

**AGENDA**  
**Codington County Board of Commissioners**  
**Codington County Court House, 14 1<sup>st</sup> Ave SE, Watertown SD**  
**Commission Chambers, Room #114**  
**9:00 a.m., Tuesday, March 4, 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 March 4, 2025, agenda
5. Action to approve the February 25, 2025, minutes of the Board of Codington County Commissioners
6. Action to approve a request from the Boys & Girls Club to sell alcohol at the Camel Races event scheduled at the Codington County Extension Center complex
7. Kasie Ingraham, SD Dept. Legislative Audit, opening audit conference
8. Monthly Reports
  - a. 4-H Educator
  - b. Veteran Service Officer
9. Action to authorize Chair to sign MOU for South Dakota Coordinated Entry System Access Points
10. Discussion/possible action to approve Community Service Office closures March 5<sup>th</sup> & 6<sup>th</sup>
11. Action to approve abatement applications
12. Action to approve claims for payment
13. Action to approve automatic budget supplements
14. Action to approve personnel changes
15. Action to approve travel requests
16. Public Notices – a possible quorum of Commissioners could be in attendance at:
  - a. Weed/Towns & Townships Annual meeting, March 13<sup>th</sup>, 2025, p.m., Extension Center Complex
17. Old Business
18. New Business
19. Open
  - a. Public Comments
  - b. Commission Comments
20. 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)
21. 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 1<sup>st</sup> Ave SE  
Watertown, SD 57201**

March 04, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 04, 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 Facility Manager, Steve Molengraaf.

**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.

**PERSONAL PRIVILEGE**

Chair VanDusen extended condolences to Mayor Ried Holien and the rest of the Holien family for the passing of Carole Stein Holien.

**AGENDA APPROVED**

Motion by Gabel, second by Schweer, to approve the agenda for March 04, 2025, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by McElhany, second by Johnson, to approve the minutes of February 25, 2025; all voted aye; motion carried.

**REQUEST TO SELL ALCOHOL AT EXTENSION COMPLEX /BOYS & GIRLS CLUB EVENT**

Kelly Jaderborg, Director of Resource Development, with the Watertown Boys and Girls Club, met with the Board to request authorization to sell alcohol during the Blue Door Derby Camel Races event, scheduled for April 25<sup>th</sup>, 2025 at the Codington County Extension Center Complex. A liquor license will be transferred from Dempsey's for this event. Motion by McElhany, second by Schweer, to approve this request; all voted aye; motion carried.

**SD DEPT. OF LEGISLATIVE OPENING AUDIT CONFERENCE**

Kasie Ingraham and Natalie Zirbel, SD Dept. of Legislative Audit, met with the Board to review procedures that will be used during Codington County's regularly scheduled biennial audit for the years 2023 & 2024. Ms. Ingraham informed the Board the cost for this audit is \$94.00 per hour.

**MONTHLY REPORTS**

**Veterans Service Officer, Todd Rose**, updated the Board: metrics for the month, 181 open claims (working claims) 74 pending action from VA, 67 completed (YTD), Hamlin 10 open (working claims) 6 pending from VA, 2 completed (YTD), currently working for 13 veterans and have completed 3 claims for veterans from outside our county; \$20,999 for the month Feb. 2025, increase in monthly compensation for veterans or their dependents YTD monthly increase \$31,098; \$183,356 for the month of February retro-payment to bring a claim current to monthly compensation YTD retro-payments \$284,797; 2 veteran DAV transports in February, 3 - currently scheduled for March, 8 drivers; been busy in the office, received contacts from Farm Show with the VA Public Contact Office having a booth there, they provided the VA Office phone number to local veterans to contact about possible benefits they may be

eligible for; will meet with Commanders of the Veteran Organizations, will be on the radio Thursday morning; will be attending the Hamlin County Commission meeting March 18<sup>th</sup>, 2025, will be reviewing last year's numbers and review the contract/budget for 2025; Memorial Day Ceremony will be handled by the Watertown American Legion, more details to come in next months; Veterans Information Event to be held at the Watertown Readiness Center on July 19<sup>th</sup>, 2025 from 10:00 a.m. to 2:00 p.m., are in the planning phase, there will be representatives from VA and other organizations that will have informational booths.

**COMMUNITY SERVICE OFFICE MOU WITH SOUTH DAKOTA COORDINATED ENTRY SYSTEM**

Motion by Johnson, second by McElhany, to authorize Chair to sign updated 2025 MOU between Codington County Community Service Office and South Dakota Housing for the Homeless Consortium; all voted aye; motion carried

**COMMUNITY SERVICES OFFICE CLOSURE**

Motion by McElhany, second by Schweer, to approve the Community Service Office to be closed Wednesday, March 5<sup>th</sup>, 2025 and Thursday, March 6<sup>th</sup>, 2025, for staff to attend Transition to Success training conducted by Sioux Falls Helpline Center; all voted aye; motion carried.

**CLAIMS**

Motion by McElhany, second by Gabel, to approve the following claim for payment: Watertown Public Opinion \$1,061.21; all voted aye; motion carried.

**PERSONNEL CHANGE**

Motion by Gabel, second by McElhany, to approve the following personnel change: Angie Collignon, Substance Use and Justice Programs Coordinator, at the Community Service Office, full-time effective 4/01/2025, Grade 40/Step 10, \$6225.72/month or \$74,708.64/year; Bonnie Molengraaf, Accountant Administrator, Auditor's Office, full-time effective March 01, 2025, Grade 35/Step 1, \$25.80/hour; all voted aye, motion carried.

**TRAVEL REQUEST**

Motion by Gabel, second by Johnson, to approve the following travel requests: State's Attorney Office employees to attend a conference and training; all voted aye; motion carried

**OPEN**

**Commission comments-** Commissioner Gabel mentioned there is another Jail Project meeting this week.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 9:22 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten

Codington County Auditor

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