

**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, August 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 August 9, 2022, agenda
5. Action to approve the August 2, 2022, minutes of the Board of Codington County Commissioners
6. 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)
7. Monthly Reports
  - a. Auditor
  - b. Director of Equalization
  - c. Welfare Director
8. Action to approve the Auditor's Acct. w/Treasurer and monthly Register of Deeds fees
9. 9:30 a.m., Phone system presentation from Midco representatives
10. Action to approve purchase of spray logger equipment for the Weed Dept. as budgeted
11. Action to declare copier purchased in 2010 surplus to be destroyed
12. Discussion/possible action to enact a Burn Ban
13. Review of 2023 Budget requests - Coroner
14. Action to approve claims for payment
15. Action to approve automatic budget supplements – Haul Road Restoration & ERA Welfare funds
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:
  - a. Sioux Valley Commissioners Association meeting, Wednesday, August 10<sup>th</sup>, Madison, SD

- b. **Dedication of, US Army Sergeant, James Haider bridge, at the BG Ernie Edwards Readiness Center on Saturday, August 13<sup>th</sup>, at 10:30 a.m.**
- c. **SDACO/SDACC annual convention, September 12-13, Pierre, SD**

**19. Old Business**

**20. New Business**

**21. Open**

- a. **Public Comments**
- b. **Commission Comments**

**22. Action to adjourn until 9:00 a.m., Tuesday, August 16<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**

August 2, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 2, 2022, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chair Hanten, presiding. The pledge of allegiance was led by Auditor, Cindy Brugman.

**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 Waterman, to approve the August 2<sup>nd</sup>, 2022 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of July 26<sup>th</sup>, 2022; all voted aye; motion carried.

**MONTHLY REPORTS**

**Veterans Service Officer, Todd Rose**, updated the Board: There were 0 transports in July and 2 transports currently scheduled for August. 1 transport was coordinated with the Rides to Wellness grant with Community Transit. The sponsor recognition decal has been installed on the new DAV transport van. Graphics and installation were donated by Sign Pro of Watertown. The old transport vehicle, a Ford Explorer, will be titled by the DAV and when the vehicle is sold, funds will be distributed back on a percentage, to the organizations who originally funded the purchase of the vehicle in the 2009-time frame. The "Veterans Crisis Line" has a new phone number, dial 988 then press 1. A bridge dedication will be held on Saturday, August 13<sup>th</sup> 2022 at 10:30 a.m., for US Army Sergeant, James Haider, at the BG Ernie Edwards Readiness Center. The Haider Bridge will be located at the Big Sioux River on the west side of US Hwy 212. A security camera and full see-through screen door for the Veterans Service office is being explored at this time.

**DETENTION CENTER DOOR LOCKS UPGRADE/PANIC ALARM PROJECT**

Motion by Gabel, second by Waterman, to approve a proposal, from Integrated Technology & Security, in the amount of \$14,689.33, to continue a door locks upgrade project and install a panic alarm in the Nurse's station, as budgeted; all voted aye; motion carried.

**SURPLUS EQUIPMENT**

Motion by Johnson, second by VanDusen, to declare the following equipment, surplus to be destroyed, per the request of Sheriff, Brad Howell: 2-056 Wrangler floor scrubber s/n 4699AA0A; 471 HP Prodesk Computer s/n MXL7382KR1, 471 HP Prodesk Computer s/n MXL7382KRP; all voted aye; motion carried.

**TAX DEED AUCTION RESOLUTION**

The Board approved the following resolution for the sale of property tax record #12363 by tax deed proceedings:

**RESOLUTION 2022-18**

**APPROVING THE SALE OF COUNTY LAND ACQUIRED BY TAX PROCEEDINGS**

**WHEREAS, PURSUANT TO DIRECTION FROM** the Board of County Commissioners of Codington County, South Dakota, the County Auditor did heretofore offer for sale, on the 26<sup>th</sup> day of July 2022, the hereinafter described real property belonging to said County, which was acquired by said County by tax deed, and

**WHEREAS,** it now appears from the said County Auditor's report of sale on file herein and from the proof of publication of Notice of Sale attached to said report and on file herein that all the proceedings necessary to a legal sale have been completed and the following have offered the following price for the following described real property to-wit.

**Purchaser:** Jeffrey A. Riley, 405 27<sup>th</sup> St NW, Watertown, SD

**Legal Description:** The S16.75 feet of Lot No. 9 and All of Lot No. 10, in Block No. 40, of the Subdivision entitled: "Watertown Town Lot Company's Subdivision of Lots 4, 5, and 6 in Block 37 and Lots 1, 2, 3, 18, 19 and 20, in Blocks 40, 41, 46, 47, 64 and Lots 1, 2, 3, 15, 16, and 17, in Block 65, of the Second Railway Addition to the Town of Watertown", Codington County, South Dakota, according to the recorded plat thereof.

**Purchase Price:** \$12,000.00

Which full amount of the purchase price has been deposited with the County Treasurer;

NOW THEREFORE, be it and it hereby is resolved by the Board of County Commissioners of Codington County, South Dakota in regular session on the 2<sup>nd</sup> day of August, 2022, that the sale of said premises to the above be and the same is hereby approved and the Chairman of the Board of County Commissioners of said Codington County, South Dakota is hereby authorized and directed to execute and the County Auditor to attest a Quit Claim Deed to said real property in the name of said County, and deliver said Quit Claim Deeds to said purchaser conveying to said purchaser all of the right, title, and interest of said County therein.

Dated this 2<sup>nd</sup> day of August, 2022

Motion by VanDusen, second by Gabel, to approve the above and foregoing resolution, all members present voted aye; motion carried.

Brenda Hanten  
Chair

ATTEST:

Cindy Brugman  
Auditor

**TAX DEED AUCTION QUIT CLAIM DEED**

Motion by Johnson, second by Waterman, to authorize the Auditor to issue a quit claim deed to Jeffery A. Riley for the purchase of property record #12363 at a tax deed auction held on Tuesday, July 26<sup>th</sup>, 2022; all voted aye; motion carried.

**AMERICAN RESCUE PLAN ACT OPERATING CASH TRANSFER**

Motion by Johnson, second by Gabel, to approve operating cash transfers from the ARPA fund in the amount of \$601,157.42, to the General Fund in the amount of \$485,731.48, Road and Bridge Fund in the amount of \$107,833.13, and Crime Victims fund in the amount of \$7,592.81; for July payroll costs; all voted aye; motion carried.

**PART TIME ELECTION CLERK**

Motion by VanDusen, second by Johnson, to approve hiring a temporary part-time Election clerk, as needed, during the time-frame for the 2022 General Election, as requested by the Auditor; all voted aye; motion carried.

**2023 BUDGET REQUEST REVIEW**

The Board reviewed 2023 budget requests for the following: Planning and Zoning, mandated budgets, and non-profits.

**PERSONNEL CHANGES**

The Board discussed a motion from July 26<sup>th</sup> to approve a change to the Personnel and Policies Procedure Manual, updating language, in Appendix A – compensation, regarding step increases for part time employees. Motion by Johnson, second by Waterman, to make this policy change effective July 1, 2022; all voted aye; motion carried. Motion by Johnson, second by Gabel, to approve the following personnel changes; all voted aye; motion carried: Part-time Correctional Officers; Jessica Johnson, step 2/\$23.18 per hour, effective July 1<sup>st</sup> and Lori Mills, step 6/\$25.59 per hour, effective July 1, 2022.

**ADJOURNMENT**

With no further business to come before the Board, a motion was made by Johnson, second by Gabel, to adjourn at 9:39 a.m., until 9:00 a.m., Tuesday, August 9<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 \$ \_\_\_\_\_

## AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in June 2022

Cash on Hand	\$9,668.89
Checks in Treasurer' possession less than 3 days	\$50,699.23
Credit Card Charges	\$14,377.69
Cash Items	\$457.36
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$75,203.17</b>

### RECONCILED CHECKING

First Interstate Bank (Memorial Park)	\$7,497.00
Reliabank Dakota	\$36,555,120.52

### INVESTMENTS

SD Public Funds Investment	\$7,259.80
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### TOTAL CASH ASSETS

**\$36,645,080.49**

### GENERAL LEDGER CASH BALANCES:

General	\$18,449,272.05
General restricted cash	\$500,000.00
Sp. Revenue	\$16,598,171.12
Sp. Revenue restricted cash	
Custodial	\$1,097,637.32
Schools	\$ 149,123.90
Townships	\$ 113,186.26
City/Towns	\$ 53,791.38

### TOTAL GENERAL LEDGER CASH

**\$36,645,080.49**

Dated this 2nd day of August, 2022

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County Auditor

FUND CASH BALANCES REPORT AS OF 08/03/2022  
CODINGTON COUNTY

Fund	Description	BALANCE
101	GENERAL FUND	18,449,272.05
101	GENERAL RESTRICTED CASH	500,000.00
	<b>TOTAL AT FUND GROUP:</b>	<b>18,949,272.05</b>
204	ROAD & BRIDGE FUND	10,728,148.93
204	ROAD & BRIDGE RESTRICTED CASH	.00
207	E-911 FUND	50,063.17
226	EMERGENCY MANAGEMENT FUND	188,269.65
228	VICTIM CRIME SERVICE FUND	55,878.53
229	DOMESTIC ABUSE FUND	1,032.71
231	W.I.C. FUND	29,111.23
233	COURTHOUSE BUILDING FUND	.00
248	24/7 SOBRIETY FUND	41,691.32
250	MODERNIZATION/PRESERVATION	206,154.53
256	SEARCH & RESCUE FUND	72,507.62
290	AMERICAN RESCUE PLAN FUND	4,870,525.70
295	RURAL ACCESS INFRASTRUCTURE	354,787.73
	<b>TOTAL AT FUND GROUP:</b>	<b>16,598,171.12</b>
706	SPECIAL HIGHWAY FUND	.00
721	SCHOOL DISTRICTS FUND	149,123.90
722	CIVIL TOWNSHIPS FUND	113,186.26
723	CITIES AND VILLAGES FUND	53,791.38
724	WATER DEVELOPMENT DIST. FUND	603.20
725	ADVANCE TAX COLLECTION FUND	.00
726	REGISTER OF DEEDS FUND	2,296.80
727	GAME, FISH & PARKS FUND	.00
728	CLERK OF COURT FUND	.00
729	TAX SALE REDEMPTION FUND	.00
733	SANITARY SEWER DIST. FUND	.00
734	DEPOSIT FUND	.00
735	TREASURER'S TRUST FUND	12,030.00
736	MUNICIPALITIES (5%) FUND	.00
738	FINES TO SCHOOLS FUND	.00
741	911 TRUST AND AGENCY FUND	.00
742	STATE MOTOR VEHICLE FUND	615,697.24
746	AUTO EXCISE TAX FUND	.00
755	SALES TAX FUND	3,018.54
758	BOOKMOBILE FUND	154.64
766	LAW LIBRARY FUND	10,800.04
769	MODERN/PRESERATION RELIEF	2,352.00
770	FIRE DEPT. MONIES	134,583.32
	<b>TOTAL AT FUND GROUP:</b>	<b>1,097,637.32</b>
	<b>TOTAL:</b>	<b>36,645,080.49</b>

OFFICIAL STATEMENT OF FEES COLLECTED  
REGISTER OF DEEDS STATEMENT OF FEES COLLECTED DURING THE MONTH  
OF JULY, 2022

The sum of **\$43,609.50** in fees has been collected by me as Register of Deeds for JULY, 2022

Ann Rasmussen being duly sworn, deposes and says that she is the Register of Deeds in and for CODINGTON COUNTY, State of South Dakota; that the foregoing statement is a true and correct report of all fees collected by me as such Register of Deeds, as required by law, during the month of JULY, 2022

*Ann Rasmussen*

Register of Deeds

Subscribed and sworn to before me this   1   day of   Aug   2022

*Cindy Brygman*

**CERTIFIED BIRTHS**

State Children's Fund (\$2.00)	<u>\$ 196.00</u>
County General Fund (\$5.00)	<u>\$ 490.00</u>
State EVRSS Fund (\$5.00)	<u>\$ 490.00</u>
State General Fund (\$3.00)	<u>\$ 294.00</u>
<b>TOTAL</b>	<b><u>\$ 1,470.00</u></b>

**CERTIFIED DEATHS**

County General Fund (\$5.00)	<u>\$ 455.00</u>
State General Fund (\$4.00)	<u>\$ 364.00</u>
State EVRSS Fund (\$6.00)	<u>\$ 546.00</u>
<b>TOTAL</b>	<b><u>\$ 1,365.00</u></b>

**FILED**  
AUG -1 2022  
CODINGTON COUNTY AUDITOR



**Receipt Totals**

By Date: 7/1/2022 12:00:00 AM - 7/29/2022 11:59:59 PM; Departments: All; Cash based.

Codington County

Monday, August 01, 2022 12:07 PM

**Summary:**

Receipt Item Totals		Paid	Charged	Debited	Total
Document:		\$36,590.00	\$1,000.00	\$0.00	\$37,590.00
Non Document:		\$4,677.00	\$1,444.40	\$0.00	\$6,121.40
<b>Subtotal:</b>		<b>\$41,267.00</b>	<b>\$2,444.40</b>	<b>\$0.00</b>	<b>\$43,711.40</b>

Payment on Account Totals		Applied:
		\$2,342.50
	Refunded:	\$0.00
	Unposted:	\$0.00
<b>Net Posted:</b>		<b>\$2,342.50</b>

Payments & Refunds		ACH:
		\$21,596.00
	Cash:	\$3,454.10
	Check (Refund):	-\$11.50
	Check:	\$18,555.90
	Money Order:	\$15.00
<b>Total:</b>		<b>\$43,609.50</b>

Revenue Account Activity		Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00	Marriage License 1	\$290.00	\$290.00	\$0.00	\$0.00
101-0-341.21	Reg. Deeds Filing/Recording 2	\$10,513.00	\$9,398.00	\$1,115.00	\$0.00
101-0-341.22	Reg. Deeds Transfer fees 3	\$25,302.00	\$25,302.00	\$0.00	\$0.00
229-0-321.00	Domestic Abuse Marriage Lic. 6	\$870.00	\$870.00	\$0.00	\$0.00
726-0-209.00	Reg. Deeds Fees - State 8	\$1,890.00	\$1,570.00	\$320.00	\$0.00
101-0-341.29	Reg. Deeds Other Fees 4	\$2,679.50	\$1,977.00	\$702.50	\$0.00
250-0-341.21	M&P Relief ROD Filing/Rec 7	\$1,239.00	\$1,116.00	\$123.00	\$0.00
769-0-209.00	M&P Relief ROD Allocation 9	\$826.00	\$744.00	\$82.00	\$0.00
<b>Total:</b>		<b>\$43,609.50</b>	<b>\$41,267.00</b>	<b>\$2,342.50</b>	<b>\$0.00</b>



AgTerra Technologies, Inc.  
 212 W Burkitt Street  
 Sheridan, WY 82801

(307) 673-1050

# Quote

Date	Quote No.
7/25/2022	22-2773

Name/Address
Codington County Weed & Pest 1910 W Kemp Ave Watertown, SD 57201-3048

Ship To

\*\*\* Quote is valid for 30 days \*\*\*

Item	Description	Qty	U/M	Rate	Total
SprayLogger...	SprayLogger E4 includes: 1 SprayLogger E4 Unit with 1 Flow Sensor Port and 3 Switch Ports & cables 1 External Power Adapter 1 GPS Antenna 1 Year Warranty	2		3,250.00	6,500.00
Additional P...	Additional Port/Channel + Cable 1 Flow port & 1 add'l Switch port per unit	4		250.00	1,000.00
SprayLogger...	SprayLogger Annual License	1		100.00	100.00
Customer Di...	Trade - in discount, must return 1 E3 units (\$500 ea.)			-500.00	-500.00
Customer Di...	Customer Loyalty Discount, 5% off 2nd SprayLogger (\$175)			-175.00	-175.00
Shipping & H...	Shipping and Insurance Charges	1		45.00	45.00

**Total - US Dollars      \$6,970.00**

Full payment in advance for products and services unless otherwise noted. 30 day return if products returned in original sellable condition; otherwise 15% restocking charge may apply. 1 year warranty on all hardware components covers ordinary usage. Please allow 30 days for delivery. Hardware orders shipped after payment is received.

Transaction fees for credit card payments may apply.

Taxes, if applicable are not estimated in this quotation.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Karen Jensen		DATE 8/2/2022
EFFECTIVE DATE 8/15/2022	POSITION TITLE Health Administrative Tech	DEPARTMENT WIC
CURRENT STEP 1	NEW STEP	
CURRENT PAY RATE \$ 17.80	NEW PAY RATE	
REASONS FOR CHANGE new hire		

EMPLOYEE SIGNATURE \_\_\_\_\_

DEPARTMENT HEAD SIGNATURE                     *Doebler*                    

DATE                     8/2/2022                    

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

DATE \_\_\_\_\_

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