

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, January 21, 2025

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 January 21, 2025, agenda
5. Action to approve the January 14, 2025, minutes of the Board of Codington County Commissioners
6. Presentation by Chris Clifton, Executive Director of Watertown Development Company
7. Update on jail construction project by Tegra and Architecture Inc.
8. Discussion/possible action to authorize funding for 2025 RAIF (Rural Access Infrastructure Funds) application and grant for Kranzburg Township
9. Monthly Reports
 - a. Highway
 - b. Facility Manager
10. Action to authorize Chair to sign MOU with City of Watertown for Crack and Chip Sealing project at the Codington County Courthouse
11. Discussion/possible action to approve quote for carpet extractor for Codington County Extension Center
12. Action to authorize application of Homeland Security grant funds
13. Action to declare misc. equipment, office equipment and radios at the Emergency Management Office surplus to be destroyed
14. Action to declare 2004 trailer at the Emergency Management Office surplus to be traded
15. Action to authorize Chair to sign authorization of an agent to act on behalf of Codington County concerning conditional use permit of the proposed jail site
16. Action to approve operating cash transfers as budgeted
17. Action to approve abatement applications
18. Action to approve claims for payment
19. Action to approve automatic budget supplements
20. Action to approve personnel changes
21. Action to approve travel requests
22. Public Notices – a possible quorum of Commissioners could be in attendance at:
23. Old Business

24. New Business

25. Open

- a. Public Comments
- b. Commission Comments

26. 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)

27. 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**

January 21, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 21, 2025, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Tyler McElhany, Myron Johnson, Troy VanDusen and Randall Schweer; Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner McElhany.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Chair VanDusen 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 McElhany, second by Gabel, to approve the January 21, 2025, agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Schweer, to approve the minutes of January 14, 2025; all voted aye; motion carried.

WATERTOWN DEVELOPMENT COMPANY PRESENTATION

Chris Clifton, Executive Director of Watertown Development Company, updated the Board about expanding in the Calvin Industrial Park, there is a portion of the road that needs to be completed and it will also need to have water and sewer brought into this area, there is a need to implement a plan and have partnerships in place, a grant has been applied for in the amount of 4.2 million which needs a 20% match which would come from the partners and 80% of the cost would come from the grant, also looking into additional grant funding from the State of South Dakota.

UPDATE ON JAIL CONSTRUCTION PROJECT

Dick Strassburg, Tegra Group, Inc., Tyler Klatt, Tegra Group, Inc., Andrew Eitrem, Architecture Inc., Bill Baritt, VP pre-construction, Beckenhauer and Craig Beebe, Senior Estimator, Beckenhauer, updated the Board with a timeline for the jail construction project, along with an update on the design process which the project is now in the second month of the two month schematic design phase and will finish by the end of January.

2025 RAIF FUNDING ALLOCATION TO KRANZBURG TOWNSHIP

Ben Schleusner, Kranzburg Township Supervisor, informed the Board that the culvert application that was submitted has already been replaced, due to it being a safety issue, Kranzburg does not have a road levy or an opt out in place but still requested to receive funding due to the fact that there were 2 culvert projects that needed to be replaced due to safety reasons which has depleted their funds, since there is no secondary road levy or opt out in place the Board requested Auditor, Brenda Hanten to contact the State's Attorney's opinion if Kranzburg Township is eligible to receive RAIF funding according State Statute regarding this matter and to have it on the agenda for next weeks meeting to further discuss.

MONTHLY REPORTS

Highway Supt., Randy Falvey, updated the Board: snow removal has been limited so far but guys have been sent out sanding a few times to take care of some ice issues; guys have been sent out cutting trees; updating the packers and getting them prepped for the season, changing out tires and bearings and replacing wheels that have caused issues in the past; prepping the Chipper for chipping this season, replacing the belting and bearings are also addressing some electrical issues; have met with Adam Hanson, building engineer for Banner Associates, for updating the truck storage, looking at putting new flooring, heating it and getting water in there, this is the first part of a two year project; upgraded the mobile signage which is a safety issue for the guys when they are out on the road to help with getting the traffic to slow down when the guys are out working on the road; Lori is finishing up with the 2024 year items; prepping crack sealing equipment, will get started as soon as able to. **Facility Manager, Steve Molengraaf**, updated the board: Ag. Building – fire suppression system is completed; maintenance is building a closet around the pressure regulator and valves to prevent any public access located in the echo chamber; staff did a temporary fix by the sale ring doors from frost heaving, a permanent fix will be done in the spring. Detention Center – contractors are scheduled to wrap up the HVAC system this week, working on wrapping pipes with insulation. Government Building – generator is anticipated to be set in place sometime in February or March; a MOU with the city for a bidding contract on crack and chip sealing the courthouse and south extension complex parking lots and is set for early summer of this year. Park – the online reservation system has been setup to begin on February 1st, 2025, individuals will be able to book for anytime for the whole camping season starting May 1st thru September 30th, 2025, they may book for an unlimited amount of stay on sites 1-22 with the remaining camp sites only available for a two week maximum stay, the 95 day reservation NO longer exists, which makes it the fairest opportunity for everyone to book campsites; a tree arborist removed some trees last week to open more beach area along east side of the park plus a couple of pine trees due to pine wilt caused by a beetle. Weed – will be working the weed booths at the Sioux Falls and Watertown Farm Shows; a weed board member and myself will be attending the SD Weed & Pest Conference; the annual Weed Board and Towns & Townships Meeting has been set for Thursday, March 13th, 2025 at 6:00 p.m. with a supper followed by the meetings. WNV – nothing to report.

HOMELAND SECURITY ANNUAL GRANT FUNDING

Motion by McElhany, second by Johnson, to authorize the Emergency Management office to apply for annual Homeland Security grant funding; all voted aye; motion carried.

SURPLUS MISC. EQUIPMENT, OFFICE EQUIPMENT AND RADIOS

Motion by Gabel, second by McElhany, to declare a number of misc. equipment, office equipment and radios, surplus to be destroy or radios transferred to Henry Fire Dept., as per list filed in the Auditor's Office; all voted aye; motion carried.

SURPLUS SEARCH & RESCUE 2004 8X12 TRAILER

Motion by McElhany, second by Schweer, to declare a 2004 DCT 8X12 Trailer; surplus, to be traded; per the request of Emergency Manager Delgado; all voted aye; motion carried.

MEMORANDUM OF UNDERSTANDING WITH CITY OF WATERTOWN

Motion by Johnson, second by McElhany, to approve a memorandum of understanding with the City of Watertown for crack and chip sealing projects at the Codington County Courthouse parking lot and 50% cost share of the Koch's Ballfield and Extension Building south parking lot, Facility Manager, Steve Molengraaf, provided the Board with the information, this is a budgeted item; all voted aye; motion carried.

EXTENSION CENTER CARPET EXTRACTOR

Motion by Johnson, second by McElhany, to approve a quote from Proline Inc., to purchase an IPC FXSC7, 7 gallon 17" self-contained floor carpet extractor in the amount of \$3,999.00, as budgeted, as requested by Facilities Manager, Steve Molengraaf, all voted aye; motion carried.

AUTHORIZATION OF AN AGENT TO ACT ON BEHALF OF CODINGTON COUNTY FOR CONDITIONAL USE PERMIT OF PROPOSED JAIL SITE

Motion by Gabel, second by Schweer, to approve Chair to sign an authorization for Colin DeJong, Aason Engineering Company, Inc. to serve as an agent acting on behalf of Codington County for the purpose of submitting a conditional use permit of a Public Institution in the A-1 Agriculture Zoning District for the proposed Codington County Jail with the City of Watertown; all voted aye; motion carried.

CODINGTON COUNTY COMMUNITY SERVICE OFFICE AND CHWSD PARTNERSHIP

Community Service Office Director, Sara Foust, presented an agreement between Codington County Community Service Office and the Community Health Worker Collaborative of South Dakota, to be a partner in the submission of a grant application to the Health Resources and Services Administration for the Rural Health Care Services Outreach Program grant opportunity to support the development of a connected Community Health Worker workforce within the Codington County Service Area; motion by Johnson, second by Schweer, to authorize Chair to sign said agreement mentioned above; all voted aye; motion carried.

BUDGETED OPERATING CASH TRANSFERS

Motion by McElhany, second by Schweer to approve the following operating cash transfers as budgeted in 2025:

- Debit General Fund \$3,170,013.00
 - Credit Road & Bridge Funds \$2,962,138.00
 - Credit Emergency Management Fund \$75,218.00
 - Credit Victims of Crime Fund \$110,100.00
 - Credit WIC Fund \$10,400.00
 - Credit 24/7 Fund \$12,157.00
- Upon vote of the Board; all voted aye; motion carried.

CLAIMS

Motion by McElhany, second by Schweer, to approve for payment the following list of claims; all voted aye; motion carried. Eight ten properties, LLC - \$1,740.00; EMC Insurance Co. - \$82.00; Lewis & Clark BHS - \$225.00; Minnehaha County, SD Juvenile - \$916.96; Dean Schaefer - \$150.00; Verizon Wireless - \$1,267.52.

EXECUTIVE SESSION

Motion by Johnson, second by Schweer, to enter into executive session, per SDCL 1-25-2 (1) discussion of personnel issues, and (3) preparing for contract negotiations with employees or employee's representative at 9:57 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:39 a.m., no action was taken. Human Resource Representative, Natalie Remund, and Community Service Office Director, Sara Foust, were present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Gabel, second by McElhany to adjourn at 10:40 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 \$_____