

**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, December 30, 2025**

1. Pledge of Allegiance
2. Call for public comments. 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 December 30, 2025, agenda
5. Action to approve December 23, 2025, minutes of the Board of Codington County Commissioners
6. Public Hearing and action to approve formal supplements to the 2025 E911 Budget and 2025 General Fund Budgets
7. Discussion/possible action to authorize Chair to sign Commercial Lease Agreement between Michael Cole and Codington County Department of Health
8. Discussion/possible action with Rauville Township Officers for additional RAIF funding
9. Discussion/possible action to approve a grant request for SD Opioid funds for phone and transportation for individuals in Pre-trial Services in the amount of \$5,000
10. Action to designate surplus funds for future building projects
11. Action to approve Commissioner Contingency transfers
12. Action to approve 2026 monthly rate wage scale
13. Action to approve abatement applications
14. Action to approve claims for payment
15. Action to approve automatic budget supplements
16. Action to approve personnel changes
17. Action to approve travel requests
18. Public Notices – a possible quorum of Commissioners could be in attendance at:
19. Old Business
20. New Business
21. Open
  - a. Public Comments
  - b. Commission Comments
22. 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))

**23. 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**

December 30, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 30, 2025, at the Codington County Court House. Commission members present were Lee Gabel, Tyler McElhany (via Zoom), Myron Johnson, Randall Schweer; and Troy VanDusen; 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.

**AGENDA APPROVED**

Motion by Schweer, second by Gabel, to approve the agenda for December 30, 2025, with the exception to move agenda item #11 before agenda item #6; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by McElhany, to approve the minutes of December 23, 2025; all voted aye; motion carried.

**COMMISSIONER CONTINGENCY TRANSFERS**

Motion by Johnson, second by Gabel, to approve Commissioner Contingency transfers to the Commissioners Budget in the amount of \$6,510.17; Veteran Service Office Budget in the amount of \$7,348.24; Senior Aid Budget in the amount of \$.04; and the Court Appointed Attorney Budget in the amount of \$23,527.59 for a total of Commissioner Contingency transfers is \$37,386.04; all voted aye; motion carried.

**PUBLIC HEARING/FORMAL BUDGETS SUPPLEMENTS**

The Board held a public hearing, as previously advertised, to receive public comments on a formal budget supplement to the 2025 E911 Budget and 2025 General Funds Budgets. Chair VanDusen opened the public hearing to the public at this time. No persons offered comments during the public hearing. Chair VanDusen closed the public hearing and turned to the Board for action and further comments. Motion by Johnson, second by Schweer, to approve formal supplement to the 2025 Court Appointed Attorney Budget in the amount of \$76,385.39; all voted aye; motion carried. Motion by Johnson, second by McElhany, to approve formal supplement to the 2025 E911 Budget in the amount of \$87,765.11. The formal supplementing of this budget will give the County spending authority of the cash received and deposited into this fund. Gabel, McElhany, Johnson and Schweer voted aye; VanDusen was recused; motion carried.

**COMMERCIAL LEASE AGREEMENT BETWEEN MICHAEL COLE AND CODINGTON COUNTY DEPARTMENT OF HEALTH**

Michael Cole, landlord of the property 104 1<sup>st</sup> Ave NW, Watertown, SD 57201, the current location where the Codington County Health Nurse Office is located, presented the Board with an updated lease since he is now the current owner, Mr. Cole would like the Board to sign a 5-year lease with an increase of \$360.00 per month. The Board would like a clause added for either party to terminate the lease and then to have the State's Attorney review it before they take action.

**ADDITIONAL FUNDING FOR RAUVILLE TOWNSHIP**

Rauville Township Board member, Scott Lentz, appeared before the Board to request additional RAIF funding from the original amount of \$100,000.00 that was approved at the January 14, 2025, meeting which the cost share of 80% RAIF funding was \$80,000.00. They also requested additional RAIF funding in the amount of \$52,000.00 that was approved on April 22, 2025, which the cost share of 80% RAIF funding is \$41,600.00, the request today is for an additional cost for the rip rap and granite cost of \$1,950.00 which the cost share of 80% RAIF funding is \$1,560.00. Motion by Gabel, second by Schweer to approve the additional amount of RAIF funding to Rauville Township in the amount of \$1560.00; all voted aye; motion carried.

**SOUTH DAKOTA OPIOID FUNDS FOR PHONE AND TRANSPORTATION**

Motion by Gabel, second by Johnson, to authorize the Community Service Office to apply for the State Opioid Resource funding grant in the amount of \$5,000.00, for phones and transportation for individuals in pre-trial services; Community Service Director, Sara Foust, informed the Board of the details related to the grant; all voted aye; motion carried.

**DESIGNATE SURPLUS FUNDS FOR FUTURE BUILDING PROJECTS**

The Board held discussion with no action needed due to the fact that the unreserved, undesignated fund balance percentage of the following year's General Fund Budget is 18%.

**2026 MONTHLY RATE WAGE SCALE**

Motion by Gabel, second by McElhany, to approve the 2026 monthly rate Wage Scale with a 2.6% added to each grade and step, paid in 2025, within the scale; all voted aye; motion carried.

Job Title	Department	Step A	Step B	Step C	Step D	Step E	Step F (M)	Step G	Step H	Step I	Step J	Step K	Step L
Seasonal Weed Sprayer	Weed Control	\$18.68	\$19.09	\$19.30	\$19.61	\$19.91							
Seasonal Memorial Park - Custodian	County Park												
Seasonal	Weed/Park												
Seasonal Memorial Park - Technician	County Park	\$20.55	\$20.85	\$21.17	\$21.47	\$21.76							
Seasonal Memorial Park - Technician	County Park	\$22.69	\$22.91	\$23.22	\$23.53	\$23.83							
Seasonal Assistant Weed Supervisor	Weed Control	\$27.66	\$28.35	\$29.06	\$29.75	\$30.53							
Custodian	Maintenance	\$19.04	\$19.31	\$19.78	\$20.28	\$20.78	\$21.31	\$21.84	\$22.39	\$22.95	\$23.53	\$24.11	\$24.72
		\$3,278.16	\$3,399.94	\$3,443.48	\$3,628.72	\$3,617.46	\$3,707.84	\$3,800.16	\$3,895.86	\$3,993.30	\$4,094.22	\$4,195.14	\$4,301.28
Administrative Support	States Attorney	\$21.88	\$22.50	\$23.09	\$23.64	\$24.23	\$24.84	\$25.47	\$26.16	\$26.76	\$27.42	\$28.11	\$28.82
Administrative Support	Treasurer	\$3,921.04	\$3,919.90	\$4,012.44	\$4,118.36	\$4,219.02	\$4,322.36	\$4,431.76	\$4,541.40	\$4,656.24	\$4,771.08	\$4,891.14	\$5,014.68
Administrative Support	Auditor												
Facilities Technician I	Maintenance												
Health Administrative Tech	Health												
Administrative Assistant	Equization	\$23.71	\$24.31	\$24.91	\$25.54	\$26.17	\$26.83	\$27.50	\$28.18	\$28.89	\$29.61	\$30.35	\$31.11
Administrative Support	Community Services	\$4,126.54	\$4,229.84	\$4,334.34	\$4,443.96	\$4,553.58	\$4,668.42	\$4,785.00	\$4,903.32	\$5,026.85	\$5,152.14	\$5,280.50	\$5,413.14
Community Care Coordinator	Community Services												
Financial Assistant	Auditor												
Public Health Assistant	WIC												
Public Safety Support Tech	Sheriff/Corrections												
Administrative Specialist - Community Services	Community Services	\$25.61	\$26.35	\$26.80	\$27.58	\$28.27	\$28.97	\$29.70	\$30.41	\$31.20	\$31.98	\$32.79	\$33.60
Administrative Specialist - Emergency Mgmt	Emergency Mgmt	\$4,456.14	\$4,667.50	\$4,680.60	\$4,798.92	\$4,918.98	\$5,040.78	\$5,167.89	\$5,296.36	\$5,428.60	\$5,564.52	\$5,703.72	\$5,846.40
Administrative Specialist - Equalization	Equalization												
Administrative Specialist - Extension	Extension												
Administrative Specialist - ROD	Register of Deeds												
Administrative Specialist - SA	States Attorney												
Administrative Specialist - Veterans	Veterans												
Appraiser I	Equalization												
Facilities Technician II	Maintenance												
Highway Maintenance Tech I	Highway												
Second Deputy - Treasurer	Treasurer												
Accountant/Administrative	Auditor	\$27.66	\$28.35	\$29.06	\$29.75	\$30.53	\$31.39	\$32.07	\$32.87	\$33.69	\$34.54	\$35.40	\$36.28
Correctional Officer	Sheriff/Corrections	\$4,812.84	\$4,932.90	\$5,036.44	\$5,191.72	\$5,312.22	\$5,444.46	\$5,586.15	\$5,738.38	\$5,892.06	\$6,049.90	\$6,199.60	\$6,312.72
Correctional Officer (PI)	Sheriff/Corrections												
Court Security	Sheriff												
Deputy Transport	Sheriff												
Facilities Technician - Lead	Maintenance												
Highway Maintenance Tech II	Highway												
Legal Records Specialist	States Attorney												
Payroll Specialist	Auditor												
Records Administrator	Sheriff												
Administrative Specialist	Extension												
Administrative Specialist	Highway												
Administrative Specialist	Register of Deeds												
Appraiser II	Equalization	\$29.86	\$30.63	\$31.40	\$32.18	\$32.99	\$33.80	\$34.64	\$35.50	\$36.39	\$37.31	\$38.24	\$39.19
Deputy Sheriff	Sheriff	\$6,199.12	\$6,326.82	\$6,463.60	\$6,599.32	\$6,738.92	\$6,881.20	\$7,027.36	\$7,177.49	\$7,331.85	\$7,491.94	\$7,652.76	\$7,819.06
Deputy Veterans Service Officer	Veterans												
Emergency Mgmt Deputy Director	Emergency Mgmt												
First Deputy Register of Deeds	Register of Deeds												
First Deputy Treasurer	Treasurer												
Highway Maintenance Tech III	Highway												
Mechanic	Highway												
St Maintenance Tech	Maintenance/Hall												
Substance Use and Justice Programs Coordinator	Community Services												
Equalization Data Base Coord	Equalization	\$32.35	\$33.06	\$33.89	\$34.74	\$35.61	\$36.51	\$37.42	\$38.35	\$39.31	\$40.29	\$41.30	\$42.33
Correctional Sergeant	Sheriff/Corrections	\$5,611.50	\$5,752.44	\$5,896.86	\$6,044.76	\$6,195.14	\$6,349.74	\$6,511.09	\$6,672.90	\$6,838.84	\$7,010.45	\$7,186.20	\$7,365.42
Victim Witness Services Coordinator	States Attorney												
Shop Foreman/Mechanic	Highway												
Assistant Highway Superintendent	Highway	\$34.85	\$35.73	\$36.62	\$37.53	\$38.46	\$39.43	\$40.41	\$41.42	\$42.46	\$43.51	\$44.60	\$45.72
Sergeant - Sheriff	Sheriff	\$6,053.90	\$6,217.02	\$6,371.88	\$6,530.22	\$6,692.04	\$6,856.82	\$7,031.34	\$7,207.08	\$7,388.04	\$7,570.74	\$7,760.40	\$7,955.28
Veterans Services Director	Veterans	\$36.60	\$37.61	\$38.44	\$39.41	\$40.30	\$41.40	\$42.44	\$43.49	\$44.58	\$45.70	\$46.84	\$48.01
Community Services Director	Community Services	\$6,388.40	\$6,528.74	\$6,686.56	\$6,857.34	\$7,027.85	\$7,203.00	\$7,384.56	\$7,567.28	\$7,756.92	\$7,951.09	\$8,150.16	\$8,353.74
Chief Deputy	Sheriff	\$38.43	\$39.40	\$40.38	\$41.39	\$42.43	\$43.48	\$44.57	\$45.69	\$46.83	\$48.00	\$49.20	\$50.43
Chief of Corrections	Sheriff/Corrections	\$6,685.82	\$6,855.82	\$7,026.12	\$7,201.86	\$7,382.82	\$7,569.52	\$7,755.18	\$7,950.05	\$8,145.42	\$8,352.00	\$8,560.80	\$8,774.82
Director of Facilities	Maintenance												
Director of Emergency Management	Emergency Mgmt												
County Auditor	Auditor	\$42.27	\$43.33	\$44.42	\$45.52	\$46.66	\$47.83	\$49.03	\$50.25	\$51.51	\$52.80	\$54.12	\$55.48
County Treasurer	Treasurer	\$7,354.98	\$7,639.42	\$7,728.08	\$7,920.46	\$8,116.84	\$8,322.42	\$8,531.22	\$8,743.50	\$8,960.74	\$9,187.20	\$9,418.80	\$9,655.52
Deputy States Attorney	States Attorney												
Director of Equalization	Equalization												
Register of Deeds	Register of Deeds												
Highway Superintendent	Highway	\$44.37	\$45.48	\$46.62	\$47.79	\$48.98	\$50.20	\$51.45	\$52.74	\$54.06	\$55.41	\$56.80	\$58.22
		\$7,720.38	\$7,913.52	\$8,111.88	\$8,315.46	\$8,522.52	\$8,734.86	\$8,952.30	\$9,176.76	\$9,406.44	\$9,641.34	\$9,883.20	\$10,130.26
Sheriff	Sheriff	\$53.04	\$54.37	\$55.72	\$57.12	\$58.54	\$60.01	\$61.51	\$63.03	\$64.53	\$66.24	\$67.89	\$69.58
		\$9,228.96	\$9,460.38	\$9,696.26	\$9,936.88	\$10,182.96	\$10,441.74	\$10,701.00	\$10,970.70	\$11,245.62	\$11,526.76	\$11,812.86	\$12,105.92
States Attorney	States Attorney	\$58.40	\$59.88	\$61.40	\$62.96	\$64.56	\$66.20	\$67.89	\$69.61	\$71.37	\$73.18	\$75.04	\$76.93
		\$10,336.60	\$10,593.12	\$10,857.80	\$11,129.04	\$11,407.44	\$11,692.80	\$11,986.86	\$12,286.14	\$12,590.36	\$12,900.32	\$13,209.96	\$13,509.82

**DECEMBER SALARY CLAIMS**

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

Commissioners: 12,182.74 total salaries. Auditor: 22,628.65 total salaries. Co. Treasurer: 52,380.25 total salaries. States Attorney: 59,644.37 total salaries. Gov. Buildings: 25,839.89 total salaries. Dir. Equalization: 64,468.59 total salaries. Reg. of Deeds: 35,998.19 total salaries. Veterans Service: 12,738.26 total salaries. Sheriff: 161,684.61 total salaries. Jail: 194,212.68 total salaries. Coroner: 6028.40 total salaries. Welfare: 35,914.29 total salaries. CO. Nurse: 6,736.95 total salaries. Park: 0 total salaries. Ag. Bldg.: 14,705.11 total salaries. Co. Extension: 15,153.90 total salaries. Weed: 6,093.21 total salaries. Planning Board: 339.96 total salaries. Road & Bridge: 121,331.64 total salaries. Emergency Management: 16,415.93 total salaries. Crime Victim: 10,262.82 total salaries. W.I.C.: 5,837.63 total salaries. 24/7: 7,388.46 total salaries Total 888,046.53

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 83,604.86; VSP 970.45 eye insurance; S.D. Supplemental Retire. 5,250.00 suppl. retire.; Sanford 113,621.31; Reliance Standard Life Insurance 1216.42 life ins.; Delta Dental 7,598.40 ins.; Codington County 7,826.73 employee HSA contribution; AFSCME Council 65 364.42 employee union dues; AFLAC 4,048.68 ins.; VSP 443.05 eye insurance; John Hancock 3,500.00 suppl. retire.; AFLAC 1,723.58 ins.; Sioux Valley Credit Union 21,564.60 employee payments; John Hancock Roth 400.00 suppl. retire.; SDRS Supplemental Retirement 4,670.00 Roth retirement; Teamsters Local Union 120 438.00 employee union due; Codington County Deputy Sheriff's Association 135.00 employee union dues; ReliaBank Dakota 65,769.82 federal withholding; ReliaBank Dakota 81,602.54 social security; ReliaBank Dakota 19,084.54 Medicare; United Way 15.00 employee contributions; Health Equity 7,826.73 employee HSA contribution.

**CLAIMS**

Motion by McElhany, second by Schweer, to approve of following claims for payment; all voted aye; motion carried.

A&B BUSINESS SOLUTIONS 74.61 SUPPLIES, BANNER ASSOCIATES, INC 8000.00 REPAIR, BANNER ASSOCIATES, INC 27735.35 REPAIRS/MAINT., BATTERIES UNLIMITED 830.00 REPAIRS/MAINT., BLUEPEAK 120.77 UTIL, BUTLER MACHINERY 1594.85 SUPPLIES, CLAIMS ASSOCIATES 5000.00 SVC, COLE'S PETROLEUM 3634.45 SUPPLIES, CONSOLIDATED CORRECTIONAL 29796.53 SUP, CREDIT COLLECTIONS BUREAU 781.95 SVC, CREDIT COLLECTIONS BUREAU 244.56 SVC, CUSTOM TRUCK EQUIPMENT INC. 8001.38 REPAIRS/MAINT., DUANE'S FLOOR COVERING LLC 5860.00 REPAIR, DUININCK INCORPORATED 15437.99 REPAIR, ELITE DRAIN & SEWER 267.00 REPAIRS/MAINT., ES & S \$6,574.84, FIRST DISTRICT ASSN OF LCL GOV 50336.47 SVC, GREEN APPLE SEPTIC TANK SERVIC 900.00 REPAIRS/MAINT., KENNEDY PIER LOFTUS & REYNOLDS 474.00 SVC, L&R AUTO AND ACCESSORIES LLC 1244.00 SUPPLIES, LINCOLN CO TREASURER 2909.80 SVC, LOCKSMITH AND MORE 175.00 SUPPLIES, MANATRON, INC 7029.84 MAINT, MIDCONTINENT COMMUNICATIONS 623.51 UTIL, MIDWEST PETROLEUM 381.25 REPAIRS/MAINT., MUNICIPAL UTILITIES 145.77 UTIL, MUNICIPAL UTILITIES 828.92 UTILITIES, NORTHERN CON-AGG 27705.62 SUPPLIES, OFFICE PEEPS, INC. 369.50 SUP, OFFICE PEEPS 40.74 SUPPLIES, PELICAN TOWNSHIP 47024.62 SVC, POMP'S TIRE SERVICE, INC. 2040.20 REPAIRS/MAINT., PPWIX WEBSITE SERVICES 1812.00 SVC, PRO LINE, INC. 7370.50 SUPPLIES, RAUVILLE TOWNSHIP 74944.00 PMT, RIDDLE'S GLASS INC 7958.00 EQUIP, RUNNING SUPPLY INC. 918.25 SUPPLIES, SCHNEIDER ELECTRIC 1119.39 REPAIRS/MAINT., SD DEPT OF LEGISLATIVE AUDIT 33821.20 SVC, SOUTH DAKOTA DEPT. OF TRANSPOR

169696.54 REPAIRS/MAINT., SDHSC 1200.00 SVC, SHARP AUTOMOTIVE 1266.73  
REPAIRS/MAINT., SIOUX VALLEY COOP 19950.54 SUPPLIES, TOWN OF SOUTH SHORE 96.00  
UTILITIES, STAR LAUNDRY 5175.10 SUP, THOMSON REUTERS-WEST 585.92 SUP, THURMAN  
LAW OFFICE 258.30 SVC, TWOTREES TECHNOLOGIES 2784.32 SUP, RELIABANK VISA 957.58  
SUPPLIES, WATERTOWN PUBLIC OPINION 557.94 PUB, FLEETPRIDE, INC. 1673.70 SUPPLIES,

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

ARCHITECTURE INCORPORATED 57869.01 PMT, BECKENHAUER CONSTRUCTION INC  
792587.49 PMT, GEOTEK ENGINEERING 20933.50 PMT, MUNICIPAL UTILITIES 268.68 UTIL,  
THE TEGRA GROUP, INC 20833.60 PMT,

#### **AUTOMATIC BUDGET SUPPLEMENTS**

Motion by Gabel, second by Schweer, to approve an automatic budget supplement to the Community Service Budget in the amount of \$44,941.77 with DOJ COSSUP grant funds; all voted aye; motion carried. Motion by Johnson, second by McElhany, to approve an automatic budget supplement, to the Community Service Budget in the amount of \$7,572.48 with ERA – 2 funds, all voted aye; motion carried.

#### **OLD BUSINESS**

Commissioner Gabel informed the Board and presented pictures of the precast panels which will start to be delivered in February, for the new jail project.

#### **OPEN**

**Commission Comments** – Commissioner VanDusen mentioned that the new County website has been launched and is up and running.

#### **ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 9:35 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 \$ \_\_\_\_\_