

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 27, 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 27, 2023, agenda
5. Action to approve the June 20, 2023, minutes of the Board of Codington County Commissioners
6. Opening of bids for Microsurfacing Road Project; and possible action to award bids
7. Opening of bids for Lease of County Hay Land; and possible action to award bids
8. Action on a request to sell alcohol at an American Cornhole Organization event at the Extension Center
9. Monthly Reports
 - a. Emergency Management Director
10. Action to authorize the chair to sign the Medicaid Provider Agreement & Community Health Worker Agency Addendum to the SD Medicaid Provider Agreement
11. Action to approve the IMPACT Policy & Procedures Manual
12. Discussion/possible action to approve Human Resources contract effective July 1, 2023
13. Action to approve a resolution to lift a ban on open burning
14. Note office closures for July 3rd & 4th, Independence Day
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 1st Ave SE
Watertown, SD 57201**

June 27, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 27, 2023, at the Codington County Court House. Commission members present were: Lee Gabel, Myron Johnson, Troy VanDusen and Randall Schweer; absent Charlie Waterman; 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 June 27th, 2023 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Schweer, to approve the minutes of June 20th, 2023; all voted aye; motion carried.

MICROSURFACING ROAD PROJECT BIDS

Highway Superintendent, Rick Hartley, opened and announced the following bid for the advertised Micro surfacing Road Project:

<u>BIDDER</u>	<u>BASE BID</u>	<u>BID ALTERNATIVE</u>
Astech Corp.	\$429,253.92	\$139,440.19
St. Cloud, Minnesota	bid bond included	

Steven Myer, IMEG Project Executive, was present for the opening of bids. The Highway Supt. and Project Executive reviewed the bid for accuracy and recommended approval of the base bid and bid alternative for a total bid of \$568,694.11. Motion by Johnson, second by Schweer to accept the base bid \$429,253.92 and bid alternative \$139,440.19 as submitted by Astech Corp, this is a budgeted item; all present voted aye; motion carried.

COUNTY HAY LAND LEASE BIDS

Commission Chair, Donald L. Gabel, opened and announced the following bid for the advertised County Hay Land Lease for approx. 9.48 acres:

<u>BIDDER</u>	<u>BID PER ACRE</u>
Tyler McElhany	\$35.00

Motion by VanDusen, second by Schweer, to accept the bid from Tyler McElhany in the amount of \$35.00 per acre; all present voted aye; motion carried.

APPROVAL FOR ALCOHOL SALES AT EXTENSION FOR AMERICAN CORNHOLE EVENT

Lindsay Stangl, Director of Marketing for the Watertown CVB known as Visit Watertown and Miranda Boyer, Marketing Coordinator for the Watertown CVB; met with the Board to request authorization for alcohol sales at the 2nd American Cornhole Organization event scheduled for October 12-14, 2023 at the Codrington County Extension Center complex. Last year they hosted 50 teams, 17 states were represented and 100 to 120 room nights are estimated. The actual play will be October 13th and 14th, and the 12th will be a welcome reception for the organization. The liquor license held by Dempsey's will be transferred for this event. Motion by VanDusen, second Schweer, to approve the request for alcohol sales October 12-14, 2023, at the Extension Center Complex, as requested; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board on recent events: renewed the wide band radio license which is now good for 10 years; Cheri has completed her Advanced Professional Development Series training; LARK (Lake Area Radio Club) field day was this past weekend, this event requires participants to set up temporary transmitting stations in public places, they communicate with as many stations as they can on different bands and learn to operate in abnormal situations and less than optimal conditions; returned the HESCO's to Pierre that the City of Watertown requested, 2023 flood update – there hasn't been a flood declaration made at the Federal level yet, ours was submitted June 2, 2023, typically that determination takes between 30 to 45 days so anticipating hearing something within the next few weeks; State has been holding meetings with FEMA, region 8, to do some preplanning to be prepared one the determination is made; had a meeting with Watertown Public Works for updating flood response plans; upcoming events – LEPC meeting today at noon, Cheri is finishing up on the NIMS spreadsheets and municipal contacts to submit to the state, as required by state law.

RESOLUTION TO LIFT THE BAN ON OPEN BURNING

Emergency Management Director, Andrew Delgado, met with the Board to discuss the ban on open burning in Codrington County, which was enacted by Resolution at the Board's meeting on June 20, 2023. The Emergency Management Director has spoken with the Fire departments in the County and the general consensus is that sufficient moisture has been received to lift the ban on open burning at this time. Motion by VanDusen, second Johnson, to approve Resolution 2023-12 to lift the County's an on open burning; all voted aye; motion carried.

**RESOLUTION 2023-12
A RESOLUTION TO LIFT BURNING BAN
ENACTED BY PRIOR RESOLUTION**

WHEREAS, Resolution 2023-11 declared a fire danger emergency and banned open burning in the rural area of Codrington County, and

WHEREAS, the County has received adequate moisture to temporarily reduce the immediate fire danger, and

NOW, THEREFORE BE IT RESOLVED, by the Codrington County Board of Commissioners that the ban on open burning pursuant to Resolution 2023-11 is hereby rescinded.

Approved this 27th day of June, 2023

Donald Lee Gabel, Chair

ATTEST:

Brenda Hanten, Codrington County Auditor

Codrington County, 27 June 2023

**MEDICAID PROVIDER AGREEMENT & COMMUNITY HEALTH WORKER AGENCY
ADDENDUM TO THE SD MEDICAID PROVIDER AGREEMENT**

Motion by Johnson, second by VanDusen, to authorize the Chair to sign a Medicaid Provider Agreement & Community Health Worker Agency Addendum to the SD Medicaid Provider Agreement, Kari Kraayenbrink, Welfare Administrative Spec. informed the Board that through the Community Health Worker Program the County will have the opportunity to bill Medicaid for services that the Welfare Office is providing for their clients; all voted aye; motion carried.

IMPACT POLICY & PROCEDURES MANUAL

Motion by VanDusen, second by Johnson, to approve the IMPACT Policy & Procedures Manual with the additional changes, as presented by Welfare Administrative Spec., Kari Kraayenbrink, this is required to be adopted in order to be eligible for Medicaid billing; all voted aye; motion carried.

HUMAN RESOURCES CONTRACT RENEWAL

Motion by Johnson, second by Schweer, to renew a contract for Human Resource services with Multi Business Solutions, Inc., in the amount of \$3,520.00 per mo. Beginning July 1st, 2023 for a one-year period; all voted aye; motion carried.

INDEPENDENCE DAY OFFICE CLOSURES

The Board noted the Court House and all County offices will be closed on Monday, July 3rd, and Tuesday, July 4th, 2023, in observance of Independence Day.

SALARY CLAIMS

Motion by VanDusen, second by Schweer, to approve June salary claims; all voted aye; motion carried.
Commissioners: 11,294.26 total salaries. Auditor: 24,646.62 total salaries. Co. Treasurer: 37,273.74 total salaries. States Attorney: 48,220.37 total salaries. Gov. Buildings: 18,798.23 total salaries. Dir. Equalization: 52,677.39 total salaries. Reg. of Deeds: 28,086.74 total salaries. Veterans Service: 13,719.84 total salaries. Sheriff: 113,822.66 total salaries. Jail: 135,664.99 total salaries. Welfare: 18,165.73 total salaries. County Nurse: 4,651.87 total salaries. CO. Park: 9,391.52 total salaries; Trish Spartz \$16.10 PT Seasonal; Caleb Oppelt \$16.10 PT Seasonal. Ag. Bldg.: 11,230.38 total salaries. Co. Extension: 12,054.58 total salaries. Weed: 9,689.49 total salaries. Road & Bridge: 104,305.24 total salaries. Emergency Management: 13,757.02 total salaries. Crime Victim: 8,022.79 total salaries. W.I.C.: 5,507.42 total salaries. 24/7: 6,522.19 total salaries.

Total 687,503.07

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 64,412.70; S.D. Supplemental Retire. 4,715.00 suppl. retire.; Sanford 89,732.27; Reliance Standard Life Insurance 777.99 life ins.; Delta Dental 6,939.10 ins.; Avesis 852.96 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 352.80 employee union dues; AFLAC 3,624.41 ins.; John Hancock 5,415.00 suppl. retire.; AFLAC 948.35 ins.; Watertown United Way 5.00 employee contributions; Office of Child Support 1,253.00 employee payments; Sioux Valley Credit Union 25,328.00 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 48,142.43 federal withholding; ReliaBank Dakota 63,451.80 social security; ReliaBank Dakota 14,839.72 Medicare.

PERSONNEL CHANGES

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

Employee	Position	Wage	Effective
Bradford Howell	Sheriff	48.91/8510.34	7/1/2023
Brent Solum	Chief Deputy Sheriff	37.23/6478.02	7/1/2023
Vanna Engst	Sheriff Records Admin.	26.34/4583.16	7/1/2023
Erin Lenzner	Sheriff Pub. Safety Tech.	25.17/4379.58	7/1/2023
Megan Swanson	Sheriff Pub. Safety Tech.	21.71/3777.54	7/1/2023
Russell Mathews	Sheriff Deputy	33.08/5755.92	7/1/2023
Jerrod Olson	Sheriff Deputy	34.18/5947.32	7/1/2023
Adam Reeves	Sheriff Deputy	32.42/5641.08	7/1/2023
Trever Schimmel	Sheriff Deputy	31.63/5503.62	7/1/2023
Shane Yost	Sheriff Deputy	27.83/4842.42	7/1/2023
Chandler Flowers	Sheriff Deputy	27.15/4724.10	7/1/2023
Matthew Blackwelder	Chief Correctional Officer	37.23/6478.02	7/1/2023
Amalia Barrientos	Public Safety Supp. Tech.	23.00/4002.00	7/1/2023
Shawna Carter	Correctional Officer	29.07/5058.18	7/1/2023
Maria Escamilla	Corrections Sergeant	30.90/5376.60	7/1/2023
Brandon Anderson	PT Corr. Officer/Supp Cord	24.46/hr.	7/1/2023
Julie Gallisath	Correctional Officer	25.07/4362.18	7/1/2023
Austin Hanson	Correctional Officer	25.07/4362.18	7/1/2023
Melissa Holtquist	Correctional Officer	27.67/4814.58	7/1/2023
Wesley Jennings	Correctional Officer	27.67/4814.58	7/1/2023
Jordan Jensen	Correctional Officer	25.07/4362.18	7/1/2023
Jennifer Matejek	Correctional Officer	29.07/5058.18	7/1/2023
Shawn Nills	Corrections Sergeant	29.22/5084.28	7/1/2023
Kelly Oelrich	Correctional Officer	27.67/4814.58	7/1/2023
Charles Rossow	PT Pub. Safety Supp. Tech.	21.71/hr.	7/1/2023
Marcy Rossow	Detention Center Cook	22.82/3970.68	7/1/2023
Kayla Schomaker	Correctional Officer	27.00/4698.00	7/1/2023
Lindsey Stricherz	Correctional Officer	29.07/5058.18	7/1/2023
Raistlan Tschetter	Correctional Officer	25.07/4362.18	7/1/2023
Andrew Delgado	Emergency Management Dir.	35.43/6164.82	7/1/2023
Cheri Howell	Emg. Mgmt. Deputy Dir.	29.24/5087.76	7/1/2023
Sara Aman	WIC Admin. Tech.	22.88/3981.12	7/1/2023
Rick Hartley	Highway Supt.	45.18/7861.32	7/1/2023
Lynn Solberg	Highway Assit. Supt.	34.61/6022.14	7/1/2023
Lori Deutsch	Highway Office Spec.	28.36/4934.64	7/1/2023
Harry Rounds	Highway Main. Tech. III	24.46/4256.04	7/1/2023
Jeff Case	Highway Main. Tech. III	30.54/5313.96	7/1/2023
Matt Dargatz	Highway Main. Tech. II	27.11/4717.14	7/1/2023
Jamie Dolen	Highway Main. Tech. III	27.67/4814.58	7/1/2023
Randall Falvey	Highway Main. Tech. II	25.17/4379.58	7/1/2023
Dave Hedding	Highway Main. Tech. III	29.80/5185.20	7/1/2023
Eric Kosak	Highway Main. Tech. II	21.18/3685.32	7/1/2023
Mitch Kallhoff	Highway Main. Tech. II	23.37/4066.38	7/1/2023
Robyn Riter	Highway Main. Tech. II	26.45/4602.30	7/1/2023
Brad Schwinger	Highway Main. Tech. III	29.80/5185.20	7/1/2023
Douglas Torstenson	Highway Main. Tech. III	27.67/4814.58	7/1/2023
Marlonie Vogelsang	Highway Main. Tech. II	25.17/4379.58	7/1/2023
Brenda Hanten	Auditor	38.03/6617.22	7/1/2023
Debra Melville	Financial Asst.	25.17/4379.58	7/1/2023
Jodi Pearson	Payroll Specialist	27.67/4814.58	7/1/2023

Cindy Feldmeyer	Administrative Asst.	21.18/3685.32	7/1/2023
Todd Rose	VSO	33.75/5872.80	7/1/2023
Jay Roberts	Deputy VSO	27.15/4724.10	7/1/2023
Jacki Manning	First Deputy ROD	29.97/5214.78	7/1/2023
Jill Schweitzer	Admin. Spec. ROD	25.16/4377.84	7/1/2023

New Hire, Wyatt Anderson, Part-Time Corrections Officer, Step 1/\$23.86 per hour.

OLD BUSINESS

Due to the Board won't be meeting again until July 11th, 2023, and the change order item needs to be addressed before that time it was deemed to be an emergency action item. Highway Supt., Rick Hartley, presented the Board the change order on Engineer's Project No: 24088.00, on the 2023 Hwy 6 RCP Culvert Repair. The amount of the change order is \$4,063.12, added cost included: steam pressure wash under each joint and remove the material out, added Riprap to the North and South sides of the culvert, drainage fabric. Motion was made by VanDusen, second by Schweer, to declare an emergency and approve the change order on the 2023 Hwy 6 RCP Culvert Repair, in the amount of \$4,063.12 (increase); all voted aye; motion carried.

OPEN

- a. Public Comments – Lee Schoenbeck, Dist. 5. Senate Pro Tempore; met with the Board to discuss issues that are being discussed in the summer study pertaining to County Expenditures. He mentioned that there has been discussion with the passage of Medicaid Expansion should there be some changes to the Indigent Poor Relief responsibility to County; the second summer study is related to Indigent Criminal Defense along with the UJS also looking at this as an issue, possibly looking at a statewide Public Defender Office that would address cases that a County typically don't defend often such as, Habeas corpus cases, criminal appeals and capital murder cases, other topics discussed were: regional jails, regional states attorneys, mandated capitol expenses/jails.
- b. Commission Comments – Discussion about when the Board will conduct their next meeting which will be held on Tuesday, July 11th, 2023.

EXECUTIVE SESSION

Motion by Johnson, second by Schweer, to enter into executive session, per SDCL 1-25-2 (1), personnel issues; at 9:56 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:14 a.m., no action was taken. Larissa Swanson, Human Resource Associate, was 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 10:15 a.m., until 9:00 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codington County Auditor

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