

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, November 26, 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 November 26, 2024, agenda**
5. **Action to approve the November 19, 2024, minutes of the Board of Codington County Commissioners**
6. **Action to approve plat resolution #2024-34**
7. **Monthly Reports**
 - a. **Emergency Management**
 - b. **Sheriff**
8. **Discussion/possible action to approve job shadowing for a Southwest Minnesota State University student at the Community Services Office**
9. **Action to authorize Chair to sign 5-year Security Scanner Maintenance Contract**
10. **Discussion on language for an amendment to the WIC services contract**
11. **Action to approve post-election audit report**
12. **Review/possible action to approve and sign union contracts**
13. **Discussion/possible action in regard to Colliers Financial Agreement as presented by Toby Morris**
14. **Note office closures, November 28th & 29th Thanksgiving Day**
15. **Action to approve abatement applications**
16. **Action to approve claims for payment**
17. **Action to approve automatic budget supplements**
18. **Action to approve personnel changes**
19. **Action to approve travel requests**
20. **Public Notices – a possible quorum of Commissioners could be in attendance at:**
 - a. **Farm Business Banquet, December 5th, 2024, Event Center, 6:00 p.m.**
21. **Old Business**
22. **New Business**
23. **Open**
 - a. **Public Comments**
 - b. **Commission Comments**

24. 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)**

25. 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**

November 26, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 26, 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 Auditor, Brenda Hanten.

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 November 26, 2024, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of November 19, 2024; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board: observed an exercise that a local business facilitated, this is the business that invited myself and the fire department to assist and provide some insight during the planning process, they did a good job; there were 2 Search and Rescue callouts, both were for vehicles in the water, Cheri was on call for these; Cheri helped with voting; grant award briefing for a mitigation project, funded by the Hazard Mitigation Grant Program or HMGP, this grant funding is available after a presidentially declared disaster, it allows the recipient to rebuild in a way to mitigate future disaster losses within the community, we are a pass-through entity, this project is facilitating the replacement of 2 miles of overhead three phase distribution line with equal amounts of underground line; LEPC meeting election of officers with no changes, Cheri remains the secretary/treasurer and myself as Vice-chair; Cheri is working through credentialing cards for the fire department, Watertown municipal utilities and street department for the City of Watertown; attended the Red Cross meeting and had a discussion of local facilities that serve as a shelter, plan on using the extension complex and will be working with facility manager, Steve Molengraaf with MOU's; attended the Safety Benefits conference. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of October 2024, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$8,020.42, and were retained by the County; Commissary items sold in the amount of \$3,012.19 with a commission fee to the County in the amount of \$3,633.88; 645 cases/calls for service; 19 accident reports were completed; 72 warrants served; 293 sets of civil papers served; 2,232 transport miles; average daily inmate population 51.81 (high ADP 61 and low ADP 45); 17 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 13 individuals using remote breathalyzers; 41 individuals testing twice daily PBT'S; 38 individuals reporting twice weekly for UA Drug testing; 0 individual wearing a sweat patch; 220 bookings; \$18,335.00 collected in fees for out of county prisoner contracts; \$2,540.00 collected in work release fees; \$5,704.00 collected in fees for the 24/7 program; and 4,509.00 collected in SCRAM fees. Sheriff Howell noted due to the absentee voting there were 12,871 individuals that went through the security booth compared to a

typical number of 5,000-6,000; had jail and taser training; the Sheriff's Office chose to do a food drive for the Salvation Army for their project for the year.

PLAT RESOLUTION APPROVED

Zoning Officer, Luke Muller, reviewed and presented the Board with the Plat of Cotton Slough Addition for their approval, he also noted that neither of these lots are buildable lots and they can't get building permits for them. The Board took the following action:

RESOLUTION 2024-34

A Resolution to approve the platting of Cotton Slough 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:

Cotton Slough Addition located in Government Lots 3 and 4 in Section 10, Township 117 North, Range 53 West of the 5th Prime Meridian; and in Government Lot 5 in Section 33, Township 118 North, Range 52 West of the 5th Prime Meridian in the Sisseton and Wahpeton Indian Reservation, Codington County, South Dakota (Lake 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 26th day of November, 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 2024-34, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of November, 2024, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

COMMUNITY SERVICES OFFICE SOUTHWEST STATE UNIVERSITY MARSHALL SHADOW STUDENT

Codington County, 26 November 2024

Motion by VanDusen, second by Johnson, to approve an on-the-job training agreement between Codington County Community Service Office and Southwest State University Marshall, to allow students to "job shadow" staff in the Codington County Community Services Office for a term from November 20, 2024 until October 31, 2029, the student for 2025 will begin in January 2025 through April 2025 and it will be 32 hours/week; all voted aye; motion carried.

SECURITY SCANNER MAINTENANCE CONTRACT

Motion by Gabel, second by VanDusen, to approve a 5-year contract with Astrophysics in the amount of \$4,975.00 per year for a total cost of \$24,875.00 for 5 years; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by VanDusen, second by Waterman to enter into executive session, per SDCL (3) preparing for contractual negotiations with employees or employee's representatives, at 9:20 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:26 a.m. Action on union contracts was taken. Human Resource Representative, Natalie Remund was present for executive session

AMENDMENT TO THE WIC SERVICES CONTRACT

The Board discussed adding the language to the WIC contract as follows: The State may hire contract staff to provide WIC services and will work with the county to determine if space is available for contract employee to utilize. The State agrees to carry out all administrative and supervisory responsibilities and provide fiscal management for this contractual agreement. Subrecipient will work with the Dietitian Manager if disciplinary action is needed. Safeguard and maintain the security of the facility. Auditor, Brenda Hanten will notify the State to add this language and provide an amended contract for the Board to approve.

GENERAL ELECTION POST-ELECTION AUDIT REPORT

Motion by Gabel, second by Waterman, to approve the General Election Post-Election audit report as reported by Auditor, Brenda Hanten; the precinct that was audited was B-2 and there were 932 ballots that were counted with 100% accuracy of the tabulator compared to the post-election audit; all voted aye; motion carried.

EMPLOYEE UNION CONTRACTS APPROVED

Human Resource Representative, Natalie Remund, presented the Board with the three union contracts for their approval, she mentioned that there are differences between the contracts with the big thing being the 4% COLA for all the contracts. Motion by Gabel, second by VanDusen, to approve the three Union contracts between Codington County and the Codington County Deputy Sheriff's Association, for the time period January 1, 2025 through December 31, 2026 with the exception of the Appendix A Wage Scale which shall remain in full force and effect only until December 31, 2025; and Codington County and the Teamsters Local Union No. 120 (Correctional Officers), for the time period January 1, 2025 through December 31, 2026 with the exception of the Appendix A Wage Scale which shall remain in full force and effect only until December 31, 2025; and Codington County and AFSCME Local 2488 A (Highway Department Employees), for the time period January 1, 2025 through December 31, 2026, the County and the Union will reopen the contract to negotiate the wage rate adjustment (%to the wage scale) in the summer of 2025; all voted aye; motion carried.

COLLIERS FINANCIAL AGREEMENT

Motion by VanDusen, second by Johnson, to approve a Municipal Advisor Agreement between Codington County and Colliers Securities LLC in the amount of \$65,000.00 to be paid at bond closing, Toby Morris, with Colliers Securities LLC, presented financial information and timelines to the Board in relation to the passing of the Codington County bond for construction of a new jail; all voted aye; motion carried.

CLAIMS

Motion by Johnson, second by Gabel, to approve for payment the following list of claims; all voted aye; motion carried. EMC Insurance Company - \$496.00; Hy-Vee - \$27.57; Minnehaha County Auditor - \$1,126.03; Watertown Public Opinion - \$1,388.21; for a total of \$3,037.81.

CLAIMS

Motion by Gabel, second by VanDusen, to approve the November salary claims; all voted aye; motion carried. Commissioners: 11,836.97 total salaries. Auditor: 31,821.46 total salaries. Co. Treasurer: 43,972.19 total salaries; Andrea N. Schmidtgall \$3570.48 FT new hire. States Attorney: 55,530.61 total salaries; Joseph N. Thronson \$6712.92 FT new hire. Gov. Buildings: 21,216.22 total salaries. Dir. Equalization: 57,024.11 total salaries. Reg. of Deeds: 30,140.74 total salaries. Veterans Service: 12,927.21 total salaries. Sheriff: 140,645.41 total salaries. Jail: 168,221.53 total salaries. Coroner: 2,260.65 total salaries. Welfare: 21,185.13 total salaries. CO. Nurse: 5,843.05 total salaries. Co.Park: 5,999.72 total salaries. Ag. Bldg.: 13,137.47 total salaries. Co. Extension: 12,976.58 total salaries. Weed: 7,218.32 total salaries. Planning Board: 470.62 total salaries. Road & Bridge: 101,484.41 total salaries. Emergency Management: 14,959.51 total salaries. Crime Victim: 8,521.26 total salaries. W.I.C.: 5,342.70 total salaries. 24/7: 6,968.42 total salaries. Total 779,704.43

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 74,130.16; VSP 947.63 eye insurance; S.D. Supplemental Retire. 4,820.00 suppl. retire.; Sanford 98,005.47; Reliance Standard Life Insurance 819.24 life ins.; Delta Dental 7,506.64 ins.; Codington County 6,512.03 employee HSA contribution; AFSCME Council 65 453.60 employee union dues; AFLAC 3,998.75 ins.; VSP 359.68 eye insurance; John Hancock 4,675.00 suppl. retire.; AFLAC 1,701.68 ins.; Sioux Valley Credit Union 21,912.82 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 4,940.00 Roth retirement; Teamsters Local Union 120 592.00 employee union due; Codington County Deputy Sheriff's Association 160.00 employee union dues; ReliaBank Dakota 54,468.56 federal withholding; ReliaBank Dakota 71,637.20 social security; ReliaBank Dakota 16,753.78 Medicare; Division of Child Support 1076.18 employee payment; United Way 60.00 employee contributions; Health Equity 6,512.03 employee HSA contribution.

NEW BUSINESS

Commissioner Gabel updated the Board, on the timeline for the new jail project. Will be working on site survey, blue prints with a groundbreaking in the Spring of 2025. There will be meetings twice a month with the architect, construction manager, Sheriff, CCJAC members and a couple commissioners will be able to attend to avoid a quorum.

EXECUTIVE SESSION

Motion by VanDusen, second by Gabel to enter into executive session, per SDCL 1-25-2 (1) discussion of personnel issues at 9:53 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:46 a.m., no action was taken. Auditor, Brenda Hanten, was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by VanDusen to adjourn at 10:46 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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