

**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, August 08, 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 08, 2023, agenda
5. Action to approve the August 01, 2023, minutes of the Board of Codington County Commissioner
6. Monthly Reports
  - a. Auditor
  - b. Director of Equalization
7. Review 2024 budget requests
8. Discussion/possible action to approve a new Veteran Service Office location and lease agreement
9. Action to approve advertising and hiring of a State's Attorney Administrative Support position, to fill a vacancy
10. Action to hire a part-time temporary State's Attorney Administrative Support position
11. Action to approve SD Community Health Worker Grant funds
12. Discussion/possible action to authorize the Chair to sign a letter of support for a grant application to be submitted by Community Transit of Watertown/Sisseton, Inc
13. Action to approve 2 office chairs in the Director Of Equalization Office surplus to be sold (est. value \$15-\$20)
14. Action to approve a funding agreement with USGS for flood monitoring services as budgeted
15. Note Codington County Courthouse receiving the City of Watertown's Yard of the Month designation
16. Action to approve a cell phone stipend for a new Highway Employee
17. Discussion/possible action to enact a burn ban resolution
18. Action to approve abatement applications
19. Action to approve claims for payment
20. Action to approve automatic budget supplements
21. Action to approve personnel changes
22. Action to approve travel requests
23. Public Notices – a possible quorum of Commissioners could be in attendance at:
  - a. Sioux Valley Commission Association Meeting, 12:00 noon, August 9<sup>th</sup>, Mad Mary's Steak House in Flandreau, SD
24. Old Business

**25. New Business**

**26. Open**

- a. **Public Comments – Rita Brownlee, CO2 Pipeline**
- b. **Commission Comments**

**27. 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)**

**28. 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 1<sup>st</sup> Ave SE  
Watertown, SD 57201**

August 08, 2023

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 08, 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 Schweer.

**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 agenda for August 08, 2023, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of August 01, 2023; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Brenda Hanten**, updated the Board: the 2024 Provisional Budget is done and ready for publishing; have begun to calculate property tax levies payable in 2023 using the growths and CPI; **Director of Equalization, Shawna Constant**, updated the Board: Appraisers are still working out in the field working on the reappraisal, Shawna and office staff continues to update new sales splits and there has been an influx of new plats which they are working on to get implemented.

**2024 BUDGET REVIEW**

The Board met with **Coroner, Terry Sorensen**, to review the 2024 budget request for the office of the Codington County Coroner and reviewed 2024 budget requests for the following: Commissioners and HSA.

**VETERAN OFFICE SPACE LEASE**

**Veteran Service Officer, Todd Rose**, presented the Board with two proposed lease agreements for office space, located at 101 19<sup>th</sup> St. NE, Watertown, for the Veteran Service Office. Following discussion and review of the proposed lease agreements the Board requested more information and clarification regarding a review of the lease agreements by **State's Attorney, Rebecca Morlock-Reeves**, termination clause, budget line number clarification and to put it on the agenda for next week, August 15<sup>th</sup>, 2023. No action was taken at this time.

**STATE'S ATTORNEY ADMINISTRATIVE SUPPORT POSITION VACANCY**

Motion by Johnson, second by Schweer, to authorize State's Attorney, Rebecca Morlock-Reeves, to hire an Administrative Support position to fill a vacancy, State's Attorney, Rebecca Morlock-Reeves appeared before the Board to request to advertise this position as a full-time position since she has included this in her 2024 budget request to become a full-time position; all voted aye; motion carried.

**TEMPORARY PART-TIME STATE'S ATTORNEY ADMINISTRATIVE SUPPORT POSITION**

Motion by Johnson, second by Waterman, to authorize State's Attorney, Rebecca Morlock-Reeves to hire a temporary part-time Administrative Support position until the full-time position is filled; all voted aye; motion carried.

**SD D.O.H. COMMUNITY HEALTH WORKER PROGRAM GRANT**

Motion by VanDusen, second by Johnson, to accept a grant award and authorize the Chair to sign the grant from the South Dakota Department of Health, to cover the salaries for any work connected to the CHW's in the Welfare Office, which includes work performed for Medicaid billing, and as a CHW and Sara's time associated with the CHW, in addition it covers office expenses, mileage, and all other expenses for the CHW Program, the sustainability plan is to have Medicaid coverage for the CHW positions; all voted aye; motion carried.

**COMMUNITY TRANSIT OF WATERTOWN/SISSETON LETTER OF SUPPORT FOR GRANT**

Motion by VanDusen, second by Schweer, to authorize the Chair to sign a letter of support for a planning grant application to be submitted by Community Transit of Watertown/Sisseton. Terry Hoffman, Co-Director for Community Transit of Watertown/Sisseton appeared before the Board to ask for the Chair to sign a letter of support for a planning grant application due to the growth and need for public transportation in the community, and is in need of a larger facility; all voted aye; motion carried.

**SURPLUS OFFICE FURNITURE**

Motion by VanDusen, second by Waterman, to declare two office chairs from the Director of Equalization Office, surplus to be sold, with an estimated value of \$15-\$20.00 per chair; all voted aye; motion carried.

**U.S. GEOLOGICAL FUNDING AGREEMENT/FLOOD MONITORING STATIONS**

Motion by Johnson, second by Waterman, to authorize Chair Gabel to sign the annual Joint Funding Agreement, between Codington County and the USGS (United States Geological Survey), for flood monitoring stations and precipitation gauges, for the time period from January 1, 2023 through December 31, 2023, in the amount of \$10,080.00; all voted aye; motion carried.

**CITY OF WATERTOWN YARD OF THE MONTH**

Chair Gabel noted that the Codington County Courthouse was recognized with the Yard of the Month from the City of Watertown and thanked the Courthouse Facility Maintenance Employees for the hard work in keeping the grounds of the courthouse looking good.

**CELL PHONE STIPEND**

Motion by VanDusen, second by Schweer, to approve a monthly cell phone stipend, effective July 1<sup>st</sup>, 2023, in the amount of \$25.00, to newly hired Highway employee, Klayton Miller, as requested by Highway Supt., Rick Hartley; all voted aye; motion carried.

**BURN BAN DISCUSSION**

The board held a brief discussion regarding whether to enact a burn ban and due to the recent rain, they are not recommending a burn ban at this time.

**CLAIMS**

Motion by Johnson, second by VanDusen, to approve for payment the following list of claims; all voted aye; motion carried: A-OX WELDING 21.25 SUPPLIES, A-OX WELDING SUPPLY 93.93 SUP, ACCREDITATION, AUDIT AND 150.00 SVC, A&B BUSINESS SOLUTIONS 29.75 MAINT, ADVANCED CORRECTIONAL 18211.42 SVC, ANGELA HYDE 300.00 SVC, ALCOHOL MONITORING SYSTEMS 2156.30 SVC, AP AUTO PROS 588.16 REP, AUSTIN LAW OFFICES 9527.51 SVC, AUTOMATIC BUILDING CONTROLS 240.00 REP, AUTO VALUE 32.33 SUP, AVERA OCCUPATIONAL MEDICINE - 208.00 REPAIRS/MAINT., BANNER ASSOCIATES, INC 12276.00  
Codington County, 08 August 2023

REPAIRS/MAINT., BOB BARKER CO. 885.20 SUP, DOUG BARLOW 11.02 JURY, AMY BARSE-JOHNSON 12.04 JURY, BATTERIES UNLIMITED 41.00 SUP, BAUER LAW OFFICE PC 4058.00 SVC, BEACON CENTER 3487.00 PMT, JOHN BEASLEY 106.12 JURY, BIERSCHBACH EQUIPMENT 42.89 REPAIRS/MAINT., BLACKBURN & STEVENS 128.40 SVC, MATTHEW BLACKWELDER 252.00 TRAV, BLADE TECH 101.87 SUP, BUILDING SPRINKLER INC 379.45 MAINT, BLUEPEAK 388.77 UTIL, BLUEPEAK 79.99 UTILITIES, BORNS GROUP 2554.91 POST, BOYS & GIRLS CLUB 7896.00 PMT, BRATLAND LAW 7971.50 SVC, CONNIE BRIDGE 51.02 JURY, JENNIFER BRIGGS 21.22 JURY, BROWNLEE CONSTRUCTION 2804.60 SUPPLIES, BUTLER MACHINERY 1606.50 REPAIRS/MAINT., JEFF CASE 25.00 CELL, CASHWAY LUMBER INC. 55.69 SUP, THE CELL PHONE GUY REPAIR 419.94 REP, CHILD'S VOICE ROUTE #6361 200.00 SVC, CHRISTIANSON APARTMENTS 264.00 ASST, CITIWIDE PROPERTY MANAGEMENT 3000.00 RENT, CODINGTON-CLARK ELECTRIC COOPE 35.62 UTILITIES, COLE PAPERS, INC. 3748.12 SUP, COLE'S PETROLEUM 34076.96 SUPPLIES, STEPHANIE COLE 20.20 JURY, CONNECTING POINT COMPUTER CENT 5789.50 REP, CONSOLIDATED CORRECTIONAL 13724.70 SUP, LANCE CRAIG 18.00 REF, CREDIT COLLECTIONS BUREAU 608.50 PMT, CREDIT COLLECTIONS BUREAU 145.64 PMT, CULLIGAN WATER CONDITIONING 158.00 SUP, TARA DAHL 12.04 JURY, DAKOTA SUPPLY GROUP 204.82 SUP, MATTHEW DARGATZ 25.00 CELL, DELANEY NIELSEN SANNES PC 591.75 SVC, REBECCA DELVO 18.16 JURY, DIAMOND DRUGS, INC 649.67 SUP, WAYNE DOCKTER 11.02 JURY, JAMIE DOLEN 25.00 CELL, CAROL DUNN 110.20 JURY, JOSEPH DUPONT 104.08 JURY, ANGELA EICKMEYER 10.00 JURY, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, ELITE DRAIN & SEWER CLEANING 275.00 REP, ELLYSON LAW OFFICE 967.58 SVC, ENGELSTAD ELECTRIC CO. 1911.70 REP, BRADLEY ENSTAD 12.04 JURY, MARIA ESCAMILLA 40.00 CELL, KRISTEN ESCHER 28.00 REF, RANDALL G. FALVEY 25.00 CELL, FIRST DISTRICT ASSN OF LCL GOV 8525.65 SVC, FLINT HILLS RESOURCES 436084.00 SUPPLIES/REPAIRS, TERRANCE FLINT 16.12 JURY, ALLISON FORBUSH 40.00 CELL, FOX LAW FIRM, PLLC 325.76 SVC, RICHARD FOX 11.02 JURY, WENDY FRENCH 102.04 JURY, D LEE GABEL 52.04 JURY, MICHELLE GAIKOWSKI 142.10 SVC, GH2.0 4320.00 RENT, CHERYL GIBBS 51.02 JURY, GIGFIRE 80.00 UTIL, ETHAN GILMOUR 15.10 JURY, SUSAN GLINES 52.04 JURY, JOSEPH GOAR 55.10 JURY, GRAINGER 171.74 REP, GREAT AMERICA FINANCIAL SVC 721.56 RENT, GREEN, ROBY, OVIATT, 16617.10 SVC, DARREL GROHS 12.04 JURY, LINDA HAAN 55.10 JURY, ALICIA HAICH 102.04 JURY, JUSTIN HALAJIAN 40.00 CELL, ADAM HANSON 52.04 JURY, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, HEFTY SEED COMPANY 333.20 SUP, HELSPER, MCCARTY & RASMUSSEN 23890.89 SVC, TOWN OF HENRY 181.31 UTILITIES, HILLYARD/SIOUX FALLS 732.91 SUP, MICHELE HOPPER 13.06 JURY, BRAD HOWELL 252.00 TRAV, HUMAN SERVICE AGENCY 100.00 SVC, HYVEE #1871 ACCTS RECEIVABLE 145.49 SUP, IHS PHARMACY 155.88 SUP, IMEG 1599.31 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 2180.97 PMT, JEFFERSON PARTNERS LP 61.50 ASST, DOUGLAS JERKE 52.04 JURY, JOHN W HOCK COMPANY 101.33 SUP, JOURNAL TECHNOLOGIES, INC 18.79 SVC, JURGENS PRINTING 1574.50 SUP, MITCHELL KALLHOFF 25.00 CELL, TINA KANABY 20.00 WIT, MARK KATTERHAGEN 63.00 SVC, DEBRA KELLER 76.52 JURY, HIRECLICK-KELOLAND EMPLOYMENT 1188.00 MAINT, JOHN DEERE FINANCIAL 1786.84 REPAIRS/MAINT., AUSTIN KLIEBERT 12.04 JURY, RICHARD KOHN 25.00 CELL, CHAD KOISTINEN 104.08 JURY, ERIK KOSAK 25.00 CELL, K&R MANAGEMENT 66.11 RENT, DARLENE KRUSE 110.20 JURY, KTQ ENTERPRISE, LLC 3300.00 RENT, NATHAN KUNO 11.02 JURY, RENAE LAMBRECHTS 12.04 JURY, VAL LARSON 63.00 SVC, ANN LAUSENG 14.08 JURY, STEVEN LEHNER 13.06 JURY, JOHN LEONARDI 51.02 JURY, LEWNO LAW OFFICE 341.70 SVC, DARLA LIEN 52.04 JURY, LINCOLN CO TREASURER 759.70 SVC, JESSE LINDNER 12.04 JURY, DAVID LOWE 57.14 JURY, DOUG MAAG 3855.00 RENT, ETHAN MAAG 11.02 JURY, CAPITOL ONE TRADE CREDIT 91.84 SUP, CAPITOL ONE TRADE CREDIT 334.50 SUPPLIES, TAMI MAGSTADT 53.06 JURY, CAROL MALONEY 8.80 PMT, BARBARA MARTENSON 26.00 TRAV, MASTERS TELECOM LLC 270.27 UTIL, MACINE MCGANNON 34.00 REF, MCKESSON MEDICAL SURGICAL 96.43 SUP, MEDICAL WASTE TRANSPORT, INC 121.97 MAINT, MELLETTE MEMORIAL

ASSOCIATION 6000.00 PMT, MENARDS 1120.74 SUP, MENARDS 16.47 SUPPLIES, DIANE MERCHANT 26.00 TRAV, SARA MEYER 12.04 JURY, MIDCONTINENT COMMUNICATIONS 364.35 UTIL, ADAM MILLER 52.04 JURY, KATHLEEN MILLER 11.02 JURY, MINNEHAHA COUNTY AUDITOR 856.25 SVC, MOODY COUNTY 70.00 TRAV, MULTI BUSINESS SOLUTIONS INC 3520.00 SVC, KRISTIN MUNGER 20.20 JURY, MUNICIPAL UTILITIES 6133.07 ASST, MUNICIPAL UTILITIES 16493.06 UTIL, MUNICIPAL UTILITIES 389.63 UTILITIES, NAPA CENTRAL 39.95 SUP, NAPA CENTRAL 78.22 SUPPLIES, SHAWN NILLS 40.00 CELL, NODAWAY COUNTY SHERIFFS OFFICE 360.00 SVC, NORTHERN CON-AGG 21280.07 SUPPLIES, NORTHERN TRUCK 388.26 REPAIRS/MAINT., NORTHWESTERN ENERGY 148.74 UTILITIES, OFFICE PEEPS, INC. 2652.48 SUP, OTTERTAIL POWER CO, 52.74 UTILITIES, OVERHEAD DOOR CO 13642.86 REP, CARY OWEN CARTER 11.02 JURY, MICHELLE PEDERSON 40.00 CELL, DIANE PETERSON 12.04 JURY, PHEASANTLAND INDUSTRIES 736.16 SUP, POMP'S TIRE SERVICE, INC 87.80 REP, POMP'S TIRE SERVICE, INC. 1908.79 REPAIRS/MAINT., PRAIRIE LAKES HEALTH CARE CENT 4003.31 SVC, RANDALL RAKNESS 2180.00 RENT, TODD RANDALL 12.04 JURY, REDLINGER BROS. 81.00 REP, REDWOOD TOXICOLOGY LABORATORY 1893.83 SUP, REBECCA MORLOCK REEVES 40.00 CELL, ANTHONY REIS 15.00 REF, SHERRI REMMERS 12.04 JURY, ROBYN RITER 25.00 CELL, HAROLD ROUNDS 25.00 CELL, DAWN RUSSELL 186.20 SVC, SCOTT SCHULZ 12.04 JURY, SCHUMACHER ELEVATOR COMPANY 6699.00 REP, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 4560.00 PMT, SD DEPARTMENT OF HEALTH 2245.00 SVC, SOUTH DAKOTA DEPT. OF TRANSPOR 955.39 REPAIRS/MAINT., S.D. FEDERAL PROPERTY 260.00 SUP, SDACC 1200.00 REG, SDACO 758.00 PMT, SDN COMMUNICATIONS 1363.51 UTIL, MELISSA SEARS 40.00 CELL, HEIDI SELCHERT 40.00 CELL, SIOUX RURAL WATER SYSTEM 55.00 UTILITIES, SIOUX VALLEY COOP 4811.99 SUP, KAREN SKINNER 52.04 JURY, SOCIA LAW, PC 5047.64 SVC, LYNN SOLBERG 40.00 CELL, VICKI SONNE 12.04 JURY, TOWN OF SOUTH SHORE 86.00 UTILITIES, LEON SPARTZ 64.28 JURY, CHAD STAHL 40.00 WIT, STEVE STAHLKE 25.00 CELL, STAR LAUNDRY 3014.33 SUP, STAR LAUNDRY 66.81 SUPPLIES, STATE 4-HOFFICE - FAIR PASSES 70.00 TRAV, JENNIFER STRECKFUSS 53.06 JURY, PURIFICACION FE A STRICHERZ 1500.00 RENT, KATHLEEN STRICKER 102.04 JURY, JACK STRONG 35.50 JURY, SUPER 8 WATERTOWN 2263.00 RENT, SCOTT SWANSON 25.00 CELL, DOUGLAS TAKEN 12.04 JURY, SARAH TESCH 26.00 TRAV, THOMSON REUTERS-WEST 1739.29 SUP, STEVEN THORSON 51.02 JURY, THREE ACORNS 1036.00 RENT, REBECCA TILBERG 13.06 JURY, DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, WAYNE TRACY 51.02 JURY, TRANSOURCE 154.83 REPAIRS/MAINT., JENNIFER VAN DER LINDEN 52.04 JURY, VERIZON WIRELESS 2325.87 UTIL, VERIZON WIRELESS 1163.98 UTIL, VERIZON WIRELESS 40.01 UTILITIES, MITCHELL A VILHAUER 3244.59 SVC, RELIABANK VISA 123.78 PMT, RELIABANK VISA 1440.62 PMT, RELIABANK VISA 403.27 PMT, RELIABANK VISA 291.94 PMT, RELIABANK VISA 552.67 PMT, RELIABANK VISA 60.00 PMT, MARLONIE VOGELSANG 25.00 CELL, GAIL WAHL 1600.00 PMT, SCOTT WAHL 1600.00 PMT, ERIC WALDNER 74.48 JURY, TREVOR WALSH 11.02 JURY, TIMOTHY WALTER 12.04 JURY, WARNE PLUMBING 1783.17 REP, DENNIS WARRICK 12.04 JURY, WATERTOWN AMBULANCE 500.00 SVC, WATERTOWN FORD 65.00 REP, WATERTOWN LAWN & GARDEN 45.00 SUP, WATERTOWN MOBILE HOME PARK 2780.00 RENT, WATERTOWN PUBLIC OPINION 1058.60 PUB, WENDY WEST 52.04 JURY, LORI WIKA 52.04 JURY, WILLETTE ENT, LLC 2100.00 RENT, KATHRYN WILLIAMS 12.00 REF, WINDOW PROS 17.00 REP, KRISTIN WOODALL 399.40 SVC, WW TIRE SERVICE INC 358.08 REP, XEROX CORPORATION 135.71 SUPPLIES, YANKTON CO. SHERIFF 300.00 SVC, YANKTON CO TREASURER 280.70 SVC,

**OPEN**

Rita Brownlee and Wendy Schultz addressed the Board about their concerns in relation to the CO2 Pipeline.

**EXECUTIVE SESSION**

Motion by Johnson, second by Schweer, to enter into executive session, per SDCL 1-25-2(2) consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters, at 9:53 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:03 a.m., no action was taken.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 10:04 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 \$ \_\_\_\_\_