

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 25, 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 25, 2023, agenda
5. Action to approve the April 18, 2023, minutes of the Board of Codington County Commissioners
6. Monthly Reports
  - a. Emergency Management Director
  - b. Sheriff
  - c. Highway Superintendent
  - d. Facilities Manager
7. Action to declare misc. Emergency Management Office property surplus to be destroyed
8. Action to approve the purchase of SureGuard Safety Restraint Chair for Detention Center
9. Action to declare misc. Sheriff's Office property surplus to be destroyed
10. Action to approve agreement with IMEG Consultants Corp. for 2023 Microsurfacing road project engineering services
11. Action to approve a notice to bidders for Microsurfacing road project on approx. 8.5 miles on County Roads 6A and 23
12. Action to approve to advertise and hire two seasonal Memorial Park maintenance positions
13. Action to approve to advertise and hire a seasonal Weed Department weed sprayer position
14. Action to authorize chair to sign Quit Claim Deed
15. Action to authorize chair to sign Certification Required by South Dakota Executive Order 2023-02
16. Action to approve County and Consolidated Board of Equalization minutes

17. Action to approve abatement applications
  18. Action to approve claims for payment
  19. Action to approve automatic budget supplements
  20. Action to approve personnel changes
  21. Action to approve travel requests
  22. Public Notices – a possible quorum of Commissioners could be in attendance at:
  23. Old Business
  24. New Business
  25. Open
    - a. Public Comments
    - b. Commission Comments
  26. 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)
  27. 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 25, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 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 Commissioner VanDusen.

**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 25, 2023 agenda, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of April 18, 2023 as presented; all voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Andrew Delgado**, updated the Board on recent events: There were 2 weather spotter training classes with a total of 47 individuals attended; It was severe weather preparedness week last week for South Dakota and Minnesota, with the flooding situation occurring locally last week the outdoor weather siren testing will start for Watertown this week, a county-wide siren test will occur at noon on Friday; a lot of time was dedicated to flood preparations, currently most of the river gauges are coming down out of the flood stages, the Broadway gauge came down from moderate to minor, Pelican is down .72 inches, still in minor flood stage; resource requests – 960’ of HESCO baskets, needed pallets to store the sand bags on and most came from Hubbard Feed and DSG; last week time was spent providing incident commanders daily river levels and projections from the National Weather Service, there is a lot of damage to the township roads and preliminary damage assessment forms have been sent out to them with one township returning theirs so far and expecting more, when talking to the townships most have said they have had some damage due to the rapid snow melt; did receive the final adoption letters from the PDM which were sent off and received final approval which will open the door for future funding opportunities grants, mainly the BRIC Grant; in the coming months he will be attending a APS Class, a Rapid Needs Assessment, and EM 103, which is the last class needed to be completed within 24 months of hiring; will be hosting the state IMAT exercise. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of March 2023, for the Detention Center and Sheriff’s Office: office fees were collected in the amount \$6,391.66, and were retained by the County; Commissary items sold in the amount of \$4,836.46 with a commission fee to the County in the amount of \$1,634.00; 509 cases/calls for service; 10 accident reports were completed; 89 warrants served; 287 sets of civil papers served; 4,021 transport miles; average daily inmate population 57.03 (high ADP 65 and low ADP 48); 25 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 5 individuals using remote breathalyzers; 35 individuals testing twice daily PBT’s; 52 individuals reporting twice weekly for UA Drug testing; 1 individual wearing a sweat patch; 235 bookings; \$11,533.56 collected in fees for out of county prisoner contracts; \$3,600.00 collected in work release fees;

Codington County, 25 April 2023

\$5,420.00 collected in fees for the 24/7 program; and \$5,699.00 collected in SCRAM fees; March court security stats, for a total number of 23 days the total number of people screened was 7398 which averages 321 people daily, 37 bladed items were turned away, 9 mace/pepper spray were turned away, 16 other potential weapons were also found and turned away; explained that they had budgeted \$66,000.00 in 2023 to replace 5 toilets and 3 showers, with the recent damage of a porcelain sink it is now their intention to replace 7 toilets and 9 sinks to upgrade them to stainless steel the cost will be around \$49,475.00. **Highway Superintendent, Rick Hartley**, informed the Board that currently there are no County roads under water or water running over them, at one point there were 10 to 15 that were closed with water running over the top of them, still need to haul gravel on these roads but due to the roads being very soft will wait until the road conditions improve to avoid doing more damage, traffic can still go through these spots but, they will need to slow down and the spots are marked with barricades, the County asphalt roads are soft also, in the process of determining how many tons of gravel that the water washed off the County gravel roads to repair these spots, no roads were washed out completely, will be working with the Emergency Manager if there is enough damage for FEMA, the County's share won't be that extensive, mostly gravel; working on crack sealing between snow and wind storms, using MC70 and pea rock to patch the soft spots on the asphalt roads, working on blading the gravel roads to get them in better shape because of the winter conditions they weren't able to do any, will start pulling shoulders on the gravel roads to reclaim some of the gravel lost from plowing snow, as reminder that the load limits are still in effect which is 7 tons per axle and 40 MPH for all trucks traveling on County asphalt roads. **Facility Manager, Steve Molengraaf**, updated the Board: Ag. Building – was the sandbag filling station site for Municipal Utilities, also there are meetings, auctions and minor events happening; Court House – waiting for equipment and staging time for the sound system on the 2<sup>nd</sup> floor courtroom, receiving some quotes carpet for 2<sup>nd</sup> floor courtroom and adjacent rooms, will be meeting with, Chief Deputy Sergeant, Brent Solum, to go over a grant to upgrade the some cameras; Detention Center – some porcelain sinks and toilets have been broken off, will have a quote next week to replace them with stainless steel units; Park – reservations so far this year as of April 24<sup>th</sup>, 2023 is \$34,018.00, the boat ramp has lifted due to the ice and Deutsch Excavating will be setting the ramp back into position later this week, the adjuster received an estimate for the cleanup and reconstruction of the water damage in the park shop, he is reviewing the estimate of \$57,369.11 for reconstruction replacement cost and \$21,623.47 for cleanup and removal; Weed – attended the instant command tabletop exercise with 24 attendees which included individuals from, SD DANR, United States Department of Ag, Animal and Plant Health Inspection Service, Plant Protection and Quarantine and the South Dakota Secretary of Ag.; attended the SD Weed Commission Meeting, there was a rules hearing to add wild parsnip on the local noxious list, the local Weed Board Meeting is today, April 25<sup>th</sup>, 2023 at 2:00 pm at the extension complex; West Nile Virus – have had the mosquito fogger calibrated; working on the 2024 budgets.

### **SURPLUS EQUIPMENT**

Motion by Johnson, second by VanDusen, to declare the following equipment from the Emergency Management Office, surplus to be destroyed: Hamilton Monitor/Camera, Cannon Computer, Laptop, Brother Typewriter, Toshiba Copy Machine, Stinger Flashlight, rechargeable w/chgr, Sanyo TV, 32" Flat Screen, Black, GE Microwave; all voted aye; motion carried.

### **RESTRAINT CHAIR FOR DETENTION CENTER**

Motion by VanDusen, second by Schweer, to approve the purchase of SureGuard Safety Restraint Chair for the Detention Center, as budgeted, Sheriff, Brad Howell and Chief Correctional Officer, Matt Blackwelder presented to the board a quote from Safety Restraint Chair Inc., in the amount of \$3,075.00; all voted aye; motion carried.

### **SURPLUS EQUIPMENT**

Motion by Johnson, second by Waterman, to declare the following equipment from the Sheriff's Office, surplus to be destroyed: 2-100 HP Computer Prodesk 600 s/n 2UA8021SKR, 1 504 HP Smart buy Prodesk 600 s/n MXL835167B, Fujitsu Table Computer s/n R6504426, Fujitsu Tablet Computer s/n Q5400679, 2 –095 HP Prodesk 600 s/n 2UA65130GB, 2 – 101 HP Prodesk 600 s/n 2UA8031D85; all voted aye; motion carried.

**ENGINEERING SERVICES AGREEMENT FOR MICROSURFACING ROAD PROJECT**

Motion by VanDusen, second by Schweer, to approve an agreement with IMEG, for engineering services for the 2023 Codington County Microsurfacing Project for approx. 8.5 miles, as budgeted, Highway Superintendent, Rick Hartley presented to the board the agreement, in the amount of \$22,000.00; all voted aye; motion carried.

**SEASONAL MEMORIAL PARK MAINTENANCE POSITIONS**

Motion by Johnson, second by VanDusen, to advertise to hire two seasonal Memorial Park Maintenance positions; all voted aye; motion carried.

**SEASONAL WEED DEPARTMENT WEED SPRAYER POSITION**

Motion by Johnson, second by Waterman, to advertise to hire a seasonal Weed Department Weed Sprayer position; all voted aye; motion carried.

**TOWN OF SOUTH SHORE QUIT CLAIM DEED**

Motion by Schweer, second by VanDusen, to authorize the chair to sign a Quit Claim Deed to the Town of South Shore, the property described as Lots 20, 21 and 22, Block 2, of Wm. H. Johnston's Addition to South Shore, Codington County, South Dakota; all voted aye; motion carried.

**SOUTH DAKOTA EXECUTIVE ORDER 2023-02**

Motion by VanDusen, second by Waterman, to authorize the chair to sign the South Dakota Executive Order 2023-02, implemented by Gov. Noem, for current and future contracts with the Department of Health; all voted aye; motion carried.

**2023 BOARD OF EQUALIZATIONS MINUTES**

Motion by Johnson, second by Schweer, to approve the minutes of the 2023 County Board of Equalization and the 2023 Consolidated Board of Equalization minutes; all voted aye; motion carried.

**APRIL SALARY CLAIMS**

Motion by Johnson, second by VanDusen, to approve for payment April salary claims; all voted aye; motion carried. Commissioners: 11,288.10 total salaries. Auditor: 24,611.96 total salaries. Co. Treasurer: 37,304.63 total salaries. States Attorney: 47,940.81 total salaries. Gov. Buildings: 19,086.77 total salaries. Dir. Equalization: 52,660.38 total salaries. Reg. of Deeds: 28,077.64 total salaries. Veterans Service: 13,715.53 total salaries. Sheriff: 109,627.75 total salaries. Co. Jail: 144,960.91 total salaries; Tristan Coyle \$4151.64 new hire. Coroner: 2,583.60 total salaries. Welfare: 14,518.10 total salaries. County Nurse: 4,649.72 total salaries. Ag. Bldg.: 11,226.43 total salaries. Co. Extension: 12,049.78 total salaries. Weed: 4,949.07 total salaries. Planning Board: 499.30 total salaries. Road & Bridge: 110,594.06 total salaries. Emergency Management: 13,751.77 total salaries. Crime Victim: 8,020.62 total salaries. W.I.C.: 5,504.81 total salaries. Total 677,621.74 Breakdown of withholding amounts which are included in the above: S.D. Retirement 65,068.66; S.D. Supplemental Retire. 4,505.00 suppl. retire.; Sanford 90,629.33; Reliance Standard Life Insurance 786.24 life ins.; Delta Dental 6,792.28 ins.; Avesis 877.65 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 403.20 employee union dues; AFLAC 3,624.41 ins.; John Hancock 5,415.00 suppl. retire.; AFLAC 824.43 ins.; Watertown United Way 5.00 employee contributions; Sioux Valley Credit Union 25,078.00 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 4,950.00 Roth retirement; Teamsters Local Union 120 467.00 employee union due; Codington County Deputy Sheriff's Association 90.00 employee union dues; ReliaBank Dakota 47,218.62 federal withholding; ReliaBank Dakota 62,213.92 social security; ReliaBank Dakota 14,549.80 Medicare.

**TRAVEL REQUESTS**

Motion by VanDusen, second by Schweer, to approve the following travel request; State's Attorney staff, to attend the State's Attorney Conference; all voted aye; motion carried.

**OPEN – COMMISSION COMMENTS**

Commissioner Johnson updated the board that the two summer studies that the State Legislature is going to look at is Long-term living and County Government.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Waterman, to adjourn at 9:58 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten

Codington County Auditor

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