

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, February 21, 2023

- 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 February 21, 2023, agenda**
- 5. Action to approve the February 14, 2023, minutes of the Board of Codington County Commissioners**
- 6. Action to enter into Executive session to discuss security issues**
- 7. Monthly Reports**
 - a. Facility Manager**
 - b. Highway Superintendent**
- 8. Action to award Highway supplies and Weed chemical bids as announced at the February 14th meeting**
- 9. Action to purchase Highway supplies – Metal Pipe Culverts, from the Beadle County bid award**
- 10. Action to approve property tax abatements**
- 11. Action to declare used telephones surplus to be sold at price to be determined**
- 12. Action to approve the purchase of deed/mortgage indexing books for the Register of Deeds office**
- 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:**
- 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 upon completion of agenda items

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**

February 21, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 21, 2023, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Randall Schweer; Chair Gabel, presiding. The pledge of allegiance was led by Auditor, Cindy Brugman.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Chair Gabel 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 Schweer, to approve the February 21, 2023 agenda, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by VanDusen, to approve the minutes of February 14, 2023 as presented; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Johnson, to enter into executive session, per SDCL 1-25-2 (4) discussion of information relating to safety or disaster, at 9:03 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:27 a.m., no action was taken. Auditor elect, Brenda Hanten; Auditor, Cindy Brugman; Deputy Emergency Management Director, Cheri Howell; Sheriff, Brad Howell; and representatives from Connecting Point were present for executive session.

MONTHLY REPORTS

Facility Manager, Steve Molengraaf, updated the Board: Ag. Building – the Farm Show clean-up is complete, set-up for the Home Show is underway, and the Big Boy Toy Show is an upcoming event; Court House – basic maintenance and snow removal has been the primary task for employees in the past month; Detention Center – meetings and inspections have taken place with the engineer and project manager for the Detention Center HVAC project and a design plan will be the next step in the project; Weed Dept. – the annual Weed meeting with Townships will take place on March 6th and the State Weed conference was recently attended. **Highway Superintendent, Rick Hartley**, updated the Board: snow/ice removal and sanding has been a regular occurrence; the staff is currently prepping for the weather event anticipated yet this week; the break room walls have been painted and chairs will be upgraded; MSHA training has been conducted; and planning has started for the 14th Ave bridge replacement project scheduled for 2026.

AWARD OF BIDS FOR WEED CHEMICALS AND HIGHWAY SUPPLIES

The following bids were opened and announced during the Board's meeting held on February 14, 2023. Facility Manager, Steve Molengraaf, advised the Board there was an error in the announcement of the Hefty bids announced at the February 14 meeting. The bids announced for Aq. Glyphosate and Glyphosate were reversed and the correct bids are reflected below.

Weed Chemicals

Hefty Seed Co., - bidder

Watertown, SD

Aq. Glyphosate \$48.51 per gal
Glyphosate \$19.85 per gal
Plateau \$136.94 per gal
2-4D Amine \$19.83 per gal
2-4D Ester \$37.72 per gal
Tordon 22K \$63.28 per gal
Grazon Next \$52.30 per gal
Non-Ionic Surfactant \$12.73 (90/10)

VanDiest Supply Co. - bidder

Granite Falls, MN

Aq. Glyphosate \$38.45 per gal
Glyphosate \$50.00 per gal
Plateau \$120.25 per gal
2-4D Amine \$21.50 per gal
2-4D Ester \$37.65 per gal
Tordon 22K \$51.70 per gal
Grazon Next \$54.55 per gal
Non-Ionic Surfactant \$12.95; \$24.55 (Premier 90)

Motion by Johnson, second by Waterman to accept the bids from Hefty for Glyphosate, 2-4D Amine, Grazon Next and Surfactant; and to accept the bids from VanDiest for Aq. Glyphosate, Plateau, 2-4D Ester, and Tordon 22K as recommended by Facility Manager, Steve Molengraaf; all voted aye; motion carried.

Highway Supplies

Highway Superintendent, Rick Hartley, advised the Board there were several errors in the announcement of bids for the Rinker Concrete Pipe 8x8 box culvert, the fuel bid from Cole Petroleum for diesel fuel #2 – Watertown location, and the Cole Petroleum bid for E-10. These corrections are reflected below.

Concrete Pipe, Pre-Stressed Bridge Deck, and Concrete Box Culverts

Cemcast Pipe & Precast, Hartford, SD

- a. Concrete Pipe: 24" \$49.15 plf; 36" \$96.15 plf; 60" \$268.50 plf
- b. Pre-Stressed Concrete Bridge Deck: no bid
- c. Concrete Box Culverts: 8'x8' \$947.35 plf; 10'x10' \$1153.50 plf

Rinker Materials, Rapid City, SD

- a. Concrete Pipe: 24" \$44.77 plf; 36" \$81.96 plf; 60" \$228.20 plf
- b. Pre-Stressed Concrete Bridge Deck: 40'x23" \$6,523.00 each; 50'x30" \$9,207.00 each
- c. Concrete Box Culverts: 8'x8' \$675.00 plf; 10'x10' \$975.00 plf

Motion by VanDusen, second by Schweer, to accept the bids for concrete pipe, pre-stressed bridge deck and concrete box culverts from Rinker Materials as recommended by the Highway Supt., all voted aye; motion carried.

Diesel Fuel and Gasohol

Coles Petroleum, Madison, SD

Watertown Shop

- a. Diesel Fuel #2, \$3.045 per gal
- b. Diesel Fuel #1, \$3.12 per gal

- c. E-10 \$2.635 per gal

Out Shops

- a. Diesel Fuel #2, \$3.19 per gal (based on current daily price at the time of purchase)
- b. Diesel Fuel #1, \$3.27 per gal

Sioux Valley Coop, Watertown, SD

Watertown Shop

- a. Diesel Fuel #2, Fieldmaster premium, \$3.15 per gal
- b. Diesel Fuel #2, Schaeffers premium, \$3.09 per gal
- c. Diesel Fuel #1, Schaeffers premium, \$3.60 per gal
- d. E-10 \$3.09 per gal
- e. E-30 \$2.81 per gal
- f. E-85 \$2.30 per gal

Out Shops

- a. Diesel Fuel #2, Fieldmaster premium, \$3.21 per gal
- b. Diesel Fuel #2, Schaeffers premium, \$3.15 per gal
- c. Diesel Fuel #1, Schaeffers premium, \$3.66 per gal

Motion by Schweer, second by Johnson, to accept the diesel and gasohol bids from Cole Petroleum, including the current daily price for diesel #1; as recommended by the Highway Supt. and after discussion with the South Dakota Dept. of Legislative Audit; all voted aye; motion carried.

Liquid Asphalt

Jebro Inc., Sioux City, IA

- a. MC70 \$1266.39 per ton; ALL AE 150 thru 200 \$764.01 MC3000 \$941.47 per ton;

Flint Hills Resources, Marshall MN

- a. MC3000 \$880.00 per ton

Motion by VanDusen, second by Schweer, to accept the bids from Jebro Inc. for MC70 and all AE, and to accept the bid from Flint Hills for MC3000; as recommended by the Highway Supt., all voted aye; motion carried.

Pea Gravel

Northern Con-Agg., Plymouth, MN

- a. \$6.55 per ton

Spencer Quarries, Spencer SD

- a. \$10.85 per ton

Motion by Johnson, second by Waterman, to accept the bid for pea gravel from Northern Con-Agg as recommended by the Highway Supt., all voted aye; motion carried.

Gravel Crushing (crushing only)

Brownlee Construction, Inc., Watertown, SD

- a. 1/2" \$3.12 per ton; 5/8" 2.74 per ton; 3/4" \$2.34 per ton

Motion by VanDusen, second by Schweer to accept the bid for gravel crushing from Brownlee Construction, the only bid received; as recommended by the Highway Supt., all voted aye; motion carried.

ASPHALT PATCHING MATERIAL

Duininck, Inc., Prinsburg, MN

- a. Cold Mix \$240.00 per ton

b. Hot Mix: \$ 86.00 per ton

Motion by Johnson, second by Waterman, to accept the bids for asphalt patching material from Duininck Inc., the only bids received; as recommended by the Highway Supt., all voted aye; motion carried.

METAL PIPE CULVERTS BID

Motion by Johnson, second by VanDusen, to purchase corrugated metal pipe, 5”x1” corrugation, 5”x1” corrugation arch, and bridge lumber, from the Beadle County bid award dated 1/3/2023, and as recommended by the Highway Supt.; all voted aye; motion carried. Beadle County’s bid documents have been received and will be filed with the annual bid documents in the office of the County Auditor.

PROPERTY TAX ABATEMENTS

Motion by Johnson, second by VanDusen, to approve the following property tax abatements as recommended by the Director of Equalization; all voted aye; motion carried.

<u>PROPERTY RECORD</u>	<u>\$ AMOUNT</u>
560	1672.02
1506	188.14
5557	270.36
6108	1771.30
7561	441.76
8841	1478.80
18590	1604.82
20789	436.44

SURPLUS PHONE EQUIPMENT

Motion by VanDusen, second by Waterman, to declare obsolete phones, in various County offices, surplus to be sold for \$10.00 each; all voted aye; motion carried.

DEED/MORTGAGE INDEX BOOKS

Motion by Johnson, second by Schweer, to approve the purchase of deed/mortgage index books, from US Records Midwest LLC, in the amount of \$8,029.00 as requested by Register of Deeds, Ann Rasmussen; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Johnson, to approve the following personnel changes: Kari Lieffort, new hire, part-time States Attorney Admin Support, step 1/Grade 20, \$18.78 and Travis Gutzmer, new hire, Deputy Sheriff, step 6/Grade 40, \$29.97 per hour; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Schweer, second by VanDusen, to approve the following travel requests: Welfare Director and staff, Urgency of Awareness presentation; Deputy Veteran Service Officer, VSO training with SD Veterans Affairs; and Highway employee, MSHA training; all voted aye; motion carried.

CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE

Commissioner Gabel updated the Board on a recent meeting of the CCJAC. Inmate population numbers were reviewed from pre-to-post COVID time periods. Current legislation pertaining to jails was also reviewed.

EXECUTIVE SESSION

Motion by VanDusen, second by Schweer, to enter into executive session, per SDCL 1-25-2 (1) discussion of personnel issues, at 10:11 a.m.; all voted aye; motion carried. The Board returned to regular

session at 10:26 a.m., no action was taken. Human Resource Associate, Larissa Swanson; was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 10:26 a.m., all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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