

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, September 03, 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 September 03, 2024, agenda
5. Action to approve the August 27, 2024, minutes of the Board of Codington County Commissioners
6. Public Hearing on 2025 Codington County Provisional budget
7. Monthly Reports
 - a.
 - b.
8. Discussion/possible action to authorize chair to sign Contract for Engineering Services with Banner Associates, Inc. to assist with right-of-way acquisitions for Structure 15-178-160 located on 14th Ave NW
9. Action to authorize chair to sign a 2025 seasonal Memorial Park Campground Management Services Agreement
10. Action to advertise and hire a full-time Administrative Support position in the Treasurer's Office
11. Action to declare office equipment at the Emergency Management Office, surplus to be destroyed
12. Discussion/possible action about possible budgeting of funds for community daycare project at the Mother of God Monastery
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 1st Ave SE
Watertown, SD 57201**

September 03, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 03, 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 Waterman.

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 September 03, 2024, noted agenda #12 could result in a Resolution, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of August 27, 2024; all voted aye; motion carried.

2025 PROVISIONAL BUDGET PUBLIC HEARING

The Board held a public hearing, as previously advertised, to allow any and all interested parties to comment on the 2025 Codington County Provisional Budget. Chair Schweer opened the public hearing at this time. No comments were offered by persons present for this hearing. Chair Schweer closed the public hearing at this time. The Board will conduct public hearings again, during their regular meetings, on September 10th and 24th, 2024. The provisional budget will get adopted during the Board's regular meeting on September 24th, 2024, at which time the budget may be amended upon action of the Board.

ENGINEERING SERVICES FOR STRUCTURE NO. 15-178-160 RIGHT-OF-WAY EASEMENTS ON 14TH AVE. NW

Motion by Johnson, second by Waterman, to authorize the chair to sign contract for engineering services with Banner Associates, not to exceed \$11,000.00, for Structure No. 15-78-160 located on 14th Ave. NW, to obtain right-of-way easements for the construction of the bridge, Highway Supt., Rick Hartley, explained the engineering scope of services; all voted aye; motion carried.

2025 MEMORIAL PARK CAMPGROUND MANAGERS CONTRACT

Motion by VanDusen, second by Gabel, to approve the 2025 Seasonal Memorial Park Campground Management Services Agreement with Scott and Gail Wahl; in the amount of \$19,680.00 with monthly payments of \$3,280.00 in April, May, June, July, August and September; upon vote of the Board all voted aye; motion carried.

ADMINISTRATIVE SUPPORT POSITION IN TREASURER'S OFFICE

Motion by Johnson, second by Gabel, to advertise to add a temporary full-time position for Administrative Support in the Treasurer's Office; Human Resource Representative, Natalie Remund, informed the Board that adding this temporary position is due to planning for a retirement and implementing new software in the office, this will provide a smoother transition, this position will be Grade 20/\$19.53 hr.; all voted aye; motion carried.

SURPLUS OFFICE EQUIPMENT

Motion by Gabel, second by VanDusen, to declare the following equipment from the Emergency Management Office surplus to be destroyed: Panasonic Toughbook S/N 9AKS26476, Iomega Computer DVD rewriter S/N EHCF3917PE, Panasonic answering machine S/N 9JBZA032775, Canon computer printer S/N XAEM16011, Brother printer S/N J9J157078, Motorola radio S/N 1091ZY2944, Opticom emitter S/N 11680, Motorola radio S/N 922TGN2086, Canon computer printer S/N 18795, Uniden radio S/N 34006807, Sony camera S/N 379712, Uniden radio S/N 75001941, Motorola radio S/N 004TBJ7395, Motorola radio S/N 018TFWX859; all voted aye; motion carried.

FUNDING FOR RENOVATION OF FACILITIES AT MOTHER OF GOD MONASTERY FOR DAYCARE

Sister Barb Younger, Communications Director of the Benedictine Sisters Monastery, appeared before the Board about the need for childcare services in Codington County not only being a quality of life issue but it is also an economic issue and commended the County and City for following other cities in the State who are addressing this issue. She noted that a commitment of \$500,000 is needed in order to apply for the SD Works Loan. The funding that would be received from the County would be used for renovation of the current 14,000 square feet facilities located at the Mother of God Monastery. City Manager, Amanda Mack, informed the Board that the Watertown City Council will be considering entering into an agreement of \$70,000 annually for 5 years at their City Council meeting tonight, Tuesday, September 03, 2024, they will also have discussion to develop a revolving loan fund for the purpose of supporting daycare services; Motion by VanDusen, second by Gabel, to reduce the County's current pledge of \$60,000 to the Watertown Development Company by \$30,000 annually and to pledge \$30,000 annually for a period of five years, beginning in 2025, for the purposes of helping to fund renovation of current facilities located at the Mother of God Monastery into suitable day care facilities; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: West Nile Virus staff to attend a conference; Community Service Office staff to attend the Beyond Idea Grant Recipient Convening and South Dakota Housing Authority meeting; all voted aye, motion carried.

EXECUTIVE SESSION

Motion by Gabel, second by Waterman to enter into executive session, per SDCL 1-25-2 (3) preparing for contract negotiations with employees or employee's representatives, at 9:45 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:29 a.m., no action was taken. Human Resource Representative, Natalie Remund, was present for executive session. Commissioner Waterman, was excused at 10:00 a.m.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by VanDusen, second by Gabel, to adjourn at 10:29 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 \$ _____