

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, May 21, 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 May 21, 2024, agenda
5. Action to approve the May 14, 2024, minutes of the Board of Codington County Commissioners
6. Monthly Reports
 - a. Community Health Nurse
 - b. Highway Superintendent
 - c. Facility Manager
7. Action to approve a job description for Appraiser 1-Apprentice in the Director of Equalization Office
8. Action to advertise and hire an Appraiser 1 position to fill a vacancy in the Director of Equalization Office
9. Action to re-schedule June 4th Board meeting to June 6th due to Primary Election
10. Note Memorial Day office closures
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:
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 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**

May 21, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 21, 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, Schweer.

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 May 21, 2024, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of May 14, 2024; all voted aye; motion carried.

MONTHLY REPORTS

Highway Superintendent, Rick Hartley, updated the Board: the load limits came off April, 30th; started summer hours on April 29th, the hours are 7:00 a.m. to 5:30 p.m., Monday through Thursday; the guys are still crack sealing and should finish this week; the guys are checking the asphalt roads for break ups that will need to be repaired; will start stock piling pea rock for the chip seal project that will begin in June, one of the areas used to stock pile pea rock a beaver plugged the culvert and flooded the road, the GFP is helping with that issue; chip sealing county roads on the west side of the county as follows – County Road 27, 437th Ave. from Henry to the north county line, County Road 23, 442nd Ave. south of Tinkertown to south county line, County Road 10 170th St. west of Memorial Park, County Road 19, 448th Ave. north of Memorial Park to State Hwy 20, County Road 8, 168th St. west of Kampeska Lodge; Codington County has been reimbursed from the state for the ER project on County Road 6 by Waverly last summer, in the amount of \$80,000.00; the paving project will start in June on County Road 23 that wasn't able to be completed last year due to the weather; on County Road 4 west of Florence the water is a couple feet from the top of the road, have started looking into the process of pumping the water down a couple of feet, have talked to IMEG engineering on this issue; the DOT came out with a program for rumble strips and edge line rumble strips and submitted to have County Road 6A and 23-4 in to have edge line rumble strips done, this road travels west from Hwy 20 five miles by Medicine Lake and turns into County Road 23 to US Hwy 212, there is no cost to the County for this project and is 100% Federal Safety Funds to be used for this project; the part-time person has started for the summer taking care of the grounds and cleaning the shop; main street in Florence needs to be paved which the cost estimate came in at \$172,500.00 which isn't a budgeted item so will add this to next year's budget, patching around the fire hydrants in this area need to be done at a estimated cost of \$16,000.00 which will get done this year; there is an update to the driveway application that will now need to be used and followed when adding approaches. **Facility Manager, Steve Molengraaf**, updated the board: Ag. Building – events for the next month will include meetings, auctions and the Primary Election, staff have set posts and made a hood to protect the AC units on the west side of the south expo building, the handicap spots have been moved into the parking lot that previously were against the building, they were moved due to safety concerns of the possibility of backing into pedestrians by the entrance of door H; Court House – contractors are progressing very well on the cooling system of the HVAC project in the courthouse and detention

Codington County, 21 May 2024

center, the new chiller is up and running in the courthouse; Detention Center – contractors are continuing with the HVAC ductwork portion throughout the detention center with completion of cooling in mid to late July, boilers have been removed from the detention center, with heat piping to begin this week; Park – the park is full for the Memorial Day Holiday with the exception of a couple tent spots, 594 online and 59 off-line reservations have been made with \$56,259 reservation sales and \$192 POS sales as of May 19th, 2024; Weed – equipment is nearly ready for the season, expecting to start with some spraying in the next week, with ramping up in full force in June, the annual spring, “The good, the bad and the similar week identification tour” will be held near the Estelline area on June 12th from 10-3; WNV – requested \$6,000 for the WNV Grant, will be late June before knowledge of approval. Working on 2025 budgets.

DIRECTOR OF EQUALIZATION OFFICE APPRAISER I APPRENTICE JOB DESCRIPTION

Motion by Gabel, second by VanDusen, to approve a job description for the position of Appraiser I Apprentice in the Director of Equalization Office; all voted aye; motion carried.

DIRECTOR OF EQUALIZATION OFFICE APPRAISER I APPRENTICE POSITION VACANCY

Motion by Johnson, second by VanDusen, to authorize Director of Equalization, Shawna Constant, to hire an Appraiser I Apprentice position to fill a vacancy, Human Resource Representative, Natalie Remund, appeared before the Board to request to advertise this full-time position; all voted aye; motion carried.

JUNE 4TH MEETING DATE

Motion by Johnson, second by Waterman, to meet on June 6th, due to the need to canvass the votes and select the precincts and races for the post-election audit of the 2024 Primary Election; all voted aye; motion carried.

MEMORIAL DAY HOLIDAY

The Board noted the Court House and all County offices will be closed on Monday, May 28th, 2024.

BURN BAN

The Board decided there was no need to enact a burn ban at this time and to leave it on as an agenda item.

CLAIMS

Motion by Gabel, second by Johnson, to approve the following claims: Election Systems & Software, \$1,712.10, election supplies, Auditor’s election budget; HealthEquity \$69.00, monthly admin. fees, Commissioners; Watertown Public Opinion \$886.04, publications; all voted aye; motion carried. Motion by Gabel, second by Waterman, to approve a claim in the amount of \$23,772.12, payable to the City of Watertown for March 911 surcharge collections; Gabel, Johnson, Schweer and Waterman, voted aye; VanDusen was recused; motion carried.

TRAVEL REQUESTS

Motion by VanDusen, second by Gabel, to approve the following travel request: Community Services Office, to attend a conference; all voted aye; motion carried

OPEN

Commissioner VanDusen, reported to the Board the Commissioner Schweer and himself will be meeting with representatives from the City of Watertown in regard to 31st Street.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Gabel, to adjourn at 9:38 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codington County Auditor

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