

**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 27, 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 August 27, 2024, agenda
5. Action to approve the August 20, 2024, minutes of the Board of Codington County Commissioners
6. Public Hearing and action to approve formal supplement to the General Fund Budget for purposes of the Court Appointed Attorney budget expenditures
7. Discussion with Terex representative, and action to approve a request to serve alcohol at an event at the Extension Center Complex
8. Action to approve plat resolutions
  - a. Henning Second Addition – 2024-23
  - b. Morrow Addition – 2024-24
  - c. A & M Third Addition – 2024-25
9. Monthly Reports
  - a. Emergency Management Director
  - b. Sheriff
10. Action to participate in the Local Emergency Management Performance Grant program
11. Action to declare property taken by tax deed proceedings surplus to be sold, advertise a tax deed auction notice to bidders, and appoint property appraisers
12. Note office closures on Labor Day, Monday, September 2, 2024
13. Action to approve abatement applications
14. Action to approve claims for payment
15. Action to approve automatic budget supplements
16. Action to approve personnel changes
17. Action to approve travel requests
18. Public Notices – a possible quorum of Commissioners could be in attendance at:
19. Old Business
20. New Business

**21. Open**

- a. Public Comments
- b. Commission Comments

**22. 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)

**23. 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**

August 27, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 27, 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 Gabel.

**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 August 27, 2024, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Waterman, to approve the minutes of August 20, 2024; all voted aye; motion carried.

**PUBLIC HEARING/FORMAL BUDGET SUPPLEMENT**

The Board held a public hearing, as previously advertised, to receive public comment on a formal budget supplement to the General Fund Budget for purposes of the Court Appointed Attorney budget expenditures. Motion by Johnson, second by Gabel, to approve formal supplements to the General Fund Budget for purposes of the Court Appointed Attorney budget expenditures in the amount of \$275,697.80. Chair Schweer opened the hearing to the public at this time. No persons offered comments during the public hearing. Chair Schweer closed the public hearing and turned to the Board for action and further comments. The formal supplementing of these budgets will give the County spending authority of the cash received and deposited into the fund. Upon vote of the Board all voted aye; motion carried.

**TEREX HOLIDAY PARTY**

Debbie Pahl, Engagement Committee Lead with Terex, met with the Board to request authorization to serve alcohol at the Codington County Extension Center Complex during the Terex Holiday Party, on December 14, 2024. The liquor license held by Second Street Station will be transferred for this event. Motion by VanDusen, second by Gabel, all voted aye; motion carried.

**PLAT RESOLUTIONS APPROVED**

Zoning Officer, Luke Muller, provided the Board with documentation for three plats for their approval. The Board took the following action:

**RESOLUTION 2024-23**

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

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

Codington County, 27 August 2024

That an examination has been made of the plat entitled:

Henning Second Addition in the Northeast Quarter of Section 24, Township 117 North, Range 55 West of the 5<sup>th</sup> P.M., Codington County, South Dakota (Graceland 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 Johnson, and second by Commissioner Gabel; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota

Randall Schweer

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 2024-23, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

#### **RESOLUTION 2024-24**

A Resolution to approve the platting of Morrow 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:

Morrow Addition in the Southwest Quarter of Section 35, Township 117 North, Range 52 West of the 5<sup>th</sup> P.M., Codington County, South Dakota (Elmira 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.

Codington County, 27 August 2024

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

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota

Randall Schweer  
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 2024-24, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota.

Brenda Hanten  
County Auditor, Codington County, South Dakota

**RESOLUTION 2024-25**

A Resolution to approve the platting of A & M Third 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:

A & M Third Addition in the South Half of the Northeast Quarter and the North Half of the Southeast Quarter of Section 10, Township 116 North, Range 51 West of the 5<sup>th</sup> P.M., Codington County, South Dakota (Kranzburg (S) 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 Johnson; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota

Randall Schweer  
Commission Chair, Codington County, South Dakota

STATE OF SOUTH DAKOTA  
§

Codington County, 27 August 2024

## 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 2024-25, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 27<sup>th</sup> day of August, 2024, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

**MONTHLY REPORTS**

**Emergency Management Director, Andrew Delgado**, updated the Board: hosted the Region 2 OEM meeting; in talking to the region coordinator there was mainly discussions about the LEMPG, the state sent a letter that there will be about a 10% cut from this year's, due to federal budget cuts, for next year's agreement, the primary change is that continuing education requirements are eliminated; Cheri was called out 4 times for weather, once for a repeater issue, and once for a crash with some hazmat considerations; came back from training the second week of August, since then have facilitated getting a repeater issue resolved; reviewed current services from Connecting Point and Verizon; changed ISP for the S&R building for a cost savings of about \$40/mo.; closed out disaster 4656, which was the derecho from May 12, 2022; secured a speaker from DANR for the September LEPC meeting; coordinated with a volunteer fire department to secure the combustible gas monitors we agreed to at the last LEPC meeting; developed a Situation Manual for a TTX, invitations will be sent this week, primarily for county staff, commissioners are invited, September 26, 9:00 a.m. – 11:00 a.m. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of July 2024, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$6,719.43, and were retained by the County; Commissary items sold in the amount of \$2,716.43 with a commission fee to the County in the amount of \$3,629.75; 710 cases/calls for service; 4 accident reports were completed; 68 warrants served; 242 sets of civil papers served; 4,636 transport miles; average daily inmate population 55.58 (high ADP 62 and low ADP 51); 21 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 13 individuals using remote breathalyzers; 25 individuals testing twice daily PBT'S; 33 individuals reporting twice weekly for UA Drug testing; 1 individual wearing a sweat patch; 227 bookings; \$13,485.00 collected in fees for out of county prisoner contracts; \$3,160.00 collected in work release fees; \$7,049.00 collected in fees for the 24/7 program; and 4,473.00 collected in SCRAM fees. Sheriff Howell noted that they have implemented a new incentivized learning program in the Detention Center using Prodigy Solutions, this program was implemented on July 20, 2024, previous to the implementation there were 7 inmates enrolled in an academic learning program, since the implementation of the new incentivized learning program there have been 59 inmates enrolled after one month; after completing 2 hours of online learning, they may digitally submit a Coursework Reward Request and select 1 of 4 available rewards including: 2 free phone calls, 1 free video call, 10 free SMS messages or 1 free 24-hour tablet rental.

**LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDING**

Emergency Management Director, Andrew Delgado, presented the Board with the FY2025 Local Emergency Performance Grant, which provides counties with Federal funding for 50% of the salaries of the Emergency Management Director and because of the size of Codington County it also provides for 50% of the Deputy Emergency Manager Director; motion by VanDusen, second by Gabel, to approve the 2025 application for LEMPG (Local Emergency Performance Grant) funding; all voted aye; motion carried.

**TAX DEED AUCTION**

Motion by VanDusen, second by Gabel, to approve notice of Tax Deed Auction; appoint property appraisers, Shawna Constant, Jacki Manning and Steve Molengraaf; and declare the following property surplus to be sold: Outlot No. 19, in "Auditors Plat No. 2 of Outlots to Henry, South Dakota in Sections 5 and 8, Township 116,

Codington County, 27 August 2024

Range 55 West," Codington County, South Dakota; The East Half (E1/2) of Lots 10 and 11 in Block 5 of South Shore on Punished Woman's Lake, Codington County, South Dakota, according to the recorded plat thereof, subject to easements and reservations of record, if any; The West two and one-half (2½) feet of the East 125 feet of Lots Ten (10) and Eleven (11), Block Twenty-Two (22), Second Railway Addition to the City of Watertown, Codington County, South Dakota; all voted aye, motion carried. The auction will take place during the Board's meeting scheduled for September 24<sup>th</sup>, 2024.

### **LABOR DAY OFFICE CLOSURES**

The Board noted the Court House and all County offices will be closed on Monday, September 2<sup>nd</sup>, 2024, in observance of Labor Day.

### **AUGUST SALARY CLAIMS**

Motion by Gabel, second by Waterman, to approve for payment the following August salary claims; all voted aye; motion carried.

Commissioners: 11,754.34 total salaries. Auditor: 24,877.62 total salaries. Co. Treasurer: 40,816.13 total salaries. States Attorney: 46,590.15 total salaries; Alison Bakken 9436.02 new hire. Gov. Buildings: 21,465.07 total salaries. Dir. Equalization: 54,841.66 total salaries. Reg. of Deeds: 30,148.81 total salaries. Veterans Service: 12,927.22 total salaries. Sheriff: 133,681.91 total salaries. Jail: 155,671.38 total salaries. Coroner: 5,813.10 total salaries. Welfare: 21,185.10 total salaries. CO. Nurse: 5,798.45 total salaries. Co.Park: 9,208.08 total salaries. Ag. Bldg.: 12,081.90 total salaries. Co. Extension: 12,976.59 total salaries. Weed: 9,501.73 total salaries. Planning Board: 660.37 total salaries. Road & Bridge: 110,471.32 total salaries. Emergency Management: 15,300.52 total salaries. Crime Victim: 8,521.26 total salaries. W.I.C.: 5,402.83 total salaries. 24/7: 7,050.43 total salaries. Total 756,745.97

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 71,386.94; VSP 971.69 eye insurance; S.D. Supplemental Retire. 4,815.00 suppl. retire.; Sanford 97,056.26; Reliance Standard Life Insurance 802.74 life ins.; Delta Dental 7,459.88 ins.; Codington County 7,882.39 employee HSA contribution; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 504.00 employee union dues; AFLAC 3,998.75 ins.; VSP 359.68 eye insurance; John Hancock 4,675.00 suppl. retire.; AFLAC 1,703.68 ins.; Sioux Valley Credit Union 21,763.00 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 5,030.00 Roth retirement; Teamsters Local Union 120 528.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 51,703.16 federal withholding; ReliaBank Dakota 69,107.42 social security; ReliaBank Dakota 16,162.36 Medicare; Division of Child Support 930.00 employee payment; United Way 60.00 employee contributions; Health Equity 7,882.39 employee HSA contribution.

### **CLAIMS**

Motion by Gabel, second by VanDusen, to approve the following claims: Access Elevator & Lifts, Inc, \$19,537.00; SDVSOA, \$100.00, registration (Jay Roberts - \$50.00 & Todd Rose - \$50.00); all voted aye; motion carried.

### **PERSONNEL CHANGES**

Motion by Gabel, second by Johnson, to approve the following personnel changes: State's Attorney new hire appointed, Alison Bakken, Step 1, \$9436.02/month, or \$113,232.24 annually, effective 8/01/2024; Corrections Officer new hire, part time, Caleb Kervin, Step 3, \$26.07 per hour, effective 8/28/2024; all voted aye; motion carried.

### **TRAVEL REQUESTS**

Motion by Johnson, second by Waterman, to approve the following travel request: staff members from Veteran Service Office to attend Dept. of Veterans Affairs Certification and Benefits School; all voted aye, motion carried.

**EXECUTIVE SESSION**

Motion by Gabel, second by VanDusen, to enter into executive session, per SDCL 1-25-2 (1) discussion of personnel issues, (2) contractual matters and (3) preparing for contract negotiations with employees or employee's representatives, at 9:39 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:54 a.m., no action was taken. Human Resource Representative, Natalie Remund, Treasurer, Carol Maloney and Facilities Manager, Steve Molengraaf were present for executive session.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Gabel, second by Johnson, to adjourn at 10:54 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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