

AGENDA
Codington County Board of Commissioners
Codington County Court House, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, August 2, 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 2, 2022, agenda**
5. **Action to approve the July 26th, 2022, minutes of the Board of Codington County Commissioners**
6. **Monthly Reports**
 - a. **Veteran Service Officer**
7. **Action to approve a project at the Detention Center to upgrade door locks and install a panic alarm as budgeted**
8. **Action to declare equipment surplus to be destroyed**
9. **Action to approve a resolution for the tax deed auction held on July 26th**
10. **Action to issue quit claim deed to successful bidder at July 26th tax deed auction**
11. **Action to approve ARPA funds operating cash transfer – July payroll**
12. **Action to authorize hiring of part time employee for election work as needed**
13. **Discussion/possible action to enact a Burn Ban**
14. **Review of 2023 Budget requests**
15. **Action to approve claims for payment**
16. **Action to approve automatic budget supplements**
17. **Action to approve personnel changes**
18. **Action to approve travel requests**
19. **Public Notices – a possible quorum of Commissioners could be in attendance at:**
 - a. **Codington County 4-H Achievement Days, August 1st – August 4th**
 - b. **National Night out for Law Enforcement, August 4th, uptown Watertown**

- c. Sioux Valley Commissioners Association meeting, Wednesday, August 10th, Madison, SD
- d. SDACO/SDACC annual convention, September 12-13, Pierre, SD

20. Old Business

21. New Business

22. Open

- a. Public Comments
- b. Commission Comments

23. 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)

24. Action to adjourn until 9:00 a.m., Tuesday, August 9th, 2022; at the Codington County Court House

Codington County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

**Official Proceedings
County of Codington
Codington County Court House
14 1st Ave SE
Watertown, SD 57201**

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 2nd, 2022 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of July 26th, 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 13th 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 26th 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 27th 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 2nd 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 2nd 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 26th, 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 26th 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 1st 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 9th, 2022; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of \$ _____