

**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, September 8, 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 September 8, 2022, agenda**
- 5. Action to approve the August 23, 2022, minutes of the Board of Codington County Commissioners**
- 6. Public Hearing on the 2023 Codington County Provisional budget**
- 7. Monthly Reports**
  - a. Community Health Nurse**
  - b. Extension**
  - c. Veteran's Service Officer**
- 8. Public meeting 9:30 a.m., Codington County 5-year Highway and Transportation Plan**
- 9. Action to approve a joint powers and funding agreement for Bridge Replacement**
- 10. Action to approve a work order for consultant services on County Highway 20 bridge**
- 11. Action to approve ARPA cash transfer for August payroll expense**
- 12. Discussion/possible action on personnel manual changes – part time employee benefits**
- 13. Action to approve claims for payment**
- 14. Action to approve automatic budget supplements**
- 15. Action to approve personnel changes**
- 16. Action to approve travel requests**
- 17. Public Notices – a possible quorum of Commissioners could be in attendance at:**
  - a. SDACO/SDACC annual convention, September 12-13, Pierre, SD**
- 18. Old Business**
- 19. New Business**

**20. Open**

- a. Public Comments
- b. Commission Comments

**21. 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)

**22. Action to adjourn until 9:00 a.m., Tuesday, September 20<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**

September 8, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Thursday, September 8, 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 Waterman, second by VanDusen, to approve the September 8<sup>th</sup>, 2022 agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of August 23<sup>rd</sup>, 2022; all voted aye; motion carried.

**2023 PROVISIONAL BUDGET PUBLIC HEARING**

The Board held a public hearing, as previously advertised, to allow any and all interested parties to comment on the 2023 Codington County Provisional Budget. Chair Hanten opened the public hearing at this time. No comments were offered by persons present for this hearing. Chair Hanten closed the public hearing at this time. The Board will conduct public hearings again, during their regular meetings, on September 20<sup>th</sup> and 27<sup>th</sup>, 2022. The provisional budget will be adopted during the Board's regular meeting on September 27<sup>th</sup> at which time the budget may be amended upon action of the Board.

**MONTHLY REPORTS**

Codington County, 8 September 2022

The Board received a written report from the **Codington County Community Health Office** with quarterly updates on the following: staff training; immunizations; WIC caseload; maternal health; child/adolescent services; community involvement; and statewide updates on Monkey Pox and West Nile Virus. Karen Jensen has been hired to replace Health Admin. Tech., Jeanie Ochsendorf, who has retired. **4-H/Youth Program Advisor, Jodi Loehrer**, updated the Board. The State Fair wrapped up on September 5<sup>th</sup>; Saturday, September 10<sup>th</sup>, is 4-H Day at the SDSU Jackrabbit football game; October 1<sup>st</sup> is the next 4-H Regional Teen Dash; National 4-H Week is October 2<sup>nd</sup> – 8<sup>th</sup>; and the annual 4-H Recognition event is scheduled for October 23<sup>rd</sup>. **Veterans Service Officer, Todd Rose, and Deputy Veterans Service Officer, Jay Roberts**, updated the Board. Jay will be working 1 to 2 days a week from now until his full time start date of 1/1/2023; Veterans Service Office Admin. Specialist, Peg Raml, will retire on October 31<sup>st</sup>; 2 DAV transports are scheduled for September and 2 transports were conducted in August; the Bridge dedication for SGT James Haider was conducted successfully in August; “Honor the Pact Act” public law, became effective August 10<sup>th</sup> and will expand VA health care benefits for Veterans exposed to burn pits and other toxic substances; the 9<sup>th</sup> Annual Watertown Veterans’ Appreciation Day event will be held on Thursday, September 15<sup>th</sup> at the BG Ernie Edwards Readiness Center; and during the month of August the office increased benefits by over \$200,000 for veterans, most of which is back pay for benefits which should have been paid when the claim was filed.

#### **JOINT POWERS/FUNDING AGREEMENT BRIDGE 15-216-220 REPLACEMENT**

Motion by Gabel, second by Waterman, to authorize the Chair to sign a Joint Powers and Funding Agreement for the bridge replacement project of structure 15-216-220 (located on County Road 20, 176<sup>th</sup> Street); replacement date scheduled for 2025; all voted aye; motion carried.

#### **COUNTY HIGHWAY 20 BRIDGE REPLACEMENT CONSULTING SERVICES**

Motion by Johnson, second by Waterman, to approve a work order for consulting services for a bridge replacement project on bridge structure 15-216-220 (located on County Road 20, 176<sup>th</sup> Street); all voted aye; motion carried.

#### **PUBLIC HEARING CODINGTON COUNTY FIVE YEAR HIGHWAY IMPROVEMENT PLAN**

The Board held a public hearing, as previously advertised, regarding the proposed Codington County Five Year Highway and Bridge Improvement Plan. The Auditor took a roster of all those present for this hearing. Highway Supt., Rick Hartley, reviewed the projects listed under the plan. Chair Hanten opened the public hearing and asked for comments from those present for this hearing. There were no comments offered specific to the plan. Chair Hanten closed the public hearing at this time. The Board will take action to adopt the plan during their regularly scheduled meeting on October 4, 2022.

#### **AMERICAN RESCUE PLAN ACT OPERATING CASH TRANSFER**

Motion by VanDusen, second by Gabel, to approve operating cash transfers from the ARPA fund in the amount of \$598,577.97, to the General Fund in the amount of \$495,427.08, Road and Bridge Fund in the amount of \$95,558.07, and Crime Victims fund in the amount of \$7,592.82; for August payroll costs; all voted aye; motion carried.

#### **PERSONNEL MANUAL CHANGES RE: PART TIME EMPLOYEE BENEFITS**

Human Resource Representative, Natalie Remund, presented the Board with several changes to the Employee personnel manual, regarding benefits to employees based on part-time status. Regarding employees who work less than 20 hours per week (Occasional employees) – no benefits will be offered. Regarding employees who work at least 20 hours per week but less than 40 hours week (Regular part-time employees) benefits are optional at employees expense and regular part-time employees qualifying for the South Dakota Retirement System have the option to participate in the SDRS Supplemental Retirement Fund, John Hancock, or Nationwide. Regarding employees who average 30 hours per week, for a 12 month period, and to comply with the Patient Protection and Affordable Care Act (PPACA), Codington County will conduct an annual measurement period in January-February of each year. During this

time, employee records for the prior twelve (12) months will be reviewed to determine if they averaged 30 hours per week or more. If so, the employee will be offered health insurance for the following twelve (12) month period. Codington County will pay 100% of the health insurance premium if the employee chooses single coverage. For employees wishing to insure spouses or other dependents on their health insurance plan, the County will pay 50% of the cost of the lowest deductible premium plan. The employee can select from the available plan options and if a higher deductible plan is chosen, the County's share will remain the same across the available options. Motion by Gabel, second by VanDusen, to approve the policy changes as outlined by the Human Resource Representative; all voted aye; motion carried.

### **SALARY CLAIMS**

Motion by Gabel, second by Johnson, to approve August payroll claims; all voted aye; motion carried. Commissioners: 10,778.26 total salaries. Auditor: 23,210.87 total salaries. Co. Treasurer: 34,728.08 total salaries. States Attorney: 36,297.61 total salaries; Danielle Rang 6119.58 new hire. Gov. Buildings: 19,478.35 total salaries. Dir. Equalization: 48,435.99 total salaries. Reg. of Deeds: 26,103.46 total salaries. Veterans Service: 13,762.64 total salaries. Sheriff: 100,093.84 total salaries. Co. Jail: 131,449.45 total salaries. Welfare: 15,925.61 total salaries. County Nurse: 4,302.96 total salaries; Karen Jensen 3097.20 new hire. Co. Park: 11,808.98 total salaries. Ag. Bldg.: 10,626.93 total salaries. Co. Extension: 10,950.02 total salaries. Weed: 8,845.41 total salaries. Planning Board: 453.67 total salaries. Road & Bridge: 95,558.07 total salaries. Emergency Management: 12,770.35 total salaries. Crime Victim: 7,592.82 total salaries. W.I.C.: 5,209.95 total salaries. Total 628,383.32. Breakdown of withholding amounts which are included in the above: S.D. Retirement 57,336.76; S.D. Retirement 75.98 spouse option; S.D. Supplemental Retire. 3,660.00 suppl. retire.; Sanford 82,014.06 ins.; Reliance Standard Life Insurance 725.61 life ins.; Delta Dental 6,383.82 ins.; Avesis 860.08 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 390.80 employee union dues; AFLAC 3,655.23 ins.; John Hancock 5,660.00 suppl. retire.; AFLAC 758.91 ins.; Watertown United Way 90.00 employee contributions; Office of Child Support 1253.00 employee payments; Sioux Valley Credit Union 25,406.00 employee payments; SDRS Supplemental Retirement 4,485.00 Roth retirement; Teamsters Local Union 120 422.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 43,378.58 federal withholding; ReliaBank Dakota 58,143.72 social security; ReliaBank Dakota 13,598.06 Medicare; SDRs Special Pay Plan 4,062.88 final payout of vacation time.

### **TRAVEL REQUESTS**

Motion by VanDusen, second by Waterman, to approve the following travel requests; all voted aye; motion carried: Emergency Management Director & Deputy Director, SD Emergency Management Association Conference; all voted aye; motion carried.

### **EXECUTIVE SESSION**

Motion by Johnson, second by Gabel, to enter into executive session, per SDCL 1-25-2 (3), preparing for contract negotiations with employees or employee's representatives; at 10:00 a.m.; all voted aye; motion carried. The Board returned to regular session at 11:08 a.m., no action was taken. Human Resource Representative, Natalie Remund was present for executive session. Commissioner VanDusen was excused at 11:03 a.m.

### **ADJOURNMENT**

With no further business to come before the Board, a motion was made by Johnson, second by Gabel, to adjourn at 11:08 a.m., until 9:00 a.m., Tuesday, September 20<sup>th</sup>, 2022; all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County, 8 September 2022

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 \$\_\_\_\_\_