

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, June 20, 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 June 20, 2023, agenda
 5. Action to approve the June 13, 2023, minutes of the Board of Codington County Commissioners
 6. Monthly Reports
 - a. Facility Manager
 - b. Highway Supt.
 7. Action to accept proposal(s) for HVAC for Ag Building in Expo II
 8. Discussion/possible action to enact a burn ban resolution
 9. Action to approve claims for payment
 10. Action to approve automatic budget supplements
 11. Action to approve personnel changes
 12. Action to approve travel requests
 13. Public Notices – a possible quorum of Commissioners could be in attendance at:
 14. Old Business
 15. New Business
 16. Open
 - a. Public Comments
 - b. Commission Comments
 17. 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)
 18. 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**

June 13, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 13, 2023, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Charlie Waterman, Myron Johnson, Troy VanDusen, and Randall Schweer; Vice-Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner Schweer.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Vice-Chair VanDusen 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 Waterman, second by Schweer, to approve the agenda for June 13, 2023, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Schweer, to approve the minutes of June 06, 2023; all voted aye; motion carried.

CULVERT REPAIRS FOR COUNTY HWY 6

Motion by Johnson, second by Gabel, to accept quote B, in the amount of \$66,997.00, from Basin Construction, due to the fact that this is an emergency project it is not a budgeted item, Mark Junker, Engineer with Banner Associates, Inc. and Rick Hartley, Highway Supt. presented to the Board 4 different quotes for this project, this will be added for FEMA reimbursement, and the State FAS Roads for ER Funding; all voted aye; motion carried.

MONTHLY REPORTS

Auditor, Brenda Hanten, updated the Board: Continue to work on the 2024 Provision Budgets; the Auditor's Office is open today from 7 a.m. to 7 p.m. due to the Special Election being held in Henry; will be holding a Public Test for the Watertown City/School Election @ 8:30 a.m., to test their ballots; next Tuesday, June 20th, 2023 is Election Day for the Watertown City/School Election at the Civic Arena, the Auditor's Office will be open 7 a.m. to 7 p.m. to assist with any voter questions they may have and will also be using the scanner to count their ballots that evening. **Welfare Director, Sara Foust**, updated the Board: 20 unique individuals were served in May; CARES/ERA - \$4000 was received for administrative fees; ICAP Case Management – averaging around 10-12 hours per week; the IMPACT/ Community Health Worker - Paige, Kari, & Sara attended the Annual Conference in May, received approval for Kari to become a certified CHW which she will enroll in the program in the fall semester, working on Medicaid certification; the Watertown Cares Board closed on the 612 Flats on May 23rd, 2023, renovations are in progress, hoping it will be ready for clients in the next month; extend the contract with Angela, will continue looking for grant funding to support this; travel requests, ACEs training & Resilient Community networking SD Housing Annual Conference; have new signage on the windows at the Welfare Office; Systems of Care/Strategic Planning, Codington Connects – Agency of the Month is the Watertown Police Department; Interagency Meetings – decided not to have June & July meetings; Department of Health Improvement Innovation Grant Funds to be used to maintain Codington Connects for additional web site support and a Community Needs Assessment; Housing Action Team is meeting June 26th, 2023 via zoom to meet with representatives from Codington County, 13 June 2023

Rapid City One Heart to learn about innovative housing assistance program and their Director of the Rapid City Community Foundation who leads the Collective Impact Program involved with leading a lot of their housing initiatives; Child care group is looking at how to expand the availability of child care; Event Planning group is putting together a 3 year training plan to have a timeline; Communication Group is working on web site, the Codington Connects and community events.

HEALTH IMPROVEMENT INNOVATION GRANT APPLICATION

Motion by Gabel, second by Johnson, to authorize Welfare Director, Sara Foust, to apply for a \$25,000.00 Health Improvement Innovation Grant, this will be the 2nd time to apply for these funds; all voted aye; motion carried. If awarded this grant will be used to continue the works with Codington Connects and a Community Needs Assessment.

WELFARE OFFICE CONSULTANT AGREEMENT

Motion by Gabel, second by Johnson, to approve an agreement between the Codington County Welfare Office and Angela Hyde, Independent Consultant; for the performance of consulting services through December 31, 2023, this is a budgeted item; all voted aye; motion carried.

AUDITOR'S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES

Motion by Gabel, second by Waterman, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last business day of May, 2023, all present voted aye; motion carried.

Cash on hand	\$	6,043.09
Checks in Treasurers' possession		
less than 3 days	\$	106,703.50
Credit Card Charges	\$	11,232.12
Cash Items	\$	425.00
TOTAL CASH ASSETS ON HAND	\$	124,403.71
RECONCILED CHECKING		
Reliabank (Memorial Park)	\$	1,000.00
Reliabank Dakota	\$	569,528.96
INVESTMENTS		
SD Public Funds Investment	\$	37,000,000.00
TOTAL CASH ASSETS	\$	37,694,932.67
General Ledger Cash Balance by Funds		
General	\$	25,497,408.84
General restricted cash	\$	500,000.00
Sp. Revenue	\$	8,779,922.59
Custodial	\$	2,917,601.24
(Schools \$1,669,391.82, townships \$96,359.05; city/towns \$346,344.59)		
TOTAL GENERAL LEDGER CASH	\$	37,694,932.67

The Board noted Register of Deeds fees, in the amount of \$42,482.55 were collected in the month of May, 2023.

GRANT APPLICATION FOR R/ED RECEPTION CENTER GRANT FUNDS

Louis Canfield, Director of Youth Diversion, Watertown Boys and Girls Club, presented the Board with information to apply for and request the County's support to apply for the R/ED Reception Center Grant with a grant opportunity with the Department of Corrections in the amount of \$20,000.00, this is a court approved diversion program and there will not be any County match dollars and the funds will not run through the County. The first half of the grant year will be used to research other counties that have Reception Centers and best practices and the second half of the grant year would be to contract with organizations willing to be partners. Codington would be an on-call Reception Center; Motion by Gabel, second by Schweer to approve

supporting the JDAI program to submit the R/ED Reception Center Grant Application; all voted aye; motion carried.

BURN BAN DISCUSSION

The board held a brief discussion regarding whether to enact a burn ban. Cheri Howell, Assistant Emergency Manager, reported that she had conversations with the Fire Chiefs in the County and they are not recommending a burn ban at this time.

CANCEL VISION PLAN

Motion by Johnson, second by Schweer to cancel the County's current vision plan with Avesis and change the County vision plan to VSP with Kranz Insurance, Human Resource Associate, Natalie Remund, informed the Board that this was an employee driven request and the current vision plan didn't provide enough coverage and were looking for expanded benefits, been working on this for several months, had representatives from different companies come in and present and have an open forum to give employees an opportunity to ask questions, sent out an employee survey with the different plans and options and what would their choice be, the results of the survey the majority of the employees voted to make a switch to the VSP Plan offered through Kranz Insurance that offers 2 options, one will be a basic plan that is comparable to what the County currently has or employees that would like expanded coverage will have that option also, the vision plan is 100% employee paid but needs the Board to approve it in order for employees to receive discounted rates; all voted aye; motion carried.

TAX DEED PROPERTY AUCTION

Motion by Johnson, second by Schweer, to approve a notice of tax deed property auction for Tuesday, July 11th, 2023 at 9:00 a.m.; all voted aye; motion carried. Motion by Johnson, second by Gabel to appoint Treasurer, Carol Maloney, to appoint real property appraisers to determine the value of tax deed property to be sold at public auction; all voted aye; motion carried. Motion by Gabel, second by Johnson, to declare tax deed property, listed below, surplus to be sold; all voted aye; motion carried.

City of Watertown

Lot 33 of Block 10 of Rice Brothers Addition to the City of Watertown, Codington County, South Dakota, according to the recorded plat thereof. Record #15879. Tax Deed issued to Codington County 6/06/2023

JUNETEENTH OFFICE CLOSURES

The Board noted the Court House and all County offices will be closed on Monday, June 19th, 2023, in observance of Juneteenth.

CLAIMS

Motion by Waterman, second by Gabel, to approve for payment the following list of claims; all voted aye; motion carried: 3E GENERATOR SHOP 350.00 REP, 605 PROPERTY SOLUTIONS 4885.00 RENT, A-OX WELDING SUPPLY 102.54 SUP, A-OX WELDING 21.25 SUPPLIES, ACCREDITATION, AUDIT AND 150.00 SVC, A&B BUSINESS SOLUTIONS 25.01 REP, ADVANCED CORRECTIONAL 18367.47 SVC, ADVANTAGE GRAPHICS 20.00 SUP, AGTERRA TECHNOLOGIES, INC 1631.18 SVC, ANGELA HYDE 550.00 SVC, JESUS ALVARADO 100.00 SVC, CAROLE ANDERSON 55.10 JURY, ARMSTRONG FORENSIC LABORATORY 155.00 SVC, AUSTIN LAW OFFICES 26732.22 SVC, AUTOMATIC BUILDING CONTROLS 1273.00 REP, AUTO VALUE 20.98 SUP, AVERA MCKENNAN 1580.00 SVC, AVI SYSTEMS, INC 6709.87 SUP, MELANIE BAIN 12.04 JURY, BANNER ASSOCIATES, INC 400.00 REPAIRS/MAINT., BOB BARKER CO. 554.22 SUP, BAUER LAW OFFICE PC 2575.50 SVC, BEACON CENTER 1000.00 PMT, BENCO PRODUCTS, INC 477.73 SUP, BENDIX TECHNOLOGY CENTER 1656.00 EQUIP, JANET BEVERS 52.00 TRAV, BLACKBURN & STEVENS 417.30 SVC, RHONDA BLAIS 53.06 JURY, BLUEPEAK 399.27 UTIL, BLUEPEAK 79.99 UTILITIES, BOYS & GIRLS CLUB 7896.00 PMT, RHONDA BRADBERRY 12.04 JURY, BRATLAND LAW 3434.70 SVC, BROCK WHITE COMPANY 15795.00 SUPPLIES, JANET BURNS 11.02 JURY, Codington County, 13 June 2023

PATRICIA CABLER 53.06 JURY, CARTNEY BEARING & SUPPLY 306.14 REPAIRS/MAINT., JEFF CASE 25.00 CELL, CENTURYLINK 83.75 UTIL, CERTIFIED LABORATORIES 507.45 SUPPLIES, CERTIFIED LANGUAGES 49.50 SVC, CITIWISE PROPERTY MANAGEMENT 1845.00 RENT, RICK CLARK 51.02 JURY, CLUBHOUSE HOTEL & SUITES 1737.36 TRAV, CODINGTON CLARK ELECTRIC 426.54 ASST, CODINGTON-CLARK ELECTRIC COOPE 71.15 UTILITIES, COLE PAPERS, INC. 4222.48 SUP, COLE'S PETROLEUM 26260.10 SUPPLIES, REBECCA CONGER 52.04 JURY, CONNECTING POINT COMPUTER CENT 21288.05 REP, CONNECTING POINT 37.00 SUPPLIES, CONSOLIDATED CORRECTIONAL 12575.66 SUP, JAMESEN CORDELL 11.02 JURY, CORNELL APARTMENTS 2497.00 RENT, C&R FIRE SUPPRESSION 112.00 REP, CREATIVE VISIONS 125.00 REP, CREDIT COLLECTIONS BUREAU 2637.88 PMT, CREDIT COLLECTIONS BUREAU 200.92 PMT, CROSSROADS HOTEL 92.99 TRAV, C & S PEST CONTROL LLC 95.00 SUP, CULLIGAN WATER CONDITIONING 201.75 SUP, DAKOTA SUPPLY GROUP 306.14 SUP, MATTHEW DARGATZ 25.00 CELL, DIAMOND DRUGS, INC 784.95 SUP, DIAMOND MOWERS, INC 651.00 REPAIRS/MAINT., DMC WEAR PARTS LLC 9920.00 REPAIRS/MAINT., JAMIE DOLEN 25.00 CELL, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, CALVIN ENGELS 15.10 JURY, JOHN ENGELS 52.04 JURY, SARAH ENGELS 12.04 JURY, ENGELSTAD ELECTRIC CO. 1162.08 REP, MARIA ESCAMILLA 240.00 PMT, BETH FALAK 12.04 JURY, RANDALL G. FALVEY 25.00 CELL, FEDEX 18.24 SVC, THOMAS FITTING 11.02 JURY, ROBIN FLEMMING 66.32 JURY, TOWN OF FLORENCE 81.70 UTILITIES, ALLISON FORBUSH 40.00 CELL, BARBARA FRENTZ 54.08 JURY, D LEE GABEL 52.04 JURY, MICHELLE GAIKOWSKI 215.60 SVC, GALLS, LLC 153.10 UNIF, GANNETT HOLDINGS LLC OHIO 384.80 SUB, KIRBY GARDNER 12.04 JURY, GH2.0 2160.00 RENT, GIGFIRE 73.00 UTIL, JOSEPH GOAR 55.10 JURY, GRAINGER 156.94 SUP, GREAT AMERICA FINANCIAL SVC 395.75 RENT, GREEN, ROBY, OVIATT, 8114.40 SVC, CODY GREGG 12.04 JURY, JUSTIN HALAJIAN 40.00 CELL, BRENDA HANTEN 20.00 TRAV, DAVID HARRINGTON 11.02 JURY, KEVIN HART 228.00 PMT, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, LACEY HEAD 9.00 PMT, DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, DARIN HELGELIEN 51.02 JURY, MICHAEL HENRICHS 77.54 JURY, TOWN OF HENRY 181.31 UTILITIES, JOHN HERTING 51.02 JURY, HILLYARD/SIOUX FALLS 544.71 SUP, RICK HOLINKA 25.00 CELL, JUSTIN HULSCHER 12.04 JURY, HUMAN SERVICE AGENCY 200.00 SVC, HYVEE #1871 ACCTS RECEIVABLE 116.93 SUP, I STATE TRUCK CENTER 1477.61 REPAIRS/MAINT., IMEG 4800.00 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 3801.38 PMT, JEFFERSON COURT 2530.00 RENT, JEFFERSON PARTNERS LP 21.50 TRAV, DOUGLAS JERKE 52.04 JURY, MARISA JOHNSON 51.02 JURY, JOURNAL TECHNOLOGIES, INC 37.39 SVC, MITCHELL KALLHOFF 25.00 CELL, KENNEDY PIER LOFTUS & REYNOLDS 299.60 SVC, JOHN DEERE FINANCIAL 572.07 REPAIRS/MAINT., KIESLER POLICE SUPPLY 1149.62 EQUIP, BECKY KNADLE 12.04 JURY, RICHARD KOHN 25.00 CELL, JEFF KOISTINEN 892.76 TRAV, ERIK KOSAK 25.00 CELL, K&R MANAGEMENT 13171.67 RENT, KEVIN KRANZ 60.20 JURY, J.H. LARSON COMPANY 453.54 REP, VAL LARSON 15.00 SVC, LAWSON PRODUCTS, INC 551.48 SUPPLIES, LEADS ONLINE 818.00 REP, LEWIS & CLARK BHS 1472.00 SVC, LEWNO LAW OFFICE 166.60 SVC, LINCOLN CO TREASURER 1976.93 SVC, PEGGY LINDGREN 51.02 JURY, COURTNEY LIVINGSTON 2320.00 RENT, DARCY LOCKWOOD 15.00 SVC, JODI LOEHRER 30.79 TRAV, CAPITOL ONE TRADE CREDIT 98.94 SUP, CAPITOL ONE TRADE CREDIT 269.04 SUPPLIES, CHARLES MACK 54.08 JURY, MACKSTEEL WAREHOUSE, INC. 35.81 SUPPLIES, CAROL MALONEY 178.00 PMT, MARK'S AUTO 357.59 REP, MASTERS TELECOM LLC 270.15 UTIL, BILL MCELHANY 3400.00 RENT, MCKESSON MEDICAL SURGICAL 51.90 SUP, MENARDS 1722.20 SUP, MENARDS 387.85 SUPPLIES, MIDCONTINENT COMMUNICATIONS 364.32 UTIL, MILLS PROPERTY MANAGEMENT 500.00 RENT, SHANNON MOES 17.14 JURY, MULTI BUSINESS SOLUTIONS INC 3350.00 SVC, MUNICIPAL UTILITIES 10884.31 UTIL, MUNICIPAL UTILITIES 5301.52 ASST, MUNICIPAL UTILITIES 406.13 UTILITIES, NAPA CENTRAL 138.71 SUPPLIES, COREY NEILAN 65.30 JURY, KARI NESS 53.06 JURY, NEWMAN TRAFFIC SIGNS 494.17 SUPPLIES, SHAWN NILLS 40.00 CELL, NORTHERN SAFETY TECHNOLOGY 4076.16 EQUIP, NORTHWESTERN ENERGY 1094.89 UTILITIES, ODNEY 1620.00 GRANT, OFFICE PEEPS, INC.

10658.13 SUP, OLESON MACHINING LLC 35.00 REPAIRS/MAINT., RACHEL OLSON 52.04 JURY, OTTERTAIL POWER CO, 57.41 UTILITIES, MICHELLE PEDERSON 40.00 CELL, PENNINGTON COUNTY JAIL 138.41 TRAV, SHANNON PESTER 69.38 JURY, PJNI, LLC 2700.00 JURY, PMB 0112 44.46 UTIL, POMP'S TIRE SERVICE, INC 24.67 REP, POMP'S TIRE SERVICE, INC. 181.28 REPAIRS/MAINT., PPWIX WEBSITE SERVICES 159.49 SVC, PRAIRIE LAKES HEALTH CARE CENT 8540.42 SVC, PRINT 'EM NOW 921.00 SUP, PRINT EM NOW 191.00 SUPPLIES, LYNDON PROPST 12.04 JURY, RAMKOTA HOTEL 122.00 TRAV, DANIELLE RANG 653.37 TRAV, ANN RASMUSSEN 40.00 TRAV, REDLINGER BROS. 5.90 REP, REDWOOD TOXICOLOGY LABORATORY 1777.50 SUP, REBECCA MORLOCK REEVES 40.00 CELL, WILLIAM REIDBURN 58.16 JURY, ROBYN RITER 25.00 CELL, HAROLD ROUNDS 25.00 CELL, DON ROWLAND 640.00 TRAIN, RUNNINGS 84.01 SUP, RUNNING SUPPLY INC. 119.99 REPAIRS/MAINT., DAWN RUSSELL 59.50 SVC, STEPHANIE SATHER 12.04 JURY, FRED SAUER 53.06 JURY, LISA SAUER 12.04 JURY, KRISTIN SCHAACK 30.40 JURY, NINA SCHOLTZ 11.02 JURY, SCHUMACHER ELEVATOR COMPANY 1051.62 REP, RANDY SCHWEER 199.92 TRAV, BRAD SCHWINGER 25.00 CELL, NANCY SCHWINGER 30.40 JURY, SD ATTORNEY GENERAL'S OFFICE 10010.00 PMT, SOUTH DAKOTA BUREAU OF HUMAN R 125.00 TRAVEL & CONF., SD DEPARTMENT OF HEALTH 2875.00 SVC, SD DEPARTMENT OF HEALTH 7689.77 PMT, SD INVESTIGATIVE SERVICES 2449.50 SVC, SD SHERIFFS ASSOCIATION 880.00 MAINT, SD STATE TREASURER 770759.18 JUNE REMITTANCE, SD ASSOCIATION OF COUNTY COMMI 110.00 TRAVEL & CONF., SDACO 648.00 PMT, SDN COMMUNICATIONS 1363.51 UTIL, MELISSA SEARS 40.00 CELL, HEIDI SELCHERT 40.00 CELL, GERALD SELLERS 15.10 JURY, LEO SEMMLER 21.22 JURY, CATHY SHANHOLTS 11.02 JURY, SHARP AUTOMOTIVE 1527.71 SVC, SHARP ELECTRIC, LLC 280.48 REPAIRS/MAINT., SHERWIN WILLIAMS 299.96 SUP, SIOUX RURAL WATER SYSTEM 54.00 UTILITIES, SIOUX VALLEY COOP 6537.18 FUEL, KAREN SKINNER 52.04 JURY, SOCIA LAW, PC 11530.57 SVC, LYNN SOLBERG 40.00 CELL, TOWN OF SOUTH SHORE 172.00 UTILITIES, SOUTH SHORE GAZETTE 690.55 PUB, LAURIE SOUTHWICK 34.48 JURY, STEVE STAHLKE 25.00 CELL, STAN HOUSTON EQUIPMENT 251.90 SUPPLIES, STAR LAUNDRY 2821.88 SUP, STAR LAUNDRY 133.62 SUPPLIES, STATE INDUSTRIAL PRODUCTS 239.37 SUP, SUSAN STEFFEN 13.06 JURY, STEVE'S WORLD.223.73 REPAIRS/MAINT., DEJAY STOCKER 3200.00 RENT, MICHAEL STURM 61.22 JURY, SUPER 8 WATERTOWN 1065.00 RENT, SCOTT SWANSON 25.00 CELL, TD SYNEX CAPITAL, LLC 70250.00 EQUIP, THOMSON REUTERS-WEST 642.61 SVC, THREE ACORNS 1036.00 RENT, M R TIKKA CONSTRUCTION, LLC 20803.12 REP, CNH INDUSTRIAL ACCOUNTS 108.19 REPAIRS/MAINT., DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRUGREEN 350.00 REP, TWO WAY SOLUTIONS, INC 5600.00 GRANT, US POSTAL SERVICE 226.00 FEES, SCOTT VANDERLEEST 52.04 JURY, JENNIFER VAN DER LINDEN 52.04 JURY, MARVIN VAZQUEZ CRUZ 11.02 JURY, VERIZON WIRELESS 2851.40 UTIL, VERIZON WIRELESS 101.39 UTIL, VERIZON 40.01 UTILITIES, RELIABANK VISA 525.41 PMT, RELIABANK VISA 155.05 PMT, RELIABANK VISA 1536.82 PMT, RELIABANK VISA 328.96 PMT, RELIABANK VISA 54.32 PMT, RELIABANK VISA 273.44 PMT, RELIABANK VISA 36.45 PMT, RELIABANK VISA 1211.00 REPAIRS/MAINT., JESSICA VOCKRODT 11.02 JURY, MARLONIE VOGELSANG 25.00 CELL, GAIL WAHL 1600.00 PMT, SCOTT WAHL 1600.00 PMT, WALMART - CAPITAL ONE 73.26 SUP, WARNE PLUMBING 4673.14 REP, WATERTOWN AMBULANCE 250.00 SVC, WATERTOWN EVENT CENTER 1368.32 SVC, WATERTOWN FORD 604.40 REP, WATERTOWN LAWN & GARDEN 132.00 SUP, WATERTOWN MOBILE HOME PARK 2970.00 RENT, WATERTOWN POLICE DEPARTMENT 406.00 SVC, WATERTOWN PUBLIC OPINION 963.28 PUB, WATERTOWN WHOLESALE 48.00 SUPPLIES, PAIGE WELLING 168.93 TRAV, WINDOW PROS 17.00 REP, WATERTOWN LANDFILL 3.00 SUP, GRANT WUNDER 639.37 TRAV, WW TIRE SERVICE INC 199.68 REP, WYODAK PROPERTIES 4000.00 RENT, XEROX CORPORATION 121.77 SUPPLIES, YANKTON CO. SHERIFF 100.00 SVC, YANKTON CO TREASURER 394.30 SVC, YWH, LLC 2400.00 RENT, KARA ZAUG 63.26 JURY,

Motion by Waterman, second by Gabel, to approve a claim in the amount of \$23,278.85, payable to the City of Watertown for April 2023 surcharge collections; Gabel, Waterman, Johnson and Schweer, voted aye; Codington County, 13 June 2023

VanDusen was recused; motion carried. Motion by Johnson, second by Schweer, to approve a claim to First Interstate Bank/Mastercard - \$188.09, Norton subscription renewal and supplies; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: 2 Community Health Staff to attend the regional meeting; Welfare staff to attend the Housing Conference and the Resilient Communities networking training; 2 Sheriff's Office staff to attend training/conference; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Johnson, second by Waterman, to enter into executive session, per SDCL 1-25-2(1) discussion of personnel issues, and (3) preparing for contract negotiations, at 9:50 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:10 a.m., no action was taken. Human Resource Associate, Natalie Remund; was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Waterman, to adjourn at 10:11 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 \$ _____



Muth Electric Inc.

415 3rd Ave NW • Watertown, SD 57201
PHONE (605) 882-2680 • FAX (605) 882-3574
www.muthelectric.com



PROPOSAL

Codington County Extension
1910 W Kemp Ave
Watertown SD, 57201

Date: 4/27/2023
Phone: 605-882-6300
Job Name: HVAC
Proposed by: Cooper Schaeffbauer
Date of Plans: TBD

We hereby submit specifications and estimates for:

Installation of new conduit and wiring for the addition of (3) new HVAC units to be located on the 2nd level mezzanine and exterior compressor units.

Includes-

- All wiring to be ran in surface mount EMT conduit.
- (3) 30 amp circuits to supply interior units.
- (3) 60 amp circuits to supply exterior compressor units.
- Service disconnects at each new unit.

We propose to furnish material and labor along with relevant taxes—complete in accordance with above scope of work, for the sum of:

\$ 9,352.00

Proposal needs to be signed and returned prior to scheduling work.

We now provide a two-year warranty on labor and materials we furnish with the exception of fuses, bulbs and similar items. We also provide 24-hour emergency service for our customers.

All work will be completed by Muth Electric, Inc. in a workmanlike manner. Payment is to be made by customer within 20 day after receipt of invoice.

Any alteration or change from the above scope of work involving extra costs will be completed only upon written authorization, and will need to be an additional charge over and above this proposal.

If you have any questions, feel free to call me at the above phone number.

Authorized Muth Electric, Inc. Signature _____

NOTE: This proposal may not be valid if not accepted within 30 days.

Customer Acceptance of Proposal - The above prices, scope of work and conditions are satisfactory and are hereby accepted. You are authorized to do the work as stated. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

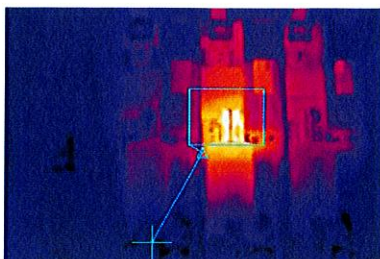
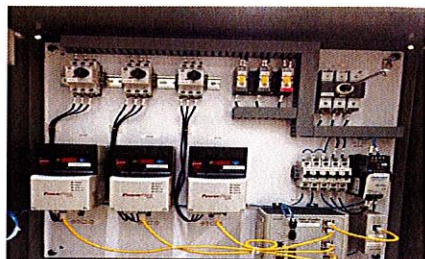
Printed Name _____



Muth Electric Inc.



415 3rd Ave NW • Watertown, SD 57201
PHONE (605) 882-2680 • FAX (605) 882-3574
www.muthelectric.com



Please visit our website at www.muthelectric.com to learn more about the many services provided by our company. Some of these services are listed below.

ELECTRICAL SERVICES

- **24 Hour, 7 Days a Week Emergency Service**
- Electrical service, maintenance, and repair
- Design / build services
- New electrical installations
- LED lighting upgrades
- Arc flash Compliance
- Thermal Imaging (Infrared Scan)
- Power factor correction
- Recording meter services (power quality studies)
- Generator installations
- Medium/High voltage maintenance
- Bucket / boom truck service

AUTOMATION SERVICES

- NRTL listed panel shop, design, and fabrication
- Automation control design and installation
- Hazard monitoring system / testing

TECHNOLOGY SERVICES

- Computer, telephone, card readers, intercom cabling
- Fiber optic installation
- Layout and design services
- Certified testing

For more information, please call our office on the services listed above. We will be happy to stop by and discuss how our technicians could help you meet your day-to-day electrical and data needs.

Cooper Schaeffbauer
Service Manager

Hartwig Heating

107 4th Street S.W.
Watertown, SD 57201
605-886-5506

Estimate

ADDRESS

Codington County Extension
1910 West Kemp Ave
Watertown, SD 57201

ESTIMATE #
1011

DATE
04/03/2023

DESCRIPTION	QTY	RATE	AMOUNT
EL296UH135XV60D furnace	3	4,600.00	13,800.00
ML14XC1-060 condenser	3	5,735.00	17,205.00
CX35-60D coils	3	1,520.00	4,560.00
Duct work and Spiral pipe & fittings	1	8,333.00	8,333.00
Line set for A/C	3	600.00	1,800.00
Gas line and chimneys	1	4,165.00	4,165.00
thermostats, condensate, wiring, Hanging supplies	1	920.00	920.00
rent fee for scissors lift	1	1,200.00	1,200.00
Installation Labor	120	70.00	8,400.00
SUBTOTAL			60,383.00
TAX			0.00
TOTAL			\$60,383.00

Accepted By

Accepted Date

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Diane Merchant		DATE 6/6/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Administrative Specialist	DEPARTMENT Director of Equalization
CURRENT STEP 8	NEW STEP 9 grade 30	
CURRENT PAY RATE \$25.79	NEW PAY RATE \$26.43 / \$4598.02	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Diane Merchant

DEPARTMENT HEAD SIGNATURE Shauna Condit

DATE 6/6/2023

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Michelle Pederson		DATE 6/7/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Database Coordinator	DEPARTMENT Director of Equalization
CURRENT STEP 5	NEW STEP 6 / grade 45	
CURRENT PAY RATE \$30.70	NEW PAY RATE \$31.47 / \$5475.78	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Michelle Pederson

DEPARTMENT HEAD SIGNATURE Shawnna Cusick

DATE 6/8/2023

COUNTY COMMISSIONERS _____

DATE _____

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FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Heidi Selchert		DATE 6/7/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Appraiser II	DEPARTMENT Director of Equalization
CURRENT STEP 4	NEW STEP 5 grade 40	
CURRENT PAY RATE \$28.52	NEW PAY RATE \$29.24 / \$ 5087.76	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Heidi Selchert

DEPARTMENT HEAD SIGNATURE Shawna Cusick

DATE 6-7-23

COUNTY COMMISSIONERS _____

DATE _____

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FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Barbara Martenson		DATE 6/6/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Administrative Assistant	DEPARTMENT Director of Equalization
CURRENT STEP 8	NEW STEP 9 grade 25	
CURRENT PAY RATE \$24.56	NEW PAY RATE \$25.17 / \$4379.58	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Barbara Martenson

DEPARTMENT HEAD SIGNATURE Shawn Cusick

DATE 6/6/2023

COUNTY COMMISSIONERS _____

DATE _____

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FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Melissa Sears		DATE 6/6/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Appraiser II	DEPARTMENT Director of Equalization
CURRENT STEP 4	NEW STEP 5 grade 40	
CURRENT PAY RATE \$28.52	NEW PAY RATE \$29.24 / \$5087.76	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE _____

DEPARTMENT HEAD SIGNATURE _____

DATE 6/6/2023

COUNTY COMMISSIONERS _____

DATE _____

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FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Allison Forbush		DATE 6/7/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Appraiser II	DEPARTMENT Director of Equalization
CURRENT STEP 4	NEW STEP 5 grade 40	
CURRENT PAY RATE \$28.52	NEW PAY RATE \$29.24 / \$5087.76	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Am Forbush

DEPARTMENT HEAD SIGNATURE Sharon Austin

DATE 6/8/23

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Sarah Tesch		DATE 6/7/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Administrative Assistant	DEPARTMENT Director of Equalization
CURRENT STEP 4	NEW STEP 5 grade 25	
CURRENT PAY RATE \$22.25	NEW PAY RATE \$22.80 / \$3967.20	
REASONS FOR CHANGE Anniversary Step Increase		

EMPLOYEE SIGNATURE Sarah Tesch

DEPARTMENT HEAD SIGNATURE Shawna Condit

DATE 6-8-23

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

JUN 08 2023

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Klayton Miller		DATE 7/1/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Maintenance II Grade 25	DEPARTMENT Hwy Dept
CURRENT STEP 1	NEW STEP 1	
CURRENT PAY RATE \$20.66	NEW PAY RATE \$20.66	
REASONS FOR CHANGE New Hire		

EMPLOYEE SIGNATURE _____

DEPARTMENT HEAD SIGNATURE *Rick Hartley*

DATE 6-15-2023

FILED

COUNTY COMMISSIONERS _____ JUN 15 2023

DATE _____ CODINGTON COUNTY AUDITOR _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Craig Buss		DATE 7/1/2023
EFFECTIVE DATE 7/1/2023	POSITION TITLE Shop Forman Mechanic Grade 40	DEPARTMENT Hwy Dept
CURRENT STEP 6	NEW STEP 6	
CURRENT PAY RATE \$29.97	NEW PAY RATE \$29.97	
REASONS FOR CHANGE New Hire		

EMPLOYEE SIGNATURE _____

DEPARTMENT HEAD SIGNATURE Rick Hartley

DATE 6-15-2023

FILED

COUNTY COMMISSIONERS _____

JUN 15 2023

DATE _____ CODINGTON COUNTY AUDITOR

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.