

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

June 20, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 20, 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 Waterman.

**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 June 20, 2023 agenda, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Schweer, to approve the minutes of June 13, 2023 as presented; all voted aye; motion carried.

**MONTHLY REPORTS**

**Facility Manager, Steve Molengraaf**, provided the board with a written report, Ag. Building – meetings, auctions, minor events, the air conditioning in the echo chamber quit working earlier this month, the units will be replaced under warranty; Court House – The new sound system has been installed in the large courtroom on second floor and the carpet has been ordered, quotes on upgrading the cameras through a grant from the Sheriff's Department will be done in the next week; Detention Center – Engineers were here earlier this month inspecting the HVAC System, expecting the drafts before the end of the month; Park – reservations for this year as of June 19<sup>th</sup>, 2023 is \$87,639.00, 977 total reservations since the beginning of the season, there were some electrical issues on a couple camping pads due to gophers chewed part of a line and also nicked part of a line with a tree spade, a camper backed into a water spicket which resulted in needing the plumbers to come out and replace it, the insurance company is reviewing the estimate charges for the park shop water damage; Weed – spraying on County roads are nearly complete, 2/3 on Townships have been sprayed, the shoulders on the State Highways are done with 25% completed with UTV in Right of Ways, the Weed Tour was held at the Bien Ranch near Veblen, SD, with nearly 40 individuals attending, Leafy Spurge collection to be conducted on Wednesday afternoon, June 21<sup>st</sup>, 2023 in Codington County with the location still to be determined, collection will be done on Thursday, June 22<sup>nd</sup>, 2023, west of Sisseton, call 605-882-6255 for more information, pesticide jug recycling will be held on Tuesday, July 18<sup>th</sup>, 2023 from 9:00 a.m. – 1:00 p.m. at the Codington County Weed Shed; West Nile Vires – no fogging has occurred for the season due to the extreme drier conditions so far. **Highway Superintendent, Rick Hartley**, informed the Board that the guys have been working on soft spots on the County gravel roads, some of the spots need to be dug out, adding fabric and new material, they are also working on break up areas on the County asphalt roads, Wednesday, June 14<sup>th</sup>, 2023 County Road 6 east of Waverly was closed to have Basin Construction repair the road that the water had washed the material out between the culverts, by Friday evening the road was opened up again; also working on spots that the high water had washed the gravel off the road this Spring for FEMA projects; guys are hauling pea rock since we plan to start chip sealing County Roads 3 & 6, Monday, June 26<sup>th</sup>, 2023.

**HVAC PROPOSALS FOR AG BUIDLING IN EXPO II**

Motion by Johnson, second by Waterman, to accept the proposal from Muth Electric, Inc. for the electrical portion of the project in the amount of \$9,352.00; all voted aye; motion carried. Motion by VanDusen, second by Waterman, to accept the proposal from Hartwig Heating to install 3 furnaces and other related equipment, in the amount of \$60,383.00; all voted aye; motion carried. Facility Manager, Steve Molengraaf, advised the board that this project is a budgeted item.

**RESOLUTION TO BAN OPEN BURNING**

Emergency Management Director, Andrew Delgado, met with the Board to recommend the passage of a resolution to enact the County Ordinance to ban open burning. The Emergency Management Director advised the Board that he has contacted all the Fire Chiefs in the County and the ones that supported enacting the ban on open burning were more passionate about it than the ones that weren't, it was mentioned that there have been 3-5 grass/ditch fires per week the last 3 weeks. Motion by VanDusen, second by Johnson, to adopt Resolution 2023-11, enacting a ban on open burning in Codington County, effective immediately, and to re-visit the issue next week; all voted aye; motion carried:

**RESOLUTION #2023-11**

**A RESOLUTION DECLARING A FIRE DANGER EMERGENCY  
IN CODINGTON COUNTY PROHIBITING ANY OPEN BURNING**

**WHEREAS**, due to drought conditions prevalent in Codington County and due to recent temperatures and high winds, a fire danger emergency now exists within Codington County, South Dakota,

**NOW THEREFORE BE IT RESOLVED**, by the Codington County Board of Commissioners that a Fire Danger Emergency is hereby declared and until this resolution be otherwise rescinded by the Codington County Board of Commissioners, all open burning as defined in Codington County Ordinance #13-A is hereby prohibited within the boundaries of Codington County, South Dakota, exclusive of any incorporated municipality within the County, and

**BE IT FURTHER RESOLVED**, that this Resolution is declared to be necessary for the immediate preservation of the public safety in accordance with the provisions of SDCL 7-18-A-8, effective immediately, and shall continue in force and affect until rescinded by the Codington County Board of Commissioners.

Dated this 20<sup>th</sup> day of June, 2023

Donald L. Gabel  
Commission Chair

ATTEST:

Brenda Hanten  
Codington County Auditor

**AUTOMATIC BUDGET SUPPEMENTS**

Motion by Johnson, second by Schweer, to approve an automatic budget supplement, to the Welfare Budget in the amount of \$50,453.86 with ERA-2 grant funds; all voted aye; motion carried.

**PERSONNEL CHANGES**

Motion by VanDusen, second by Waterman, to approve the following annual step increase personnel changes; all voted aye; motion carried:

<u>Employee</u>	<u>Position</u>	<u>Wage</u>	<u>Effective</u>
Diane Merchant	Administrative Spec.	G30/step 9; 26.43/4598.82	7/1/2023
Michelle Pederson	Database Coordinator	G45/step 6; 31.47/5475.78	7/1/2023
Heidi Selchert	Appraiser II	G40/step 5; 29.24/5087.76	7/1/2023
Barbara Martenson	Administrative Asst.	G25/step 9; 25.17/4379.58	7/1/2023
Melissa Sears	Appraiser II	G40/step 5; 29.24/5087.76	7/1/2023
Allison Forbush	Appraiser II	G40/step 5; 29.24/5087.76	7/1/2023
Sarah Tesch	Administrative Asst.	G25/step 5; 22.80/3967.20	7/1/2023

New Hire, Klayton Miller, full-time Maintenance II, Hwy Dept., Step 1/Grade 25, \$20.66 per hour; New Hire, Craig Buss, full-time Shop Forman Mechanic, Hwy Dept., Step 6/Grade 40, \$29.97 per hour.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 9:32 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.

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