

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, August 01, 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 August 01, 2023, agenda
5. Action to approve the July 25, 2023, minutes of the Board of Codington County Commissioner
6. Presentation by Watertown Development Company Representative
7. Monthly Reports
 - a. Extension
 - b. Veteran Service Officer
8. Review 2024 budget requests
9. Action to approve advertising and hiring of a Deputy States Attorney to fill a vacancy
10. Action to declare Codington County Search & Rescue 2005 (8x22) boat trailer surplus to be donated
11. Discussion/possible action to enact a burn ban resolution
12. Action to approve abatement applications
13. Action to approve claims for payment
14. Action to approve automatic budget supplements
15. Action to approve personnel changes
16. Action to approve travel requests
17. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. Sioux Valley Commission Association Meeting, 12:00 noon, August 9th, Mad Mary's Steak House in Flandreau, SD
18. Old Business
19. New Business
20. Open
 - a. Public Comments
 - b. Commission Comments
21. 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)

22. Action to adjourn upon completion of agenda item

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**

July 25, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 25, 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 July 25, 2023 agenda, as posted; all voted aye; motion carried.

MINUTES APPROVED

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

ASPHALT MAT CONSTRUCTION BIDS

Highway Supt., Rick Hartley, opened and announced the following bid received for the 2023 Asphalt Mat Construction:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Duininck, Inc. Prinsburg, MN	\$207,200.00

Motion by Johnson, second by Schweer, to accept the bid from Duininck, the only bid received; all voted aye; motion carried.

PLAT RESOLUTION APPROVED

Zoning Officer, Luke Muller, reviewed and presented the Board with the plat of Stimson Addition for their approval. The Board took the following action:

RESOLUTION #2023-24

A Resolution to approve the platting of the Stimson Addition in the County of Codington, South Dakota

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Stimson Addition in the Northwest Quarter of Section 26, Township 116 North, Range 52 West of the 5th Prime Meridian, Codington County, South Dakota (Sheridan Township), and that the County Planning

Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner VanDusen, and second by Commissioner Waterman; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 25th day of July, 2023, at Watertown, Codington County, South Dakota

Donald L. Gabel

Commission Chair, Codington County, South Dakota

STATE OF SOUTH DAKOTA

§

COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of **Resolution 2023-24**, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 25th day of July, 2023, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

MONTHLY REPORTS

Director of Equalization, Shawna Constant, reported the office staff is working on entering sales and getting sales sent off to the Department of Revenue, she has noticed the past couple of months the residential house sales are starting to pick up; the Appraisers are still out in the County, one set has finished with Waverly and is moving to Eden and the South part of Kranzburg is done and they are starting to work on North Kranzburg. **Emergency Management Director, Andrew Delgado**, updated the Board on recent events: LEPC, tried to get the wheels turning for the grant project, reached out to the Volunteer Fire Departments to see if they could help identify needs; completed this year's vehicle rotation for Search and Rescue; hosted the Region 2 Meeting in the County EOC, it was a good informational meeting with interesting topics, guests that attended were from DOH, NWS, Sanford and the Fire Marshall, Kelly with the NWS informed the group that as of July 12, 2023 they have issued the fewest number of thunderstorm warnings since sometime in the 1980's, Hot spot notifications is a new service the NWS is offering, they can see heat signatures from fire with their equipment, there are limitations, i.e, smoke from other fires, cloud cover and winter is less effective because of the temperature difference, Noel with Sanford discussed Stop the Bleed with the group, we received around 20 Stop the Bleed kits that were delivered to the high school, intermediate, and middle school, the Fire Marshall discussed the PPE Grants for Volunteer Fire Departments that Andrew relayed on to the Volunteer Department Fire Chiefs; had applicant briefings for the spring flood for the Federal disaster declared on July 6th, 2023 and reached out to applicants to attend the briefing meeting held on July 18th, 2023; submitted the incident objectives and AAR-IP to the state from the spring flooding event to meet the training requirements for the LEMPG contract, Cheri and Andrew also participated in a Planning P workshop and hosted the State IMAT exercise, which also likely would've met the requirement; Search and Rescue assisted

with the triathlon and Camp Chance with one more Camp Chance this week; check the request for public assistance to ensure everyone eligible gets their request for public assistance completed by the August 5th, 2023 deadline, this is for the preliminary damage assessments; a local business wanted to bring responders in for an emergency response meeting, contacted the Fire Department since they would be heavily involved with this; Search and Rescue will assist with National Night out on August 1st, 2023; August 17th, 2023 is the Search and Rescue raffle that starts at 5:30 p.m. at Studio 212, will be consolidating the remaining tickets, so tickets can be purchased at the Emergency Management Office or Duane's Floor Coverings if there is anyone that still needs one. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of June 2023, for the Detention Center and Sheriff's Office: office fees were collected in the amount \$13,784.75, and were retained by the County; Commissary items sold in the amount of \$3,881.01 with a commission fee to the County in the amount of \$1,312.00; 551 cases/calls for service; 8 accident reports were completed; 75 warrants served; 244 sets of civil papers served; 2,997 transport miles; average daily inmate population 54.03 (high ADP 64 and low ADP 48); 21 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 12 individuals using remote breathalyzers; 28 individuals testing twice daily PBT's; 49 individuals reporting twice weekly for UA Drug testing; 0 individual wearing a sweat patch; 231 bookings; \$17,580.00 collected in fees for out of county prisoner contracts; \$2,970.00 collected in work release fees; \$6,330.00 collected in fees for the 24/7 program; and \$4,166.00 collected in SCRAM fees; updated the Board: hosting a bike rodeo in Florence Community Center, Henry School, South Shore Community Center and Kranzburg Holy Rosary Church, the bike rodeo's purpose is to touch base with the youth to make sure their helmets are fitting correctly, bikes are road worth and talk about bike safety; signed a MOU with the Northeast Law Enforcement agencies for a multi-jurisdictional criminal element team to work on drug enforcement; Detention Center garage doors have been installed; upgraded lights in the Sallyport; still waiting for the 3 vehicles that were ordered last year (2022), talked to Dodge directly and 1 is supposed to be built in the beginning of August and the other 2 by the end of August, then there is the issue of how long it takes to get them here; had to order a stun cuff at a cost of \$3,150.00, the one that they had quit working and there is a murder trial coming up and will need it for that, wasn't a budgeted item was going to include it in this year's budget.

2024 BUDGET REVIEW

The Board reviewed 2024 budget requests for the following: Planning and Zoning, Director of Equalization, Emergency Management Director, Sheriff, Detention Center, 24/7, Youth at Risk

IMPLEMENTATION OF STOP SIGNS AT INTERSECTION 177TH/449TH

Highway Supt., Rick Hartley, informed the Board that this intersection will be changed to stop signs and also there will now be stop ahead signs on the north and south side of the intersection, to replace the yield ahead signs and they will be flagged, Rick has also called in a locate request so as soon as they get time they will get that changed; Motion by VanDusen, second by Johnson, to put up stop signs for north and south bound traffic at the intersection of 449th and 177th; all voted aye; motion carried.

RETIREMENT OF COMMUNITY HEALTH NURSE SECRETARY

Community Health Nurse, Codi Martin, informed the Board that Karen Jensen will be retiring from the Community Health Nurse office effective August 2nd, 2023.

CLAIMS

Motion by VanDusen, second by Schweer, to approve the July salary claims; all voted aye; motion carried.
Commissioners: 11,294.24 total salaries. Auditor: 26,090.71 total salaries. Co. Treasurer: 38,125.79 total salaries. States Attorney: 49,060.52 total salaries. Gov. Buildings: 19,610.55 total salaries. Dir. Equalization: 53,800.62 total salaries. Reg. of Deeds: 28,551.46 total salaries. Veterans Service: 14,014.85 total salaries. Sheriff: 113,531.40 total salaries. Jail: 136,914.33 total salaries; Wyatt Anderson \$23.86.PT new hire. Welfare: 18,286.69 total salaries. County Nurse: 4,651.88 total salaries. CO. Park: 8,508.70 total salaries. Ag. Bldg.: 11,463.74 total salaries. Co. Extension:

12,305.73 total salaries. Weed: 7,438.32 total salaries. Planning Board: 572.93 total salaries. Road & Bridge: 105,046.51 total salaries; Klayton Miller \$3594.84 new hire. Emergency Management: 14,069.47 total salaries. Crime Victim: 8,198.79 total salaries. W.I.C.: 5,477.71 total salaries. 24/7: 6,734.73 total salaries. Total 693,749.67

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 65,472.06; S.D. Supplemental Retire. 4,715.00 suppl. retire.; Sanford 88,386.68; Reliance Standard Life Insurance 777.99 life ins.; Delta Dental 6,939.10 ins.; Avesis 843.47 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 352.80 employee union dues; AFLAC 3,624.41 ins.; John Hancock 5,310.00 suppl. retire.; AFLAC 948.35 ins.; Watertown United Way 5.00 employee contributions; Office of Child Support 868.00 employee payments; Sioux Valley Credit Union 25,453.00 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 4,320.00 Roth retirement; Teamsters Local Union 120 467.00 employee union due; Codington County Deputy Sheriff's Association 90.00 employee union dues; ReliaBank Dakota 48,918.75 federal withholding; ReliaBank Dakota 64,250.18 social security; ReliaBank Dakota 15,026.24 Medicare.

BURN BAN DISCUSSION

The Board had a brief discussion and decided no burn ban resolution is needed at this time but will continue to leave it on the agenda.

TRAVEL REQUEST

Motion by Johnson, second by Waterman, to approve the following travel request: Highway staff to attend training; 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 SDCL 1-25-2(2) consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters; at 10:03 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:51 a.m., Human Resource Associate, Natalie Remund; Community Health Nurse, Codi Martin; Veteran Service Officer, Todd Rose, and Facility Manager, Steve Molengraaf, were present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 10:52 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 \$ _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Director of Equalization Office

Name of traveling employee _____

Employee title _____ Employee status exempt ___ nonexempt X

Purpose of travel Ultra Software Users Meeting

Method of transportation County Vehicle

Destination _____

Departure date and time _____ Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) _____

Lodging expense \$500

Meals \$78 Registration N/A

Other costs _____

Overtime costs involved in the requested travel _____

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes X No _____ If no, why _____

Is this travel a budgeted item? Yes X No _____

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____