

**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, April 11, 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 April 11, 2023, agenda
5. Action to approve the April 04, 2023, minutes of the Board of Codington County Commissioners
6. Monthly Reports
  - a. Auditor
  - b. Director of Equalization
  - c. Welfare Director
7. Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
8. Discussion/ possible action for Welfare Admin. Specialist to complete CHW certification using CHW grant funds
9. Action to authorize the Welfare Director to take the online Professional Development Academy – Leading on Purpose Course
10. Action to authorize closing of the Welfare Office on April 18<sup>th</sup>, 2023, for Codington Connects Day
11. Discussion with Kari Johnston, Human Service Agency Executive Director
12. Note the Board will meet as a County Board of Equalization at 1:00 PM, April 11 at the Court House
13. Note the Board will meet as a Consolidated Board of Equalization at 7:30 PM, April 11 in the chambers of the Watertown City Council
14. Action to declare a computer surplus to be destroyed
15. Action to approve abatement applications
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 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**

April 04, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 04, 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, Brenda Hanten.

**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 April 04, 2023 agenda, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of March 28, 2023 as presented; all voted aye; motion carried.

**MONTHLY REPORTS**

**Veteran Service Office, Todd Rose**, updated the board: metrics for the month, 168 open claims (working claims) and 72 completed (YTD); in the month of March 2023, there was an increase in monthly compensation for veterans or their dependents by \$4,066.00, YTD total of \$32,098.00, retro-payments were \$15,629.00 for the month of March 2023, retro-payments for YTD is \$225,128.00; one DAV transport occurred in March and one currently scheduled for April 2023; Jay has been able to help veterans and currently serving military people with issues dealing with Military Pay and the Military Retirement Pay System which can be directly connected to VA benefits; due to the Honor the Pact Act, 9 individuals have been identified, which is most likely the dependents, widows, that might be eligible for some new benefits, these are called Dependent Indemnity Claims, this is possible benefits that died of a service connected disability or condition, these would most likely be a presumptive condition, there has been 1 claim that has already been submitted and has come back successfully completed, 3 that have been submitted and are pending decision, and 5 that are working claims; future plans include the American Legion is working on the Memorial Day Plans, while the Legion Riders are working on an event for FLAG Day and the VFW will post the flags at Mount Hope and St. Mary's Cemeteries in May 2023, still planning an information meeting some time in June on a Saturday. **4-H Youth Program Advisor, Jodi Loehrer**, reported: There are 65 youth from across the state enrolled in the virtual Kid Kare, put on by the six 4-H Youth Advisors in the northeast corner of the state, they meet virtually every Monday and have 2 weeks in; wrapping up 4-H Clover buds this month with a total of 48 clover buds, will be having a July Space Clover bud Camp; this is the last month of archery and shooting sports before the State Shoot so the kids are busy trying to qualify and a lot have already registered for the State Shoot that will be held in Ft. Pierre, the instructors are making plans for disciplines this summer at the range south of Watertown in an attempt to try and expand the program and get information out about shooting sports; held a 4-H Leaders and Livestock meeting to schedule Achievement Days and make plans on getting judges and volunteers; in April there is a sewing workshop, poultry and wood craft day; will be traveling for a



Northeast Region Network Day; this month marks the 20<sup>th</sup> year that Jodi has been a 4-H Advisor. **Community Health Nurse, Codi Martin**, sent a quarterly report to the Board covering the following items: personnel/office activity, staff training, immunizations, WIC, maternal health, child/adolescent services, monthly Interagency Meeting attended, the office will be participating in the Codington County Connects Day that will be held on April 18<sup>th</sup>, 2023; As of March 18<sup>th</sup>, 2023 influenza is not at a minimal activity level for South Dakota, with 157 new confirmed cases and 7 new hospitalizations, there was a recent increase in number of cases the week ending March 12<sup>th</sup>, 2023, so far this season there have been a total of 15,243 confirmed cases; A report of quarterly stats was also provided for the time period Jan-Mar, 2023; Codi also mentioned they will be starting a virtual service called Doxy.Me which they will now be able to provide telehealth appointment with their clients and hoping to implement it next month; Codi also introduced Kaia Kleinlein who is a LPN who started a little over a year ago; will be traveling to the regional meeting and will be participating in a poverty simulation; would like to create a Codington County Facebook page for clients that will be information only with no cost to the County, the Board agreed that this would be a good resource for the public and gave their approval for her to go ahead with it.

#### **SURPLUS PROPERTY IN SOUTH SHORE**

Motion by Johnson, second by VanDusen to approve an offer of \$1,026.24, **South Shore Mayor, Jamie Dolen**, provided the Board with some background information and some possible future plans for the property, Commissioner Johnson amended his motion to declare the property in South Shore (Lots 20, 21, and 22, Block 2, Wm. H Johnston's Addition to South Shore, Codington County, South Dakota) surplus, seconded by VanDusen; all voted aye; motion carried. Motion by Johnson, second by VanDusen to approve an offer made by South Shore Mayor, Jamie Dolen in the amount of \$1,026.24, which will include the costs of taking the tax deed, the balance of the outstanding taxes and the recording fees for the Codington County Register of Deeds; all voted aye; motion carried.

#### **DISCUSSION ON OPIOID SETTLEMENT FUNDS**

There was discussion about the Opioid Settlement Funds that the County has received in the amount of \$9,229.24, the board had received information with their packets on allowable uses for the funds, **Auditor, Brenda Hanten**, reported that the city of Pierre will be turning their funds over to a counseling service to treat those who have an opioid use disorders and to support those who are in recovery, it was also suggested to have a conversation with the Sheriff, States Attorney and Welfare Director.

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

Motion by VanDusen, second by Waterman, to approve operating cash transfers from the ARPA fund in the amount of \$38,456.36, with the total amount to the General Fund in the amount of \$38,456.36; for March payroll claims; all voted aye; motion carried.

#### **AUTOMATIC BUDGET SUPPLEMENT**

Motion by VanDusen, second by Schweer, to approve an automatic budget supplement in the amount of \$4,500.00 to the Emergency Management Budget for the HMEP Grant; all voted aye; motion carried.

#### **PERSONNEL CHANGES**

Motion by Johnson, second by Waterman, to approve the following personnel changes: Seasonal Memorial Park rehire, Steve Deville, Park Custodian, Step #9, \$19.62 per hour, effective 4/11/2023, Seasonal Memorial Park rehire, Steve Rondell, Park Technician, from Step AA to BB #1, \$17.86 per hour, effective 4/11/2023, Seasonal Memorial Park rehire, Jeff Jenson, Park Custodian, Step AA #2, \$16.37 per hour, effective 4/11/2023; all voted aye; motion carried.

#### **TRAVEL REQUESTS**

Motion by Johnson, second by Schweer, to approve the following travel request: Extension employee to attend training using their private vehicle, costs include mileage and meals; all voted aye; motion carried.

**OLD BUSINESS**

Commissioner VanDusen gave an flood update, the city, county and state continue to meet, there are 25 people with their partnerships and roles being assigned, Codington County is still in the moderate flooding category. The community be reassured that there is a team in place and is monitoring the situation.

**OPEN**

Auditor, Brenda Hanten, noted the Court House and all County offices will be closed on Good Friday, April 7<sup>th</sup>, 2023, and Easter Monday, April 10<sup>th</sup>, 2023, per previously adopted policy.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by VanDusen, second by Schweer, to adjourn at 9:39 a.m., all voted aye; motion carried.

ATTEST:

\_\_\_\_\_  
Brenda Hanten  
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 \$\_\_\_\_\_

## AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in March 2023.

Cash on Hand	\$18,956.18
Checks in Treasurer' possession less than 3 days	\$151,794.97
Credit Card Charges	\$8,919.08
Cash Items	\$327.71
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$179,997.94</b>

RECONCILED CHECKING	
Reliabank (Memorial Park)	\$23,546.84
Reliabank Dakota	\$2,734,731.03
INVESTMENTS	
SD Public Funds Investment	\$30,080,374.77
<b>TOTAL CASH ASSETS</b>	<b>\$33,018,650.58</b>

### GENERAL LEDGER CASH BALANCES:

General	\$22,001,392.88
General restricted cash	\$500,000.00
Sp. Revenue	\$8,257,517.45
Sp. Revenue restricted cash	
Custodial	\$2,259,740.25
Schools	\$ 1,242,830.85
Townships	\$ 75,185.65
City/Towns	\$ 213,195.15

<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$33,018,650.58</b>
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Dated this 3rd day of April 2023

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County Auditor



FUND CASH BALANCES REPORT AS OF 04/03/2023  
CODINGTON COUNTY

Fund	Description	BALANCE
101	GENERAL FUND	22,001,392.88
101	GENERAL RESTRICTED CASH	500,000.00
	TOTAL AT FUND GROUP:	22,501,392.88
204	ROAD & BRIDGE FUND	6,939,840.67
204	ROAD & BRIDGE RESTRICTED CASH	.00
207	E-911 FUND	49,225.86
226	EMERGENCY MANAGEMENT FUND	273,974.75
228	VICTIM CRIME SERVICE FUND	103,070.35
229	DOMESTIC ABUSE FUND	1,658.75
231	W.I.C. FUND	41,974.47
233	COURTHOUSE BUILDING FUND	.00
248	24/7 SOBRIETY FUND	134,704.03
250	MODERNIZATION/PRESERVATION	220,711.83
256	SEARCH & RESCUE FUND	96,694.61
290	AMERICAN RESCUE PLAN FUND	38,456.36
295	RURAL ACCESS INFRASTRUCTURE	357,205.77
	TOTAL AT FUND GROUP:	8,257,517.45
706	SPECIAL HIGHWAY FUND	.00
721	SCHOOL DISTRICTS FUND	1,242,830.85
722	CIVIL TOWNSHIPS FUND	75,185.65
723	CITIES AND VILLAGES FUND	213,195.15
724	WATER DEVELOPMENT DIST. FUND	15,029.64
725	ADVANCE TAX COLLECTION FUND	.00
726	REGISTER OF DEEDS FUND	2,006.80
727	GAME, FISH & PARKS FUND	.00
728	CLERK OF COURT FUND	.00
729	TAX SALE REDEMPTION FUND	.00
733	SANITARY SEWER DIST. FUND	.00
734	DEPOSIT FUND	.00
735	TREASURER'S TRUST FUND	.00
736	MUNICIPALITIES (5%) FUND	.00
738	FINES TO SCHOOLS FUND	.00
741	911 TRUST AND AGENCY FUND	.00
742	STATE MOTOR VEHICLE FUND	694,328.31
746	AUTO EXCISE TAX FUND	.00
755	SALES TAX FUND	1,315.97
758	BOOKMOBILE FUND	2,987.46
766	LAW LIBRARY FUND	10,692.42
769	MODERN/PRESERATION RELIEF	2,168.00
770	FIRE DEPT. MONIES	.00
	TOTAL AT FUND GROUP:	2,259,740.25
	TOTAL:	33,018,650.58

OFFICIAL STATEMENT OF FEES COLLECTED  
REGISTER OF DEEDS STATEMENT OF FEES COLLECTED DURING THE MONTH  
OF MARCH, 2023

The sum of **\$27,583.70** in fees has been collected by me as Register of Deeds for MARCH, 2023

Ann Rasmussen being duly sworn, deposes and says that she is the Register of Deeds in and for CODINGTON COUNTY, State of South Dakota; that the foregoing statement is a true and correct report of all fees collected by me as such Register of Deeds, as required by law, during the month of MARCH, 2023

Ann Rasmussen  
Register of Deeds

Subscribed and sworn to before me this 3<sup>rd</sup> day of April 2023

Brenda Harten

**CERTIFIED BIRTHS**

State Children's Fund (\$2.00)	<u>\$ 172.00</u>
County General Fund (\$5.00)	<u>\$ 430.00</u>
State EVRSS Fund (\$5.00)	<u>\$ 430.00</u>
State General Fund (\$3.00)	<u>\$ 258.00</u>
<b>TOTAL</b>	<u>\$ 1,290.00</u>

**CERTIFIED DEATHS**

County General Fund (\$5.00)	<u>\$ 345.00</u>
State General Fund (\$4.00)	<u>\$ 276.00</u>
State EVRSS Fund (\$6.00)	<u>\$ 414.00</u>
<b>TOTAL</b>	<u>\$ 1,035.00</u>



## Receipt Totals

By Date: 3/1/2023 12:00:00 AM - 3/31/2023 11:59:59 PM; Departments: All; Cash based.

## Summary:

Codington County

Monday, April 3, 2023 8:49 AM

### Receipt Item Totals

	Paid	Charged	Debited	Total
Document:	\$22,728.50	\$540.00	\$0.00	\$23,268.50
Non Document:	\$3,313.00	\$1,087.40	\$0.00	\$4,400.40
<b>Subtotal:</b>	<b>\$26,041.50</b>	<b>\$1,627.40</b>	<b>\$0.00</b>	<b>\$27,668.90</b>

### Payment on Account Totals

Applied:	\$1,542.20
Refunded:	\$0.00
Unposted:	\$0.00
<b>Net Posted:</b>	<b>\$1,542.20</b>

### Payments & Refunds

ACH:	\$3,763.50
Cash:	\$2,091.00
Check:	\$21,729.20
<b>Total:</b>	<b>\$27,583.70</b>

### Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00 Marriage License 1	\$110.00	\$110.00	\$0.00	\$0.00
101-0-341.21 Reg. Deeds Filing/Recording 2	\$8,580.00	\$8,160.00	\$420.00	\$0.00
101-0-341.22 Reg. Deeds Transfer fees 3	\$12,938.50	\$12,938.50	\$0.00	\$0.00
229-0-321.00 Domestic Abuse Marriage Lic. 6	\$330.00	\$330.00	\$0.00	\$0.00
726-0-209.00 Reg. Deeds Fees - State 8	\$1,550.00	\$1,240.00	\$310.00	\$0.00
101-0-341.29 Reg. Deeds Other Fees 4	\$2,385.20	\$1,653.00	\$732.20	\$0.00
250-0-341.21 M&P Relief ROD Filing/Rec 7	\$1,014.00	\$966.00	\$48.00	\$0.00
769-0-209.00 M&P Relief ROD Allocation 9	\$676.00	\$644.00	\$32.00	\$0.00
<b>Total:</b>	<b>\$27,583.70</b>	<b>\$26,041.50</b>	<b>\$1,542.20</b>	<b>\$0.00</b>

As humans, we are motivated by purpose; and as leaders, purpose holds a unique importance due to our responsibility to positively influence members of our team, impact our organization's culture, and transform the communities in which we live. As humans, when our actions are aligned to purpose, we have a sense of belonging (a sense of being); and as leaders, actions aligned to purpose help shape strategy, increase employee engagement, provide greater care for customers, inspire others in our communities, and navigate complexity in time of great change and moments of truth. To create such purpose, we must ensure we are Leading On Purpose. That is the focus of this 8-week fully facilitated training; establishing a sense of purpose and fulfilling the meaning of who we are, in what we do, and why. Intentionally designed from scientific evidence and proven practices of great leaders, Leading On Purpose will help existing and emerging leaders alike reappraise any longstanding purpose or uncover one for the first time with the use of self-assessments, interactive exercises, online and real-time peer discussions, cohort-based webinars, and self-reflection. The outcome from the training will be increased clarity in your role as a leader and increased confidence in your ability to lead on purpose.

### **Module 1: The Power of Purpose**

Assessing your purpose and knowing its importance.

### **Module 2: Human Motivation**

From basic needs, to belonging, to contributing value.

### **Module 3: The Theory of Work**

It's people serving people, then mission, vision, values.

### **Module 4: Followership First**

Providing great leadership from exemplary followership.

### **Module 5: The Decisions We Make**

Aligning awareness, decisions, and actions for success.

### **Module 6: Touch-Point Possibilities**

Realizing the opportunity in every point of connection.

### **Module 7: Facing the Giants**

Living with the perpetual need to do more with less.

### **Module 8: From Purpose to Impact**

Measuring leadership (and life) on impact not intention.

**KICKOFF WEBINAR: October 16<sup>TH</sup>**

**MODULE 1: October 16<sup>th</sup> – October 20<sup>th</sup>**

**MODULE 2: October 23<sup>rd</sup> – October 27<sup>th</sup>**

**MODULE 3: October 30<sup>th</sup> – November 3<sup>rd</sup>**

**MODULE 4: November 6<sup>th</sup> – November 10<sup>th</sup>**

**MODULE 5: November 13<sup>th</sup> – November 17<sup>th</sup>**

**BREAK WEEK: November 20<sup>th</sup> – November 24<sup>th</sup>**

**MODULE 6: November 27<sup>th</sup> – December 1<sup>st</sup>**

**MODULE 7: December 4<sup>th</sup> – December 8<sup>th</sup>**

**MODULE 8: December 11<sup>th</sup> – December 15<sup>th</sup>**

**GRADUATION: December 15<sup>th</sup>**



"A leader's role is not to merely preside over a team, but to inspire a sense of purpose."

– General Colin Powell (1937-2021)