

AGENDA
Codington County Board of Commissioners
Codington County Court House, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Thursday, November 10, 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 November 10, 2022, agenda**
- 5. Action to approve the November 1, 2022, minutes of the Board of Codington County Commissioners**
- 6. Monthly Reports**
 - a. Director of Equalization**
 - b. Welfare Director**
- 7. Action to approve Welfare Office client transportation procedures**
- 8. Action to approve a LATC intern agreement for the Welfare Office**
- 9. Action to approve FY2015 Competitive Weed and Pest Grant application**
- 10. Action to authorize Chair to sign a lease termination agreement for Girl Scout property located at Memorial Park**
- 11. Canvass of the 2022 General Election results and action to approve**
- 12. Discussion/possible action to enact a burn ban resolution**
- 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. Sioux Valley Commissioners Association, district meeting, November 16th, in DeSmet, 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, November 15, 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**

November 10, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Thursday, November 10, 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 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 Gabel, to approve the November 10, 2022 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of November 1st, 2022; all voted aye; motion carried.

MONTHLY REPORTS

Director of Equalization, Shawna Constant, updated the Board. October 31st marks the end of the assessment year and year end sales data will soon be sent to the Dept. of Revenue; the Director of Equalization's annual assessment intentions will also be in the hands of the Dept. of Revenue prior to January 1st; work will continue for the next few months on building permits; and the summer re-appraisal values are being logged in and hard cards updated. **Welfare Director, Sarah Foust**, updated the Board. Unique individuals served in October numbered 23, services – 43, and client contacts – 44; CARES/ERA - \$3,250.00 was reimbursed in administrative fees; ICAP – 72 hours of case management; the Community

Care Coordinator has submitted her resignation; and Systems of Care/Strategic planning meetings were held.

WELFARE OFFICE CLIENT TRANSPORTATION PROCEDURES

Motion by Gabel, second by VanDusen, to approve the Codington County Transportation Procedures for the Welfare Office. This procedure will be applied to client transportation for Codington County Welfare programs to ensure clients have access to the services and help they need, the safety of both staff and clients, and to minimize the potential liability to Codington County. Upon vote of the Board; all voted aye; motion carried.

WELFARE OFFICE COMMUNITY HEALTH WORKER INTERNSHIP AGREEMENT

Motion by Johnson, second by Waterman, to approve an agreement between Codington County and Lake Area Technical College, for the provision of a Community Health Worker Intern, from LATC, for an anticipated 180 hours of service; all voted aye; motion carried.

WEED CONTROL GRANT APPLICATION

Motion by Johnson, second by VanDusen, to approve an application for FY2024 Weed & Pest Grant Funds; from the South Dakota Dept. of Agriculture; to be used to purchase chemicals, improved spraying equipment, for adding improvement of environment and material practices, and assist in seasonal labor costs; all voted aye; motion carried.

CANVASS OF THE 2022 GENERAL ELECTION

The Board, acting as the County Board of Canvassers, conducted the canvass of the votes recorded for the 2022 General Election. Motion by Johnson, second by Waterman, to approve the canvass of votes, and sign the canvass certificate, as submitted by the Auditor; all voted aye; motion carried.

CLAIMS

Motion by Gabel, second by VanDusen, to approve the following list of claims; all voted aye; motion carried: 3E GENERATOR SHOP 710.82 REP, A&B BUSINESS SOLUTIONS 31.76 SVC, AHYDE CONSULTING 400.00 SVC, ALCOHOL MONITORING SYSTEMS 786.00 SVC, ALPHA TRAINING & TACTICS LLC 39263.84 EQUIP, JOE AMENDT 1800.00 RENT, AMERICAN TRUST INSURANCE 50.00 PMT, AMERICINN 154.00 TRAV, CAROLE ANDERSON 55.10 JURY, AP AUTO PROS 6504.04 REP, ARROW PAPER 384.40 SUP, AUSTIN LAW OFFICES 8631.60 SVC, AUTO VALUE 353.02 REP, AVERA OCCUPATIONAL MEDICINE 312.00 SVC, BANNER ASSOCIATES, INC 15093.90 PMT, BOB BARKER CO. 466.90 SUP, BAUER LAW OFFICE PC 1535.20 SVC, BEACON CENTER 1000.00 PMT, BEST WESTERN RAMKOTA 91.00 TRAV, BRYAN BLEEKER 25.00 CELL, BLUEPEAK 446.76 UTIL, BORNS GROUP 2836.32 POST, BOYS & GIRLS CLUB 7896.00 PMT, BRATLAND LAW 5582.64 SVC, BRIGHTLY SOFTWARE, INC 2971.21 MAINT, BROWNLEE CONSTRUCTION 120250.00 SUP, BURNS LAW OFFICE 3000.00 SVC, BUTLER MACHINERY 2779.82 REP, PATRICIA CABLER 53.06 JURY, CAHILL FUNERAL CHAPEL 2575.00 SVC, JEFF CASE 25.00 CELL, CENTURYLINK 661.72 UTIL, CITIWIDE PROPERTY MANAGEMENT 1305.00 RENT, CODINGTON CLARK ELECTRIC 35.62 UTIL, CODINGTON COUNTY CIA 591.40 SUP, CODINGTON COUNTY SHERIFF 74.00 PMT, CODINGTON TREASURER PETTY CASH 85.00 REIMB, COLE PAPERS, INC. 1728.83 SUP, REBECCA CONGER 52.04 JURY, CONNECTING POINT COMPUTER CENT 6906.97 SVC, CONSOLIDATED CORRECTIONAL 13899.25 SUP, CONSULTING RADIOLOGISTS 270.00 SVC, CREATIVE VISIONS 150.00 MAINT, CREDIT COLLECTIONS BUREAU 403.68 PMT, CREDIT COLLECTIONS BUREAU 562.00 PMT, CULLIGAN WATER CONDITIONING 164.25 SUP, MATTHEW DARGATZ 25.00 CELL, DAV DEPT OF SOUTH DAKOTA 1000.00 EQUIP, ANDREW DELGADO 54.00 TRAV, DEN HERDER LAW FIRM 272.70 SVC, DESIGNARC GROUP 90.00 REP, DIAMOND MOWERS 2853.32 SUP, DAKOTA DODDS 40.00 CELL, JAMIE DOLEN 25.00 CELL,

DUININCK INCORPORATED 500729.48 REP, DVL FIRE & SAFETY 455.00 REP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, RYAN ELLIOTT 40.00 CELL, MARIA ESCAMILLA 40.00 CELL, RANDALL G. FALVEY 25.00 CELL, FARMERS IMPLEMENT & IRRIGATION 199.26 REP, FIRST DISTRICT ASSN OF LCL GOV 56121.25 SVC, ROBIN FLEMMING 66.32 JURY, TOWN OF FLORENCE 124.00 PMT, CHANDLER FLOWERS 40.00 CELL, ALLISON FORBUSH 40.00 CELL, GALLS, LLC 53.00 SUP, GENOA HEALTHCARE/WATERTOWN 13.21 SUP, GRAINGER 50.36 SUP, GREAT AMERICA FINANCIAL SVC 306.20 RENT, GREEN, ROBY, OVIATT, 9574.80 SVC, GUARANTEE ROOFING 131832.00 REP, 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, MICHAEL HENRICHS 150.22 JURY, TOWN OF HENRY 181.31 UTIL, TOWN OF HENRY 141.00 PMT, HILLYARD/SIOUX FALLS 782.96 SUP, RICK HOLINKA 25.00 CELL, CHERI HOWELL 54.00 TRAV, HYVEE #1871 ACCTS RECEIVABLE 667.53 SUP, I STATE TRUCK CENTER 879.61 REP, IAPE 395.00 TRAV, INTERLAKES COMMUNITY ACTION 2971.02 PMT, INTOXIMETERS 1550.00 SUP, JOHNSON CONTROLS, INC. 1039.96 REP, MITCHELL KALLHOFF 25.00 CELL, DARWIN KASPERSON 46.00 REF, KENNEDY PIER LOFTUS & REYNOLDS 111.10 SVC, KINGSBURY COUNTY 112.00 TRAV, RICHARD KOHN 25.00 CELL, KOLETZKY LAW OFFICE 361.50 SVC, K&R MANAGEMENT 84.36 ASST, KEVIN KRANZ 60.20 JURY, TOWN OF KRANZBURG 86.00 PMT, KTQ ENTERPRISE, LLC 2500.00 RENT, DANA LARSON 70.00 SVC, VAL LARSON 27.00 SVC, LAWSON PRODUCTS, INC 331.71 SUP, LEADS ONLINE 630.00 REP, LEWIS & CLARK BHS 184.00 SVC, LEWNO LAW OFFICE 273.14 SVC, LINCOLN CO TREASURER 529.50 SVC, DARCY LOCKWOOD 27.00 SVC, JODI LOEHRER 226.50 TRAV, STEVEN LOWRY 40.00 CELL, CAPITOL ONE TRADE CREDIT 221.46 SUP, CHARLES MACK 54.08 JURY, MAINSTREAM REALTY 3125.00 RENT, FIRST INTERSTATE BANK 605.04 PMT, FIRST INTERSTATE BANK 231.07 PMT, RUSSELL MATHEWS 40.00 CELL, MCLEOD'S PRINTING & OFFICE SUP 17.88 SUP, MENARDS 1262.83 SUP, MEND CORRECTIONAL CARE 14777.32 SVC, MIDCONTINENT COMMUNICATIONS 334.32 UTIL, MID STATES AUDIO, INC 656.25 REP, MIDWEST BIBLE CAMP 720.00 RENT, MATT MILLER 2550.00 RENT, MINNEHAHA COUNTY AUDITOR 701.35 SVC, MINNEHAHA COUNTY 1326.00 SVC, MOE OIL COMPANY 1943.04 SUP, STEVE MOLENGRAAF 94.00 TRAV, MULTI BUSINESS SOLUTIONS INC 3350.00 SVC, MUNICIPAL UTILITIES 1372.70 ASST, MUNICIPAL UTILITIES 11537.17 UTIL, NAPA CENTRAL 521.80 SUP, JOSH NEI 3375.00 RENT, SHAWN NILLS 40.00 CELL, NORTHWESTERN ENERGY 175.50 UTIL, OFFICE PEEPS, INC. 3178.63 SUP, JERROD OLSON 40.00 CELL, OTTERTAIL POWER CO. 44.29 UTIL, MICHELLE PEDERSON 40.00 CELL, PENNINGTON COUNTY JAIL 172.46 TRAV, PETERS DISTRIBUTING, INC 306.12 REP, PHEASANTLAND INDUSTRIES 633.92 SUP, PHEASANTLAND INDUSTRIES 70.94 SUP, PITNEY BOWES 210.00 RENT, PLUNKETT PROPERTY 2400.00 RENT, POMP'S TIRE SERVICE, INC 445.48 REP, PRAIRIE LAKES HEALTH CARE CENT 19529.19 SVC, PRAIRIE PASQUE 177.50 RENT, PRECISION KIOSK TECHNOLOGIES 16200.00 RENT, THOMAS PRICE INC 2400.00 SVC, PROLINE, INC - WATERTOWN 8.98 REP, QUICKCARE 560.00 SVC, DANIELLE RANG 48.00 TRAV, REDMAN 1387.17 SUP, REDWOOD TOXICOLOGY LABORATORY 1777.50 SUP, ADAM REEVES 40.00 CELL, REBECCA MORLOCK REEVES 432.74 PMT, RISK STRATEGIES COMPANY 200.00 INS, ROBYN RITER 25.00 CELL, RON'S SAW SHOP 138.19 REP, RUNNINGS 79.99 SUP, DAWN RUSSELL 301.80 SVC, TREVER SCHIMMEL 40.00 CELL, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 4649.00 PMT, SD DEPARTMENT OF HEALTH 175.00 LIC, SD DEPARTMENT OF HEALTH 2050.00 PMT, S.D. DEPT. OF TRANSPORTATION 1743.71 MAINT, S.D. FEDERAL PROPERTY 189.30 SUP, SD SHERIFFS ASSOCIATION 50.00 TRAV, SD STATE TREASURER 545090.18 NOVEMBER REMITTANCE, SDACO 640.00 PMT, SDML WORKERS COMPENSATION FUND 6104.05 PMT, SDML WORKERS COMPENSATION FUND 75754.95 PMT, SDN COMMUNICATIONS 1363.51 UTIL, SEACHANGE PRINT INNOVATIONS 185.00 SUP, MELISSA SEARS 40.00 UTIL, SECRETARY OF STATE 30.00 SUP, HEIDI SELCHERT 40.00 CELL, SIOUX RURAL WATER SYSTEM 58.60 UTIL, SIOUX VALLEY COOP 5318.71 SUP, JANE S

SMITH 17.05 PMT, SOCIA LAW, PC 5647.73 SVC, LYNN SOLBERG 40.00 CELL, TOWN OF SOUTH SHORE 187.00 PMT, STEVE STAHLKE 25.00 CELL, STAR LAUNDRY 2710.95 SUP, MICHAEL STURM 61.22 JURY, SUTTON LAW OFFICE PC 9751.45 SVC, SCOTT SWANSON 25.00 CELL, THOMSON REUTERS-WEST 327.00 SUP, THREE ACORNS 775.00 RENT, DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRINITY SUITES 3670.00 RENT, VAN DIEST SUPPLY COMPANY 5976.00 SUP, VERIZON WIRELESS 1804.64 UTIL, MARLONIE VOGELSANG 25.00 CELL, TOWN OF WALLACE 57.00 PMT, WARNE PLUMBING 2812.15 REP, WATERTOWN CITY FINANCE OFFICE 23002.00 PMT, WATERTOWN FORD 508.34 REP, WATERTOWN PUBLIC OPINION 780.40 PUB, WATERTOWN LANDFILL 5.40 SUP, WW TIRE SERVICE INC 970.78 REP, XEROX CORPORATION 131.81 SUP, YANKTON CO. SHERIFF 200.00 SVC, YANKTON CO TREASURER 255.00 SVC, SHANE YOST 40.00 CELL, YWH, LLC 2400.00 RENT, KARA ZAUG 63.26 JURY.

PERSONNEL CHANGES

Motion by VanDusen, second by Gabel, to approve the following personnel changes: Grant Wunder, new hire, Deputy State Attorney; Grade 65/step 1, \$6,119.58 per mo.; effective date 11-14-2022 and Tyler Varns, part time Deputy Sheriff; Grade 40/step 3, \$26.38 per mo.; effective date 11-15-2022; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Johnson, second by Gabel, to enter into executive session, per SDCL 1-25-2 (3) labor contract negotiations; at 9:40 a.m.; all voted aye; motion carried. The Board returned to regular session at 11:17 a.m., no action was taken. Human Resource Representative, Natalie Remund was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by VanDusen to adjourn at 11:17 a.m., until 9:00 a.m., Tuesday, November 15, 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.

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