

**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, March 12, 2024**

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 March 12, 2024, agenda
5. Action to approve the March 5, 2024, minutes of the Board of Codington County Commissioners
6. Action to authorize Chair to sign a Good Neighbor Agreement with Codington-Clark Electric Coop.
7. Monthly Reports
  - a. Auditor
  - b. Director of Equalization
  - c. Welfare Director
8. Action to approve an intern to help with marketing Codington Connects
9. Action to authorize Chair to sign Tom & Mavis Reichling Right of Way Easement for Bridge #15-216-220
10. Action to declare 2 Sheriff's Office vehicles surplus to be traded
11. Action to allocate Juvenile Justice Reinvestment Initiative funds to the Watertown Boys and Girls Club
12. Action to approve the Auditor's acct. w/Treasurer and note monthly Register of Deeds fees
13. Note Easter office closures
14. Action to approve abatement applications
15. Action to approve claims for payment
16. Action to approve automatic budget supplements
17. Action to approve personnel changes
18. Action to approve travel requests
19. Public Notices – a possible quorum of Commissioners could be in attendance at:
20. Old Business
21. New Business
22. Open
  - a. Public Comments

**b. Commission Comments**

**23. 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)**

**24. 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**

March 12, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 12, 2024, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Randall Schweer; Chair Schweer, presiding. The pledge of allegiance was led by Commissioner VanDusen.

**CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS**

Chair Schweer 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 Gabel, to approve the agenda for March 12, 2024, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of March 5, 2024; all voted aye; motion carried.

**GOOD NEIGHBOR AGREEMENT WITH CODINGTON-CLARK ELECTRIC COOP**

Dave Eide, Codington-Clark Electric Cooperative, Inc., met with the Board to request authorization for the Chair to sign a Good Neighbor Agreement between Codington-Clark Electric Cooperative, Inc. and Codington County Commissioners to allow Codington-Clark Electric Coop, Inc., along with Coops from North Dakota, South Dakota, Minnesota, parts of Wisconsin and Iowa to apply for a grant with the Department of Energy. Codington-Clark Electric Cooperative, Inc., would use the grant dollars to bury approximately 70 miles of the overhead lines and install 18 electronic sectionalizing line devices. Motion by Johnson, second by Waterman, to authorize the chair to sign this request; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Brenda Hanten**, updated the Board: annual report for 2023 is near completion and the portion that is published has been sent to the legal papers; attended the annual Weed and Township meeting which was beneficial with the Townships turning in their paperwork and am fielding questions from them; final date to file petitions for the June Primary is March 26, 2024 and the Independents have until April 30<sup>th</sup>, 2024 for the General Election. **Director of Equalization, Shawna Constant**, reported – have a new employee in the office, Gayleen Rothenberger; assessment notices have been sent out March 01, 2024; the office has been busy fielding calls and people coming in with questions about their assessments and assessment programs; went to the annual weed meeting and handed out the books to the townships; the deadline to appeal the local boards is Thursday, March 14, 2024 and then local boards will start meeting next week and meet for a week, the county consolidated boards appeal deadline is Tuesday, April 02, 2024; County and Consolidated Boards of Equalization will begin on April 9<sup>th</sup>, 2024, at 1:00 p.m. at the Commission Chambers for County Boards of Equalization and 6:30 p.m. at City Hall for Consolidated Boards of Equalization; April 16<sup>th</sup> is a backup date if needed. **Community Service Director, Sara Foust**, updated the Board: 45 unique individuals were served in January; CARES/ERA - \$3250.00 was received for administrative fees; the IMPACT (Individuals Making Positive Actions Can Thrive)/ Community Health Worker – reimbursed in February - \$6,087.01 from the grant; Medicaid Reimbursement - \$583.74, working to expand our work with the clinics so we can work more closely with the doctors, currently have 21 active clients; Kari and Paige have helped 9 clients find safe affordable housing over the past year; Community Service Office – talking to South Dakota Housing Authority about becoming an in-person site for the Coordinated Entry System for homeless people; SDACWO spring conference is in April; Systems of Care/Strategic Planning – thank you for

recognizing the positive impact the county has played in supporting our community, the Commissioners directive to build a System of Care for social services has evolved into our community working together on a larger scale to address the needs of our community and what we have been able to accomplish in the past three years; Three Action Teams: Housing – planning a strategic planning meeting in April and a Housing Summit in June to creatively address housing needs; Community Action Team – doing a needs assessment to hear from the community what we should focus on and exploring a centralized location for social services, there are 7 interested agencies (3 are county); Childcare Grant – working with multiple community members to address the childcare crisis developing a community plan with support across the community to help address this complex issue, working on helping all aspects of our community to support these efforts, including funding for these efforts.

**INTERN TO HELP WITH MARKETING CODINGTON CONNECTS**

Motion by Gabel, Second by VanDusen, to approve an intern to help with marketing Codington Connects, Community Services Director, Sara Foust, informed the Board that the cost for this would come out of the Beyond Idea Grant and no county funding will be needed to support this internship; all voted aye; motion carried.

**RIGHT OF WAY EASEMENT**

Motion by Gabel, second by Waterman, to authorize the Chair to sign a Right of Way agreement with Tom & Mavis Reichling, for Bridge #15-216-220 in the amount of \$6,500.00, as presented by Highway Supt., Rick Hartley; all voted aye; motion carried.

**SURPLUS VEHICLES**

Motion by VanDusen, second by Gabel, to declare the following vehicles from the Sheriff's Office, surplus to be traded: 2013 Ford Explorer, trade amount \$4,500.00 and 2013 Dodge Ram Truck, trade amount \$8,000.00; all voted aye; motion carried.

**JUVENILE JUSTICE REINVESTMENT INITIATIVE FUNDS**

Per a recommendation and appreciation from Codington County States Attorney, Rebecca Morlock Reeves, a motion was made by VanDusen, second by Gabel, to allocate JJRI Funds, which Codington County received from the State of South Dakota, in the amount of \$82,750.00, to the Youth Diversion Program administered through the Boys and Girls Club. Boys and Girls Club representatives, Executive Director, Liz Brownell and Director of Youth Diversion and Prevention, Louis Canfield, Judge Carmen Means, Sheriff, Brad Howell, were present for this agenda item. Louis gave the Board a report of current numbers in the program to date, which showed an increase in cases from 2022 to 2023 and reported where the numbers are currently and also reported where the funds are currently being expended. Upon vote of the Board; all voted aye; motion carried.

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

Motion by Gabel, second by VanDusen, 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 February, 2024, all present voted aye; motion carried.

Cash on hand	\$ 8,329.16
Checks in Treasurers' possession	
less than 3 days	\$ 119,944.87
Credit Card Charge	\$ 6,756.92
Cash Items	\$ 351.70
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 135,382.65</b>
<b>RECONCILED CHECKING</b>	
Reliabank (Memorial Park)	\$ 1,463.90
Reliabank Dakota	\$ 32,621,295.78
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 1,000.00
<b>TOTAL CASH ASSETS</b>	<b>\$32,759,142.33</b>
General Ledger Cash Balance by Funds	
General	\$20,850,458.05

General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 9,486,474.75
Custodial	\$ 1,922,209.53
(schools \$987,174.93, townships \$72,318.32; city/towns \$198,815.77)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$32,759,142.33</b>

The Board noted Register of Deeds fees, in the amount of \$24,631.70 were collected in the month of February, 2024.

### EASTER HOLIDAY

The Board noted the Court House and all County offices will be closed on Friday, March 29<sup>th</sup>, 2024 and Monday, April 1<sup>st</sup>, 2024 and in observance of the Easter Holiday.

### PROPERTY TAX ABATEMENT

Motion by Johnson, second by Gabel, to approve the following property tax abatement application on the following property: Record #15643 in the amount of \$1,241.76; all voted aye; motion carried.

### CLAIMS

Motion by Gabel, second by Johnson, to approve for payment the following list of claims; all voted aye; motion carried.

3E GENERATOR SHOP 1837.17 REP, 605 PROPERTY SOLUTIONS, LLC 1036.00 RENT, A TO Z WORLD LANGUAGES, INC 475.00 SVC, A-OX WELDING 48.84 SUPPLIES, ACCREDITATION, AUDIT AND 165.00 SVC, A&B BUSINESS SOLUTIONS 36.52 MAINT, ABC LOCK & KEY 515.05 REP, ADVANCED CORRECTIONAL 19285.61 SVC, ADVANTAGE RV'S 300.98 EQUIP, ANGELA HYDE 750.00 SVC, AIRGAS USA, LLC 11.67 MAINT, ALCOHOL MONITORING SYSTEMS 575.80 SVC, AMENDT RENTALS 4150.00 RENT, AUSTIN LAW OFFICES 6563.40 SVC, AUTOMATIC BUILDING CONTROLS 815.00 REP, AUTO VALUE 91.22 REPAIRS/MAINT., AVERA MCKENNAN HOSPITAL 830.00 SVC, KEVIN BACH 63.26 JURY, BATTERIES UNLIMITED 1094.00 REP, BEACON CENTER 1000.00 PMT, BEADLE COUNTY 84.00 TRAV, BIRMINGHAM & CWACH LAW OFFICES 1143.98 SVC, BLUEPEAK 10.00 UTILITIES, BLUEPEAK 101.99 UTIL, BORNS GROUP 3059.80 POST, BOYS & GIRLS CLUB 8333.34 PMT, BUTLER MACHINERY 1493.14 SUPPLIES, SHAWNA CARTER 385.20 GYM, JEFF CASE 25.00 CELL, CERTIFIED LABORATORIES 507.45 SUPPLIES, CERTIFIED LANGUAGES 82.50 SVC, CF MEDICAL, INC 2475.00 SUP, CHILD'S VOICE ROUTE #6361 150.00 SVC, CLEAR LAKE BUILDING CENTER INC 650.00 SUPPLIES, CODINGTON COUNTY SHERIFF 78.55 PMT, CODINGTON TREASURER PETTY CASH 26.70 REIMB, COKO PROPERTIES 250.00 RENT, COLE PAPERS, INC. 5082.53 SUP, COLE'S PETROLEUM 3947.02 SUPPLIES, CONSOLIDATED CORRECTIONAL 13468.90 SUP, GREG CORDELL CONSTRUCTION 22486.73 PMT, DVL FIRE AND SAFETY 1191.10 REPAIRS/MAINT., CREDIT COLLECTIONS BUREAU 590.90 PMT, CREDIT COLLECTIONS BUREAU 576.09 PMT, C & S PEST CONTROL LLC 82.00 MAINT, CULLIGAN WATER CONDITIONING 258.00 SUP, DAKOTA SUPPLY GROUP 1558.89 IMPR, MATTHEW DARGATZ 25.00 CELL, ANDREW DELGADO 420.00 GYM, DIAMOND DRUGS, INC 1162.80 SVC, JAMIE DOLEN 25.00 CELL, DVL FIRE AND SAFETY 2790.20 SVC, JEANINE EIDE 50.00 JURY, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, BRANDON ENGBRETSON 20.00 REF, ENGELSTAD ELECTRIC CO. 833.43 SVC, MARIA ESCAMILLA 290.00 SVC, WESTLEY EVEN 60.20 JURY, RANDALL G. FALVEY 25.00 CELL, FAMILY DENTAL CENTER 540.00 SVC, TOWN OF FLORENCE 80.85 UTILITIES, FOX LAW FIRM, PLLC 110.75 SVC, MICHELLE GAIKOWSKI 51.00 SVC, GALLS, LLC 117.37 SUP, GAST SALES, INC 5078.06 SUP, GRAINGER 29.53 REP, GREAT AMERICA FINANCIAL SVC 461.78 RENT, GREEN, ROBY, OVIATT, 15786.80 SVC, EMILY HAGEN 66.32 JURY, JUSTIN HALAJIAN 40.00 CELL, BRENDA HANTEN 55.64 TRAV, RICK HARTLEY 40.00 CELL, RON HARTLEY 25.00 CELL, HEALTHEQUITY 66.00 PMT, DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, HELSPER, MCCARTY & RASMUSSEN 27581.55 SVC, TOWN OF HENRY 181.31 UTILITIES, HILLYARD/SIOUX FALLS 148.17 SUP, HOLIDAY INN HOTEL & CONVENTION 551.94 TRAV, JEREMY HOPEWELL 57.14 JURY, HUMAN SERVICE AGENCY 200.00 PMT, HYVEE #1871 ACCTS RECEIVABLE 31.63 SUP, I STATE TRUCK CENTER 315.98 REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1727.00 SVC, JEFFERSON COURT LIMITED PART 1400.00 RENT, JEFFERSON PARTNERS LP 66.48 TRAV, SAMUEL JOHNSON 53.06 JURY, JOURNAL TECHNOLOGIES, INC 5.27 SVC, JURGENS PRINTING 932.00 SUP, MITCHELL KALLHOFF 25.00 CELL, MARK KATTERHAGEN 51.00 SVC, KIESLER POLICE

SUPPLY 1169.47 MISC, KIMBALL MIDWEST 1963.64 SUPPLIES, RICHARD KOHN 25.00 CELL, ERIK KOSAK 25.00 CELL, VAL LARSON 51.00 SVC, LEWNO LAW OFFICE 496.92 SVC, STEVEN LOWRY 137.59 GYM, MAAG PROPERTIES, LLC 1375.00 RENT, CAPITOL ONE TRADE CREDIT 72.36 SUPPLIES, MASTER BURN 103.63 REPAIRS/MAINT., MASTERS TELECOM LLC 273.89 UTIL, MAXWELL FOOD EQUIPMENT 20.01 SUP, MCKESSON MEDICAL SURGICAL 880.51 SUP, MEIERHENRY SARGENT LLP 5477.11 SVC, MENARDS 263.42 SUPPLIES, MENARDS 463.37 REP, MICK'S SCUBA 275.00 SVC, MIDCONTINENT COMMUNICATIONS 626.72 UTIL, KLAYTON MILLER 25.00 CELL, RON MOEHRING 86.00 TRAV, MOE'S COMMERCIAL CLEANING 500.00 SVC, STEVE MOLENGRAAF 86.00 TRAV, MULTI BUSINESS SOLUTIONS INC 3520.00 SVC, MUNICIPAL UTILITIES 1270.26 UTILITIES, MUNICIPAL UTILITIES 1716.85 UTIL, MUNICIPAL UTILITIES 68.44 UTIL, MUNICIPAL UTILITIES 15528.18 UTIL, MUTH ELECTRIC 364.61 REP, NAPA CENTRAL 842.63 SUPPLIES, LAW OFFICE OF JENNIFER NELSON 7954.90 SVC, CHRISTINE NESS 52.04 JURY, SHAWN NILLS 460.00 PMT, NORTHERN SAFETY TECHNOLOGY 1815.40 EQUIP, NORTHWESTERN ENERGY 680.44 UTILITIES, ODNEY 972.99 SVC, OFFICE PEEPS 106.97 SUPPLIES, OFFICE PEEPS, INC. 4450.16 SUP, OREILLY AUTO PARTS 95.26 SUP, OTTERTAIL POWER CO, 46.62 UTILITIES, JODI PEARSON 93.67 GYM, MICHELLE PEDERSON 40.00 CELL, PENNINGTON COUNTY JAIL 547.51 TRAV, PITNEY BOWES 194.04 RENT, PPWIX WEBSITE SERVICES 105.00 SVC, PRAIRIE LAKES HEALTH CARE CENT 6236.13 SVC, PRINT 'EM NOW 172.00 SUP, R PROPERTIES 3450.00 RENT, RC FIRST AID 246.50 SUPPLIES, REDLINGER BROS. 264.31 MAINT, REDWOOD TOXICOLOGY LABORATORY 1969.05 SUP, REBECCA MORLOCK REEVES 40.00 CELL, ROBYN RITER 25.00 CELL, RON'S SAW SHOP 251.50 SUPPLIES, HAROLD ROUNDS 25.00 CELL, RICHARD RUCKDASCHEL 51.02 JURY, RUNNING SUPPLY INC. 337.95 SUPPLIES, DAWN RUSSELL 174.25 SVC, SANFORD HEALTH PATHOLOGY CLINI 1941.00 SVC, AARON SCHLEUSENER 51.02 JURY, SCHUMACHER ELEVATOR COMPANY 836.91 REP, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S OFFICE 3567.00 PMT, SD DEPARTMENT OF HEALTH 4075.00 SVC, SD DEPARTMENT OF PUBLIC SAFETY 2700.00 MAINT, SOUTH DAKOTA DEPT. OF TRANSPOR 216.32 REPAIRS/MAINT., S.D. FEDERAL PROPERTY 634.32 SUP, SD STATE TREASURER 643778.01 FEBRUARY REMITTANCE, SDACC 20.00 TRAV, SDACC 2211.00 PMT, SDACO 448.00 PMT, SDACO 800.00 TRAV, SDN COMMUNICATIONS 1363.51 UTIL, SDSU EXTENSION 22400.00 PMT, MELISSA SEARS 40.00 CELL, SECRETARY OF STATE OF SD 30.00 FEE, HEIDI SELCHERT 40.00 CELL, SHARP AUTOMOTIVE 2991.40 REPAIRS/MAINT., SHERWIN WILLIAMS 19.27 REP, SIOUX RURAL WATER SYSTEM 59.70 UTILITIES, SIOUX VALLEY COOP 452.00 SUPPLIES, SIOUX VALLEY COOP 4486.74 SUP, SOCIA LAW, PC 8943.45 SVC, LYNN SOLBERG 40.00 CELL, TOWN OF SOUTH SHORE 96.00 UTILITIES, SOUTH SHORE GAZETTE 1192.67 PUB, STEVE STAHLKE 25.00 CELL, STAR LAUNDRY 388.02 SUPPLIES, STAR LAUNDRY 2851.08 SUP, STEVE'S WORLD 882.93 REPAIRS/MAINT., SUBWAY 78.01 SUP, SCOTT SWANSON 25.00 CELL, THOMSON REUTERS-WEST 668.20 SVC, DOUGLAS D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRUENORTH STEEL 11139.15 SUPPLIES, TURBAK LAW OFFICE, P.C. 2469.35 SVC, TWO WAY SOLUTIONS, INC 191.98 REP, TWOTREES TECHNOLOGIES 37.00 SUPPLIES, TWOTREES TECHNOLOGIES 8493.95 REP, TYLER TECHNOLOGIES, INC 6966.96 REP, VERIZON WIRELESS 1174.66 UTIL, VERIZON WIRELESS 2230.00 UTIL, RELIABANK VISA 154.88 TRAVEL & CONF., RELIABANK VISA 70.52 PMT, RELIABANK VISA 65.72 PMT, RELIABANK VISA 1225.78 PMT, RELIABANK VISA 901.92 PMT, RELIABANK VISA 293.06 PMT, RELIABANK VISA 145.18 PMT, RELIABANK VISA 26.94 PMT, MARLONIE VOGELSANG 25.00 CELL, WALMART - CAPITAL ONE 254.60 PMT, WARNE CHEMICAL & EQUIP CO INC 268.80 SUP, WARNE PLUMBING 132.65 REP, WATERTOWN AMBULANCE 271.00 SVC, WATERTOWN CARES 10000.00 PMT, WATERTOWN FORD 640.00 REP, WATERTOWN LAWN & GARDEN 30.00 REP, WATERTOWN MOTOR COMPANY 45160.00 EQUIP, WATERTOWN POLICE DEPARTMENT 500.00 SVC, WELD IT ALL %MARK STROHFUS 550.00 REPAIRS/MAINT., WHEELCO 480.54 SUPPLIES, WIGHT & COMES FUNERAL CHAPEL 1828.27 SVC, JOE WILLIAMS 2900.00 RENT, WILLOUGHBY INDUSTRIES, INC 488.12 REP, WW TIRE SERVICE INC 106.14 REP, WYODAK PROPERTIES 2325.00 RENT, XEROX CORPORATION 119.04 SUPPLIES, YANKTON CO. SHERIFF 200.00 SVC, YWH, LLC 6904.00 RENT, ZIP & STITCH SEWING 112.00 UNIF,

### NEW BUSINESS

Commissioner Gabel informed the Board that there will be interviews for the Construction Manager at Risk, there have been 5 proposals received in response to the construction manager at risk RFP, this will take place on March 27<sup>th</sup>, 2024.

The CCJAC will meet on March 28<sup>th</sup>, 2024 at 5:30 to come up with a recommendation for the construction manager at risk to bring to the Commissioner Board.

**OPEN**

**Commission Comments:** Commissioner Johnson expressed his concerns regarding the RAIF funding and getting the information to the townships.

**EXECUTIVE SESSION**

Motion by Johnson, second by Gabel, 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 10:07 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:28 a.m., no action was taken. Highway Supt., Rick Hartley, 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 10:28 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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