

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, February 25, 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 February 25, 2025, agenda
5. Action to approve the February 18, 2025, minutes of the Board of Codington County Commissioners
6. 9:00 a.m., Public Hearing to approve formal supplement to the 2025 General Fund
7. Action to approve a formal budget supplement to “operating cash out” in the General Fund budget
8. Action to approve an operating cash transfer out of the General Fund Future Building Projects Assigned Fund Balance in the amount of \$7,588,370.00 to Capital Projects Fund
9. Action to approve an automatic budget supplement in the amount of \$7,588,370.00 to the 2025 Capital Projects Expenditure Budget
10. Monthly Reports
 - a. Emergency Management
 - b. Sheriff
11. Action to award Highway supplies bids as announced at the February 18th, 2025 meeting
12. Action to purchase Highway supplies – Metal Pipe Culverts, from the Beadle County bid award
13. Discussion/possible action for replacing electrical panel at the Extension Center Complex sale ring & barn
14. Discussion/possible action to close the Treasurer’s Office to the public at 4:00 p.m.
15. Action to approve a funding agreement with USGS flood monitoring services as budgeted
16. Action to approve abatement applications
17. Action to approve claims for payment
18. Action to approve automatic budget supplements
19. Action to approve personnel changes
20. Action to approve travel requests
21. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. Weed/Towns & Townships Annual meeting, March 13th, 2025, p.m., Extension Center Complex
22. Old Business
23. New Business
24. Open

- a. Public Comments
- b. Commission Comments

25. 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)

26. 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**

February 25, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 25, 2025, at the Codington County Court House. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Troy VanDusen and Randall Schweer; Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner Johnson.

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 Gabel, second by McElhany, to approve the agenda for February 25, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Schweer, to approve the minutes of February 18, 2025; all voted aye; motion carried.

PUBIC HEARING TO APPROVE FORMAL SUPPLEMENT TO 2025 GENERAL FUND BUDGET

The Board held a public hearing, as previously advertised, to allow any and all interested parties to comment on the Formal Budget Supplement to the 2025 General Fund. Chair VanDusen opened the public hearing at this time. No comments were offered by persons present for this hearing. Chair VanDusen closed the public hearing at this time.

FORMAL BUDGET SUPPLEMENT TO "OPERATING CASH OUT" IN THE GENERAL FUND BUDGET

Motion by Gabel, second by McElhany, to approve a formal budget supplement to "operating cash out" in the General Fund budget; all voted aye; motion carried.

CASH TRANSFER OUT OF GENERAL FUND FUTURE BUILDING PROJECTS ASSIGNED FUND BALANCE TO CAPITOL PROJECTS FUND

Motion by Gabel, second by Schweer, to approve an operating cash transfer out of the General Fund Future Building Projects Assigned Fund Balance in the amount of \$7,588,370.00 to Capital Projects Fund; all voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT TO 2025 CAPITAL PROJECTS EXPENDITURE BUDGET

Motion by Gabel, second by McElhany, to approve an Automatic Budget Supplement in the amount of \$7,588,370.00 to the 2025 Capital Projects Expenditure Budget; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board: scheduled Weather Spotter training for April 9 at 6:00 p.m. and April 10 at 1:00 p.m. at the Codington County Extension Center Complex, this is the Wednesday and Thursday of Severe weather preparedness week, will plan to do the spring weather siren test on Friday, April 11th, 2025, and Watertown's sirens will test weekly after that until September; the Feb. tornado was low altitude, well below radar, in a storm system that doesn't typically create them; applied for Homeland Security Grant which is a joint project with the Watertown Police Dept., Watertown Fire Rescue and Codington County Sheriff's office; applied for next year's HMEP grants; submitted for reimbursement for this year's Hazardous Materials Emergency Preparedness grant training project; Cheri has updated more ID cards for Watertown Municipal Utilities, Grant County, and Henry Fire Dept.; renewed another Radio License; received LEPC funds for this year from DANR, that covers the operating expenses for the year and for meetings we hold and funds the County HAZMAT project we select; Search and Rescue got some weekend training, had a couple chances to go out to locate and dive on a submerged pickup and also had training at the pool with the ROV and another to test equipment; reached out to an instructor to get an incident command structure refresher course. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of January 2025, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$11,516.76, and were retained by the County; Commissary items sold in the amount of \$3,573.59 with a commission fee to the County in the amount of \$2,786.00; 522 cases/calls for service; 7 accident reports were completed; 59 warrants served; 276 sets of civil papers served; 4,535 transport miles; average daily inmate population 46.52 (high ADP 58 and low ADP 40); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 11 individuals using remote breathalyzers; 40 individuals testing twice daily PBT'S; 37 individuals reporting twice weekly for UA Drug testing; 0 individuals wearing a sweat patch; 194 bookings; \$11,755.00 collected in fees for out of county prisoner contracts; \$1,380.00 collected in work release fees; \$7,169.00 collected in fees for the 24/7 program; and 3,963.00 collected in SCRAM fees

AWARD OF BIDS FOR HIGHWAY SUPPLIES

The following bids were opened and announced during the Board's meeting held on February 18, 2025.

Concrete Pipe, Pre-Stressed Bridge Deck, and Concrete Box Culverts**Rinker Materials, Rapid City, SD**

- a. Concrete Pipe: 24" \$42.87 plf; 36" \$78.73 plf; 60" \$209.98 plf
- b. Pre-Stressed Concrete Bridge Deck: 40'x 23" \$7,534.00 each; 50'x 30" \$10,634.00 each
- c. Concrete Box Culverts: 8'x8' \$780.00 plf; 10'x10' \$965.00 plf

Liquid Asphalt**Flint Hills Resources, Marshall, MN**

- a. ALL AE 150S \$576.00 per ton; CSS-1H \$569.00 per ton; CSS-1HD30 \$430.00 per ton; CSS-1HD50 \$333.00 per ton

Jebro Inc., Sioux City, IA

- a. MC70 \$1,143.46 per ton; MC 3000 \$898.46

Diesel Fuel and Gasohol**Coles Petroleum, Madison, SD****Watertown Shop**

- a. Diesel Fuel #2, \$2.42 per gal
- b. Diesel Fuel #1, .08 per gal more than price at Sioux Falls
- c. E-10 \$2.50 per gal

Out Shops

- a. Diesel Fuel #2, \$2.57 plus .08 per gal

Pea Gravel

Northern Con-Agg., Plymouth, MN

- a. \$7.35 per ton

Gravel Crushing (crushed gravel)

Brownlee Construction, Inc., Watertown, SD

- a. 1/2" \$3.58 per ton; 5/8" \$3.44 per ton; 3/4" \$3.04 per ton

Rogge Excavating, Marshall, MN

- a. 3/4" \$7.50 per ton

ASPHALT PATCHING MATERIAL

Duininck, Inc., Prinsburg, MN

- a. Cold Mix \$180.00 per ton
- b. Hot Mix: 3/4" \$81.00 per ton, 1/2" \$84.00 per ton, 1/2" mixed with virgin material \$99.00 per ton

Motion by Johnson, second by McElhany, to accept the above listed bids, as recommended by the Highway Supt., all voted aye; motion carried.

METAL PIPE CULVERTS BID

Corrugated Metal Pipe

True North Steel, Huron, SD

- a. 2 2/3' x 1/2" corrugation pipe
 - 18"x16 ga. \$24.00 plf
 - 24"x16 ga. \$30.40 plf
 - 30"x14 ga. \$48.00 plf
 - 36"x14 ga. \$57.60 plf
- b. 5"x1" corrugation
 - 60"x14 ga. \$99.12 plf
 - 72"x12 ga. \$120.96 plf
 - 96"x12 ga. \$218.40 plf
 - 108"x12 ga. \$245.28 plf
- c. 5"x1" corrugation arch
 - 60" class 66"x51" 12 ga. \$149.85 plf
 - 72" class 81"x59" 12 ga. \$179.45 plf
 - 108" class 128"x83" 12 ga. \$270.10 plf

Bridge Lumber

True North Steel, Huron, SD

- a. Plank 3"x12" x 20' \$267.40

Motion by Johnson, second by McElhany, to purchase corrugated metal pipe and bridge lumber from the Beadle County bid award in its entirety, and as recommended by the Highway Supt.; all voted aye; motion carried. Beadle County's bid documents have been received and will be filed with the annual bid documents in the office of the County Auditor.

REPLACE ELECTRICAL PANEL AT CODINGTON COUNTY EXTENSION CENTER COMPLEX

Motion by Gabel, second by McElhany, to approve a quote from Muth Electric, Inc. to replace the electrical panel at the Codington County Extension Center sale ring and barn area, in the amount of \$4,927.00, as recommended by Facility Manager, Steve Molengraaf, all voted aye; motion carried.

TREASURER'S OFFICE CLOSURE TO PUBLIC AT 4:00 P.M.

Codington County Treasurer, Carol Maloney, met with the Board to request to close the Codington County Treasurer's Office to the public at 4:00 p.m., starting whenever the Board decides until April 15th, 2025, due to the implementation of the new DMV system; Motion by Gabel, second by Johnson, to approve closing the Treasurer's Office at 4:00 p.m. starting on Monday, March 3, 2025 until Monday, March 31st, 2025; all voted aye; motion carried.

U.S. GEOLOGICAL FUNDING AGREEMENT/FLOOD MONITORING STATIONS

Motion by Johnson, second by Schweer, to authorize Chair Gabel to sign the annual Joint Funding Agreement, between Codington County and the USGS (United States Geological Survey), for flood monitoring stations and precipitation gauges, for the time period January 1, 2025 through December 31, 2025, in the amount of \$19,140.00; all voted aye; motion carried.

FEBRUARY SALARY CLAIMS

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

Commissioners: 12,175.91 total salaries. Auditor: 22,121.27 total salaries. Co. Treasurer: 42,175.18 total salaries. States Attorney: 55,077.06 total salaries. Gov. Buildings: 22,057.23 total salaries. Dir. Equalization: 56,680.28 total salaries. Reg. of Deeds: 31,359.17 total salaries. Veterans Service: 13,449.35 total salaries. Sheriff: 139,356.20 total salaries. Jail: 172,578.90 total salaries. Coroner: 3,875.40 total salaries. Welfare: 21,067.42 total salaries. CO. Nurse: 6,041.28 total salaries. Ag. Bldg.: 12,622.20 total salaries. Co. Extension: 13,550.03 total salaries. Weed: 5,807.95 total salaries. Planning Board: 298.22 total salaries. Road & Bridge: 108,793.38 total salaries. Emergency Management: 15,624.49 total salaries. Crime Victim: 8,868.56 total salaries. W.I.C.: 5,630.14 total salaries. 24/7: 7,372.76 total salaries. Total 777,985.35

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 75,331.64; VSP 1001.17 eye insurance; S.D. Supplemental Retire. 4,645.00 suppl. retire.; Sanford 102,916.82; Reliance Standard Life Insurance 1204.17 life ins.; Delta Dental 7,304.26 ins.; Codington County 7,479.35 employee HSA contribution; AFSCME Council 65 416.48 employee union dues; AFLAC 3,840.93 ins.; VSP 394.22 eye insurance; John Hancock 4,535.00 suppl. retire.; AFLAC 1,741.16 ins.; Sioux Valley Credit Union 22,781.86 employee payments; John Hancock Roth 200.00 suppl. retire.; SDRS Supplemental Retirement 4,730.00 Roth retirement; Teamsters Local Union 120 592.00 employee union due; Codington County Deputy Sheriff's Association 160.00 employee union dues; ReliaBank Dakota 53,583.81 federal withholding; ReliaBank Dakota 70,689.20 social security; ReliaBank Dakota 16,532.28 Medicare; United Way 60.00 employee contributions; Health Equity 7,479.35 employee HSA contribution.

CLAIMS

Motion by Schweer, second by McElhany, to approve the following claims for payment: NAPA Central \$24,224.05; Performance Towing \$150.00; Prairie Lakes Health Care Center \$8,450.00; Sanford Health \$4,300.00; Sioux Valley Coop \$257.58; Verizon Wireless \$498.97; and Watertown Public Opinion \$22.11; all voted aye; motion carried.

NEW JAIL CLAIMS

Motion by Gabel, second by Schweer, to approve the following claims for payment for the new jail construction project: Aason Engineering Company, Inc., \$1,800.00; Architecture Incorporated \$511,500.00; and Tegra \$62,757.01; all voted aye; motion carried.

PERSONNEL CHANGE

Motion by McElhany, second by Gabel, to approve the following personnel change: Cody Hoff, Highway Maintenance Tech II, at the Highway Dept., full-time effective 3/03/2025, Grade 25/Step 1, \$22.35 per hour; all voted aye, motion carried.

OPEN

Public comments – Community Service Office staff- Kari Kraayenbrink, informed the Board that due to Transition to Success training which all the staff from the Community Service Office will be attending, is requesting to be closed on Wednesday, March 5, 2025 and Thursday, March 6, 2025, this will be on next week's agenda for approval.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 9:49 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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