

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 28, 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 28, 2025, agenda
5. Action to approve the January 21, 2025, minutes of the Board of Codington County Commissioners
6. Action on a request to sell alcohol at a wedding event at the Extension Center
7. Discussion/possible action to authorize funding for 2025 RAIF (Rural Access Infrastructure Funds) application and grant for Kranzburg Township
8. Discussion with Travis Paulson of RAIF legislation
9. Action to approve plat resolution 2025-04 Trent Sumner Addition
10. Monthly Reports
 - a. Emergency Management
 - b. Sheriff
11. Action to approve a resolution to designate County officials for fire suppression assistance requests
12. Action to approve volunteer rosters for Workers Compensation Insurance
13. Action to adopt annual LEPC Roster
14. Discussion/possible action to approve quote for Tire Machine for Highway Dept.
15. Discussion/possible action to approve upgrade of electrical system for Highway Dept.
16. Discussion/possible action to approve purchase of new pickup for Highway Dept.
17. Action to declare copier surplus to be traded for Treasurer's Office
18. Discussion/possible action for 605 drive roll out for Treasurer's Office
19. Action to approve abatement applications
20. Action to approve claims for payment
21. Action to approve automatic budget supplements
22. Action to approve personnel changes
23. Action to approve travel requests
24. Public Notices – a possible quorum of Commissioners could be in attendance at:
25. Old Business

26. New Business

27. Open

- a. **Public Comments**
- b. **Commission Comments**

28. 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)**

29. 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 28, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 28, 2025, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Tyler McElhany, Myron Johnson, and Troy VanDusen; absent Randall Schweer; Chair VanDusen, presiding. The pledge of allegiance was led by Mitchell Koehn.

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 28, 2025, agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of January 21, 2025; all voted aye; motion carried.

APPROVAL TO SELL ALCOHOL AT EXTENSION FOR A WEDDING EVENT

Mitchell Koehn; met with the Board to request authorization for alcohol sales at the Koehn/Ramirez wedding scheduled for June 7, 2025 at the Codington County Extension Center Complex. The liquor license held by Cloud 9 will be transferred for this event. Cloud 9 will be regulating all alcohol sales, security, and minor control. Motion by Johnson, second by McElhany, to approve the request for alcohol sales June 7, 2025, at the Extension Center Complex, as requested; all voted aye; motion carried.

2025 RAIF FUNDING ALLOCATION TO KRANZBURG TOWNSHIP

Brian Zaug, 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, Auditor, Brenda Hanten contacted the State's Attorney's to get her opinion on this issue and her opinion is as follows; SDCL 31-34-6 is the provision that provides that a township requesting use of these funds shall have either a secondary road levy or a tax levy opt out. The language of the statute makes it a non-discretionary condition meaning that they MUST have one of those options in place. If they have neither in place, the statutory scheme dictates that the funds may not be allocated. The Board upheld the State's Attorney's opinion and didn't allocate and RAIF funds to Kranzburg Township.

UPDATE ON RAIF LEGILATION

Travis Paulson, South Dakota Association of Towns and Townships Secretary, informed the Board that legislation will be submitted in regard to asking for an additional 25 million for another three years for RAIF funding, the last year that RAIF funds will be allocated to the County is 2025 and these funds need to be utilized by 2029, he also asked the Board to request support from the South Dakota Association of County Commissioners in regard to supporting the additional RAIF funding legislation.

PLAT RESOLUTION APPROVED

Zoning Officer, Luke Muller, reviewed and presented the Board with the Plat of Trent Sumner Addition for their approval. The Board took the following action:

RESOLUTION 2025-04

A Resolution to approve the platting of Trent Sumner 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:

Trent Sumner Addition located in West Half of Northwest Quarter of Section 11, Township 119 North, Range 55 West of the 5th Prime Meridian; Codington County, South Dakota (Eden 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 McElhany; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 28th day of January, 2024, at Watertown, Codington County, South Dakota

Troy VanDusen

Commission Chair, Codington County, South Dakota

STATE OF SOUTH DAKOTA

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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 2025-04, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 28th day of January, 2025, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board: had a cyber security review, one of the requirements for reimbursement for the Homeland Security Grant; completed quarterly report for mitigation projects; working through a communication issue with one of the volunteer fire departments, may be a possibility to apply for a grant to help resolve the issue; there were four search and rescue call-outs and one near call-out in Day County, be aware on the ice with conditions always

changing, know your way off at night; if your vehicle goes through the ice call dispatch to report it; the Hazmat familiarization class from last year's Hazardous Materials Emergency Preparedness grant was a success, applied for the same training grant for next year. Sheriff, Brad Howell, provided the Board with the following statistics, compiled from activity in the month of December 2024, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$7,596.17, and were retained by the County; Commissary items sold in the amount of \$3,543.04 with a commission fee to the County in the amount of \$2,739.82; 510 cases/calls for service; 9 accident reports were completed; 62 warrants served; 171 sets of civil papers served; 4,198 transport miles; average daily inmate population 41.65 (high ADP 50 and low ADP 32); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 13 individuals using remote breathalyzers; 44 individuals testing twice daily PBT'S; 39 individuals reporting twice weekly for UA Drug testing; 0 individuals wearing a sweat patch; 203 bookings; \$13,307.67 collected in fees for out of county prisoner contracts; \$3,040.00 collected in work release fees; \$9,589.00 collected in fees for the 24/7 program; and 3,966.00 collected in SCRAM fees; passed the juvenile compliance inspection with the State of South Dakota; been meeting with the architect team working on the design and inmate flow of the new jail project. Sheriff Howell also provided the Board with 2024 year-end data: average daily inmate population 51.49; 2,557 bookings; 43 protective custody mental health holds with no charges; \$91,240.56 collected in 24/7 sobriety program fees; \$729,472.35 collected for 24/7, work release, out of county contracts, finger print fees, Clerk of Court fees, SCRAM fees, and costs of confinement; \$13,008.15 collected in commissary commission; \$19,025.52 collected in phone commission and an estimated average daily cost for inmates in the amount of \$146.95 per day. The report included Sheriff's office incident and arrests by type and general information for various services.

RANGELAND FIRE ASSISTANCE RESOLUTION/FIRE PROTECTION AGREEMENT

The Board received correspondence from the SD Dept. of Agriculture addressing a need for updated contact information regarding the County's designee for obligating funds in the event of a County request for fire suppression assistance. Motion by McElhany, second by Johnson, to approve Resolution 2025-03; all present voted aye; motion carried.

RESOLUTION 2025-03

"BE IT HEREBY RESOLVED, that the list of individuals set forth below, are hereby authorized to request rangeland fire assistance, on behalf of Codington County as specified in SDCL 41-20A-11. The authority to request assistance as provided shall continue in full force and effect until terminated or modified by resolution of the Codington County Board of Commissioners.

Effective Date: January 28, 2025

County Fire Assistance Authorization List:

Name	Position	Daytime Phone	Emergency or Cell Phone
Andrew Delgado	Emergency Management Director	605-882-6272	605-520-6272
Troy VanDusen	County Commission Term ends 12/31/2028	605-882-5238	605-881-8527
Cheri Howell	Emergency Management Deputy	605-882-6272	605-956-0609

“BE IT HEREBY RESOLVED, that Andrew Delgado, Codington County Emergency Management Director, is appointed County Rural Fire Coordinator for Codington County, South Dakota. The Codington County Rural Fire Coordinator is hereby authorized to act as a single point of contact, on behalf of Codington County, in dealing with administrative matters such as burn bans, billings, or questions about this Rangeland Fire Agreement specific to Codington County. This authority shall continue in full force and effect until terminated or modified by resolution of the Codington County Commissioners.

Dated this 28th day of January, 2025

Troy VanDusen, Chair Codington County Commission

ATTEST:

Brenda Hanten, County Auditor

VOLUNTEER ROSTERS

Motion by McElhany, second by Gabel, to approve the following volunteer rosters for the purposes of workers compensation insurance coverage: Codington County Search and Rescue Team, Codington County Weather Spotters, and Emergency Management on-call/back-up staff; all voted aye; motion carried. The volunteer rosters will be kept on file in the Auditor’s Office and updated as needed throughout the year.

CODINGTON COUNTY LEPC ROSTER

Motion by Johnson, second by Gabel, to approve the Codington County LEPC Roster as submitted by the Codington County Emergency Management Office; all voted aye; motion carried. This list will be kept on file in the office of the County Auditor.

TIRE MACHINE FOR HIGHWAY DEPARTMENT

Motion by McElhany, second by Johnson, to approve the purchase of tire machine, for the Highway Dept., from NAPA Auto Parts, in the amount of \$24,224.05, Highway Supt., Randy Falvey, presented the Board with two quotes, from NAPA Auto Parts, in the amount of \$24,224.05 and Pomp’s Tire, in the amount of \$26,691.87, Highway Supt., Randy Falvey recommended approving the quote of \$24,224.05 from NAPA Auto Parts, this is a budgeted item; all voted aye; motion carried.

ELECTRICAL PROJECT AT HIGHWAY DEPARTMENT

Motion by McElhany, second by Johnson, to approve a quote for an electrical project, for the Highway Department, in the amount of \$3,450.00, from Schneider Electric, for the converter, materials and installation; all voted aye; motion carried.

¾ TON PICKUP FOR HIGHWAY DEPARTMENT

Motion by Gabel, second by Johnson, to approve a quote for a ¾ ton pickup, for the Highway Dept., from Watertown Ford, in the amount of \$51,720.00, Highway Supt., Randy Falvey, presented the Board with three quotes, from Watertown Ford, in the amount of \$51,720.00 Lamb Motors (state bid), in the amount of \$51,053.00 and Sharp Automotive, Inc, in the amount of \$52,227.00, Highway Supt., Randy Falvey recommended approving the quote of \$51,720.00 from Watertown Ford, this is a budgeted item; all voted aye; motion carried.

SURPLUS OFFICE EQUIPMENT

Motion by Johnson, second by Gabel, to declare the following office equipment, in the Treasurer's Office, surplus to be traded: Toshiba E Studio 2518 A, S/N 5CZIH18189, all voted aye; motion carried.

605 DRIVE ROLL OUT IN TREASURER'S OFFICE

Treasurer, Carol Maloney, informed the Board that her office will be going live with the new State 605 Drive System for motor vehicles on Tuesday, February 18th, 2025, Thursday, February 13th, 2025 will be the last day that her office will be able to process anything that relates to motor vehicles, the State will start to do the roll out on Friday, February 14th, 2025 through Sunday, February 16th, 2025 with training on Monday, February 17th, 2025 and go live on Tuesday, February 18th, 2025, the self-service kiosk at Hy-Vee will be down for a ten day window from Friday, February 7th, 2025 until Tuesday, February 18th, 2025.

CLAIMS

Motion by Johnson, second by McElhany, to approve for payment the following list of claims; all voted aye; motion carried. Boys & Girls Club - \$238,733.37; Credit Collections Bureau - \$1,348.35; Credit Collections Bureau - \$319.95; Interlakes Community Action - \$1,736.17; North Central Food Processing- \$505.65; SDPAA - \$437.36; Thomson-Reuters-West - \$678.30; Verizon Wireless - \$1,863.61; Watertown Ford - \$385.00; Pelican Township - \$12,003.00.

JANUARY SALARY CLAIMS

Motion by Gabel, second by McElhany, to approve the following January salary claims; all voted aye; motion carried.

Commissioners: 12,175.94 total salaries; Myron Johnson 2229.78; Lee Gabel 2229.78; Troy VanDusen 2229.78; Randy Schweer 2229.78; Tyler McElhany 2229.78; Auditor: 22,993.23 total salaries; Brenda Hanten 7335.84; Morgan Cunningham 3888.90; Cindy Feldmeyer 4604.04; Cindy Brugman part time @ 40.00. Co. Treasurer: 45,752.86 total salaries; Carol Maloney 7901.34; Janet Bevers 6072.60; Lindee Waba 5077.75; Ashley Lindner 3459.47; CeCi Johnson; 3807.12; Kristi Torstenson 3807.12; Andi Schmidtgal; 3713.16. States Attorney: 56,480.01 total salaries; Alison Bakken; 9813.60; Jamie Monson 5336.58; Katie Moes 4395.24; Scott Polski 7156.62; Kari Lieffort 4182.96; Joe Thronson; 6980.88; Kristina Solum 4082.04. Gov. Buildings: 23,026.06 total salaries; Steve Molengraaf 7660.20; Bryan Bleeker 4849.00; Richard Kohn 4448.52. Dir. Equalization: 58,448.81 total salaries; Shawna Constant 7518.54; Diane Merchant 5098.20; Michelle Pederson 6069.12; Heidi Selchert 5641.08; Barb Martenson 4854.60; Melissa Sears 5641.08; Gayleen Rothenberger; 4188.18; Thomas Pauli; 5110.38. Reg. of Deeds: 31,359.16 total salaries; Ann Rasmussen 7901.34; Mary Fransen 5608.02; Jill Schweitzer 4852.86; Jacki Manning 5782.02. Veterans Service: 13,449.36 salaries; Todd Rose 6509.34; Jay Roberts 5237.40. Sheriff: 154,047.41 total salaries; Adam Reeves 7739.37; Erin Lenzner 4854.60; Brad Howell 10536.02; Megan Swanson 4188.18; Rusty Mathews 7552.58; Dave Curtis 5607.26; Jerrod Olson 8140.08; Trever Schimmel 7216.10; Vanna Engst 5080.80; Brent Solum 8282.72; Steven Lowry 8298.70; Tyler Varns part time @ 30.10; James Bakke part time @ 25.80; Shane Yost 7635.40; Chandler Flowers 7063.84; Dakota Dodds 7564.34; Travis Gutzmer 7187.60; Gavin Wright 7867.84. Detention Center: 183,449.34 total salaries; Raistlan Tschetter 5627.20; Austin Hanson 6333.80; Lori Mills part time @ 29.20; Wyatt Anderson part time @ 26.46; Tristan Coyle 6482.58; Konner Anderson 6092.84; Shawn Nills 7182.70; Dillon Solberg-Ellingson 6002.54; Kolten Eszlinger part time @ 25.80; Brandon Anderson part time @ 27.11; Marcy Rossow 4294.32; Julie Gallisath 7238.12; Matthew Feiock 6260.12; Morgan Wermdal 4188.18; Shawna Carter 6539.79; Kayla Schomaker 6615.42; Charles Rossow part time @ 24.07; Sophia Touailat 2894.60; Jennifer Matejek 7285.32; Matt Blackwelder 7832.72; Wes Jennings 8342.37; Melissa Holtquist 6794.88; Justin Halajian 6191.08; Steve Stahlke 4627.10; Maria Escamilla 6685.76; Kelly Oelrich 7932.49. Coroner: 3229.50 total salaries; Terry Sorensen 3000. Care of the Poor: 20789.70 total salaries; Sara Foust 6509.34; Kari Kraayenbrink 4395.24; Paige Welling 4085.52. County Nurse: 6041.28 total salaries; Sara Aman 4416.12. Ag. Bldg.: 13676.61 total salaries; Scott Swanson 5401.68; Gordy

Hedges 4502.10. Co. Extension: 13550.02 total salaries; Becky Goens 5470.56; Kim Johnson 4617.96. Weed; 5993.22 total salaries; Ron Hartley 4502.10. Road & Bridge: 115431.74 total salaries; Brad Schwinger 6394.86; Jeff Case 6598.72; Dave Hedding 6047.22; Lori Deutsch 5470.56; Mitch Kallhoff 4810.08; Matt Dargatz 5665.90; Jamie Dolen 5636.58; Robyn Riter 5401.68; Lynn Solberg 6678.12; Doug Torstenson 6106.36; Randy Falvey 8621.89; Lonie Vogelsang 5671.21; Erik Kosak 4385.52; Harold Rounds 5017.14; Klayton Miller 4286.34. Emergency Management: 15,947.43 total salaries; Andrew Delgado 7134.72; Cheri Howell 5641.08. Crime Victim: 8868.55 total salaries; Jan Steele 6867.78. W.I.C.: 5628.17 total salaries; Angelica Leadabrand Anderson 4044.56. 24/7: 7335.63 total salaries; Lindsey Stricherz 6601.12. Total: 817,971.19

Breakdown of withholding amounts which are included in the above: S.D. Retirement 75359.28; VSP 1395.39 ins.; S.D. Supplemental Retire. 4675.00 suppl. retire.; Sanford Health 103,852.64 ins.; Reliance Standard Life Insurance 1216.42 life ins.; Delta Dental 7429.30 ins.; Codington County Treasurer 7241.96 HSA ins.; AFSCME Council 65 416.48 employee union dues; AFLAC 3960.27 ins.; John Hancock 4535.00 suppl. retire.; AFLAC 1,741.16 ins.; Sioux Valley Credit Union 21,505.15 employee payments; John Hancock 200.00 Roth retire.; SDRS Supplemental Retirement 3 120.00 Roth retire.; Teamsters Local Union 120 592.00 employee union due; Codington County Deputy Sheriff's Association 160.00 employee union dues; ReliaBank Dakota 59,319.70 federal withholding; ReliaBank Dakota 37,600.48 social security; ReliaBank Dakota 8793.62 Medicare; Watertown United Way 60.00 employee contributions; Health Equity 7241.96 ins.

PERSONNEL CHANGE

Motion by Gabel, second by Johnson, to approve the following personnel change: Kristi Torstenson, promotion to Second Deputy-Treasurer, effective 2/1/2025, Grade 30/Step 1, \$23.46 hr./\$4082.04/month; all voted aye; motion carried.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session, per SDCL 1-25-2 (4) discussing information listed in SDCL 1-27-1.5(8) and 1-27-1.5(17) (safety or disaster) at 10:08 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:30 a.m., no action was taken. Human Resource Representative, Natalie Remund, Sheriff, Brad Howell, 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 McElhany to adjourn at 10:30 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codington County Auditor

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Published once at the total approximate cost of \$_____