the 3-day arrival date notification. If, by chance, SFC technicians arrive unaware that facility has enforced a COVID related shutdown without notice, SFC will issue a change order to reflect an additional mobilization cost. No additional cost will be charged if SFC receives prior notice before mobilization occurs.

## II. General Qualifications, Exclusions and Terms and Conditions

- A. Any sales or use taxes. *This proposal does not include any use of sales tax.* Please provide tax-exempt certificate if exempt with any Purchase Orders.
- B. We exclude performance and payment bonds from total price. If bond is required, please let your sales representative know if needs to be added to total price.
- C. We specifically exclude the following:
  - 1. Finish paint and painting.
  - 2. All non-security and security sealants, except as noted.
  - 3. Conduit, wire, and wiring, except as noted.
  - 4. Any electrical or electronic controls work. Not responsible for existing wiring problems or control issues or delays caused by them.
  - 5. Abatement of hazardous materials i.e., lead and or asbestos.
  - 6. Down or lost time due to facility security issues including but not limited to lockdowns.
  - 7. Any hardware not specifically identified in this proposal.
  - 8. Rebar through frames and anchors
  - 9. All structural steel members and/or components unless specifically indicated above.
  - 10. Prime and finish paint. We will prime paint only the areas disturbed by our welding.
  - 11. Refuse containers and trash removal from site, except as noted.
  - 12. Portable toilets and/or hand wash facilities.
  - 13. Repair of any embeds, concrete, floor, and/or any other substrate damage and patching.
  - 14. Permits, permit fees and special license requirements.
  - 15. Testing, inspections, fire ratings, U.L labeling and any associated fees.
  - 16. Not responsible for wear on existing mechanism that we are not rebuilding or replacing.
  - 17. All allowances.



D. Contract Execution Terms and Conditions

1. Our proposal is based on execution of a mutually agreeable contract, which will incorporate this proposal in its entirety.
2. Our proposal is based upon reaching a mutually agreeable schedule during normal daylight hours. We will provide schedule input for incorporation into your schedule using durations and sequencing to support the overall completion and owner acceptability of the project.
3. We will begin engineering submittals with an initial letter of intent to contract with a notice to proceed until we receive your executed contract.
4. Southern Folger Contracting will bill 20% for Engineering when your order is approved and turned over in our system. We will then proceed with monthly progress payments in accordance with a mutually agreeable schedule of values that includes, general conditions, material delivery, stored materials, and installation. Payment terms are net 30 days unless otherwise agreed and stated.
5. Our proposal is based on having free and clear access to a specific number of devices each day.
6. Deviations from these items could affect our proposed price.
7. Due to the volatile nature of material & fuel costs, Southern Folger Contracting can only honor pricing for **thirty (30) days** from the date of this quotation and thereafter will be subject to revision.
8. Our proposal is based on monthly progress payments against a schedule of values that includes, engineering, general conditions, stored materials, and installation.
9. Thirty days after receipt of a Letter of Intent all quotes are subject to a price escalation if a purchase order has not been received. One Hundred Eighty (180) days after receipt of a purchase order all quotes are subject to a price escalation if all project information has not been submitted. (i.e....hardware schedule, etc.)

III. Warranty

Equipment and manufacturing workmanship are warranted against defects for one (1) year after installation. Warranty is limited to repair or replacement of equipment deemed to have failed under regular conditions of normal use and excludes failures attributable to misuse or vandalism.



IV. Lead Time – As of the date of this quotation, our lead times are as follows:

- A. Submittals: 6 - 8 weeks after receipt of acceptable purchase order and all project documents. (i.e. Plans, specifications and all addenda)
- B. Due to high factory demands, shipment of materials has been pushed back from original expected arrival date. Initial shipment of products: 18-22 weeks after receipt of all information required for fabrication, including approved shop drawings, submittals, hardware schedules, and approved keying.
- C. Lead times are subject to change without notice. Final shipping schedule will only be determined after receipt of all approvals.

**Total price for Scope of Work for (2) Operators:** \_\_\_\_\_ **Dollars (\$78,508.00)**  
*Total price does not include sales tax. Please provide tax exempt form with any purchase orders.*

**Total price for Scope of Work for (1) Operator:** \_\_\_\_\_ **Dollars (\$64,370.00)**  
*Total price does not include sales tax. Please provide tax exempt form with any purchase orders.*

If you have any questions concerning this proposal, please contact the undersigned at (210) 740-3284. To reduce handling time should you email or fax a purchase order in, please reference our quote number and address it to Ryan Baker.

Thank you for the opportunity of quoting your work.

Southern Folger Contracting, Inc.

*Ryan M. Baker*

Office: (210) 740-3284

Central Regional Sales Manager

[ryan@southernfolgercontracting.com](mailto:ryan@southernfolgercontracting.com)

[www.southernfolgercontracting.com](http://www.southernfolgercontracting.com)

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*Thank you for your Interest in Southern Folger Contracting!*

Quote Number: SFCCCS22-01  
Today's Date: July 8<sup>th</sup>, 2022  
Quote Valid Date: August 8<sup>th</sup>, 2022

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119 South Maple  
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(605) 882-6284  
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**Billing Information:**

Codington County Purchasing  
119 S. Maple Street  
Watertown, SD 57201

Please allow this letter to confirm our scope of work and price for this referenced project.

**Detailed Scope of Work per Specification Sections**

**I. Scope of Work**

- A. Furnish & Installation of (2) two new Southern Steel 3150LX.bHC maximum security cell door operators & (2) new Sliding Detention Hollow Metal Doors. Southern Folger Contracting Inc. will remove your worn and obsolete operators located at your "Cell entry". These operators will be taken to a pre-determined scrap area for your disposal. SFC will then install the new operator (s) with no release columns in their place. The new housings will include hinged covers. SFC will additionally install (2) new 12 ga. DHM doors each with appx. 20" X 30" 11/16" clear secure glazing views, and each with a food pass mounted with bolt on hinges and stops. No food pass locks will be provided per customer request. SFC will provide an option add-on cost to have food pass locks furnished and installed. Doors will include new hangers and door/wall guides. Your existing controls wiring will be reused to operate the new gate operators. Housings will be primed for paint. Finished painting is not included. All work to be performed during normal business hours (M-F 8am-5pm).

Quantity	Description
2	Southern Steel 3150LX.bHC01 w/ hinged lids & 28 1/2" Clear Opening
2	12 gauge HRS HMD Doors prepped for 20 X 30 visions and food passes
2	11/16" Secure Tem. Poly High Security Glazing Views
4	Bolt on Hinges with rest to mount new food pass doors

- B. All project management, labor, tools, travel expenses, and ancillary expenses required to complete the scope of work as described herein. We will require two (2) independent 220



VAC 40-amp circuits with a 50-amp twist lock plug per work area for use with our plasma cutters and welders.

- C. All engineering, drafting, and CAD work required, to complete the scope of work as described herein.
- D. Delivery will be FOB Origin by common carrier with freight allowed to the job site.
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  - 4. Any electrical or electronic controls work. Not responsible for existing wiring problems or control issues or delays caused by them.
  - 5. Abatement of hazardous materials i.e., lead and or asbestos.
  - 6. Down or lost time due to facility security issues including but not limited to lockdowns.
  - 7. Any hardware not specifically identified in this proposal.
  - 8. Rebar through frames and anchors
  - 9. All structural steel members and/or components unless specifically indicated above.
  - 10. Prime and finish paint. We will prime paint only the areas disturbed by our welding.
  - 11. Refuse containers and trash removal from site, except as noted.

12. Portable toilets and/or hand wash facilities.
13. Repair of any embeds, concrete, floor, and/or any other substrate damage and patching.
14. Permits, permit fees and special license requirements.
15. Testing, inspections, fire ratings, U.L labeling and any associated fees.
16. Not responsible for wear on existing mechanism that we are not rebuilding or replacing.
17. All allowances.

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6. Deviations from these items could affect our proposed price.
7. Due to the volatile nature of material & fuel costs, Southern Folger Contracting can only honor pricing for **thirty (30) days** from the date of this quotation and thereafter will be subject to revision.
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- C. Lead times are subject to change without notice. Final shipping schedule will only be determined after receipt of all approvals.

**Total price for Scope of Work for Scope of Work A:** \_\_\_\_\_ **Dollars (\$97,304.00)**  
*Total price does not include sales tax. Please provide tax exempt form with any purchase orders.*

**Add on cost for Detention Food Pass Locks:** \_\_\_\_\_ **Dollars (\$2,472.00)**  
*(Price includes 2 SS 1017 Snap Latch FP Locks & 4 additional Cut Keys; Both locks installed)*

If you have any questions concerning this proposal, please contact the undersigned at (210) 740-3284. To reduce handling time should you email or fax a purchase order in, please reference our quote number and address it to Ryan Baker.

Thank you for the opportunity of quoting your work.

Southern Folger Contracting, Inc.

*Ryan M. Baker*

Office: (210) 740-3284

Central Regional Sales Manager

[ryan@southernfolgercontracting.com](mailto:ryan@southernfolgercontracting.com)

[www.southernfolgercontracting.com](http://www.southernfolgercontracting.com)

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*Thank you for your Interest in Southern Folger Contracting!*



Opt #64-1.1.1

## \*\* CHECKS DETAILED HISTORY REPORT \*\*

Fund	Act	G/L #	Vendor Name	Description	Box	Status	Check#	Amount
101	411.0	429.31	ERA - 1 RENT/UTILITIES					
		07/12/2022	AC PROPERTIES	NATALIE MAX RENT	99		164153	1,120.00
		07/12/2022	MUNICIPAL UTILITIES	ACCT#16277-06R	99		164249	185.04
		07/12/2022	MUNICIPAL UTILITIES	ACCT#14933-12	99		164249	207.00
		07/12/2022	JOE WILLIAMS	CARRIE FINLEY - RENT	99		164313	3,400.00
				Total For G/L #: 429.31				4,912.04
101	411.0	429.32	ERA - 2 RENT/UTILITIES					
		07/12/2022	AC PROPERTIES	JOSH BROWN DEPOSIT/RENT	99		164153	3,250.00
		07/12/2022	CHRISTIANSON APARTMENTS	JOHN KOECK RENT	99		164179	2,687.00
		07/12/2022	CORNELL APARTMENTS	MATTHEW MARTIAN - RENT	99		164188	1,622.00
		07/12/2022	PAUL GRIEPP	KERRI HARD HEART - RENT	99		164210	1,980.00
		07/12/2022	PAUL GRIEPP	TERESA FALCONE - RENT	99		164210	8,645.00
		07/12/2022	MAXINE KEMP	LAURA HOFER - RENT	99		164223	1,000.00
		07/12/2022	K&R MANAGEMENT	UNIT#8-1024	99		164225	40.46
		07/12/2022	K&R MANAGEMENT	UNIT#13-910	99		164225	19.37
		07/12/2022	K&R MANAGEMENT	UNIT#9-1019	99		164225	29.70
		07/12/2022	K&R MANAGEMENT	UNIT#9-1005	99		164225	32.27
		07/12/2022	LES MCELHANY PROPERTIES	KAY REISTER - RENT	99		164228	3,250.00
		07/12/2022	MUNICIPAL UTILITIES	ACCT#14130-24	99		164249	279.68
		07/12/2022	MUNICIPAL UTILITIES	ACCT#9525-39	99		164249	194.22
		07/12/2022	MUNICIPAL UTILITIES	ACCT#11698-27	99		164249	114.82
		07/12/2022	MUNICIPAL UTILITIES	ACCT#11726-1	99		164249	29.34
		07/12/2022	MUNICIPAL UTILITIES	SECURITY DEPOSIT	99		164249	250.00
		07/12/2022	MUNICIPAL UTILITIES	ACCT#1218-28R	99		164249	419.38
		07/12/2022	MUNICIPAL UTILITIES	ACCT#3791-12R	99		164249	268.35
		07/12/2022	MUNICIPAL UTILITIES	ACCT#14639-16R	99		164249	168.48
		07/12/2022	MUNICIPAL UTILITIES	ACCT#16152-39R	99		164249	65.55
		07/12/2022	MUNICIPAL UTILITIES	ACCT#974-08	99		164249	207.14
		07/12/2022	MUNICIPAL UTILITIES	SECURITY DEPOSIT	99		164249	250.00
		07/12/2022	STEVEN SKINNER	SAIGE WERDEL - RENT	99		164287	3,000.00
		07/12/2022	WATERTOWN MHP, LLC	ACCT#178482 - RENT	99		164308	963.56
		07/12/2022	WATERTOWN MHP, LLC	SCOT GULDEN - RENT	99		164308	1,155.00
		07/12/2022	WATERTOWN MOBILE HOME PARK	KAITLIN MCHUEN - RENT	99		164309	3,535.00
		07/12/2022	WILKSHIRE APARTMENTS	DAWN TRUJILLO - RENT	99		164312	3,300.00
				Total For G/L #: 429.32				36,756.32
				Total For Act #: 411.0				41,668.36
			Total For Fund#:	101				41,668.36

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Sara Foust		DATE 7/8/2022
EFFECTIVE DATE 7/1/2022	POSITION TITLE Welfare Director	DEPARTMENT Welfare
CURRENT STEP 1	NEW STEP 2	
CURRENT PAY RATE <i>grade 55</i> \$5,298.30 / \$30.45	NEW PAY RATE <i>grade 55</i> \$5,430.54 / \$31.21	
REASONS FOR CHANGE  Annual employee step increase		

EMPLOYEE SIGNATURE *Sara Foust*

DEPARTMENT HEAD SIGNATURE \_\_\_\_\_

DATE 7/8/2022

COUNTY COMMISSIONERS \_\_\_\_\_

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

**FILED**

JUL 15 2022

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Kari Kraayenbrink		DATE 7/8/2022
EFFECTIVE DATE 7/1/2022	POSITION TITLE Administrative Specialist	DEPARTMENT Welfare & Facilities Management
CURRENT STEP 1	NEW STEP 2	
CURRENT PAY RATE \$3,577.44 <i>grade 30</i> <i>/\$20.56</i>	NEW PAY RATE \$3,667.92 <i>grade 30</i> <i>/\$21.08</i>	
REASONS FOR CHANGE  Annual employee step increase		

EMPLOYEE SIGNATURE *Kari Kraayenbrink*

DEPARTMENT HEAD SIGNATURE *Sara Fox*

DATE 7/8/2022

COUNTY COMMISSIONERS \_\_\_\_\_

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

**FILED**


JUL 15 2022

CODINGTON COUNTY AUDITOR



PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Nicole LaVallie		DATE 7/8/2022
EFFECTIVE DATE 7/1/2022	POSITION TITLE Community Care Coordinator	DEPARTMENT Welfare
CURRENT STEP 1	NEW STEP 2	
CURRENT PAY RATE \$3,406.92 / <del>\$19.58</del> <sup>grade 25</sup>	NEW PAY RATE \$3,492.18 / <sup>grade 25</sup> \$20.07	
REASONS FOR CHANGE  Annual employee step increase		

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 7/8/2022

COUNTY COMMISSIONERS \_\_\_\_\_

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

**FILED**

JUL 15 2022

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Becky Goens		DATE 7/1/2022
EFFECTIVE DATE 7/1/2022	POSITION TITLE Sr. Admin. Specialist <i>35</i>	DEPARTMENT Extension
CURRENT STEP 4	NEW STEP 5	
CURRENT PAY RATE \$24.36	NEW PAY RATE <i>\$24.97 4344.78</i>	
REASONS FOR CHANGE  Anniversary step increase		

EMPLOYEE SIGNATURE *Becky Goens*

DEPARTMENT HEAD SIGNATURE *Jodi Lochner*

DATE *6/30/2022*

**FILED**

JUL 12 2022

COUNTY COMMISSIONERS \_\_\_\_\_

CODINGTON COUNTY AUDITOR

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Kim Johnson		DATE 7/1/2022
EFFECTIVE DATE 7/1/2022	POSITION TITLE Administrative Specialist 30	DEPARTMENT Extension
CURRENT STEP 1	NEW STEP 2	
CURRENT PAY RATE \$20.56	NEW PAY RATE \$21.08 3667.92 CB	
REASONS FOR CHANGE  Anniversary step increase		

EMPLOYEE SIGNATURE Kim Johnson

DEPARTMENT HEAD SIGNATURE Jodi Loehrer

DATE 6/30/2022

**FILED**

JUL 12 2022

COUNTY COMMISSIONERS \_\_\_\_\_

CODINGTON COUNTY AUDITOR

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/ <u>CHANGE OF STATUS</u>		
EMPLOYEE NAME <i>Jan Steele</i>		DATE <i>7-7-22</i>
EFFECTIVE DATE <i>7/1/22</i>	POSITION TITLE <i>Victim Witness Services Coordinator</i>	DEPARTMENT
CURRENT STEP <i>10 grade 45</i>	NEW STEP <i>11 grade 45</i>	
CURRENT PAY RATE <i>\$32.92</i> <i>5128.08</i>	NEW PAY RATE <i>\$33.74</i> <i>5870.76</i>	
REASONS FOR CHANGE  <i>Annual Step Increase</i>		

EMPLOYEE SIGNATURE *Jan Steele*

DEPARTMENT HEAD SIGNATURE \_\_\_\_\_

DATE *7-7-22*

COUNTY COMMISSIONERS \_\_\_\_\_

DATE \_\_\_\_\_

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

**FILED**

JUL 07 2022

CODINGTON COUNTY AUDITOR



CODINGTON COUNTY

FILED

JUL 12 2022

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

CODINGTON COUNTY AUDITOR

Department Detention center

Name of traveling employee 2

Employee title COS Employee status exempt ☐ nonexempt ☐

Purpose of travel 2417 training

Method of transportation Sheriff's Van

Destination South Falls

Departure date and time \_\_\_\_\_ Destination arrival date and time \_\_\_\_\_

Return departure date and time \_\_\_\_\_ Return arrival date and time \_\_\_\_\_

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) NA

Lodging expense NA

Meals X Registration NA

Other costs \_\_\_\_\_

Overtime costs involved in the requested travel \_\_\_\_\_

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

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

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

County Commission

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

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

CODINGTON COUNTY

FILED

JUL 12 2022

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Detention Center

CODINGTON COUNTY AUDITOR

Name of traveling employee 3

Employee title CO'S Employee status exempt ☐ nonexempt ☐

Purpose of travel Detention training

Method of transportation Sherriff's Van

Destination Brookings

Departure date and time \_\_\_\_\_ Destination arrival date and time \_\_\_\_\_

Return departure date and time \_\_\_\_\_ Return arrival date and time \_\_\_\_\_

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) NA

Lodging expense NA

Meals X Registration NA

Other costs \_\_\_\_\_

Overtime costs involved in the requested travel \_\_\_\_\_

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

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

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

County Commission

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

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

**CODINGTON COUNTY**

**INDIVIDUAL EMPLOYEE TRAVEL REQUEST**

Department Welfare

Name of traveling employee Nicole LaVallie

Employee title Community Care Coordinator Employee status exempt ☐ nonexempt ☒

Purpose of travel Ongoing Meetings with clients and going to meetings

Method of transportation County vehicle if available or personal vehicle

Destination Codington County – client homes and meeting locations

Departure date and time TBD From 6/1/2022 – 12/31/2022 Destination arrival date and time TBD

Return departure date and time TBD Return arrival date and time TBD

**Costs of travel**

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) Federal mileage rate reimbursed by CHW grant

Lodging expense None

Meals 0 Registration 0

Other costs n/a

Overtime costs involved in the requested travel not anticipated

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

Yes ☐ No ☐ If no, why \_\_\_\_\_

Is this travel a budgeted item? Yes X No Covered under grant

**County Commission**

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

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

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Extension - 4-H

Name of traveling employee Jodi Loehrer

Employee title 4-H Youth Program Advisor Employee status exempt nonexempt       

Purpose of travel National Association of Extension 4H Youth Development Conference

Method of transportation State vehicle

Destination Madison, Wisconsin

Departure date and time 9 AM Destination arrival date and time 6 PM

Return departure date and time 10 AM al date and time 7 PM 2

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) State vehicle - \$600, depends on how many travel together

Lodging expense \$450

Meals \$150 Registration \$475

Other costs \$100 ~ parking fee shared

Overtime costs involved in the requested travel NA

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

Yes        No        If no, why       

Is this travel a budgeted item? Yes X No        Travel is also pending approval from SDSU.

County Commission

Travel request approved: yes        no        Comments       

Commission Chairman,        Date