

**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., Tuesday, February 28, 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 28, 2023, agenda**
- 5. Action to approve the February 21, 2023, minutes of the Board of Codington County Commissioners**
- 6. Action to approve a request from the Boys & Girls Club to sell alcohol at the Camel Races event scheduled at the Codington County Extension Center complex**
- 7. Monthly Reports**
  - a. Emergency Management Director**
  - b. Sheriff**
- 8. Discussion/possible action to appoint a Cyber Security Officer and Court House point of contact**
- 9. Note 4-H Shooting sports intent to hold a raffle**
- 10. Action to approve the purchase of updated firewall equipment for the Extension Center Complex**
- 11. Action to accept property insurance policy recommendations to offset current property values**
- 12. Action to approve claims for payment**
- 13. Action to approve automatic budget supplements**
- 14. Action to approve personnel changes**
- 15. Action to approve travel requests**
- 16. Public Notices – a possible quorum of Commissioners could be in attendance at:**
  - a. Sioux Valley Commissioners Association meeting, 12:00 noon, March 15<sup>th</sup>, Our Redeemer Lutheran Church in Bryant, SD**
- 17. Old Business**
- 18. New Business**

**19. Open**

- a. Public Comments**
- b. Commission Comments**

**20. 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)**

**21. 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 1<sup>st</sup> Ave SE  
Watertown, SD 57201**

February 28, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 28, 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 Chair Gabel.

**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 Waterman, to approve the February 28, 2023 agenda, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Schweer, to approve the minutes of February 21, 2023 as presented; all voted aye; motion carried.

**REQUEST TO SELL ALCOHOL AT EXTENSION COMPLEX /BOYS & GIRLS CLUB EVENT**

Kelly Jaderborg, Director of Resource Development, with the Watertown Boys and Girls Club, met with the Board to request authorization to sell alcohol during the Blue Door Derby Camel Races event, scheduled for April 28<sup>th</sup> at the Codington County Extension Center Complex. A liquor license will be transferred following legal procedure for this event. Motion by Waterman, second by VanDusen, to approve this request; all voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Andrew Delgado**, updated the Board on recent events: attended the Region 2, in person meeting, in Aberdeen on January 25<sup>th</sup>; the final FEMA call for DR4656 (May 2022 Derecho event) took place on February 7<sup>th</sup>; attended a City of Watertown informational meeting on flood management study; attended a G361 Flood Fight Operations virtual meeting on February 15-16; the 2<sup>nd</sup> flood outlook update indicates chances are above normal for minor flooding in the Big Sioux basin in Codington and Hamlin counties; a winter weather advisory is in effect for the next two days; ICS 300-400 classes will be held at the Extension Center on March 7-10; an LEPC meeting is scheduled for March 14<sup>th</sup>; a "Planning P" workshop is scheduled for March 21<sup>st</sup>; and weather spotting training is scheduled March 28<sup>th</sup> from 6-8 pm and March 29<sup>th</sup> from 1-3 pm. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of January 2023, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$5,806.12, and were retained by the County; Commissary items sold in the amount of \$3,232.56 with a commission fee to the County in the amount of \$999.59; 523 cases/calls for service; 11 accident reports were completed; 75 warrants served; 192 sets of civil papers served; 1,416 transport miles; average daily inmate population 48.13 (high ADP 54 and low ADP 37); 27 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 7 individuals using remote breathalyzers; 24 individuals testing twice daily PBT'S; 36 individuals reporting twice weekly for UA Drug testing; 1 individual wearing a sweat patch; 187

bookings; \$16,245.36 collected in fees for out of county prisoner contracts; \$1,600.00 collected in work release fees; \$5,238.00 collected in fees for the 24/7 program; and 5,254.00 collected in SCRAM fees. Sheriff Howell noted the heating system in the Detention has required maintenance once again; the jail door repair project, approved in 2022, is currently underway; there have been two incidents in the Detention Center lobby entrance resulting in client damage to the PBT kiosk and the shattering of the lobby window due to a client medical event; Warne Plumbing and Heating has been onsite to work on water heater problems; and the intercom system update, which was approved in 2022, will possibly be installed in the next month if the necessary parts/supplies are available. Sheriff Howell also provided the Board with 2022 year-end data: average daily inmate population 63.90; 2,279 bookings; 66 protective custody mental health holds with no charges; \$73,210.09 collected in 24/7 sobriety program fees; \$999,090.30 collected for 24/7, work release, out of county contracts, finger print fees, Clerk of Court fees, SCRAM fees, and costs of confinement; \$11,760.38 collected in commissary commission; and an estimated average daily cost for inmates in the amount of \$101.88 per day. The report included Sheriff's office incident and arrests by type and general information for various services.

### **SHOOTING SPORTS RAFFLE**

**4-H/Youth Program Advisor, Jodi Loehrer**, provided the Board with the 4-H Leader's Association intent to hold a raffle for the 4-H Shooting Sports Program, beginning March 24<sup>th</sup> and ending May 9<sup>th</sup>, 2023. The proceeds from this raffle will be used to grow and support needs of the Shooting Sports program.

### **EXTENSION CENTER FIREWALL EQUIPMENT UPDATES**

Motion by Johnson, second by Waterman, to approve the purchase of updated firewall equipment for the Codington County Extension Center Complex. Facility Manager, Steve Molengraaf, submitted a proposal from Connecting Point, for the equipment, in the amount of \$2,489.00. Upon vote of the Board; all voted aye; motion carried.

### **PROPERTY INSURANCE COVERAGE**

Motion by Johnson, second by Waterman, to approve the following changes to the County's current property insurance policy in an attempt to lower premium increases due to construction cost increases:

1. Increase deductible on inboard/outboard boats/watercraft from \$500 to \$1000
2. Increase deductible on small tools from \$250 to \$1000
3. Delete all contractor's equipment under a value of \$5000 and increase the deductible from \$1000 to \$2000.

These changes will result in an approximate reduction in premium of \$4,700.00 per year. Upon vote of the Board; all voted aye; motion carried.

### **CLAIMS**

Motion by Johnson, second by Schweer, to approve a claim in the amount of \$23,902.20, payable to the City of Watertown for December 911 surcharge collections; Gabel, Waterman, Johnson and Schweer voted aye; VanDusen was recused; motion carried. Motion by VanDusen, second by Waterman, to approve a claim in the amount of \$30.00, payable to the SD Secretary of State, for a notary public renewal; all voted aye; motion carried.

### **FEBRUARY SALARY CLAIMS**

Motion by Johnson, second by Schweer, to approve for payment February salary claims; all voted aye; motion carried: Commissioners: 11,288.11 total salaries. Auditor: 25,389.38 total salaries. Co. Treasurer: 37,293.80 total salaries. States Attorney: 47,663.54 total salaries. Gov. Buildings: 19,115.22 total salaries. Dir. Equalization: 52,675.58 total salaries. Reg. of Deeds: 28,077.61 total salaries. Veterans Service: 13,992.07 total salaries. Sheriff: 105,549.70 total salaries. Co. Jail: 145,985.26 total salaries. Coroner: 3,762.05 total salaries. Welfare: 14,027.43 total salaries; Paige Welling PT @ \$20.66. County

Nurse: 3,872.83 total salaries. Ag. Bldg.: 11,226.41 total salaries. Co. Extension: 12,049.78 total salaries. Weed: 4,949.07 total salaries. Planning Board: 486.23 total salaries. Road & Bridge: 99,628.48 total salaries; Eric Kosak 3594.84 new hire. Emergency Management: 13,751.77 total salaries. Crime Victim: 8,020.63 total salaries. W.I.C.: 5,504.81 total salaries. Total 664,309.76. Breakdown of withholding amounts which are included in the above: S.D. Retirement 64,587.76; S.D. Supplemental Retire. 3.835.00 suppl. retire.; Sanford 87,938.15; Reliance Standard Life Insurance 761.49 life ins.; Delta Dental 6,592.36 ins.; Avesis 875.28 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 403.20 employee union dues; AFLAC 3,665.52 ins.; John Hancock 5,600.00 suppl. retire.; AFLAC 824.43 ins.; Watertown United Way 5.00 employee contributions; Sioux Valley Credit Union 25,680.00 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 4,800.00 Roth retirement; Teamsters Local Union 120 467.00 employee union due; Codington County Deputy Sheriff's Association 90.00 employee union dues; ReliaBank Dakota 45,980.34 federal withholding; ReliaBank Dakota 61,018.62 social security; ReliaBank Dakota 14,270.42 Medicare.

### **TRAVEL REQUESTS**

Motion by Johnson, second by Schweer, to approve the following travel requests: Deputy Sheriff, basic academy certification training; Welfare Director, SDACWO Spring meeting; and Welfare Director, CPCM Ray of Hope Child Abuse Prevention Breakfast, announcing Codington County as a Resilient Community; all voted aye; motion carried.

### **CODINGTON COUNTY AUDITOR, RESOLUTION 2023-6**

Motion by Johnson, second by Gabel, to approve Resolution 2023-6 honoring retiring Codington County Auditor, Cindy Brugman; all voted aye; motion carried.

### **RESOLUTION 2023-06 "CINDY BRUGMAN DAY"**

**WHEREAS**, CINDY BRUGMAN has served in the Auditor's Office for 45 years, 9 months, and 3 days; from June 1, 1977 to March 3, 2023, to include 20 years, 11 months and 3 days, from April 1, 2002 to March 3, 2023 as the Codington County Auditor; and

**WHEREAS**, CINDY BRUGMAN has performed the duties as county auditor with due diligence and to ensure that all the laws of the state have been followed; and

**WHEREAS**, CINDY BRUGMAN has ensured to hold safe and fair elections for candidates and questions; and

**WHEREAS**, CINDY BRUGMAN has during her time as Auditor, served on several boards and committees, including the State Board of Elections and the South Dakota Public Assurance Alliance; and

**WHEREAS**, CINDY BRUGMAN has served as the President and also the Parliamentarian of the South Dakota Association of County Officials; and

**WHEREAS**, CINDY BRUGMAN has earned the respect of her colleagues and the residents of Codington County during her tenure as Codington County Auditor; and

**THEREFORE, BE IT RESOLVED**, by the board of County Commissioners for Codington County, and on behalf of all the citizens of Codington County, that CINDY BRUGMAN be recognized for exemplary service, and that she be rightfully recognized for her dedication to the public she served; and

**BE IT FURTHER RESOLVED**, that March 3, 2023 be designated as “**CINDY BRUGMAN DAY**” in Codington County, and that a record of this act be spread upon the official minutes of the board of Codington County Commissioners.

The above and foregoing resolution was adopted this 28<sup>th</sup> day of February 2023, at Watertown, Codington County, South Dakota

D. Lee Gabel

Chair, Commissioner District I

Troy VanDusen

Vice Chair, Commissioner District IV

Charlie Waterman

Commissioner District II

L. Myron Johnson

Commissioner District III

Randall Schweer

Commissioner District V

ATTEST:

Cindy Brugman

Codington County Auditor

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Waterman, to adjourn at 9:48 a.m., all voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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