

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, December 6, 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 December 6, 2022, agenda**
5. **Action to approve the November 22, 2022, minutes of the Board of Codington County Commissioners**
6. **Monthly Reports**
 - a. **Extension**
 - b. **Community Health Nurse**
7. **Action to approve ordering of three patrol cars as budgeted in 2023**
8. **Action to approve hiring of two full time correctional officers**
9. **Action to approve purchase of a mower deck for the Highway Dept. as budgeted in 2023**
10. **Action to approve the purchase of a tractor for the Highway Dept. as budgeted in 2023**
11. **Action to approve the purchase of a loader for the Highway Dept. as budgeted in 2023**
12. **Action to declare a 2001 John Deere 6140 with side an rear mower decks and a 2008 Volvo loader surplus to be traded**
13. **Summit Carbon Solutions project update from representative Ben Fuller**
14. **Discussion/possible action to issue and RFP or to accept a quote for design services for an HVAC project**
15. **Action to approve ARPA November salary transfer**
16. **Action to approve claims for payment**
17. **Action to approve automatic budget supplements**
18. **Action to approve personnel changes**
19. **Action to approve travel requests**
20. **Public Notices – a possible quorum of Commissioners could be in attendance at:**

21. Old Business

22. New Business

23. Open

- a. Public Comments
- b. Commission Comments

24. 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)

25. Action to adjourn until 9:00 a.m., Tuesday, December 13th, 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**

December 6, 2022

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 6, 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 Waterman.

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 December 6, 2022 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of November 22nd, 2022; all voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehr, updated the Board: Teen Dash was held on December 3rd; December Clover Buds meetings are scheduled; planning is underway for Shooting Sports and additional volunteer coaches are needed; a "Youth In Action Day" is scheduled for December 28th; the 4-H display is up at the Winter Wonderland; a 4-H Christmas tree can be voted on at the Watertown Regional Library;

Codington County, 6 December 2022

and the 2023 Winter Farm show will be held February 8 – 11, 2023. **Community Health Nurse, Codi Martin**, gave a quarterly report to the Board covering the following items: personnel/office activity, staff training, immunizations, WIC, maternal health, child/adolescent services, Bright Start, interagency meetings, and statewide influenza cases to date total 1,110. Codi introduced recently hired clerical employee Karen Jensen to the Board. Codi also provided the Board with a report of quarterly stats. Appointments are still being conducted over the phone to accommodate clients due to COVID, Influenza and RSV.

SHERIFF'S OFFICE PURCHASE OF PATROL CARS

Motion by Gabel, second by Waterman, to approve the purchase of three patrol cars as budgeted in 2023 for the Sheriff's office. Sheriff Howell presented the Board with three quotes from Watertown Ford for: 2 – 2023 Dodge Charger Police AWD models @ \$36,823.00 each and 1 – 2023 Dodge Ram 1500 SSV crew cab 4x4 @ \$38,000.00. Upon vote of the Board; all voted aye; motion carried.

CORRECTIONAL OFFICERS

Motion by VanDusen, second by Gabel, to approve the hiring of two, new, full-time Correctional Officers, as requested by Sheriff Howell, and as budgeted in 2023. Sheriff Howell advised the Board that the adding of two full-time Correctional Officers will aid in the scheduling of full-time employees entitled to vacation and sick leave, and will also assist in keeping part-time staff under 20 hours per week. Upon vote of the Board; all voted aye; motion carried.

INMATE HEALTH CARE CONTRACT

Sheriff Howell addressed the Board regarding the County's contract with, Mend Correctional Care, for inmate health care. Mend Correctional Care has notified the Sheriff, that the business will not be able to support the contract, and provided the County with a 60–90-day notice of their intent to discontinue service to Codington County. The Sheriff and Chief Correctional Officer have contacted similar vendors in an attempt to continue in-house medical care for inmates.

HIGHWAY DEPT. MOWER DECK PURCHASE

Motion by Gabel, second by VanDusen, to approve the purchase of a Diamond side mower deck, as budgeted in 2023 for the Highway Dept. Highway Supt., Rick Hartley, provided the Board with a Sourcewell bid in the amount of \$28,163.64. Upon vote of the Board all present voted aye; motion carried.

HIGHWAY DEPT. MOWER TRACTOR PURCHASE

Motion by VanDusen, second by Gabel, to approve the purchase of a John Deere 6130M cab tractor, as budgeted in 2023 for the Highway Dept. Highway Supt., Rick Hartley, provided the Board with a Sourcewell bid in the amount of \$86,232.36, which includes a trade-in of a 6410 John Deere in the amount of \$33,210.00. Upon voted of the Board; all voted aye; motion carried.

HIGHWAY DEPT. LOADER PURCHASE

Motion Johnson, second by VanDusen, to approve the purchase of a Volvo 2022 L90H wheel loader, as budgeted in 2023 for the Highway Dept. Highway Supt., Rick Hartley, provided the Board with the following Sourcewell bids: Volvo 2022 L90H Wheel Loader, \$147,622, which includes a trade-in of a 2007 Volvo loader in the amount of \$80,000.00 and a Caterpillar 938M Wheel Loader, \$203,280.88, which includes a trade-in of a 2007 Volvo loader in the amount of \$87,186.06. Upon vote of the Board, to purchase a Volvo 2022 L90H wheel loader; all voted aye; motion carried.

SURPLUS HIGHWAY TRACTOR AND LOADER

Motion by Johnson, second by Gabel, to declare the following equipment, surplus to be traded in: GEN01356 Volvo L90F wheel loader and a John Deere 6410 mower tractor; all voted aye; motion carried.

SUMMIT CARBON SOLUTIONS PIPELINE PROJECT UPDATE

Summit Carbon Pipeline representative, Ben Fuller, met with the Board to update the Board on the progress of the pipeline project. Mr. Fuller noted voluntary easement miles acquired to date are over 247 miles and 415 landowners have signed, equating more than 668 agreements executed. Mr. Fuller also advised the Board that the pipeline will be monitored 24 hours per day and 5.66 easement miles (42.18%) has been acquired in Codington County. Voluntary easements continue to be aggressively pursued.

REQUEST FOR PROPOSALS HVAC DESIGN SERVICES

Motion by VanDusen, second by Gabel, to issue a RFP for HVAC design services for the Detention Center and Court House; all voted aye; motion carried. RFP's will be accepted until 9:00 a.m., Tuesday, January 2023.

AMERICAN RESCUE PLAN ACT OPERATING CASH TRANSFER

Motion by Gabel, second by VanDusen, to approve operating cash transfers from the ARPA fund in the amount of \$582,069.11, to the General Fund in the amount of \$487,304.32, Road and Bridge Fund in the amount of 87,171.98, and Crime Victims fund in the amount of \$7,592.81; for November payroll claims; all voted aye; motion carried.

NOVEMBER SALARY CLAIMS

Motion by VanDusen, second by Gabel, to approve November salary claims; all voted aye; motion carried: Commissioners: 13,470.50 total salaries. Auditor: 24,556.10 total salaries. Co. Treasurer: 34,660.24 total salaries. States Attorney: 39,810.53 total salaries: Grant Wunder new hire 6119.58. Gov. Buildings: 18,212.67 total salaries. Dir. Equalization: 48,436.01 total salaries. Reg. of Deeds: 26,103.46 total salaries. Veterans Service: 9,646.37 total salaries. Sheriff: 105,922.31 total salaries. Co. Jail: 127,878.68 total salaries. Welfare: 13,248.41 total salaries. County Nurse: 4,400.93 total salaries. Co. Park: 2,422.52 total salaries. Ag. Bldg.: 10,626.93 total salaries. Co. Extension: 10,950.01 total salaries. Weed: 5,768.96 total salaries. Road & Bridge: 87,171.98 total salaries. Emergency Management: 12,770.34 total salaries. Crime Victim: 7,592.81 total salaries. W.I.C.: 5,209.94 total salaries. Total 608,859.70. Breakdown of withholding amounts which are included in the above: S.D. Retirement 56,606.96; S.D. Supplemental Retire. 3,750.00 suppl. retire.; Sanford 82,237.63; Reliance Standard Life Insurance 728.49 life ins.; Delta Dental 6,348.18 ins.; Avesis 843.47 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 390.80 employee union dues; AFLAC 3,742.09 ins.; John Hancock 5,480.00 suppl. retire.; AFLAC 824.43 ins.; Watertown United Way 90.00 employee contributions; Office of Child Support 858.00 employee payments; Sioux Valley Credit Union 25,270.00 employee payments; SDRS Supplemental Retirement 4,470.00 Roth retirement; Teamsters Local Union 120 422.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 42,020.78 federal withholding; ReliaBank Dakota 55,819.22 social security; ReliaBank Dakota 13,054.46 Medicare.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Gabel, second by Johnson, to approve the following automatic budget supplement: 101 411 429.32, Care of Poor ERA – 2, in the amount of \$25,059.56, for claims paid in November 2022; all voted aye; motion carried.

PERSONNEL CHANGE

Motion by VanDusen, second by Gabel, to approve a personnel change for Ruth Swenson, part-time States Attorney Administrative Support; Grade 20/step 5, \$19.65 per hour; effective 12/01/2022; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: Community Health and WIC clerical employees, Regional Staff meeting and Emergency Management Director, G191 EOC/ICS Interface class; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel, to enter into executive session, per SDCL 1-25-2 (2) consulting with legal counsel regarding pending contractual matters and (3) labor contract negotiations; at 10:01 a.m.; all voted aye; motion carried. The Board returned to regular session at 11:30 a.m., no action was taken. States Attorney, Rebecca Morlock Reeves and Human Resource Representative, Natalie Remund; were present for executive session.

Commissioner VanDusen was excused at 10:05 a.m.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Waterman to adjourn at 11:30 a.m., until 9:00 a.m., Tuesday, December 13th, 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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