

**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, January 20, 2026**

- 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 January 13, 2026, agenda**
- 5. Action to approve January 6, 2026, minutes of the Board of Codington County Commissioners**
- 6. Action to approve request to sell alcohol at Pro Pheasants event at the Extension Center Complex**
- 7. Action to approve contracts with FDALG for property parcel data base, GIS web site services**
- 8. Monthly Reports**
  - a. Highway**
  - b. Facility Manager**
- 9. Action to declare Highway Department, Wire Welder to be declared surplus to be sold on Purple Wave**
- 10. Note Annual review of open meeting laws SDCL 1-25-13**
- 11. Note new IRS 2026 mileage rate for non-elected employees**
- 13. Action to hire a full-time Corrections Officer position due to a promotion**
- 14. Action to approve operating cash transfers as budgeted**
- 15. Review and possible action to approve updated Employee Personnel Manual**
- 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:**
- 22. Old Business**
- 23. New Business**
- 24. Open**
  - a. Public Comments**
  - b. Commission Comments**

**25. Action to enter into Executive session pursuant to SDCL 1-25-2**

- (1) Discussion of personnel issues (SDCL 1-25-2(1))**
- (2) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters (SDCL 1-25-2(3))**
- (3) Preparing for contract negotiations or negotiating with employees or employee representatives (SDCL 1-25-2(4))**
- (4) Discussion of pricing or marketing strategies when public disclosure may harm the competitive position of the county owned business (SDCL 1-25-2(5))**
- (5) Discussion of information pertaining to the protection of public or private property (SDCL 1-25-2(6))**

**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 1<sup>st</sup> Ave SE  
Watertown, SD 57201**

January 20, 2026

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 20, 2026, at the Codington County Court House. Commission members present were Lee Gabel (via ZOOM), Tyler McElhany, Myron Johnson, and Randall Schweer, absent Troy VanDusen; Vice-Chair McElhany, presiding. The pledge of allegiance was led by Commissioner Schweer.

**CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS**

Vice-Chair McElhany 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 Schweer, second by Gabel, to approve January 20, 2026, agenda as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Gabel, to approve the minutes of January 13, 2026; all voted aye; motion carried.

**NOTE ANNUAL REVIEW OF OPEN MEETING LAWS SDCL 1-25-13**

State's Attorney, Alison Bakken, informed the Board that due to the change in State Law it is required to have an annual review of open meeting laws SDCL 1-25-13, she provided the Board with materials with open meeting laws and the Attorney General's publication and asked if the Board had any questions.

**CODINGTON COUNTY PRO PHEASANT EVENT**

Nick Pillatzke, president of the Codington County Pro Pheasants organization, met with the Board to request authorization to sell alcohol at the 24<sup>th</sup> Annual Pro Pheasants banquet which will be held at the Codington County Extension Center Complex on February 20<sup>th</sup>, 2026. Mr. Pillatzke reviewed the procedure for the event, how the sale of alcohol is handled, and noted the license, from Second Street Station, will be transferred for this event. Second Street Station will be responsible for the monitoring and sale of alcohol at this event. Motion by Johnson, second by Schweer, to allow the Codington County Pro Pheasants organization to sell alcohol at their banquet at the Codington County Extension Center Complex; all present voted aye; motion carried.

**GIS WEBSITE DEVELOPMENT AND HOSTING**

Motion by Gabel, second by Johnson, to authorize Vice-Chair McElhany to sign a letter of agreement, between Codington County and First District Assoc. of Local Governments., authorizing payment to First District in the amount of \$4,000.00, for the continued hosting and development of the GIS website for calendar year 2026, all present voted aye; motion carried.

**PARCEL DATA BASE MAINTENANCE**

Motion by Gabel, second by Johnson, to authorize Vice-Chair McElhany to sign a letter of agreement, between Codington County and First District Association of Local Governments, authorizing payment to

First District in the amount of \$7,000.00, for services to maintain the County's parcel data base; all voted aye; motion carried.

#### **MONTHLY REPORTS**

**Highway Superintendent, Randy Falvey**, updated the Board: Grangaard Construction Inc. is continuing work on the 14<sup>th</sup> Ave. bridge, most of the piles have been driven so they can start pouring footings; finished up work on the first phase of the truck storage upgrade project on the north end of the county shop, the electrical engineer that works with Banner went over our electrical systems at the Highway shop so now we are waiting on the electrical and construction drawings for the second phase of the project from Adam Hanson of Banner Engineering; hauled sand for a couple of days from Con-Ag to the City Street Department facility to contribute our portion of the joint shared sand/salt mix that we use on our roads during the winter season; we have continued to be very fortunate with the snow so far this season, we had a couple snow events, nothing too bad, wind being the biggest issue, so we had the guys go out for a few hours here and there to put down sand and to scrape some snow in areas; have started to crack seal some of our roads starting with CR 6A north of town; had a number of our newer guys attend Hazmat training at Lake Area Tech and will be sending a few more in February; have had a number of our newer dump trucks checked for a recall involving the torque specs on the rear axle u-bolts, no issues were found with any of our vehicles; along with these safety concerns we replaced a number of windshields in our vehicle also. **Facility Manager, Steve Molengraaf**, Ag. Building – the correct entry doors were finally completed to the extension office entrance, barn is getting set up for the winter farm show; staff will be installing heaters when they start arriving this week, the concrete in the front entrance to the sale ring door has lifted slightly, this causes the door to be out of square and not to open, the concrete contractor has been informed that they need to fix the issue before the farm show; Court House – normal maintenance; Detention Center – normal maintenance; Park – online booking begins February 1<sup>st</sup>, 2026, at midnight for any days of the camping season, starting May 1<sup>st</sup> of first night of stay, camping reservations can be made by going to the Codington County website under Memorial Park. Weed – Annual Weed board meeting and soup supper with the Townships has been set for March 11<sup>th</sup>, 2026, at 6:00 p.m. in the kitchen of the Codington County Extension Complex, will be working the weed booth at the Sioux Falls farm show; State Weed Conference is February 17<sup>th</sup>-20<sup>th</sup> in Deadwood, Ron Moehring won't be able to attend and the rest of the weed board members and spraying staff also cannot attend, need someone else to attend so we don't lose full grant dollars; need a Weed Board member from the southwest part of county due to Mike Paulsen resigning. WNV –

#### **SURPLUS HIGHWAY EQUIPMENT**

Motion by Johnson, second by Schweer, to declare the following Highway equipment surplus to be sold on Purple Wave; 1993 Lincoln WM-250 portable wire welder; all voted aye; motion carried.

#### **NOTE MILEAGE RATE CHANGE FOR NON-ELECTED EMPLOYEES**

Note that the mileage rate change for non-elected employees will now be 72.5 cents per mile, effective January 1, 2026.

#### **CORRECTIONAL OFFICER POSITION**

Motion by Gabel, second by Schweer, to approve to hire a full-time correctional officer position in the jail; due to a promotion; all voted aye; motion carried.

#### **BUDGETED OPERATING CASH TRANSFERS**

Motion by Gabel, second by Johnson, to approve the following operating cash transfers as budgeted for 2026:

Debit General Fund \$1,357,055.00

Credit Road & Bridge Funds \$1,000,000.00

Credit Emergency Management Fund \$233,612.00

Credit Victims of Crime Fund \$109,430.00

Credit WIC Fund \$14,013.00

Upon vote of the Board, all voted aye; motion carried.

#### **REVIEW EMPLOYEE PERSONNEL MANUAL**

Human Resource Representative, Natalie Remund, provided the Board with updates to the Personnel Manual regarding uniform allowance for the management staff of the Sheriff's Department including the Sheriff, Chief Deputy and Chief of Corrections which matches the allowance allowed per the Sheriff's Deputies and Correctional Officers Collective Bargaining Agreements, in addition, a uniform allowance shall also be provided as follows for the following departments: Director of Emergency Management, Change Appendix A in 7.17 Wages to Appendix B, and 7.18 Cell Phone Stipend to include that the Cell phone stipends are based on position grade per the County's wage scale: Motion by Gabel, second by Schweer, to approve the changes as relating to uniform allowance, cell phone stipends, and change appendix A to B, as presented by Human Resource Representative, Natalie Remund, all voted aye; motion carried.

#### **PERSONNEL CHANGE**

Motion by Gabel, second by Johnson, to approve the following personnel change: Konner Anderson, Deputy Sheriff, G40/Step B, \$30.63 per hour, effective 2-01-2026; all voted aye; motion carried.

#### **TRAVEL REQUESTS**

Motion by Johnson, second by Schweer, to approve the following travel requests: Weed & Pest staff to attend Farm Show and Conference; all voted aye; motion carried.

#### **EXECUTIVE SESSION**

Motion by Johnson, second by Gabel, to enter executive session, per SDCL 1-25-2(1); (3) Preparing for contract negotiations or negotiating with employees or employee representatives at 9:25 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:35 a.m., no action was taken. Human Resource Representative, Natalie Remund, was present for executive session.

#### **ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Gabel, second by Schweer to adjourn at 9:36 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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