AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
January 8, 2013

1. **9:00 a.m. action to convene as a Board of County Commissioners**
2. **Action to approve the agenda and request that cell phones are silenced**
3. **Action to approve the minutes of December 28, 2012**
4. **Old Business**
5. **Action to adjourn sine-die**
6. **Taking of oath for newly elected and re-elected Commissioners**
7. **Nominations and action for Chairman and Vice Chairman for 2013**
8. **Monthly reports**
   a. **Extension**
   b. **Health**
   c. **Veterans Service**
   d. **Weed**
   e. **Welfare**
   f. **Auditor**
   g. **Director of Equalization**
9. **Action to approve the Auditor's account with the Treasurer and note Register of Deeds monthly fees**
10. **Action to approve MOU and funding agreement between SDSU Extension and Codington County for 4-H and Youth Development Advisor services**
11. **Action to designate legal papers for Codington County publications**
12. **Action to set Commissioners salaries for 2013**
13. **Action to set County employee wages for 2013**
14. **Action to set compensation for Election judges for 2013**
15. **Action to set compensation for Coroner**
16. **Discussion/action to set compensation for Planning and Weed Boards, and 4-H Promotion and Expansion Committee members**
17. **Discussion/action to appoint members to Planning and Weed Boards, and 4-H Promotion and Expansion Committee**

18. **Action to approve Commissioner Board Appointments**

19. **Action to approve bank depositories for 2013**

20. **Action to set indigent burial fees**

21. **Action to appoint Housing and Redevelopment board members and set a meeting date**

22. **Action to appoint Watertown-Codington County Regional Railroad Authority members**

23. **Review of delinquent tax lists**

24. **Action to approve claims for payment**

25. **Action to approve notice to bidders for annual Highway supplies and Weed chemical and to set a bid date and time**

~~26.~~ **Action to approve personnel changes**

27. **Action to approve travel requests**
    a. **Facilities Manager, Milo Ford, Facility Dude University 2013**
    b. **Auditor's Office, total vote training**

~~28.~~ **Old Business**

29. **New Business**

30. **Open**

31. **Action to enter into Executive Session**

32. **Action to adjourn until 9:00 a.m., Tuesday, January 15th, 2013**

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.

January 8, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 8th, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of December 28th, 2012; all present voted aye; motion carried.

BOARD ADJOURNS FOR 2012
There being no further business to come before the Board, a motion was made by Hanten, second by Johnson, to adjourn sine-die, at 9:05 a.m.; all present voted aye; motion carried.

OATHS OF OFFICE
Newly elected Commissioner District II, Tyler McElhany and re-elected Commissioner District IV, Elmer Brinkman, took their oath of office as administered by Circuit Court Judge, Robert Timm.

NOMINATIONS FOR CHAIRMAN AND VICE CHAIRMAN
The Auditor called for nominations for Chairman of the Board for 2013. Commissioner Hanten nominated Commissioner Brinkman as Chairman for 2013; motion by Heller, second by McElhany that nominations cease and a unanimous ballot be cast for Commissioner Brinkman; all present voted aye; motion carried. Chairman Brinkman then called for nominations for Vice Chairman for 2013. Commissioner Heller nominated Commissioner Hanten as Vice Chairman for 2012; motion by Johnson, second by Heller, that nominations cease and a unanimous ballot be cast for Commissioner Hanten; all present voted aye; motion carried.

MONTHLY REPORTS
SDSU Regional Field Specialists, Paul Johnson and Deb Sundem, introduced Range Field Specialist, Pete Bauman and Health and Nutrition Field Specialist, Nikki VanDyke, to the Board. Ms. Sundem advised the Board that she will retire from the SDSU Extension Service effective January 21, 2013, and expressed her appreciation to the Board for the opportunity to work with Codington County for the past sixteen plus years. Mr. Johnson also reported on the upcoming following items: Commercial applicator meetings; Row Crop Expo; and Tri State Beef Conference. **4-H/Youth Program Advisor, Jodi Loehrer,** reported on the following items: 4-H activities; 245 active 4-H members are enrolled online with a number yet to enroll; monthly Clover Buds meetings; 4-H Advisory training; organizing 4-H members to work the Farm Show lunch counters; a Joint Council Extension Professionals Leadership Conference in Tennessee, Ms. Loehrer is the President-Elect for the South Dakota Association of 4-H Extensions; and the archery program starts January 22nd, with 53 members pre-registered. Ms. Loehrer provided the Board with data compiled by Extension Office Coordinator, Becky Goens, showing $20,835.00 in rental income at the Extension Center Complex in 2012, which is the highest amount on record since 1991 when rental records were first tracked. Ms. Loehrer advised the Board there will be a retirement party for retiring Field Specialist, Deb Sundem, on January 25th from 2:30 p.m. to 4:30 p.m. at the Extension Center Complex. **Community Health Nurses, Karla Moes and Karen**

Nygaard, provided the Board with a written report covering activities in the Health Office for the last quarter of 2012 not limited to the following: Office fees collected; 1,030 Office visits; 1,280 immunizations, TB tests and flu shots; WIC cases; and completed school screening services. **Veterans Service Officer, Al Janzen,** reported 11 trips with 23 riders in the month of December 2012. Mr. Janzen briefly discussed the possibility of testifying before the Legislature regarding Veterans and Veterans Service Office issues. **Weed Dept. Manager, Paul Johnson and Weed Dept. Supervisor, Steve Molengraaf,** reported the recently purchased weed truck is being prepared for sandblasting and painting of the flat bed; annual reports have been submitted to the State of South Dakota as required along with reinstatement of designated noxious weeds within Codington County. Mr. Molengraaf gave the Board a report of Chemical inventory as follows: 470 gallons of 2-4D in bulk; 53 gallons of 2.5 gallon containers of 2-4D; 100 gallons of Tordon; 5.5 gallons of Milestone; and 14 gallons of Glyphosate. Grant funding for County Weed Depts. was briefly discussed as were 2013 weed chemical prices. State Weed meetings are scheduled for February in Huron. **Welfare Director, Sarah Peterson,** submitted a written report of the following statistics for the time period December 21st, 2012 through January 4th, 2013: 4 applications; with 3 approved for County assistance; 1 denial; 0 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $4,049.19 for 1 rental and 2 medical; 1 active medical case and 3 medical applications pending decision. Total Credits: $3,717.53. The Welfare Director noted 303 persons utilized the NACo Prescription Drug Program in Codington County in the month of November with a realized savings of $6,841.00. Ms. Petersen advised the Board that on January 11th, 2013, she will provide Medical Application Process training to representatives from four Counties; she is preparing for the 2013 Spring Workshop scheduled for March 20th and 21st; and has been working with the local Funeral Homes to set fee amounts for 2013 indigent burials. **Auditor, Cindy Brugman,** reported the Auditor's Office is working to close out the 2012 budget year while preparing records for the 2013 budget year and printing real estate property tax notices which will be mailed out by the Treasurer's Office.

4H YOUTH PROGRAM ADVISOR MEMORANDUM OF UNDERSTANDING

Jodi Loehrer, 4-H Youth Program Advisor, met with the Board to discuss the memorandum of understanding between Codington County and the SDSU Extension Service for the calendar year 2013 and the contract amount of $16,750.00. Motion by Johnson, second by McElhany, to authorize the Chairman to sign the Memorandum of Agreement between the SDSU Extension and Codington County which will provide funding for the 4-H and Youth Development Advisor services; all present voted aye; motion carried.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Hanten, second by Heller, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of December, 2012, all present voted aye; motion carried.

Cash on hand	$	5,779.13
Checks in Treasurers' possession		
less than 3 days	$	97,265.78
Credit Card Charges	$	117.75
Cash Items	$	200.00
TOTAL CASH ASSETS ON HAND	$	103,362.66
RECONCILED CHECKING		
Great Western Bank Checking (Memorial Park)	$	353.41
Reliabank Dakota	$	11,196,161.68
INVESTMENTS		
SD Public Funds Investment	$	6,968.32

CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 400,000.00
TOTAL CASH ASSETS	$11,706,846.07
General Ledger Cash Balance by Funds:	
General	$ 7,354,782.29
General restricted cash	$ 500,000.00
Sp. Revenue	$ 3,119,313.05
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 722,338.88
(schools 186,187.59, townships 14,134.66; city/towns 31,873.56)	
TOTAL GENERAL LEDGER CASH	$11,706,846.07

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in December were in the amount of $36,476.50; with $2,010.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

LEGAL PAPERS
Motion by McElhany, second by Johnson, to designate the Watertown Public Opinion and the South Shore Gazette as the legal newspapers, for Codington County publications, for 2013, as required by statute, all present voted aye; motion carried.

COMMISSIONERS SALARIES
Motion by Heller, second by Johnson, to set the Commissioners salaries, for 2013, at the same rate as was paid in 2009, 2010, 2011, and 2012; $1,680.00 per month with an extra $100.00 per month for the Chairman; upon vote of the Board; all present voted aye; motion carried.

2013 EMPLOYEE WAGES
Motion by Hanten, second by Heller, to approve a .50 hourly wage increase, beginning January 1, 2013, for all pay classifications in the County's Pay Series and Management Compensation policy. Commissioner Johnson noted he has received information from the Auditor's Office, indicating the end of the social security payroll tax cut will result in very little take home pay, from the .50 hourly increase, proposed for employees. The Board discussed the possibility of revisiting the proposed hourly wage increase after a month or two. Upon vote of the Board; on Commissioner Hanten's motion; all present voted aye; motion carried.

COMPENSATION FOR JUDGES OF ELECTIONS
Motion by Johnson, second by Hanten, to compensate 2013 Judges of elections at $120.00 per election, plus $25.00 for attending election schools and training, as recommended by the Auditor, all present voted aye; motion carried.

CORONER COMPENSATION
Motion by Hanten, second by McElhany, to compensate the Coroner and Coroner Deputies, at the same rate as was paid in 2009, 2010, 2011 and 2012; $150.00 per investigation, plus mileage allowance, beginning January 1, 2013, all present voted aye; motion carried.

PLANNING BOARD AND WEED BOARD APPOINTMENTS
Motion by Johnson, second by Hanten, to approve the following Board appointments:

Planning Board Member – Rodney Klatt, term expires 12/31/2014
Planning Board Member – John Evans, term expires 12/31/2015
Planning Board Member – Mark O'Neill, term expires 12/31/2015

Weed Board Member – Jim Thyen, term expires 12/31/2015
Weed Board Member – Bret Henricks, term expires 12/31/2015

Upon vote of the Board on Commissioner Johnson's motion; all present voted aye; motion carried.

4-H PROMOTION AND EXPANSION COMMITTEE ROSTER

The Board will address appointments to the 4-H Promotion and Expansion Committee Roster at a later date after potential appointees accept their appointment.

PLANNING AND WEED BOARDS COMPENSATION

Motion by Johnson, second by Hanten, to compensate the members of the Planning Board and Weed Board, at the rate of $35.00 per meeting plus federal mileage rate, round trip, when traveling to and from meetings from outside the City of Watertown; all present voted aye; motion carried.

COMMISSIONERS BOARD APPOINTMENTS

The Board discussed the current board appointments for the Board of County Commissioners. Motion by Johnson, second by McElhany, to approve the following Board appointments, all present voted aye; motion carried:

Aging Council	Elmer Brinkman
Buildings & Grounds	George Heller/Elmer Brinkman
Codington County Home Health	Elmer Brinkman
Watertown Area Transit	Brenda Hanten
Dive Rescue	Tyler McElhany
E-911	Brenda Hanten
Emergency Management	George Heller
Extension	Myron Johnson
First District Assoc. Local Govts.	Brenda Hanten
Glacial Lakes	George Heller
Health & Welfare	Myron Johnson
Highway	Tyler McElhany
Interlakes Community Action Program	Brenda Hanten
Local Emergency Planning Committee	George Heller
Legislative contact	Myron Johnson
Planning Board	Myron Johnson
Weed Board	Tyler McElhany
Crime Victim Liaison	George Heller
Codington County Human Resource Committee	Current Chair and Vice Chair
Americans with Disabilities Act Coordinator	Myron Johnson
Watertown Volunteer Center	Brenda Hanten
County/City Committee	Elmer Brinkman and Brenda Hanten

All other Liaisons are listed in 10.3 of the Codington County Personnel Policy and Procedure Manual.

BANK DEPOSITORIES

Motion by Hanten, second by Heller, to approve the following bank depositories for 2013, as submitted by Treasurer, Carol Maloney; all present voted aye; motion carried: Reliabank Dakota will be used for checking and the depositing of cash. The following banks will be authorized to sell the County certificates of deposit and for investments at competitive bids: Dacotah Bank,

First Bank & Trust, First Premier Bank, Great Western Bank, Home Federal Bank, Peoples State Bank, Plains Commerce Bank, Reliabank Dakota, SD Fit, and Wells Fargo Bank.

INDIGENT BURIAL FEES

Motion by Johnson, second by Hanten, to set indigent burial rates as follows: $3,952.00 for each indigent burial paid by the County in 2013 and $2,575.00 for each indigent cremation paid for by the County in 2013, the same rates as allowed in 2009, 2010, 2011, and 2012. Welfare Director, Sarah Petersen, advised the Board she has been in contact with the local Funeral homes and her recommendation is to keep the fees at the rates currently being paid. Upon vote of Commissioner Johnson's motion; all present voted aye; motion carried.

HOUSING AND REDEVELOPMENT COMMISSION

The Board discussed appointments to the Housing and Redevelopment Commission. Motion by Hanten, second by McElhany, to authorize the Chairman to sign the following certificate of appointment and to set a meeting date of the Housing Commission for Tuesday, February 19th, 2013, in the County Commissioners chambers following the County Commissioners regular weekly meeting; all present voted aye; motion carried.

CERTIFICATE OF APPOINTMENT OF COMMISSIONERS OF THE HOUSING AND REDEVELOPMENT COMMISSION OF CODINGTON COUNTY, SOUTH DAKOTA

WHEREAS, the Board of Commissioners of Codington County, South Dakota, held a regular meeting on the 23rd day of July, 2002; and

WHEREAS, at said meeting resolution #2002-18 was passed and adopted declaring the need for a Housing and Redevelopment Commission;

NOW, THEREFORE, pursuant to the provisions of the County and Municipal Housing and Redevelopment Law (S.D. Codified Laws 11-7-12(1995)), and by virtue of my office as chairman, I hereby appoint the five persons hereinafter named to serve as Commissioners of the Housing and Redevelopment Commission of Codington County, South Dakota, and each to serve until the expiration date appearing after his or her name.

Peggy Jungers, term expires 12/31/2013

Elmer Brinkman, term expires 12/31/2014

Georgia Kahnke, term expires 12/31/2015

Judy Kos, term expires 12/31/2016

George Heller, term expires 12/31/2017

IN TESTIMONY WHEREOF, I have hereunto signed my name as Chairman of the Board of Commissioners of Codington County, South Dakota, caused the corporate seal of said Codington County to be attached hereto this 8th day of January, 2013.

Elmer P. Brinkman
(Chairman)

ATTEST:

Cindy Brugman
(Auditor)

REGIONAL RAILROAD AUTHORITY

RESOLUTION 2013-1
AUTHORIZING ELECTION OF MEMBERS OF THE WATERTOWN-CODINGTON COUNTY REGIONAL RAILROAD AUTHORITY

BE IT RESOLVED that County of Codington, South Dakota, hereby reaffirms it membership in the Watertown-Codington County Regional Railroad Authority pursuant to the Agreement establishing such regional railroad authority which was made and entered into on May 28, 2002;

BE IT FURTHER RESOLVED that Myron Johnson and Elmer Brinkman are hereby elected as the two (2) Commissioners designated to represent Codington County on the Board of Commissioners of the Watertown-Codington County Regional Rail Authority to serve for a term of one (1) year, and said commissioners shall serve in that capacity until their successors are elected and qualified.

Dated at Watertown, South Dakota, this 8th day of January, 2013

The above and foregoing Resolution was moved for adoption by Commissioner Hanten, second by Commissioner McElhany, and upon roll call all voted aye whereupon the Chairman declared the resolution to be duly passed and adopted.

Elmer P. Brinkman
Chairman

ATTEST:

Cindy Brugman
County Auditor

I hereby certify that Resolution 2013-1 was published in the Watertown Public Opinion, the official newspaper of said County, on the 19th day of January, 2013, and an affidavit of publication is filed in the County Auditor's Office.

Cindy Brugman
Codington County Auditor

DELINQUENT TAX LISTS
Treasurer, Carol Maloney, provided the Board with delinquent tax lists of Mobile Homes and Real Estate Property for their review.

CLAIMS APPROVED
Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: TCM/Reliabank Dakota 877.88 sup/trav; TMC/Reliabank Dakota

2,348.90 sup/trav; SD Division of Motor Vehicles 4.00 sup; SD State Treasurer 250,817.76 January remittance.

HIGHWAY AND WEED SUPPLIES NOTICE TO BIDDERS

Motion by Johnson, second by Hanten, to authorize the Auditor to advertise a notice to bidders for yearly County Highway supplies and Weed chemicals; all present voted aye; motion carried. Bid opening is set for 10:00 a.m., Tuesday, February 19th, 2013.

TRAVEL REQUESTS

Motion by Hanten, second by Johnson, to approve the following travel requests; all present voted aye; motion carried: Facility Manager, Milo Ford, Facility Dude University 2013, in Myrtle Beach, SC and Auditor's Office staff, Total Vote Training, Codington County Extension Center Complex.

COMMISSION MEETING DATES

Commissioner Johnson introduced the subject of Commissioner meeting dates and the possibility of meeting on the first four Tuesdays of each month. After further discussion a motion was made by Johnson, second by Hanten, to meet on the first four Tuesdays of each month; McElhany, Johnson, Hanten, and Brinkman voted aye; Heller voted no; motion carried.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 10:30 a.m., to discuss a personnel matter; all present voted aye; motion carried. The Board returned to regular session at 11:00 a.m., no action was taken.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 11:00 a.m., until 9:00 a.m., Tuesday, January 15th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
January 15, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of January 8, 2013**
3. **9:00 a.m., Dr. Charles Sherman, Human Service Agency, Saferoom update**
4. **Marty Stemwedel, Codington County Pro Pheasants, request to sell alcohol at an event at the Extension Center Complex**
5. **Pam Kwasniewski, Watertown Transit, discussing regarding financing for new buses**
6. **9:30 a.m., 2nd reading, public hearing, and action to adopt a proposed ordinance to establish a limited license agreement for use of the County road right-of-way**
7. **Monthly reports**
   a. **Facilities Manager**
   b. **States Attorney**
8. **Action to approve 2013 proposed campground rates**
9. **Discussion with States Attorney regarding hiring of a temporary legal office secretary**
10. **Action to authorize the Chairman to sign a letter of agreement with the First District Association of Local Governments for development and hosting of the City of Watertown/Codington County GIS website**
11. **Review of public assistance program disaster payments w/Emergency Management Director, Jim Sutton**
12. **Action to approve budgeted operating cash transfers**
    a. **Emergency Management – $107,292**
    b. **Victims of Crime - $68,715**
    c. **W.I.C. - $19,426**
    d. **Road & Bridge $379,400**
13. **Action to approve claims for payment**
14. **Action to declare a Swintec typewriter surplus to be destroyed**
15. **Note Monday, January 21st, 2013, holiday closure**
16. **Action to approve automatic budget supplements**
17. **Action to approve travel requests**
    a. **Emergency Management Director, Jim Sutton, State E.M. meeting in Pierre**
18. **Action to approve personnel changes**
    a. **Deputy States Attorney, Patrick McCann, 6 month salary increase**
    b. **Deputy Sheriff, Jerrod Olson, anniversary step increase**
    c. **Highway Maintenance II, Matthew Dargatz, new hire**

~~19.~~ **Discussion of Extension Complex matters**

20. **Old Business**

~~21.~~ **New Business**

~~22.~~ **Open**

23. **Action to enter into Executive session**

24. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, January 22, 2013, at the Codington County Courthouse**

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.

January 15, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 15th, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of January 8th, 2013; all present voted aye; motion carried.

HUMAN SERVICE AGENCY/SAFE HOUSE UPDATE
Dr. Charles Sherman, Executive Director of the Human Service Agency, met with the Board to give an update on the use of the "Safe Room" and to thank the Board for the 3% increase in funding for the Agency in 2013. Dr. Sherman noted that since the "Safe Room" opened in October of 2011, there have been 142 admissions; from July 1st, 2012 through the present date there have been 58 admissions with 53 of those coming from Codington County; 48 of those admissions were discharged with a plan of intervention or treatment; and 10 of those 58 were involuntarily committed to the SD Human Service Center. Dr. Sherman reported the Detoxification capability at Serenity Hills continues to be used on a regular basis with 32 admissions since July 1, 2012, of which 22 came from Codington County.

PRO PHEASANTS BANQUET
Marty Stemwedel, representative from the Codington County Pro Pheasants organization, met with the Board to request authorization to sell alcohol at the Pro Pheasants banquet which will be held at the Codington County Extension Center Complex on February 15th, 2013. Mr. Stemwedel noted a one day liquor license transfer will allow Pro Pheasants to use the license currently owned by Second Street Station and noted the organization has procedures in place to ensure only those of legal age are allowed to purchase alcoholic beverages. Motion by Johnson, second by Hanten, to allow the Pro Pheasants organization to sell alcohol at their banquet; all present voted aye; motion carried.

WATERTOWN TRANSIT FUDNING REQUEST
Pam Kwasniewski and Terry Hoffman, representing Watertown Area Transit, met with the Board to request local match funding for the purchase of a new bus for the transit and thanked the Board for the additional funding received in 2012 also for the purchase of a new bus. Ms. Kwasniewski noted that in order for Watertown Transit to receive federal funding, for the purchase of needed additional buses, a 20% local match, of $12,000.00, is required. Pam presented the Board with a report of statistics including characteristics of ridership, trips per day, trip types, trip fare, and annual maintenance and fuel costs. Commissioners Johnson and Heller raised the question of why this funding request wasn't included in the 2013 Transit funding appropriation request. Ms. Kwasniewski advised the Board that these federal funds were just made available to Watertown Transit in December of 2012, after the 2013 budget process had ended. Ms. Kwasniewski also noted that in the future the budget appropriation request from Watertown Transit will include a request for funding for capital improvement purchases along with operating costs. The Board placed action, on this funding request, on their January 22nd agenda.

PROPOSED ORDINANCE TO PERMIT USE OF COUNTY RIGHT OF WAY

The Board held the second reading and public hearing regarding a proposed ordinance to establish a limited license agreement for the use of the County road right-of-way. Chairman Brinkman called for a motion to approve the proposed ordinance. Motion by McElhany, second by Hanten, to approve the proposed ordinance. Chairman Brinkman noted this was the time and place set for a public hearing regarding the proposed ordinance. Zoning Officer, Luke Muller, reviewed the articles within the proposed ordinance. Chairman Brinkman then offered members of the public, present for this hearing, an opportunity to address the Board. Paul Leiseth, Hazel SD, voiced his objection to the proposed ordinance. Gary R. Leistico, from Rinke Noonan, Attorneys at Law, St. Cloud, Minnesota; spoke on behalf of a number of clients and voiced his opposition to the proposed ordinance, stating the proposed ordinance violates South Dakota law regarding drainage. Bob Endres, Watertown SD, also addressed the Board regarding the proposed ordinance. There being no further comments from the public, Chairman Brinkman closed the hearing to the public at this time. The Board, along with States Attorney, Dawn Elshere and Zoning Officer, Luke Muller, further discussed the proposed ordinance. The States Attorney advised the Board that the proposed ordinance, in her opinion, best protects the County and also offers downstream landowners the opportunity to be heard. Upon vote of Commissioner McElhany's motion; a roll call vote was held as follows: Heller, aye; McElhany aye; Johnson aye; Brinkman, no; and Hanten, aye; motion carried.

MONTHLY REPORTS

Facility Manager, Milo Ford, reported on the following items regarding the facilities under his management: Memorial Park – quotes have been secured for computer equipment to be used at the campground in 2013 and a trial version of reservation software is being tested. Discussion was also held regarding the need to update the County's website to accommodate campground reservation software. Extension Center Complex – Farm Show preparations are underway; "Facility Dude" reporting software has been implemented; and the RUKUS wireless equipment has been installed. Courthouse – ceiling and lighting upgrades have been completed in the American Legion Office with the same type of project scheduled for the Community Health Office. Detention Center – the basement remodeling project is well underway and it has been discovered that a main sewer line may need some minor repairs and inspection. Mr. Ford will be attending a SD Tourism conference this week in Pierre. Mr. Ford requested authorization to drive to the "Facility Dude University 2013" conference in South Carolina in order to combine an approved travel request with a personal vacation and to adjust his time accordingly. The Board had no objection to this request. **States Attorney, Dawn Elshere,** reported her office opened 2,342 files in 2012 which is an increase from 2,200 in 2011, with an increase in burglary and drug cases. Ms. Elshere also discussed with the Board pending legislation that would provide alternatives to penitentiary incarceration for persons convicted of certain crimes. Ms. Elshere advised the Board that Codington County has been designated as a possible location for a "Drug Court" in the future.

2013 CAMPGROUND RATES

Facilities Manager, Milo Ford, presented the Board with proposed 2013 campground rates. Mr. Ford noted these rates are comparable to the rates charged by the City of Watertown at Stokes Thomas Park. Mr. Ford also noted there will be an increase in electrical rates from Watertown Municipal Utilities this year and his proposed rates include a $1.00 per night increase. Motion by Heller, second by McElhany to approve the following 2013 campground rates; all present voted aye; motion carried:

Full Hook Up 50 amp pull through: $24.00 per day; $138.00 per week; and $547.00 per 30 day month.

Full Hook-up 30 amp: $23.00 per day; $132.00 per week; and $479.00 per 30 day month.

Electric Only 20-30 amp: $20.00 per day; $120.00 per week; and $431.00 per 30 day month.

Tent Site: $15.00 per day and $90.00 per week.

Building Rental: $57.00 per day

Picnic Shelters: $20.00 reservation fee.

Firewood: $4.00 per bundle.

TEMPORARY LEGAL SECRETARY

States Attorney, Dawn Elshere, requested authorization to hire a temporary legal secretary to fill a position created by a full time employee who will be out on extended medical leave. Motion by Johnson, second by Heller, to authorize the States Attorney to hire a temporary legal secretary and to advertise the position at her discretion if necessary; all present voted aye; motion carried.

GIS WEBSITE DEVELOPMENT AND HOSTING

Motion by Hanten, second by Johnson, to authorize the Chairman to sign a contract, in the amount of $3,100.00, with First District Assoc. of Local Governments., for the continued hosting and development of the GIS website for calendar year 2013; all present voted aye; motion carried.

REVIEW OF DISASTER PAYMENTS

Emergency Management Director, Jim Sutton, met with the Board to review a report of disaster payments made to Codington County, Townships within Codington County, and the City of Watertown for flooding damage to public infrastructure in 2010 and 2011.

OPERATING CASH TRANSFERS

Motion by Hanten, second by McElhany, to approve the following operating cash transfers, as previously budgeted; all present voted aye; motion carried:
Debit: General Fund: $574,833.00
Credit: Victims of Crime Fund: $68,715.00; WIC Fund $19,426.00; Emergency Management Fund $107,292.00; and Road and Bridge Fund $379,400.00.

CLAIMS

Motion by McElhany, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: Alex Air Apparatus, Inc 940.00 Maint, Andor, Inc. 93.32 Rep, AP Auto Pros 286.53 Rep, AT&T Mobility 75.12 Util, AT&T Mobility 166.92 Util, AT&T Mobility 117.91 Util, Borns Group 2551.02 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 2066.40 Svc, Brown Clinic - Main 59.00 Svc, Brown Clinic - Main 179.00 Svc, Brown Clinic Pllp 1530.00 Svc, Burns Law Office 2600.00 Svc, Carquest Auto Parts 41.80 Rep, Cass-Clay Creamery 605.20 Sup, Centurylink 645.04 Util, Centurylink 13.40 Util, Clark County EM 259.50 Grant, Clerk Of Courts 300.00 Fines, Codington Clark Electric 35.00 Util, Denise Cody 15.00 Svc, Compass Counseling 1550.00 Svc, Connecting Point Computer Cent 1394.65 Maint, Shawna Constant 25.00 Cell, County Fair Foods 53.25 Sup, Creative Rewards 20.00 Sup, Credit Bureau Of Watertown Inc 1976.39 Svc, Culligan Water Conditioning 123.50 Sup, Del-Mar Upholstery 500.00 Rep, Deuel County EM 1500.00 Grant, Dive Rescue International Inc 132.36 Sup, Sara Lee Bakery Group/ 584.45 Sup, Ellyson Law Office 1216.06 Svc, EMC Insurance Companies 3685.37 Ins, Engelstad Electric Co. 9128.60 Rep, Farnams Genuine Parts 105.88 Rep, First Choice Sewer & Septic Co 350.00 Rep, First District Assn Of Lcl Gov 6000.00 Svc, Town

Of Florence 175.00 Util, Allison Forbush 25.00 Cell, Milo Ford 21.19 Reimb, GCR Tire Center 172.25 Rep, Genoa Healthcare/Watertown 47.79 Sup, Jay Goldhorn 55.67 Wit, Grainger 260.40 Rep, Green, Roby, Oviatt, 4431.77 Svc, Hartwig Heating 110.00 Rep, Town Of Henry 136.10 Util, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 14497.69 Equip, Hy-Vee #1871 Accts Receivable 49.99 Sup, Jefferson Partners LP 131.00 Trav, Johnson Controls, Inc. 4302.62 Rep, Paul Johnson 583.33 Svc, Jurgens Printing 162.00 Sup, Marty Karnopp 40.00 Cell, The King Corporation 500.00 Maint, Knology 49.95 Util, Knology 373.92 Util, Lake City Fire Equipment 33.50 Sup, Lewno Law Office 267.95 Svc, Lincoln Co Treasurer 437.50 Svc, Lincoln Journal Star 16.96 Svc, Jodi Loehrer 25.00 Cell, Mahowald's 165.23 Rep, Marco, Inc 354.40 Rent, Mark's Auto 95.37 Rep, Brittany Matteson 20.00 Wit, Menards 47.67 Sup, Menards 611.86 Sup, Midcontinent Communications 55.00 Util, MOCIC 100.00 Dues, Midwest Medical Services, Inc 12.00 Sup, Milbank Communications 36.00 Sup, Milbank Communications 8985.00 Grant, Jamie Monson 12.50 Cell, Motorola Solutions Inc 9421.60 Grant, Municipal Utilities 1186.21 Util, Municipal Utilities 12723.60 Util, Newman Traffic Signs 28.93 Sup, Northwestern Energy 414.37 Util, Office Peeps, Inc. 766.73 Sup, Otis Elevator Company 2894.40 Rep, Ottertail Power Co. 33.82 Util, Jordan Paulson 33.76 Wit, Michelle Pederson 25.00 Cell, Pennington County Sheriff 76.45 Trav, PMB 0112 195.65 Util, Print 'Em Now 195.04 Sup, Brian Richter 40.00 Cell, Roberts County Em 1540.00 Grant, Ron's Saw Shop 30.94 Rep, Runnings 3.69 Sup, Runnings 27.48 Sup, Dawn Russell 73.60 Svc, SD Attorney General's Office 300.00 Pmt, SD Department Of Revenue 903.00 Svc, SDACHS 225.00 Dues, SDACO 1116.00 Pmt, SDEMA 60.00 Dues, SDN Communications 612.97 Util, SD Assoc County Weed & Pest 50.00 Dues, Melissa Sears 25.00 Cell, Securus Technologies 1400.00 Sup, Sherwin Williams 35.15 Rep, Alanna Silvis 20.00 Wit, Sioux Valley Coop 10122.16 Sup, Sioux Valley Coop 970.00 Sup, South Shore Gazette 1381.99 Pub, Star Laundry 53.75 Sup, Star Laundry 28.76 Sup, The State Bar Of SD 415.00 Svc, Sturdevant's Auto Parts 114.16 Rep, Sutton Law Office Pc 11029.47 Svc, Karen Swanda 15.00 Svc, Scott Swanson 25.00 Cell, Heidi Thorson 25.00 Cell, Titan Machinery 2477.46 Rep, Toshiba Financial Services 360.94 Rent, Trugreen 20.00 Sup, Us Foodservice Inc 4268.33 Sup, Us Geological Survey 7990.00 Pmt, Great Western Bank 159.35 Pmt, Tom Walder 40.00 Cell, Walmart Community 198.57 Sup, Watertown Lawn & Garden 65.00 Rep, Watertown Public Opinion 2207.60 Pub, Watertown Resource Center 2058.00 Fees, Watertown Volunteer Center 2500.00 Pmt, Weed & Pest Conference 245.00 Reg, Westside Animal Clinic Pc 100.83 Svc, Laura Wieber 13.00 Trav, Sandy Wiesner 52.96 Pmt, Wight & Comes Funeral Chapel 2575.00 Svc, Toby Wishard 157.57 Reimb.

SURPLUS EQUIPMENT

Motion by Hanten, second by McElhany, to declare a Swintec typewriter s/n A19300553, surplus to be destroyed, per the request of the Auditor; all present voted aye; motion carried.

HOLIDAY NOTED

The Board noted the Courthouse and all County offices will be closed on Monday, January 21st, 2013, in observance of "Martin Luther King Jr. Day", per previously adopted policy.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Emergency Management Director, Jim Sutton, State Emergency Management Meeting in Pierre on January 24th.

PERSONNEL CHANGES

Motion by McElhany, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Deputy States Attorney, Patrick McCann; anniversary step increase (correction from the minutes dated December 28, 2012), from $21.47 per hour to $23.47 per

hour; effective date January 1, 2013; submitted and approved by States Attorney, Dawn Elshere. Deputy Sheriff, Jerrod Olson; anniversary step increase, from step 3/$18.22 per hour to step 4/$19.34 per hour; effective date January 1, 2013; submitted and approved by Sheriff, Toby Wishard. Highway Maintenance II, Matthew Dargatz; new hire, step 1/$14.90 per hour; effective date January 1, 2013; submitted and approved by Highway Supt., Rick Small.

COMMISSIONERS BOARD APPOINTMENTS

The Board discussed making a change to current board appointments for Emergency Management and LEPC (Local Emergency Planning Committee), which Commissioner Heller was previously appointed to. Commissioner McElhany requested the opportunity to serve on those Boards and Commissioner Heller had no objection to the proposed change. Motion by Hanten, second by Heller, to approve the following Board appointments, all present voted aye; motion carried:

Emergency Management	Tyler McElhany
Local Emergency Planning Committee	Tyler McElhany

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 11:03 a.m., to discuss pending litigation; all present voted aye; motion carried. The Board returned to regular session at 11:21 a.m., no action was taken. States Attorney, Dawn Elshere, was preset for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 11:22 a.m., until 9:00 a.m., Tuesday, January 22nd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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 $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
January 22, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of January 15, 2013**
3. **9:00 a.m., appeal for additional County assistance**
4. **Monthly reports**
   a. **Emergency Management**
   b. **Sheriff**
5. **Action to approve a resolution honoring retiring SDSU Regional Specialist, Deb Sundem**
6. **Action to approve a claim for payment – monthly E911 remittance to the City of Watertown**
7. **Action to approve the 2013 Payroll resolution**
8. **Action to approve the LEPC (Local Emergency Planning Committee) membership roster**
9. **Action to approve a lighting and ceiling project in the Community Health Office as budgeted**
10. **Action to approve the purchase of a computer for Memorial Park Campground as budgeted**
11. **Action on an additional funding request, above the 2013 budgeted appropriation, from Watertown Area Transit**
12. **Note Commissioners tour of the Kampeska Heritage Museum following this meeting**
13. **Action to approve automatic budget supplements**
14. **Action to approve travel requests**
    a. **Weed & Pest, Supervisor & Manager, SD Weed Conference in Huron**
15. **Action to approve personnel changes**
16. **Discussion of Extension Complex matters**
17. **Old Business**
18. **New Business**
19. **Open**
20. **Action to enter into Executive session**
21. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, February 5, 2013, at the Codington County Courthouse**

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.

January 22, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 22nd, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of January 15th, 2013; all present voted aye; motion carried.

"DEB SUNDEM DAY" RESOLUTION
Motion by Johnson, second by McElhany, to pass Resolution 2013-2, in honor of retiring SDSU Regional Field Specialist, Deb Sundem, all present voted aye; motion carried:

RESOLUTION 2013-2
CODINGTON COUNTY
"DEB SUNDEM DAY"

WHEREAS, Deb Sundem has provided superior educational service in Codington County and in surrounding counties in Northeastern South Dakota by providing timely and relevant programs, based on research done in the nation's universities, in family life, financial management, food nutrition and food safety; and,

WHEREAS, Deb Sundem has been an invaluable resource to the community in Northeastern South Dakota, in Codington County, and the City of Watertown by providing timely advice on food nutrition, safety and preservation. Serving the community through participation in the Community and Family Extension Leaders (CFEL), Lake Area Child Protection Team, Watertown Area Council for the Aging (WACA), organizations; and,

WHEREAS, Deb Sundem has provided invaluable service to the Watertown Winter Farm Show by providing leadership and direction for the Home and Family portion of the show and serving on the Watertown Area Chamber of Commerce Ag. Committee for 16 years, and

WHEREAS, Deb Sundem has been an avid supporter of the youth of Codington County and Northeastern South Dakota through her efforts to encourage participation in 4-H Clubs through Special Foods, Judging and Fashion Revue, working with youth to foster better care practices through the Kid Kare babysitting program, educating Child Care Providers, and to promote a healthier understanding of nutrition and physical activity in area schools; and,

WHEREAS, Deb Sundem has been committed to providing the community and surrounding counties with assistance and knowledge in the Medicare Part D prescription drug program throughout her career and later as a volunteer; and,

WHEREAS, Deb Sundem has efficiently guided the management of facilities used by the SDSU Extension Service in Codington County, and has provided technical assistance to county

personnel in the Family Nutrition Program (FNP) and Expanded Food Nutrition Education Program (EFNEP);

THEREFORE BE IT RESOLVED, that Friday, January 25, 2013, be known throughout Codington County as "**DEB SUNDEM DAY**" in honor of 16 ½ years of service provided in this county and 28 years career service as a Home Economist, Family and Consumer Science Educator and Nutrition Field Specialist for the SDSU Extension Service; and,

BE IT FURTHER RESOLVED, that by means of this resolution, the thanks and appreciation of the Citizens of Codington County and this Board of County Commissioners is hereby extended with our best wishes for a long and happy retirement.

Dated this 22nd day of January, 2013

Elmer Brinkman
Chairman

ATTEST:

Cindy Brugman
Codington County Auditor

CLAIM
Motion by Hanten, second by McElhany, to approve for payment, a claim made payable to the City of Watertown, in the amount of $23,551.40, for 911 fees collected by the State of South Dakota in the month of November 2012; and per previously adopted agreement between Codington County and the City of Watertown; all present voted aye; motion carried.

MONTHLY REPORTS
Emergency Management Director, Jim Sutton, reported on the following items: A Pipeline Association Safety meeting has been scheduled for first responders on February 5th at the Drake; a POD (Point of Dispensing) exercise is being scheduled for February 27th at the Middle School where TDaP (tetanus, diphtheria and pertussis) shots will be administered; and the Search and Rescue Dive Team held a practice ice dive during the Poinsett Pounders ice fishing tournament on January 18th. Mr. Sutton advised the Board of Pat Culhane's retirement as Commander of the Search and Rescue Team after 20 years of dedicated service and Mr. Sutton noted the new Commander is Larry Howard. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending December 31st, 2012, for the Detention Center and Sheriff's Office: 61.81 average daily inmate population; 155 bookings; $12,730.00 collected in out of county prisoner contracts; $5,205.00 collected in work release; $3,163.00 collected in fees for the 24/7 program, $5,865.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 44 individuals testing twice daily and 30 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 471 calls for service; 13 accidents investigated; 37 arrest warrants; 291 sets of civil papers served; and 10 prisoner transports for a total of 2,568 miles traveled. Sheriff Wishard noted that on January 2nd a payment was received from the SD Attorney General's Office in the amount of $2,882.00 for the County's allocation of Scram Fees collected during the 4th quarter of 2012. Sheriff Wishard also reported on the 2012 yearly statistics for the Sheriff's office and Detention Center which included, but was not limited to, information on incidents and arrests by type; total revenue remitted to the County in the amount of $419,055.52; and other general information. The Board expressed their thanks to Sheriff Wishard and his staff for the recent tour of the Detention Center provided to the Board.

2013 PAYROLL RESOLUTION

Motion by McElhany, second by Hanten, to approve the following payroll resolution; all present voted aye; motion carried:

RESOLUTION #2013-3

Be it resolved, by the governing body of Codington County, South Dakota:

That the official Pay Series and Management Salary Compensation increase as indicated in the attachments hereto is administered for the year of 2013 to become effective January 1, 2013

Passed and adopted this 22nd day of January, 2013

Elmer P. Brinkman
Chairperson, County Commissioners

ATTEST:

Cindy Brugman
County Auditor

NON UNION POSITIONS

Auditor's Department		**Grade**
	Auditor	Attachment H
	Deputy	Attachment G
	Payroll Officer	Attachment A
	Clerk	Attachment A

Emergency Management		**Grade**
	Director	Attachment H
	Deputy	Attachment G

Equalization Department		**Grade**
	Director	Attachment H
	Deputy	Attachment G
	Appraiser I/II	Attachment C
	Office Manager	Attachment A
	Office Coordinator	Attachment A
	Clerk	Attachment A
	Data Base Coordinator	Attachment C

County Extension		**Grade**
	Office Coordinator	Attachment A
	Deputy Office Coordinator	Attachment A
	Extension Secretary	Attachment A

County Health		**Grade**
	Nurse Secretary	Attachment A
	WIC Secretary	Attachment A

Highway Department		**Grade**
	Highway Superintendent	Attachment H
	Assistant Superintendent	Attachment H
	Office Coordinator	Attachment A

Maintenance Department		**Grade**
	Facilities Manager	Attachment H
	Maintenance Supervisor Deputy	Attachment G
	Lead Buildings Maintenance	Attachment B
	Buildings Maintenance	Attachment B
	Custodial	Attachment B

Register of Deeds		**Grade**
	Register of Deeds	Attachment H
	Deputy	Attachment G
	Clerk	Attachment A

Sheriff's Department		**Grade**
	Sheriff	Attachment H
	Chief Deputy Sheriff	Attachment G
	Chief Correctional Officer	Attachment H
	Asst. Chief Correctional Officer	Attachment G
	Part Time Deputy	Attachment D
	Part Time Correctional Officer	Attachment D
	Civil Process Server	Attachment D
	Records Management	Attachment F
	Support Coordinator	Attachment F
	Cook	Attachment C

States Attorney		**Grade**
	States Attorney	Attachment H
	Deputy	Attachment H
	Records Manager	Attachment F
	Legal Secretary	Attachment F

Victim Assistance		**Grade**
	Victim Assistance Program Supervisor	Attachment H
	Victim Assistance Coordinator	Attachment F

Treasurer's Department		**Grade**
	Treasurer	Attachment H
	Deputy	Attachment G
	Second Deputy Treasurer	Attachment A
	Clerk	Attachment A

Veteran's Department		**Grade**
	Director	Attachment H
	Secretary	Attachment A

UNION POSITIONS

Sheriff's Department		**Grade**
	Correctional Officer	Attachment D
	Deputy Sheriff	Attachment D
	Sergeant Sheriff	Attachment G
	Work Release Coordinator	Attachment D

Highway Department		**Grade**
	Maintenance III	Attachment E
	Mechanic	Attachment E
	Maintenance II	Attachment E

** All employees will be placed appropriately in the step accordingly to his/her current hire date

ATTACHMENT A
OFFICIAL PAY SERIES - Office Support (OS)

Nonexempt		**2013**		
Clerk	**Step**	**Wage**		**Monthly**
Secretary	1	$12.56	1st 6 months	$2,185.44
	2	$12.92	2nd 6 months	$2,248.08
	3	$13.32	Annual	$2,317.68
	4	$13.73	Annual	$2,389.02
	5	$14.18	Annual	$2,467.32
	6	$14.61	Annual	$2,542.14
	7	$15.07	Annual	$2,622.18

Nonexempt		**2013**		
2nd Deputy	**Step**	**Wage**		**Monthly**
Administrative Assistant	1	$12.93	1st 6 months	$2,249.82
Deputy Office Coordinator	2	$13.32	2nd 6 months	$2,317.68

3	$13.73	Annual	$2,389.02
4	$14.18	Annual	$2,467.32
5	$14.61	Annual	$2,542.14
6	$15.07	Annual	$2,622.18
7	$15.56	Annual	$2,707.44

Nonexempt		**2013**		
Payroll Officer	**Step**	**Wage**		**Monthly**
Office Coordinator	1	$13.59	1st 6 months	$2,364.66
Office Manager	2	$13.99	2nd 6 months	$2,434.26
	3	$14.43	Annual	$2,510.82
	4	$14.90	Annual	$2,592.60
	5	$15.37	Annual	$2,674.38
	6	$15.85	Annual	$2,757.90
	7	$16.36	Annual	$2,846.64

ATTACHMENT B
OFFICIAL PAY SERIES - Maintenance Staff (MS)

Nonexempt		**2013**		
Custodian	**Step**	**Wage**		**Monthly**
	1	$11.72	1st 6 months	$2,039.28
	2	$12.06	2nd 6 months	$2,098.44
	3	$12.42	Annual	$2,161.08
	4	$12.79	Annual	$2,225.46
	5	$13.17	Annual	$2,291.58
	6	$13.59	Annual	$2,364.66
	7	$14.00	Annual	$2,436.00

Nonexempt		**2013**		
Buildings Maintenance	**Step**	**Wage**		**Monthly**
	1	$12.56	1st 6 months	$2,185.44
	2	$12.92	2nd 6 months	$2,248.08
	3	$13.32	Annual	$2,317.68
	4	$13.73	Annual	$2,389.02
	5	$14.18	Annual	$2,467.32
	6	$14.61	Annual	$2,542.14
	7	$15.07	Annual	$2,622.18

Nonexempt		**2013**		
Lead Building Maintenance	**Step**	**Wage**		**Monthly**
	1	$14.00	1st 6 months	$2,436.00

2	$14.44	2nd 6 months	$2,512.56
3	$14.90	Annual	$2,592.60
4	$15.37	Annual	$2,674.38
5	$15.84	Annual	$2,756.16
6	$16.36	Annual	$2,846.64
7	$16.88	Annual	$2,937.12

ATTACHMENT C
OFFICIAL PAY SERIES - Sheriff/Technical Staff (TS)

Nonexempt		2013		
Cook	Step	Wage		Monthly
	1	$12.43	1st 6 months	$2,162.82
	2	$12.80	2nd 6 months	$2,227.20
	3	$13.18	Annual	$2,293.32
	4	$13.60	Annual	$2,366.40
	5	$14.02	Annual	$2,439.48
	6	$14.46	Annual	$2,516.04
	7	$14.91	Annual	$2,594.34

Nonexempt		2013		
Appraiser I	Step	Wage		Monthly
*Need to pass Certification to	1	$14.43	1st 6 months	$2,510.82
to move to Appraiser II Step 3	2	$14.90	2nd 6 months	$2,592.60

Nonexempt		2013		
Appraiser II	Step	Wage		Monthly
Database Coordinator	1	$14.43	1st 6 months	$2,510.82
	2	$14.90	2nd 6 months	$2,592.60
	3	$15.37	Annual	$2,674.38
	4	$15.85	Annual	$2,757.90
	5	$16.38	Annual	$2,850.12
	6	$16.89	Annual	$2,938.86
	7	$17.44	Annual	$3,034.56

Nonexempt		2013		
Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	$13.59	Annual	$2,364.66
	2	$14.00	Annual	$2,436.00
	3	$14.43	Annual	$2,510.82
	4	$14.88	Annual	$2,589.12
	5	$15.37	Annual	$2,674.38

6	$15.84	Annual	$2,756.16
7	$16.34	Annual	$2,843.16

Nonexempt		**2013**		
Assistant Weed Supervisor	**Step**	**Wage**		**Monthly**
position established 1/1/06	1	$12.75	Annual	$2,218.50
	2	$13.14	Annual	$2,286.36
	3	$13.53	Annual	$2,354.22
	4	$13.92	Annual	$2,422.08
	5	$14.34	Annual	$2,495.16
	6	$14.78	Annual	$2,571.72
	7	$15.24	Annual	$2,651.76

ATTACHMENT D
OFFICIAL PAY SERIES - Public Safety (Union & Nonunion) (PS)

Nonexempt		**2013**		
Civil Process Server	**Step**	**Wage**		**Monthly**
	1	$14.46	1st 6 months	$2,516.04
	2	$14.91	2nd 6 months	$2,594.34
	3	$15.38	Annual	$2,676.12
	4	$15.85	Annual	$2,757.90
	5	$16.38	Annual	$2,850.12
	6	$16.89	Annual	$2,938.86
	7	$17.44	Annual	$3,034.56

Nonexempt		**2013**		
Correctional Officer	**Step**	**Wage**		**Monthly**
	1	$14.66	1st 6 months	$2,550.84
	2	$15.12	2nd 6 months	$2,630.88
	3	$15.61	Annual	$2,716.14
	4	$16.10	Annual	$2,801.40
	5	$16.62	Annual	$2,891.88
	6	$17.17	Annual	$2,987.58
	7	$17.74	Annual	$3,086.76

Nonexempt		**2013**		
Work Release Coordinator.	**Step**	**Wage**		**Monthly**
	1	$14.66	1st 6 months	$2,550.84
	2	$15.12	2nd 6 months	$2,630.88
	3	$15.61	Annual	$2,716.14
	4	$16.10	Annual	$2,801.40

5	$16.62	Annual	$2,891.88
6	$17.17	Annual	$2,987.58
7	$17.74	Annual	$3,086.76

Nonexempt		2013		
Deputy Sheriff	Step	Wage		Monthly
	1	$17.44	1st 6 months	$3,034.56
	2	$18.02	2nd 6 months	$3,135.48
	3	$18.62	Annual	$3,239.88
	4	$19.24	Annual	$3,347.76
	5	$19.90	Annual	$3,462.60
	6	$20.56	Annual	$3,577.44
	7	$21.26	Annual	$3,699.24

ATTACHMENT E
OFFICIAL PAY SERIES - Highway Maintenance (Union & Nonunion) (HS)

Nonexempt		2013		
Maintenance III	Step	Wage		Monthly
Mechanic	1	$15.37	1st 6 months	$2,674.38
	2	$15.84	2nd 6 months	$2,756.16
	3	$16.37	Annual	$2,848.38
	4	$16.89	Annual	$2,938.86
	5	$17.44	Annual	$3,034.56
	6	$18.02	Annual	$3,135.48
	7	$18.63	Annual	$3,241.62

Nonexempt		2013		
Maintenance II	Step	Wage		Monthly
	1	$14.90	1st 6 months	$2,592.60
	2	$15.37	2nd 6 months	$2,674.38
	3	$15.84	Annual	$2,756.16
	4	$16.37	Annual	$2,848.38
	5	$16.89	Annual	$2,938.86
	6	$17.44	Annual	$3,034.56
	7	$18.02	Annual	$3,135.48

ATTACHMENT F
OFFICIAL PAY SERIES - Law Enforcement Support Series (LS)

Nonexempt		2013		
Legal Secretary	Step	Wage		Monthly

1	$12.56	1st 6 months	$2,185.44
2	$12.92	2nd 6 months	$2,248.08
3	$13.32	Annual	$2,317.68
4	$13.73	Annual	$2,389.02
5	$14.18	Annual	$2,467.32
6	$14.61	Annual	$2,542.14
7	$15.07	Annual	$2,622.18

Nonexempt		**2013**		
Criminal/Civil Support Coor.	**Step**	**Wage**		**Monthly**
	1	$13.61	1st 6 months	$2,368.14
	2	$14.02	2nd 6 months	$2,439.48
	3	$14.44	Annual	$2,512.56
	4	$14.91	Annual	$2,594.34
	5	$15.37	Annual	$2,674.38
	6	$15.86	Annual	$2,759.64
	7	$16.38	Annual	$2,850.12

Nonexempt		**2013**		
Victims Assistance Coordinator	**Step**	**Wage**		**Monthly**
	1	$14.00	1st 6 months	$2,436.00
	2	$14.44	2nd 6 months	$2,512.56
	3	$14.90	Annual	$2,592.60
	4	$15.37	Annual	$2,674.38
	5	$15.84	Annual	$2,756.16
	6	$16.36	Annual	$2,846.64
	7	$16.88	Annual	$2,937.12

Nonexempt		**2013**		
Criminal/Civil Records Mgmt.	**Step**	**Wage**		**Monthly**
	1	$15.15	1st 6 months	$2,636.10
	2	$15.76	2nd 6 months	$2,742.24
	3	$16.36	Annual	$2,846.64
	4	$16.97	Annual	$2,952.78
	5	$17.56	Annual	$3,055.44
	6	$18.18	Annual	$3,163.32

ATTACHMENT G
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Nonexempt		**2013**		
Deputy Auditor	**Step**	**Wage**		**Monthly**

1	$15.58	1st 6 months	$2,710.92
2	$16.20	2nd 6 months	$2,818.80
3	$16.85	Annual	$2,931.90
4	$17.54	Annual	$3,051.96
5	$18.12	Annual	$3,152.88
6	$18.83	Annual	$3,276.42

Deputy Equalization

Step	2013		Monthly
1	$15.22	1st 6 months	$2,648.28
2	$15.82	2nd 6 months	$2,752.68
3	$16.46	Annual	$2,864.04
4	$17.14	Annual	$2,982.36
5	$17.70	Annual	$3,079.80
6	$18.40	Annual	$3,201.60

Deputy Treasurer
Deputy Register of Deeds
Deputy Maintenance Sup.
(established 1/1/09)

Step	2013 Wage		Monthly
1	$14.84	1st 6 months	$2,582.16
2	$15.41	2nd 6 months	$2,681.34
3	$16.03	Annual	$2,789.22
4	$16.70	Annual	$2,905.80
5	$17.23	Annual	$2,998.02
6	$17.91	Annual	$3,116.34

Deputy Emergency Mgmt.
established 10/1/06

Step	2013 Wage		Monthly
1	$14.55	1st 6 months	$2,531.70
2	$15.11	2nd 6 months	$2,629.14
3	$15.71	Annual	$2,733.54
4	$16.35	Annual	$2,844.90
5	$16.87	Annual	$2,935.38
6	$17.53	Annual	$3,050.22

Chief Deputy Sheriff
position established 4/1/06

Step	2013 Wage		Monthly
1	$18.51	1st 6 months	$3,220.74
2	$19.29	2nd 6 months	$3,356.46
3	$20.09	Annual	$3,495.66
4	$20.94	Annual	$3,643.56
5	$21.82	Annual	$3,796.68

6	$22.75	Annual	$3,958.50

Assistant Chief		**2013**		
Correctional Officer	**Step**	**Wage**		**Monthly**
position established 5/15/07	1	$14.97	1st 6 months	$2,604.78
	2	$15.61	2nd 6 months	$2,716.14
	3	$16.26	Annual	$2,829.24
	4	$16.95	Annual	$2,949.30
	5	$17.67	Annual	$3,074.58
	6	$18.43	Annual	$3,206.82

Sergeant Sheriff
position established 11/23/10

	2013		
Step	**Wage**		**Monthly**
1	$18.66	1st 6 months	$3,246.84
2	$19.28	2nd 6 months	$3,354.72
3	$19.91	Annual	$3,464.34
4	$20.57	Annual	$3,579.18
5	$21.29	Annual	$3,704.46
6	$22.00	Annual	$3,828.00

based on 2088 hours in 2013

ATTACHMENT H
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2013

Department Heads	**Minimum**	**Monthly**	**Maximum**	**Monthly**
State's Attorney 2009-100% FT	n/a	n/a	40.27	$7,006.98
Sheriff	n/a	n/a	27.66	$4,812.84
Highway Superintendent	23.40	4,071.60	26.98	$4,694.52
Auditor	n/a	n/a	24.07	$4,188.18
Equalization Director	19.42	3,379.08	23.50	$4,089.00
Facility Manager	18.90	3,288.60	25.15	$4,376.10
Register of Deeds	n/a	n/a	22.85	$3,975.90
Treasurer	n/a	n/a	22.85	$3,975.90
Victim Assistance Supervisor	18.47	3,213.78	22.32	$3,883.68
Emergency Management	19.36	3,368.64	22.28	$3,876.72
Veterans Director	15.63	2,719.62	18.76	$3,264.24
Welfare Director	15.40	2,679.60	18.47	$3,213.78

Assistant Department Heads/Supervisors	Minimum	Monthly	Maximum	Monthly
Deputy States Attorney	21.97	3,822.78	26.56	$4,621.44
Chief Correctional Officer	18.43	3,206.82	22.27	$3,874.98
Assistant Highway Superintendent	19.43	3,380.82	22.31	$3,881.94

LEPC ROSTER APPROVED

Motion by Hanten, second by McElhany, to approve the 2013 LEPC (Local Emergency Planning Committee) Membership Roster, as submitted and recommended by the Emergency Management Director, all present voted aye; motion carried. A copy of this roster will be kept on file in the office of the County Auditor.

COMMUNITY HEALTH NURSE OFFICE PROJECT

Motion by Heller, second by McElhany, to approve a lowered ceiling and lighting project in the Community Health Nurse Office. Facilities Manager, Milo Ford, advised the Board this project is a budgeted item with an estimated total cost of $8,575.00. Upon vote of the Board; all present voted aye; motion carried.

MEMORIAL PARK CAMPGROUND COMPUTER EQUIPMENT

Motion by Hanten, second by Johnson, to authorize the purchase of a lap top computer and docking station for the Memorial Park Campground Managers. Facilities Manager, Milo Ford, advised the Board this is a budgeted item for 2013 at a cost of $1,360.00. Upon vote of the Board; all present voted aye; motion carried.

WATERTOWN TRANSIT FUNDING REQUEST

Watertown Transit Director and Assistant Director, Pam Kwasniewski and Terry Hoffman, met with the Board regarding their funding request for local matching funds for a new bus for the transit program. Discussion was held regarding the area served by Watertown Transit within Codington County and the number of drivers required to sustain the current services provided. Commissioner Johnson noted he has received numerous calls from County residents living outside the City of Watertown with concerns that the Transit program does not serve the area outside the City of Watertown and that the Transit program is subsidizing the school bus system. Ms. Kwasniewski informed the Board that Transit is working towards offering service to residents outside the City of Watertown pending the purchase of newer and more road reliable buses. Ms. Kwasniewski noted Prairie Lakes Health Care has pledged $10,000.00 towards the purchase of a new bus. Ms. Kwasniewski informed the Board she has appeared before the Watertown City Finance Committee with a request for local matching funds from the City of Watertown, which has not been approved at this time. Motion by Hanten, second by McElhany, to provide Watertown Area Transit with an amount not to exceed $12,000.00 from Codington County in the event Watertown Area Transit does qualify for federal funding for the purchase of one or more buses; Commissioners Heller, McElhany, Hanten, and Brinkman voted aye; Commissioner Johnson voted no; motion carried. Ms. Kwasniewski provided each Board member with tokens and challenged the Board to experience public transportation for themselves.

KAMPESKA HERITAGE MUSEUM TOUR

Chairman Brinkman noted the Board would be touring the Kampeska Heritage Museum immediately following adjournment of this meeting.

TRAVEL REQUESTS
Motion by McElhany, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Weed Dept. Supervisor and Manager, Steve Molengraaf and Paul Johnson, SD Weed and Pest Control Conference in Huron, February 20th through the 22nd.

OTHER MEETINGS
Commissioner Hanten reported on the ICAP (Interlakes Community Action Program) meeting she recently attended. Commissioner Hanten advised the Board that ICAP has experienced funding cuts and the nutritional services for the elderly program may be affected in the future.

EXECUTIVE SESSION
Motion by Johnson, second by McElhany, to enter into executive session at 10:20 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:30 a.m., no action was taken. Sheriff, Toby Wishard, was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 10:31 a.m., until 9:00 a.m., Tuesday, February 5th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
February 5, 2013

1. Action to approve agenda and adjust cell phones

2. Action to approve the minutes of January 22, 2013

3. **9:00 a.m., Action to approve a resolution recognizing Pat Culhane's retirement from the Codington County Search and Rescue Team**

4. **Discussion/action regarding adoption of lease payments between Codington County and the SDSU Extension Service**

5. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare

6. Action to approve the purchase of computer equipment for the Sheriff's Office patrol vehicles as budgeted

7. Action to approve cell phone stipends for Sheriff's Office deputies

8. Action to authorize the Sheriff to request local proposals for a patrol vehicle and transport vehicle as budgeted

9. Discussion/action regarding an agreement with the SDDOT to perform a County County Area Master Transportation Plan

10. Discussion/action regarding an agreement with the SDDOT for road striping

11. Action to approve January salary claims

12. Action to re-appoint Mary Kay Black to the Board of Trustees of the Hamlin-Codington Regional Library Bookmobile as recommended by Library Director, Teresa Peterson

13. Discussion/action regarding the Boards February 19th, 2013, scheduled meeting date

14. Action to approve automatic budget supplements

15. Action to approve travel requests

16. Action to approve personnel changes
   a. Kayleen Sutten, new hire, temporary Legal Secretary
   b. Adam Reeves, Civil Process Server, transfer to Deputy Sheriff position
   c. Janelle Nygaard, Criminal/Civil Support, anniversary step increase
   d. Erin Winge, Correctional Officer, anniversary step increase
   e. Kayla Erickson, part time Correctional Officer, step increase
   f. Wesley Jennings, part time Correctional Officer, step increase

17. Discussion of Extension Complex matters

18. **Old Business**

19. **New Business**

20. **Open**

21. **Action to enter into Executive session**

22. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, February 12, 2013, at the Codington County Courthouse**

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February 5, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 5th, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of January 22nd, 2013; all present voted aye; motion carried.

"PAT CULHANE DAY" RESOLUTION
Motion by Hanten, second by Heller, to pass Resolution 2013-4, in honor of retiring Search and Rescue Team Commander, Pat Culhane, all present voted aye; motion carried. Commissioner Hanten read aloud and presented the following resolution to Mr. Culhane, who was present for this recognition:

RESOLUTION 2013-4

WHEREAS, Pat Culhane was instrumental in the 1993 formation of a dive team as a result of various drowning incidents; and,

WHEREAS, Pat Culhane was instrumental in gaining support from the Codington County Commission and the City of Watertown to establish the "Codington County Dive Rescue Team"; and

WHEREAS, Pat Culhane worked hard to gain local support and recruit additional members; and

WHEREAS, Pat Culhane effectively worked to acquire additional equipment through fundraisers, donations, and grants; and

WHEREAS, Pat Culhane has been a driving force as Team Commander; and

WHEREAS, Pat Culhane was instrumental in the construction of a larger building to accommodate the growing Team and additional equipment; and

WHEREAS, Pat Culhane was instrumental in establishing the current team of 35 highly trained and active members; and

WHEREAS, Pat Culhane and the Team have participated in countless search and rescue missions; and

WHEREAS, Pat Culhane's hard work and diligence has greatly benefited Codington County and the surrounding area; and

WHEREAS, Pat Culhane retired from his post as Team Commander effective January 1, 2013;

NOW, THEREFORE BE IT RESOLVED, that the citizens of Codington County join the Board of County Commissioners in expressing their appreciation to Pat Culhane for his leadership to Codington County; and

BE IT FURTHER RESOLVED, that February 5, 2013 is declared **"Patrick J. Culhane Day"** in Codington County, and that this action is spread over the minutes of the Board of County Commissioners for Codington County to remain there for all posterity.

Upon vote of the Board this resolution was adopted this 5th day of February, 2013.

Elmer P. Brinkman
Chairman, Codington County Commission

ATTEST:

Cindy Brugman
Codington County Auditor

SDSU REGIONAL EXTENSION OFFICE SPACE LEASE AGREEMENT

Warren Rusche met with the Board regarding the proposed lease agreement between the SDSU Extension Service and Codington County for approximately 4700 square feet of dedicated space to be used for educational programming, academic and research; and office purposes, in addition to approximately 1000 square feet for a "SMART ROOM" at the Codington County Extension Center Complex. Chairman Brinkman previously met with Mr. Rusche and SDSU Extension Associate Director, Karla Trautman, to work out the details of the proposed lease agreement. Chairman Brinkman noted the agreement is for a one year period beginning April 1, 2013 and shall continue through April 1, 2014, unless otherwise modified or terminated. The proposed lease agreement contains a sum of $5,400.00 which shall be due and payable, from the SDSU Extension Service, monthly on the first day of each month, payable to Codington County, for an annual total of $64,800.00. Motion by Johnson, second by McElhany, to authorize the Chairman to sign the lease agreement as prepared and submitted. 4-H/Youth Program Advisor, Jodi Loehrer and Extension Office Coordinator, Becky Goens, addressed the Board with questions regarding the "Smart Room" and who will be responsible for leasing of that classroom and how rental agreements already in place will be handled. Mr. Rusche noted rental agreements already in place for 2013 will be honored if assurances can be made that the equipment in the room will be protected from any type of damage and that in 2014 the SDSU Extension Service envisions this to be an exclusive lease to SDSU for the "Smart Room." Chairman Brinkman stated future requests for the classroom would be up to the SDSU Extension Service as they hold the lease on the room. Upon vote of the Board on Commissioner Johnson's motion to approve the lease agreement; Heller, Johnson, Brinkman, and Hanten voted aye; McElhany voted no; motion carried.

MONTHLY REPORTS

SDSU Field Specialists, Warren Rusche and Paul Johnson, reported the Farm Show is now underway with numerous educational events scheduled, including Pesticide Applicator Training, which should bring in a new group of attendees this year. Mr. Johnson noted he has been chosen by the SDSU Extension Service for a National Extension Leadership Development Program and has recently attended meetings in Chicago; is scheduled for training in Costa Rica in April; and has scheduled programs to attend this summer and fall. **4-H/Youth Program Advisor, Jodi Loehrer,** reported over 180 volunteers are helping to operate the 4-H lunch counters at the Farm Show. Ms. Loehrer noted the lunch counters are the biggest 4-H fund raiser of the year. 4-H

alumni and 4-H grandparents are among the volunteers working this year. Jodi noted she will be attending a professional extension conference in Memphis next week and summer events are being scheduled at this time. Discussion was held regarding customer traffic in the hallway between the Regional and County Extension offices. **Community Health Nurses, Karla Moes and Karen Nygaard,** could not be present for this meeting and submitted a written report to the board with the following information: January WIC certification appointments; attendance at a meeting of the Watertown POD (point of dispensing) group; and a staff meeting is scheduled for February 28th. **Veterans Service Officer, Al Janzen,** met with the Board to discuss turning back one of the DAV transport vans, in Codington County's possession, to the Veterans Administration in Sioux Falls. Mr. Janzen advised the Board that primarily one van is being used at this time and fewer medical trips to Sioux Falls are needed due to the new Veteran's Administration Clinic located in Watertown. The Board will place action regarding this matter on the agenda for February 12th. **Weed Dept. Manager, Paul Johnson,** reported the first Weed Board meeting of 2013 will be held the evening of February 6th; the annual meeting will be held the end of March or first of April; the State weed meeting is being held in Huron later this month; and the new spray truck has yet to be sandblasted pending weather conditions. **Welfare Director, Sarah Petersen,** submitted a written report of the following statistics for the time period January 5th through February 4th, 2013: 9 applications; with 1 approved for County assistance; 5 denials; 3 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $2,575.00 for 1 burial; 1 active medical case and 0 medical applications pending decision. Total Credits: $5,977.75. The Welfare Director noted 285 persons utilized the NACo Prescription Drug Program in Codington County in the month of December with a realized savings of $5,980.85. Ms. Petersen advised the Board she is working on details for her spring workshop, scheduled for March 20 & 21 in Pierre; conducted training for other Welfare Directors on January 25th; and attended a "Handling Conflict and Resolution" conference on February 1st.

SHERIFF'S OFFCE EQUIPMENT

Motion by Hanten, second by McElhany, to authorize the purchase of a laptop computer for a Sheriff's Office patrol vehicle, as budgeted and per the request of Sheriff Wishard to replace old equipment; all present voted aye; motion carried.

SHERIFF'S OFFICE CELL PHONE STIPENDS

Motion by Johnson, second by Hanten, to approve cell phone stipends for the following employees of the Sheriff's Office: $40.00 paid monthly to – Sheriff Wishard and Deputies Howell, Gubka, Gibbs, Mathews, Olson, Curtis, and Bohls; and $20.00 paid monthly to – Civil Process Server, Adam Reeves. Sheriff Wishard advised the Board these stipends would be effective February 1st, 2013 and the cell phone plan with the current provider would be canceled; upon vote of the Board; all present voted aye; motion carried.

SHERIFF'S OFFICE VEHICLES

Motion by McElhany, second by Hanten, to authorize the Sheriff to request proposals for one new patrol vehicle and one new transport vehicle from local dealers. Sheriff Wishard advised the Board he would like to give local dealers an opportunity to compete with state vehicle bid prices; and upon vote of the Board; all present voted aye; motion carried.

TRAVEL ADVISORIES

The Board held a brief discussion with Sheriff Wishard regarding the process to issue a no travel advisory due to inclement weather in Codington County. Highway Supt., Rick Small, also contributed to this discussion. Sheriff Wishard noted his no travel advisory does not apply to travel within the City of Watertown.

MASTER TRANSPORTATION PLAN

Highway Supt., Rick Small, met with the Board to discuss federal funds which are available to Counties for the development and study of an area master transportation plan. Mr. Small advised the Board the study would be conducted by the SDDOT with 80% financing through Statewide Planning & Research (SPR) funds and 20% financed with County funds. Motion by McElhany, second by Hanten, to authorize the Highway Supt. to make application, to the SDDOT, for a master transportation plan study in Codington County. Mr. Small advised the Board that if the County's application is accepted the Board will need to take further action to authorize the project; and upon vote of the Board; all present voted aye; motion carried.

COUNTY ROAD STRIPING PROGRAM

Highway Supt., Rick Small, presented the Board with the funding agreement for the 2013 County Road Striping Program. Mr. Small estimates a total cost to the County of $26,333.68 for striping approximately 36.5 miles of road in Codington County in 2013. Motion by Heller, second by McElhany, to authorize the Chairman to sign the funding agreement for the striping project, all present voted aye; motion carried.

SALARY CLAIMS

Motion by Heller, second by Hanten, to approve the following January salary claims; all present voted aye; motion carried: Commissioners: 9,346.36 total salaries; Elmer Brinkman 1,780.00 reg. salary; Brenda Hanten 1,680.00 reg. salary; Myron Johnson 1,680.00 reg. salary; Tyler McElhany 1,680.00 reg. salary; George Heller 1,680.00 reg. salary. Auditor: 16,382.63 total salaries; Cindy Brugman 4,188.18 reg. salary; Debbie Melville 2,542.14 reg. salary; Jodi Pearson 2,846.64 reg. salary; Judy Heim 2,622.18 reg. salary. Co. Treasurer: 23,350.34 total salaries; Carol Maloney 3,975.90 reg. salary; Janet Bevers 3,116.34; Betty Overlie 2,622.18 reg. salary; Lindee Waba 2,707.44 reg. salary; Carmen Nelson 2,467.32 reg. salary; Sandy Theye 2,185.44 reg. salary. States Attorney: 29,012.29 total salaries; Dawn Aman-Elshere 7,006.98 reg. salary; Linda Young 3,163.32 reg. salary; Barb Maxwell 2,622.18 reg. salary; Ruth Swenson part time @ 15.07 hr.; Chad Nelson 4,621.44 reg. salary; Patrick McCann 4,083.78 reg. salary. Gov. Buildings: 18,510.01 total salaries; Milo Ford 4,376.10 reg. salary, 300.00 uniform allowance; Bob Byer 3,116.34 reg. salary, 300.00 uniform allowance uniform; Cindy Dargatz part time @ 13.59 hr, 150.00 uniform allowance; Steven Deville 2,467.32 reg. salary, 300.00 uniform allowance. Dir. Equalization: 34,481.85 total salaries; Shawna Constant 4,089.00 reg. salary; Diane Merchant 2,846.64 reg. salary; Michelle Pederson 3,034.56 reg. salary; Heidi Thorson 3,201.60 reg. salary; Jamie Monson part time @ 16.38 hr.; Barb Martenson 2,542.14 reg. salary; Sandi Wegter 2,389.02 reg. salary; Melissa Sears 2,674.38 reg. salary; Allison Forbush 2,674.38 reg. salary. Reg. of Deeds: 16,136.49 total salaries; Ann Rasmussen 3,975.90 reg. salary; Mary Fransen 3,116.34 reg. salary; Heidi Brandriet 2,467.32 reg. salary; Mary Halsey 2,467.32 reg. salary. Veterans Service: 7,946.01 total salaries; Al Janzen 3,264.24 reg. salary; Peggy Raml 2,622.18 reg. salary; Paul Lenski 33.25 meals. Sheriff: 69,402.57 total salaries; Toby Wishard 4,812.84 reg. salary, 500.00 uniform allowance; Dave Gibbs 3,699.24 reg. salary, 500.00 uniform allowance; Adam Reeves 3,034.56 reg. salary, 300.00 uniform allowance; Brian Richter 3,594.84 reg. salary, 500.00 uniform allowance; Jack Weber part time @ 19.90 hr & meals; Chuck Carbonneau part time @ 18.62 hr & meals; Jim Wollan part time @ 18.62 hr. & meals; Brad Howell 3,845.40 reg. salary, 500.00 uniform allowance; Kristi Gast 3,163.32 reg. salary; Kathy Young 2,850.12 reg. salary; Janelle Nygaard 2,594.34 reg. salary. Rusty Mathews 3,365.16 reg. salary, 500.00 uniform allowance; Scott Bohls 3,365.16 reg. salary, 500.00 uniform allowance; Jerrod Olson 3,365.16 reg. salary, 500.00 uniform allowance; Mike Gubka 3,347.76 reg. salary, 500.00 uniform allowance; Dave Curtis 3,462.60, 500.00 uniform allowance; Keith Olson part time @ 18.62 hr. & meals. Co. Jail: 82,514.07 total salaries; Tom Walder 3,874.98 reg. salary, 400.00 uniform allowance; Marie Suman 3,086.76 reg. salary, 400.00 uniform allowance; Lori

Mills 3,086.76 reg. salary, 400.00 uniform allowance; Cindy Olson part time @ 17.74 hr, 200.00 uniform allowance, Marcy Rossow 3,086.76 reg. salary, 400.00 uniform allowance; Shawna Carter 3,104.16 reg. salary, 400.00 uniform allowance; Lindsey Stricherz 3,104.16 reg. salary, 400.00 uniform allowance; Joe Hayashi 3,086.76 reg. salary, 400.00 uniform allowance; Jennifer Guest 3,004.98 reg. salary, 400.00 uniform allowance; Amy Coon 3,004.98 reg. salary, 400.00 uniform Jennifer Matejek 2,987.58 reg. salary, 400.00 uniform allowance; Matt Blackwelder 2,801.40 reg. salary, 400.00 uniform allowance; Charlene Kurkowski 2,716.14 reg. salary, 400.00 uniform allowance; Erin Winge 2,733.54 reg. salary, 400.00 uniform allowance; Kayla Erickson part time @14.66 hr, 200.00 uniform allowance; Donna Weber part time matron @ 14.66 hr. & meals; Deb Wollan part time matron @ 14.66 & meals; Sharon Carbonneau part time matron @ 14.66 hr. & meals; Trever Schimmel part time @ 15.61 hr., 200.00 uniform allowance; Wesley Jennings part time @ 14.66 hr, 200.00 uniform allowance; Roseann Burley 2,594.34 reg. salary; Jeff Hershman 2,937.12 reg. salary, 300.00 uniform allowance ; Steve Coyle 2,622.18 reg. salary, 300.00 uniform allowance. Coroner: 1,614.76 total salaries. Care of the Poor: 3,844.93 total salaries; Sarah Petersen 2,571.02 reg. salary; Julie Radach part time @ 12.92 per hr. Co. Nurse: 3,588.05 total salaries; Jeanie Ochsendorf 2,622.18 reg. salary. Ag. Bldg.: 8,199.17 total salaries; Bryan Bleeker 2937.12, reg. salary; 300.00 uniform allowance; Scott Swanson 2,622.18 reg. salary, 300.00 uniform allowance. Co. Extension: 7,552.95 total salaries; Becky Goens 2,846.64 reg. salary; Crystal Neale 2,707.44 reg. salary. Weed Control: 4,293.54 total salaries; Steve Molengraaf 2,674.38 reg. salary. Planning Board: 188.03 total salaries. Road & Bridge: 75,987.68 total salaries; Rick Small 4,694.52 reg. salary; Greg Benthin 3,881.94 reg. salary; Allen Benck 3,241.62 reg. salary; Calvin Engels 3,135.48 reg. salary; Terry Keogan 3,135.48 reg. salary; Jeff Case 3,135.48 reg. salary; Rick Hartley 3,241.62 reg. salary; Richard Maag 3.135.48 reg. salary; Todd Warne 3,241.62 reg. salary; Lori Deutsch 2,846.64 reg.salary; Rick Holinka 3,135.48 reg. salary; Dan Busta 3,135.48 reg. salary; Dave Hedding 3,135.48 reg. salary; Duane Dolen 3,241.62 reg. salary; Eric Dargatz 3,135.48 reg. salary; Brad Schwinger 3,241.62 reg. salary; Matt Dargatz new hire 2,592.60 reg. salary; Laura Wieber part time @ 12.56 hr. Emergency Management: 9,463.55 total salaries; Jim Sutton 3,876.72 reg. salary, 300.00 uniform allowance; Marty Karnopp 3,050.22 reg. salary. Crime Victim: 5,047.61 total salaries; Jan Steele 3,883.68 reg. salary. W.I.C.: 3,589.63 total salaries; Deb Hartle 2,622.18 reg. salary. Total: 430,452.52. Breakdown of withholding amounts which are included in the above: S.D. Retirement 37,801.00; S.D. Retirement 322.82 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; Wellmark 54,851.48 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,441.38 ins.; Avesis 661.75 ins.; Nationwide Retire. Sol. 311.29 suppl. retire.; AFSCME Local #2488 306.00 employee union dues; AFLAC 2,428.97 ins.; Assurity Life Insurance Company 249.45 ins.; U.M.B. Bank 2,017.00 suppl. retire.; AFLAC 354.67 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,404.94 employee payments; Cod. Co. Treasurer 36,440.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 315.00.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 32,017.31 federal withholding; ReliaBank Dakota 49,253.66 social security; AAA Collections 316.18 wage deduction; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

HAMLIN CODINGTON REGIONAL LIBRARY BOOKMOBILE TRUSTEE

Motion by Johnson, second by McElhany, to appoint Mary Kay Black, from the Florence community, to the Board of Trustees of the Hamlin Codington Regional Library Bookmobile, for a three year term beginning January 1, 2013; per the recommendation of Library Director, Teresa Peterson; all present voted aye; motion carried.

FEBRUARY 19TH MEETING DATE

Chairman Brinkman noted scheduling issues for three Commissioners regarding the Board's regular meeting scheduled for February 19th, 2013 resulting in a lack of a quorum for that meeting. The Board agreed to move their meeting date from February 19th to February 20th at 9:00 a.m. The Housing and Redevelopment Board meeting scheduled for February 19th will be moved to Tuesday, March 5th following the meeting of the County Commissioners.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Hanten, second by McElhany, to supplement the Emergency Management expenditure and revenue budgets in the amount of $21,706.10 with Homeland Security grant reimbursement funds; all present voted aye; motion carried.

PERSONNEL CHANGES

Motion by Johnson, second by Hanten, to approve the following personnel changes; all present voted aye; motion carried: Kayleen Sutten, temporary legal secretary, step 1/$12.56 per hour, effective date February 1, 2013; submitted and approved by States Attorney, Dawn Elshere. The following personnel changes were submitted and approved by Sheriff, Toby Wishard: Adam Reeves, Civil Process Server to Deputy Sheriff, step 2/$18.02 per hour, effective upon employee obtaining law enforcement certification in May 2013. Janelle Nygaard, Criminal/Civil Support, anniversary step increase from step 4/$14.41 to step 5/$15.37 per hour, effective date January 1, 2013. The following personnel changes were submitted and approved by Chief Correctional Officer, Tom Walder: Erin Winge, Correctional Officer, anniversary step increase from step 3/$15.61 per hour to step 4/$16.20 per hour (includes educational incentive), effective date February 15th, 2013. Kayla Erickson, part time Correctional Officer, step increase from step 2/$15.12 per hour to step 3/$15.61 per hour, effective upon completion of 2088 hours from the time of employees last step increase. Wesley Jennings, part time Correctional Officer, step increase from step 1/$14.66 per hour to step 2/$15.12 per hour, effective upon employee's completion of 1044 hours of employment.

FACILITY MANAGER

The Board held discussions with Facilities Manager, Milo Ford, regarding the emergency replacement of a hot water heater in the barn at the Extension Center Complex and a probable change in rental policy fees for persons entering into rental contracts at the Extension Center Complex who do not pick up keys to the facility during regular Extension business hours.

OTHER MEETINGS

Commissioner Hanten reported on the 911 Advisory Board meeting she recently attended on Thursday, January 24th. Commissioner McElhany noted the City of Watertown is scheduled to go live with Zuercher Technologies as of this date.

COUNTY ASSISTANCE

Vickie Nelson appeared before the Board to discuss a request for assistance she made to the Codington County Welfare Office. Welfare Director, Sarah Petersen, was present for this discussion. The Board took no action regarding Ms. Nelson's request for assistance.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany to adjourn at 10:50 a.m., until 9:00 a.m., Tuesday, February 12th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
February 12, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of February 5, 2013**
3. **9:00 a.m., Action on a request from Kampeska Heritage Museum for additional funding**
4. **9:15 a.m., Action on a request for a partial release of County liens**
5. **9:30 a.m., Todd Kays, Executive Director, First District Association of Local Governments, annual report**
6. **Monthly reports**
   a. **Auditor**
   b. **Director of Equalization**
7. **Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees**
8. **Action to adopt a resolution for road load limits**
9. **Action transfer one DAV van to the VA in Sioux Falls**
10. **Action to transfer Commissioners Contingency funds to the Sheriff's budget for technology updates**
11. **Action to approve claims for payment**
12. **Action to approve property tax abatements**
13. **Action to declare Sheriff's office light bar system surplus to be donated to the Wallace Fire Dept.**
14. **Note Monday, February 18th, holiday closing**
15. **Action to approve automatic budget supplements**
16. **Action to approve travel requests**
17. **Action to approve personnel changes**
18. **Old Business**
19. **New Business**
20. **Open**
21. **Action to enter into Executive session**
22. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Wednesday, February 20, 2013, at the Codington County Courthouse**

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.

February 12, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 12th, 2013, at the Codington County Courthouse. Commissioner members present were: Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; absent George Heller; Vice Chair Hanten presiding.

AGENDA APPROVED
Motion by Johnson, second by Brinkman, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by McElhany, second by Brinkman, to approve the minutes of February 5th, 2013; all present voted aye; motion carried.

CODINGTON COUNTY HERITAGE MUSEUM
Kristi Lickei, Director and Donus Roberts, President; both from the Codington County Heritage Museum, met with the Board to discuss a list of items needed at the Museum. Ms. Lickei listed the following items for which the Museum needs additional funding: A new security system with wireless cameras; storm windows are in need of repair/replacement; and electrical updates are needed. Mr. Roberts noted these items are the most important in a list of projects that the Museum Board has identified. Mr. Roberts indicated the aforementioned projects could cost from $5,000.00 to $10,000.00. Mr. Roberts requested funding from the County in the amount of $5,000.00 over and above the 2013 appropriation currently in place for the museum. Commissioner Johnson asked if the museum board has ever considered moving the museum to a handicapped accessible location. Mr. Robert noted this conversation has taken place amongst museum board members. Motion by Brinkman, second by McElhany, to transfer $5,000.00 from Commissioners Contingency to the Historic Preservation budget; all present voted aye; motion carried.

PARTIAL LIEN RELEASE
Leif Erickson met with the Board to request a partial release of County liens filed against property, adjacent to property he owns, which he intends to purchase a portion of, and upon which he intends to build a three bedroom duplex. Mr. Erickson reviewed the chain of title on the property and how the County lien applies to the property which he intends to purchase. Motion by Brinkman, second by McElhany, to grant a partial release of County liens against property described as: Lots 10-13, Block 53, Way Case Addition to the City of Watertown; all present voted aye; motion carried.

FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS
Todd Kays, Executive Director with the First District Association of Local Governments, met with the Board to update the Board on work activities and economic development activities of the First District in 2012. Mr. Kays briefly outlined the history of the First District from its inception in 1971 and provided the Board with a copy of First District's activities and services within Codington County in 2012; reviewed funding sources for the First District, and reviewed current staffing levels within First District's organization.

WEIGHT LIMIT RESOLUTION
Highway Supt, Rick Small, appeared before the Board to request passage of a vehicle weight limit resolution for spring load limits. Mr. Small has requested assistance from the SD Highway Patrol in enforcing weight limits on County Roads. This resolution is supported by Ordinance #9,

as adopted February 4, 1997. Commissioner Johnson noted he would like a couple of areas looked at regarding weight limitations in the future.

CODINGTON COUNTY WEIGHT LIMIT RESOLUTION
Resolution No. 2013-5

WHEREAS, seasonal climatic changes can be detrimental to our highways, and

WHEREAS, the Codington County Board of Commissioners desires to protect existing Codington County Highways, ultimately saving tax dollars and,

WHEREAS, the Codington County Board of Commissioners desire the enforcement of weight limitations on Codington County Highways as set forth and posted by the Codington County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED:

> WHEREAS, the limits on Codington County roads shall be, forty miles per hour truck speed limit and maximum load limit shall be seven tons per axle on all asphalt surfaced roads during the spring thaw period from February 15, 2013, to May 1, 2013 inclusive, when limit signs are in place. That The South Dakota Highway Patrol be, and hereby is authorized and requested to enforce weight and speed limitations on Codington County Roads.

BE IT FURTHER RESOLVED, that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55 and 32-22-56.

Motion by McElhany, second by Brinkman, to approve the above and foregoing resolution; all present voted aye; motion carried.

Dated this 12th day of February, 2013, at Watertown, South Dakota.

Elmer P. Brinkman
Chairman of the Board

ATTEST:

Cindy Brugman
Codington County Auditor

MONTHLY REPORTS

Auditor, Cindy Brugman, reported work continues on beginning of the year projects; entering voter registration data into the "Total Vote" voter registration software through the Secretary of State's Office; and tracking legislative bills which pertain to Counties. **Director of Equalization, Shawna Constant,** reported a meeting has been scheduled for later today, with the property owners located in the 2012 reappraisal area, at the County Fair Banquet Hall from 3:00 p.m. to 7:00 p.m.; property cards are being updated; new values data is being entered into the computer system; building permits have been completed; and property assessment notices are scheduled to be mailed to property owners by March 1, 2013. Discussion was held regarding an employee of the Director of Equalization Office who requires approximately one week of unpaid leave. The Board had no objection to the unpaid leave request. The Director of Equalization

reported that an order has been received from the SD Supreme Court stating the appeal of Bill and Paula Thovson, for their 2011 property assessment, is without merit on several grounds. Ms. Constant provided and reviewed with the Board a 2013 Assessment Plan for Codington County as prepared by the office of the Codington County Director of Equalization. The purpose of this plan is to inform the Board of Commissioners of potential changes that will be achieved by the Codington County Director of Equalization Office for the 2013 assessment year. The Equalization Office did strive to achieve a median sales based ratio for all nonagricultural properties between 91% and 92% of market value.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Johnson, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of January, 2013; all present voted aye; motion carried.

Cash on hand	$ 5,680.30
Checks in Treasurers' possession	
less than 3 days	$ 48,312.89
Credit Card Charges	$ 1,771.96
Cash Items	$ 276.50
TOTAL CASH ASSETS ON HAND	$ 56,041.65
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 341.91
Reliabank Dakota	$ 12,281,875.84
INVESTMENTS	
SD Public Funds Investment	$ 6,968.50
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 400,000.00
TOTAL CASH ASSETS	$12,745,227.90
General Ledger Cash Balance by Funds:	
General	$ 6,702,980.16
General restricted cash	$ 500,000.00
Sp. Revenue	$ 3,903,728.36
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 1,628,107.53
(schools 901,221.85, townships 76,318.92; city/towns 234,231.48)	
TOTAL GENERAL LEDGER CASH	$12,745,227.90

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in January were in the amount of $39,242.00; with $2,240.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

COMMISSIONER EXCUSED

Commissioner Hanten was excused at 10:00 a.m., and Chairman Brinkman conducted the remainder of this meeting.

D.A.V. VAN

Motion by Johnson, second by McElhany, to declare fixed asset GEN01252, a 2006 van, surplus to be returned to the V.A. in Sioux Falls, per the recommendation of Veterans Service Officer, Al Janzen; all present voted aye; motion carried.

COMMISSIONERS CONTINGENCY TO SHERIFF'S BUDGET

Motion by Johnson, second by McElhany, to transfer $1,300.00 from Commissioners Contingency to the Sheriff's Budget for expenses related to unanticipated required technology updates and as previously discussed after adoption of the 2013 budget; all present voted aye; motion carried.

CLAIMS APPROVED FOR PAYMENT

Motion by McElhany, second by Johnson, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding Supply 24.73 Sup, Accreditation, Audit And 150.00 Sup, Jason R Adams 336.39 Svc, Norma Anderson 15.00 Svc, AP Auto Pros 182.57 Rep, AT&T Mobility 74.73 Util, AT&T Mobility 466.27 Util, AT&T Mobility 19.08 Util, Austin Law Offices 12226.15 Svc, Bauer Law Office Pc 839.60 Svc, Harlan Becker 20.00 Wit, Brenda Biel 77.65 Wit, Blackburn & Stevens Prof LLC 246.24 Svc, Francis Blais 51.48 Jury, Scott A. Bohls 352.52 Reimb, Scott Bohls 40.00 Cell, Borns Group 7452.47 Post, Boys & Girls Club 1000.00 Pmt, Brian's Glass & Door, Inc. 45.00 Rep, Elmer Brinkman 176.00 Reimb, Brown Clinic - Main 1507.00 Svc, Burns Law Office 2600.00 Svc, Butler Machinery 1193.03 Sup, Sarah Caron 50.00 Jury, Carquest Auto Parts 101.73 Rep, Carrico Law Prof. LLC 483.80 Svc, Cass-Clay Creamery 1556.20 Sup, Centurylink 13.38 Util, Centurylink 644.24 Util, Chuck's Bike & Lock Shop 289.50 Rep, Clark County EM 129.75 Grant, Codington Clark Electric 35.00 Util, Denise Cody 45.00 Svc, Cole Papers, Inc. 4070.82 Sup, Compass Counseling 3100.00 Svc, Connecting Point Computer Cent 3303.50 Maint, Connecting Point Computer Cent 135.00 Rep, Shawna Constant 25.00 Cell, County Fair Foods 382.25 Sup, Creative Rewards $ Specialties 10.00 Sup, Credit Bureau Of Watertown Inc 1339.05 Pmt, Culligan Water Conditioning 114.50 Sup, David Curtis 40.00 Cell, Dakota Data Shred 165.60 Maint, Dakota Outdoors 9.95 Rep, Dakota Security Systems, Inc 271.79 Rep, Delyle's South 81 Service Inc 418.83 Rep, Deuel County EM 784.99 Grant, Lori Deutsch 27.37 Sup, Steven Deville 1.70 Reimb, Diesel Machinery, Inc 223.35 Sup, Duane's Floor Covering LLC 38.50 Rep, Martie Dvorak 71.80 Wit, Sara Lee Bakery Group/ 651.85 Sup, East Dakota Water Development 1810.86 Apportionment, Election Systems & Software 4902.00 Maint, EMC Insurance Companies 3685.34 Ins, Engelstad Electric Co. 1909.40 Rep, Facility Dude 604.80 Trav, Farnams Genuine Parts 318.68 Sup, First District Assn Of Lcl Gov 3100.00 Svc, Allison Forbush 25.00 Cell, Galls, An Aramark Company 79.90 Sup, GCR Tire Center 487.48 Sup, GCR Tire Center 680.86 Rep, Genoa Healthcare/Watertown 83.74 Svc, Dave Gibbs 40.00 Cell, GIS Workshop 5600.00 Maint, Glacial Lakes & Prairies Tour. 750.00 Adv, Glass Products Inc. 21.79 Rep, Governors Inn 164.00 Trav, Grainger 158.12 Sup, Great Western Bank – Visa 412.70 sup, Green, Roby, Oviatt, 7295.23 Svc, Mike Gubka 40.00 Cell, Brenda Hanten 116.00 Reimb, George Heller 176.00 Reimb, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 2736.33 Sup, Rick Holinka 348.00 Reimb, Horn Law Office 201.20 Svc, Brad Howell 40.00 Cell, Human Service Agency 19323.25 Svc, Glacial Lakes Humane Society 200.00 Svc, HyVee #1871 Accts Receivable 1245.32 Sup, Interlakes Community Action 986.83 Svc, Interstate All Battery Center 62.95 Sup, Paul Johnson 583.33 Svc, Jurgens Printing 393.00 Sup, Nicole Kannas 55.92 Jury, Marty Karnopp 40.00 Cell, Cindy Kempers 20.00 Wit, Kennedy, Pier & Knoff LLP 184.40 Svc, Kimball Midwest 294.79 Sup, Tiffany Kirk 20.00 Wit, Knology 49.95 Util, Knology 374.01 Util, Terry Kos 33.62 Wit, Lake City Fire Equipment 338.65 Maint, J.H. Larson Electrical Co. 166.12 Rep, Lawson Products 112.82 Sup, Lewis & Clark Bhs 447.00 Svc, Lewno Law Office 601.82 Svc, Lincoln Co Treasurer 395.97 Svc, Jodi Loehrer 310.67 Reimb, Irvin Lonneman 50.74 Jury, Macksteel Warehouse, Inc. 124.26 Rep, Macksteel Warehouse, Inc. 20.38 Sup, Mac's Inc. 26.74 Rep, Mac's Inc. 76.10 Sup, Mahowald's 139.72 Rep, Manatron, Inc 2318.64 Maint, Marco, Inc 354.40 Rent, Mark's Auto 372.90 Rep, Marshall County EM 480.24 Grant, Rusty Mathews 40.00 Cell, Mcleod's Printing & Office Sup 644.32 Sup, Menards 486.58 Rep, Menards 68.55 Sup, Midcontinent Communications 55.00 Util, Midwest Medical Services, Inc 60.00 Sup, Moe Oil Company 1316.00 Sup, Jamie Monson 12.50 Cell, Alex Montreal 20.00

Wit, Municipal Utilities 1853.50 Util, Municipal Utilities 15980.08 Util, National Sheriffs' Association 100.00 Dues, Crystal Neale 410.28 Reimb, New Dawn Technologies Inc 2546.17 Maint, Northland Chemical Corp 113.35 Sup, Northwestern Energy 563.87 Util, Nutting 360.17 Misc, Janelle Nygaard 300.00 Reimb, Office Peeps, Inc. 211.88 Sup, Office Peeps, Inc. 3709.66 Sup, Office Peeps, Inc. 46.41 Sup, Jerrod Olson 352.52 Reimb, Jerrod Olson 40.00 Cell, Ottertail Power Co. 41.35 Util, Michelle Pederson 25.00 Cell, Pheasantland Industries 98.23 Sup, Tyler Pickrel 20.00 Wit, Pitney Bowes 185.00 Rent, PMB 0112 18.00 Svc, Jerry Pollard 170.00 Svc, Pond's Oven Gold Bakery 42.60 Sup, Prairie Lakes Health Care Cent 1165.26 Svc, Prairie Lakes Health Care Cent 1743.00 Svc, Print 'Em Now 321.00 Sup, Print 'Em Now 651.00 Sup, Redlinger Bros. 848.98 Rep, Adam Reeves 20.00 Cell, Cathryn Rehfuss 15.00 Svc, Brian Richter 348.00 Reimb, Brian Richter 40.00 Cell, Emily Riley 51.48 Jury, Ron's Saw Shop 105.95 Rep, Ron's Saw Shop 53.00 Rep, Runnings 47.12 Sup, Runnings 14.99 Sup, Dawn Russell 73.80 Svc, Safe-N-Secure 11170.00 Grant, Schrader's 90.00 Sup, Ross K Schulte DDS Pc 94.00 Svc, Scott Engineering Company 1369.00 Svc, SD Attorney General's Office 345.00 24/7, SD Department Of Revenue 682.00 Svc, S.D. Dept. Of Transportation 231.38 Rep, SD State Treasurer 349054.47 February Remittance, SDAAO 330.00 Dues, SDACO 1170.00 M&P Jan Collect, SDN Communications 612.97 Util, SDSU Extension 16750.00 Sal, Melissa Sears 25.00 Cell, Securus Technologies 2100.00 Sup, Senior Companions Of SD 1500.00 Svc, Shepherd Reporting LLC 82.50 Svc, Sioux Valley Coop 5049.82 Sup, Siouxland Properties 190.00 Rent, South Shore Gazette 1488.33 Pub, Spears Law Office 522.80 Svc, Sprint 287.26 Util, Star Laundry 107.50 Sup, Star Laundry 46.30 Sup, State Radio Communications 2640.00 Maint, Streicher's 2027.57 Grant, Sturdevant's Auto Parts 85.40 Sup, Sutton Law Office Pc 10420.83 Svc, Karen Swanda 45.00 Svc, Scott Swanson 25.00 Cell, Chris Tassler 20.00 Wit, TCM/Reliabank Visa 112.56 sup, Technicolor Screen Printing 14.00 Sup, Heidi Thorson 25.00 Cell, Tool Time Rental 320.00 Rent, Toshiba Financial Services 387.03 Rent, Trugreen Chemlawn 624.00 Rep, Uptowne Cleaners 13.28 Svc, Us Foodservice Inc 10718.45 Sup, Verizon Wireless 812.82 Util, Great Western Bank 389.99 Pmt, Tom Walder 40.00 Cell, Walmart Community 892.85 Sup, Watertown Ford 28.73 Rep, Watertown Ford 239.97 Rep, Watertown Public Opinion 2082.16 Pub, Watertown Area Transit 15000.00 Pmt, Tamara Weinkauf 52.96 Jury, Wells Fargo Securities, LLC 46068.90 Pmt, Westside Animal Clinic Pc 19.95 Svc, Sharon White 20.00 Wit, Sandy Wiesner 52.96 Jury, Toby Wishard 40.00 Cell, Watertown Police Department 782.83 Pmt, WW Tire Service Inc 60.65 Rep, Xerox Corporation 266.90 Sup, Yankton Co. Sheriff 125.00 Svc, Yankton Co Treasurer 103.75 Svc, Ann York 50.74 Jury, Roger A York 20.00 Wit, Kathy Young 348.00 Reimb, Zep Sales & Service 713.24 Sup, Vince Zubke 20.00 Wit, Zuercher Technologies LLC 1300.00 Sup.

PROPERTY TAX ABATEMENTS

Motion by Johnson, second by McElhany, to approve the following property tax abatements; as previously approved by the Director of Equalization; all present voted aye; motion carried. Property record #'s 3079, $378.60 abated; 18692, $425.62 abated; and 1944, $303.74 abated; property owners qualified for beginning farmers tax freeze. Property record #'s 2283, $322.40 abated and 17223, $736.98 abated; property owners qualified for owner occupied status. Property record #'s 8632, $1,218.52 abated and 10358, $85.14 abated; property owners qualified for assessment reduction program. Property record #'s 6379, $979.58 abated; 6378, $216.78 abated; and 6380, $673.56 abated; property owner is exempt from tax. Property record #3209, $431.28, property suffered loss due to fire.

SURPLUS PROPERTY

Motion by McElhany, second by Johnson, to declare an MX Strikeforce light bar system, surplus, to be donated to the Wallace Fire Department, per the request of Sheriff, Toby Wishard; all present voted aye; motion carried.

HOLIDAY NOTED
The Board noted the Courthouse and all County offices will be closed on Monday, February 18th, 2013, in observance of "Presidents Day", per previously adopted policy.

AUTOMATIC BUDGET SUPPLEMENT
Motion by Johnson, second by McElhany, to supplement the Emergency Management expenditure budget in the amount of $261.76 with P.O.D. grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUEST
Motion by Johnson, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Hwy. Supt., Rick Small; Supt. Short Course in Deadwood.

OTHER MEETINGS
Commissioner Johnson noted he will attend an SDSU Ag. & Bio Science advisory board meeting on Wednesday, February 13th.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Johnson, second by McElhany to adjourn at 10:12 a.m., until 9:00 a.m., Wednesday, February 20th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
February 20, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of February 12, 2013**

3. **Monthly reports**
   a. **Facilities Manager**
   b. **Highway Supt.**

4. **Discussion/action to approve a 2013 bridge inspection resolution**

5. **Action to approve claims for payment**

6. **Action to approve a 2013 WIC Contract Amendment**

7. **Action to declare property surplus to be destroyed**
   a. **Extension Office, kitchen microwave**
   b. **Sheriff's Office, laserjet color printer**

8. **10:00 a.m., Open and award bids for 2013 Highway supplies and Weed chemicals**

9. **Action to approve automatic budget supplements**

10. **Action to approve travel requests**
    a. **Welfare Director, travel to Pierre as needed for Legislative testimony**
    b. **Welfare Director and clerk, SDACWO Spring Workshop, in Pierre**

11. **Action to approve personnel changes**
    a. **Treasurer Office Clerk, Sandy Theye, anniversary step increase**

12. **Old Business**

13. **New Business**

14. **Open**

15. **Action to enter into Executive session**

16. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, February 26, 2013, at the Codington County Courthouse**

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.

February 20, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Wednesday, February 20th, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, and Brenda Hanten; absent Myron Johnson and Elmer Brinkman; Vice Chair Hanten presiding.

AGENDA APPROVED
Motion by Heller, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by McElhany, second by Hanten, to approve the minutes of February 12th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, reported on the following items: the Highway Dept. has been moving snow and scraping ice due to the recent winter storms and snow removal costs are up from $43,000.00 in Jan through Mar 2012 to $45,000.00 in Jan through Feb 8, 2013; and Highway Dept. staff are currently attending a "Distracted Driving" workshop conducted by Safety Benefits. **Facilities Manager, Milo Ford,** reported on the following items: Ag. Building – the 2013 Winter Farm Show has wrapped up with no major problems; the wireless internet system recently installed at the Extension Center Complex was successfully used during the Farm Show; several furnace issues have been addressed; the "Brookings Rabbit Club Youth Show" was recently held at the Extension Center Complex with the "Big Boys Toy Show" scheduled for the upcoming weekend. Detention Center – work is progressing on the new dorm area in the basement of the Detention Center. Courthouse – the ceiling and lighting project in the Nurses' Office has been completed as of February 19th; the Highway Dept. has removed the large snow piles for the Courthouse parking lot; and a meeting will be held at 11:00 a.m. today, in the office of the Facilities Manager, with a website design company.

BRIDGE REINSPECTION RESOLUTION
Highway Supt., Rick Small, presented the Board with a Bridge Reinspection Resolution which will allow Codington County to participate in an 80/20, cost sharing Bridge Inspection Program, using Bridge Replacement funds through the SDDOT. Motion by McElhany, second by Heller, to authorize the Vice Chair to sign the following resolution, all present voted aye; motion carried:

RESOLUTION 2013-6

BRIDGE REINSPECTION
PROGRAM RESOLUTION
FOR USE WITH SDDOT RETAINER CONTRACTS

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Codington County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

Codington County requests SDDOT to hire Aason Engineering, Consulting Engineers, for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. Codington County will be responsible for the required 20% matching funds.

Dated this 20th day of February 2013, at Watertown, South Dakota

Board of County Commissioners of Codington County.

Brenda Hanten
Vice Chair of the Board

ATTEST:

Cindy Brugman
County Auditor

CLAIMS APPROVED
Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Watertown City Finance Office 21,130.06, 911 fees; Adams County Sheriff 38.00, fees; Custer County Sheriff 50.00, fees; Kern County Sheriff 45.00, fees.

WIC 2013 CONTRACT AMENDMENT
Motion by Heller, second by McElhany, to authorize the Vice Chair to sign a contract amendment between Codington County and the SD Dept. of Health, WIC Program, for fiscal year 2013 to provide additional dollars in the contract not to exceed a total contract amount of $27,627.00; all present voted aye; motion carried.

SURPLUS PROPERTY
Motion by McElhany, second by Heller, to declare the following items surplus, to be destroyed; all present voted aye; motion carried: Extension Office – Emerson Microwave, s/n 05301203MN and Detention Center – LaserJet color printer, HP3600n, s/n CNNBD15000.

AUTOMATIC BUDGET SUPPLEMENT
Motion by McElhany, second by Heller, to supplement the Emergency Management expenditure and revenue budgets in the amount of $14,592.55 with Homeland Security grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUEST
Motion by McElhany second by Heller, to approve the following travel requests; all present voted aye; motion carried: Welfare Director, Sarah Petersen, travel to Pierre for Legislative testimony as needed. Welfare Director, Sarah Petersen and Welfare Director Clerk, Julie Radach, SDACWO Spring Workshop, in Pierre.

PERSONNEL CHANGES
Motion by Heller, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Sandy Theye; Treasurer Office Clerk; 6 mo. Step increase, from step 1/$12.56 per hour to step 2/$12.92 per hour; effective date February 1, 2013; submitted and approved by Treasurer, Carol Maloney.

BIDS FOR HIGHWAY SUPPLIES AND WEED CHEMICALS

This being the time and place set for the opening of bids for 2013 Highway supplies and Weed chemicals, the following bids were received and acted upon by the Board.

Concrete Pipe, Pre-Stressed Bridge Deck, and Concrete Box Culverts

1. Cretex Concrete Products West, Inc.; Rapid City, South Dakota
   a. Concrete Pipe: 24" - $26.86 per ft.; 36" - $50.03 per ft.; 60" - $132.59 per ft.
   b. Pre-Stressed Bridge Deck: 40'x23" - $3,960.00 each; 50'x30" – $5,753.00 each
   c. Concrete Box Culverts: 8'x8' $449.00 plf.; 10'x10' $556.00 plf.

Motion by Heller, second by McElhany, to accept the bids of Cretex, the only bidder, per the recommendation of the Highway Supt.; all present voted aye; motion carried.

Corrugated Metal Pipe

1. True North Steel, Huron, SD

a. 2 2/3" x 1/2" corrugation:
   18"x16 ga. - $11.81 plf spiral, $13.40 plf riveted;
   24"x16 ga. $15.49 plf spiral, 17.57 plf riveted;
   30"x14 ga. $23.97 plf spiral, 27.18 plf riveted;
   36"x14 ga. $28.68 plf spiral, 32.52 plf riveted

b. 5" x 1" corrugation:
   60"x14 ga. $48.98 plf;
   72"x12 ga. $83.25 plf;
   96"x12 ga. $110.63 plf;
   108"x12 ga. $124.32 plf.

c. 5" x 1" corrugation arch:
   60" class 68"x52" 12 ga. $73.09 plf;
   72" class 79"x62" 12 ga. $87.48 plf;
   108" class 123"x88" 12 ga. $130.65 plf.

Motion by McElhany, second by Heller, to accept the bid of True North Steel, the only bidder, per the recommendation of the Highway Supt; all present voted aye; motion carried.

Bridge Lumber

1. True North Steel, Huron, SD
   a. Plank 3'x12'x20' - $1,470.00 M'BF partial load; $1,370.00 M'BF full load
   b. Creosote piling 35' to 40' lengths – no bid
   c. Wood posts 4" to 5" x 12' – no bid; 14' posts $25.00 each

Motion by McElhany, second by Heller, to accept the bid of, True North Steel, the only bid, for bridge lumber, per the recommendation of the Highway Supt.; all present voted aye; motion carried.

Diesel Fuel and Gasohol

1. Cenex, Watertown, SD
   a. #2 diesel – Watertown shop $3.50 gal; Out shops $3.60 gal.
   b. Gasohol E-10 – Watertown shop $3.47 gal; Out shops $3.57 gal.

Motion by Heller, second by McElhany, to accept the bid of Cenex, the only bid, per the recommendation of the Highway Supt.; all present voted aye; motion carried.

Liquid Asphalt

1. Flint Hills Resources, Marshall, MN
   a. MC-70 $767.64 per ton; MC-3000 $647.64 per ton.
2. Jebro, Inc., Sioux City, IA

a. MC-70 $805.10; MC-3000 $695.10 per ton.

Motion by Heller, second by McElhany, to accept the bid of Flint Hills, per the recommendation of the Highway Supt.; upon vote of the Board, all present voted aye; motion carried.

Pea Gravel

1. Northern Con-Agg, LLP, Plymouth, MN
   a. $4.70 per ton, Rauville plant

Motion by Heller, second by McElhany, to accept the bid of Northern Con-Agg, LLP, the only bid, per the recommendation of the Highway Supt.; all present voted aye; motion carried.

Gravel Crushing

1. Brownlee Construction, Watertown, SD

a. 1/2" $2.84 per ton; 5/8" $2.54 per ton; 3/4" $2.25 per ton

Motion by Heller, second by McElhany, to accept the bid of Brownlee Construction, the only bid, as recommended by the Highway Supt.; all present voted aye; motion carried.

Asphalt Patching Material

1. McLaughlin and Schulz, Inc., Marshall, MN
   a. Cold Mix $112.00 per ton
   b. Hot Mix $69.00 per ton

Motion by Heller, second by McElhany, to accept the bid from McLaughlin and Schulz, the only bid, as recommended by the Highway Supt.; all present voted aye; motion carried.

Weed Chemicals

1. Van Diest Supply Co.; Pierre, South Dakota

Roundup Ultramax or equivalent $15.49; Roundup Pro or equivalent $19.39; Plateau or equivalent $112.49 (Panoramic) $122.49 (Plateau); 2-4D Amine, Aquatic labeled $12.67; Tordon 22K or equivalent $46.64; Milestone $299.73; Forefront $46.55 (Dow) $61.97 (Forefront HL); Nonionic Surfactant $8.97

2. Helena Chemical; Clear Lake, SD

Roundup Ultramax or equivalent $11.75; Roundup Pro or equivalent - no bid; Plateau or equivalent – no bid; 2-4D Amine $14.50; Tordon 22K or equivalent $51.00; Milestone – no bid; Forefront $52.00; Nonionic Surfactant $23.25

3. Hefty Seed Company; Watertown, South Dakota

Roundup Ultramax or equivalent $22.80; Roundup Pro or equivalent – no bid; Plateau or Equivalent $212.87; 2-4D Amine $13.73; Tordon 22K or equivalent $52.56; Milestone $314.66; Forefront $56.87 (HL); Nonionic Surfactant $16.76

Motion by McElhany, second by Heller, to postpone the award for these bids until Tuesday, February 26th, 2013; to allow the Weed Dept. Manager to review the bids; all present voted aye; motion carried.

OTHER MEETINGS

Commissioner McElhany attended Planning Board and Weed Board meetings in the past week and will attend the State Weed meeting in Huron this week. Commissioner Hanten attended the monthly meeting of the Watertown Area Transit.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Heller, second by McElhany to adjourn at 9:42 a.m., until 9:00 a.m., Tuesday, February 26th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
February 26, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of February 20, 2013
3. ~~911~~ Fire Advisory Board presentation
4. Action to approve a resolution for a plat entitled "John Hansen Addition" Located in the Northwest Quarter of Section 13-T117N-R53W of the 5th P.M., in the County of Codington, South Dakota. (Lake Township)
5. Monthly reports
   a. Emergency Management
   b. Sheriff
6. Action to authorize the replacement of a patrol vehicle
7. Action to authorize the purchase of patrol vehicles as budgeted in 2013
8. Action to approve salary claims
9. Action to award bids for 2013 Weed chemicals
10. Action to approve automatic budget supplements
11. Action to approve travel requests
    a. Emergency Management Director, State meeting in Mitchel
12. Action to approve personnel changes
13. Old Business
14. New Business
15. Open
16. Action to enter into Executive session
17. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, March 5, 2013, at the Codington County Courthouse

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.

February 26, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 26th, 2013, at the Codington County Courthouse. Commissioner members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of February 20th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Sheriff, Toby Wishard, submitted the following statistics for the month ending January 31, 2013, for the Detention Center and Sheriff's Office: 67 average daily inmate population; 185 bookings; $12,277.53 collected in out of county prisoner contracts; $5,470.00 collected in work release; $3,731.00 collected in fees for the 24/7 program, $5,111.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 48 individuals testing twice daily; 4 individuals reporting twice weekly for UA Drug tests; and 24 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 457 calls for service; 10 accidents investigated; 85 arrest warrants; 389 sets of civil papers served; and 14 prisoner transports for a total of 3,869 miles traveled. Sheriff Wishard noted in house defensive tactics training has been completed in the last month and the Sheriff's Office has gone live with the new software as of February 1st. Sheriff Wishard also presented the Board with a report of fees collected in the month of January 2013, in the amount of $7,079.47.

PATROL VEHICLE REPLACEMENT
Sheriff, Toby Wishard, advised the Board that a patrol vehicle was recently totaled out by the County's insurance company after an accident involving a pursuit. Sheriff Wishard received a quote from Watertown Ford Chrysler in the amount of $25,470.00 for a 2013 Ford Police Interceptor Utility Explorer. Sheriff Wishard noted this same vehicle is listed on the official State of South Dakota bid list for $25,528.00. Motion by Heller, second by McElhany, to authorize the Sheriff to purchase the replacement patrol vehicle, as quoted by Watertown Ford Chrysler, in the amount of $25,470.00; all present voted aye; motion carried.

BUDGETED PATROL VEHICLES
Sheriff, Toby Wishard, requested authorization to purchase two new patrol vehicles as previously budgeted. Sheriff Wishard provided the Board with the following quotes:

2013 Ram 1500 4x4 crew cab truck
Billion Auto – $22,652.00 (current state bid price)
Watertown Ford Chrysler - $22,361.00

2013 Dodge Grand Caravan
Billion Auto - $20,744.00 (current state bid price)
Watertown Ford Chrysler - $20,699.00

Motion by Johnson, second by Hanten, to authorize the Sheriff to purchase both vehicles as quoted by Watertown Ford Chrysler and as previously budgeted; all present voted aye; motion carried. Sheriff Wishard advised the Board it could take two – three months for these vehicles to arrive and at that time two patrol vehicles will be declared surplus for trade in on the new vehicles.

SALARY CLAIMS

Motion by Heller, second by McElhany, to approve the following salary claims for the month ending February, 2013; all present voted aye; motion carried: Commissioners: 9,346.35 total salaries. Auditor: 16,382.63 total salaries. Co. Treasurer: 23,513.05 total salaries; Sandy Theye 1,149.86 step increase. States Attorney: 29,075.09 total salaries; Kayleen Sutten 365.37 new hire. Gov. Buildings: 16,779.87 total salaries. Dir. Equalization: 34,019.95 total salaries. Reg. of Deeds: 16,138.05 total salaries. Veterans Service: 7,907.25 total salaries. Sheriff: 64,297.89 total salaries. Co. Jail: 75,171.97 total salaries; Erin Winge 1,564.65 step increase; Wesley Jennings 2,171.34 step increase. Care of the Poor: 3,831.44 total salaries. County Nurse: 3,588.05 total salaries. Ag. Bldg.: 7,553.29 total salaries. Co. Extension: 7,572.34 total salaries. Weed Control: 4,760.22 total salaries. Planning Board: 366.45 total salaries. Road & Bridge: 74,811.21 total salaries. Emergency Management: 9,150.84 total salaries. Crime Victim: 5,047.62 total salaries. W.I.C.: 3,589.63 total salaries. Total: 412,903.19. Breakdown of withholding amounts which are included in the above: S.D. Retirement 37,694.48; S.D. Retirement 322.49 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; WellMark 54,851.48 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,441.38 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 311.29 suppl. retire.; AFSCME Local #2488 306.00 employee union dues; AFLAC 2,428.97 ins.; Assurity Life Insurance Company 249.45 ins.; U.M.B. Bank 2,017.00 suppl. retire.; AFLAC 354.67 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,305.94 employee payments; Cod. Co. Treasurer 36,440.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 315.00.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 29,602.11 federal withholding; ReliaBank Dakota 46,772.33 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

2013 WEED CHEMICAL BIDS

Weed Dept. Manager, Paul Johnson, and Weed Dept. Supervisor, Steve Molengraaf, met with the Board to review the bids received for 2013 weed chemical and recommended acceptance of the following:

1. Van Diest Supply Co.; Pierre, South Dakota

Roundup Pro or equivalent $19.39; Plateau or equivalent $112.49 (Alligare) $122.49 (BASF); 2-4D Amine, Aquatic labeled $12.67; Tordon 22K or equivalent $46.64; Milestone $299.73; Nonionic Surfactant $8.97

2. Helena Chemical; Clear Lake, SD

Roundup Ultramax or equivalent $11.75; Forefront $52.00

Motion by McElhany, second by Hanten, to accept the aforementioned bids as recommended by the Weed Dept.; all present voted aye; motion carried.

STATE WEED MEETING

Paul Johnson, Weed Dept. Manager; Steven Molengraaf, Weed Dept. Supervisor; and Commissioner McElhany reported on the State Weed Meeting they recently attended in Huron. Mr. Johnson advised the Board that Codington County was not approved for grant funds this year.

TRAVEL REQUEST

Motion by Hanten, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Emergency Management Director, Jim Sutton; State Emergency Management Meeting in Mitchell.

WATERTOWN FIRE ADVISORY BOARD

Watertown Fire Rescue Chief, Doug Kranz, and Ward A Alderman, Mike Danforth, met with the Board to discuss ambulance services provided by Watertown Fire Rescue to the residents of Codington County. Alderman Danforth noted an issue, under review by the Watertown Fire Advisory Board, is that ambulance services are provided to all residents of Codington County, without any operational funding from Codington County or non-city residents (other than billable services, which all City and County residents pay) and that the current status is challenging WRF operations and is deemed unfair to City residents. Alderman Danforth informed the Board that an objective of the Fire Advisory Board is to establish an ambulance service agreement with Codington County in order to: Help ensure the continuation and further development of the life critical service for all City and County residents; and to provide an equitable manner for all City and County residents to effectively share in the cost of providing these services (funding). Alderman Danforth proposed a funding agreement, to cover the estimated subsidized WFR budget amount of $1,326,573.00, with an estimated cost to the County of $278,580.00 based on current census data of County residents outside the Watertown City limits. Discussion was also held regarding the possibility of contracting with an independent ambulance service as is done in other Cities within the State. The Board requested additional information regarding the number and type of ambulance calls outside the City of Watertown.

"JOHN HANSON ADDITION" PLAT RESOLUTION

Zoning Officer, Luke Muller, presented and reviewed, a proposed plat of the "John Hanson Addition" located in Lake Township. Mr. Muller advised the Board that the Codington County Planning and Zoning Board has recommended approval of the proposed plat, with several provisions regarding an existing farmstead exemption and any subsequent transfer of any dwelling located upon the property. The Board took action on the following resolution:

RESOLUTION #2013-7

A Resolution to approve the platting of the "John Hanson 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:

"John Hanson Addition" located in the NW1/4 of Section 13-T117N-R53 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.
Dated at Watertown, Codington County, South Dakota, this 26th day of February, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-7, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 26th day of February, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

ADJOURNMENT
There being no further business to come before the Board a motion was made by Johnson, second by McElhany to adjourn at 10:42 a.m., until 9:00 a.m., Tuesday, March 5th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
March 5, 2013

1. Action to approve agenda and adjust cell phones

2. Action to approve the minutes of February 26, 2013

3. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare

4. Action to authorize the purchase of computer software for Memorial Park reservations

5. Action to authorize restroom repairs in the sale ring area at the Extension Center Complex

6. Discussion regarding Memorandum of Agreement between the Sisseton-Wahpeton Oyate of the Lake Traverse Reservation, Codington County, and the City of Watertown for Fire, Law Enforcement, Ambulance and Road Services at Dakota Sioux Casino

7. Discussion regarding MOU between Codington County and the City of Watertown to establish respective rights for annual payments from the Sisseton-Wahpeton Oyate for services provided at Dakota Sioux Casino

8. Action to approve automatic budget supplements

9. Action to approve travel requests

10. Action to approve personnel changes
    a. Appoint two Commissioners for employee sick bank requests

11. Old Business

12. New Business

13. Open – Meeting of the Codington County Housing and Development Commission following adjournment of County Commissioners

14. Action to enter into Executive session

15. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, March 12, 2013, at the Codington County Courthouse

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.

March 5, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 5th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by McElhany, to approve the minutes of February 26th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Community Health Nurses, Karla Moes and Karen Nygaard, who could not be present for this meeting, submitted a written reported covering the following items: WIC appointments; prenatal health reviews; participation in a POD (Point of Dispensing) exercise; attendance at a regional staff meeting; and clerical assistance from Grant County in February. **Weed Dept. Supervisor, Steven Molengraaf,** who could not be present for this meeting, submitted the following for the Board's information: The new truck is being prepared for the spraying season with installation of the spray equipment pending and request forms have been sent to Townships for 2013 spray service. **Welfare Director, Sarah Petersen,** submitted a written report of the following statistics for the time period February 9th through March 4th, 2013: 6 applications; with 3 approved for County assistance; 3 denials; 0 pending or referred; 0 other resources utilized; 0 guarantees; and 1 new client approved. Total Assistance: $2,193.50 for 1 medical, 1 rental, and 1 burial; 1 active medical case and 0 medical applications pending decision. Total Credits: $10,197.28. The Welfare Director noted 257 persons utilized the NACo Prescription Drug Program in Codington County in the month of January with a realized savings of $5,622.24. Ms. Petersen noted energy assistance applications continue to be filed with a March 31st deadline for filing. **Veterans Service Officer, Al Janzen,** reported 8 trips with 23 riders in the month of February. Mr. Janzen advised the Board there were 6 legislative bills dealing with Veterans issues this legislative season and 5 of those bills did pass. HB1249, which dealt with salary assistance to Counties for Veterans Service Officers, did not pass. **SDSU Field Specialist, Warren Rusche,** reported John Sanders has been hired to fill the position of SDSU Field Specialist in the field of Gerontology. Mr. Rusche noted several other open specialist positions are being advertised at this time.

CODINGTON COUNTY, CITY OF WATERTOWN, SISSETON-WAHPETON OYATE MEMORANDUM OF AGREEMENT

Watertown City Attorney, Stanton Fox, met with the Board to discuss the current agreement between Codington County, the City of Watertown, and the Sisseton-Wahpeton Oyate of the Lake Traverse Reservation for the provision of law enforcement, road services, fire service, and ambulance service at the Dakota Sioux Casino. The Board determined the provision of services within the current agreement will not change and only an amendment will be needed regarding the funding formula that was increased due to the gaming expansion allowed to Dakota Sioux Casino by the State of South Dakota. The City attorney will contact Sisseton-Wahpeton Oyate officials and prepare an amendment for the change in funding formula to be presented to this Board at a later date.

CODINGTON COUNTY – CITY OF WATERTOWN MOU REGARDING ANNUAL PAYMENTS FOR THE PROVISION OF SERVICES AT DAKOTA SIOUX CASINO

The Board held a brief discussion regarding the funding agreement between Codington County and the City of Watertown for services provided at Dakota Sioux Casino. Commissioners Brinkman and Hanten have previously met with Watertown Mayor, Gary Williams, regarding the current funding agreement and the new funding formula coming into play with the expansion at Dakota Sioux Casino. The Board will discuss the funding agreement after the contract for services is approved between the County, City, and Sisseton-Wahpeton Oyate.

MEMORIAL PARK COMPUTER SOFTWARE

Motion by Johnson, second by McElhany, to authorize the purchase of campground management software, from Cottonwood Software, in the amount of $945.00, as previously budgeted and requested by Facility Manager, Milo Ford; all present voted aye; motion carried. Mr. Ford noted this software package can, in the future, be linked to allow for online campground reservations; comes with free support service; and contains an annual update fee of $100.00 per year.

EXTENSION CENTER COMPLEX SALE RING RESTROOM RENOVATIONS

Facility Manager, Milo Ford, requested authorization to proceed with a project to renovate the sale ring restrooms at the Extension Center Complex. Mr. Ford noted this project will require the removal of the current walls and replacement of the sheet rock with a solid wood back dairy panel to prevent water damage. Mr. Ford received one quote for this project from Loehrer Carpentry, in the amount of $4,182.00, with an additional hourly fee of $35.00 per hour if the project exceeds the scope of the planned project. Mr. Ford noted this project will not involve the replacement of any plumbing fixtures. Motion by Hanten, second by McElhany, to proceed with the proposed renovations to the sale ring restrooms; all present voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Heller, second by McElhany to approve an automatic budget supplement to the Emergency Management expenditure budget, in the amount of $2,119.69, with previously received POD (Point of Dispensing) grant funds; all present voted aye; motion carried.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 9:32 a.m., to discuss personnel, potential litigation and/or contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:00 a.m., action was taken.

LEGAL REPRESENTATION

Motion by McElhany, second by Heller; to retain outside legal counsel for the purpose of representing Director of Equalization Staff and/or County Commissioners during any interviews and/or investigations of the South Dakota Division of Criminal Investigation; all present voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 10:01 a.m., until 9:00 a.m., Tuesday, March 12th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
March 12, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of March 5, 2013**
3. **Monthly reports**
   a. **Auditor**
   b. **Director of Equalization**
4. **Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees**
5. **Action to approve claims for payment**
6. **Discussion/action regarding a maintenance/finance agreement for 2015 signing project**
7. **Action to authorize a request for proposals for a 24x24 garage at Memorial Park as budgeted in 2013**
8. **Discussion regarding reservation regulations for Memorial Park**
9. **Note Sioux Valley Commissioners Association quarterly meeting**
10. **Action to approve automatic budget supplements**
11. **Action to approve travel requests**
    a. **Facility Manager, Milo Ford, West Nile Virus Workshop**
    b. **Weed Dept. Supervisor, Steve Molengraaf, West Nile Virus Workshop**
12. **Action to approve personnel changes**
    a. **Sandra Wegter, Director of Equalization Clerk, anniversary step increase**
    b. **Julie Radach, Welfare Office Clerk, step increase**
13. **Old Business**
14. **New Business**
15. **Open**
16. **Action to enter into Executive session**
17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, March 19, 2013, at the Codington County Courthouse**

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.

March 12, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 12th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, and Brenda Hanten; Elmer Brinkman absent; Vice-Chairwoman Hanten presiding.

AGENDA APPROVED
Motion by McElhany, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Heller, to approve the minutes of March 5th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported the annual report has been completed and filed with the Dept. of Legislative Audit and published per statute; work continues on entering data into TotalVote; a salary survey request has been received from First Dist. Association of Local Governments; and the County has been notified of potential funding cuts due to sequestration orders. **Director of Equalization, Shawna Constant,** reported 2013 assessment notices were mailed out the end of February, Local Board appeals are due by March 14th, with Local Boards beginning on March 18th and ending on March 22nd, County Board appeals are due by April 2nd and the County Board of Equalization will begin at 1:00 PM on Tuesday, April 9th in the chambers of the County Commissioners at the Courthouse, and Consolidated Board appeals are due by April 2nd with the Consolidated Board of Equalization beginning at 7:00 PM on Tuesday, April 9th at Watertown City Hall and again on April 16th if needed.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES
Motion by McElhany, second by Johnson, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of February, 2013; all present voted aye; motion carried.

Cash on hand	$ 7,153.20
Checks in Treasurers' possession	
less than 3 days	$ 69,249.53
Credit Card Charges	$ 874.55
Cash Items	$ 325.80
TOTAL CASH ASSETS ON HAND	$ 77,603.08
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 330.41
Reliabank Dakota	$ 11,266,241.43
INVESTMENTS	
SD Public Funds Investment	$ 6,968.68
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$11,551,143.60
General Ledger Cash Balance by Funds:	
General	$ 6,271,976.90
General restricted cash	$ 500,000.00
Sp. Revenue	$ 3,882,253.87
Sp. Revenue restricted cash	$ 10,411.85

Trust & Agency	$ 886,500.98
(schools 394,923.35, townships 38,317.37; city/towns 67,315.06)	
TOTAL GENERAL LEDGER CASH	$11,551,143.60

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in February were in the amount of $27,103.50; with $2,360.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS APPROVED FOR PAYMENT

Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding Supply 495.80 Sup, Accreditation, Audit And 150.00 Sup, Active Heating 1054.70 Rep, Norma Anderson 30.00 Svc, AT&T Mobility 69.44 Util, AT&T Mobility 427.70 Util, Avera Queen Of Peace 185.70 Maint, Batteries Unlimited 163.00 Rep, Bendix Imaging Incorporated 485.00 Equip, Francis Blais 51.48 Jury, Scott A. Bohls 40.00 Cell, Borns Group 6873.39 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 541.20 Svc, Brevik Law Office Prof Llc 191.69 Svc, Brian's Glass & Door, Inc. 681.00 Rep, Brown Clinic PLLP 1530.00 Svc, Brown Clinic - Main 998.00 Svc, Burns Law Office 3378.00 Svc, Business Telephone Company 74.50 Rep, Butler Machinery 706.81 Rep, Sarah Caron 50.00 Jury, Cashway Lumber Inc. 74.98 Rep, Cass-Clay Creamery 1449.80 Sup, Centurylink 13.38 Util, Centurylink 644.24 Util, Centurylink 85.28 Util, Certified Laboratories 169.00 Sup, Chuck's Bike & Lock Shop 20.20 Rep, Codington Clark Electric 35.00 Util, Codington County Treasurer 126.45 Post, Cole Papers, Inc. 4148.48 Rep, Connecting Point Computer Cent 8289.55 Maint, Connecting Point Computer Cent 10036.35 Grant, Shawna Constant 25.00 Cell, County Fair Foods 189.66 Sup, Credit Bureau Of Watertown Inc 1532.69 Pmt, Culligan Water Conditioning 145.25 Sup, David Curtis 40.00 Cell, Dakota Riggers & Tool Supply 77.25 Rep, Diesel Machinery, Inc 5864.00 Sup, Sara Lee Bakery Group/ 1069.25 Sup, East Dakota Water Development 1103.62 Feb Apportionment, Ellyson Law Office 1161.94 Svc, Kevin Elmore 40.72 Wit, EMC Insurance Companies 46829.00 Ins, Engelstad Electric Co. 3278.00 Rep, Erickson Court Reporting 182.00 Svc, Etterman Enterprises 27.72 Sup, Farnams Genuine Parts 620.02 Sup, FedEx 21.12 Fees, Allison Forbush 25.00 Cell, Fox, Youngberg & Lewno, P.C. 175.20 Svc, Claire Frazee 52.41 Wit, Galls, An Aramark Company 364.05 Sup, GCR Tire Center 618.79 Rep, Gemini Acoustical Llc 5735.00 Rep, Genoa Healthcare/Watertown 1106.87 Svc, David Gibbs 40.00 Cell, Grainger 332.14 Sup, Green, Roby, Oviatt, 4158.33 Svc, Alex Groves 20.00 Wit, Michael Gubka 40.00 Cell, Keith Hanson 30.60 Reimb, Harmelink, Fox & Ravnsborg Law 260.00 Svc, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 1596.69 Sup, Ashley Hinker 20.00 Wit, Brad Howell 40.00 Cell, Human Service Agency 227.00 Sup, Glacial Lakes Humane Society 75.00 Svc, HyVee #1871 Accts Receivable 1649.06 Sup, Interlakes Community Action 1973.66 Svc, Intoximeters 600.00 Sup, Paul Johnson 127.75 Trav, Paul Johnson 583.33 Svc, Scott Jongbloed 500.00 Grant, Jurgens Printing 301.00 Sup, Jurgens Printing 119.69 Grant, Georgia Kahnke 25.99 Mile, Nicole Kannas 55.92 Jury, Karl's 44.99 Rep, Marty Karnopp 40.00 Cell, Tiffany Kirk 20.00 Wit, Knology 49.95 Util, Knology 358.35 Util, Judy Kos 25.99 Mile, Lake City Fire Equipment 454.55 Maint, J.H. Larson Electrical Co. 65.36 Rep, Lawson Products 68.87 Sup, Lewis Drug Store 7.34 Sup, Lewis & Clark Bhs 447.00 Svc, Lewno Law Office 383.42 Svc, Lincoln Co Treasurer 302.99 Svc, Lincoln Journal Star 16.96 Pub, Jodi Loehrer 73.03 Trav, Irvin Lonneman 50.74 Jury, David Maag 38.50 Wit, Macksteel Warehouse, Inc. 1748.35 Sup, Mac's Inc. 121.30 Rep, Jackie Mahlen 40.00 Wit, Mahowald's 267.34 Rep, The Maintenance Shop 725.52 Rep, Mantek 204.75 Sup, Marco, Inc 354.40 Rent, Mark's Auto 229.23 Rep, Russell Mathews 40.00 Cell, Menards 23.88 Rep, Menards 47.25 Sup, Midcontinent Communications 55.00 Util, Milbank Communications 486.60 Rep, Minnehaha County Auditor 112.50 Svc, Moe Oil Company 1097.40 Sup, Steve Molengraaf 21.00 Trav, Jamie Monson 12.50 Cell, Municipal Utilities 17088.42 Util, Municipal Utilities 1457.17 Util, Muth Electric 65.92 Rep, Northern

Truck Equipment Corp. 59.58 Rep, Northland Chemican Corp 113.35 Rep, Northside Dental Offices 988.00 Svc, Northwestern Energy 564.49 Util, Yanira Novoa 275.00 Svc, Office Peeps, Inc. 24.42 Sup, Office Peeps, Inc. 1591.03 Sup, Office Peeps, Inc. 6.93 Sup, Timothy Oien 20.00 Wit, Jerrod Olson 40.00 Cell, Ottertail Power Co. 44.50 Util, Michelle Pederson 25.00 Cell, Pennington County Sheriff 119.55 Trav, Josh Pester 30.00 Rep, Sarah Petersen 26.00 Trav, Pitney Bowes 210.00 Rent, PMB 0112 170.45 Util, Prairie Lakes Health Care Cent 3018.57 Svc, Print 'Em Now 57.00 Sup, Pro Line, Inc 76.92 Sup, Redwood Biotech 337.50 Sup, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Emily Riley 51.48 Jury, Jeremy Rinderneck 30.00 Ref, Ron's Saw Shop 25.64 Rep, Ron's Saw Shop 53.00 Rep, Don Rowland 1500.00 Grant, Runnings 2047.94 Sup, Sanford Clinic 2618.92 Svc, SD Attorney General's Office 376.00 24/7, SD Department Of Revenue 1670.00 Svc, SDHSA 80.00 Trav, South Dakota Risk Pool 716.00 Ins, SD State Treasurer 319425.80 March Remittance, SDACC 400.00 Trav, SDACC 5582.00 Ccpr, SDACC 4127.74 Clerp, SDACO 838.00 M&P Feb Collections, SDN Communications 612.97 Util, SDPAA 100744.43 Liability/Auto Insurance, Melissa Sears 25.00 Cell, Securus Technologies 1400.00 Sup, Shepherd Reporting Llc 82.50 Svc, Sherwin Williams 68.37 Rep, Sioux Valley Coop 5194.91 Sup, Sioux Valley Coop 20631.02 Sup, South Shore Gazette 1444.66 Pub, Town Of South Shore 72.00 Util, Spears Law Office 1667.50 Svc, Sprint 266.61 Util, Star Laundry 33.25 Sup, Star Laundry 107.50 Sup, Joshua Steidl 54.44 Jury, Stern Oil Co 693.12 Sup, Sutton Law Office Pc 11028.98 Svc, Karen Swanda 30.00 Svc, Scott Swanson 25.00 Cell, Tampered Screw Co, Inc 67.36 Rep, Technicolor Screen Printing 232.48 Sup, Heidi Thorson 25.00 Cell, Jonathan Toering 75.50 Wit, Toshiba Financial Services 415.97 Rent, Trav's Outfitter Inc 3071.99 Sup, Trav's Outfitter Inc 1694.83 Sup, Trav's Outfitter Inc 23220.82 Grant, Trugreen 20.00 Sup, Tyler Technologies, Inc 17908.00 Maint, Ultramax 735.00 Sup, Us Foodservice Inc 10059.46 Sup, Verizon Wireless 137.58 Util, Great Western Bank 593.45 Pmt, TCM/Reliabank Dakota 475.66 Pmt, Tom Walder 49.00 Cell, Walmart Community 202.51 Pmt, Watertown Public Opinion 2225.88 Pub, Tamara Weinkauf 52.96 Jury, Westside Animal Clinic Pc 168.14 Svc, Sandy Wiesner 52.96 Jury, Wight & Comes Funeral Chapel 1287.50 Svc, Wiles & Rylance, Llp 149.00 Svc, Toby Wishard 40.00 Cell, Wtn Area Chamber Of Commerce 30.00 Svc, Watertown Landfill 7.59 Maint, Xerox Corporation 124.11 Sup, Yankton Co. Sheriff 50.00 Svc, Yankton Co Treasurer 528.75 Svc, Ann York 50.74 Jury, Vincent Zubke 20.00 Wit, Zuercher Technologies LLC 78400.00 Tech.

FY2015 SIGNING PROJECT

Highway Supt., Rick Small, presented the Board with a Financial and Maintenance agreement between the SD DOT and Codington County for Roadway Safety Improvement Project Number PH8015(37) PCN 02MZ, a project to replace Codington County traffic signs with signs that are high intensity. Mr. Small advised the Board this project is 100% federally funded in an amount of $500,000.00 to Codington County in FY2015. Motion by Johnson, second by McElhany, to authorize Vice Chairwoman Hanten to sign the agreement as prepared by the SD DOT; all present voted aye; motion carried.

MEMORIAL PARK GARAGE

Motion by Johnson, second by McElhany, to authorize the Facilities Manager to request proposals for the construction of a 24x24 garage at Memorial Park, as budgeted in 2013; all present voted aye; motion carried.

MEMORIAL PARK RESERVATION REGULATIONS

Facilities Manager, Milo Ford, met with the Board to discuss the need for a Commissioner liaison for Memorial Park and also discuss reservation regulations at the Park. Commissioner McElhany volunteered to act as liaison to Memorial Park. After a brief discussion the Board determined that

Mr. Ford and Commissioner McElhany will prepare reservation regulations to be brought back to the Board for final approval.

SIOUX VALLEY COMMISSIONERS ASSOCIATION

The Board noted there could be a quorum, of this Board, in attendance at the Sioux Valley Commissioners Association quarterly meeting, on March 18th at 12:00 noon in Castlewood.

TRAVEL REQUESTS

Motion by Johnson, second by Heller, to authorize the Highway Supt. to use his personal vehicle to travel to the Superintendents Short Course in Deadwood; all present voted aye; motion carried. Motion by Johnson, second by McElhany, to approve the following travel requests; motion carried: Facilities Manager, Milo Ford and Weed & Pest Supervisor, Steve Molengraaf; West Nile Virus Workshop; in Ft. Pierre, SD.

PERSONNEL CHANGES

Motion by McElhany, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Sandra Wegter, Director of Equalization Clerk, anniversary step increase from step 4/$13.73 to step 6/$14.61, effective date March 15, 2013, submitted and approved by Director of Equalization, Shawna Constant. Julie Radach, Welfare Office Clerk, step increase from step 2/$12.92 to step 3/$13.32, effective date February 20th, 2013, submitted and approved by Welfare Director, Sarah Petersen.

FIRST DISTRICT ANNUAL AUDIT REPORT

The Board noted the annual audit report of the First District Association of Local Governments has been filed in the office of the County Auditor.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session at 9:35 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 9:56 a.m., no action was taken. Facilities Manager, Milo Ford, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by McElhany to adjourn at 9:56 a.m., until 9:00 a.m., Tuesday, March 19th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
March 19, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of March 12, 2013**
3. **Monthly reports**
   a. **Highway Supt.**
   b. **Facilities Manager**
4. **Discussion regarding website development**
5. **Action to approve an independent contract agreement for Weed Dept. managerial services**
6. **Action to declare Sheriff's vehicle surplus/totaled per insurance company**
7. **Action to promote a part time correctional officer to full time due to a resignation**
8. **Action to advertise for a part time correctional officer**
9. **Action to advertise for a Detention Center cook**
10. **Action to approve claims for payment**
11. **Note Good Friday office hours**
12. **Action to approve automatic budget supplements**
13. **Action to approve travel requests**
    a. **Emergency Management Director, State Emergency Management IMAT meeting in Pierre**
14. **Action to approve personnel changes**
    a. **Correctional Officer, Amy Coon, anniversary step increase**
15. **Old Business**
16. **New Business**
17. **Open**
18. **Action to enter into Executive session** personnel issue
19. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, March 26, 2013, at the Codington County Courthouse**

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.

March 19, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 19th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of March 12th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, reported the County's application for a Master Traffic Plan has been approved in the amount of $150,000.00 plus a $30,000.00 match from the County. An agreement, for the Board to approve, will be forthcoming from the SD DOT and the next step will be to form a committee of local persons to determine what issues need to be addressed in Codington County. Mr. Small noted the County's snow removal budget has been fully expended for 2013 with any remaining claims to come from the maintenance line item of the Highway budget. Mr. Small advised the Board there are safety dollars available to Codington County, which the Highway Supt. has applied for, and which could result in a mile or two of striping on a road where a couple of accidents have occurred. **Facilities Manager, Milo Ford,** reported on the following items: County Park – the software package has been received and some data has been entered; a new payment processing system, compatible with the new software, has also been implemented with the assistance of the County Treasurer; and another training session will be required with the new payment processing system to become PCI compliant. Extension Center Complex – numerous large events have taken place since the first of the year and a problem surfaced when an ambulance was called to the facility and access to the building was impeded due to improper parking of persons attended the scheduled event. Mr. Ford noted steps will be taken to stripe the parking lot for better parking and to allow better access to the entrance to the building in the case of an emergency. Mr. Ford noted there is nothing out of the ordinary to report for the Courthouse or Detention Center buildings this month.

WEBSITE DEVELOPMENT
Commissioner McElhany outlined, for the Board, the progress to update the County's website. Presentations have been made to a number of Department heads by three different web designers and the general consensus is the County's website needs to be built from the ground up. Approximate costs to create a new website range from $2,000.00 to $4,000.00 with an annual cost of $400.00 to $700.00 to keep the site up and running. Department heads will meet to narrow down a designer for the website and request authorization to proceed at the Board's meeting scheduled for Tuesday, March 26th.

WEED DEPT. MANAGER CONTRACT
Motion by Johnson, second by McElhany, to authorize the Chairman to sign the following contract; Independent Contract Agreement between Codington County and SDSU Regional Agronomy Field Specialist, Paul O. Johnson, for managerial duties of the Codington County Weed Dept., from April 1, 2013 through March 31, 2014, total contract payment $7,000.00 to be

paid in monthly installments; all present voted aye; motion carried. A copy of the agreement will be filed in the office of the Codington County Auditor.

WEED DEPT.
Weed Dept. Manager, Paul Johnson, reported the last PAT meeting will be held tonight; the new weed truck bed repairs have been completed and a new windshield has been installed. The truck will now be taken to Sioux Falls to have the new equipment installed.

NATIONAL AGRICULTURAL DAY
Commissioner Johnson noted today is National Agricultural Day and a day to honor all producers across the Country.

SURPLUS PROPERTY DECLARATION
Motion by Hanten, second by McElhany, to declare GEN01563, a 2013 Ford Explorer, VIN 1FM5K8AR7DGA34070, which was totaled in a pursuit accident, surplus and the title signed over to the County's insurance company; all present voted aye; motion carried.

CLAIM APPROVED FOR PAYMENT
Motion by Hanten, second by McElhany, to approve a claim in the amount of $25,677.52 to the City of Watertown for January 911 collections; all present voted aye; motion carried.

GOOD FRIDAY CLOSING
The Board noted per previously adopted policy that the Courthouse and all County offices will follow the policy of the State of South Dakota and close at 12:00 noon on Good Friday, March 29th, 2013. Employees will be given 4 hours of administrative leave to use for the office closures. Essential employees required to work, or on their regularly scheduled day off, will receive 4 hours of administrative leave to use at a later date.

AUTOMATIC BUDGET SUPPLEMENTS
Motion by Johnson, second by Hanten, to approve the following automatic budget supplements: Emergency Management, revenue and expenditure budgets, $33,257.17 received in Homeland Security Grant reimbursement funds. Highway Dept. revenue and expenditure budgets, $195,896.93 received in Federal STP funds which were swapped for State funds. Upon vote of the Board; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by McElhany, second by Hanten, to approve the following travel request: Emergency Management Director, Jim Sutton, State Emergency Management IMAT Meeting in Pierre. Upon vote of the Board; all present voted aye; motion carried.

PERSONNEL CHANGES
Motion by Johnson, second by McElhany, to approve the following personnel changes: Accept the resignation of Correctional Officer, Joe Hayashi; promote a part time Correctional Officer, to a full time position; and advertise for a part time Correctional Officer. Upon vote of the Board; all present voted aye; motion carried. Motion by Hanten, second by Heller, to authorize the Sheriff to advertise for a Detention Center Cook due to a forthcoming resignation in the month of May; all present voted aye; motion carried. Motion by Johnson, second by McElhany, to approve the following personnel change: Correctional Officer, Amy Coon, anniversary step increase, from step 6/$17.27 per hour to step 7/$17.84 per hour, effective date April 1, 2013, submitted and approved by Chief Correctional Officer, Tom Walder. Upon vote of the Board; all present voted aye; motion carried.

WATERTOWN CITY AMBULANCE FUNDING REQUEST

Commissioners Hanten and Brinkman, along with Auditor, Cindy Brugman, will meet with Watertown City Officials to discuss the recent request from the City of Watertown for funding for the City's ambulance service.

SDACC SPRING WORKSHOP

The Board noted there will be a quorum of this board in attendance at the 2013 SDACC Spring Workshop this week in Pierre.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 9:26 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 9:55 a.m. Register of Deeds, Ann Rasmussen, was present for executive session. The Board took the following action: Motion by Johnson, second by McElhany, to accept the resignation of Register of Deeds Clerk, Heidi Brandriet, effective at 5:00 p.m., Monday, March 18th, 2013; all present voted aye; motion carried. Motion by Hanten, second by Heller, to authorize the Register of Deeds to advertise and fill an open clerk position in her office; all present voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Heller to adjourn at 9:56 a.m., until 9:00 a.m., Tuesday, March 26th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
March 26, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of March 19, 2013**

3. **Monthly reports**
   a. **Emergency Management**
   b. **Sheriff**

4. **Discussion/action regarding website development**

5. **Action to approve payroll claims**

6. **Action to approve a request for a color copier/fax/scanner/printer combo purchase for the Auditor's Office**

7. **Note Weed Dept. annual meeting April 2nd at 6:30 PM**

8. **Action to approve automatic budget supplements**

9. **Action to approve travel requests**
   a. **Health/WIC clerks, Jeanie Ochsendorf and Deb Hartle, training seminar in Sioux Falls on 4/9**
   b. **Facilities Manager and Auditor, SDN Communications seminar in Sioux Falls on 4/3**

10. **Action to approve personnel changes**
    a. **Correctional Officer, Jennifer Guest, anniversary step increase**
    b. **Correctional Officer, Kayla Erickson, promotion from part time to full time**

11. **Old Business**

12. **New Business**

13. **Open**

14. **Action to enter into Executive session**

15. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, April 2, 2013, at the Codington County Courthouse**

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.

March 26, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 26th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by McElhany, to approve the minutes of March 19th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Sheriff, Toby Wishard, submitted the following statistics for the month ending February 28, 2013, for the Detention Center and Sheriff's Office: 66.19 average daily inmate population; 196 bookings; $6,540.00 collected in fees for out of county prisoner contracts; $5,950.00 collected in work release fees; $3,807.00 collected in fees for the 24/7 program, $4,639.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 39 individuals testing twice daily for PBT's; 4 individuals reporting twice weekly for UA Drug tests; and 31 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 334 cases/calls for service; 5 accidents investigated; 87 arrest warrants were served; 304 sets of civil papers served; and 12 prisoner transports for a total of 2,889 miles traveled. Sheriff Wishard also presented the Board with a report of fees collected in the month of February 2013, in the amount of $7,351.76. Sheriff Wishard advised the Board, that along with Facilities Manager, Milo Ford, he has met with States Attorney, Dawn Elshere, to discuss a potential increase in security measures for her office. Discussion was also held regarding recent legislative action which may affect Counties and the space which could be required for Court Service Officers along with the disposition of inmates upon sentencing for certain crimes. **Emergency Management Director, Jim Sutton,** reported he is working with local fire departments to sponsor a wildland fire class. Mr. Sutton noted he is investigating and will apply for grant funds to cover some of the costs associated with this class which may be held in the fall of 2013. Weather spotter training is scheduled today at 3:00 p.m. and again on Wednesday, March 27th at 7:00 p.m., both trainings to take place at the Codington County Extension Center complex. Mr. Sutton reported there will be a procedures review meeting, regarding flood procedures, in the event flooding problems could possibly occur this spring. Mr. Sutton noted flooding problems are not foreseen at this time provided heavy rainfall does not occur before the snow melts. This meeting will be held at the Watertown Fire Department, at 1:30 PM, on Thursday, March 28th. The Board noted there could be a quorum of this Board in attendance at this meeting. Mr. Sutton has requested information from the Army Corps of Engineers, which has not been received at this time, regarding the snow pack north of Watertown and run off predictions.

WEBSITE DEVELOPMENT
Commissioner McElhany advised the Board that after a recent meeting of County Department heads the consensus is to accept the proposal, for a complete redesign of the County's website, from JAGO Designs, with an estimated cost of $1,750.00 for the redesign and $39.00 per hour for additional training as needed. This estimate does not include hosting, domain name transfers, or email services and transfers. Motion by McElhany, second by Hanten, to contract with JAGO Designs for the redesign of the Codington County website. Further discussion revolved around

annual maintenance fees of approximately $150.00 to $200.00 per year for updates and who will be responsible for maintaining the website to data current. It was determined that with training each department head would be responsible for their data on the website. Upon vote of the Board; all present voted aye; motion carried.

SALARY CLAIMS

Motion by McElhany, second by Hanten, to approve the following salary claims for the month ending March 2013; all present voted aye; motion carried: Commissioners: 9,346.37 total salaries. Auditor: 16,382.64 total salaries. Co. Treasurer: 23,486.40 total salaries. States Attorney: 28,628.90 total salaries. Gov. Buildings: 16,871.49 total salaries. Dir. Equalization: 35,029.10 total salaries; Sandy Wegter 1,176.23 step increase. Reg. of Deeds: 14,273.36 total salaries; Heidi Brandriet 1,049.03 final pay. Veterans Service: 7,907.26 total salaries. Sheriff: 63,142.18 total salaries. Co. Jail: 75,623.87 total salaries; Joe Hayashi 2,147.56 final pay. Care of the Poor: 3,829.63 total salaries; Julie Radach 246.02 step increase. County Nurse: 3,588.05 total salaries. Ag. Bldg.: 8,082.27 total salaries. Co. Extension: 7,578.78 total salaries. Weed Control: 4,293.54 total salaries. Planning Board: 309.61 total salaries. Road & Bridge: 76,467.66 total salaries. Emergency Management: 9,140.60 total salaries. Crime Victim: 5,047.61 total salaries. W.I.C.: 3,589.62 total salaries. Total: 412,618.94. Breakdown of withholding amounts which are included in the above: S.D. Retirement 37,632.66; S.D. Retirement 321.54 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; WellMark 53,706.86 ins.; Lincoln Financial Group 441.50 life ins.; Delta Dental 5,368.38 ins.; Avesis 604.87 ins.; Nationwide Retire. Sol. 311.29 suppl. retire.; AFSCME Local #2488 306.00 employee union dues; AFLAC 2,390.54 ins.; Assurity Life Insurance Company 234.53 ins.; U.M.B. Bank 2,017.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,644.94 employee payments; Cod. Co. Treasurer 36,440.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 29,893.24 federal withholding; ReliaBank Dakota 46,921.11 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; SDRS Special Pay Plan 2,237.37 employee payment; SDRS Special Pay Plan 90.00 participation fee; SDRS Special Pay Plan 2,750.92 employee payment.

COPIER/FAX/SCANNER REQUEST

Auditor, Cindy Brugman, requested authorization to purchase a Toshiba e-Studio 2040c black and white/color copier/fax/scanner from Office Peeps for the quoted price of $7,071.00. The Auditor noted the current copier has seen an increase in service calls in the past four months and was purchased in 2004 for $6,753.00. Motion by Hanten, second by Johnson, to authorize the purchase of the equipment as requested by the Auditor; all present voted aye; motion carried.

WEED DEPT. ANNUAL MEETING

The Board noted there could be a quorum of this Board in attendance at the annual Weed Dept. Oyster Stew & Soup Supper/Annual meeting, scheduled for 6:30 p.m., April 2nd, at the Codington County Extension Center Complex.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Community Health Nurse Clerk and WIC Clerk; Jeannie Ochsendorf and Debra Hartle; training seminar in Sioux Falls. Facilities Manager, Milo Ford and Auditor, Cindy Brugman; SDN Communications seminar in Sioux Falls.

PERSONNEL CHANGES

Motion by Johnson, second by Hanten, to approve the following personnel changes; all present voted aye; motion carried: Correctional Officer, Jennifer Guest, anniversary step increase, from step 6/$17.27 per hour to step 7/$17.84 per hour, effective date April 15, 2013. Part Time Correctional Officer, Kayla Erickson, promoted to full time, step 3/$15.71 per hour, effective date April 1, 2013. Both personnel changes were submitted and approved by Chief Corrections Officer, Tom Walder. Commissioner Johnson commended both Corrections Officers for qualifying for the education incentive of .10 per hour as provided for in the current union contract.

COUNTY ROAD 11

The Board held a brief discussion regarding possible changes to County Road 11 which would accommodate businesses, which are in the process of expanding, and improve traffic safety in the area of the intersection of County Road 11 and 20th Ave S.

VETERANS AND MILITARY AFFAIRS COMMITTEE

The Board noted correspondence from the South Dakota Association of County Commissioners announcing that the SDACC has endorsed the establishment of a Veterans and Military Affairs Committee. This Committee will meet in conjunction with the SDACC annual Spring workshop and Annual Convention in September. The Board agreed that Veterans Service Officer, Al Janzen, will act as Codington County's representative on this committee. The main focus of this committee will be to keep Counties informed of Veteran issues on the state and national landscape.

WATERTOWN CITY AMBULANCE FUNDING REQUEST

Chairman Brinkman advised the Board that along with himself, Commissioner Hanten and Auditor, City Brugman, will meet with Watertown City Officials at 10:00 a.m., Wednesday, March 27th, in the chambers of the County Commissioners to review the City's request for funding from the County for the Watertown Ambulance Service. Commissioner Johnson informed the Board he has received numerous calls from County residents who are not in favor of the County providing funding to the City of Watertown.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 9:47 a.m., until 9:00 a.m., Tuesday, April 2nd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
April 2, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of March 26, 2013**
3. **Monthly reports**
   a. **Extension**
   b. **Health**
   c. **Veterans Service**
   d. **Weed**
   e. **Welfare**
4. **Annual conference with Director of Equalization per SDCL 10-3-14**
5. **Action to approve a claim for payment**
6. **Action to declare GEN01137, a Toshiba copier, surplus to be traded**
7. **Action to approve the updated list of members to the 4-H Promotion and Expansion Committee**
8. **Action to adopt Sheriff fees not regulated by statute**
9. **Action to approve a change to sick leave policy**
10. ~~**Action to approve automatic budget supplements**~~
11. **Action to approve travel requests**
    a. **Emergency Management Director, Jim Sutton, State E.M. meeting in Pierre**
12. ~~**Action to approve personnel changes**~~
13. **Old Business – note Board of Equalization meetings set for April 9th**
14. **New Business**
15. **Open**
16. **Action to enter into Executive session**
17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, April 9, 2013, at the Codington County Courthouse**

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April 2, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 2nd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by Johnson, to approve the minutes of March 26th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
SDSU, Regional Field Specialist, Paul Johnson, introduced John Sanders to the Board. Mr. Sanders has assumed the duties of SDSU Gerontology Field Specialist at the Codington County regional office. Mr. Johnson reviewed current and upcoming events for the Regional Extension Office. **Community Health Nurse, Karla Moes,** presented the Board with a written report covering the following items: Past and future employee assistance from Hamlin and Clark Counties; WIC appointments; school contracts and athletic physicals; planned CPR training; and a training seminar for the office clerical staff. **Veterans Service Officer, Al Janzen,** reported 7 trips with 18 riders to the VA clinic in Sioux Falls in the month of March. Mr. Janzen noted he attended the Welcome Home program for Vietnam Veterans which was held on Saturday, March 30th. Mr. Janzen recently had a visit from the newly appointed, SD Secretary of Veteran's Affairs, Larry Zimmerman. Commissioner Johnson noted Mr. Zimmerman has organized a Veterans and Military Affairs Committee, through the SDACC, to which Mr. Janzen has been appointed to represent Codington County. **Weed Dept. Supervisor, Steve Molengraaf,** reported he has resumed his duties in the Weed Dept. after assisting at the Extension Center Complex during the past winter months. Mr. Molengraaf advised the Board of the following: the annual Weed Dept. meeting will be held this evening at 6:30 PM at the Codington County Extension complex with a soup supper to precede the meeting and the speakers for tonight's meeting will be Brenda Sievers, Weed Management Technician and Weed Dept. Manager, Paul Johnson; the process has started for the annual posting/publishing of spraying requirements and weed issues; and equipment is being installed on the new weed truck. Weed Dept. Manager, Paul Johnson, noted topics of his address at tonight's annual weed meeting will include drift issues and what drift looks like, especially in the soybean area. Mr. Johnson noted local Townships officials have been invited to the annual meeting. Discussion was also held regarding the number of Townships contracting with the County for weed spraying and the requirements for Townships, who do not contract with the County, to prepare a plan for weed control within their entity. **Welfare Director, Sarah Petersen,** thanked the Board for the opportunity to present at the recently held Welfare Office spring workshop. Ms. Petersen noted there was considerable positive feedback from attendees at the workshop. The Welfare Director submitted the following statistics for the time period March 5th through April 1st, 2013: 6 applications; with 3 approved for County assistance; 1 denial; 2 pending or referred; 0 other resources utilized; 0 guarantees; and 1 new client approved. Total Assistance: $332.30 for 1 rental and 2 utilities; 0 active medical cases and 1 medical application pending decision. Total Credits: $4,683.89. The Welfare Director noted 222 persons utilized the NACo Prescription Drug Program in Codington County in the month of February with a realized savings of $4,261.29 compared to a total of 152 persons in the month of February in the years 2007, 2008, & 2009; and a total savings of $2,187.67 for the month of

February in those same years. Ms. Petersen advised the Board that 2012 FEMA funds have been received in the amount of $8,702.46 and which funds must be expended by May 31, 2013. Ms. Petersen also provided the Board with a written report of applicant statistics and repayment data from 2007 through 2012 as well a report comparing Codington County statistics with statistics from other Counties within the state. A discussion was held regarding the status of future federal funds in relation to the national "Sequester". Commissioner Johnson took this opportunity to commend Ms. Petersen on the manner in which she investigates each application for assistance in order to most efficiently expend and protect tax payer dollars. Ms. Petersen thanked the Board for allowing her office assistant, Julie Radach, to also attend the workshop and assist with the presentations and flow of the meetings.

DIRECTOR OF EQUALIZATION ANNUAL CONFERENCE

Director of Equalization, Shawna Constant, met with the Board per SDCL 10-3-14. The Director previously provided the Board with her 2013 Assessment Plan on March 12th, 2013. Discussion was held regarding the upcoming Equalization meetings and the education, of those who will be seated on this year's Boards, regarding what duties are expected of those who serve on the Equalization Board. The Board was of the general consensus to request Consolidated Board members to meet at City Hall at 6:30 PM, Tuesday, April 9th, to review their responsibilities in the hearing of property assessment appeals. Commissioner Johnson advised the Board he was recently contacted by a property owner, who commended the Equalization Office, in the handling of a complaint he had, and commended the Equalization staff who sat down with him and explained assessment procedures to him.

CLAIM APPROVED

Motion by Johnson, second by Hanten, to approve for payment a claim in the amount of $354.40 for the monthly copier lease in the States Attorney's office; all present voted aye; motion carried.

SURPLUS PROPERTY

Motion by Hanten, second by McElhany, to declare GEN01137, a Toshiba copier, s/n SCPK430685; surplus to be traded in on a new copier for $650.00 dollars; all present voted aye; motion carried.

4-H PROMOTION AND EXPANSION COMMITTEE ROSTER

4-H Youth Program Advisor, Jodi Loehrer, who could not be present for this meeting, provided the Board with a list of those serving on the 4-H Promotion and Expansion Committee, for the Board's approval. Motion by McElhany, second by Hanten, to approve the following appointments:

NAME	TERM ENDS
Halley Becking, 4-H Teen	December 31, 2013
Sophie Cole, 4-H Teen	December 31, 2014
Austin Tesch, 4-H Teen	December 31, 2015
Sandee Cole, 4-H Adult	December 31, 2013
Sheila Becking, 4-H Adult	December 31, 2014
Phil Tesch, 4-H Adult	December 31, 2015
Shelby Kluver, Non 4-H Teen	December 31, 2013
Paige Wittrock, Non 4-H Teen	December 31, 2014
Hazel Ohm, Non 4-H Teen	December 31, 2015
Sue Arnesen, Non 4-H Adult	December 31, 2013
Laurie Johnson, Non 4-H Adult	December 31, 2014
Jill Comes, Non 4-H Adult	December 31, 2015

Committee Chair
Jodi Loehrer, 4-H Youth program Advisor

County Commission Designated Agricultural Representatives
Sue Arnesen and Laurie Johnson

County Commissioner Liaison
Myron Johnson

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

FEES ADOPTED
Motion by Heller, second by McElhany, to approve the following fee schedule, not set by statute, for the Sheriff's Office/Detention Center:

Copies of reports - $4.00 (per report)
Fingerprinting - $10.00
Housing inmates - $65.00 per day
Work release:
$15.00 per day (Inmate housed on Codington County charges – paid by the inmate)
$65.00 per day ($25.00 per day paid by inmate housed on Contracting County charges and remaining $40.00 billed to Contracting County)
$65.00 per day paid by the inmate if not housed on charges filed by either Codington County or a Contracting County.

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

SICK LEAVE DONATION
Facilities Manager, Milo Ford, met with the Board to ask for their consideration in allowing employees to donate personal sick leave to employees who have exhausted all leave and are not yet able to return to their position with Codington County because of illness. Motion by Hanten, second by McElhany, to allow employees to donate personal sick leave, a minimum of eight hours and a maximum of 40 hours, to other employees, as needed, who have exhausted all of their own leave, on a case by case basis. A majority of County Department heads were present for this meeting and further discussion was held regarding how many times an employee could donate the maximum of 40 hours; language in the current sick leave policy; language in the sick leave bank policy; concern regarding how employees would qualify for donated leave; voluntary participation; acting on requests case by case with no change to current policy; creating an employee committee to create a policy for this type of situation; and the number of employees currently participating in the sick bank. Commissioner Hanten withdrew her motion. Motion by Johnson, second by Hanten, to allow County employees, a onetime special exception, to donate a minimum of 8 hours and a maximum of 40 hours of their personal sick leave, to an employee currently in need of sick leave due to a prolonged illness; all present voted aye; motion carried. Commissioner Johnson recommended that a committee, aided by the Human Resource Director, be formed to further explore a policy to address these types of issues in the future.

TRAVEL REQUESTS
Motion by McElhany, second by Heller, to approve the following travel request; all present voted aye; motion carried: Emergency Management Director, Jim Sutton; State Emergency Management meeting in Pierre.

MUNICIPAL BONDS TAX EXEMPT STATUS

The Board noted correspondence from the SDACC urging Counties to show their support for the continued tax-exempt status of municipal bonds by contacting the South Dakota congressional delegation with a resolution of support. Motion by Johnson, second by Heller, to pass Resolution 2013-8 in support of maintaining the tax-exempt status of municipal bonds and to send a copy of such resolution to Senator Tim Johnson, Senator John Thune, and Representative Kristi Noem; all present voted aye; motion carried.

RESOLUTION 2013-8
CODINGTON COUNTY
TO SUPPORT EFFORTS
TO MAINTAIN THE TAX-EXEMPT STATUS OF MUNICIPAL BONDS

WHEREAS, the tax-exempt status of municipal bonds is nearly a century old and is vital to funding local infrastructure and economic development; and

WHEREAS, of the $1.65 trillion of local infrastructure investment over the last decade using tax-exempt bonds, nearly all of it was in six categories; $514 billion for primary and secondary schools; $288 billion for hospitals; $258 billion for water and sewer facilities; $178 billion for roads, highways and streets; $147 billion for public power projects; and $106 billion for mass transit; and

WHEREAS, any move to change the current tax treatment of local government bonds would lead to higher borrowing costs for local government; and

WHEREAS, without tax-exempt financing much-needed infrastructure improvements would likely be delayed; and

WHEREAS, tax-exempt bonds are a critical tool for South Dakota counties to facilitate budgeting and financing of long-term investments in the infrastructure and facilities necessary to meet public demand for government services; and

WHEREAS, at a time when infrastructure demands are great, increasing the cost of local government borrowing could have serious impacts on the national, state and local economies; and

WHEREAS, without the tax-exemption, the effectiveness of the bond market would be significantly dampened, creating higher borrowing costs for county governments, less investment in infrastructure, and fewer jobs; now

THEREFORE BE IT RESOLVED, that Codington County does hereby support maintaining the current tax-exempt status of municipal bonds.

Approved this 1st day of April, 2013.

Elmer P. Brinkman
Codington County Commission Chairman

ATTEST:

Cindy Brugman
County Auditor

ICAP MEETING REPORT
Commissioner Hanten reported she recently attended an ICAP meeting and learned federal funding cuts will largely affect the 60's+ Dining Program and the Headstart Program.

EXECUTIVE SESSION
Motion by Hanten, second by McElhany, to enter into executive session at 10:17 a.m., to discuss contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 11:20 a.m. There was no action following executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by Johnson to adjourn at 11:22 a.m., until 9:00 a.m., Tuesday, April 9th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
April 9, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of April 2, 2013**

3. **Monthly reports**
   a. **Extension**
   b. **Auditor**
   c. **Director of Equalization**

4. **Discussion/action regarding a funding agreement for the Roads Master Plan**

5. **Discussion/action regarding a load limit violation on a County road**

6. **Action to approve the Auditor's Account with the Treasurer, note March 31st General Fund surplus cash, and not Register of Deeds monthly fees**

7. **Action to approve claims for payment**

8. **Action to approve property tax abatements**

9. **Action to approve Delta Dental rates**

10. **Action on a request from Lutheran Church of Our Redeemer to hold worship services at Memorial Park**

11. **Note CLERP reimbursement**

12. **Action to approve automatic budget supplements**

13. **Action to approve travel requests**
    a. **Auditor, Treasurer, Deputy Treasurer, and Register of Deeds; SDACO Spring workshop**
    b. **Director of Equalization, Deputy Director, and appraisal staff; SDAAO Conference**

14. **Action to approve personnel changes**
    a. **Deputy Sheriffs, Brian Richter and Mike Gubka; anniversary step increases**

15. **Old Business**

16. **New Business**

17. **Open**

18. **Action to enter into Executive session**

19. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, April 16, 2013, at the Codington County Courthouse**

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April 9, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 9th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of April 2nd, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
4-H/Youth Program Advisor, Jodi Loehrer, reported on the following items: 4-H enrollment numbers; the Archery program; the state shoot scheduled for April 26th, 27th, and 28th, in Fort Pierre; Watertown Hometown Heroes of Character, Ashton Foust and Brant Gilbertson; horse safety training; the Clover Buds program; bike safety; Kids Care; 4-H camps; numerous events scheduled for each day in April at the Extension Center Complex; the Horticulture news column; and a quarterly meeting of the 4-H Promotion and Expansion Committee. **Auditor, Cindy Brugman,** reported the following: 2014 budget preparation worksheets will be sent out to department heads in the near future; notices will be sent to property owners regarding action of the County and Consolidated Boards of Equalization; and the Auditor's office will be assisting the City with the preparation of the city election ballot. **Director of Equalization, Shawna Constant,** reported preparations are underway for the 2014 assessment year including the reappraisal of neighborhood 5, which runs north of 1st avenue up to 10th avenue and from the railroad tracks in the west over to Highway 81.

TRANSPORTATION PLANNING STUDY
Highway Supt., Rick Small, presented the Board with a funding agreement for a transportation study in Codington County. The cost, to the County, for this study will be no more than $30,000.00 and will amount to 20% of the Study's final cost. This agreement is between Codington County and the SD DOT. Motion by McElhany, second by Johnson, to authorize the Chairman to sign the aforementioned contract; all present voted aye; motion carried. Mr. Small noted a local committee will be formed when the States returns a completed copy of the agreement to the County.

ASSISTANT HIGHWAY SUPT. RETIREMENT
Highway Supt., Rick Small, advised the Board that Assistant Highway Supt., Greg Benthin, has notified him of his intent to retire from the Highway Dept. effective at the end of April.

COUNTY ROAD LOAD LIMIT VIOLATION
Highway Supt., Rick Small, advised the Board of a recent load limit violation on a County Road resulting in a fine of $9,000.00 against the violator.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES
Motion by Hanten, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of March, 2013; all present voted aye; motion carried.

Cash on hand	$ 4,967.56
Checks in Treasurers' possession	
less than 3 days	$ 64,126.90
Credit Card Charges	$ 188.63
Cash Items	$ 208.90
TOTAL CASH ASSETS ON HAND	$ 69,491.99
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 318.91
Reliabank Dakota	$ 11,812,872.78
INVESTMENTS	
SD Public Funds Investment	$ 6,968.84
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$12,089,652.52
General Ledger Cash Balance by Funds:	
General	$ 6,139,994.86
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,027,426.39
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 1,411,819.45
(schools 795,911.33, townships 43,711.43; city/towns 158,005.07)	
TOTAL GENERAL LEDGER CASH	$12,089,652.52

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in March were in the amount of $20,865.00; with $2,440.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

GENERAL FUND SURPLUS ANALYSIS

The Board noted the General Fund surplus cash as of March 31, 2013: $2,179,994.86; 25% of the 2013 General Fund budget.

CLAIMS APPROVED

Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Accreditation, Audit And 150.00 Train, Active Data Systems, Inc. 750.00 Maint, Ryan Althoff 18.88 Jury, Andor, Inc. 1975.00 Rep, AT&T Mobility 70.47 Util, AT&T Mobility 459.36 Cell, Austin Law Offices 1268.80 Svc, Stephen Bachmann 13.70 Jury, Bob Barker Co. 2412.31 Sup, Erin Barron 10.00 Jury, Batteries Unlimited 250.00 Rep, Gale Beisch 51.48 Jury, Best Western Ramkota - Pierre 642.93 Trav, Frances Blais 102.96 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2509.27 Post, Boys & Girls Club 1000.00 Pmt, Heidi Bretsch 10.74 Jury, Brian's Glass & Door, Inc. 225.00 Rep, Brian's Glass & Door, Inc. 440.00 Rep, Brown Clinic PLLP 1170.00 Svc, Brown Clinic - Main 1104.00 Svc, Bullet Sportswear & Graphics 94.00 Sup, Burns Law Office 2600.00 Svc, Butler Machinery 2873.03 Sup, Randall Buus 50.74 Jury, Sarah Caron 100.00 Jury, Cartney Bearing & Supply 41.12 Rep, Cass-Clay Creamery 1371.50 Sup, Centurylink 13.38 Util, Centurylink 644.24 Util, Centurylink 85.28 Util, Jessica Claussen 10.74 Jury, Luvina Clendenin 12.22 Jury, Codington Clark Electric 35.62 Util, Codington County Highway Dept. 2185.11 Rep, Codington Co. Historical Soc. 9500.00 Pmt, Codington County Sheriff 139.42 Pmt, Cole Papers, Inc. 4305.63 Sup, Compass Counseling 1550.00 Svc, Connecting Point Computer Cent 1873.90 Sup/Rep, Connecting Point Computer Cent 1400.00 Grant, Shawna Constant 25.00 Cell, Brandon Cornelius 10.74 Jury, Coteau Shopper 46.80 Pub, County Fair Foods 29.19 Sup, Creative Product Sourcing, Inc. 529.59 Dare, Credit Bureau Of Watertown Inc. 2456.76 Pmt, Crescent Electric Supply Co. 54.64 Sup, Culligan

Water Conditioning 144.25 Sup, David Curtis 40.00 Cell, D K Diesel Injection Inc. 320.00 Sup, Dataspec Inc. 399.00 Maint, Deadwood Mountain Grand 114.00 Trav, Delyle South 81 Service, Inc. 523.95 Rep, Diesel Machinery, Inc. 6600.00 Sup, Dive Rescue International Inc. 115.32 Svc, Earthgrains Baking Co. Inc. 635.75 Sup, Sara Lee Bakery Group/ 268.74 Sup, East Dakota Water Development 2402.53 March Apportionment, Ed Roehr Safety Products 669.75 Sup, Keith Eischens 10.74 Jury, Engelstad Electric Co. 156.59 Rep, Farnams Genuine Parts 222.48 Sup, First District Assn Of Lcl Gov 5400.50 Svc, Town Of Florence 25.00 Util, Allison Forbush 25.00 Cell, Milo Ford 661.60 Trav, Galls, An Aramark Company 24.00 Sup, GCR Tire Center 3696.98 Sup, GCR Tire Center 103.73 Rep, Patsyjo Gebhart 12.22 Jury, Genoa Healthcare/Watertown 236.47 Sup, David Gibbs 40.00 Cell, Gilbarco Inc. 142.00 Pmt, James Godfrey 17.40 Jury, Grainger 330.51 Rep, Green, Roby, Oviatt, 4374.58 Svc, Michael Gubka 40.00 Cell, Thomas Halajian 50.74 Jury, Jody Hall 11.48 Jury, Taylor Hamilton 20.00 Wit, Harmelink, Fox & Ravnsborg Law 134.00 Svc, Michelle Harrington 20.00 Wit, Town Of Henry 136.10 Util, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 1173.43 Sup, Holy Name Boy Scout Troop 209 270.00 Sup, Mark Hoverstadt 24.80 Jury, Aaron Hovitek 66.28 Jury, Brad Howell 40.00 Cell, Glacial Lakes Humane Society 275.00 Svc, HyVee #1871 Accts Receivable 396.83 Grant, HyVee #1871 Accts Receivable 859.93 Sup, Identifex, Ltd 161.89 Sup, Interlakes Community Action 986.83 Pmt, JAGO Designs 154.00 Maint, Jency Agency 190.00 Rent, Johnson Controls, Inc. 962.23 Rep, Janet Johnson 11.48 Jury, Myron Johnson 177.00 Trav, Paul Johnson 583.33 Svc, Jurgens Printing 620.00 Sup, Nicole Kannas 111.84 Jury, Marty Karnopp 40.00 Cell, Knology 49.95 Util, Knology 359.07 Util, Lake Area Door 12.40 Rep, J.H. Larson Electrical Co. 9.59 Rep, LATI/Corp Ed 15000.00 Grant, Shasta Lawrence 59.96 Wit, Lawson Products 127.51 Sup, Leadsonline 594.00 Rep, Lewis & Clark Bhs 596.00 Svc, Lewno Law Office 111.25 Svc, Lincoln Co Treasurer 135.00 Svc, Loehrer Carpentry Llc 2550.00 Rep, Jodi Loehrer 77.86 Trav, Irvin Lonneman 101.48 Jury, Macksteel Warehouse, Inc. 72.08 Sup, Macksteel Warehouse, Inc. 152.79 Sup, Mac's Inc. 14.83 Parts, Mac's Inc. 302.92 Rep, Chris Madsen 51.48 Jury, Mahowald's 207.77 Parts, Mahowald's 57.46 Sup, Mark's Auto 279.58 Rep, Russell Mathews 40.00 Cell, Laurel McElhany 10.74 Jury, Menards 2018.38 Sup, Menards 32.89 Sup, Metro Fire 10934.07 Grant, Tamara Meyer 10.74 Jury, Midcontinent Communications 55.00 Util, MLN Consulting 574.00 Grant, Moe Oil Company 2755.90 Sup, Carol Moes 51.48 Jury, Christine Moes 20.00 Wit, Jamie Monson 12.50 Cell, Jimb Mulholland 120.00 Sup, Municipal Utilities 14977.48 Util, Municipal Utilities 1318.52 Util, Municipal Utilities 3.61 Asst, New World Systems 16870.00 Maint, George Newman 12.22 Jury, Northwestern Energy 567.16 Util, Yanira Novoa 525.00 Svc, Office Peeps, Inc. 145.23 Sup, Office Peeps, Inc. 1455.34 Sup, Office Peeps, Inc. 16.82 Sup, Jerrod Olson 40.00 Cell, Clarence Orthaus 10.00 Jury, Ottertail Power Co. 44.42 Util, Debbie Paradeis 50.74 Jury, Michelle Pederson 25.00 Cell, Pennington County Sheriff 606.75 Trav, Sarah Petersen 254.35 Trav, Erin Ploof 51.48 Jury, PMB 0112 208.78 Util, Jerry Pollard 148.80 Svc, Tanya Poppen 50.74 Jury, Prairie Lakes Health Care Cent 3072.00 Svc, Print 'Em Now 182.00 Sup, Julie Radach 34.00 Trav, Redlinger Bros. 4322.80 Rep, Adam Reeves 20.00 Cell, Cathryn Rehfuss 3.00 Svc, Brian Richter 40.00 Cell, Emily Riley 102.96 Jury, John Rittmann 13.70 Jury, Lisa Roe 10.74 Jury, Ron's Saw Shop 19.74 Sup, Runnings 170.21 Sup, Runnings 43.98 Rep, Dawn Russell 125.40 Svc, Terrance Satterlee 6000.00 Svc, Ross K Schulte DDS Pc 113.00 Svc, Chelsea Schulz 10.74 Jury, SD Attorney General's Office 284.00 24/7, SS Department Of Revenue 840.00 Svc, S.D. Federal Property 8.00 Sup, SS State Treasurer 344334.75 April Remittance, SDAAO 600.00 Conf, SDACC 4127.74 CLERP, SDACO 700.00 Reg, SDACO 802.00 Pmt, SDN Communications 612.97 Util, Melissa Sears 25.00 Cell, Securus Technologies 2880.00 Sup, Shepherd Reporting Llc 6.60 Svc, Anna Sherman 21.10 Jury, Sherwin Williams 120.11 Rep, Larry Singrey 50.74 Jury, Sioux Valley Coop 44816.40 Sup, Sioux Valley Coop 8851.16 Sup, Rick Small 236.66 Trav, Stephen Snyder 52.22 Jury, South Shore Gazette 1151.80 Pub, Star Laundry 107.50 Sup, Star Laundry 22.92 Sup, Joshua Steidl 108.88 Jury, Connie Stoebner 6.40 Svc, Sturdevant's Auto Parts 293.66 Rep, Sutton Law Office

Pc 11006.52 Svc, Karen Swanda 3.00 Svc, Scott Swanson 25.00 Cell, Joann Swezey 52.96 Jury, Gary Swier 11.48 Jury, Lynne Tesch 19.62 Jury, Heidi Thorson 25.00 Cell, Natalie Thyen 24.80 Jury, Titan Machinery 506.77 Rep, Todd Architects, Ltd. 4235.00 Ext, Toshiba Financial Services 427.87 Rent, Tractor Supply, Co 58.98 Rep, Tyler Technologies, Inc. 82.00 Rep, United Laboratories 504.23 Sup, Uptowne Cleaners 11.99 Svc, Us Foodservice Inc. 10670.01 Sup, Verizon Wireless 154.74 Util, Great Western Bank 114.52 Grant, Great Western Bank 959.71 Pmt, TCM/Reliabank Dakota 205.99 Pmt, Joshua Volkart 12.22 Jury, Wtn Area Council For The Aging 25.00 Dues, Tom Walder 40.00 Cell, Walmart Community 508.05 Sup, Warne Plumbing & Heating 2959.62 Rep, Watertown Ford 40.82 Rep, Watertown Public Opinion 1880.21 Publ, Watertown Resource Center 1940.00 Pmt, Assn Of SD County Weed & Pest 150.00 Dues, Tamara Weinkauf 105.92 Jury, Westside Animal Clinic Pc 808.07 Svc, Wheelco 194.44 Rep, Alyssa Whitlock 20.00 Wit, Sandy Wiesner 105.92 Jury, Jamie Williamson 10.74 Jury, Toby Wishard 40.00 Cell, WW Tire Service Inc. 1054.45 Sup, Yankton Co. Sheriff 25.00 Svc, Ann York 101.48 Jury, Youth Services Intl 2320.00 Svc, Marylynn Zemlicka 16.66 Jury.

PROPERTY TAX ABATEMENTS

Motion by McElhany, second by Hanten, to approve the following property tax abatement requests: Record #8824, $408.50 abated and record #10995, $8.64 abated; owners of both properties qualified for an assessment reduction program; both requests recommended for approval by the Director of Equalization and approved by the Watertown City Council. Upon vote of the Board; all present voted aye; motion carried. Motion by McElhany, second by Hanten, to postpone action on an abatement request for property record #7735, property owned by Doug Modica, until contact can be made with Watertown City officials regarding their action to deny the abatement request and the recommendation of the Director of Equalization to reject the abatement request; all present voted aye; motion carried.

DELTA DENTAL INSURANCE RATES

The Board received correspondence from Delta Dental of South Dakota notifying the County that an increase in Codington County Employee's dental insurance rates will not be necessary for the County's 2013-2014 plan year. Motion by Heller, second by Hanten, to approve the following rates and cost share for employee dental insurance coverage for the time period beginning June 1, 2013 through May 31, 2014, upon vote of the Board, all present vote aye; motion carried:

Single coverage premium: $36.50 – paid by the County
Two party coverage premium: $65.70 – County share $36.50, Employee share $29.20
Family coverage premium: $95.66 – County share $47.83, Employee share $47.83

LAKESIDE CHURCH SERVICES AT MEMORIAL PARK

Motion by Johnson, second by Heller, to allow the Lutheran Church of our Redeemer to conduct worship services at Memorial Park during the 2013 park season, from May 26th through September 1st; all present voted aye; motion carried.

CLERP REIMBURSEMENT

The Board noted a CLERP (Catastrophic Legal Expense Reimbursement Program) reimbursement in the amount of $11,003.53 for the second claim on a Codington County case recently submitted to the SDACC.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Auditor, Register of Deeds, Treasurer and Deputy Treasurer; 2013

SDACO Spring workshop in Pierre. Director of Equalization, Deputy Director, and appraisal staff; 2013 SDAAO Conference in Pierre.

PERSONNEL CHANGES

Motion by Johnson, second by Hanten, to approve the following personnel changes as submitted and approved by Sheriff, Toby Wishard; all present voted aye; motion carried: Deputy Sheriff, Mike Gubka, anniversary step increase, from step 4/$19.24 per hour to step 5/$19.90 per hour, effective date April 15, 2013. Deputy Sheriff, Brian Richter, anniversary step increase from step 6/$20.66 to step 7/21.36 (includes education incentive), effective date April 1, 2013.

JUDICIAL SYSTEMS SPACE NEEDS

Commissioners Heller and McElhany reported on a meeting they recently held with Judge Robert Timm, at his request, regarding the short and long term needs of the Judicial system in Codington County, including the need for office space for additional court services employees, the possibility of a full time magistrate judge placed in Codington County, and the need for additional court rooms. Commissioner Heller suggested forming a committee of one or two Commissioners, Judge Timm, and the Facilities Manager, to determine the needs to be addressed and begin the planning process to address those needs. Chairman Brinkman noted a need to get area legislators involved in these discussions because of the lack of funding available to Counties for projects such as those previously described in these minutes.

EXECUTIVE SESSION

Motion by Johnson, second by Hanten, to enter into executive session at 9:57 a.m., to discuss contract negotiations and personnel; all present voted aye; motion carried. The Board returned to regular session at 10:50 a.m. There was no action following executive session. Human Resource Director, Terry Satterlee and Facilities Manager, Milo Ford, were present during executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten to adjourn at 10:50 a.m., until 9:00 a.m., Tuesday, April 16th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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OFFICIAL PROCEEDINGS
Codington County Board of Equalization
April 9, 2013 – 1:00 p.m.
Commissioners Chambers - Codington County Courthouse
14 1st Ave SE, Watertown, SD 57201

The 2013 meeting of the Codington County Board of Equalization convened at 1:00 p.m., Tuesday, April 9, 2013, in the Commissioners Chambers in the Codington County Courthouse. Board members present were George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman, presiding. All Board members signed their County Board of Equalization oath. Director of Equalization, Shawna Constant, gave opening remarks.

APPEALS

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Frank T Spiegel	3225	$500,827	$456,792	$456,792	$500,827

Frank Spiegel was present for this appeal and was represented by his attorney, John Knight, who was also present. Appellant stated he was not present at the Local Board hearing where his value was lowered by that board to 456,792. Mr. Spiegel stated he did not understand why the value on his property increased when the market value is going down. Mr. Knight stated the 10% across the Board increase on property in Mr. Spiegel's neighborhood had an adverse effect on Mr. Spiegel's property. Director of Equalization Constant noted a neighborhood adjustment was used to arrive at the recommended value for this property based on sales in the neighborhood. Ms. Constant stated the Local Board did not provide any justification/information as to why they took action to lower the value on Mr. Spiegel's house. Motion by Hanten, second by Brinkman, to concur with the recommended value of $500,827; upon vote of the Board, Johnson, Brinkman, and Hanten voted aye; Heller and McElhany voted no; motion carried.

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Brian Hubert	18250	$380,324	$335,324	$234,412	$335,324

Brian Hubert was present for this appeal. Mr. Hubert stated his home is unfinished at this time and the Elmira Township Local Board lowered the assessment on the house to $296,000. Ms. Constant noted Mr. Hubert appealed that value back to the Director of Equalization when in fact the Director was in agreement with the Local Board. Mr. Hubert was unaware that the Director would accept the $296,000 value on the house as approved by the Local Board. Motion by Johnson, second by Hanten, to concur with the Local Board on the value of the House, in the amount of $296,832 and the value of the land, in the amount of $38,492; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Kirk & Haley Ellis	18237	$247,142	$243,855	$220,000	$243,855

Kirk Ellis was present for this appeal. Mr. Ellis stated he understood the Local Board had lowered his value to the $220,000 as requested. Mr. Ellis noted he based his request of a value of $220,000, on his estimated value of the property at $285,000 and his conversations with local realtors on what properties sell for compared to asking prices. Mr. Ellis stated he did not agree with the 10% across the Board increase in value with regards to his property. Ms. Constant noted the appellant constructed a new pole building this year which was assessed for a concrete floor when in fact the floor is gravel. The Director lowered the value of the building from $208,650 to $205,363 to allow for the gravel floor in the pole building. The Director of Equalization stated there was no paperwork received from the Elmira Local Board of Equalization lowering the total value of the property to the $220,000 as requested by Mr. Ellis. Ms. Constant provided the Board with comparable sales of similar properties for the basis of the value placed on the Ellis property. Ms. Constant noted her office uses a mass appraisal process which requires the use of sales of comparable properties to give a neighborhood adjustment and not an individual house adjustment. Motion by Johnson, second by Hanten, to concur with

the value of $243,855 as recommended by the Director of Equalization; Heller, Johnson, Brinkman, and Hanten vote aye; McElhany voted no; motion carried.

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Karam Pathan & Rabel Agha	3761	$306,457	n/a	none given	$306,457

Appellant was not present for this appeal. Appellant stated in written appeal his property taxes were $6,000 per year compared to his neighbor's tax of $1,200 per year. Ms. Constant noted his neighbor's property is classified as agricultural and Mr. Pathan's is non-agricultural Motion by Hanten, second by McElhany, to concur with the Assessor's recommended value of $306,457; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Trudy Paulson	3864	$209,791	$183,577	none given	$192,522
Trudy Paulson	3840	$235,255	$217,973	$217,973	$230,245

Appellant was not present for this appeal. Appellant stated in written appeal that assessments were two high on both properties. Ms. Constant noted the recommended value does include an adjustment for flooded farm land. Motion by McElhany, second by Hanten, to concur with the Assessor's recommended value on record #3864; all present voted aye; motion carried. Motion by McElhany, second by Johnson, to concur with the Assessor's recommended value on record #3840; all present voted aye; motion carried.

OMITTED PROPERTY

Motion by Hanten, second by McElhany, to approve adding the following omitted valuation to the tax assessment rolls, per the recommendation of the Director of Equalization. Ms. Constant noted this property was removed from the property assessment rolls in error. Upon vote of the Board; all present voted aye; motion carried:

Name	DOE#	Assessor's Value	Recommended Value	
Richard & Beverly Carpenter	4366	$0	AG-A $237,927	Property value removed in error

STIPULATIONS

Motion by Johnson, second by Heller, to approve the following stipulated changes as recommended by the Director of Equalization; all present voted aye; motion carried:

Name	DOE#	Assessor's Value	Stipulated Value
Bruce & Evangeline Mack	18857	NA-A1 $183,344	$151,259 – reappraisal
Codington County	18175	NA-C $31,494	$0.00 – taken for tax deed
Dunham Partnership	644	NA-CC $55,392	$53,637 – acres updated
Connie Johnson	19414	NA-C1-S $20,885 NA-C-S $57,471 Total $78,356	$20,885 $30,368 $51,253 – combined w/record #17308 & put on backlot factor
Connie Johnson	17308	NA-C $3,264	$0.00 – combined w/record #19414

Name	DOE#	Assessor's Value	Stipulated Value
Douglas Maag	2462	NA-C1 $149,192 NA-C $62,148 Total $211,340	$127,156 $62,148 $189,304 – reappraisal

RENEWABLE ENERGY RESOURCE
Motion by Hanten, second by McElhany, to approve the applications for renewable energy resources, as recommended by the Director of Equalization; upon vote of the Board all present voted aye; motion carried.

ASSESSMENT FREEZE FOR DISABLED AND SENIOR CITIZENS
Motion by Johnson, second by Hanten, to approve the applications for freeze on assessments of dwellings of disabled persons and senior citizens, as recommended by the Director of Equalization, all present voted aye; motion carried.

DISABLED VETERAN PROPERTY TAX EXEMPTION
Motion by McElhany, second Johnson, to approve exemption status on properties which qualify for Disabled Veteran Exemption, all present voted aye; motion carried.

TAX EXEMPT PROPERTY APPLICATIONS – ANNUALLY AND 5 YEAR
Motion by Hanten, second by McElhany, to approve the applications for annual and 5 year tax exempt status of a private organization, as recommended by the Director of Equalization, all present voted aye; motion carried.

FLOODED FARMLAND VALUES
Director of Equalization, Shawna Constant, presented the Board with the following list of property owners who applied for flooded farmland adjustments to their property values. These applications were not acted upon by the Local Board of Equalization and therefore need action by the County Board. Motion by Hanten, second by Johnson, to approve the following flooded farmland values per the applications submitted by the property owners and as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Full and True Value	Reduction Amount	Wetland Value
Kenneth & Patricia Neuendorf	527	$259,725	$13,832	$245,893
A M Farms Inc.	534	$256,965	$15,009	$241,956
R&J DeBerg Family LTD Partnership	552	$176,901	$10,763	$166,138
R&J DeBerg Family LTD Partnership	553	$138,796	$ 8,062	$130,734
R&J DeBerg Family LTD Partnership	554	$ 55,807	$ 3,511	$ 52,296
Harold & Sharon Laqua	558	$120,350	$ 5,046	$115,304
A M Farms Inc.	594	$238,653	$13,990	$224,663
Kenneth & Patricia Neuendorf	699	$121,941	$ 1,996	$119,945
Patricia Neuendorf	719	$ 58,332	$ 1,815	$ 56,517
Patricia Neuendorf	720	$ 23,589	$ 532	$ 23,057
Murphy Farms LLC	736	$ 71,686	$ 5,401	$ 66,285
Harold & Sharon Laqua	15869	$ 74,911	$ 6,084	$ 68,827
Harold & Sharon Laqua	16721	$ 58,500	$ 3,656	$ 54,844
Patricia Neuendorf	2973	$162,038	$ 4,766	$157,272
R&J DeBerg Family LTD Partnership	2974	$110,484	$ 6,285	$104,199
Patricia Neuendorf	2975	$207,839	$20,735	$187,104
Donald & Lyndren Kuhlman	3095	$115,591	$20,625	$ 94,966

Name	DOE#	Full and True Value	Reduction Amount	Wetland Value
Vernon & Mardella Lebert	3100	$158,552	$15,495	$143,057
Donald & Lyndren Kuhlman	3103	$223,817	$18,703	$205,114
John Foley	3105	$285,087	$12,835	$272,252
Todd & Wendy Kuhlman	3107	$ 53,209	$ 6,522	$ 46,687
Donald & Lyndren Kuhlman	3108	$226,757	$30,498	$196,259
Vernon & Mardella Lebert	3109	$114,878	$28,929	$ 85,949
Donald & Lyndren Kuhlman	3110	$150,368	$21,271	$129,097
Kenneth & Dorothy Hunter	3116	$265,633	$13,398	$252,235
Schact Sisters Properties LLC	3121	$164,374	$17,589	$146,785
Schact Sisters Properties LLC	3123	$234,350	$24,484	$209,866
Donald & Lyndren Kuhlman	17710	$240,986	$40,620	$200,366
Michael & Gregory Schafer	19104	$ 60,229	$ 7,000	$ 53,229

BOARD RECESS

Motion by Hanten, second by McElhany, to recess at 2:16 p.m., until Tuesday, April 16th, 2013; all present voted aye; motion carried.

OFFICIAL PROCEEDINGS
Codington County Board of Equalization
April 16, 2013 –
Commissioners Chambers - Codington County Courthouse
14 1st Ave SE, Watertown, SD 57201

The Codington County Board of Equalization re-convened at 10:05 a.m., Tuesday, April 16, 2013, in the Commissioners Chambers in the Codington County Courthouse. Board members present were George Heller, Tyler McElhany, Elmer Brinkman, Myron Johnson and Brenda Hanten; Chairman Brinkman, presiding.

APPEALS

Name	DOE#	Assessor's Value	Local Board Value	Appeal Value	Assessor's Recommendation
Stanley & Donna Busskohl	3858	$479,141	$427,93	$388,860	$437,939 (flooded farmland adj)
Stanley & Donna Busskohl	3860	$223,004	$199,028	$208,870	$209,028 (flooded farmland adj)

Mr. & Mrs. Busskohl were present and asked why the property taxes took such a big jump on these parcels. Appellants did not compare their property with similar properties. Appellants noted these properties have a lot of water on them. The Director of Equalization noted both properties are receiving adjustments for flooded farmland and the value on the 2013 assessment notice does not show the adjustment for the flooded farmland so in fact the property increase was not the 68% indicated by the appellant. The Directed advised the Board that the local Board gave no rationale for their action to lower the valuation on these parcels. Motion by Hanten, second by Heller, to concur with the Director of Equalization's recommended value on record #3858; all present voted aye; motion carried. Motion by Hanten, second by Heller, to concur with the Director of Equalization's recommended value on record #3860; all present voted aye; motion carried.

BOARD ADJOURNS

There being no further business to come before this Board a motion was made by McElhany, second by Hanten, to adjourn as a 2013 County Board of Equalization at 10:23 a.m.; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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OFFICIAL PROCEEDINGS
Codington County Consolidated Board of Equalization
April 9, 2013 – 7:00 p.m.
Watertown City Hall – Council Chambers
23 2nd St NE, Watertown, SD 57201

The Codington County Consolidated Board of Equalization convened at 7:00 p.m., Tuesday, April 9, 2013, in the Chambers of the City Council at Watertown City Hall. Board members present were County Commissioners: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; City Council Members: Russ Wilkins and Mike Danforth; and Watertown School Board Member: Jan Schull; absent City Councilman, Bruce Buhler; Chairman Brinkman, presiding. All Board members signed their oath of office. Director of Equalization, Shawna Constant, gave opening remarks. Commissioner McElhany was excused due to the absence of Councilman Buhler.

APPEALS
The following appeals were presented:

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Donald McClung	10030	$75,467	$64,286	$75,467

Donald McClung was present for this appeal. Appellant stated houses close to his property sold for less than the assessed value on his property and he has not had any updates to his property to receive the value as set by the Director of Equalization Office. Appellant felt his value should be going down instead of up based on the neighborhood. Ms. Constant noted this property was walked through by Equalization staff as part of the re-appraisal process and comparable sales support the value placed on the property. Ms. Constant noted this property was last appraised in the year 2000. Motion by Heller, second by Danforth to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Dennis Murphy	5421	$147,436	$111,187	$147,436

Dennis Murphy was present for this appeal. Appellant questioned the year built date on the paper work prepared by the Equalization Office. Appellant stated the property value is too high based on purchase price, cost of improvements since purchased, and lot size compared to the property adjacent to his. Mr. Murphy stated he disagrees with the process used to assess the land and the structure is a cabin not a house. Ms. Constant noted the house was completely gutted which affected the year built date to an effective age of 1976 which does affect the value placed upon the house. Ms. Constant advised the Board that there are questions on the house next to Mr. Murphy's as to whether or not the house is considered a mobile home and is not a good comparable property to Mr. Murphy's. Ms. Constant provided the Board with comparable cabin sales and noted oversize factors for lake frontage and depth factors for lot depth will affect neighboring properties at the lake. Motion by Hanten, second by Heller, to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
DLT Development Inc.	18513	$80,206	$56,378	$80,206

Property owner, Dale Christensen, was present for this appeal. Appellant provided written statement that a City utility easement crosses this property at an angle 66 feet wide and occupies 1.78 acres or 13.42% of property, runs diagonal so it has impact of more acres, and estimate of unusable for Housing development in the 30% range so assessed value should be in the $56,000 range. Ms. Constant advised the Board this property is receiving all adjustments possible for the easement and unbuildable acres; and the property is considered commercial property. Motion by Heller, second by Hanten, to concur with the value as recommended by the Director of Equalization. Discussion continued regarding how

the property will ever be developed considering the easement running through it and the water that frequently stands on the property. Commissioner Johnson called the question; all present voted aye. Upon vote of Commissioner Heller's motion to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Dennis & Kay Solberg	8587	$140,625	$111,004	$140,625

Mr. & Mrs. Solberg were present for this appeal. Appellants stated the OHE Judge, in 2012, ruled the frontage footage measurement should be 83.5 feet. Mrs. Solberg also noted the property floods quite frequently. Mrs. Solberg referred to a letter from a registered land surveyor regarding the 83.5 feet frontage measurement. Ms. Constant noted the original plat of the property shows 144 feet of frontage, of which only 95' was used for assessment purposes, and the value on the property is also given an annual adjustment for flooding. Ms. Constant also referred to the surveyor's letter and the section of the letter where the surveyor stated the following "The 83.5' as shown was not my inference of the frontage of said lot, merely me furnishing and accurate representation of the tract so others could make an informed decision." Mr. Solberg informed the Board they had contacted the Corps of Engineers, DENR, and the City of Watertown regarding where the water of a river begins and a lake begins. The appellants did not provide written documentation from these entities regarding how frontage is measured. Motion by Hanten, second by Danforth, to concur with the Director of Equalization's recommended value. A lengthy discussion followed regarding the uniqueness of the property's location in proximity to the river and the lake and how frontage is measured. Alderman Wilkins called the question; all present voted aye. Upon vote of Commissioner Hanten's motion to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Edwin Tapio	6492	$214,327	none provided	$214,327

Appellant was not present for this appeal. Ms. Constant provided the Board with comparable property valuations to show equalization on this property. Motion by Johnson, second by Heller, to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Heather Kallhoff	8688	$144,456	$138,937	$144,456

Appellant was not present for this appeal. Ms. Constant provided the Board with comparable property valuations to show equalization on this property. Motion by Hanten, second by Schull, to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Barry & Shelly Poppen	7658	$303,691	$280,000	$295,000

Appellants were not present for this appeal. Ms. Constant noted the appellants purchased the property in 2011 for $315,000, less $25,000 in personnel property, which reflects the Director's current $295,000 recommended value. Motion by Heller, second by Danforth, to concur with Director's recommended value; all present voted aye; motion carried.

STIPULATIONS

Motion by Johnson, second by Hanten, to approve the following stipulated values as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE #	Assessor's Value	Stipulated Value
Rhonda Maag	9588	$129,330	$100,050 market analysis
Rhonda Maag	10460	$ 86,848	$ 67,396 reappraisal-entry gained

Name	DOE #	Assessor's Value	Stipulated Value
Julie Michel	10273	$ 89,351	$ 62,870 reappraisal-entry gained
Francis & Connie Tigner	15994	$348,150	$316,500 purchase price
Gary & Vivian Krech	17689	$261,019	$259,500 purchase price
Paul & Melanie Weiss	15996	$445,369	$409,401 reverse improvement increase
Justin Kramer	10642	$ 53,459	$ 30,825 purchase price plus det. Garage
David & Cindy Adkins	10172	$ 92,231	$ 60,099 purchase price
David & Cindy Adkins	12135	$106,025	$ 67,000 purchase price
Patgar LLC	6400	$369,723	$383,141 combined with record #19534
Mary Lou & Dennis Warrick	17658	$346,506	$339,352 correct basement label
Josh & Sara Nei	7127	$161,315	$133,402 reappraisal
Jeff & Jody Wait	9669	$120,991	$ 55,000 purchase price
Gordon Little	5405	$400,001	$298,800 purchase price
Douglas & Mary Modica	7735	$336,674	$334,579 land factor update
Raymond & Diane Carter	9741	$116,831	$106,000 appraisal
Spensor & Jessica Teneyck	5643	$117,429	$103,500 purchase price
Jason & Terri Julius	10715	$177,399	$134,000 purchase price
Michael & Melissa Passow	16345	$206,626	$201,515 re-measure house
Debra Stanton	11636	$112,617	$110,622 reappraisal
Verla Berner	10934	$ 87,350	$ 51,126 reappraisal-entry gained
Anthony & Donna Ree Haan	6697	$137,037	$129,250 purchase price
Jeffrey Koehn	7779	$283,448	$252,000 appraisal
Duane & Clara Hanson	12766	$102,900	$ 99,268 list price
Annella Larson	10658	$ 78,794	$ 75,300 purchase price
David & Marlys Fie	15987	$456,567	$415,061 reverse improvement increase
Mark & Karla Gottsleben	10387	$ 44,786	$ 38,750 reappraisal-entry gained
Wal-Mart	18065	$10,642,370	$10,145,011 market adjustment
Angela & Timothy LaFramboise	10979	$107,543	$ 90,500 market analysis
Charles Berner	13489	$401,841	$384,243 market adjustment
Nanette & James Dale	17670	$710,868	$651,424 reverse improvement increase
Jennifer Buschette	10689	$ 84,245	$ 69,238 market analysis
M & L Properties LLC	10284	$107,502	$ 89,176 reappraisal-changed to duplex
M & L Properties LLC	10752	$ 47,411	$ 39,100 purchase price
M & L Properties LLC	12110	$ 86,962	$ 50,250 purchase price
Courtney & Karen Livingston	9583	$ 62,010	$ 42,081 reappraisal-entry gained
Courtney & Karen Livingston	10580	$ 44,801	$ 37,000 purchase price
David Mendel	14783	$132,151	$ 99,900 purchase price
Ronald & Linda Meidinger	7917	$319,846	$299,382 reappraisal-entry gained
Jeffrey Rymerson	9591	$ 96,864	$ 80,596 reappraisal-entry gained
Jeffrey Rymerson	10278	$ 60,713	$ 55,276 reappraisal-entry gained
Jeffrey Rymerson	9850	$ 63,001	$ 50,587 reappraisal
Timothy & Lois Brist	10706	$133,534	$115,800 market analysis
Jason & Laurie Keltgen	10496	$ 61,728	$ 49,555 purchase price
Terry & Helene Redlin	7418	$789,806	$487,600 listing price

RECOMMENDATIONS

Motion by Hanten, second by Schull, to approve the following recommendations as presented by the Director of Equalization; all present voted aye; motion carried:

Name	DOE #	Assessor's value	Recommended value
James & Joan Goeman	12834	$253,404	$252,329 adjust land factor
Allen & Joyce Thoreson	9636	$242,975	$241,737 adjust land factor
Carl Lindner	5379	$224,268	$222,543 adjust land factor
Casey Pratt	10265	$ 59,150	$ 49,834 apply multiple resident factor
Michael & Kristie Evans Jr.	17657	$407,941	$374,704 reverse improvement increase
Mark & Sarah Tetzlaff	17647	$458,317	$420,616 reverse improvement increase
Jeffrey & Paula Orthaus	17644	$459,854	$422,709 reverse improvement increase
Donald & Geri Hoftiezer	17640	$474,607	$435,386 reverse improvement increase
William & Jacalyn Rieffenberger	15981	$547,127	$502,046 reverse improvement increase
Larry & Joyce Horstmeyer	15995	$502,064	$462,141 reverse improvement increase
Greg & Kathy Hoftiezer	18067	$524,844	$481,557 reverse improvement increase
James & Michele Engels	15988	$1,088,057	$999,934 reverse improvement increase
Donald & Christine Walraven	18805	$688,087	$630,113 reverse improvement increase

CERTIFICATIONS OF OWNER OCCUPIED DWELLINGS

Motion by Heller, second by Hanten, to approve the certifications of owner occupied dwellings, as recommended by the Director of Equalization, all present voted aye; motion carried.

BOARD RECESS

Motion Heller, second by Wilkins, to recess at 8:57 p.m., until 7:00 p.m., Tuesday, April 16th, 2013; all present voted aye; motion carried.

OFFICIAL PROCEEDINGS
Codington County Consolidated Board of Equalization
April 16, 2013 – 7:00 p.m.
Watertown City Hall – Council Chambers
23 2nd St NE, Watertown, SD 57201

The Codington County Consolidated Board of Equalization reconvened at 7:00 p.m., Tuesday, April 16, 2013, in the Chambers of the City Council at Watertown City Hall. Board members present were County Commissioners: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; City Council Members: Russ Wilkins, Mike Danforth, and Bruce Buhler; and Watertown School Board Member: Jan Schull; Chairman Brinkman, presiding. Alderman Buhler signed his oath of office. Director of Equalization, Shawna Constant, gave opening remarks.

APPEALS

The following appeals were presented:

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Angus Industries	8191	$3,908,292	$2,033,800	$3,908,292
Angus Industries	8192	$1,467,028	$1,316,230	$1,467,028
Angus Industries	2618	$ 604,064	$ 427,900	$ 604,064
Angus Industries	8190	$ 505,053	$ 318,300	$ 505,053

Appellants were not present. Appellant's written appeal stated the following for each property: The property is valued in excess of fair market value based on the three approaches to value; cost, market and income approach. In addition, the property is valued in excess of other similarly situated properties. The Director of Equalization advised the Board that the private sale of these properties could not be used for valuation purposes and provided the Board with comparable properties for the valuations placed on the appeal properties.

Motion by Hanten, second by Wilkins, to concur with the value as recommended by the Director of Equalization on property record #8191; all present voted aye; motion carried.

Motion by Johnson, second by Danforth, to concur with the value as recommended by the Director of Equalization on property record #8192; all present voted aye; motion carried.

Motion by Schull, second by Danforth, to concur with the value as recommended by the Director of Equalization on property record #2618; all present voted aye; motion carried.

Motion by McElhany, second by Hanten, to concur with the value as recommended by the Director of Equalization on property record #8190; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Trent DeVille	10667	$98,026	$73,000	$98,026

Mr. DeVille was present for this appeal. Appellant stated he would not be able to sell his property for the amount the Director of Equalization has placed on the property; the property assessment jumped from $61,877 to $98,026 in one year without any improvements to the property other than a privacy fence; and the property is located in a flood zone. Mr. DeVille also question the effective age assigned to his property. Ms. Constant explained the effective age is 1954 as the house had many updates completed in 1996. Ms. Constant noted this property was in the reappraisal area, which is the main reason for the increase in value, and provided the Board with comparable properties to show equalization of the value placed on the property. Motion by Heller, second by Hanten, to concur with the value on this property as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Leslie McElhany	16745	$233,706	$200,000	$233,706

Mr. McElhany was present for this appeal. Board members McElhany and Wilkins recused themselves from this appeal due to a personal conflict on the part of Commissioner McElhany. Appellant stated this property is a twin home, in an older neighborhood, and the increase in assessed value, over 2012, is $40,494. Appellant has owned this property for eleven years and has not been able to increase the rent, of $950.00 per month, in the past eleven years. Appellant's neighbor built a twin home with a double garage and also a three stall garage and which value is less than appellants. Ms. Constant noted the neighbor's property is included on the spread sheet of comparables, provided to the Board for this hearing, which shows the neighbor's price per square foot is $101.21 compared to Mr. McElhany's property with a price per square of $80.26. Ms. Constant noted both properties were in the reappraisal area and both receive updated assessment values. Motion by Schull, second by Danforth, to concur with the value on this property as recommended by the Director of Equalization; all present voted aye; motion carried.

Commissioner McElhany and Alderman Wilkins rejoined the Board at this time.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Bill Thovson	11392	$394,679	$363,355	$394,679

Mr. Thovson was present for this appeal. Appellant provided each Board member with a packet of documents with which to support his appeal. Mr. Thovson based his appeal on the action taken by the Office of Hearing Examiners in 2010 where that Board approved the value on record #11392 in the amount of $374,793. Mr. Thovson indicated his current (2013) assessed value should be based on the $374,793 approved at the 2010 O.H.E. hearing, plus or minus any across the board adjustments made by the Director of Equalization since that time. Ms. Constant advised the Board that any action taken by the O.H.E. is for a one year (assessment year) period. Ms. Constant noted Mr. Thovson did receive the $374,793

value for the 2010 assessment year (taxes payable in 2011). Ms. Constant informed the Board that the 2011 assessed value (taxes payable in 2012) was raised back to the 2010 assessed value of $410,274, and also noted the Circuit and Supreme court have ruled the 2011 & 2012 assessed values, as recommended by the Director of Equalization, valid on Mr. Thovson's property (record #11392). Motion by McElhany, second by Danforth, to concur with the value of record #11392 as recommended by the Director of Equalization in the amount of $394,679; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Donald & Rose Haag	9550	$152,596	none given	$152,596

Appellants were not present for this appeal. Appellants did not return appeal form. Ms. Constant noted this property was in the reappraisal area and received an increase in valuation accordingly. Ms. Constant provided the Board with comparable properties to show equalization of the value recommended for this property. Motion by Hanten, second by Buhler, to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Timothy & Angela LaFramboise	8501	$207,491	$165,000	$187,193

Appellants were not present for this appeal. Appeal statement said property value has increased too much in the last three assessment years and property would be hard to sell. Ms. Constant noted this property was in the reappraisal area last year and provided the Board with comparable properties. Assessor's recommended value includes an adjustment for a renewable energy credit. Motion by McElhany, second by Danforth, to concur with the Director of Equalization's recommended value; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Timothy & Angela LaFramboise	5482	$112,545	$100,000	$112,545

Appellants were not present for this appeal. Appeal statement said property owners are trying to keep expenses low for elderly people who rent these small apartments on fixed incomes. Ms. Constant noted this property was in last year's reappraisal area and provided the Board with comparable properties. Motion by Hanten, second by Buhler, to concur with the value as recommended by the Director of Equalizations; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Wanda Wilstermann	10253	$193,501	$169,000	$148,290

Appellant was not present for this appeal. Appeal statement said property is in a low value area and 1970's like homes are better than this property. Ms. Constant advised the Board the property owner stated her property qualifies for an assessment freeze program and the property taxes will not increase regardless of her assessed value. Assessor's recommended value includes an adjustment for the assessment freeze program. Motion by Johnson, second by Schull, to concur with the value as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE#	Assessor's Value	Appeal Value	Assessor's Recommendation
Timothy Herman	10408	$96,922	$80,000	$96,922

Appellant was not present for this appeal. Appeal statement said proposed assessed value is higher than market value especially since property is in flood zone. Ms. Constant advised the Board this property is also in the reappraisal area and was completely remodeled. Motion by Hanten, second by Danforth, to concur with the recommended value of the Director of Equalization; all present voted aye; motion carried.

STIPULATIONS

Motion by Johnson, second by Hanten, to approve the following stipulated values as recommended by the Director of Equalization; all present voted aye; motion carried.

Name	DOE #	Assessor's Value	Stipulated Value	
Patgar LLC	19534	$224,450	$0	combined with DOE #6400
Leslie McElhany	13950	$269,374	$220,000	market analysis
Leslie McElhany	14478	$264,544	$220,000	market analysis
David McElhany	8310	$276,965	$223,192	assessment analysis
David McElhany	8242	$211,153	$175,626	assessment analysis
Leslie McElhany	11551	$198,855	$166,438	assessment analysis
Leslie McElhany	18586	$422,150	$394,366	re-assessment
Leslie McElhany	18588	$423,597	$395,813	re-assessment
Peggy Haugan & Joy Nelson	18460	$134,712	$ 50,819	update neighborhood
Peggy Haugan & Joy Nelson	18455	$133,403	$ 50,325	update neighborhood
Peter & Peggy Haugan	7063	$ 78,820	$ 60,900	market analysis

BOARD ADJOURNS

There being no further business to come before this Board, a motion was made by Danforth, second by Buhler, to adjourn as a 2013 Consolidated Board of Equalization; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
April 16, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of April 9, 2013**

3. **Monthly reports**
   a. **Facility Manager**
   b. **Highway Supt.**

4. **Action to authorize the building of a 24x24 garage at Memorial Park as budgeted**

5. **Action to approve a permit to discharge fireworks**

6. **Action to authorize the hiring of a part time Deputy Sheriff (not a new position)**

7. **Action to approve plat resolutions**
   a. **Peterson Conservation Easement Tract 1**
   b. **Peterson Conservation Easement Tract 2**

8. **Note the reinstatement of Veteran Service Officer salary reimbursement funds from the State of South Dakota**

9. **Note possible quorum of Board at a Regional Watershed Advisory Task Force meeting**

10. **Action to approve automatic budget supplements**

11. **Action to approve travel requests**

12. **Action to approve personnel changes**
    a. **Wage assignment for Memorial Park campground manager**

13. **Old Business**

14. **New Business**

15. **Open – note intent to convene, following prior motion to recess, as a County Board of Equalization, following this meeting**

16. **Action to enter into Executive session**

17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, April 23, 2013, at the Codington County Courthouse**

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.

April 16, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 16th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of April 9th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, reported on the following items: Snow removal, snow removal/sanding machinery currently in need of repair; and road patching when weather permits. Mr. Small advised the Board that estimated snow removal costs are at $194,128.00 as of the week of April 8th. **Facilities Manager, Milo Ford,** reported on the following items: Memorial Park – the campground managers have returned to their duties along with one other seasonal worker and work continues to set up the new computer software purchased for the campground. Mr. Ford expressed his thanks to Treasurer, Carol Maloney and Emergency Management Director, Jim Sutton, for offering the assistance of their employees in getting the new software up and running. Extension Complex – the sale ring restroom restoration project has been completed with damage more extensive than first estimated. Detention Center – the bunks and tables for the new cell area are ready to put into place. Courthouse – an auction for the sale of surplus County equipment is being scheduled for early summer.

MEMORIAL PARK GARAGE PROJECT
Motion by McElhany, second by Heller, to accept an estimate from Senske Construction, in the amount of approximately $15,000.00, for the construction of a 24x24 garage at Memorial Park; all present voted aye; motion carried.

PLANNING AND ZONING NUISANCE ISSUE
Zoning Officer, Luke Muller, briefly discussed with the Board a nuisance issue regarding property on 19th St NE which has been ongoing for the better part of 10 years. The property owner involved was denied an extended home occupation permit and follow through with the nuisance prosecution will move forward if the order of the Planning Board is not followed by the property owner.

PLAT RESOLUTIONS
Zoning Officer, Luke Muller, presented the Board with two plat additions for their approval. Mr. Muller noted both plats were approved by the Planning and Zoning Board and both deal with properties which required platting for conservation easements and are 30 year easements. The Board took action on the following resolutions:

RESOLUTION #2013-9

A Resolution to approve the platting of the "Peterson Conservation Easement Tract 1" 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:

Peterson Conservation Easement Tract 1 Addition located in Government Lot 1 and the S1/2 of NW1/4 of Section 4-T118N-R55 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 16th day of April, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-9, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 16th day of April, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

RESOLUTION #2013-10

A Resolution to approve the platting of the "Peterson Conservation Easement Tract 2" 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:

Peterson Conservation Easement Tract 2 Addition located in the N1/2 of NW1/4 of Section 8-T118N-R55 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Heller, second by Commissioner Johnson; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 16th day of April, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-10, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 16th day of April, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

PERMIT TO DISCHARGE FIREWORKS

The Board reviewed an application for a permit to discharge fireworks on April 20th, 2013 in the vicinity of Lew's Fireworks. Commissioner Johnson advised the Board he has been contacted by local Ag. Producers, in the geographic location of Lew's Fireworks, with livestock who are opposed to the discharge of fireworks due to this being the time of year for calving. Motion by Johnson, second by McElhany, to delay approval of this permit for the discharge of fireworks for two months; per the request of the local Ag. Producers. Motion by Hanten, second by McElhany, to table action until later in this meeting during which time more information can be gathered regarding the location of the fireworks display and type of display; motion carried.

PART TIME DEPUTY SHERIFF POSITION

Sheriff, Toby Wishard, who could not be present for this meeting, sent the Board information regarding his request to hire a part time Deputy Sheriff. Sheriff Wishard's information noted a current demand for increased court security during Magistrate Court, an increase in inmate transports, and the need for a Deputy to cover for full time Deputies taking annual or sick leave. Sheriff Wishard also noted this is an existing position, with no benefits, that has been budgeted

for and open for over a year. Motion by Hanten, second by Heller, to authorize the Sheriff to hire a part time Deputy Sheriff; all present voted aye; motion carried.

VETERANS SERVICE OFFICER SALARY REIMBURSEMENT

The Board noted information received from the Budget and Finance Director of the SD Dept. of Veterans regarding the reinstatement of the funding dollars used to partially reimburse Counties for the salary paid to the County's Veteran Service Officer.

REGIONAL WATERSHED TASK FORCE

Motion by Johnson, second by Hanten, to authorize travel, for any Commissioners, who wish to attend the Regional Watershed Advisory Task Force Meeting in Mitchell, on Monday, April 22nd, 2013; all present voted aye; motion carried. Chairman Brinkman noted there could be a quorum of this Board in attendance at the aforementioned meeting.

AUTOMATIC BUDGET SUPPLEMENTS

Motion by Hanten, second by Heller, to approve the following automatic budget supplements with grant reimbursement funds: $15,000.00 to the Commissioners expenditure budget with CDBG funds; $1,085.35 to the Emergency Management expenditure budget with POD funds; and $12,334.07 to the Emergency Management revenue and expenditure budgets with Homeland Security funds. Upon vote of the Board all present voted aye; motion carried.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel change as submitted and approved by Facilities Manager, Milo Ford; all present voted aye; motion carried: Campground Manager, H. Lee Trumm; $13,632.00 annual salary; to be paid out in six monthly installments commencing April 23rd, 2013 and ending September 24th, 2013.

JUDICIAL SYSTEMS SPACE NEEDS

The Board held a discussion on how best to proceed with addressing the short and long term needs of the Judicial System located in the Courthouse. Items discussed were: Involvement of all Commissioners on a planning Committee, along with but not limited to, Judge Timm, Sheriff Wishard, States Attorney Elshere and Facilities Manager Ford; an addition to the current building; preparation of a request for proposals; utilizing electronic equipment for hearings; the unknown of what facilities will be required due to changes coming through the Judicial System; and the status of the "small" courtroom. Commissioner Heller will start the process of contacting persons to serve on a planning committee and schedule a meeting time to proceed with the planning process.

COMMISSION CHAMBERS

The Board held a discussion regarding a request to use the Commissioner chambers on a weekly basis for court ordered counseling meetings. Chairman Brinkman will contact the individual who submitted this request for more information before action is taken.

TABLED MOTION ON A PERMIT TO DISCHARGE FIREWORKS

Motion by Hanten, second by Heller, to take from the table a motion on an application for a permit to discharge fireworks; all present vote aye; motion carried. Commissioner McElhany reported he has additional information regarding the application for a permit to discharge fireworks on April 20th in the vicinity of Lew's Fireworks. Commissioner McElhany advised the other Board members that he had a discussion with Lew Raderschadt and the requested permit is for a demo show for fireworks dealers, some of who are coming from out of state; the show will be held south of Lew's Fireworks and south of Highway 212; the show will consist of consumer

fireworks packages that will be available for sale at fireworks stands to the general public; and the noise level will not be as loud as display fireworks. Upon vote of Commissioner Johnson's motion to delay approval of this permit for two months; Johnson voted aye; Heller, McElhany, Brinkman, and Hanten voted no; motion failed. Motion by Hanten, second by McElhany, to approve the permit to discharge fireworks on April 20th, in the vicinity of Lew's Fireworks; Heller, McElhany, Brinkman, and Hanten voted aye; Johnson voted no; motion carried.

GOVERNORS LUNCHEON

The Board noted there could be a quorum of this Board in attendance at the "11th Annual Governor's Luncheon" at 11:30 a.m., today at the Watertown Event Center.

BOARD RECESS

Motion by McElhany, second by Hanten, to recess at 10:05 a.m., in order to convene as a County Board of Equalization to hear an appeal of a 2013 property assessment; all present voted aye; motion carried. The Board reconvened as a Board of County Commissioners at 10:23 a.m.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 10:23 a.m., to discuss potential litigation; all present voted aye; motion carried. The Board returned to regular session at 10:58 a.m. There was no action following executive session. Human Resource Director, Terry Satterlee and Director of Equalization, Shawna Constant, were present during executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:58 a.m., until 9:00 a.m., Tuesday, April 23rd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
April 23, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of April 16, 2013
3. Discussion with Waneen Polly regarding a Unity and Diversity Program scheduled for April 27th
4. Monthly reports
   a. Emergency Management
   b. Sheriff
5. Action to approve a claim for payment
6. Action on requests for abatements and or refunds of property taxes
7. Action to approve a plat resolution for the "Tesch Addition" in Kampeska Township
8. Action to approve a "Proval" software update in the Director of Equalization Office
9. Action to approve a public auction sale of surplus County equipment
10. Action to approve automatic budget supplements
11. Action to approve travel requests
    a. Weed Supervisor, Steve Molengraaf, VanDiest Mosquito workshop
    b. Welfare Director, Sara Petersen, presentation before Medicaid Task Force (subject to change)
    c. Welfare Director, Sara Petersen, Chick-fil-A Leadercast, one-day leader development event
12. Action to approve personnel changes
13. Old Business
14. New Business
15. Open
16. Discussion regarding progress to provide additional space for Court needs
17. Action to enter into Executive session
18. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, May 7, 2013, at the Codington County Courthouse

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.

April 23, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 23rd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by McElhany, to approve the minutes of April 16th, 2013; all present voted aye; motion carried.

UNITY IN DIVERSITY 2013 EXPO
Waneen Polly, with the local Unity in Diversity Committee, met with the Board to update them on the Unity in Diversity 2013 Expo, in its fourth year, celebrating unity in diversity by connecting diverse people of the region and world, to be held in Watertown. Ms. Polly noted the expo will be held Saturday, April 27th, at the Watertown Civic Arena, beginning at 10:00 a.m. with closing ceremonies set for 2:45 p.m. Ms. Polly informed the Board the guest speaker is Donovin Sprague, who at 10:15 a.m., will present, Lakota History from Lewis and Clark to Wounded Knee 1890. Ms. Polly provided the Board with the following schedule of events: 10:00 a.m., parade of nations; 10:15 a.m., keynote speaker; 11:00 a.m., exhibits open; 1:00 p.m., soccer demonstration; and 2:45 p.m., closing ceremony. Dancing, music, and panel discussions will occur throughout the day and the event is free of charge. The Board thanked Ms. Polly for this information.

MONTHLY REPORTS
Emergency Management Director, Jim Sutton, reported on his recent week working with an Incident Management Assistance Team, in the Sioux Falls Emergency Operations Center, within the Resource unit, to aid in the cleanup of downed trees in Sioux Falls, due to a recent ice storm. Mr. Sutton also reported on the following items: The week of April 22nd is "South Dakota Severe Weather Awareness Week" and the weather sirens in the County will be tested on Wednesday, April 24th at 10:15 a.m.; the emergency generators at the County Law Enforcement Center, Extension Center Complex, and Search and Rescue building will be tested on Monday, April 29th; a State Emergency Management meeting will be held in Pierre on Thursday, April 25th; on Monday, May 13th, a regional full scale emergency operations center exercise will be conducted with a pre-event planning meeting held, per federal requirements, during a regional Emergency Management meeting in Aberdeen on May 1st; on Wednesday, May 15th, Mr. Sutton will travel to act as an evaluator for an Emergency Operations Center exercise to be held in Brookings; and on Monday, May 20th, a regional Emergency Management meeting will be held in Watertown. Commissioner Johnson noted there is a website available through the SDREA (South Dakota Rural Electric Association) that can assist Emergency personnel with locating power outages throughout the state of South Dakota.

CLAIM APPROVED
Motion by Hanten, second by McElhany, to approve for payment the following claim; all present voted aye; motion carried: City of Watertown, $22,964.57, Feb. 911 surcharge collections.

PROPERTY TAX ABATEMENTS

Motion by McElhany, second by Johnson, to approve the following property tax abatements for property owners who qualify under an assessment reduction program administered by the State of South Dakota; all present voted aye; motion carried: Record #3027, $58.34 abated; record #5721, $182.32 abated; record #5795, $67.46 abated; record #6570, $1,242.72 abated; record #6610, $438.82 abated; record #7464, $283.62 abated; record #7521, $574.22 abated; record #8271, $163.48 abated; and record #12452, $558.42 abated.

PUBLIC AUCTION OF SURPLUS COUNTY EQUIPMENT

Motion by McElhany, second by Hanten, to authorize the sale of surplus County equipment at a public auction, on or about June 15th, at the Codington County Extension Center Complex, in conjunction with an auction of surplus City property; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by McElhany, to approve registration fees, for any County department head, interested in attending a "Chick-fil-A" "Leadercast", a one-day leader development event to be broadcast at the "Goss Opera House" on Friday, May 10th; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Weed and Pest Supervisor, Steve Molengraaf; VanDiest Mosquito workshop in Sioux Falls. Welfare Director, Sarah Petersen; presentation to Medicaid Task Force in Pierre.

PROVAL SOFTWARE UPDATE

Director of Equalization, Shawna Constant, advised the Board the Proval software version, currently used in her office, is the oldest version in use, and will no longer be supported by "Proval". Ms. Constant noted the County can upgrade the Proval software, at no cost to County for the upgrade, but the sequel server, currently used with the Proval software, will not accommodate the upgraded software version. Ms. Constant advised the Board that a new sequel server and licenses for each user will be required with the upgraded software at a cost of $2,219.00. Motion by Hanten, second by Heller, to authorize the purchase of a new sequel server and licenses, as needed, to accommodate the new Proval software version; all present voted aye; motion carried. Chairman Brinkman thanked Ms. Constant for her leadership during the 2013 Board of Equalization hearings.

PERSONNEL CHANGES

Motion by Hanten, second by McElhany, to approve the following personnel change as submitted and approved by Register of Deeds, Ann Rasmussen; all present voted aye; motion carried: Clerk new hire; Jacki Manning; step 7/$15.07 per hour; effective date May 1, 2013.

OTHER MEETINGS

The Board noted they will not meet on Tuesday, April 30th, the fifth Tuesday of the month, per previous action. The Board noted there could be a quorum of this Board present at the following meetings: Friday, April 26th, 9:00 a.m., at a meeting with Judge Timm and an architect, in the east court room, to explore possible solutions to space needs of the Judicial Systems. Friday evening, April 26th, "Lincoln Day Dinner" at Second Street Station in Watertown. Monday, April 29th, 4:00 p.m. to 6:00 p.m.; LATI "Top Five Award" recognition event, at the Watertown Event Center.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by McElhany, to adjourn at 9:32 a.m., until 9:00 a.m., Tuesday, May 7th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
May 7, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of April 23, 2013**

3. **Discussion with Mark Aspass, Architecture Inc., regarding courtroom project**

4. **Discussion with Terry Jorgenson, Watertown City Park and Rec., regarding bike trail through Memorial Park**

5. **Monthly reports**
   a. **Extension**
   b. **Health**
   c. **Veterans Service**
   d. **Weed**
   e. **Welfare**

6. **Action to approve a contract between Codington County and the State of South Dakota for 2013 noxious weed control within the state highway right-of-way**

7. **Action to authorize the Chairman to sign a work order for 2013 bridge inspections**

8. **Discussion with the Director of Equalization regarding replacing vehicles for the department**

9. **Action to approve a request for equipment (rain suits) for Search and Rescue**

10. **Action to approve the 2014 WIC contract between Codington County and the SD Dept. of Health**

11. **Action on a request for abatement/refund of property taxes**

12. **Action to declare light bars surplus to be donated to local fire departments and a 2007 Dodge Durango surplus for trade in purposes**

13. **Action to approve claims for payment** + payroll

14. **Action to approve 2013 County and Consolidated Board of Equalization minutes**

15. **Action to approve automatic budget supplements**

16. **Action to approve travel requests**

17. **Action to approve personnel changes**
    a. **Jamie Monson, PT Appraiser, anniversary step increase**
    b. **Melissa Holtquist, PT Correctional Officer, new hire**
    c. **Steve Molengraaf, Weed Supervisor, anniversary step increase**
    d. **William Hoff, seasonal Weed Sprayer, annual pay adjustment**
    e. **John Engels, season Weed Sprayer, annual pay adjustment**

18. **Old Business**

19. **New Business**
    a. **Review and Analysis of Community and Economic Development Survey, 5:00 p.m., May 23rd at LATI**
    b. **Quarterly meeting of the Sioux Valley Commissioners Association, 12:00 p.m., at Mad Mary's in Flandreau**

20. **Open**

21. **Discussion regarding progress to provide additional space for Court needs**

22. **Action to enter into Executive session**

23. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, May 14, 2013, at the Codington County Courthouse**

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.

May 7, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 7th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by Johnson, to approve the minutes of April 23rd, 2013; all present voted aye; motion carried.

BUILDING STUDY
Mark Aspass and Elizabeth Squyer, Architecture Incorporated, met with the Board to discuss and review the steps involved in a building study for Codington County. This building study would address space needs of the Court Systems, County Administrative Offices, Sheriff's Office and Detention Center. The cost for this study is estimated at $20,000.00 and would take approximately three months to complete. Mr. Aspass noted the cost of the study would be applied to the total project cost if the County took action to proceed with a building project using the services of Architecture Incorporated. Discussion was also held regarding funding options for a project of this magnitude and the goal to comply with ADA requirements. Motion by Heller, second by Johnson, to place action to approve a building study on the agenda for May 14th; all present voted aye; motion carried.

BIKE TRAIL
Terry Jorgenson, Director of the Watertown Parks, Recreation, and Forestry Office, met with the Board to discuss the next step in the recreational trail project which ideally would run through Memorial Park pending approval of the Board of Codington County Commissioners. Mr. Jorgenson informed the Board he would like their approval before he applies for grant funding to continue the project. Watertown City Alderman, Russ Wilkins, was also present for this discussion. Commissioner Johnson and Facility Manager, Milo Ford, previously met with Mr. Jorgenson to discuss the details of how the trail will proceed through Memorial Park. Motion by Johnson, second by Hanten, to allow the City of Watertown to extend the recreational trail (bike trail), approximately 6,283 feet, through Memorial Park campgrounds and picnic area. Motion by Johnson, second by Hanten, to table Commissioner Johnson's motion until May 14th, 2013, when this item can be placed on the agenda for action; all present voted aye; motion carried.

DIRECTOR OF EQUALIZATION TRANSPORTATION
Director of Equalization, Shawna Constant, met with the Board to discuss the vehicles used by her office for the purposes of traveling to appraise property within the County. Ms. Constant noted two vehicles were purchased in 2005 at a cost of $2,500.00 each. The vehicles are in need of repair at an estimated cost of $1,491.29 and $2,944.91 respectively. Ms. Constant advised the Board that a minimum of three vehicles are needed to allow her staff to complete the anticipated appraisal projects in 2013. The office currently has four vehicles at their disposal including the two vehicles in need of repair. Discussion was held regarding repair costs that exceed the original price of the vehicles purchased in 2005. The Board advised the Director of Equalization to proceed with the $1,491.29 repair job and action will be taken on May 14th, 2013 to declare the other vehicle surplus to be sold at the County's surplus property auction scheduled for later this

spring. The Board also advised the Director of Equalization to budget for vehicle replacement in 2014.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehrer and Extension Office Coordinator, Becky Goens, reviewed the following items with the Board: Bike safety inspections, Extension spring conference, livestock weigh-ins for market animals, 4-H dog practice, judging schools, State shooting sports meet, registrations for Save our Farm Youth Camp, Kid Care babysitting clinic, rental activity at the Extension Center Complex, and the Horticulture newspaper column. Ms. Goens noted the signage, for the entrances at the Extension Center Complex, is working very well to direct visitors to the appropriate area they wish to visit. Discussion was held regarding the rental rates at the complex and that they were last updated in 2004. Chairman Brinkman requested that the rental rates be reviewed to determine if they are adequate at this time. **Community Health Nurses, Karla Moes and Karen Nygaard,** who could not be present at this meeting submitted to the Board a written quarterly report covering the following items: meetings attended in the first quarter, analysis which shows the office is in need of an additional nurse one day per week, a POD exercise held at the middle school on February 7th, the resignation of the regional manager, office fees collected, office visits, immunizations, TB tests, flu shots, WIC participants, and baby care with prenatal health reviews. **Veterans Service Officer, Al Janzen,** reported 8 trips with 24 riders in the month of April. Mr. Janzen noted his office will be closed on Thursday, May 23rd, due to a mini conference scheduled in Brookings. Mr. Janzen informed the Board an open house was held at the VA Clinic on Thursday, May 2nd, where a number of Veterans came through to sign up for services. Mr. Janzen provided the Board with a yearly report of geographic distribution of VA expenditures which shows a veteran population in Codington County of 2,317 and total expenditures in Codington County in the amount of $10,799,000.00. **Weed Supervisor, Steve Molengraaf and Weed Manager, Paul Johnson,** reported on the following items: Annual meeting held in April, Weed Board meeting held May1st, 2014 budget submitted to the Auditor's office, injectors replaced in the new truck, calibration of the mosquito spraying machine, State grant dollars increased to $6,300.00, election of Weed Board officers, all Townships are contracting with the County for spraying, District Weed Supervisors meeting scheduled for November 4th in Stratford, seasonal sprayers are back to work, road ditch clean up utilizing inmate workforce, and preparation of trucks for the spraying season. **Regional Extension Field Specialist, Paul Johnson,** reported the regional staff is busy in their respective fields. Plot work has begun. Discussion was also held regarding the delayed planting season due to the weather. **Welfare Director, Sarah Petersen,** thanked the Board for the opportunity to testify at the Medicaid Opportunities and Challenge Task Force meeting. The Welfare Director submitted the following statistics for the time period April 2nd through May 6th, 2013: 13 applications; with 2 approved for County assistance; 5 denials; 1 pending or referred; 5 other resources utilized (FEMA); 0 guarantees; and 1 new client approved. Total Assistance: $250.00 for 2 rentals; 0 active medical cases and 1 medical application pending decision. Total Credits: $8,990.63. The Welfare Director noted 262 persons utilized the NACo Prescription Drug Program in Codington County in the month of March with a realized savings of $5,750.91. The Welfare Director continues to offer assistance to other County Welfare Officials in the processing of claims and other general information.

SD DOT NOXIOUS WEED CONTROL CONTRACT

Motion by Johnson, second by McElhany, to authorize the Chairman to sign a contract with the SD DOT for the County Weed Dept. to provide noxious weed control within the State highway right of way; all present voted aye; motion carried. Weed Dept. Supervisor, Steve Molengraaf, noted there were no changes to the terms of the contract from the previous year. Said contract is in the amount of $24,930.00.

BRIDGE INSPECTION WORK ORDER

Motion by Johnson, second by Hanten, to authorize the Chairman to sign a work order, with the SD DOT and Aason Engineering, for bridge inspection consultant services. The Board previously adopted Resolution 2013-6, appointing Aason Engineering for this inspection work. Upon vote of the Board, all present voted aye; motion carried. Mr. Small noted there are 12 structures to be inspected with this work order.

TRANSPORTATION STUDY ADVISORY TEAM

Highway Supt., Rick Small, met with the Board to discuss the advisory team for the Master Transportation Study Plan to be conducted in Codington County. Mr. Small noted the following have agreed to sit on this committee: 1 Federal Highway employee; 2 SD DOT employees; Zoning Officer, Luke Muller; First District GIS staff member, Ryan Hartley; City of Watertown Engineer, Tom Drake; and the Highway Supt. Mr. Small advised the Board he needs one County Commissioner to also serve on this committee. Commissioner McElhany volunteered for this position.

HIGHWAY DEPT. DEPUTY VACANCY

The Board held a discussion with Highway Supt., Rick Small, regarding the deputy vacancy in his office. Mr. Small has not made a decision on how to fill that position at this time. Chairman Brinkman suggested a meeting between Mr. Small and one or two Commissioners to review the future needs of the Highway Dept.

SEARCH AND RESCUE RAIN GEAR

Emergency Management Director, Jim Sutton, met with the Board to request authorization to purchase rain gear for the Search and Rescue team members at a cost of $122.00 per set. Mr. Sutton noted the Search and Rescue team members presently have no rain gear. Motion by Johnson, second by Hanten, to authorize the purchase of rain gear from the Search and Rescue Fund; all present voted aye; motion carried.

SEARCH AND RESCUE K9 TEAM

Emergency Management Director, Jim Sutton, advised the Board that one of the blood hounds "Sarge" used by the Search and Rescue team has died. Mr. Sutton also noted a hold up on the trailer ordered for the K9 team due to trouble with the cabinets that were to be installed in the trailer.

FY2013 WIC CONTRACT

Motion by Hanten, second by McElhany, to approve the FY2014 WIC Contract, between the South Dakota Dept. of Health and Codington County, in the amount of $31,370.00, for the time period June 1, 2013 through May 31, 2014, for the provision of WIC clerical services; all present voted aye; motion carried.

PROPERTY TAX ABATEMENT REQUEST

Doug Modica met with the Board to request an abatement of property taxes on his property record #7735. Mr. Modica provided the Board with information, regarding two measurement errors of lot width and depth, to support his request for an abatement of property taxes. Mr. Modica also reviewed with the Board the action taken by the Watertown City Council regarding this abatement request. Following a lengthy discussion the Board determined a need to confer with the County's legal department before action can be taken on Mr. Modica's property tax abatement request. Motion by Hanten, second by Heller, to table action on the abatement request until the States Attorney's office can review statute applicable to the request; all present voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by McElhany, second by Hanten, to declare the following equipment from the Sheriff's Office surplus: Three light bars, I-324, I-327 portable, and I-329 s/n 1053877, one to be donated to the Henry Fire Dept. and two to be donated to the South Shore Fire Dept.; and GEN01231, a 2007 Dodge Durango, to be traded for $6,000.00 towards the purchase price of a 2013 Dodge Grand Caravan. Upon vote of the Board; all present voted aye; motion carried.

CLAIMS

Motion by McElhany, second by Heller, to approve for payment the following claims: Codington County Treasurer 10.00, title; TCM/Reliabank VISA $2,271.18, sup; Watertown Ford $25,745.00, 2013 Ford Explorer; and Watertown Public Opinion $130.38, subscription. Upon vote of the Board; all present voted aye; motion carried.

PAYROLL CLAIMS

Motion by Johnson, second by Hanten, to approve the following salary claims for April; all present voted aye; motion carried: Commissioners: 9,346.33 total salaries. Auditor: 16,382.63 total salaries. Co. Treasurer: 23,544.11 total salaries. States Attorney: 31,085.51 total salaries. Gov. Buildings: 17,975.55 total salaries. Dir. Equalization: 34,705.46 total salaries. Reg. of Deeds: 15,685.12 total salaries. Veterans Service: 7,907.24 total salaries. Sheriff: 64,373.36 total salaries; Brian Richter 2,525.82 step increase; Mike Gubka 2,477.37 step increase. Co. Jail: 78,407.31 total salaries; Jennifer Guest 1,373.27 step increase; Amy Coon 1,732.29 step increase; Kayla Erickson 2,795.96 full time status. Care of the Poor: 4,264.47 total salaries. County Nurse: 3,588.04 total salaries. Co. Park: 4,295.53 total salaries. Ag. Bldg.: 7,553.28 total salaries. Co. Extension: 7,552.95 total salaries. Weed Control: 4,133.47 total salaries. Road & Bridge: 75,562.26 total salaries. Emergency Management: 9,140.60 total salaries. Crime Victim: 5,047.60 total salaries. W.I.C.: 3,589.62 total salaries. Total: 424,140.44. Breakdown of withholding amounts which are included in the above: S.D. Retirement 37,720.72; S.D. Retirement 322.29 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; Wellmark 53,706.86 ins.; Lincoln Financial Group 441.50 life ins.; Delta Dental 5,339.18 ins.; Avesis 612.77 ins.; Nationwide Retire. Sol. 311.29 suppl. retire.; AFSCME Local #2488 306.00 employee union dues; AFLAC 2,365.94 ins.; Assurity Life Insurance Company 234.53 ins.; U.M.B. Bank 2,117.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,644.94 employee payments; Cod. Co. Treasurer 35,140.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 30,698.46 federal withholding; ReliaBank Dakota 48,535.04 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; SDRS Special Pay Plan 45.00 participation fee; SDRS Special Pay Plan 6,308.15 employee payment.

COUNTY AND CONSOLIDATED BOARD OF EQUALIZATION MINUTES

Motion by Heller, second by Hanten, to approve the 2013 County Board of Equalization minutes; all present voted aye; motion carried. Auditor, Cindy Brugman, advised the Board that the 2013 Consolidated Board of Equalization minutes were sent to all Consolidated Board members with no response received as of this time. Motion by Johnson, second by McElhany, to approve the 2013 Consolidated Board of Equalization minutes; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: States Attorney, Dawn Elshere and Deputies, Chad Nelson and Patrick McCann; States Attorney conference in Deadwood.

PERSONNEL CHANGES
Motion by McElhany, second by Hanten, to approve the following personnel changes as submitted and approved by the corresponding Department Head; all present voted aye; motion carried: Jamie Monson, Director of Equalization PT appraiser, increase for reaching required hours worked, from step 5/$16.38 per hour to step 6/$16.89 per hour. Melissa Holtquist, new hire part time Correctional Officer, step 1/$14.66 per hour, effective date May 1, 2013. Steve Molengraaf, Weed Dept. Supervisor, anniversary step increase from step 5/$15.37 per hour to step 7/$16.34 per hour, effective date May 1, 2013. Seasonal weed sprayers, William Hoff and John Engels, $13.25 per hour, effective upon return to seasonal duties.

FIREWORKS DISCHARGE
Commissioner Hanten noted she recently attended a fireworks discharge display at Lew's Fireworks, as previously approved by this Board. Commissioner Hanten advised the Board the discharge was carried out without any problems.

OTHER MEETINGS
The Board noted there could be a quorum of this Board present at the following meetings: May 7th at 6:00 p.m., Rotary annual foundation banquet at 2nd Street Station. May 8th, 8:00 a.m. to 12:00 noon, "lunch and learn" opportunity at the Boys and Girls Club of Watertown. May 20th, 12:00 noon, quarterly meeting of the Sioux Valley Commissioners Association at Mad Mary's in Flandreau. May 23rd, 5:00 p.m., Review and Analysis of the Community and Economic Development survey at the LATI Student Services Center. Commissioner Hanten provided the Board with a report from the 911 Advisory Board meeting she recently attended.

BUILDING STUDY
The Board briefly discussed funding availability for the building study as proposed earlier in the meeting by representatives of Architecture Incorporated. The Auditor advised the Board there are funds available in the 2013 Courthouse Building Fund budget or the Commissioners Contingency budget for the estimated $20,000.00 cost of the study. Chairman Brinkman stressed the need to keep the area Legislators apprised of the situation and the potential cost to the County for a project of this magnitude in relation to the property tax cap that limits Counties in the amount of funds that can be levied for County obligations. Commissioner McElhany noted it will be important to keep the lines of communication open with City Officials during this time regarding any major building projects the County may be contemplating.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 11:03 a.m., until 9:00 a.m., Tuesday, May 14th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

Codington County, May 7, 2013

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
May 14, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of May 7, 2013**

3. **Monthly reports**
   a. **Auditor**
   b. **Director of Equalization**

4. **Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees**

5. **Action to approve claims for payment**

6. **Action to approve equipment surplus to be sold at the upcoming surplus property auction**
   a. **GEN01157 1999 Chevrolet Malibu – DOE office**
   b. **GEN01363 1991 Chevrolet panel truck – Search & Rescue**
   c. **Misc. items from Search and Rescue**
   d. **Laser printer – Sheriff's office**

7. **Action to approve the extension of the City recreational trail through Memorial Park**

8. **Action to proceed with a building study through Architecture Incorporated**

9. **Opening Audit remarks with Brenda Colombe, SD DOLA**

10. **Note review of employee assessment/tax notice records payable in 2013**

11. **Action to approve automatic budget supplements**

12. **Action to approve travel requests – Veterans Service Officer, mini conference in Brookings**

13. **Action to approve personnel changes**
    a. **Tom Sauer, seasonal Memorial Park employee**
    b. **John Schwandt, seasonal Memorial Park employee**

14. **Old Business**

15. **New Business**

16. **Open**

17. **Discussion regarding progress to provide additional space for Court needs**

18. **Action to enter into Executive session**

19. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, May 21, 2013, at the Codington County Courthouse**

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May 14, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 14th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Elmer Brinkman, and Brenda Hanten; absent Myron Johnson; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of May 7th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported on a discussion with the Secretary of State regarding the possible use of "Vote Centers" for elections conducted in Codington County. The Auditor will continue to gather information from other entities regarding their experiences with "Vote Centers". **Director of Equalization, Shawna Constant,** provided the Board with a neighborhood map and reported work has begun in the 2013 re-appraisal area of neighborhood 505. Office staff continues to work on sales data which is due in the Dept. of Revenue and Regulation in the month of June. Progress on property splits also continues. The Director of Equalization and Appraisal Staff will attend their annual conference the last week of May.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES
Motion by Hanten, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of April, 2013, all present voted aye; motion carried.

Cash on hand	$ 5,324.69
Checks in Treasurers' possession	
less than 3 days	$ 1,319,372.47
Credit Card Charges	$ 2,226.69
Cash Items	$ 410.00
TOTAL CASH ASSETS ON HAND	$ 1,327,333.85
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 307.17
Reliabank Dakota	$ 20,482,540.27
INVESTMENTS	
SD Public Funds Investment	$ 6,969.02
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$22,017,150.31
General Ledger Cash Balance by Funds:	
General	$ 8,323,973.25
General restricted cash	$ 500,000.00
Sp. Revenue	$ 3,913,162.24
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 9,269,602.97
(schools 7,056,977.81, townships 101,319.97; city/towns 1,595,923.64)	
TOTAL GENERAL LEDGER CASH	$22,017,150.31

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in April were in the amount of $30,507.50; with $3,140.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: 1st Choice Sewer & Septic Co 377.63 Rep, A-I Computer Solutions 355.07 Svc, A-Ox Welding Supply 310.42 Sup, A-Ox Welding Supply 140.00 Main, Accreditation, Audit And 150.00 Svc, Alicia Abrahamson 20.00 Wit, Advantage RV'S 244.80 Rep, Alcopro, Inc 83.00 24/7, Andor, Inc. 2194.23 Rep, AP Auto Pros 1836.58 Svc, AT&T Mobility 71.32 Util, AT&T Mobility 425.09 Util, Bank Of America 28.10 Svc, Graciela Barrantes 200.00 Svc, Beadle County States Attorney 237.90 Svc, Bendix Imaging Incorporated 168.99 Sup, Blackburn & Stevens Prof Llc 206.38 Svc, Francis Blais 51.48 Jury, Scott A. Bohls 40.00 Cell, Borns Group 3238.54 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 3451.88 Svc, Brown Clinic - Main 1207.00 Svc, Brown Clinic Pllp 2160.00 Svc, Building Sprinkler 364.20 Maint, Burns Law Office 2963.20 Svc, Business Telephone Company 149.00 Rep, Butler Machinery 157.60 Rep, Sarah Caron 50.00 Jury, Carquest Auto Parts 44.24 Sup, Carquest Auto Parts 196.47 Sup, Cass-Clay Creamery 1635.70 Sup, Centurylink 83.81 Util, Centurylink 762.59 Util, Chuck's Bike & Lock Shop 945.00 Equip, Codington Clark Electric 35.62 Util, Codington County Highway Dept. 479.90 Maint, Codington Co. Register Deeds 60.00 Levy, Codington County Sheriff 49.11 Reimb, Codington County Treasurer 11.05 Post, Cole Papers, Inc. 1838.34 Sup, Connecting Point Computer Cent 3078.00 Sup, Connecting Point Computer Cent 3123.00 Grant, Shawna Constant 25.00 Cell, County Fair Foods 83.35 Sup, Credit Bureau Of Watertown Inc 2677.22 Pmt, Culligan Water Conditioning 198.75 Sup, David Curtis 40.00 Cell, Custom Cage 680.00 Equip, Custom Fabricators, Inc 580.00 Sup, Custom Truck Equipment 649.15 Rep, Dakota Outdoors 153.45 Sup, Dakota Riggers & Tool Supply 179.25 Rep, Data Truck 189.99 Util, Delyle's South 81 Service Inc 750.46 Rep, Lori Deutsch 58.29 Sup, Digital Ally 67.50 Rep, Dugan Sales & Service 41.95 Rep, DVL Fire & Safety 644.50 Sup, Bimbo Foods, Inc 812.21 Sup, East Dakota Water Development 20499.20 April Apportionment, Elite Signs & Graphix 600.00 Equip, Erickson Court Reporting 333.87 Svc, Todd Erickson 32.00 24/7, ESE Ind Inc 12025.00 Improv, Environmental Systems Research 400.00 Maint, Etterman Enterprises 152.79 Sup, Family, Cosmetic & Implant 1756.00 Svc, Farm & Home Publishers, Ltd 747.00 Sup, Farnams Genuine Parts 611.26 Rep, Floors & More 1237.50 Sup, Town Of Florence 25.00 Util, Allison Forbush 25.00 Cell, Galls, An Aramark Company 383.74 Sup, Gast Sales, Inc 166.92 Sup, GCR Tire Center 860.80 Rep, GCR Tire Center 1069.81 Rep, Genoa Healthcare/Watertown 805.65 Sup, David Gibbs 40.00 Cell, Grainger 332.84 Rep, Green, Roby, Oviatt, 4252.58 Svc, Michael Gubka 40.00 Cell, Brenda Hanten 175.18 Trav, Jeff Hershman 25.00 Cell, Heyner Welding 1612.79 Rep, Hillyard Floor Care Supply 1387.53 Rep, Megan Hoffman 20.00 Wit, Richard Hoftiezer 20.00 Wit, Howell 40.00 Cell, Human Service Agency 537.50 Svc, Glacial Lakes Humane Society 475.00 Svc, Hurkes Implement Co. 282.45 Rep, HyVee #1871 Accts Receivable 1849.41 Sup, Interlakes Community Action 986.83 Svc, Intoximeters 945.00 24/7, Jefferson Partners Lp 37.00 Trav, Amy Johnson 20.00 Wit, Johnson Controls, Inc. 4466.98 Rep, Paul Johnson 583.33 Svc, Jurgens Printing 453.17 Sup, Kaeser & Blair Incorporated 155.86 Sup, Nicole Kannas 55.92 Jury, Marty Karnopp 40.00 Cell, Dr Gene Kluck 1000.00 Sup, Knology 49.95 Util, Knology 358.85 Util, Lake Area Zoological Society 10000.00 Pmt, Lewis & Clark Bhs 149.00 Svc, Lincoln Co Treasurer 464.72 Svc, Jodi Loehrer 434.01 Trav, Lutheran Social Services 1336.10 Svc, M & T Fire And Safety 67.50 Sup, Richard Maag, Landlord 250.00 Rent, Macksteel Warehouse, Inc. 279.96 Rep, Mac's Inc. 34.50 Rep, Mac's Inc. 85.12 Rep, Mahowald's 176.98 Rep, Marco, Inc 354.40 Rent, Mark's Auto 604.99 Rep, Russell Mathews 40.00 Cell, Tyler McElhany 130.30 Trav, Menards 485.80 Rep, Menards 107.38 Sup, Midcontinent Communications 242.79 Util, Milbank Communications 1211.78 Rep, Moe Oil Company 628.65

Sup, Jamie Monson 12.50 Cell, Municipal Utilities 14028.27 Util, Municipal Utilities 1189.18 Util, Muth Electric 493.07 Rep, Newman Traffic Signs 134.42 Sup, Northern Con-Agg Llp 79.11 Sup, Northwestern Energy 502.22 Util, Yanira Novoa 725.00 Svc, Office Peeps, Inc. 3582.39 Sup, Office Peeps, Inc. 357.22 Sup, Jerrod Olson 40.00 Cell, Ottertail Power Co. 35.47 Util, Chasity Owen-Amos 20.00 Wit, Michelle Pederson 25.00 Cell, Performance Towing 220.00 Svc, Sarah Petersen 49.00 Reimb, PMB 0112 170.95 Util, Prairie Lakes Health Care Cent 3383.05 Svc, Print 'Em Now 11.75 Util, Print 'Em Now 73.00 Sup, Pts Of America, Llc 2509.50 Trav, Redlinger Bros. 117.00 Rep, Adam Reeves 20.00 Cell, Richard Rentch 20.00 Wit, Brian Richter 40.00 Cell, Emily Riley 51.48 Jury, Judy Roberts 20.00 Wit, Roethler Construction, Inc 14450.20 Improv, Ron's Saw Shop 78.65 Sup, Runnings 146.04 Rep, Runnings 23.97 Sup, Dawn Russell 525.20 Svc, Sanford Health 26.50 Svc, Sanford Health Pathology 300.00 Svc, Sanford Laboratories 144.31 Svc, Terrance Satterlee 1500.00 Svc, Ross K Schulte DDS Pc 28.00 Svc, SD Attorney General's Office 704.00 24/7, SD Department Of Revenue 1624.00 Svc, SD Safety Council 600.00 Trav, SD State Treasurer 357001.42 May Remittance, SDACO 1016.00 Pmt, SDN Communications 612.97 Util, Melissa Sears 25.00 Cell, Securus Technologies 3500.00 Sup, Service Signs, Inc 90.85 Rep, Service Signs, Inc 143.94 Rep, Sherwin Williams 231.91 Rep, Sioux Valley Coop 9553.58 Sup, Sioux Valley Coop 6734.06 Sup, Adam Sondergaard 20.00 Wit, South Shore Gazette 941.35 Pub, Town Of South Shore 72.00 Util, Roxanne Spaniol 20.00 Wit, Star Laundry 107.50 Sup, Star Laundry 34.74 Sup, Sturdevant's Auto Parts 275.84 Rep, Sutton Law Office PC 11362.79 Svc, Valerie Svatos 20.00 Wit, Scott Swanson 25.00 Cell, Technicolor Screen Printing 92.99 Sup, Tendaire Industries, Inc 143.36 Rep, Heidi Thorson 25.00 Cell, Titan Machinery 472.46 Rep, Toshiba 7071.00 Sup, Toshiba Financial Services 445.43 Rent, Trav's Outfitter Inc 534.93 Unif, Truenorth Steel 11664.51 Sup, Tractor Supply Co. 58.98 Sup, Us Foodservice Inc 13280.75 Sup, Teanna Vandykhorst 20.00 Wit, Verizon Wireless 156.13 Util, Great Western Bank 186.12 Sup, Great Western Bank 1033.07 Pmt, Tom Walder 40.00 Cell, Walmart Community 406.28 Sup, Watertown City Finance Office 23303.41 911 Collections, Watertown City Finance Office 80.50 permit, Watertown Ford 189.00 Rep, Watertown Public Opinion 1633.98 Pub, Tamara Weinkauf 52.96 Jury, Western Detention 352.32 Rep, Westside Animal Clinic Pc 90.71 Svc, Derek Whitlock 20.00 Wit, Laura Wieber 17.76 Trav, Sandy Wiesner 52.96 Jury, Toby Wishard 40.00 Cell, Xerox Corporation 260.18 Sup, Yankton Co. Sheriff 212.50 Svc, Ann York 50.74 Jury, Zep Sales & Service 573.41 Sup.

SURPLUS EQUIPMENT

Motion by McElhany, second by Hanten, to declare the following equipment surplus to be disposed of accordingly: GEN01157, 1999 Chevy Malibu, VIN 3291; GEN01363, 1991 Chevy panel truck, VIN 0300; rear mounted utility rack of ATV; two 15 gallon lawn sprayers; grille guard winch mount; two sets of door locks; over the wheel tool box; and a Konica 2028 copy machine; all items to be sold at an upcoming County surplus sale; and a Lexmark Laser printer, s/n 792H1HO, to be destroyed. Upon vote of the Board; all present voted aye; motion carried.

BIKE TRAIL

Motion by McElhany, second by Hanten, to take from the table, Commissioner Johnson's May 7th motion to allow the City of Watertown to extend the recreational trail (bike trail), approximately 6,283 feet, through Memorial Park campgrounds and picnic area; all present voted aye; motion carried. Upon vote of Commissioner Johnson's original motion, dated May 7th; all present voted aye; motion carried.

BUILDING STUDY
Motion by Heller, second by McElhany, to enter into a contract, with Architecture Incorporated, said contract to first be reviewed by the Codington County States Attorney, for a building study for the Codington County Courthouse and Detention Center, estimated at a cost of $20,000; all present voted aye; motion carried.

OPENING AUDIT CONFERENCE
Brenda Colombe, 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 2011 & 2012. Ms. Colombe advised the Board that an estimated 340 hours has been budgeted for this audit which includes a number of hours for the audit of federal grants received and expended. Motion by Hanten, second by McElhany to authorize the Chairman and Auditor to sign the audit letter of engagement, all present voted aye; motion carried. Ms. Colombe informed the Board that she would be available for any questions they may have during the audit period.

ANNUAL REVIEW OF EMPLOYEE PROPERTY TAX RECORDS
The Board noted the annual review, per the recommendation of the SD Dept. of Legislative Audit, of the Auditor & Director of Equalization employee's, 2012 property tax records, has been completed by Commissioner Hanten and this review will be filed in the Auditor's Office.

TRAVEL REQUESTS
Motion by Hanten, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Veterans Service Officer, mini Conference, to be held in Brookings.

PERSONNEL CHANGES
Motion by Hanten, second by McElhany, to approve the following personnel changes as submitted and approved by the Facilities Manager, Milo Ford, all present voted aye; motion carried: Memorial Park Seasonal employees, Tom Sauer $13.32 per hour; John Schwandt $11.72 per hour; and Gail Wahl $12.06 per hour; effective with the 2013 season.

CORRESPONDENCE
The Board noted an invitation from the Codington County Conservation District for one Commissioner to attend an organizational meeting of the 2013 local work group to help set the conservation priorities for implementing programs within the Farm Bill. Commissioner Hanten will contact the Conservation District for additional information regarding this committee.

ACCESSIBILITY CONCERNS
John Moes appeared before the Board to discuss his concerns regarding the restrooms in the Courthouse that are not handicapped accessible and the potential for accidents due to the steps in the restrooms. The Board noted corrective measures have been taken as far as the design of the building allows.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 9:32 a.m., until 9:00 a.m., Tuesday, May 21st, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Board of County Commissioners
Codington County
Codington County Courthouse
May 21, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of May 14, 2013**

3. **Monthly reports**
   a. **Highway Superintendent**
   b. **Facility Manager**

4. **Action to approve corrected work orders for 2013 bridge inspections**

5. **Action to approve equipment surplus to be sold at the upcoming surplus property auction**
   a. **Highway equipment**
   b. **Extension office equipment**

6. **Action to approve the purchase of 80-100 chairs for the Extension complex per the request of the SDSU Regional Center staff**

7. **Action to approve plat resolutions**
   a. **Tesch Addition in Kampeska Township**
   b. **Robbins Addition in Fuller Township**

8. **Action to approve the hiring of two part time correctional officers**

9. **Action to approve claims for payment**

10. **Action to approve automatic budget supplements**

~~11.~~ **Action to approve travel requests**

12. **Action to approve personnel changes**

13. **Old Business**

14. **New Business**

15. **Open**

16. **Discussion regarding progress to provide additional space for Court needs**

~~17.~~ **Action to enter into Executive session**

18. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, May 28, 2013, at the Codington County Courthouse**

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.

May 21, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 21st, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Johnson, to approve the minutes of May 14th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Highway Supt., Rick Small, reported/advised the Board on the following items: pulling road shoulders; crack sealing; 2014 budget preparation; the first meeting of the Master Transportation Plan committee is set for May 29th; 60,000 tons of gravel is being put up; and plans continue for the project on County Road 20 set to be let later this fall. **Facility Manager, Milo Ford,** reported on the following items: Memorial Park – there has been a slow start to the camping season due to the weather; two bathhouses are still closed and awaiting repair; trees have been removed and trimmed; garage construction will begin soon; and the reservation management software is up to date. Courthouse – blue prints have been provided to Architecture Inc. Extension Complex – landscaping will be finished up this spring and preparations are being made to hold the County's surplus property sale on June 15th. Detention Center – Maintenance staff are preparing flooring and other projects in the new cell area for installation of the bunks and dining tables. County website – an interview date has been set for Department heads to meet with the developer of the new County website. Mr. Ford thanked the Board for allowing him to recently attend a Facility Dude University Training where there were many informational classes to assist with the management of buildings and grounds. Mr. Ford noted the maintenance staff will be short staffed for a period of time due to an unplanned absence of a full time employee. Discussion was also held regarding using the resources of the Watertown Volunteer Center for part time assistance at Memorial Park.

CORRECTED BRIDGE INSPECTION WORK ORDER

Motion by McElhany, second by Hanten, to authorize the Chairman to sign a corrected work order, with the SD DOT and Aason Engineering, for bridge inspection consultant services. Highway Supt., Rick Small, noted the work order, submitted by the SD DOT and approved by the Board on May 7th, did not reflect the correct maximum limiting amount of $4,083.66. Upon vote of the Board, all present voted aye; motion carried.

EXTENSION CENTER REQUEST FOR CHAIRS

Facilities Manager, Milo Ford and SDSU Regional Field Specialist, Warren Rusche, met with the Board regarding a request from the SDSU Regional Staff Center for new cushioned stackable chairs for use during meetings held at the Extension Center Complex. Mr. Ford informed the Board the purchase of 80-100 chairs would be a replacement of existing chairs, some of which are 20 years old with signs of wear and tear. Discussion was held regarding purchasing the chairs from the 2013 budget or budgeting for the chairs in the 2014 budget. Mr. Ford noted there may be budget funds available at the end of 2013, pending other budgeted items, and his recommendation would be to budget for the chairs in 2014. Mr. Ford advised the Board the

chairs would cost approximately $51.50 per chair. Motion by McElhany, second by Johnson, to spend up to $5,000 for replacement chairs from the 2013 budget. Discussion was held regarding that if the 2013 budget needed additional funds because of this purchase Commissioners Contingency funds could be used to supplement the budget at the end of 2013. Discussion was also held regarding selling the old chairs on the upcoming surplus property sale set for June 15th. Upon vote of the Board, all present voted aye; motion carried.

SURPLUS PROPERTY

Motion by Hanten, second by McElhany, to declare the following items surplus to be sold on the County's surplus property sale. Commissioner Hanten advised the Board she was approached by a Deuel County Commissioner interested in consigning Deuel County surplus property to Codington County's sale. The Board had no objection to this request. Upon vote of the Board on Commissioner Hanten's original motion; all present voted aye; motion carried: Highway property – 1949 Allis tractor, 1952 Ford 8N, 1963 International 504, 1983 International 884, 1987 Ingersol Rand, 1989 Chevy 4x4, 1982 Dodge 4x4, (2) 1984 Chevy diesels, and a 1962 Dodge 4x4. Extension Office – (3) computer monitors, computer/printer stand, overhead projector, (4) HP Deskjet printers. The following Extension items are to be removed from inventory as they have been destroyed: HP Pavilion Computer and Gateway Vivitron.

PLAT RESOLUTIONS

Zoning Officer, Luke Muller, reviewed two plats with the Board. The Board took action on the following plat resolutions:

RESOLUTION #2013-11

A Resolution to approve the platting of the "Tesch 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:

Tesch Addition located in the NW1/4 of Section 9-T116N-R54 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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, second by Commissioner Heller; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 21st day of May, 2013.

Elmer P. Brinkman

Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-11, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 21st day of May, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

RESOLUTION #2013-12

A Resolution to approve the platting of the "Robbins 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:

Robbins Addition located in the SE1/4 of Section 31-T118N-R53 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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, second by Commissioner Hanten; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 21st day of May, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-12, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 21st day of May, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

PART TIME CORRECTIONAL OFFICERS
Motion by Hanten, second by Heller, to authorize the hiring of two part time correctional officers, from a recent pool of applicants, to maintain the current workforce, as requested by Sheriff, Toby Wishard; all present voted aye; motion carried.

MILITARY SURPLUS EQUIPMENT
The Board held a discussion with Sheriff, Toby Wishard, regarding the availability of surplus military equipment, through a 1033 Surplus Military Program, free of charge to Government entities. Sheriff Wishard noted the only cost involved with the acquisition of this equipment is the cost, estimated at $4,025, to deliver said equipment to the Sheriff's office. The Sheriff's Office is in line to receive a used armored vehicle, an MRAP (Mine Resistant Ambush Protection) Vehicle, which will be used by, the Joint Codington County Sheriff's Office and Watertown Police Department SWAT Team. The Board had no objection to the cost involved for transporting this equipment to Codington County.

CLAIMS
Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Moody County 27.00 reg; Codington County Treasurer 14.00 title/plates; JAGO Designs 437.50 website partial pmt; Watertown Ford 14,699.00 2013 Dodge van.

AUTOMATIC BUDGET SUPPLEMENT
Motion by Hanten, second by Heller, to approve an automatic budget supplement in the amount of $3,123.00 to the Emergency Management revenue and expenditure budgets with Homeland Security grant reimbursement funds; all present voted aye; motion carried.

PERSONNEL CHANGES
Motion by Johnson, second by Hanten, to approve the following personnel change; all present voted aye; motion carried: Donnie Olson, seasonal temporary Memorial Park maintenance, $11.72 per hour, effective immediately as requested by Facilities Manager, Milo Ford.

GFP/SEARCH AND RESCUE BOAT SWAP
Emergency Management Director, Jim Sutton, met with the Board to discuss a joint powers agreement to come before the Board at their meeting scheduled for May 28th. Mr. Sutton explained this joint powers agreement would allow Game, Fish and Parks to take back two boats on loan to Codington County/Search and Rescue and replace these boats with two different vessels for use by Codington County/Search and Rescue.

EXTENSION COMPLEX PARKING LOT
Josh Weyh addressed the Board regarding the striping of the parking lanes at the parking lot located south of the Extension Center Complex and who is responsible for upkeep of the parking

lot. It was noted that a request has been made for new striping of the parking lanes on the parking lot.

BUILDING STUDY

Commissioner Heller advised the Board that Architecture Inc. has been notified of this Boards intent to contract their services for a building study. Commissioner Heller noted Architecture Inc. has requested a meeting with Commissioners, Judicial System representatives, and Department heads on Wednesday, June 5th, at 1:00 p.m. in the chambers of the County Commissioners.

DEPARTMENT HEAD MEETING

Chairman Brinkman noted that he and Vice-Chair Hanten will be meeting after adjournment of this meeting with various Codington County Department heads for purposes of salaries and general discussion.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 9:59 a.m., until 9:00 a.m., Tuesday, May 28th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Codington County
Board of County Commissioners
Codington County Courthouse, Commission Chambers
9:00 a.m., May 28, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of May 21, 2013
3. Monthly reports
   a. Sheriff
4. Action to approve payroll claims
5. Action to approve claim for MRAP transportation costs
6. Action to approve a notice to bidders for 2 highway sanders
7. Discussion/action to approve the purchase of a pavement crack sealing machine for the Highway Dept.
8. Action to approve a joint powers agreement between Codington County and the SD GFP for search and rescue equipment (2 boats)
9. Discussion regarding the SDRS Roth 457 program as part of employees elective benefits package
10. Action on applications for the abatement/refund of property taxes
11. Action to approve a plat resolution for the Chandler Conservation Easement in Dexter Township
12. Action to approve automatic budget supplements
13. Action to approve travel requests
14. Action to approve personnel changes
    a. Donnie Olson, Memorial Park temporary seasonal
    b. Marcy Rossow, transfer from Correctional Officer to Detention Center Cook
    c. Wesley Jennings, part time Correctional Officer to full time
15. Old Business
16. New Business
17. Open
18. Discussion regarding progress to provide additional space for Court needs
19. Action to enter into Executive session
20. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, June 4, 2013, at the Codington County Courthouse

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.

May 28, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 28th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of May 21st, 2013; all present voted aye; motion carried.

PAYROLL CLAIMS
Motion by Heller, second by McElhany, to approve the following salary claims for the month ending May 31, 2013; all present voted aye; motion carried: Commissioners: 9,346.35 total salaries. Auditor: 16,579.03 total salaries. Co. Treasurer: 23,530.08 total salaries. States Attorney: 27,889.57 total salaries. Gov. Buildings: 16,501.91 total salaries. Dir. Equalization: 34,245.02 total salaries; Jamie Monson 609.88 step increase. Reg. of Deeds: 15,745.37 total salaries; Jacki Manning 2072.65 new hire. Veterans Service: 7,907.26 total salaries. Sheriff: 65,071.50 total salaries. Co. Jail: 73,811.04 total salaries; Melissa Holtquist 1103.08 new hire. Coroner: 1,453.27 total salaries. Care of the Poor: 3,707.74 total salaries. County Nurse: 3,588.04 total salaries. Co. Park: 6,451.71 total salaries. Ag. Bldg.: 7,553.28 total salaries. Co. Extension: 7,613.87 total salaries. Weed Control: 6,774.17 total salaries; Steve Molengraaf 2702.74 step increase. Planning Board: 389.87 total salaries. Road & Bridge: 68,738.38 total salaries. Emergency Management: 9,140.61 total salaries. Crime Victim: 5,047.62 total salaries. W.I.C.: 3,589.63 total salaries. Total: 414,675.32. Breakdown of withholding amounts which are included in the above: S.D. Retirement 36,793.84; S.D. Retirement 322.39 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; Wellmark 53,134.55 ins.; Lincoln Financial Group 441.50 life ins.; Delta Dental 5,487.46 ins.; Avesis 598.94 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 306.00 employee union dues; AFLAC 2,281.78 ins.; Assurity Life Insurance Company 175.22 ins.; U.M.B. Bank 2,217.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,819.94 employee payments; Cod. Co. Treasurer 34,240.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 29,064.22 federal withholding; ReliaBank Dakota 47,290.16 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

CLAIM APPROVED
Motion by Hanten, second by McElhany, to approve for payment a claim in the amount of $4,025.00 payable to Wagner Trucking, Inc. for MRAP delivery costs; all present voted aye; motion carried.

NOTICE TO BIDDERS – HIGHWAY SANDERS
Motion by McElhany, second by Hanten, to authorize the Auditor to publish a notice to bidders for one (1) or more new, 2013, Current model hopper box material spreader, as budgeted for and requested by Highway Supt., Rick Small; all present voted aye; motion carried. The bids will be

opened at 9:00 a.m., Tuesday, July 2, 2013, during the regular meeting of the Codington County Commissioners.

PAVEMENT CRACK SEALING MACHINE

Highway Supt., Rick Small, requested authorization to purchase a crack sealing machine from a current state bid in the amount of $46,000.00. Mr. Small noted this purchase is a budgeted item for 2013 and $46,500.00 was budgeted for the purchase. Motion by Hanten, second by McElhany to approve the purchase of the crack sealer from a current bid specification of the State of South Dakota; all present voted aye; motion carried.

JOINT POWERS AGREEMENT FOR SEARCH AND RESCUE EQUIPMENT

Motion by McElhany, second by Johnson, to authorize the Chairman to sign a joint powers agreement between the SD GFP and Codington County for the use of, used but serviceable, search and rescue equipment; namely a 17 foot Boston Whaler Montauk boat, a Crestliner boat, a boat motor, and a boat trailer; and to permit Codington County to utilize the same for the purposes of promoting public safety, conducing search and rescue operations, and providing emergency services to those in distress on the water; all present voted aye; motion carried.

SDRS ROTH 457 PROGRAM

Motion by Johnson, second by Hanten, to confirm Codington County's intent to offer the SDRS Roth 457 program as part of the employees' elective benefits package; all present voted aye; motion carried. Chairman Brinkman noted this program will provide public employees an additional savings option that allows them to make after-tax contributions to the program with the opportunity of qualified tax-free withdrawals.

PROPERTY TAX ABATEMENT APPLICATIONS

Motion by Hanten, second by Heller, to approve a property tax abatement application on property record #9533, property was destroyed by fire on 4/29/2012; abatement amount $926.84 and refund amount $164.63; previously approved by the Director of Equalization and Watertown City Council; all present voted aye; motion carried. Property owner Douglas Modica, who previously submitted an application for a property tax abatement/refund presented and reviewed additional evidence to support his abatement application. The Board was of a general consensus that Mr. Modica's new evidence should be reviewed by the States Attorney before this Board takes action on the application. No action was taken at this time.

PLAT RESOLUTION

Zoning Officer, Luke Muller, presented and reviewed the "Chandler Conservation Easement Plat". Mr. Muller noted this plat was approved by the Codington County Planning and Zoning Commission and is located in Dexter Township. The Board took action on the following resolution:

RESOLUTION #2013-13

A Resolution to approve the platting of the "Chandler Conservation Easement" 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:

Chandler Conservation Easement Addition located in Government Lots 4 and 5, and the SE1/4 of Section 19-T119N-R53 West of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner Johnson; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 28th day of May, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-13, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 28th day of May, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

PERSONNEL CHANGES

Motion by Johnson, second by McElhany, to approve the following personnel changes as approved by Chief Correctional Officer, Tom Walder; all present voted aye; motion carried: Correctional Officer, Marcy Rossow; transfer to Detention Center Cook position, effective date June 1, 2013; step 1/$12.43. Part time Correctional Officer, Wesley Jennings; promoted to full time; effective date June 1, 2013; step 2/$15.22 per hour (includes educational incentive).

DON JELLIS BUSINESS SIGNAGE

Don Jellis, Don Jellis Welding and Repair; presented to the Board signed petitions directing the Board to adopt a resolution granting Don Jellis the right to maintain his lighted sign on Jim Endres' real estate located one-half mile south of his shop without a conditional use permit. Chairman Brinkman summarized that the petitions ask for the Board of County Commissioners to perform an illegal act.

MONTHLY REPORTS

Sheriff, Toby Wishard, submitted the following statistics for the month ending March 31, 2013, for the Detention Center and Sheriff's Office: 63.97 average daily inmate population; 242 bookings; $9,610.00 collected in fees for out of county prisoner contracts; $7,160.00 collected in work release fees; $3,496.00 collected in fees for the 24/7 program, $4,605.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 55 individuals testing twice daily for PBT's; 3 individuals reporting twice weekly for UA Drug tests; and 31 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 462 cases/calls for service; 6 accidents investigated; 116 arrest warrants were served; 227 sets of civil papers served; and a total of 2,889 miles traveled for prisoner transports. Sheriff Wishard also presented the Board with a report of fees collected in the month of Mach 2013, in the amount of $7,605.79. Sheriff Wishard reported the following statistics for the month ending April 30, 2012, for the Detention Center and Sheriff's Office: 58 average daily inmate population; 196 bookings; $8,960.00 collected in fees for out of county prisoner contracts; $7,500.00 collected in work release fees; $4,297.00 collected in fees for the 24/7 program, $4,850.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 60 individuals testing twice daily for PBT's; 3 individuals reporting twice weekly for UA Drug tests; and 31 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 394 cases/calls for service; 7 accidents investigated; 61 arrest warrants were served; 288 sets of civil papers served; and a total of 3,017 miles traveled for prisoner transports. Sheriff Wishard noted fees collected in the month of April in the amount of $5,802.68 and noted on April 4th an electronic transfer was received from the Attorney General's Office in the amount of $2,698.00 from scram fees collected in the 1st quarter of 2013. The Sheriff noted the MRAP has been delivered and appears to be in excellent condition. Sheriff Wishard advised the Board firearms qualifications, for his office, have been completed for state qualifications, by utilizing the new shooting range developed by the County.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 10:03 a.m., until 9:00 a.m., Tuesday, June 4th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County
Board of County Commissioners
Codington County Courthouse, Commission Chambers
9:00 a.m., June 4th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of May 28th, 2013
3. 9:00 a.m., action to renew annual malt beverage licenses
   a. Dakota Sioux Casino
   b. Rauville Station
   c. Rooster Bar
   d. Southfork Lounge
4. 2014 Budgeting discussion with Lake Area Zoological representatives
5. 2014 Budgeting with Watertown Area Transit representatives
6. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare
7. Action to approve a resolution for continuing support of the First District Association of Local Governments
8. Action to authorize the Chairman to sign an amendment to a Historic Preservation grant award
9. Discussion/action regarding hiring employee for mowing and maintenance at the Highway Dept.
10. Discussion with Human Resource Director regarding Department head salaries
11. Action to approve automatic budget supplements
12. Action to approve travel requests
13. Action to approve personnel changes
    a. Marcy Rossow, adjust step/wage for Cook position
14. Old Business
15. New Business
16. Open
17. Discussion regarding progress to provide additional space for Court needs
18. Action to enter into Executive session
19. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, June 4, 2013, at the Codington County Courthouse

June 4, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 4th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by McElhany, second by Heller, to approve the minutes of May 28th, 2013; all present voted aye; motion carried.

MALT BEVERAGE LICENSE RENEWALS
Motion by Johnson, second by McElhany, to approve the following Malt Beverage renewal applications as announced by the Auditor: Gordon Kliegel, DBA - Rauville Station; David Bludorn, DBA - Rooster Bar; W.J. Schmitt Enterprise, Inc., DBA-Southfork Lounge; and Sisseton-Wahpeton Sioux Tribe DBA Dakota Sioux Casino. Upon vote of the Board; all present voted aye; motion carried.

LAKE AREA ZOOLOGICAL
Dale Christensen and Dan Miller, representing the Lake Area Zoological Society, met with the Board to request continued annual funding within the County's 2014 budget at the same rate as budgeted in 2013, which is $10,000. Mr. Christensen and Mr. Miller expressed their thanks for the previous funding from the County and outlined on-going projects at the Zoo, programs available through the Zoo, noted 64,250 visitors to the Zoo in 2012, and noted an economic impact of $750,000 to $1,000,000 to the area economy.

WATERTOWN AREA TRANSIT
Pam Kwasniewski, Executive Director of the Watertown Area Transit, met with the Board to discuss the Transit's funding request from the County's 2014 budget in the amount of $20,000.00. Ms. Kwasniewski updated the Board on the status of the application for new buses and noted correspondence from the SD DOT that funding has been held up until the federal government develops guidelines for the use of those funds and the funds themselves become available. Ms. Kwasniewski also reviewed the following: 2012 ridership; 2013 ridership to date; characteristics of ridership; current expenses; and Codington County Coordination Plan meetings to determine which communities in the County are in need of public transportation.

MONTHLY REPORTS
4-H/Youth Program Advisor, Jodi Loehrer, who could not be present for this meeting, provided the Board with a written report covering the following items: Farm Safety Day Camp, Dakota Youth Prospect 4-H Livestock Show, 4-H Camp at Lake Poinsett, and the annual Kid Kare babysitting clinic. **SDSU Regional Field Specialist, Paul Johnson,** introduced Karla Hernandez as the new SDSU Forage Field Specialist and also introduced Justin Johnson who will be working part time for SDSU this summer between the SDSU Regional Extension Office in Watertown and the Brookings campus. Mr. Johnson reported Don Guthmiller will be working the summer months in the SDSU Regional Extension Office in Watertown and assisting with 4-H State programs. Mr. Johnson noted Jill Stern is assisting this summer in the area of 4-H and also helping out office staff and with all of the additional summer assistance all office space is

currently in use at the Regional Center. **Community Health Nurses, Karla Moes and Karen Nygaard,** who could not be present for this meeting, submitted a written report to board covering items occurring in the office including a new computer system that will allow the WIC program to go "green" and away from paper charts. The report also noted the following: $667,068.00 in redeemed amounts through the WIC program in Codington County for FFY 2012 and average monthly participation of 722 for the same time period. **Veterans Service Officer, Al Janzen,** reported 7 trips in the month of May with 21 riders, a Memorial Day program was recently conducted by the local American Legion, the 4th of July parade is the next event for veterans, the training workshop in Brookings for Veterans Service Officers has been completed with annual training scheduled in the month of August in Pierre. **Weed Supervisor, Steve Molengraaf and Weed Manager, Paul Johnson,** reported on the following items: the new weed truck has yet to be used pending weather conditions; spraying has been completed for the City, some private properties, and three Townships; several weed problem complaints have been received; cleanup has taken place in some roadside ditches; and the front bumper of the new truck has been replaced with a stronger material. Discussion was also held regarding Ag. producers planting in the right of way (road ditches) and the problems this causes for the spraying of weeds in those areas. **Welfare Director, Sarah Petersen,** submitted the following statistics for the time period May 10th through June 3rd, 2013: 5 applications; with 0 approved for County assistance; 4 denials; 0 pending or referred; 1 other resource utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $0.00; 0 active medical cases and 1 medical application pending decision. Total Credits: $8,847.15. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of April are not available at this time due to changes in the reporting program. 2012 FEMA funds have been expended as follows: Rent and Utilities $1,279.40; the Banquet (mass feeding) $484.09; the Salvation Army (food pantry) $1,499.76; PACH (mass feeding) $2,338.57; and CUMC (Cornerstone Church Food Pantry) $998.92.

FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS

Motion by Hanten, second by McElhany, to approve the following resolution for continued support of the First District Association of Local Governments; all present voted aye; motion carried:

RESOLUTION #2013-14
RESOLUTION TO CONTINUE SUPPORT FOR THE
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS
DURING FISCAL YEAR 2014
(October 1, 2013 – September 30, 2014)

The Codington County Board of Commissioners, having adopted and signed a Joint Cooperative Agreement on the 4th day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2014 (October 1, 2013 - September 30, 2014). To support the Joint Cooperative Agreement and the activities of the District staff, the Codington County Board of Commissioners will provide $35,303.25 to the First District Association of Local Governments during the aforementioned Fiscal Year 2014 period.

Adopted this 4th day of June, 2013.

Elmer P. Brinkman
Chairman, Codington County Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

HISTORICAL PRESERVATION ALLOCATION AWARD AMENDMENT

Motion by Johnson, second by Hanten, to authorize the Chairman to sign Amendment #1 to the State of South Dakota Historical Preservation Allocation Award Project #SD-12-027, to extend the preservation projects deadline from May 31, 2013 to August 31, 2013; all present voted aye; motion carried.

PART TIME HIGHWAY DEPT. EMPLOYEE

Highway Supt., Rick Small, met with the Board to discuss the hiring of a temporary part time employee for the Highway Dept. to assist with mowing and misc. duties at the Highway Dept. Mr. Small advised the Board he could utilize a part time employee 20+ hours per week. The Board will take action on this request during the personal change section of this meeting's agenda.

EMPLOYEE WAGES

Human Resource Director, Terry Satterlee, met with the Board to discuss the matter of compensation for County employees. Mr. Satterlee presented the Board with data that has been compiled to compare the wages of Codington County employees/department heads to the wages of employees working for similar type entities such as Brookings County and the City of Watertown. Mr. Satterlee noted Codington County wages have fallen behind the wages paid to employees of similar entities and this could affect the Board's ability to fill vacancies, within Codington County, with competent experienced employees. Mr. Satterlee recommended the Board implement a 10% wage increase across the board for County employees and department heads beginning July 1, 2013. Mr. Satterlee also recommended that the Board look at improving the County's current step and wage system to keep Codington County wages competitive with similar entities. Discussion was held regarding the benefits provided to Codington County employees in comparison to other similar entities. The Board requested additional data regarding benefits.

PERSONNEL CHANGES

Motion by Johnson, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Marcy Rossow, Detention Center Cook, step 4/$13.60 per hour; effective date June 1, 2013; submitted and approved by Chief Correctional Officer, Tom Walder; (this action replaces the change approved by the Board on May 28th, 2013). Donnie Olson, Highway Dept., new hire, temporary part time; $11.72 per hour, effective immediately; submitted and approved by Highway Supt., Rick Small.

FIREWORKS PERMIT

Motion by McElhany, second by Hanten, to approve a permit to discharge fireworks on Saturday, June 4th, 2013 from 8:30 p.m. to 10:30 p.m.; by Lucas Nogelmeier, Lew's Fireworks; for a youth safety training; on private property located in the area south of Lew's Fireworks and south of Highway 212; all present voted aye; motion carried. This permit was also approved by the Watertown Fire Dept. and the Codington County Sheriff's Office.

COURTHOUSE BUILDING STUDY

Commissioner Heller asked that all available Dept. Heads plan on attending a meeting with Architecture Inc. scheduled for 1:00 p.m., Wednesday, June 5th in the chambers of the County Commissioners to discuss office and building space needs of each department. The Board held a discussion regarding the need to explore how any major building projects could be funded.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:30 a.m., until 9:00 a.m., Tuesday, June 11th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., June 11th, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of June 4th, 2013**

3. **9:00 a.m., Presentation by Marco Office Supplies**

4. **Action on applications to discharge fireworks**
   a. **Big Shots Fireworks**
   b. **Erin Schoenbeck**

5. **Monthly reports**
   a. **Auditor**
   b. **Director of Equalization**

6. **Action to approve Auditor's Account with the Treasurer and note Register of Deeds monthly statement of fees**

7. **Action to approve claims for payment**

8. **Action to approve drawdown #4 for CDBG workforce training grant**

9. **Action to authorize the purchase of a lawnmower for Memorial Park as previously budgeted**
   a. **Gravely Pro Turn 260 w/60 inch deck, $7,591.27, from Watertown Lawn and Garden**

10. **Action to declare equipment to be sold at surplus auction**
    a. **GEN01351, Grasshopper Mower, purchased 4/16/2007**
    b. **GEN00377, Farm King Finishing Mower, purchased 6/28/1994**

11. **Discussion with Human Resource Director regarding employee wages**

12. **Action to approve automatic budget supplements**

13. **Action to approve travel requests**
    a. **Director of Equalization and appraisal staff, Workshop in Rapid City**

14. **Action to approve personnel changes**
    a. **Trever Schimmel, new hire, part time Deputy Sheriff**
    b. **Charlene Kurkowski, Correctional Officer, anniversary step increase**

15. **Old Business – further discussion/possible action regarding Doug Modica abatement/refund application**

16. **New Business**

17. **Open**

18. **Discussion regarding progress to provide additional space for Court needs**

19. **Action to enter into Executive session**

20. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, June 18, 2013, at the Codington County Courthouse**

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June 11, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 11th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of June 4th, 2013; all present voted aye; motion carried.

MARCO PRESENTATION
The Board listened to a presentation given by representatives from MARCO. Information provided during the presentation reviewed MARCO's company history, current operations, services and supplies available. MARCO representatives previously met with a group of Codington County department heads and asked for permission to perform equipment cost assessments in County offices. The Board had no objection to this request.

FIREWORKS PERMITS
Motion by Hanten, second by McElhany, to approve the following applications for permits to discharge fireworks: Erin Schoenbeck, assisted by Dan Raderschadt; June 14th, at 419 54th St SW, Watertown; approximately 10 minutes in length upon sunset. Brandon Watt, Big Shots Fireworks; June 22nd, in the vicinity of 728 S Lake Drive; Class C fireworks to be discharged between 10:00 and 11:30 p.m. for approximately 25 minutes in conjunction with a planned benefit. Both applications were previously approved by the Watertown Fired Dept. and the Codington County Sheriff. Upon vote of the Board; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported the Auditor's Office is currently working on 2014 budget requests, the building study questionnaire, voter lists for the upcoming City/School Election along with normal day to day projects. **Director of Equalization, Shawna Constant,** reported the appraisal staff is working in the re-appraisal area with approximately 761 properties to complete and approximately 175-200 of those properties completed to date. The Director noted a slight delay in getting to properties due to weather conditions in the last couple of months. Sales data for the first six months of the assessment year has been sent into the SD Dept. of Revenue for auditing purposes with an audit of the office scheduled after the audit of sales has been completed. Ms. Constant noted there are no property assessment appeals to the Office of Hearing Examiners this year and word on any Circuit Court Appeals is still forthcoming. Ms. Constant advised the Board she has been collecting information from other County Director's regarding the use of surveys for lot size measurements. It has been the policy of the Codington County Director of Equalization office to change a lot size from a survey. Ms. Constant noted that Counties she contacted do not change any lot size measurements unless the surveys are officially recorded or in some cases only when the property is re-platted. Ms. Constant will be further investigating changing her office policy regarding the changing of lot size measurements without officially recorded surveys or plat changes. Commissioner Johnson asked if there is a statewide policy, regarding this subject, that all Equalization Offices could uniformly follow. Ms. Constant

was unaware of any statewide policy at this time and the Counties she contacted have not had any issues with this subject.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Hanten, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of May, 2013, all present voted aye; motion carried.

Cash on hand	$ 8,996.13
Checks in Treasurers' possession	
less than 3 days	$ 76,451.04
Credit Card Charges	$ 3,048.05
Cash Items	$ 430.00
TOTAL CASH ASSETS ON HAND	$ 88,925.22
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 650.94
Reliabank Dakota	$15,151,777.37
INVESTMENTS	
SD Public Funds Investment	$ 6,969.19
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$15,448,322.72
General Ledger Cash Balance by Funds:	
General	$ 8,405,479.22
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,240,377.27
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 2,292,054.38
(schools 1,416,669.31, townships 72,685.11; city/towns 316,469.56)	
TOTAL GENERAL LEDGER CASH	$15,448,322.72

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in May were in the amount of $28,168.00; with $2,240.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by McElhany, second by Johnson, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding Supply 10.20 Sup, Accreditation, Audit And 150.00 Sup, Aason Engineering 13234.49 Rep, American Stamp & Marketing 227.53 Sup, Aspen Tree Service 2800.00 Rep, AT&T Mobility 73.16 Util, AT&T Mobility 476.43 Util, Automatic Transmission & Gear 5.01 Rep, Gene Barthel 11.48 Jury, Batteries Unlimited 67.00 Sup, Beadle County Sheriff 26.72 Svc, Best Western Ramkota Hotel 2186.91 Trav, Ozeda Blair 20.00 Wit, Francis Blais 51.48 Jury, Heather Block 20.00 Wit, Julie Block 10.74 Jury, Scott A. Bohls 40.00 Cell, Steven Bolen 20.00 Wit, Borns Group 2585.00 Post, Catherine Bouskill 10.74 Jury, Boys & Girls Club 1000.00 Pmt, Bratland Law 1755.60 Svc, Brown Clinic - Main 787.00 Svc, Burns Law Office 2600.00 Svc, C & R Supply 1620.47 Rep, C & S Chemical 75.00 Svc, Kim E Callies 416.20 Svc, Carquest Auto Parts 19.45 Rep, Carquest Auto Parts 52.80 Rep, Cartney Bearing & Supply 17.46 Rep, Cass-Clay Creamery 1402.00 Sup, Centurylink 657.61 Util, Centurylink 13.39 Util, Elfreda Chaseinwater 40.00 Wit, Chuck's Bike & Lock Shop 25.00 Sup, Codington Clark Electric 35.62 Util, Codington County Sheriff 99.91 Sup, Codington County Treasurer 30.00 Rep, Cole Papers, Inc. 2120.70 Sup, Melissa Collins 10.74 Jury, Barbara Comes 10.74 Jury, Connecting Point Computer Cent 4709.40 Rep, Shawna Constant 100.00 Cell, Troy Cordell

11.48 Jury, Carol Coughlin 13.70 Jury, County Fair Foods 89.46 Sup, Creative Visions 116.90 Rep, Credit Bureau Of Watertown Inc 1383.80 Pmt, Culligan Water Conditioning 66.25 Sup, David Curtis 40.00 Cell, Dakota Outdoors 12.49 Sup, Danko Emergency Equipment Co 222.09 Rep, Data Truck 39.99 Svc, Decatur Electronics 150.00 Sup, DVL Fire & Safety 33.50 Rep, Bimbo Foods, Inc 1050.69 Sup, East Dakota Water Development 3900.53 May Apportionment, Cindy Egeberg 13.70 Jury, Elite Sign And Graphix 155.00 Sup, Ellyson Law Office 8310.06 Svc, Dawn Aman-Elshere 286.38 Trav, John Engels 40.00 Util, Engelstad Electric Co. 159.18 Rep, Engelstad Electric Co. 71.43 Rep, Larry Erickson 10.74 Jury, Farnams Genuine Parts 372.13 Parts, Fastenal Company 32.08 Sup, Kari Feuerhelm 21.10 Jury, First Choice Sewer & Septic Co 400.00 Rep, Town Of Florence 25.00 Util, Allison Forbush 100.00 Cell, Milo Ford 138.00 Trav, Heidi Gall 11.48 Jury, Gardening 101 15.00 Reg, GCR Tire Center 640.98 Rep, GCR Tire Center 758.05 Rep, Kevin Geiger 15.18 Jury, Gempler's 128.45 Sup, Genoa Healthcare/Watertown 414.00 Sup, David Gibbs 40.00 Cell, Joseph Giovannettone 23.32 Jury, Angelia Goette 10.74 Jury, Grainger 508.02 Rep, Taylor Gravatt 11.48 Jury, Green, Roby, Oviatt, 4158.33 Svc, Roxy Griffin 11.48 Jury, Michael Gubka 40.00 Cell, Sara Guest 20.00 Wit, Sandra Halajian 10.00 Jury, Lori Hansen 11.48 Jury, Mavis Hanten 13.70 Jury, Scott Hardie 11.48 Jury, Lori Hauge 11.48 Jury, Brian Heim 11.48 Jury, Alen Henricks 16.66 Jury, Jeff Hershman 25.00 Cell, Calvin Hillesland 10.74 Jury, Hillyard Floor Care Supply 654.86 Sup, William Hoff 40.00 Cell, Brad Howell 40.00 Cell, Hurkes Implement Co. 63.61 Rep, Hurkes Implement Co. 55.01 Rep, HyVee #1871 Accts Receivable 707.08 Sup, Identisys Inc 217.68 Sup, Diana Ihlen 11.48 Jury, Interlakes Community Action 986.83 Pmt, Intoximeters 600.00 Sup, Rebecca Jarabek 13.70 Jury, Jefferson Partners LP 86.00 Trav, Paul Johnson 583.33 Svc, Joy Marie Kaliszuk 10.74 Jury, Nicole Kannas 55.92 Jury, Marty Karnopp 40.00 Cell, Arlene Kim 20.00 Wit, The King Corporation 7189.45 Rep, Diane Kirchmeier 12.96 Jury, Knology 49.95 Util, Knology 357.60 Util, Ladawn Koustrup 20.00 Wit, LATI/Corp Ed 11250.00 Svc, Lawson Products 174.55 Sup, Light And Siren 486.92 Sup, Jodi Loehrer 227.98 Pmt, Irvin Lonneman 50.74 Jury, Jaque Lopez 20.00 Wit, M & T Fire And Safety 60.00 Sup, Macksteel Warehouse, Inc. 27.58 Sup, Macksteel Warehouse, Inc. 233.52 Sup, Mac's Inc. 92.76 Sup, Mac's Inc. 103.62 Sup, Mahowald's 25.58 Rep, Mahowald's 103.73 Rep, The Maintenance Shop 585.56 Rep, Marco, Inc 354.40 Rent, Crickett Martin 11.48 Jury, Russell Mathews 40.00 Cell, Tyler McElhany 22.00 Trav, F.J. McLaughlin Company 1000.16 Sup, Menards 77.46 Sup, Menards 325.58 Rep, Joy Michelson 11.48 Jury, Midcontinent Communications 275.00 Util, Jamie Monson 78.50 Cell, Morphotrak, Inc 640.00 Svc, Municipal Utilities 626.88 Util, Municipal Utilities 11073.22 Util, Municipal Utilities 70.47 Asst, Brooke Nelson 10.74 Jury, Northern Con-Agg LLP 8050.86 Sup, Northwestern Energy 390.62 Util, Office Peeps, Inc. 6178.84 Sup, Jerrod Olson 40.00 Cell, Gordon Osthus 10.74 Jury, Ottertail Power Co. 29.78 Util, Cathy Overby 23.70 Wit, Barbara Paulson 11.48 Jury, Michelle Pederson 91.00 Cell, Pennington County Sheriff 1226.70 Trav, Sergei Penrod-Curtis 24.80 Jury, Brian Pieper 11.48 Jury, Brenda Ploof 11.48 Jury, PMB 0112 224.00 Util, Prairie Lakes Health Care Cent 2032.84 Svc, James Quackenbush 11.48 Jury, Redlinger Bros. 137.53 Rep, Redwood Toxicology Laboratory 355.62 Sup, Adam Reeves 20.00 Cell, Mel Reichling 11.48 Jury, Anita Richter 23.32 Jury, Brian Richter 40.00 Cell, Mary Rieber 12.22 Jury, Megan Rieffenberger 11.48 Jury, Emily Riley 51.48 Jury, Emma Riter 20.00 Wit, Jennifer Robinson 11.48 Jury, Nathan Roe 10.00 Jury, Marcy Rossow 252.00 Rep, Heidi Ruckdashel 12.22 Jury, Runnings 579.03 Rep, Dawn Russell 281.00 Svc, Sanford Clinic 396.09 Svc, Sanford Watertown Occupational 134.00 Svc, Sanford Patient Financial 1960.00 Svc, Terrance Satterlee 1500.00 Svc, Ross K Schulte DDS Pc 145.00 Svc, SD Attorney General's Office 462.00 Pmt, SD Department Of Revenue 1171.00 Svc, SD State Treasurer 402270.57 June Remittance, SDACO 942.00 May M&P Relief Collections, SDEMA 80.00 Reg, SDN Communications 612.97 Util, Melissa Sears 91.00 Cell, Securus Technologies 2100.00 Sup, Service Plus, Inc 40.90 Rep, Sheehan Cycle 29.99 Rep, Timothy Sheehan 11.48 Jury, Garry Shepard 10.74 Jury, Sherwin Williams 197.26 Rep, Sioux Valley Coop 21219.53 Sup, Sioux Valley Coop 1055.63 Sup, Sioux

Valley Greenhouses 434.98 Sup, South Shore Gazette 1497.27 Pub, Town Of South Shore 36.00 Util, Star Laundry 107.50 Sup, Star Laundry 43.18 Sup, Joshua Steidl 54.44 Jury, Stern Oil Co. 703.37 Sup, Connie Stoebner 53.20 Svc, Allen Stoltenburg 11.48 Jury, Mary Stromseth 17.40 Jury, Sturdevant's Auto Parts 368.30 Rep, Shane Sutten 12.22 Jury, Sutton Law Office Pc 10806.22 Svc, Scott Swanson 25.00 Cell, Taser International 484.00 Rep, Timothy Tesch 10.74 Jury, Heidi Thorson 327.13 Cell, Ellen Tomaszewski 12.22 Jury, Toshiba Financial Services 401.43 Rent, Truenorth Steel 425.16 Sup, Ultramax 184.00 Sup, Us Foodservice Inc 9991.07 Sup, Us Postal Service 88.00 Fee, Van Diest Supply Company 10064.95 Sup, Verizon Wireless 154.62 Util, Great Western Bank 246.14 Sup, Great Western Bank 2466.66 Pmt, TCM/Reliabank Dakota 768.52 Pmt, Tom Walder 40.00 Cell, Walmart Community 351.86 Sup, Warne Plumbing & Heating 251.42 Rep, Watertown Ford 2049.42 Rep, Watertown Lawn & Garden 499.00 Rep, Watertown Lawn & Garden 89.00 Rep, Watertown Public Opinion 124.80 Pub, Watertown Public Opinion 2098.16 Pub, Watertown School District 1783.63 Paper, Miriah Watson-McCullen 20.00 Wit, Tamara Weinkauf 52.96 Jury, Wheelco 889.01 Rep, Susan White 21.10 Jury, Sandy Wiesner 52.96 Jury, Willoughby Industries, Inc 336.34 Rep, Toby Wishard 40.00 Cell, Watertown Now 120.00 Adv, WW Tire Service Inc 1218.45 Sup, Xerox Corporation 124.11 Sup, Ann York 50.74 Jury.

MEMORIAL PARK EQUIPMENT REQUEST

Motion by Johnson, second by McElhany, to approve a budgeted request for a lawn mower purchase for Memorial Park in the amount of $7,591.27 from Watertown Lawn and Garden, as requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

SUPRLUS EQUIPMENT

Motion by McElhany, second by Hanten, to declare the following equipment surplus to be sold at the County's upcoming surplus property sale; all present voted aye; motion carried: GEN00377, Farm King finishing mower, purchased for $1,300.00 on 6/28/1994. GEN01351, Grasshopper 718 mower, purchased for $8,900.00 on 4/16/2007.

EMPLOYEE WAGES

Human Resource Director, Terry Satterlee, met with the Board to further discuss the matter of compensation for County employees. Mr. Satterlee presented the Board with data pertaining to benefits provided to employees of Brookings County compared to benefits being received by employees of Codington County. Mr. Satterlee also provided the Board with case load and population data comparisons between several departments within Codington County to the same departments in Brookings County. The Board further discussed previous health insurance premium costs for Codington County employees; the need to budget for Courthouse building improvements; the effect of wage increases on future County budgets; and revenue comparisons between Codington and Brookings Counties. Discussion was also held regarding 2013 action taken by the SD Legislature to increase the minimum salaries for elected County Officials, expressly States Attorneys, Sheriffs, Auditors, Treasurers and Register of Deeds, in the amount of 7% on January 1, 2014 and another 7% on January 1, 2015.

MODICA ABATEMENT/REFUND REQUEST

Doug Modica met with the Board to further discuss his application for an abatement or refund of taxes. Mr. Modica presented to the Board a list of "Bureaucratic Botching" regarding the lot measurement of his property. Director of Equalization, Shawna Constant and States Attorney, Dawn Elshere, were present for this discussion. Director of Equalization Constant advised the Board that an error was not made regarding the value placed on Mr. Modica's as her office used the recorded plat for lot size. States Attorney Elshere agreed that an error was not made in this instance because the assessment was based on a recorded plat with no requirement in state law for

a survey in this matter. Motion by McElhany, second by Johnson, to take from the table Mr. Modica's abatement/refund request; all present voted aye; motion carried. Motion by Johnson, second by Hanten, to approve a refund of $11.03 on Mr. Modica's property record #7735; upon vote of the Board; Johnson voted aye; Heller, McElhany, Brinkman, and Hanten voted no; motion failed.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Director of Equalization and appraisal staff; Quality, Condition, and Depreciation workshop in Rapid City. Auditor and Payroll Officer; Wellmark seminar in Aberdeen.

PERSONNEL CHANGES

Motion by Hanten, second by McElhany, to approve the following personnel changes; all present voted aye; motion carried: New hire, part time Correctional Officer, Jean Johnson; step 1/$14.66 per hour; effective date June 10, 2013; Correctional Officer, Charlene Kurkowski; anniversary step increase from step 3/$15.61 per hour to step 4/$16.10 per hour; effective date June 1, 2013; both changes submitted and approved by Chief Correctional Officer, Tom Walder. New hire, part time Deputy Sheriff, Trever Schimmel; step 1/$17.44 per hour; submitted and approved by Sheriff, Toby Wishard.

BUILDING STUDY

The Board held a discussion regarding a meeting recently held with Architecture Inc. to review the space needs of County departments, within the Detention Center and Courthouse, including the Judicial System. The Board discussed setting up a time, later this month, to tour the new facility recently completed in Brookings County.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:42 a.m., until 9:00 a.m., Tuesday, June 18th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., June 18th, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of June 11th, 2013**
3. **9:00 a.m., presentation by Cindy Dannenbring, ICAP; regarding services provided in Codington County**
4. **Monthly reports**
   a. **Highway Supt.**
   b. **Facilities Manager**
5. **Action to approve an application to discharge fireworks**
   a. **Jeff Bendix at 3121 N Serenity Drive on July 5th**
6. **Action to approve an equipment request, as previously budgeted, for the States Attorney's office**
7. **Action to approve a claim for payment – 911 remittance to City of Watertown**
8. **Action on a request for a 10% employees wage increase effective July 1, 2013**
9. **Action to approve automatic budget supplements**
10. **Action to approve travel requests**
11. **Action to approve personnel changes**
12. **Old Business – Discussion regarding tour of Brookings facilities**
13. **New Business**
14. **Open**
15. **Discussion regarding progress to provide additional space for Court needs**
16. **Action to enter into Executive session**
17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, June 25, 2013, at the Codington County Courthouse**

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June 18, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 18th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of June 11th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, reported on the following items: a request for proposals for services to conduct the Codington County Master Transportation Plan has been sent to numerous consultants; and the recent sale of surplus County equipment was a success with all equipment, designated for the sale, sold at auction. Mr. Small discussed new regulations regarding the receipt of federal funds, through the SD DOT, and the requirement to appoint a Title 6 Coordinator, for antidiscrimination purposes. Mr. Small is working with First District Association to determine what the County needs to adopt to comply with these new requirements, which also includes adopting a formal Title 6 Policy. Mr. Small advised the Board he is investigating the possibility of purchasing three motor graders, scheduled for purchase, from the bid of another entity for delivery in 2014. **Facility Manager, Milo Ford,** reported the following: **Memorial Park** – the past two weekends have seen the campground near to full but it has been a slow start to the camping season thus far; the implementation of the computer system for the campground reservation system is not progressing as anticipated and is not being used onsite at this time; and Mr. Ford was contacted by a camper regarding the County's response to severe weather announcements and passing this information along to those utilizing the campground. **Courthouse** – the Courthouse will remain open on June 18th, 2013 until the ballots for the City/School Election have been counted. Mr. Ford has received a call from a citizen requesting a sidewalk leading to the Vietnam Veteran's Memorial on the Courthouse Lawn. Mr. Ford will contact the Vietnam Veterans Association to see if they would be interested in helping with this request. **Detention Center** – work has resumed on the project for additional inmate space and should be ready for use in the near future. Mr. Ford also reported the Maintenance Staff has been taking care of mowing on properties taken by the Treasurer for tax deed across the County; the City/County surplus sale was conducted last weekend with 136 registered bidders at the sale; National Night Out for Law Enforcement will be held at the Courthouse location this year; and the County's website development is progressing.

INTERLAKES COMMUNITY ACTION SERVICES
Cindy Dannenbring, Executive Director with Interlakes Community Action, provided the Board with data related to services provided by Interlakes Community Action within Codington County. Ms. Dannenbring noted that according to 2010 census data there is an estimated 12.7%, approximately 3,397 persons, of the population of Codington County reporting incomes under the poverty level. Ms. Dannenbring provided the Board with data from the Weatherization, Early Head Start, 60's Plus Dining, and Emergency Utility Assistance programs; along with data on families that received vouchers for garden seeds, security deposit assistance, and housing

counseling all of which utilize federal funds. Ms. Dannenbring noted the Weatherization Program has taken a big hit in the Federal budget where it has previously been funded.

FIREWORKS PERMIT

Motion by Hanten, second by McElhany, to approve a permit to discharge fireworks on July 5th; at 3121 North Serenity Drive; by Jeff Bendix; for approximately 15 minutes of 1.3G and 1.4G cakes and mortars; approved by the Watertown Fire Department and the Codington County Sheriff's Office; all present voted aye; motion carried.

STATES ATTORNEY COMPUTER EQUIPMENT

Motion by Heller, second by McElhany, to approve the purchase of a computer, to replace an old computer as previously budgeted, for the States Attorney's Office, per the request of States Attorney, Dawn Elshere; all present voted aye; motion carried.

CLAIMS

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Watertown City Finance Officer 23,182.53 April 911 surcharge collections. Aesoph Real Estate & Auction 300.00 twenty 65 gallon cans.

10% EMPLOYEE WAGE INCREASE

Auditor, Cindy Brugman, provided the Board with estimates of the impact a 10% wage increase, for County employees covered by the 2013 Payroll Resolution, beginning July 1st, 2013, would have on the 2013 budget. Motion by Hanten, second by McElhany, to approve a 10% wage increase for County employees effective July 1, 2013. The Board discussed the impact this increase would have on future budgets; funds needed for future renovations to County facilities; input from constituents on the proposed wage increase, both pro and con; the need to better track salaries of similar positions in the future to remain competitive; and the use of the Consumer Price Index, provided to the County by the SD Dept. of Revenue, for increasing County employee wages in previous years. Upon vote of the Board; all present voted aye; motion carried.

BUILDING STUDY

The Board will tour the new Courthouse/City/Courtroom Facility in Brookings after their regularly scheduled meeting on June 25th. Architecture Inc. has requested a meeting with the Board, Department heads, and Circuit Court officials. This meeting has been scheduled for Monday, June 24th, from 2:00 p.m. to 4:00 p.m. in the Commissioner's office.

OTHER MEETINGS

Commissioner Johnson advised the Board he will be attending an SDSU Advisory Board meeting in Pierre on June 27th. Commissioner Hanten advised the Board that an annual fund raiser, the " Hors d`oeuvres Extravaganza", for the Watertown Volunteer Center, is scheduled for June 25th, at 6:00 p.m., at the County Fair Banquet Hall.

COMMISSIONER EXCUSED

Commissioner Heller was excused at 9:56 a.m.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 9:56 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:14 a.m., no action was taken. Facilities Manager, Milo Ford, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 10:14 a.m., until 9:00 a.m., Tuesday, June 25th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., June 25th, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of June 18th, 2013**

3. **Monthly reports**
   a. **Emergency Management**
   b. **Sheriff**

4. **Action to approve the purchase of a text message system for 1st Responders**

5. **Action to authorize County participation in FY2013 Hope VI Main Street Grant – affordable housing program**

6. **Action to approve a contract with Architecture Inc. for a facilities study**

7. **Discussion regarding Title VI position** Salary claims

8. **Action to approve automatic budget supplements**

9. **Action to approve travel requests**
   a. **Emergency Management Director, State E.M. meeting in Chamberlain**

10. **Action to approve personnel changes**
    a. **Mary Halsey, Register of Deeds Clerk, anniversary step increase**
    b. **Cindy Dargatz, Maintenance Dept., step increase**

11. **Old Business**

12. **New Business**

13. **Open**

14. **Discussion regarding progress to provide additional space for Court needs**

15. **Action to enter into Executive session**

16. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, July 2nd, 2013, at the Codington County Courthouse**

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.

June 25, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 25th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of June 18th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Emergency Management Director, Jim Sutton, reported on storm damage from the June 21st storm that caused widespread damage in northeastern South Dakota. Mr. Sutton has requested storm damage estimates from Codington County departments and other entities to forward to State government in Pierre by Wednesday, June 26th. This information could eventually be used to request a disaster declaration in Codington County. Mr. Sutton noted the E.O.C. was open the evening of June 21st for department heads from various County and City departments to coordinate emergency response to the storm damage. Information has been received in the Emergency Management Office regarding the 2013 Homeland Security Grant dollars that will be available. Mr. Sutton will schedule a meeting of local entities to determine which projects will be most advantageous in the County; that data will then be forwarded to the Regional Committee for their review and action. Word has been received that funding has been approved to host a Wildlife Fire Training in Codington County later this fall. Codington County Search and Rescue will once again assist with Camp Chance to be held July 10th, 17th, and 24th. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending May 31st, 2013, for the Detention Center and Sheriff's Office: 61.61 average daily inmate population; 207 bookings; $13,750.00 collected in fees for out of county prisoner contracts; $7,705.00 collected in work release fees; $5,468.00 collected in fees for the 24/7 program, $6,166.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 54 individuals testing twice daily for PBT's; 4 individuals reporting twice weekly for UA Drug tests; and 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 386 cases/calls for service; 6 accidents investigated; 86 arrest warrants were served; 287 sets of civil papers served; and a total of 2,941 miles traveled for 14 prisoner transports. Discussion was held regarding the number of persons who are currently signed up with the Nixle notification service through the Sheriff's Office. Sheriff Wishard advised the Board that there are 500 individuals currently receiving messages through the system. The Nixle system was used during the storm and during storm recovery on June 21st. Sheriff Wishard noted there is a very extensive court list, approximately 110 cases, for today which will tie up Deputy Sheriffs for most of the day. National Night Out for Law Enforcement will be held on the Courthouse grounds pending the Board's approval at their next meeting on July 2nd.

TEXT MESSAGE SYSTEM
Motion by McElhany, second by Hanten, to approve the purchase of a text messaging system for first responders such as the local rural fire departments. Mr. Sutton explained that when the rural firefighters receive a page this system would also send them a text message on their cell phones.

This system would cost $75.00 per month which would come from the Emergency Management budget. Upon vote of the Board; all present voted aye; motion carried.

FY2013 HOPE VI MAIN STREET GRANT

Welfare Director, Sarah Petersen, and Ted Haeder, Grant Applications and Project Development, with First District Association of Local Governments, met with the Board to discuss a grant project to provide affordable housing. Ms. Petersen informed the Board the objective of this grant is to provide smaller communities the opportunity to assist with renovations of historical traditional central business districts, in the main street area, by taking unused commercial space and building affordable housing units. Ms. Petersen noted the basic objective of this grant is to redevelop the main street area, preserve the historic traditions of the central business area, enhance economic development, and provide affordable housing. Motion by Johnson, second by McElhany, to authorize the Welfare Director to apply for the $500,000.00 grant and allocate the 5% match ($25,000.00) from the Welfare budget; all present voted aye; motion carried.

BUILDING STUDY CONTRACT

Motion by Heller, second by McElhany, to authorize the Chairman to sign a contract with Architecture Inc., in the amount of $20,000.00, for the provision of professional services to study the expansion needs of the Codington County Courthouse and Detention Center complex, subject to review and approval of the contract by the Codington County States Attorney; all present voted aye; motion carried.

SALARY CLAIMS

Motion by Hanten, second by Heller, to approve the following salary claims for the month of June 2013; all present voted aye; motion carried: Commissioners: 9,346.35 total salaries. Auditor: 16,382.64 total salaries. Co. Treasurer: 23,608.95 total salaries. States Attorney: 27,583.88 total salaries. Gov. Buildings: 18,000.40 total salaries; Donnie Olson $38.08 seasonal hire; Cindy Dargatz 2,412.20 step increase. Dir. Equalization: 34,633.90 total salaries; Reg. of Deeds: 15,745.34 total salaries; Veterans Service: 7,936.94 total salaries. Sheriff: 65,334.81 total salaries; Trever Schimmel 1,174.60 new hire. Co. Jail: 71,451.92; total salaries; Marcy Rossow 2,366.40 new position; Jean Johnson 610.48 new hire. Care of the Poor: 3,621.70 total salaries. County Nurse: 3,588.04 total salaries. Co. Park: 9,522.67 total salaries; Donnie Olson 804.65 seasonal hire. Ag. Bldg.: 7,553.29 total salaries. Co. Extension: 7,592.34 total salaries. Weed Control: 9,464.58 total salaries; Planning Board: 332.99 total salaries. Road & Bridge: 69,466.41, total salaries; Donnie Olson 504.71 seasonal hire. Emergency Management: 9,140.59 total salaries. Crime Victim: 5,047.61 total salaries. W.I.C.: 3,589.63 total salaries. Total: 418,944.98. Breakdown of withholding amounts which are included in the above: S.D. Retirement 37,232.62; S.D. Retirement 319.66 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; Wellmark 53,706.86 ins.; Lincoln Financial Group 446.50 life ins.; Delta Dental 5,518.86 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 330.30 employee union dues; AFLAC 2,281.78 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,287.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 10,554.94 employee payments; Cod. Co. Treasurer 33,490.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 29,439.05 federal withholding; ReliaBank Dakota 47,828.92 social security; Breit Law Office 461.65 employee garnishment; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

TITLE VI COORDINATOR POSITION

Highway Supt., Rick Small, met with the Board to discuss the new requirements for receiving federal funds which include the appointment of a Title VI Coordinator and A.D.A. Coordinator; and a Title VI policy adoption. Mr. Small advised the Board that First District Association of Local Governments is willing to work with Codington County to meet these requirements. Mr. Small made a request for volunteers from the Board of Commissioners to meet with First District representatives following the Board's meeting on July 2nd to discuss the Title VI requirements. Mr. Small noted that First District recommended that Terry Satterlee be included in this group. Commissioners McElhany and Hanten volunteered to attend this meeting. It was noted that Commissioner Johnson is currently the appointed A.D.A. Coordinator for Codington County and will also attend this meeting.

COMMISSIONER EXCUSED

Commissioner McElhany was excused at 9:31 a.m.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Emergency Management Director, State Emergency Management meeting in Chamberlain.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Register of Deeds Clerk, Mary Halsey; anniversary step increase from step 5/$14.18 per hour to step 6/$16.07 (new rate effective July 1, 2013), effective July 1st 2013; submitted and approved by Register of Deeds, Ann Rasmussen. Part time Custodian, Cindy Dargatz, step increase from step 6/$13.59 per hour to step 7/$14.00 per hour, effective date March 7, 2013; submitted and approved by Facilities Manager, Milo Ford. Highway Maintenance II, Matt Dargatz; 6 month step increase from step 1/$14.90 per hour to step 2/$16.91(new rate effective July 1, 2013), effective date July 1st, 2012; submitted and approved by Highway Supt., Rick Small.

STORM DAMAGE REPORTS

Highway Supt., Rick Small, reported little damage from the storm on June 21st and noted a few gravel spots were washed across the road. The Highway Dept. was out the evening of the storm to push a few trees off and clear the roadway. Several Highway employees spent most of Monday, June 24th, assisting with tree removal and clean up at the Courthouse and Memorial Park. The Highway Dept. is now working on flood/washout repairs and continues to assist with tree clean up at Memorial Park. **Facility Manger, Milo Ford,** reported on the storm damage at the Courthouse and Memorial Park which consisted mainly of tree damage. Mr. Ford advised the Board he has not been informed of any property or personal damage to customers at Memorial Park. Mr. Ford noted the walking paths at Memorial Park have been closed to visitors, as a safety precaution, until dangling branches can be removed from the area and that approximately 20 trees were lost due to the storm. Mr. Ford informed the Board that campers at Memorial Park took refuge in the storm shelter at Memorial Park during the storm.

BUILDING STUDY

The Board briefly discussed the meeting held Monday, June 24th, with Architecture Inc., where very preliminary drawings of possible expansion/remodel plans for the Courthouse/Detention Center complex were displayed for County department heads and Judicial Systems representatives.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 9:40 a.m., to discuss contractual matters; all present voted aye; motion carried. The Board returned to regular session at 10:00 a.m., no action was taken. Human Resource Officer, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 10:00 a.m., until 9:00 a.m., Tuesday, July 2nd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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 $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., July 2nd, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of June 25th, 2013
3. 9:00 a.m., opening of bids for Highway sanders and action to accept a bid
4. Discussion/action on ROW acquisition for the County Road 20 project
5. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare
6. Action to adopt a resolution requesting a disaster declaration for Codington County
7. Action to authorize the use of Courthouse grounds for National Night Out for Law Enforcement
8. Action to approve wireless internet connectivity for the Courthouse
9. Action to approve a parking lot seal to the Courthouse parking lot
10. Action to declare a floor buffer surplus to be sold at auction
11. Action to approve automatic budget supplements
12. Action to approve travel requests
    a. 4-H Youth Program Advisor, Natl. Assoc. of Extension 4-H Agents Conf.
    b. 4-H Youth Program Advisor and Extension Office Coordinator, Dale Carnegie Business Book Camp class
13. Action to approve personnel changes
    a. Maria Escamilla, new hire, PT Correctional Officer
14. Old Business
15. New Business
16. Open
17. Discussion regarding progress to provide additional space for Court needs
18. Action to enter into Executive session
19. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, July 9th, 2013, at the Codington County Courthouse

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July 2, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 2nd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by Johnson to approve the minutes of June 25th, 2013; all present voted aye; motion carried.

HIGHWAY SANDER BIDS
Highway Supt., Rick Small, opened and announced the following bids, as previously advertised and authorized, for one or more new, 2013, Current Model hopper box material spreader:

Custom Truck Equipment, Sioux Falls, SD	$14,919.00
Sanitation Products, Inc., Sioux Falls, SD	$15,935.00
Northern Truck Equipment Corp., Sioux Falls, SD	$12,771.00
Vander Haag's Inc., Sioux Falls, SD	$13,962.00

Motion by Hanten, second by Johnson, to table action until later in this meeting to allow the Highway Supt. to review the bids for accuracy and compliance; all present voted aye; motion carried.

COMMISSIONER PRESENT
Commissioner McElhany was present at 9:15 a.m.

COUNTY ROAD 20 R.O.W. ACQUISTITION
Highway Supt., Rick Small, met with the Board to discuss the acquisition of R.O.W. easements for the County Road 20 project scheduled for 2014. Mr. Small provided the Board with data, procured from an SDSU 2012 South Dakota Farm Real Estate Market Survey, regarding current cash rental rates of South Dakota's agricultural land, specific to Codington, Deuel, and Hamlin Counties. Mr. Small recommended, following the data provided, for payment of R.O.W. easements in conjunction with the proposed project on County Road 20. Motion by Johnson, second by Hanten, to authorize the Highway Supt. to negotiate with property owners and offer the average 2012 cash rental rates for non-irrigated cropland, hay land, and pasture/rangeland per the SDSU data; all present voted aye; motion carried.

MOWING ALONG COUNTY ROADS
Highway Supt., Rick Small, informed the Board there is no set time frame for mowing along County Roads and mowing/haying can begin at any time. Mr. Small noted his department has started the top cut along asphalt County Roads at this time.

MONTHLY REPORTS
Extension Office Coordinator, Becky Goens, reported on behalf of SDSU 4-H/Youth Program Advisor, Jodi Loehrer, who could not be present for this meeting. Ms. Goens reviewed the following items: Kid Care attendance; 4-H Malt Wagon results; County 4-H Horse Show; 4-H Special Foods Contest; 4-H Judging School; 4-H Fashion Review; and 2013 Codington County

Achievement Days scheduled for August 5th through the 8th. Ms. Loehrer will attend a National 4-H Conference in Pittsburgh, PA, on September 16th through the 20th. Ms. Loehrer is the current President Elect for the South Dakota Association of 4-H Professionals. **Community Health Nurses, Karla Moes and Karen Nygaard,** who could not be present for this meeting, submitted a written quarterly report which covered the following items: Meetings attended; office fees collected; office visits; immunizations administered; WIC caseload; and school screenings. **Veterans Service Officer, Al Janzen,** reported 5 trips with 11 riders in the month of June and an annual training is scheduled for the end of August. **Weed Department Supervisor, Steve Molengraaf and Weed Manager, Paul Johnson,** reported spring spraying is almost complete with approximately 2100 miles sprayed; and 1450 gallons of 2-4D and 85 gallons of Tordon used to date; a bug collection was held on July 1st near Rauville; and a pesticide recycling drop off is scheduled for some time in July. Mr. Johnson noted the Weed Dept. is two to three weeks ahead of schedule and use of the new truck has lowered fuel costs and improved efficiency. Mr. Johnson recommended lowering the contract fee paid to him as Weed Dept. Manager in 2014 from $7,000.00 per year to $5,000.00 year as Mr. Molengraaf's experience level has increased. **SDSU Regional Extension Specialist, Paul Johnson,** gave the Board a short report on the activities of the Extension Specialists. **Commissioner Johnson** reported on the SDSU Regional Advisory Board he recently attended in Pierre. **Welfare Director, Sarah Petersen,** submitted the following statistics for the time period June 4th through July 1st, 2013: 3 applications; with 0 approved for County assistance; 1 denial; 2 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $0.00; 0 active medical cases and 1 medical application pending decision. Total Credits: not available with this report. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of April were a savings of $4,268.07 with 246 people utilizing the program and in the month of May a total savings of $5,713.38 with 241 people utilizing the program. 2012 FEMA funds have been expended as follows: Rent and Utilities $1,208.93; Watertown Resource Center $1,057.52; Access Ministries $1,114.70; the Banquet (mass feeding) $484.09; the Salvation Army (food pantry) $1,499.76; PACH (mass feeding) $2,338.57; and CUMC (Cornerstone Church Food Pantry) $998.92.

2014 BUDGET REVIEW

The Board reviewed the following 2014 budget requests: Extension, County Nurse, WIC, Veterans Service, Weed, and Welfare.

EMERGENCY DISASTER DECLARATION

Emergency Management Director, Jim Sutton, submitted a Resolution for Declaration of Emergency/Disaster to the Board. Mr. Sutton advised the Board that over $631,000.00 in damage estimates have been identified in Codington County due to the wind storm that swept the region on June 21st, 2013. Mr. Sutton noted that along with the damages incurred in Hamlin and Deuel Counties, Codington County does qualify to request a disaster declaration from the Governor of the State of South Dakota. Motion by McElhany, second by Hanten, to adopt Resolution 2013-15; all present voted aye; motion carried.

RESOLUTION 2013-15

RESOLUTION FOR DECLARATION OF EMERGENCY/DISASTER

WHEREAS, Codington County, South Dakota, has suffered severe damage, brought on by a wind storm, on the date of June 21st, 2103, and ongoing;

WHEREAS, Codington County has committed all available resources and taken all possible actions within the jurisdictional boundaries to combat and to alleviate the emergency/disaster, local resources are not adequate to cope with the situation;

NOW, THEREFORE, BE IT RESOLVED, by the Codington County Board of Commissioners, at a regular meeting held on July 2, 2013, it is hereby requested that the Governor of the State of South Dakota declare an emergency/disaster to exist in the County of Codington.

Dated this 2nd day of July, 2013

Elmer P. Brinkman
Chairman

ATTEST:

Cindy Brugman
County Auditor

SEARCH AND RESCUE ACTIVITIES

Emergency Management Director, Jim Sutton, advised the Board that the Codington County Search and Rescue Canine unit recently responded to a call in Rapid City to assist on a missing person case. The bloodhound used by CCSR was successful in locating the missing person who was deceased. Mr. Sutton noted the CCSR Support Organization recently purchase a new boat to be used for the dog operation and is flat and low enough for divers.

NATIONAL NIGHT OUT FOR LAW ENFORCEMENT

Motion by McElhany, second by Hanten, to authorize the use of the Courthouse block for National Night Out for Law Enforcement on August 6th, 2013; all present voted aye; motion carried.

WIRELESS INTERNET CONNECTIVITY

Facility Manager, Milo Ford, presented the Board with a quote, in the amount of $5,382.00, for the installation of wireless internet access for the Courthouse. Mr. Ford noted this would be a secure system and available only to authorized County offices. Motion by McElhany, second by Hanten, to authorize the installation of wireless internet connectivity for the Courthouse; all present voted aye; motion carried.

COURTHOUSE PARKING LOT SEAL

Facility Manger, Milo Ford, requested authorization to move forward with a budgeted project, not to exceed $8,000.00, to apply a parking lot seal to the Courthouse parking lot. Motion by Hanten, second by McElhany, to approve Mr. Ford's request as presented; all present voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by Johnson, second by Hanten, to declare GEN01136, a 20" 2500 Charger Demo Buffer, surplus, as it was recently sold at the County's surplus equipment auction sale; all present voted aye; motion carried.

STORM DAMAGE REPORTS

Facility Manger, Milo Ford, updated the Board on clean up at Memorial Park due to the wind storm which occurred on Friday, June 21st. Mr. Ford noted the walking paths have been cleared and are once again open to the public. Mr. Ford also noted the Highway Department has spent approximately 3 days working on clean up at the park and the entire cleanup project could take all summer.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by Hanten, to approve an automatic budget supplement in the amount of $11,250.00 to the Commissioners expenditure budget with CDBG reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: 4-H Youth Program Advisor; registration fee for National Association of Extension 4-H Agents Conference (if funding is needed); and 4-H Youth Program Advisor and Extension Office Coordinator, The Chamber's Business Boot Camp/Dale Carnegie Professional Development Series.

PERSONNEL CHANGES

Motion by Hanten, second by Johnson, to approve the following personnel change; all present voted aye; motion carried: New Hire part time Correctional Officer, Maria Escamilla; step 1/$14.66 per hour, effective June 27th, 2013; submitted and approved by Chief Correctional Officer, Tom Walder.

HIGHWAY DEPT. SANDER BIDS

Motion by McElhany, second by Hanten, to take from the table action to award a bid for Highway Dept. sanders; all present voted aye; motion carried. Motion by Johnson, second by Hanten, to award the bid, to purchase two sanders, to Northern Truck Equipment Corporation, Sioux Falls, SD; in the amount of $12,771.00 per sander; per the recommendation of Highway Supt., Rick Small; all present voted aye; motion carried.

BUILDING STUDY

The Board briefly discussed their recent tour of the new Brookings County/City facility and Courthouse. Discussion was also held regarding contacting Watertown City Officials to discuss the possibility of a joint County/City facility for Codington County and the City of Watertown.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 10:27 a.m., to discuss a personnel and litigation matter; all present voted aye; motion carried. The Board returned to regular session at 10:43 a.m., no action was taken. Human Resource Officer, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:43 a.m., until 9:00 a.m., Tuesday, July 9th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

Codington County, July 2nd, 2013

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., July 9th, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of July 2nd, 2013**

3. **Monthly reports and review of 2014 budget request**
   a. **Auditor**
   b. **Director of Equalization**
   c. **Register of Deeds**
   d. **Treasurer**

4. **Action to approve the Auditor's Account with the Treasurer and note monthly Register of Deeds collections of Fees**

5. **Action to approve Payroll Resolution 2013-16**

6. **Action to approve the purchase of a Side Scan Sonar unit for Codington County Search and Rescue utilizing Search and Rescue Funds**

7. **Action to appoint a Title VI Coordinator**

8. **Action to approve striping of Extension Center Complex parking lot**

9. **Action to approve automatic budget supplements**

10. **Action to approve travel requests**
    a. **Register of Deeds, PRIA Conference in Minneapolis**
    b. **Director of Equalization and appraisal staff, SDAAO School in Pierre**
    c. **Director of Equalization and clerical staff, Ultra Users meeting in Pierre**

11. **Action to approve personnel changes**

12. **Old Business**

13. **New Business**

14. **Open**

15. **Discussion regarding progress to provide additional space for Court needs**

16. **Action to enter into Executive session**

17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, July 16th, 2013, at the Codington County Courthouse**

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July 9, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 9th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by Johnson to approve the minutes of July 2nd, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported on a project in Total Vote to remove all duplicate voter registrations before the end of July, the County's biennial Audit is almost complete, and a number of persons have recently inquired as to the availability of County liquor licenses. **Director of Equalization, Shawna Constant,** reported the office staff continues to process sales and property transfers while the appraisal staff is working daily on the reappraisal area; productivity numbers have been received for the 2014 assessment year from the Dept. of Revenue and the estimated average for 2014 is $1,544.35 per acre, an increase of approximately 14% across the Board. **Register of Deeds, Ann Rasmussen,** reported her new office staff is working out well and cross training is a work in progress. **Treasurer, Carol Maloney,** reported the County has obtained several new pieces of property through tax deed proceedings and discussed the possibility of holding a tax deed property auction in August or September of 2013.

2014 BUDGET REVIEW
The Board reviewed the following 2014 budget requests: Auditor, Director of Equalization, Register of Deeds, Treasurer, and Modernization & Preservation Relief.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES
Motion by Hanten, second by McElhany, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of June, 2013, all present voted aye; motion carried.

Cash on hand	$ 11,071.48
Checks in Treasurers' possession	
less than 3 days	$ 73,653.29
Credit Card Charges	$ 4,646.06
Cash Items	$ 414.55
TOTAL CASH ASSETS ON HAND	$ 89,785.38
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 569.09
Reliabank Dakota	$13,620,131.32
INVESTMENTS	
SD Public Funds Investment	$ 6,969.37
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$13,917,455.16
General Ledger Cash Balance by Funds:	
General	$ 8,130,296.34
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,275,267.05

Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 1,001,479.92
(schools 297,520.63, townships 67,404.42; city/towns 48,581.83)	
TOTAL GENERAL LEDGER CASH	$13,917,455.16

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in June were in the amount of $39,281.50; with $1,940.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

JULY 1, 2013 PAYROLL RESOLUTION

Motion by McElhany, second by Hanten, to approve Resolution 2013-16; all present voted aye; motion carried.

RESOLUTION #2013-16

Be it resolved, by the governing body of Codington County, South Dakota:

That the official Pay Series and Management Salary Compensation increase as indicated in the attachments hereto is administered for the year of 2013 to become effective July 1, 2013

Passed and adopted this 9th day of July, 2013

Elmer P. Brinkman
Chairperson, County Commissioners

ATTEST:

Cindy Brugman
County Auditor

NON UNION POSITIONS

Auditor's Department		**Grade**
	Auditor	Attachment H
	Deputy	Attachment G
	Payroll Officer	Attachment A
	Clerk	Attachment A

Emergency Management		**Grade**
	Director	Attachment H
	Deputy	Attachment G

Equalization Department		**Grade**
	Director	Attachment H
	Deputy	Attachment G
	Appraiser I/II	Attachment C
	Office Manager	Attachment A
	Office Coordinator	Attachment A
	Clerk	Attachment A
	Data Base Coordinator	Attachment C

County Extension		Grade
	Office Coordinator	Attachment A
	Deputy Office Coordinator	Attachment A
	Extension Secretary	Attachment A

County Health		Grade
	Nurse Secretary	Attachment A
	WIC Secretary	Attachment A

Highway Department		Grade
	Highway Superintendent	Attachment H
	Assistant Superintendent	Attachment H
	Office Coordinator	Attachment A

Maintenance Department		Grade
	Facilities Manager	Attachment H
	Maintenance Supervisor Deputy	Attachment G
	Lead Buildings Maintenance	Attachment B
	Buildings Maintenance	Attachment B
	Custodial	Attachment B

Register of Deeds		Grade
	Register of Deeds	Attachment H
	Deputy	Attachment G
	Clerk	Attachment A

Sheriff's Department		Grade
	Sheriff	Attachment H
	Chief Deputy Sheriff	Attachment G
	Chief Correctional Officer	Attachment H
	Asst. Chief Correctional Officer	Attachment G
	Part Time Deputy	Attachment D
	Part Time Correctional Officer	Attachment D
	Civil Process Server	Attachment D
	Records Management	Attachment F
	Support Coordinator	Attachment F
	Cook	Attachment C

States Attorney		Grade
	States Attorney	Attachment H
	Deputy	Attachment H
	Records Manager	Attachment F
	Legal Secretary	Attachment F

Victim Assistance		Grade
	Victim Assistance Program Supervisor	Attachment H
	Victim Assistance Coordinator	Attachment F

Treasurer's Department		Grade

	Treasurer	Attachment H
	Deputy	Attachment G
	Second Deputy Treasurer	Attachment A
	Clerk	Attachment A
Veteran's Department		**Grade**
	Director	Attachment H
	Secretary	Attachment A

UNION POSITIONS

Sheriff's Department		**Grade**
	Correctional Officer	Attachment D
	Deputy Sheriff	Attachment D
	Sergeant Sheriff	Attachment G
	Work Release Coordinator	Attachment D
Highway Department		**Grade**
	Maintenance III	Attachment E
	Mechanic	Attachment E
	Maintenance II	Attachment E

** All employees will be placed appropriately in the step accordingly to his/her current hire date

ATTACHMENT A
OFFICIAL PAY SERIES - Office Support (OS)

Nonexempt		2013		
Clerk	Step	Wage		Monthly
Secretary	1	13.82	1st 6 months	$2,404.68
	2	14.21	2nd 6 months	$2,472.54
	3	14.65	Annual	$2,549.10
	4	15.10	Annual	$2,627.40
	5	15.60	Annual	$2,714.40
	6	16.07	Annual	$2,796.18
	7	16.58	Annual	$2,884.92

Nonexempt		2013		
2nd Deputy	Step	Wage		Monthly
Administrative Assistant	1	14.22	1st 6 months	$2,474.28
Deputy Office Coordinator	2	14.65	2nd 6 months	$2,549.10
	3	15.10	Annual	$2,627.40
	4	15.60	Annual	$2,714.40
	5	16.07	Annual	$2,796.18
	6	16.58	Annual	$2,884.92
	7	17.12	Annual	$2,978.88

Nonexempt		2013	

Payroll Officer	Step	Wage		Monthly
Office Coordinator	1	14.95	1st 6 months	$2,601.30
Office Manager	2	15.39	2nd 6 months	$2,677.86
	3	15.87	Annual	$2,761.38
	4	16.39	Annual	$2,851.86
	5	16.91	Annual	$2,942.34
	6	17.44	Annual	$3,034.56
	7	18.00	Annual	$3,132.00

ATTACHMENT B
OFFICIAL PAY SERIES - Maintenance Staff (MS)

Nonexempt		2013		
Custodian	Step	Wage		Monthly
	1	12.89	1st 6 months	$2,242.86
	2	13.27	2nd 6 months	$2,308.98
	3	13.66	Annual	$2,376.84
	4	14.07	Annual	$2,448.18
	5	14.49	Annual	$2,521.26
	6	14.95	Annual	$2,601.30
	7	15.40	Annual	$2,679.60

Nonexempt		2013		
Buildings Maintenance	Step	Wage		Monthly
	1	13.82	1st 6 months	$2,404.68
	2	14.21	2nd 6 months	$2,472.54
	3	14.65	Annual	$2,549.10
	4	15.10	Annual	$2,627.40
	5	15.60	Annual	$2,714.40
	6	16.07	Annual	$2,796.18
	7	16.58	Annual	$2,884.92

Nonexempt		2013		
Lead Building Maintenance	Step	Wage		Monthly
	1	15.40	1st 6 months	$2,679.60
	2	15.88	2nd 6 months	$2,763.12
	3	16.39	Annual	$2,851.86
	4	16.91	Annual	$2,942.34
	5	17.42	Annual	$3,031.08
	6	18.00	Annual	$3,132.00
	7	18.57	Annual	$3,231.18

ATTACHMENT C
OFFICIAL PAY SERIES - Sheriff/Technical Staff (TS)

Nonexempt		2013		
Cook	Step	Wage		Monthly
	1	13.67	1st 6 months	$2,378.58
	2	14.08	2nd 6 months	$2,449.92
	3	14.50	Annual	$2,523.00
	4	14.96	Annual	$2,603.04
	5	15.42	Annual	$2,683.08
	6	15.91	Annual	$2,768.34
	7	16.40	Annual	$2,853.60

Nonexempt		2013		
Appraiser I	Step	Wage		Monthly
*Need to pass Certification to	1	15.87	1st 6 months	$2,761.38
to move to Appraiser II Step 3	2	16.39	2nd 6 months	$2,851.86

Nonexempt		2013		
Appraiser II	Step	Wage		Monthly
Database Coordinator	1	15.87	1st 6 months	$2,761.38
	2	16.39	2nd 6 months	$2,851.86
	3	16.91	Annual	$2,942.34
	4	17.44	Annual	$3,034.56
	5	18.02	Annual	$3,135.48
	6	18.58	Annual	$3,232.92
	7	19.18	Annual	$3,337.32

Nonexempt		2013		
Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	14.95	Annual	$2,601.30
	2	15.39	Annual	$2,677.86
	3	15.87	Annual	$2,761.38
	4	16.39	Annual	$2,851.86
	5	16.91	Annual	$2,942.34
	6	17.44	Annual	$3,034.56
	7	18.00	Annual	$3,132.00

Nonexempt		2013		
Assistant Weed Supervisor	Step	Wage		Monthly
position established 1/1/06	1	14.03	Annual	$2,441.22
	2	14.45	Annual	$2,514.30
	3	14.88	Annual	$2,589.12
	4	15.31	Annual	$2,663.94
	5	15.77	Annual	$2,743.98
	6	16.26	Annual	$2,829.24
	7	16.76	Annual	$2,916.24

ATTACHMENT D

OFFICIAL PAY SERIES - Public Safety (Union & Nonunion) (PS)

Nonexempt		2013		
Civil Process Server	Step	Wage		Monthly
	1	15.91	1st 6 months	$2,768.34
	2	16.40	2nd 6 months	$2,853.60
	3	16.92	Annual	$2,944.08
	4	17.44	Annual	$3,034.56
	5	18.02	Annual	$3,135.48
	6	18.58	Annual	$3,232.92
	7	19.18	Annual	$3,337.32

Nonexempt		2013		
Correctional Officer	Step	Wage		Monthly
	1	16.13	1st 6 months	$2,806.62
	2	16.63	2nd 6 months	$2,893.62
	3	17.17	Annual	$2,987.58
	4	17.71	Annual	$3,081.54
	5	18.28	Annual	$3,180.72
	6	18.89	Annual	$3,286.86
	7	19.51	Annual	$3,394.74

Nonexempt		2013		
Work Release Coordinator.	Step	Wage		Monthly
	1	16.13	1st 6 months	$2,806.62
	2	16.63	2nd 6 months	$2,893.62
	3	17.17	Annual	$2,987.58
	4	17.71	Annual	$3,081.54
	5	18.28	Annual	$3,180.72
	6	18.89	Annual	$3,286.86
	7	19.51	Annual	$3,394.74

Nonexempt		2013		
Deputy Sheriff	Step	Wage		Monthly
	1	19.18	1st 6 months	$3,337.32
	2	19.82	2nd 6 months	$3,448.68
	3	20.48	Annual	$3,563.52
	4	21.16	Annual	$3,681.84
	5	21.89	Annual	$3,808.86
	6	22.62	Annual	$3,935.88
	7	23.39	Annual	$4,069.86

ATTACHMENT E

OFFICIAL PAY SERIES - Highway Maintenance (Union & Nonunion) (HS)

Nonexempt		2013		
Maintenance III	Step	Wage		Monthly
Mechanic	1	16.91	1st 6 months	$2,942.34
	2	17.42	2nd 6 months	$3,031.08
	3	18.01	Annual	$3,133.74
	4	18.58	Annual	$3,232.92
	5	19.18	Annual	$3,337.32
	6	19.82	Annual	$3,448.68
	7	20.49	Annual	$3,565.26

Nonexempt		2013		
Maintenance II	Step	Wage		Monthly
	1	16.39	1st 6 months	$2,851.86
	2	16.91	2nd 6 months	$2,942.34
	3	17.42	Annual	$3,031.08
	4	18.01	Annual	$3,133.74
	5	18.58	Annual	$3,232.92
	6	19.18	Annual	$3,337.32
	7	19.82	Annual	$3,448.68

ATTACHMENT F

OFFICIAL PAY SERIES - Law Enforcement Support Series (LS)

Nonexempt		2013		
Legal Secretary	Step	Wage		Monthly
	1	13.82	1st 6 months	$2,404.68
	2	14.21	2nd 6 months	$2,472.54
	3	14.65	Annual	$2,549.10
	4	15.10	Annual	$2,627.40
	5	15.60	Annual	$2,714.40
	6	16.07	Annual	$2,796.18
	7	16.58	Annual	$2,884.92

Nonexempt		2013		
Criminal/Civil Support Coor.	Step	Wage		Monthly
	1	14.97	1st 6 months	$2,604.78
	2	15.42	2nd 6 months	$2,683.08
	3	15.88	Annual	$2,763.12
	4	16.40	Annual	$2,853.60
	5	16.91	Annual	$2,942.34
	6	17.45	Annual	$3,036.30
	7	18.02	Annual	$3,135.48

Nonexempt		2013		
Victims Assistance Coordinator	Step	Wage		Monthly

	1	15.40	1st 6 months	$2,679.60
	2	15.88	2nd 6 months	$2,763.12
	3	16.39	Annual	$2,851.86
	4	16.91	Annual	$2,942.34
	5	17.42	Annual	$3,031.08
	6	18.00	Annual	$3,132.00
	7	18.57	Annual	$3,231.18

Nonexempt		**2013**		
Criminal/Civil Records Mgmt.	**Step**	**Wage**		**Monthly**
	1	16.67	1st 6 months	$2,900.58
	2	17.34	2nd 6 months	$3,017.16
	3	18.00	Annual	$3,132.00
	4	18.67	Annual	$3,248.58
	5	19.32	Annual	$3,361.68
	6	20.00	Annual	$3,480.00

ATTACHMENT G
OFFICIAL PAY SERIES - Assistant to the Supervisor (AS)

Nonexempt		**2013**		
Deputy Auditor	**Step**	**Wage**		**Monthly**
	1	17.14	1st 6 months	$2,982.36
	2	17.82	2nd 6 months	$3,100.68
	3	18.54	Annual	$3,225.96
	4	19.29	Annual	$3,356.46
	5	19.93	Annual	$3,467.82
	6	20.71	Annual	$3,603.54

Deputy Equalization				
	Step	**2013**		**Monthly**
	1	16.74	1st 6 months	$2,912.76
	2	17.40	2nd 6 months	$3,027.60
	3	18.11	Annual	$3,151.14
	4	18.85	Annual	$3,279.90
	5	19.47	Annual	$3,387.78
	6	20.24	Annual	$3,521.76

Deputy Treasurer		**2013**		
Deputy Register of Deeds	**Step**	**Wage**		**Monthly**
Deputy Maintenance Sup.	1	16.32	1st 6 months	$2,839.68
(established 1/1/09)	2	16.95	2nd 6 months	$2,949.30
	3	17.63	Annual	$3,067.62
	4	18.37	Annual	$3,196.38

5	18.95	Annual	$3,297.30
6	19.70	Annual	$3,427.80

Deputy Emergency Mgmt. established 10/1/06	Step	2013 Wage		Monthly
	1	16.01	1st 6 months	$2,785.74
	2	16.62	2nd 6 months	$2,891.88
	3	17.28	Annual	$3,006.72
	4	17.99	Annual	$3,130.26
	5	18.56	Annual	$3,229.44
	6	19.28	Annual	$3,354.72

Chief Deputy Sheriff position established 4/1/06	Step	2013 Wage		Monthly
	1	20.36	1st 6 months	$3,542.64
	2	21.22	2nd 6 months	$3,692.28
	3	22.10	Annual	$3,845.40
	4	23.03	Annual	$4,007.22
	5	24.00	Annual	$4,176.00
	6	25.03	Annual	$4,355.22

Assistant Chief Correctional Officer position established 5/15/07	Step	2013 Wage		Monthly
	1	16.47	1st 6 months	$2,865.78
	2	17.17	2nd 6 months	$2,987.58
	3	17.89	Annual	$3,112.86
	4	18.65	Annual	$3,245.10
	5	19.44	Annual	$3,382.56
	6	20.27	Annual	$3,526.98

Sergeant Sheriff position established 11/23/10

Step	2013 Wage		Monthly
1	20.53	1st 6 months	$3,572.22
2	21.21	2nd 6 months	$3,690.54
3	21.90	Annual	$3,810.60
4	22.63	Annual	$3,937.62
5	23.42	Annual	$4,075.08
6	24.20	Annual	$4,210.80

ATTACHMENT H
EXEMPT DEPARTMENT HEAD SALARY RANGES - 2013

Department Heads	Minimum	Monthly	Maximum	Monthly
State's Attorney 2009-100% FT	n/a	n/a	44.30	$7,708.20
Sheriff	n/a	n/a	30.43	$5,294.82

Highway Superintendent	25.74	4,478.76	29.68	$5,164.32
Auditor	n/a	n/a	26.48	$4,607.52
Equalization Director	21.36	3,716.64	25.85	$4,497.90
Facility Manager	20.79	3,617.46	27.67	$4,814.58
Register of Deeds	n/a	n/a	25.14	$4,374.36
Treasurer	n/a	n/a	25.14	$4,374.36
Victim Assistance Supervisor	20.32	3,535.68	24.55	$4,271.70
Emergency Management	21.30	3,706.20	24.51	$4,264.74
Veterans Director	17.19	2,991.06	20.64	$3,591.36
Welfare Director	16.94	2,947.56	20.32	$3,535.68

Assistant Department Heads/Supervisors	**Minimum**	**Monthly**	**Maximum**	**Monthly**
Deputy States Attorney	24.17	4,205.58	29.22	$5,084.28
Chief Correctional Officer	20.27	3,526.98	24.50	$4,263.00
Assistant Highway Superintendent	21.37	3,718.38	24.54	$4,269.96

SIDE SCAN SONAR UNIT

Motion by McElhany, second by Johnson, to approve the purchase of a side scan sonar unit, from Search and Rescue donated and outside source funding, for a boat recently purchased by the Search and Rescue Team and as requested by Emergency Management Director, Jim Sutton; all present voted aye; motion carried.

TITLE VI COORDINATOR

Motion by Johnson, second by McElhany, to appoint Emergency Management Director, Jim Sutton, to the position of Title VI Coordinator for Codington County; all present voted aye; motion carried. Highway Supt., Rick Small noted there will be training involved for this position. Mr. Small advised the Board he would be taking the training along with Mr. Sutton.

TITLE VI PROGRAM PRE-AWARD ASSURANCE CHECKLIST

Motion by Johnson, second by McElhany, to authorize the Chairman to sign the SDDOT Title VI Program Pre-Award Assurance Checklist; all present voted aye; motion carried.

EXTENSION CENTER PARKING LOT STRIPING

Motion by Hanten, second by McElhany, to enter into a cost sharing project, with the Watertown City Park and Recreation and Lake City Softball Association, to stripe the parking lot south of the Codington County Extension Center Complex. Facilities Manager, Milo Ford, explained this project will address a safety issue for those parking at numerous events at the Extension Center Complex and adjacent softball complex. Mr. Ford advised the Board that the total cost for the striping is approximately $2,500.00 and the County's share is approximately $833.00. Upon vote of the Board; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Register of Deeds, PRIA Conference in Minneapolis. Director of Equalization Clerical staff, Ultra Inc., Software User meeting in Pierre. Director of Equalization and appraisal staff, SDAAO School in Pierre.

PESTICIDE CONTAINER RECYCLING
Weed Dept. Supervisor, Steve Molengraaf, advised the Board that a pesticide container recycling collection will take place on July 16th from 9:00 a.m. to 1:00 p.m. at the Weed Dept. building located at the County Highway Dept. on Hwy 20 N.

TOWNSHIP WEED ENFORCEMENT
Weed Dept. Supervisor, Steve Molengraaf, requested support from the Board to place enforcement on Dexter Township for right of way issues of noxious weeds. The Township was asked to provide Mr. Molengraaf with a plan for the control of noxious weeds. Mr. Molengraaf noted the steps taken by the Township do not comply with the laws in place for the control of noxious weeds. Motion by McElhany, second by Johnson, to place an enforcement on Dexter Township for the control of noxious weeds in the right of ways. Commissioner Johnson noted all Townships in the County are required to control noxious weeds. Upon vote of the Board; all present voted aye; motion carried.

ORGANIZATIONAL CHART
Human Resource Director, Terry Satterlee, presented the Board with an organizational chart of County Departments, which is currently outdated. Mr. Satterlee requested that the Board review the chart and provide him with a list of which Departments have been assigned to each Commissioner.

BUILDING STUDY
Commissioner Heller advised the Board that Architecture Inc. representatives will meet with the Sheriff's Office on Wednesday, July 10th, at 10:00 a.m. It was noted that three or more Commissioners may be present for this meeting. Discussion was also held regarding financing options available to Counties for major building projects.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:12 a.m., until 9:00 a.m., Tuesday, July 16th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., July 16th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of July 9th, 2013.
3. Action to approve a plat resolution of the Marquardt Addition in Fuller Township
4. Monthly reports and review of 2014 budget requests
   a. Highway
   b. States Attorney
5. Discussion/action on a proposal from Butler machinery regarding the purchase of three motor graders in 2014
6. Action to approve claims for payment
7. Action to approve a memorandum of understanding between the City and County for the distribution of the annual payment for road, law enforcement, ambulance and fire services to Dakota Sioux Casino
8. Action to set a date for an auction sale of Tax Deed Property
9. Action to declare equipment surplus
10. Action to approve automatic budget supplements
11. Action to approve travel requests
    a. Auditor's Office, Ultra Software Users Meeting in Pierre
    b. Treasurer's Office, Ultra Software Users Meeting in Pierre
12. Action to approve personnel changes
13. Old Business
14. New Business
15. Open
16. Discussion regarding progress to provide additional space for Court needs
17. Action to enter into Executive session
18. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, July 23rd, 2013, at the Codington County Courthouse

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, South Dakota

July 16, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 16th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten to approve the minutes of July 9th, 2013; all present voted aye; motion carried.

PLAT RESOLUTION
Zoning Officer, Luke Muller, reviewed the "Marquardt Addition" plat with the Board. The Board adopted Resolution 2013-17.

RESOLUTION #2013-17

A Resolution to approve the platting of the "Marquardt 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:

Marquardt Addition located in the SE1/4 of Section 13-T118N-R54W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 16th day of July, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§

Codington County, July 16th, 2013

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 2013-17, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 16th day of July, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

MONTHLY REPORTS

Highway Supt., Rick Small, reported chip sealing of paved County Roads in the South Shore area is in progress at this time and chip sealing could take place for the next month to 6 weeks. Mr. Small advised the Board that due to a required environmental survey, associated with the County Road 20 project, he has requested a 6 month extension on the project. Mr. Small does not anticipate any work beginning yet this fall, on this project, due to the required environmental study. **States Attorney, Dawn Elshere,** reported her office continues to open cases at a rate higher than in previous years. The States Attorney's Office has made changes to office software due to law changes, taking effect July 1, 2013, with regards to fines and incarceration for different types of felony convictions.

HIGHWAY MOTOR GRADERS PURCHASE

Highway Supt., Rick Small, reviewed with the Board an option to buy three 2014 motor graders from Butler Machinery from a bid award of Spink County. Mr. Small noted that in order to purchase this equipment from the 2014 budget the County must approve a purchase order at this time. Mr. Small provided the Board with the following information: in 2009 the County purchased three motor graders at a cost of $216,530.00 and in 2014 the price would be $258,240.00 for three machines a difference of $41,710.00 each. The 2014 machines will then be on a seven year schedule for trade in instead of the current 5 year trade in schedule. The machines purchased in 2014 will have a guarantee repurchase price of $150,000.00 each compared to the 2009 machines with a guaranteed repurchase price of $135,000.00. Mr. Small noted he has budgeted $822,000.00 in the 2014 budget and the total cost under this bid proposal would be $774,720.00. Butler Machinery will provide a letter documenting that the purchase order will become null and void if the 2014 Road and Bridge Provisional Budget is not adopted by the Board. Butler has guaranteed a repurchase price of $135,000.00 for the 2009 machines but Mr. Small would like the option of first offering the machines for sale by sealed bids in anticipation of receiving more than the guaranteed repurchase price. Motion by Hanten, second by McElhany, to authorize the Highway Supt. to sign a purchase order to purchase three motor graders from Butler Machinery, from a bid award of Spink County, dated October 16, 2012; and for delivery to take place after January 1, 2014; all present voted aye; motion carried.

2014 BUDGET REVIEW

The Board reviewed the following 2014 budget requests: Highway Dept. and States Attorney.

CLAIMS

Motion by McElhany, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: 4-H Leaders 17.50 Sign, A-Ox Welding Supply 255.91 Sup, Accreditation, Audit And 150.00 Train, Aason Engineering 1500.00 Rep, A & C Sales LLC 150.00 Rep, Architecture Incorporated 2606.60 Svc, Aspen Tree Service 600.00 Rep, AT&T Mobility 70.41 Util, AT&T Mobility 412.75 Util, Automatic Transmission & Gear 300.00 Rep, Avera Queen Of Peace 61.90 Maint, Balloons Banners Etc. 105.00 Sup, Bob Barker Co. 914.10 Sup, Graciela Barrantes 50.00 Svc, Batteries Unlimited 105.00 Rep, Bauer Law Office Pc 1479.20 Svc, Bierschbach Equipment 44500.00 Equip, Francis Blais

51.48 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2122.92 Post, Boys & Girls Club 1000.00 Pmt, Brevik Law Office Prof LLC 217.89 Svc, Brown Clinic PLLP 990.00 Svc, Brown Clinic - Main 468.00 Svc, Burns Law Office 2600.00 Svc, Butler Machinery 344.03 Sup, C & R Supply 318.74 Rep, Sarah Caron 50.00 Jury, Carquest Auto Parts 48.04 Rep, Carquest Auto Parts 195.18 Sup, Cartney Bearing & Supply 7.92 Rep, Cartney Bearing & Supply 50.25 Rep, Cass-Clay Creamery 1338.60 Sup, Centurylink 718.96 Util, Centurylink 37.39 Util, Michael Cheek 33.54 Wit, Chuck's Bike & Lock Shop 175.30 Rep, Codington Clark Electric 35.53 Util, Codington Co. Historical Soc. 686.30 Grant, Codington County Treasurer 64.55 Misc, Denise Cody 45.00 Svc, Cole Papers, Inc. 1427.46 Sup, Connecting Point Computer Cent 10354.15 Maint, Connecting Point Computer Cent 150.00 Trav, Shawna Constant 25.00 Cell, The Coteau Shopper 124.80 Pub, County Fair Foods 281.69 Sup, Crawford Trucks & Equipment 800.00 Rep, Creative Rewards 120.00 Maint, Credit Bureau Of Watertown Inc 1266.94 Pmt, Culligan Water Conditioning 303.00 Sup, David Curtis 40.00 Cell, Dan's Machine & Specialty Shop 45.00 Sup, Data Truck 39.99 Util, Lori Deutsch 207.80 Trav, Doug's Anchor Marine 1056.80 Sup, Bimbo Foods, Inc 858.88 Sup, East Dakota Water Development 195.14 June Tax Apportionment, James Eirinberg 4498.14 Svc, Electric Motors & Moore Inc 51.00 Rep, Anna Elvik 36.00 Reimb, John Engels 40.00 Cell, Engelstad Electric Co. 1052.02 Rep, Erickson Court Reporting 50.00 Svc, Facility Dude.Com 996.00 Rep, Family, Cosmetic & Implant 93.00 Svc, Farnams Genuine Parts 138.33 Rep, Farnams Genuine Parts 43.15 Rep, Fastenal Company 46.17 Sup, Jill Fisher 20.00 Wit, Town Of Florence 25.00 Util, Allison Forbush 25.00 Cell, Milo Ford 43.53 Reimb, James Foster 37.17 Wit, Galls, An Aramark Company 187.00 Sup, GCR Tire Center 253.33 Rep, GCR Tire Center 443.34 Rep, Genoa Healthcare/Watertown 54.52 Svc, David Gibbs 40.00 Cell, Glass Products Inc. 316.17 Rep, Becky Goens 41.13 Trav, Grainger 1158.20 Rep, Green, Roby, Oviatt, 4158.33 Svc, Greentree Psychological Svc. 450.00 Svc, Michael Gubka 40.00 Cell, Sara Guest 60.00 Wit, Harmelink, Fox & Ravnsborg Law 113.00 Svc, Helena Chemical Company 780.00 Sup, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 648.91 Rep, Julie Hintz 20.00 Wit, William Hoff 40.00 Cell, Brad Howell 40.00 Cell, Human Service Agency 15792.25 Svc, Glacial Lakes Humane Society 475.00 Svc, HyVee #1871 Accts Receivable 1399.52 Sup, JAGO Designs 713.70 Svc, Jefferson Partners LP 86.00 Trav, Johnson Controls, Inc. 1087.22 Rep, Myron Johnson 82.46 Trav, Paul Johnson 583.33 Svc, Nicole Kannas 55.92 Jury, Marty Karnopp 40.00 Cell, Joan Kittelson 30.00 Svc, Knology 49.95 Util, Knology 358.27 Util, Lake City Fire Equipment 70.00 Maint, J.H. Larson Electrical Co. 67.46 Rep, Lawson Products 168.58 Sup, Lewno Law Office 752.30 Svc, Lincoln Co Treasurer 278.64 Svc, Jodi Loehrer 25.00 Cell, Irvin Lonneman 50.74 Jury, Jordan Lukkes 44.49 Wit, Macksteel Warehouse, Inc. 121.68 Rep, Mac's Inc. 95.68 Rep, Mac's Inc. 13.57 Sup, Mahowald's 71.24 Rep, Mahowald's 3.49 Rep, Marco, Inc 382.99 Rent, Mark's Auto 434.57 Rep, Russell Mathews 40.00 Cell, Menards 215.46 Sup, Midcontinent Communications 55.00 Util, Midcontinent Communications 220.00 Util, Midwest Ag Supply 3.22 Sup, Midwest Medical Services, Inc 24.00 Sup, Milbank Communications 639.66 Sup, Minnehaha County Auditor 90.00 Svc, Minnehaha County Regional 745.00 Svc, Moe Oil Company 613.70 Sup, Jamie Monson 12.50 Cell, Municipal Utilities 10641.02 Util, Municipal Utilities 325.18 Util, Nada Used Car Guide 99.00 Sup, Crystal Neale 21.19 Trav, Nebraska Dept Of Agriculture 25.00 Sup, Northwestern Energy 208.04 Util, Yanira Novoa 100.00 Svc, Office Peeps, Inc. 1299.04 Sup, Jerrod Olson 40.00 Cell, Ottertail Power Co. 26.19 Util, Overhead Door Co 77.70 Rep, Michelle Pederson 25.00 Cell, Pennington County 600.00 Trav, Pennington County Sheriff 1120.35 Trav, Jody Piel 18.00 Ref, Pitney Bowes 210.00 Rent, PMB 0112 213.39 Util, Jerry Pollard 306.00 Svc, Prairie Lakes Health Care Cent 3077.34 Svc, Print 'Em Now 53.00 Sup, PRO Build 28.99 Sup, Q-Set, Inc 568.75 Svc, RACO Industries 347.70 Sup, Redlinger Bros. 279.03 Rep, Adam Reeves 20.00 Cell, Vance Reis 88.08 Wit, Reserve Account 75.70 Post, Brian Richter 40.00 Cell, Emily Riley 51.48 Jury, Angela Rojas 88.82 Wit, Ron's Saw Shop 452.57 Rep, Ron's Saw Shop 53.46 Rep, Cody Runnels 19.00 Ref, Runnings 1560.26 Rep, Runnings 161.35 Rep, Dawn Russell 193.80 Svc, Sanford Clinic 121.55 Svc, Terrance Satterlee 1500.00 Svc, Schrader's 12.00 Unif, Schuchard's 236.31 Rep, SD Attorney General's Office 325.00 Pmt, SD Department Of Revenue 804.00 Pmt, S.D. Federal Property 20.00 Sup, SD State Treasurer 525687.52 July Remittance, SDAAO 1840.00 Reg, SDACC 4127.74 CLERP, SDACO 1060.00 June M&P Relief Collections, SDN Communications 612.97 Util,

SDPAA 659.00 Pmt, Melissa Sears 25.00 Cell, Securus Technologies 2100.00 Sup, Senske Construction 10000.00 Ext, Shepherd Reporting LLC 82.50 Svc, Sherwin Williams 293.68 Rep, Sioux Valley Coop 6692.25 Sup, Sioux Valley Coop 38155.04 Sup, Curtis Smith 33.00 Ref, South Shore Gazette 1004.60 Pub, Spears Law Office 538.30 Svc, Star Laundry 107.50 Sup, Star Laundry 36.90 Sup, Joshua Steidl 54.44 Jury, Steve's World 672.34 Rep, Connie Stoebner 30.40 Svc, Sturdevant's Auto Parts 317.32 Rep, Sturdevant's Auto Parts 329.99 Rep, Sutton Law Office Pc 11024.26 Svc, Karen Swanda 75.00 Svc, Scott Swanson 25.00 Cell, Symantec Corp. 2184.00 Anti-Spam Filter 1 Year, T & J Parking Lot Maintenance 150.00 Rep, T P Service Inc 600.00 Rep, Team Electronics 16.95 Sup, Heidi Thorson 25.00 Cell, Titan Machinery 22.10 Rep, Toshiba Financial Services 533.49 Rent, Trav's Outfitter Inc 564.96 Unif, Truenorth Steel 153.53 Sup, Trugreen 20.00 Sup, Ultramax 385.00 Sup, United Laboratories 389.48 Sup, Us Foodservice Inc 8384.97 Sup, Van Diest Supply Company 6335.00 Sup, Verizon Wireless 951.90 Util, Great Western Bank 206.33 Pmt, TCM/Reliabank Dakota 67.26 Pmt, TCM/Reliabank Dakota 538.41 Sup, Tom Walder 40.00 Cell, Walmart Community 139.54 Sup, Warne Plumbing & Heating 257.68 Rep, Watertown Ford 17.90 Rep, Watertown Lawn & Garden 8163.27 Rep, Watertown Public Opinion 124.80 Pub, Watertown Public Opinion 1420.00 Pub, Watertown Public Opinion 260.76 Sub, Watertown Resource Center 9382.00 Pmt, Watertown Resource Center 641.11 Misc, Judy L Weber Rpr 30.00 Svc, Tamara Weinkauf 52.96 Jury, Westside Animal Clinic Pc 240.68 Svc, Scott Weyh 20.00 Wit, Wheelco 262.50 Rep, Toby Wishard 40.00 Cell, Samantha Wollschlager 40.00 Wit, Watertown Chamber Of Commerce 260.00 Train, Watertown Landfill 7.92 Maint, Xerox Corporation 133.90 Sup, Yankton Co. Sheriff 125.00 Svc, Yankton Co Treasurer 106.25 Svc, Zep Sales & Service 311.15 Sup,

FUNDING AGREEMENT ADDENDUM BETWEEN THE COUNTY AND CITY

Motion by McElhany, second by Hanten, to approve an addendum to the memorandum of agreement, dated March 20, 2012, between Codington County and the City of Watertown for the distribution of the funds received under the Memorandum of Agreement between the Sisseton-Wahpeton Oyate Sioux Tribe, Codington County, and the City of Watertown for fire, law enforcement, ambulance, and road services at Dakota Sioux Casino. This agreement would provide for two annual payments from the Tribe, in the amount of $56,250.00 each, which would then be split $37,500.00 to the County and $18,750.00 to the City, for each payment during the one year term of the Agreement. Upon vote of the Board; all present voted aye; motion carried.

TAX DEED PROPERTY AUCTION

Motion by Johnson, second by McElhany, to set a public auction date of 10:00 a.m., Tuesday, August 13th, 2013, for the sale of properties taken by the County by tax deed proceedings and to appoint the Director of Equalization Office to appraise such properties; all present voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by Hanten, second by McElhany, to declare GEN00996, an HP LaserJet printer s/n USBNK12052, surplus to be destroyed; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Auditor's Office staff (2), Ultra Inc. Software Users meeting and Microsoft Excel workshop in Pierre. Treasurer's Office staff (1), Ultra Inc. Software Users meeting in Pierre. Emergency Management Director, Regional Emergency Management Meeting in Aberdeen.

WATERTOWN TRANSIT COORDINATION PLAN

Commissioner Hanten reported that Pam Kwasniewski, Executive Director Watertown Area Transit, has contacted the communities outside the City of Watertown within Codington County to see if there is a need for the services of Watertown Transit in those areas. Ms. Kwasniewski received responses from the outlying communities that the services of Watertown Transit are not required at this time. Commissioner

Johnson suggested that with the County funding provided to Watertown Transit a dedicated route be developed to avoid competition with private enterprise.

BUILDING STUDY

Commissioner Heller reported on the meeting held at the Sheriff's Office with Architecture Inc. and noted representatives from Architecture Inc. did feel that Codington County Officials could benefit by touring the Nobles County Government Center in Nobles County Minnesota. Commissioner Heller noted he has been in contact with the First District Association of Local Governments regarding funding options available to the County. Commissioner Hanten advised the Board that she and Chairman Brinkman did meet with Watertown Mayor, Steve Thorson, to discuss the County's building study.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 9:56 a.m., until 9:00 a.m., Tuesday, July 23rd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., July 23rd, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of July 16th, 2013.**
3. **Monthly reports and review of 2014 budget requests**
   a. **Emergency Management**
   b. **Planning and Zoning**
4. **Action to approve claims for payment**
5. **9:30 a.m., Discussion with Todd Kays, 1st District and Paul Kostboth, SD Dept. of Ag. and action to approve a resolution to conduct Rural Development Site Feasibility Analysis**
6. **Note invite from Senior Companions to a recognition event**
7. **Discussion/action regarding employees enrollment time frame with current health care provider**
8. **Action to approve automatic budget supplements**
9. **Action to approve travel requests**
   a. **Director of Equalization and staff, Quality, Condition, and Depreciation Workshop**
10. **Action to approve personnel changes**
    a. **Deputy Sheriff, Dave Curtis, anniversary step**
11. **10:00 a.m., Hearing on an application for franchise on behalf of Sioux Rural Water System, Inc., and action to approve a resolution granting such franchise**
12. **Old Business**
13. **New Business**
14. **Open**
15. **Discussion regarding progress to provide additional space for Court needs**
16. **Action to enter into Executive session**
17. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, August 6th, 2013, at the Codington County Courthouse**

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Official Proceedings
County Of Codington, South Dakota

July 23, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 23rd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Elmer Brinkman, and Brenda Hanten; absent Myron Johnson; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by McElhany to approve the minutes of July 16th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Zoning Officer, Luke Muller, presented the Board with mid-year activities of the Planning and Zoning Board along with building permit activity, Zoning Board actions, and budget expense and revenue data; all through July 15th, 2013. **Emergency Management Director, Jim Sutton,** advised the Board that State Emergency Management and FEMA representatives were in Codington County to visit sites suffering damage from the June 21 windstorm that swept through Codington County. Mr. Sutton reported preliminary results are in line with estimates that were previously sent to State officials and word from the Governor's Office should be forthcoming regarding the disaster declarations filed by Codington and neighboring counties. Mr. Sutton noted the Search and Rescue Team will wrap up their assistance at Camp Chance this week and will be assisting with the National Night Out for Law Enforcement on the evening of August 6th on the grounds of the Codington County Courthouse and Detention Center properties.

2014 BUDGET REVIEW

The Board reviewed the following 2014 budget requests: Emergency Management and Planning and Zoning.

CLAIM

Motion by McElhany second by Brinkman, to approve a claim in the amount of $23,072.10 to the City of Watertown for May 911 surcharge collections; all present voted aye; motion carried.

RURAL DEVELOPMENT SITE ANALYSIS RESOLUTION

Todd Kays, Executive Director of the First District Association of Local Governments; Lucas Lentsch, SD Secretary of Agriculture; and Paul Kostboth, Director of the Division of Agricultural Development within the SD Dept. of Ag.; met with the Board to request that the Board consider adopting a resolution in support of the analysis of rural sites for potential development. Mr. Kays outlined the objectives of the analysis and noted there is no cost to the County or commitment required of the County for the analysis. Motion by Hanten, second by McElhany, to adopt Resolution 2013-18, a resolution to provide for the analysis of rural sites for potential development; all present voted aye; motion carried.

RESOLUTION 2013-18
AUTHORIZING RESOLUTION
RURAL DEVELOPMENT SITE ANALYSIS

WHEREAS the Codington County Board of County Commissioners is interested in the analysis of rural sites for potential development; and

WHEREAS this research is based upon various infrastructure, road and land use factors; and

WHEREAS the research may identify sites that are suitable for development according to a classification scale, ranging from "good" to "best"; and

WHEREAS granting permission for such research is not a public declaration of county support for any specific development activity or project; and

WHEREAS the cost of the research is being addressed by other sources, such as the South Dakota Department of Agriculture; and

WHEREAS the results of the research will be made available to the county commission and general public.

NOW THEREFORE BE IT RESOLVED by the Codington County Commission that it authorizes First District Association of Local Governments to conduct the research on behalf of the county and other interested parties.

BE IT ALSO RESOLVED that Codington County officials will cooperate in providing any readily available data or information that may be needed in conducting the research.

Adopted this 23rd day of July 2013.

Elmer P. Brinkman
Chairman Codington County Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

SENIOR COMPANION EVENT

The Board acknowledged an invitation from Senior Companions of South Dakota to attend an event recognizing the Senior Companions that serve in Brookings, Brown, Codington, Grant, Lake, Miner, and Moody Counties. Commissioner Hanten will attend this event scheduled for 10:30 a.m., Friday, August 2, 2013, at The Drake, in Watertown, SD.

EMPLOYEE HEALTH INSURANCE

The Board discussed the process for employees to join the Health Insurance Program made available to Codington County employees. It was noted the County does not have a policy on the adding of employees or their dependents to the program within a specific time frame. Motion by Hanten, second by McElhany, to add to the County's personnel policy a provision to allow employees to join the benefit plan, outside of the open enrollment period, if the current health care provider so allows; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by Hanten, second by Heller, to approve the following travel request; all present voted aye; motion carried: Director of Equalization and appraisal staff; Quality, Condition, and Depreciation workshop; in Rapid City.

PERSONNEL CHANGES
Motion by McElhany, second by Heller, to approve the following personnel change; all present voted aye; motion carried: Deputy Sheriff, David Curtis; anniversary step increase; from step 5/$21.89 per hour to step 6/$22.62, effective date July 15, 2013; submitted and approved by Sheriff, Toby Wishard.

VIETNAM VETERAN'S MEMORIAL SIDEWALK PROJECT
Motion by McElhany, second by Hanten, allow the local Vietnam Veteran's Association to install a 10' sidewalk directly from the monument, located on the northwest lawn of the Courthouse, to the sidewalk on 1st Ave. north of the Courthouse. Facilities Manager, Milo Ford, noted this project will be financed by the Vietnam Veterans Association with some gravel supplied by the Highway Dept. Upon vote of the Board all present voted aye; motion carried.

BIG SIOUX NURSERY OPEN HOUSE
Commissioner Hanten provided the Board with information regarding the annual membership meeting and open house at the Big Sioux Nursery, beginning at 10:00 a.m., on Wednesday, July 31st.

BUILDING STUDY
Commissioner Heller informed the Board that Architecture Inc. has suggested that the Board tour the government center facilities in Nobles County Minnesota. Commissioner Heller will contact Architecture Inc. to arrange a tour of these facilities on the morning of August 1st.

HEARING – SIOUX RURAL WATER SYSTEM INC., - FRANCHISE RENEWAL
The Board held a hearing on an application of Sioux Rural Water System Inc. for a franchise from the County to use the County roads and highways thereof for a period of twenty (20) years to construct, maintain and operate water pipelines under and through the public right of way of County and Township roads located in Codington County for the purpose of operating its rural water system. Heath Thompson, General Manager for the Sioux Rural Water System, Inc., was present for this hearing and provided the Board with information pertinent to this hearing. Chairman Brinkman turned to the Board for a motion to approve the proposed resolution. Motion by McElhany, second by Heller, to approve Resolution 2013-19. Chairman Brinkman asked for comments from the public, present for this hearing, no comments were offered. Upon vote of those Board members present; the following resolution was unanimously approved; motion carried.

RESOLUTION 2013-19

Resolution 2013-19, granting Sioux Rural Water System, Inc., a county-wide authorization for the purpose of maintaining its present water lines and/or constructing new water lines in the furtherance of its business as a rural water system.

Sioux Rural Water System, Inc. has heretofore applied to the Board of County Commissioners of Codington County, South Dakota, for authorization to construct or lay its water pipeline on, over, across or under public highways and right-of-way for the purpose of providing rural water service in Codington County, South Dakota. Notice was duly given by mail of the application of Sioux Rural Water System, Inc., to all persons, firms or corporations owning or operating electric, telephone, telegraph, gas, cable television or water lines within Codington County, South Dakota, in compliance with SDCL 31-26-13. All comments received were considered by the Codington County Commissioners.

This resolution was adopted pursuant to SDCL 31-26-25 by the Board of County Commissioners of Codington County, South Dakota, at a regular meeting which was held in the Chambers of the County Commissioners in the Courthouse in the City of Watertown, Codington County, South Dakota, on the 23th day of July, 2013.

After discussion, the following resolution, 2013-19, upon motion duly made, seconded and carried, was unanimously adopted.

This resolution was published in an official newspaper for this county on August 10th, 2013, and became an effective resolution on August 30th, 2013, as it was not suspended by operation of a referendum:

BE IT RESOLVED that the Sioux Rural Water System, Inc., a corporation, shall be allowed and permitted to run an underground pipeline for transmitting water for all purposes for which said corporation was formed along any and all public rights-of-way, including all rights-of-way between all sections in Codington County, South Dakota, so long as said transmission and distribution line is buried so as not to interfere with the building of any roads or causing any liability to Codington County;

BE IT FURTHER RESOLVED that the Sioux Rural Water System, Inc., a corporation, shall bear the expense of any subsequent movement of the pipe, if such is required by Codington County;

BE IT FURTHER RESOLVED that when the pipeline is installed in the public right-of-way, such right-of-way shall be restored to as near its original condition as is practical with normal construction methods;

BE IT FURTHER RESOLVED that the installation of such pipeline and appurtenances in the public right-of-way shall conform to plans and specifications to be submitted (if requested by the county commission or its designee) to the county, prior to construction, for review and comment, and said plans and specifications shall include the following conditions:

1. Notice Prior to Starting Work: Before starting construction work, the county road superintendent or other designated employee of the county will be notified at least 48 hours in advance of the time work is to begin.

2. Minimum Interference with Traffic: All work will be planned and carried out so as to minimize inconvenience to the traveling public. If construction workers or equipment shall at any time prior to, during or after the construction process, occupy any portion of the roadway proper and/or roadway shoulder, said occupied site shall in all respects be signed in accordance with the standards for signing as outlined by the most current version of the Manual on Uniform Traffic Control Devices for Streets and Highways.

3. Storage of Material: No material shall be stored within eight (8) feet from the edge of pavement or traveled way or within the shoulder line unless otherwise approved by the county superintendent.

4. Clean Up Right-of-Way: Upon completion of work, litter will be removed and the right-of-way left in as presentable a condition as before work started.

5. Care of Drainage: If the contemplated work interferes with established drainage, provisions will be incorporated in the project during construction to maintain normal drainage.

6. Location Plans: Upon completion of the work, a copy of the record drawings will be furnished to the county for their records and use.

7. Maintenance: The pipelines and appurtenances placed in the county right-of-way will be maintained and reasonable care exercised in inspecting and repairing any damage to any portion of the right-of-way which occurs as a result of the operation and maintenance of the pipelines and appurtenances.

8. Paved and FAS (Future Paved) Roads: Pipelines installed perpendicular to asphalt or concrete paved roadways will be installed by boring or jacking methods or by an open cut. Pipelines installed longitudinally in a right-of-way will be by an open cut or plow. A minimum of one-half of paved surfacing will be left clear and open to traffic at all times. All lanes will remain clear and open during the hours of darkness.

9. Graveled and Other Roadways: Pipelines installed transversely or longitudinally in a graveled or other road right-of-way will be by an open cut or plow method. Roadways may be closed during construction, provided detour signing is maintained. All lanes will remain clear and open during the hours of darkness. Pipeline installed longitudinally in a right-of-way will be by an open cut or plow.

10. Depth of Pipelines: Pipelines will be placed to a depth of cover consistent with design standards for water pipelines for the area. Where additional pipeline cover is necessary to accommodate future roadways, the county, at the time of county review, shall so advise Sioux of the need for additional pipeline cover.

BE IT FURTHER RESOLVED that this franchise shall be in effect for a period of twenty (20) years as authorized by SDCL 31-26.

ADOPTED THIS 23rd day of July, 2013.

CODINGTON COUNTY COMMISSION
BY: Elmer P. Brinkman
ITS: Chairman

ATTEST:

Cindy Brugman
Codington County Auditor

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:07 a.m., until 9:00 a.m., Tuesday, August 6th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

Codington County, July 23rd, 2013

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., August 6th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of July 23rd, 2013.
3. Discussion with Dawn Sikkink, Watertown Resource Center, regarding 2014 budget appropriation
4. Discussion with Dr. Chuck Sherman, Human Service Agency, regarding critical incident training
5. Monthly reports and review of 2014 budget requests
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare
6. Action to approve salary claims
7. Action to approve claims
8. Action to declare a vehicle surplus to be traded
9. Discussion regarding continuation of lease agreement with SD Dept. of Public Safety
10. Action to approve automatic budget supplements
11. Action to approve travel requests
    a. Auditor, Total Vote task force meeting in Pierre
    b. Emergency Management Director, Hazard Mitigation Grant Briefing in Sioux Falls
12. Action to approve personnel changes
    a. Highway Maintenance III, Dave Hedding, anniversary step increase
13. Old Business
14. New Business
15. Open
16. Discussion regarding progress to provide additional space for Court needs
17. Action to enter into Executive session
18. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, August 13th, 2013, at the Codington County Courthouse

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Official Proceedings
County Of Codington, South Dakota

August 6, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 6th, 2013, at the Codington County Courthouse. Commission members present were: Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; absent George Heller; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany to approve the minutes of July 23rd, 2013; all present voted aye; motion carried.

WATERTOWN RESOURCE CENTER FUNDING REQUEST
Watertown Resource Center representatives; Dawn Sikkink, Executive Director, and Linda Shroll, Direct Services Coordinator, met with the Board to request a 2014 Budget appropriation from the County in the amount of $20,000.00. Ms. Sikkink provided the Board with data related to the services offered by the Watertown Resource Center and noted there has been decreased funding for shelters across the state due to budget cuts. Chairman Brinkman noted the Board will take this request under advisement.

CRITICAL INCIDENT TEAM TRAINING
Dr. Charles Sherman, Chief Executive Officer with the Human Service Agency of Watertown and Melissa Magstadt, House of Representatives, District 5 and also a member of a local mental health work group, met with the Board to request a "one-time" $5,000.00 in funding, from Codington County's 2014 budget, for a project to provide critical incident team training to those persons whose employment require them to interact with mentally ill persons in times of crisis. Chairman Brinkman noted the Board will take this request under advisement.

MONTHLY REPORTS
Regional Extension Field Specialists, Warren Rusche and Paul Johnson, updated the Board on activities of the Regional Extension Service including the scheduled field day at the Volga Research Farm; Dakota Fest; and the SD State Fair. **Community Health Nurses, Karla Moes and Karen Nygaard,** who could not be present for this meeting, submitted a written report which covered the following items: preparations to go paperless with the new SD WIC-IT system on September 3rd; the hiring of a new dietician for the Watertown region; the hiring of Deb Brandlee to fill the vacant position of regional manager for the Watertown region; and a meeting with representatives of Prairie Lakes Hospital to discuss ways to meet the needs of the underserved population in the area. **Veterans Service Officer, Al Janzen,** reported three trips with 7 total riders in the month of July. Mr. Janzen briefed the Board on upcoming meetings which will result in the closure of his office on Monday, August 12th. Mr. Janzen expressed his thanks to the local Vietnam Veterans group who recently installed a sidewalk to their memorial located on the front lawn of the Courthouse. **Weed Dept. Manager, Paul Johnson and Supervisor, Steve Molengraaf,** reported road side spraying has been completed at this time. Mr. Molengraaf noted 176 acres of private property, which was unsolicited by the Weed Dept., was sprayed this year along with spraying at the new National Guard Readiness Center and approximately $13,700.00 has been collected for spraying in 2013 from private and local government entities. Weed Dept. staff are currently spot inspecting private properties for any infestation issues. Mr. Molengraaf updated the Board on the enforcement again Dexter Township which will last for a three year period. Mr. Molengraaf also

noted the Town of Florence was sprayed for mosquitoes on July 8th. **Welfare Director, Sarah Petersen,** who could not be present for this meeting, submitted a written report with the following statistics for the time period July 1st through August 5th, 2013: 8 applications; with 1 approved for County assistance; 2 denials; 4 pending or referred; 1 other resource utilized; 0 guarantees; and 1 new client approved. Total Assistance: $3,952.00 for a burial; 0 active medical cases and 1 medical application pending decision. Total Credits: 4,285.22. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of June were a savings of $6,049.82 with 245 people utilizing the program.

PAYROLL CLAIMS

Motion by Johnson, second by Hanten, to approve for payment the following July salary claims; all present voted aye; motion carried: Commissioners: 9,346.36 total salaries. Auditor: 17,770.85 total salaries; Cindy Brugman 4,607.52 reg. salary; Judy Heim 2,884.92 reg. salary; Jodi Pearson 3,132.00 reg. salary; Debbie Melville 2,796.18 reg. salary. Co. Treasurer: 26,240.23 total salaries; Carol Maloney 4,374.36 reg. salary; Janet Bevers 3,427.80 reg. salary; Betty Overlie 2,884.92 reg. salary; Lindee Waba 2,978.88 reg. salary; Carmen Nelson 2,714.40; Sandy Theye 2,472.54. States Attorney: 33,268.97 total salaries; Dawn Elshere 7,708.20 reg. salary; Linda Young 3,480.00 reg. salary; Barb Maxwell 2,884.92 reg. salary; Ruth Swenson part time @ 16.58 hr.; Chad Nelson 5,084.28 reg. salary; Patrick McCann 4,492.68 reg. salary; Kay Sutten part time @ 13.82 hr. Gov. Buildings: 19,171.47 total salaries; Milo Ford 4,814.58 reg. salary; Bob Byer 3,427.80 reg. salary; Cindy Dargatz part time @ 15.40 hr.; Steve Deville 2,714.40 reg. salary. Dir. Equalization: 37,564.16 total salaries; Shawna Constant 4,497.90 reg. salary; Diane Merchant 3,132.00 reg. salary; Michelle Pederson 3,337.32 reg. salary; Heidi Thorson 3,521.76 reg. salary; Jamie Monson part time @ 18.58 hr.; Barb Martenson 2,796.18 reg. salary; Sandi Wegter 2,796.18 reg. salary; Melissa Sears 2,942.34 reg. salary; Allison Forbush 2,942.34 reg. salary. Reg. of Deeds: 17,224.59 total salaries; Ann Rasmussen 4,374.36 reg. salary; Mary Fransen 3,427.80 reg. salary; Mary Halsey 2,796.18 reg. salary; Jacki Manning 2,884.92 reg. salary. Veterans Service: 8,648.50 total salaries; Al Janzen 3,591.36 reg. salary; Peg Raml 2,884.92 reg. salary. Sheriff: 70,890.66 total salaries; Toby Wishard 5,294.82 reg. salary; Dave Gibbs 4,069.86 reg. salary; Brian Richter 4,087.26 reg. salary; Adam Reeves 3,337.32 reg. salary; Brad Howell 4,228.20 reg. salary; Kristi Gast 3,480.00 reg. salary; Kathy Young 3,135.48 reg. salary; Janelle Nygaard 2,942.34 reg. salary; Rusty Mathews 3,699.24 reg. salary; Scott Bohls 3,699.24 reg. salary; Jerrod Olson 3,699.24 reg. salary; Mike Gubka 3,808.86 reg. salary; Dave Curtis 3,935.88 reg. salary; Chuck Carbonneau part time @ 20.48 hr.; Jim Wollan part time @ 20.48 hr.; Keith Olson part time @ 20.48 hr.; Trever Schimmel part time @ 19.28 hr. Co. Jail: 84,743.07 total salaries; Tom Walder 4,263.00 reg. salary; Marie Suman 3,394.74 reg. salary; Lori Mills 3,394.74 reg. salary; Cindy Olson part time @ 19.51hr.; Marcy Rossow 2,603.04 reg. salary; Shawna Carter 3,412.14 reg. salary; Lindsey Stricherz 3,412.14 reg. salary; Jennifer Guest 3,412.14 reg. salary; Amy Coon 3,412.14 reg. salary; Jennifer Matejek 3,286.86 reg. salary; Matt Blackwelder 3,081.54 reg. salary; Char Kurkowski 3,081.54 reg. salary; Erin Winge 3,098.94 reg. salary; Kayla Erickson 3,004.98 reg. salary; Wes Jennings 2,911.02 reg. salary; Trever Schimmel part time @ 17.27 hr; Melissa Holtquist part time @ 16.13 hr.; Jean Johnson part time @ 16.13 hr.; Jannelle Olson part time @ 16.13 hr.; Deb Wollan part time @ 16.13 hr.; Maria Escamilla new hire part time @ 16.13 hr.; Jeff Hershman 3,231.18 reg. salary; Steve Coyle 2,884.92 reg. salary. Coroner: 1,436.85 total salaries. Care of the Poor: 4,208.29 total salaries; Sarah Petersen 2,828.54 reg. salary; Julie Radach part time @ 14.65 hr. County Nurse: 3,886.66 total salaries; Jeanie Ochsendorf 2,884.92 reg. salary. Co. Park: 12,152.07 total salaries; Tom Sauer part time @ 14.65 hr.; Gail Wahl part time @ 13.27 hr.; John Schwandt part time @ 12.89 hr.; Donnie Olson part time @ 12.89 hr. Ag. Bldg.: 8,367.79 total salaries; Bryan Bleeker 3,231.18 reg. salary; Scott Swanson 2,884.92 reg. salary. Co. Extension: 8,229.96 total salaries; Becky Goens 3,132.00 reg. salary; Crystal Neale 2,978.88 reg. salary. Weed Control: 8,950.96 total salaries; Steve Molengraaf 3,132.00 reg. salary. Planning Board: 331.82 total salaries. Road & Bridge: 75,314.98 total salaries; Rick Small 5,164.32 reg. salary; Allen Benck 3,565.26 reg. salary; Cal Engels 3,448.68 reg. salary; Brad Schwinger 3,565.26 reg. salary; Terry Keogan 3,448.68 reg. salary; Eric Dargatz 3,448.68 reg. salary; Jeff

Case 3,448.68 reg. salary; Rick Hartley 3565.26 reg. salary; Richard Maag 3,448.68 reg. salary; Todd Warne 3565.26 reg. salary; Matt Dargatz 2,942.34 reg. salary; Dave Hedding 3,448.68 reg. salary; Lori Deutsch 3,132.00 reg. salary; Rick Holinka 3,448.68 reg. salary; Dan Busta 3,448.68 reg. salary; Duane Dolen 3,565.26 reg. salary. Emergency Management: 9,927.67 total salaries; Jim Sutton 4,264.74 reg. salary; Marty Karnopp 3,354.72 reg. salary. Crime Victim: 5,488.59 total salaries; 4,271.70 reg. salary. W.I.C.: 3,888.23 total salaries; Deb Hartle 2,884.92 reg. salary. Total: 467,052.73. Breakdown of withholding amounts which are included in the above: S.D. Retirement 41,201.96; S.D. Retirement 353.12 spouse option; S.D. Supplemental Retire.1,815.00 suppl. retire.; Wellmark 56,544.50 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,589.66 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 367.00 employee union dues; AFLAC 2,281.78 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,347.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 11,534.94 employee payments; Cod. Co. Treasurer 34,390.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 34,950.16 federal withholding; ReliaBank Dakota 53,944.34 social security; Barbara Curtis 800.00 employee payment; Breit Law Office 461.65 employee payment; Washington National Ins. 20.20 ins.

CLAIMS

Motion by Johnson second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Watertown Ford $20,861.00 2013 Ram Truck. TCM/Reliabank Dakota $862.96 supplies and travel.

SURPLUS EQUIPMENT

Motion by Hanten, second by McElhany, to declare the following equipment surplus to be traded to Watertown Ford towards the purchase of a 2013 Ram Truck; GEN01217, 2006 Ford Crown Vic, VIN 2FAFP71W36X162710; all present voted aye; motion carried.

HIGHWAY PATROLL OFFICE LEASE AGREEMENT

The Board held a discussion regarding the current lease agreement with the SD Dept. of Public Safety for office space in the Codington County Detention Center for the Highway Patrol. It was noted the current lease is in the amount of $303.16, monthly, and is scheduled to expire at the end of December 2013. The Dept. of Public Safety has notified the County that their wish is to enter into another five year lease agreement for the estimated 583 square feet of office space occupied by the Highway Patrol. The Board agreed to offer the Dept. of Public Safety a five year lease with rates of an extra $1.00 per month per square foot in 2014 and 2015 and an extra .50 per month per square foot in 2016, 2017, and 2018.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Auditor, Total Vote Task Force meeting in Pierre; Emergency Management Director, Hazard Mitigation grant briefing in Sioux Falls; Veterans Service Office, one day training in Sioux Falls; and Veterans Service Officer, annual training in Pierre.

PERSONNEL CHANGES

Motion by Johnson, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Highway Maintenance III, David Hedding; anniversary step increase; from step 6/$19.82 per hour to step 7/$20.49, effective date August 1, 2013; submitted and approved by Highway Supt., Rick Small.

BUILDING STUDY

Commissioner Hanten noted there will be a meeting this afternoon in the Commissioners chambers with Architecture Inc. and various department heads. Chairman Brinkman noted various members of this Board and various Department heads recently toured a government facility in Worthington, Minnesota.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson to enter into executive at 9:43 a.m., for the purposes of discussing potential litigation and personnel; all present voted aye; motion carried. The Board returned to regular session at 10:10 a.m.; action was taken. The following were present at various intervals for executive session: Auditor, Cindy Brugman; Weed Dept. Manager, Paul Johnson; Weed Dept. Supervisor, Steve Molengraaf; Facilities Manager, Milo Ford; and Human Resource Director, Terry Satterlee.

TEMPORARY MAINTENANCE EMPLOYEE

Motion by Johnson, second by Hanten, to authorize Facilities Manager, Milo Ford, to immediately hire a temporary employee during the absence of a full time employee for an undetermined length of time; all present voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:12 a.m., until 9:00 a.m., Tuesday, August 13th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., August 13th, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of August 6th, 2013.**
3. **Monthly reports and review of 2014 budget requests**
   a. **Auditor**
   b. **Director of Equalization**
4. **Discussion regarding sales & compliance audit reports from the Dept. of Revenue**
5. **Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees**
6. **Action to approve claims**
7. **Action on requests for 2014 Budget appropriations for the Watertown Resource Center and Critical Incident Team Training**
8. **Action to approve a lease agreement with SD Dept. of Public Safety for Highway Patrol office space in the Detention Center**
9. **9:30 a.m., closing audit interview**
10. **Review/discussion/action regarding equipment purchases over $1,000.00**
11. **Review Sheriff and Detention Center 2014 budget requests**
12. **Action to approve automatic budget supplements**
13. **Action to approve travel requests**
    a. **Extension Deputy Office Coordinator, Crystal Neale, State Fair**
14. **Action to approve personnel changes**
    a. **Correctional Officer, Wesley Jennings, step increase**
15. **Old Business – Tax Deed property auction 10:00 a.m.**
16. **New Business**
17. **Open**
18. **Discussion regarding progress to provide additional space for Court needs**
19. **Action to enter into Executive session**
20. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, August 20th, 2013, at the Codington County Courthouse**

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, South Dakota

August 13, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 13th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany to approve the minutes of August 6th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported work continues to enter data into the Total Vote program and work on tax levies for pay 2014 is also underway. **Director of Equalization, Shawna Constant,** reported the appraisal staff has completed approximately 50% of the re-appraisal area and sales through June have been reported to the SD Dept. of Revenue. Ms. Constant noted after the Dept. of Revenue reviews the sales submitted they will schedule an audit possibly in September.

DIRECTOR OF EQUALIZATION SALES RATIO AUDIT REPORTS
The Board and Director of Equalization, Shawna Constant, reviewed the audit report, received from the SD Dept. Revenue, which summarizes the sales information available in Codington County. The reports also review the resources the Director of Equalization has to establish the values in Codington County. The report noted the Director of Equalization office appears to be organized and all records are well maintained.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES
Motion by McElhany, second by Heller, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of July, 2013, all present voted aye; motion carried.

Cash on hand	$ 4,320.70
Checks in Treasurers' possession	
less than 3 days	$ 26,068.52
Credit Card Charges	$ 642.67
Cash Items	$ 402.75
TOTAL CASH ASSETS ON HAND	$ 31,434.64
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 511.99
Reliabank Dakota	$13,256,557.36
INVESTMENTS	
SD Public Funds Investment	$ 6,969.54
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
TOTAL CASH ASSETS	$13,495,473.53
General Ledger Cash Balance by Funds:	
General	$ 7,781,919.61
General restricted cash	$ 500,000.00

Sp. Revenue	$ 4,446,205.28
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 756,936.79
(schools 142,861.73, townships 80,415.62; city/towns 55,154.12)	
TOTAL GENERAL LEDGER CASH	$13,495,473.53

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in July were in the amount of $33,446.50; with $2,170.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by Johnson second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: 1st Choice Sewer & Septic Co 175.00 Rep, 1st Choice Sewer & Septic Co 150.00 Rep, A-Ox Welding Supply 10.20 Sup, Accreditation, Audit And 150.00 Train, Aason Engineering 7004.11 Rep, American Legion 106.00 Sup, Morris Anderson 10.74 Jury, AP Auto Pros 1343.54 Rep, Architecture Incorporated 12475.00 Pmt, Steven Arneson 27.76 Jury, Brock Asmussen 52.96 Jury, Aspen Tree Service 500.00 Rep, AT&T Mobility 70.33 Util, AT&T Mobility 141.83 Util, Janice Ausland 10.00 Jury, Austin Law Offices 8419.22 Svc, Graciela Barrantes 50.00 Svc, William Barrett 28.88 Wit, Clay Barton 20.00 Wit, Batteries Unlimited 100.00 Rep, Wendy Becking 24.80 Jury, Stephen Behlings 10.74 Jury, Wayne Beisch 11.48 Jury, Margaret Beitelspacher 12.22 Jury, Roger Benthin 86.00 Svc, Larry Bergh 28.50 Jury, Donald Beynon 10.74 Jury, Francis Blais 51.48 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2276.73 Post, Linda Boyken 20.00 Wit, Boys & Girls Club 1000.00 Pmt, Bratland Law 2242.80 Svc, Brian's Glass & Door, Inc. 600.00 Rep, Robert Brist 25.00 24/7, Brown Clinic PLLP 1890.00 Svc, Brown Clinic - Main 1297.00 Svc, Burns Law Office 3399.40 Svc, Butler Machinery 371.82 Sup, Jonah Carlson 20.00 Wit, Sarah Caron 50.00 Jury, Carquest Auto Parts 96.14 Sup, Michael Carter 12.22 Jury, Cartney Bearing & Supply 100.80 Rep, Cartney Bearing & Supply 12.96 Rep, Cass-Clay Creamery 1913.60 Sup, Centurylink 37.39 Util, Centurylink 718.89 Util, Clausen Construction 12053.59 Rep, Codington Clark Electric 35.62 Util, Codington County Highway Dept. 11197.33 Rep, Codington County Treasurer 2.75 Post, Denise Cody 15.00 Svc, Cole Papers, Inc. 2253.02 Sup, Connecting Point Computer Cent 1949.15 Maint, Shawna Constant 566.70 Trav, Douglas Cook 56.66 Jury, County Fair Foods 176.50 Sup, Crawford Funeral Chapel 3952.00 Svc, Credit Bureau Of Watertown Inc 1105.45 Pmt, Culligan Water Conditioning 180.25 Sup, David Curtis 40.00 Cell, Custom Fabricators, Inc 1285.00 Equip, Danko Emergency Equipment 272.23 Sup, Data Truck 39.99 Maint, DETCO 217.08 Sup, Doug's Anchor Marine 1145.60 Rep, Dugan Sales & Service 45.00 Rep, Martie Dvorak 76.24 Wit, Bimbo Foods, Inc 1067.02 Sup, East Dakota Water Development 303.88 July Apportionment, Elite Signs & Graphix 970.00 Equip, EMC Insurance Companies 208.00 Ins, Empire Pizza 52.09 Sup, Endres Welding 390.00 Sup, John Engels 40.00 Cell, Engelstad Electric Co. 388.03 Rep, Dennis Engelstad 51.48 Jury, ESE Ind Inc 325.00 Maint, Lester Fairchild 20.00 Wit, Family Dental Center 230.00 Svc, Farnams Genuine Parts 179.67 Rep, Farnams Genuine Parts 92.99 Rep, Fed Ex 19.60 Sup, First District Assn Of Lcl Gov 6866.79 Svc, Flint Hills Resources 345042.84 Sup, Florence Fire Dept 3439.95 Pmt, Town Of Florence 25.00 Util, Allison Forbush 103.00 Trav, Frantzen Reporting 67.70 Svc, Galls, An Aramark Company 680.00 Equip, GCR Tire Center 2576.40 Sup, GCR Tire Center 1883.45 Rep, Genoa Healthcare/Watertown 317.61 Sup, David Gibbs 40.00 Cell, Grainger 337.68 Rep, Green, Roby, Oviatt, 4158.33 Svc, Michael Gubka 40.00 Cell, Greg Hammerstrom 55.92 Jury, Joseph Haukos 42.20 Wit, Henry Fire Dept 1879.66 Pmt, Town Of Henry 136.10 Util, Jeff Hershman 25.00 Cell, Heyner Welding, Inc 416.76 Rep, Hillyard Floor Care Supply 1668.03 Rep, William Hoff 40.00 Cell, David M Hosmer Law Office Pc 161.28 Svc, Preston Hoss 10.74 Jury, Brad Howell 40.00 Cell, Bridget Huber 10.74 Jury, Human Service Agency 15792.25 Svc, Hurkes Implement Co. 210.30 Rep, HyVee #1871 Accts Receivable 781.67 Sup, Interlakes Community Action 986.83 Pmt, Intoximeters 627.50 24/7, JAGO Designs 2248.50 Web, Jeff's Vacuum Center 32.95 Sup, Jeffrey Jenson 12.22 Jury, Johnson Controls, Inc. 4179.45 Rep, Paul Johnson 583.33 Svc, Wyatt Johnson 20.00 Wit, Nicole Kannas 55.92 Jury, Karl's 89.98 Rep, Marty Karnopp 40.00 Cell, Joan Kittelson 15.00 Svc, Steven Kjenstad 10.74 Jury, Amy Kjetland 50.74 Jury, John D Knight 1757.20

Svc, Knology 49.95 Util, Knology 376.13 Util, Anne Kriese 19.62 Jury, Lacal Equipment 2600.06 Sup, Lewis & Clark Bhs 745.00 Svc, Lewno Law Office 223.96 Svc, Lincoln Co Treasurer 162.75 Svc, June Lindner 10.74 Jury, Janet Little 11.48 Jury, Jodi Loehrer 256.76 Trav, Linda Lohr 50.74 Jury, Irvin Lonneman 50.74 Jury, Lana Lunde 50.74 Jury, Leland Lutz 11.48 Jury, Lyle Signs Inc. 1353.77 Sup, M & T Fire And Safety 105.00 Sup, Zara Maag 20.00 Wit, Macksteel Warehouse, Inc. 9.75 Sup, Mac's Inc. 657.37 Sup, Mac's Inc. 81.83 Rep, Mahowald's 65.73 Rep, Mahowald's 26.47 Sup, Beth Mantey 20.00 Wit, Marco, Inc 354.40 Rent, Barbara Martenson 17.00 Trav, Russell Mathews 40.00 Cell, Menards 553.49 Rep, Menards 42.41 Rep, Diane Merchant 17.00 Trav, Midcontinent Communications 275.00 Util, Midwest Grinding Inc 9749.16 Improv, Milbank Communications 325.52 Rep, Minnehaha County Auditor 157.50 Svc, Moe Oil Company 670.65 Sup, Jamie Monson 103.00 Trav, Bonnie Morgans 20.00 Wit, Jean Moulton 50.74 Jury, Mount Hope Cemetery 766.00 Svc, Municipal Utilities 12509.87 Util, Municipal Utilities 342.78 Util, NACRC 55.00 Dues, Sarah Neuhauser 16.66 Jury, Brandon Nikodym 40.50 Wit, Northern Con-Agg LLP 13282.92 Sup, Northwestern Energy 153.81 Util, Yanira Novoa 300.00 Svc, Obrien County Sheriff's Office 45.00 Svc, ODB Company 1176.35 Sup, Office Peeps, Inc. 290.86 Sup, Office Peeps, Inc. 2461.79 Sup, Jerrod Olson 40.00 Cell, Ottertail Power Co. 21.17 Util, Paternity Testing Corporation 1425.00 Svc, Michelle Pederson 103.00 Trav, Pelican Plaza 110.00 Asst, Pennington County Sheriff 459.00 Trav, PMB 0112 230.51 Util, Prairie Lakes Health Care Cent 367.74 Svc, Prairie Lakes Health Care Cent 2538.00 Svc, PRIA 390.00 Reg, Pro-Build 20.23 Rep, Shawn Purintun 20.00 Wit, Redlinger Bros. 898.17 Rep, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Emily Riley 51.48 Jury, Jeffrey Ringgenberg 12.22 Jury, Angela Rojas 68.82 Wit, Ron's Saw Shop 408.07 Rep, Rons Small Engine 53.46 Rep, Ryan Root 10.74 Jury, Runnings 206.29 Sup, Sanford Watertown Occupational 268.00 Svc, Terrance Satterlee 1500.00 Svc, David Schaefer 840.47 Reimb, Gwendolyn Schenecker 10.74 Jury, Rick Or Angie Schliesman 240.00 Rent, Andrew Schmidt 76.24 Wit, Jean Schmitt 56.66 Jury, Schrader's 12.00 Unif, Schuchard's Westside GMC 223.21 Rep, Schuneman Equipment 1.99 Rep, SD Attorney General's Office 271.00 24/7, SD Department Of Revenue 1286.00 Pmt, SDHSC 600.00 Svc, SD State Treasurer 336508.32 August Remittance, SDACO 1000.00 Pmt, SDN Communications 1129.09 Util, Melissa Sears 89.00 Trav, Securus Technologies 2800.00 Sup, John Selmo 52.22 Jury, Service Plus, Inc 381.96 Rep, Sheehan Cycle 120.43 Rep, Shepherd Reporting LLC 66.00 Svc, Joanne Singrey Johnson 54.44 Jury, Sioux Valley Coop 11837.45 Sup, Sioux Valley Coop 25209.98 Sup, Sioux Valley Greenhouses 1582.02 Sup, Jill Sorensen 10.74 Jury, South Shore Fire Dept 2980.12 Pmt, South Shore Gazette 1194.77 Pub, Town Of South Shore 36.00 Util, Star Laundry 161.25 Sup, Star Laundry 34.11 Sup, State Radio Communications 2640.00 Util, Joshua Steidl 54.44 Jury, Sutton Law Office Pc 10812.63 Svc, Scott Swanson 25.00 Cell, Blake Swenson 20.00 Wit, Karna Swenson 20.00 Wit, Heidi Thorson 112.00 Trav, Mark Thorson 12.22 Jury, Titan Machinery 556.88 Rep, Toshiba Financial Services 497.88 Rent, Trav's Outfitter Inc 4565.00 Sup, Truenorth Steel 7897.20 Sup, Bob Urevig 14.44 Jury, Us Foodservice Inc 12594.95 Sup, Verizon Wireless 782.10 Util, Great Western Bank 105.81 Pmt, Great Western Bank 246.86 Pmt, Susan Wagner 20.00 Wit, Tom Walder 40.00 Cell, Wallace Fire Dept 1061.03 Pmt, Walmart Community 470.55 Sup, Warne Plumbing & Heating 66.30 Rep, Watertown City Finance Office 124.42 Sup, Watertown City Finance Office 69673.19 Pmt, Watertown Ford 105.54 Rep, Watertown Lawn & Garden 75.00 Rep, Watertown Public Opinion 1757.89 Pub, Thomas Weeks 50.74 Jury, Sandra Wegter 17.00 Trav, Tamara Weinkauf 52.96 Jury, Wells Fargo Securities, LLC 46068.90 Pmt, West Payment Center 705.50 Sup, Wiles & Rylance, LLP 3415.80 Svc, Larry Winkelman 12.22 Jury, Wireless World 559.92 Util, Toby Wishard 40.00 Cell, Watertown Landfill 8.29 Rep, WW Tire Service Inc 1561.16 Sup, WW Tire Service Inc 5.00 Rep, Xerox Corporation 124.11 Sup, Yankton Co. Sheriff 75.00 Svc, Yankton Co. Treasurer 531.25 Svc, Ann York 50.74 Jury

2014 BUDGET APPROPRIATION REQUESTS

Motion by Johnson, second by McElhany, to appropriate $5,000.00 from Commissioners Contingency for a one-time payment, in December 2013, for Critical Incident Team Training, as requested by Dr. Charles Sherman and Melissa Magstadt at the Board's meeting held August 6, 2013; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to appropriate $20,000.00, within the 2014 Provisional

Budget, for the Watertown Resource Center as requested at this Board's meeting on August 6th. During discussion it was noted that this appropriation is subject to change during the public hearings held in September before the Board approves the Provisional budget as the official Annual budget. Discussion was also held regarding making a request to Watertown Resource Center representatives to come back before this Board with additional information to support their request of $20,000.00. Upon vote of the Board; all present voted aye; motion carried.

HIGHWAY PATROL OFFICE LEASE AGREEMENT

Motion by Johnson, second by Hanten, to authorize the Chairman to sign a three year lease agreement, with the SD Dept. of Public Safety-SD Highway Patrol, for office space located in the Detention Center. The proposed lease agreement calls for monthly payments of $351.74 per month in 2014; $400.33 per month in 2015; and $424.62 per month in 2016. Upon vote of the Board; all present voted aye; motion carried.

CLOSING AUDIT COMMENTS

Brenda Colombe, SD Dept. of Legislative Audit, reviewed her audit findings with the Board for the time period January 1, 2011 through December 31, 2012. Mrs. Colombe noted there are no written comments, no material weaknesses or significant deficiencies during this audit period. Discussion was held regarding several immaterial deficiencies to internal controls which have been discussed with the appropriate Departments. Motion by Johnson, second by Hanten, to authorize the Chairman to sign the management representation letter pertaining to this audit period, all present voted aye; motion carried.

EQUIPMENT PURCHASE LIMIT

Motion by Hanten, second by McElhany, to increase the amount from $1,000.00 to $2,000.00 for equipment purchases requiring approval of the Board of County Commissioners; all present voted aye; motion carried.

2014 BUDGET REVIEW

Sheriff, Toby Wishard and Chief Correctional Officer, Tom Walder, reviewed 2014 budget requests for the Detention Center, 24/7 Fund, and Sheriff's Office.

TRAVEL REQUESTS

Motion by Hanten, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Deputy Extension Office Coordinator, Crystal Neale, to assist with 4-H exhibits at the SD State Fair.

PERSONNEL CHANGES

Motion by Hanten, second by Johnson, to approve the following personnel change; all present voted aye; motion carried: Correctional Officer, Wesley Jennings; step increase from step 2/$16.73 per hour to step 3/$17.27 (includes educational incentive); effective upon 2080 hours of employment; submitted and approved by Chief Correctional Officer, Tom Walder.

BUILDING STUDY

Commissioner Hanten advised the Board that a meeting with Architecture Inc. will be held at 10:00 a.m., Wednesday, August 14th, in the office of the County Commissioners. Discussion was held regarding the possibility of touring the Court facilities in Mankato, Minnesota.

OTHER MATTERS

Commissioner Johnson asked for volunteers, from this Board, to assist with the PACH program on Thursday, September 12th at 6:30 p.m. Several members of this Board will attend the quarterly meeting of

the Sioux Valley Commissioners Association, at 12:00 noon, on Monday, August 19th, at Saint Paul's Lutheran Church in Clear Lake.

BOARD RECESS

The Board recessed at 10:06 a.m. to observe a County Tax Deed Property auction on the front steps of the Courthouse. The Board returned to regular session at 10:21 a.m.

TAX DEED PROPERTY SALE

The County conducted a tax deed property sale, by public auction, at 10:00 a.m., on the front steps of the Codington County Courthouse. The auction was conducted by Sheriff, Toby Wishard. Six parcels of property were sold and the sale will be approved at the Board's meeting to be held on Tuesday, August 20th, 2013.

EXECUTIVE SESSION

Motion by Johnson, second by Hanten, to enter into executive at 10:21 a.m., for the purposes of discussing contractual matters and contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:53 a.m.; no action was taken.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:53 a.m., until 9:00 a.m., Tuesday, August 20th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., August 20th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of August 13th, 2013.
3. Monthly reports
   a. Highway Superintendent
   b. Facilities Manager
4. Action to approve resolution 2013-21 Federal Aid Bridge Replacement
5. Discussion/action regarding the hiring of a Maintenance II employee at the Highway Dept.
6. Action to approve a plat resolution of the Monnens Addition in Kranzburg Township
7. Action to approve a resolution approving the Tax Deed Property Auction held August 13th, 2013
8. Action to approve claims for payment
9. Presentation on County Bond issues
10. Action to approve automatic budget supplements
11. Action to approve travel requests
    a. SDACO Conference in Spearfish; Auditor, Treasurer, Register of Deeds, Welfare Office, and Highway Supt.
    b. Welfare Officer, Presentation for State Annual Training of Juvenile Correction Agents in Chamberlain
    c. Weed Supervisor, SDSU Noxious Weed Booth, at the South Dakota State Fair
12. Action to approve personnel changes
    a. Treasurer's Office Clerk, Sandy Theye, anniversary step increase
    b. Temporary New Hire, Chad Crom, Detention Center Maintenance
    c. Work Release Coordinator, Matthew Blackwelder, Anniversary step increase
13. Old Business
14. New Business
15. Open
16. Discussion regarding progress to provide additional space for Court needs
17. Action to enter into Executive session
18. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, August 27th, 2013, at the Codington County Courthouse

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, South Dakota

August 20, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 20th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Johnson to approve the minutes of August 13th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Highway Supt., Rick Small, reviewed the following items: SRF Consulting Group is the consulting firm that has been selected to work on the Codington County Master Transportation Plan; FEMA briefings and a kick off meeting to address the June 21st wind storm damage has been scheduled; the cultural resource survey for the County Road 20-2 project has been completed and the environmental study continues; bridge inspections for 2013 have been completed with only minor repairs needed, three bridges were noted as eligible for replacement funds and two bridges, which are already in the program, are eligible for rehabilitation funding; 28.5 miles of chip sealing has been completed on County roads along with chip sealing performed for Pelican and Lake Townships and striping scheduled; and the County Road 23-6 project, south of Tinkertown, has recently been completed. Work continues to widen County Road 23-4 near Medicine Lake to prepare the road for an asphalt surface. Mr. Small advised the Board he has offered the Assistant Highway Superintended position to current Highway Maintenance III employee, Rick Hartley, and also noted he will hire a Maintenance II employee from applications received in January 2013. **Facilities Manager, Milo Ford,** reported the following information: Memorial Park – projected revenue for 2013 should be comparable to 2012; damages at the Park from the June wind storm are in excess of $8,000; and there is an unexplained die-off of a number of spruce trees at the Park. The Regional Extension Center has been contacted to try and determine why the trees are dying. Extension Center Complex – 4-H Achievement days was recently completed; the south Expo building was opened as a temporary shelter on the night of the Sunchase apartment fire; and many events continue to take place at the center. Courthouse – the Highway Dept. has removed the remaining tree stumps from the June windstorm; the sidewalk to the Vietnam Veterans memorial has been completed; the National Night Out for Law Enforcement was hosted on the Courthouse grounds on August 6th; the Maintenance Department continues to assist the Treasurer's Office by mowing the two properties the County has taken by tax deed action; Mr. Ford has observed several software time clock presentations and has attended several tours and meetings related to future building projects of the County. Detention Center – the floor work has been completed in the hallways and dorms.

BRIDGE REPLACEMENT RESOLUTION

Motion by Johnson, second by Heller, to approve Resolution 2013-21, a Federal Aid Bridge Replacement or Rehabilitation Program Resolution for County and Urban Projects, as recommended by Highway Superintendent, Rick Small; all present voted aye; motion carried.

RESOLTUION 2013-21

Federal Aid Bridge Replacement or Rehabilitation Program Resolution for County and Urban Projects

WHEREAS, Codington County desires the replacement of the bridge hereinafter described:
Structure Number and Location: Brg. # 15-215-230 located 5.0 South & 2.5 East of Watertown, Length 80 feet, sufficiency rating 47.8

LIST OF CURRENT LANDOWNERS ADJACENT TO THE PROJECT:
Sioux River Dairy Inc., Jim Czech, 45767 177th St., Watertown, SD 57201
Thomas Reichling, 45802 177th St., Watertown, SD 57201

AND WHEREAS, Codington County is obligated and hereby agrees to provide proper maintenance as required by the Federal Highway Act as amended and supplemented thereto for project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with the State and Federal requirements.

AND WHEREAS, Codington County is obligated and hereby agrees to reimburse the State for all costs not reimbursable with Bridge Replacement Funds.

AND WHEREAS, the bridge is in need of replacement/rehabilitation for the following reasons:

1. The sufficiency rating is 47.8
2. The bridge is not located on a County or Township designated Minimum Maintenance Road.
3. The bridge is located on a school bus route, a mail route, and a field to farm to market route.
4. The load carrying capacity of the existing bridge cannot be improved to carry legal loads by rehabilitation of the existing bridge.

NOW THEREFORE BE IT RESOLVED:
That the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction, in accordance with the "Secondary Road Plan" and the State's "Standard Specifications for Roads and Bridges", the bridge replacement or rehabilitation project at the above described location. Items to be handled by State forces with Federal Participation will include hydraulic study review, foundations investigations (if necessary), plan reviews, and construction administration.

Estimated Cost of Project Including Engineering: $ 625,000.00
Federal Share (80%): $ 500,000.00
Local Share (20%): $ 125,000.00

Proposed Year of Construction: 2024

Vote of Commissioners: Yes 5 No 0

Dated at Watertown, South Dakota, this 20th day of August, 2013.

ATTEST:

Cindy Brugman
County Auditor

Elmer P. Brinkman
Chairman

HIGHWAY MAINTENANCE II POSITION
Motion by McElhany, second by Hanten, to authorize the Highway Supt. to hire an employee to fill a Maintenance II position from applications on file which were received in January of 2013; all present voted aye; motion carried.

MONNENS ADDITION PLAT RESOLUTION

Zoning Officer, Luke Muller, reviewed and presented to the Board a plat of the Monnens Addition for their approval. The Board approved the following resolution:

RESOLUTION #2013-22

A Resolution to approve the platting of the "Monnens 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:

Monnens Addition located in Govt. Lot 3, and the SE1/4 of the NW1/4 of Section 4-T116N-R54W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 20th day of August, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-22, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 20th day of August, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

APPROVAL OF TAX DEED PROPERTY AUCTION

RESOLUTION 2013-20

APPROVING THE SALE OF COUNTY LAND ACQUIRED BY TAX PROCEEDINGS

Codington County, August 20th, 2013

WHEREAS, PURSUANT TO DIRECTION FROM The Board of County Commissioners of Codington County, South Dakota, the County Auditor did heretofore offer for sale the hereinafter described real property belonging to said County, which was acquired by said County by tax deed, and

WHEREAS, it now appears from the said County Auditor's report of sale on file herein and from the proof of publication of Notice of Sale attached to said report and on file herein that all the proceedings necessary to a legal sale have been completed and the following have offered the following price for the following described real property to-wit.

DESCRIPTION	PURCHASER	PRICE
Lots 14 & 15, Blk 2 Lakeridge Addn. City of Watertown Record #8546	Scott A. Campbell 505 3 St NW Watertown, SD 57201	$25.00
Lot F of the Plat entitled Replat of Lots 1 & 4, Bruns Subdivision Sec 15-116-52, Sheridan Township Record # 16622	James Todd Campbell 18448 463 Ave Castlewood, SD 57223	$25.00
Abandoned Rail Road land in the SW 1/4 of Sec. 14-118-51 Waverly Township Record #4378	Rob Carpenter 16285 465 Ave Watertown, SD 57201	$90.00
Lots 6-10, Blk 3 Waverly Village Waverly Township Record #4497	Gary Kliegel & Richard Riley 121 1 Ave N 138 1 Ave Waverly, SD 57201	$4,000.00
E660' S330' SE1/4 Less E208.71' S208.71'; Sec. 11-118-51 Waverly Township Record #18175	Richard or Beverly Carpenter 16239 465 Ave Watertown, SD 57201	$3,600.00
OL 9, Sec. 30-119-55 Wallace OLS Wallace Village	Danielle and Dan Keller 304 8 Ave Wallace, SD 57272	$90.00

Which full amount of the purchase price has been deposited with the County Treasurer.

NOW THEREFORE, be it and it hereby is resolved by the Board of County Commissioners of Codington County, South Dakota in regular session on the 20th day of August , 2013, that the sale of said premises to the above be and the same is hereby approved and the Chairman of the Board of County Commissioners of said Codington County, South Dakota is hereby authorized and directed to execute and the County Auditor to attest a Quit Claim Deed to said real property in the name of said County, and deliver said Quit Claim Deed to said purchasers conveying to said purchasers all of the right, title, and interest of said County therein.

Dated this 20th day of August, 2013

Motion by Johnson, second by Hanten, to approve the above and foregoing resolution, all members present voted aye; motion carried.

Elmer Brinkman
Chairman

ATTEST:

Cindy Brugman
Codington County Auditor

CLAIMS
Motion by Johnson second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Best Western Ramkota Inn 340.99 trav; Dakota County Sheriff's Office 65.00 svc; Deuel County 54.00 regist; SD Dept. of Revenue 10.00 title; Sheehan Mack Sales and Equip. 120.43 rep; Verizon Wireless 668.44 util; Watertown City Finance Office 23,166.85 E-911.

BOND UNDERWRITING PRESENTATION
Darwin Reider and Jerry Spethman Jr., representatives from D.A. Davidson & Co., Omaha, Nebraska; presented to the Board information on their firm's qualifications regarding the provision of bond underwriting services along with additional preliminary financial analyses for the funding of possible future building projects of the County.

TRAVEL REQUESTS
Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Auditor, Treasurer, Register of Deeds, Welfare Director, and Highway Supt., SDACO Convention in Spearfish. Welfare Director, presentation at the state annual training of Juvenile Correction Agents, in Chamberlain. Weed Supervisor, SDSU Noxious Weed Booth, State Fair in Huron, SD.

PERSONNEL CHANGES
Motion by Hanten, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Sandy Theye, Treasurer Clerk, anniversary step increase from step 2/$14.21 per hour to step 3/$14.65 per hour, effective date August 1, 2013, submitted and approved by Treasurer, Carol Maloney. Steve DeVille, Building Maintenance, anniversary step increase from step 5/$15.60 per hour to step 6/$16.07 per hour, and Chad Crom, Detention Center maintenance temporary hire, step 1/$13.82 per hour, effective date August 12, 2013, submitted and approved by Facility Manager, Milo Ford. Matthew Blackwelder, Work Release Coordinator, anniversary step increase from step 4/$17.71 per hour to step 5/$18.28 per hour, effective date September 1, 2013, submitted and approved by Chief Correctional Officer, Tom Walder.

OPEN
Chairman Brinkman reviewed the information received at the quarterly meeting of the Sioux Valley Commissioners Association regarding the Midwest Training Academy located at Buffalo Ridge Resort in Gary, South Dakota; the Board received an invitation to the East River Electric's 2103 annual meeting; a FEMA kick-off meeting will be held at 1:30 pm on Thursday, August 22nd at the Extension Center Complex; and all Board members will attend the 2013 SDACC Annual Convention in Spearfish, South Dakota.

BUILDING STUDY
Commissioners Heller and Johnson traveled to Mankato to tour the government facilities in Mankato, Minnesota.

EXECUTIVE SESSION
Motion by Heller, second by McElhany, to enter into executive at 10:30 a.m., for the purposes of discussing contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:49 a.m.; no action was taken.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:49 a.m., until 9:00 a.m., Tuesday, August 27th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., August 27th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of August 20th, 2013.
3. Monthly reports
   a. Emergency Management
   b. Sheriff
4. Discussion/action regarding payments for persons maintaining security at the FEMA Headquarters
5. Action to appoint an Assistant Highway Superintendent
6. Action to approve claims for payment
7. Action to approve payroll claims
8. Action to approve a project to repair the sale ring roof at the Extension Center Complex
9. Action to authorize the Chairman to sign grant award allocation SD-13-018 as the sub grantee for the Codington County Historic Preservation Commission
10. Discussion/action regarding Tax Deed property which remains unsold as of the latest Tax Deed public auction
11. 9:45 a.m. Kick off meeting with the SDDOT for the Codington County Master Transportation Plan
12. Action to approve automatic budget supplements
13. Action to approve travel requests
    a. Deputy Emergency Management Director, State E.M. conference in Oacoma
14. Action to approve personnel changes
15. Old Business
16. New Business
17. Open
18. Discussion regarding progress to provide additional space for Court needs
19. Action to enter into Executive session
20. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, September 3rd, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, South Dakota

August 27, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 27th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Johnson, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany to approve the minutes of August 20th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Emergency Management Director, Jim Sutton, reviewed the following items: the FEMA kick-off meeting, for damages incurred during the June 21st, 2013 wind storm, was recently held at the Extension Center Complex; FEMA officials have made on-site inspections at several County sites; a regional Homeland Security meeting will take place in Webster on September 5th to review submitted projects; the State Emergency Management conference will be held the week of Sept. 9-12 in Oacoma; the next LEPC meeting will take place on Sept. 17th at the National Guard Armory; and on Sept. 25th a P.O.D. (point of dispensing) immunization clinic will take place at the Watertown Middle School to administer meningitis shots to children up to the age of 18. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending June 30, 2013 for the Detention Center and Sheriff's Office: 56.7 average daily inmate population; 256 bookings; $13,125.00 collected in fees for out of county prisoner contracts; $4,840.00 collected in work release fees; $4,060.00 collected in fees for the 24/7 program, $6,103.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 52 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 31 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 467 cases/calls for service; 8 accidents investigated; 96 arrest warrants were served; 243 sets of civil papers served; and a total of 5,249 miles traveled for 21 prisoner transports. Sheriff Wishard also presented the Board with a report of fees collected in the month of June 2013, in the amount of $5,767.05. Sheriff Wishard reported the following statistics for the month ending July 31, 2012, for the Detention Center and Sheriff's Office: 60.55 average daily inmate population; 203 bookings; $12,070.00 collected in fees for out of county prisoner contracts; $8,270.00 collected in work release fees; $3,147.00 collected in fees for the 24/7 program, $7,478.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 47 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 578 cases/calls for service; 6 accidents investigated; 90 arrest warrants were served; 287 sets of civil papers served; and a total of 3,299 miles traveled for 14 prisoner transports. Sheriff Wishard noted fees collected in the month of July in the amount of $5,244.26 and noted on July 8th an electronic transfer was received from the Attorney General's Office in the amount of $2,670.00 from scram fees collected in the 2nd quarter of 2013. Discussion was held regarding the fees Codington County has set for the housing of out of county inmates.

FEMA HEADQUARTERS SECURITY
Sheriff Wishard advised the Board he has been approached by FEMA Officials regarding the provision of 24 hour security for their headquarters based in Watertown during their investigation of damages incurred

during the June 21st wind storm. Federal mandate requires 24/7 onsite security for all FEMA Offices set up for disaster investigations. Sheriff Wishard noted he has authorized his Deputies to provide security, during their off duty hours, at the FEMA office. FEMA also requested that Codington County make payment to those providing security from payments FEMA will make to Codington County. Codington County will then issue 1099 Misc. forms, in January 2014, to all those who are paid for providing security. Motion by Johnson, second by Hanten, to authorize payments to those providing security for the local FEMA Office from funds which will pass through Codington County; all present voted aye; motion carried.

ASSISTANT HIGHWAY SUPERINTENDENT APPOINTMENT

Motion by Hanten, second by McElhany, to approve the following personnel change as recommended by Highway Supt., Rick Small; all present voted aye; motion carried: Rick Hartley, Highway Maintenance III, promoted to Assistant Highway Supt.; $22.43 hourly/$3,902.82 monthly; effective date September 1, 2013.

CLAIMS

Motion by Hanten, second by McElhany, to approve for payment the following claim; all present voted aye; motion carried: SD Counties, $1,485.00, 2013 registration for 9 County officials.

SALARY CLAIMS

Motion by Hanten, second by McElhany, to approve the following salary claims for the month of August 2013; all present voted aye; motion carried: Commissioners: 9,346.34 total salaries. Auditor: 17,770.85 total salaries. Co. Treasurer: 25,870.88 total salaries. States Attorney: 32,234.96 total salaries. Gov. Buildings: 18,511.48 total salaries; Chad Crom 714.72 new hire. Dir. Equalization: 37,358.82 total salaries. Reg. of Deeds: 17,224.55 total salaries. Veterans Service: 8,720.85 total salaries. Sheriff: 71,030.27 total salaries. Co. Jail: 81,579.76 total salaries; Wesley Jennings 2,266.19 step increase. Care of the Poor: 3,993.22 total salaries. County Nurse: 3,886.66 total salaries. Co. Park: 9,189.20 total salaries. Ag. Bldg.: 8,186.09 total salaries. Co. Extension: 8,205.95 total salaries. Weed Control: 7,297.07 total salaries. Planning Board: 287.40 total salaries. Road & Bridge: 75,398.57 total salaries; Dave Hedding 2,625.87 step increase. Emergency Management: 9,927.64 total salaries. Crime Victim: 5,488.60 total salaries. W.I.C.: 3,881.20 total salaries. Total: 455,390.36. Breakdown of withholding amounts which are included in the above: S.D. Retirement 40,982.28; S.D. Retirement 351.73 spouse option; S.D. Supplemental Retire.1,715.00 suppl. retire.; Wellmark 55,125.67 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,589.66 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 367.00 employee union dues; AFLAC 2,506.64 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,407.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 11,884.94 employee payments; Cod. Co. Treasurer 34,470.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 33,827.42 federal withholding; ReliaBank Dakota 52,494.04 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

EXTENSION CENTER SALE RING ROOFING PROJECT

Discussion/action to approve a roofing project at the Sale Ring area of the Extension Center Complex was postponed one week.

HISTORIC PRESERVATION GRANT ALLOCATION

Motion by Johnson, second by McElhany, to authorize Chairman Brinkman to sign a Grant Award Allocation, in an amount not to exceed $921.00, for Historical Preservation Grant Project SD-13-018,

awarded to the Codington County Historic Preservation Commission; all present voted aye; motion carried.

UNSOLD TAX DEED PROPERTY

Discussion was held regarding how best to dispose of property acquired by the County during the tax deed process. Commissioner Hanten has contacted officials with the City of Watertown regarding a special assessment against a piece of tax deed property which did not sell at a recent County Tax Deed Property public auction. The Board determined the property can be sold by sealed bid within one year of the public auction at which it did not sell. The Board will advertise a notice to bidders for sealed bids on this property after information is received from the City of Watertown regarding the status of the special assessment filed against the property.

TRAVEL REQUESTS

Motion by McElhany, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Emergency Management Director and Deputy Director, State Emergency Management Conference in Oacoma.

OPEN

Commissioner Heller asked the Board to consider budgeting funds, in 2014, for an administrative assistant, for the County Commissioners; and funds to be used for added expense, such as fixtures and furnishings, for a proposed building project. Commissioner Hanten reported on the 911 Advisory Board meeting she attended on August 15th. A discussion was held regarding the restrictions placed on the use of 911 funds, which are set by the State of South Dakota.

SRF CONSULTING GROUP/CODINGTON COUNTY MASTER TRANSPORTATION PLAN

Brian Shorten, Principal; Cindy Gray, AICP, Senior Associate; and Michael Maddox, AICP, Senior Planner; all with SRS Consulting Group met with the Board to review the study process and project schedule of the Codington County Master Transportation Plan.

EXECUTIVE SESSION

Motion by McElhany, second by Hanten, to enter into executive at 10:23 a.m., for the purpose of discussing personnel issues; all present voted aye; motion carried. The Board returned to regular session at 10:44 a.m.; no action was taken.

BUILDING STUDY

Discussion was held regarding touring the government facilities in Austin, Minnesota.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Heller, second by Hanten, to adjourn at 10:51 a.m., until 9:00 a.m., Tuesday, September 3rd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

Codington County, August 27th, 2013

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., September 3rd, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of August 27th, 2013.**

3. **9:00 a.m., public hearing on 2014 Provisional budget**

4. **Monthly reports**
   a. **Extension**
   b. **Veterans Service**
   c. **Weed**
   d. **Welfare**

5. **Action to approve a project to repair the sale ring roof at the Extension Center Complex**

6. **Action to approve automatic budget supplements**

7. **Action to approve travel requests**
   a. **Facilities Manager, West Nile Virus Conference, in Fort Pierre**
   b. **Weed Supervisor, West Nile Virus Conference, in Fort Pierre**
   c. **Asst. Highway Supt., Local Road Conference, in Rapid City**

8. **Action to approve personnel changes**

9. **Old Business**

10. **New Business**

11. **Open**

12. **Discussion regarding progress to provide additional space for Court needs**

13. **Action to enter into Executive session**

14. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, September 10th, 2013, at the Codington County Courthouse**

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.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., September 10th, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of September 3rd, 2013.**
3. **9:00 a.m., public hearing on 2014 Provisional budget**
4. **Monthly reports**
   a. **Auditor**
5. **Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees**
6. **Action to approve claims for payment**
7. **Action to approve a roofing project for the Extension Center sale ring**
8. **Discussion/action to approve a land purchase with the City of Watertown**
9. **Note meeting cancellation for September 17th**
10. **9:30 a.m., Presentation by Stephanie Greenman, Colonial Life**
11. **10:00 a.m., Dougherty & Company LLC, bond presentation**
12. **Action to approve automatic budget supplements**
13. **Action to approve travel requests**
14. **Action to approve personnel changes**
    a. **Correctional Officer, Jennifer Matejek, anniversary step increase**
15. **Old Business**
16. **New Business**
17. **Open**
18. **Discussion regarding progress to provide additional space for Court needs**
19. **Action to enter into Executive session**
20. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, September 24th, 2013, at the Codington County Courthouse**

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, Watertown, South Dakota
Codington County Courthouse

September 3, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 3rd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, and Brenda Hanten; absent Elmer Brinkman; Vice Chairwoman Hanten presiding.

AGENDA APPROVED
Motion by McElhany, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Heller, to approve the minutes of August 27th, 2013; all present voted aye; motion carried.

2014 PROVISIONAL BUDGET HEARING
The Board held a public hearing, as required by statute and previously advertised, to allow public comment on the Codington County 2014 Provisional Budget. No persons appeared to address the Board regarding the proposed budget.

MONTHLY REPORTS
SDSU Extension Field Specialist, Paul Johnson, reported on State Fair, harvest and upcoming fall activities. Discussion was held regarding drought conditions/rating in the area. **Veterans Service Officer, Al Janzen,** reported 10 trips with 42 riders in the month of August. Mr. Janzen also discussed the following: annual training in Pierre and an upcoming five day training in Sioux Falls for "Veteran's Court" with the Dept. of Justice covering travel costs. Discussion was also held regarding the SDACC Committee Mr. Janzen was appointed to and that Commissioner Johnson will attend an upcoming meeting in Spearfish on Mr. Janzen's behalf. **Weed Supervisor, Steve Molengraaf and Weed Manager, Paul Johnson,** updated the Board on the following items: spraying of weeds in rip rap; preparing spray trucks for fall spraying; timeline for fall weed control and spraying for the City, County, State and Townships; State Fair noxious weed booth; spraying for mosquitoes and a West Nile Virus conference; spraying revenue and invoicing; **Welfare Director, Sarah Petersen,** reviewed the following statistics for the time period August 6th through September 2nd, 2013: 6 applications; with 3 approved for County assistance; 3 denials; 0 pending or referred; 0 other resources utilized; 0 guarantees; and 2 new clients approved. Total Assistance: $431.01 for 1 pharmacy and 2 rentals; 1 active medical case and 0 medical applications pending decision. Total Credits for July: 3,845.84. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of July were a savings of $5,288.54 with 223 people utilizing the program. Upon request the Welfare Director has submitted her name to the NACO Health and Human Service Steering Committee. The "Veteran's Stand Down" has been scheduled for Friday, Sept. 13th at the Salvation Army from 10:00 a.m. to 12:00 p.m. Discussion was also held regarding the SDACC Catastrophic County Poor Relief Program and the training of County officials in processing claims for medical assistance. **4-H Youth Program Advisor, Jodi Loehrer,** updated the Board on the following items: Achievement Days and State Fair activities; the kick off season for 4-H registration beginning October 1st; 4-H Recognition Event; and numerous activities scheduled at the Extension Center in the coming months.

AUTOMATIC BUDGET SUPPLEMENT
Motion by McElhany, second by Johnson, to approve an automatic budget supplement to the General Fund Historic Preservation expenditure and revenue budgets with a grant reimbursement in the amount of $686.30 from the SD Historic Preservation Commission; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by McElhany, second by Heller, to approve the following travel requests; all present voted aye; motion carried: Facilities Manager and Weed Dept. Supervisor, West Nile Virus Conference in Ft. Pierre; and Assistant Highway Supt., Local Road Conference in Rapid City.

BUILDING STUDY
Discussion was held regarding touring the government facilities in Austin, Minnesota.

EXECUTIVE SESSION
Motion by McElhany, second by Heller, to enter into executive at 9:33 a.m., for the purpose of discussing a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 9:55 a.m.; no action was taken. Human Resource Director, Terry Satterlee and Facilities Manager, Milo Ford, were present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Johnson, second by Heller, to adjourn at 9:55 a.m., until 9:00 a.m., Tuesday, September 10th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

September 10, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 10th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Myron Johnson, Elmer Brinkman, and Brenda Hanten; absent Commissioner Tyler McElhany; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Johnson, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by Heller, to approve the minutes of September 3rd, 2013; all present voted aye; motion carried.

2014 PROVISIONAL BUDGET HEARING

The Board held a public hearing, as required by statute and previously advertised, to allow public comment on the Codington County 2014 Provisional Budget. No persons appeared to address the Board regarding the proposed budget. The Board held a discussion regarding the pay increase requested for employees within the 2014 Provisional Budget; the budget appropriation request from the Watertown Resource Center; budgeting for an administrative assistant for the County Commissioners; and contingency budgeting for furnishing and fixtures for a possible Detention Center/Court Facility building project.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported centrally assessed property valuations for taxes payable in 2014 have been received from the SD Dept. of Revenue and work continues to calculate property tax levies for pay 2014.

AUDITORS ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Hanten, second by Heller, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of August, 2013, all present voted aye; motion carried.

Cash on hand	$ 10,198.29
Checks in Treasurers' possession	
less than 3 days	$ 44,205.26
Credit Card Charges	$ 2,486.80
Cash Items	$ 400.55
TOTAL CASH ASSETS ON HAND	$ 57,290.90
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 454.89
Reliabank Dakota	$11,877,459.01
INVESTMENTS	
SD Public Funds Investment	$ 6,969.72
CERTIFICATES OF DEPOSIT	
Peoples State Bank	$ 200,000.00
Home Federal Bank	$ 400,000.00
TOTAL CASH ASSETS	$12,542,174.52

General Ledger Cash Balance by Funds:	
General	$ 7,406,133.82
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,025,480.15
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 600,148.70
(schools 137,239.75, townships 28,313.28; city/towns 28,280.33)	
TOTAL GENERAL LEDGER CASH	$12,542,174.52

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in August were in the amount of $41,467.50; with $2,700.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by Johnson, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: Accreditation, Audit And 150.00 Svc, Aason Engineering 3531.03 Repairs/Maint., Active Heating 178.57 Rep, Advance Auto Parts 5.29 Rep, Advantage RV'S 360.00 Svc, AP Auto Pros 79.46 Rep, Alli Arampatzis 20.00 Wit, AT&T Mobility 39.95 Util., AT&T Mobility 75.14 Util, AT&T Mobility 70.90 Utilities, Bob Barker Co. 598.78 Sup, Nancy Barthel 11.48 Jury, Batteries Unlimited 160.00 Repairs/Maint., Gwendolyn Benck 129.60 Jury, Bendix Imaging Incorporated 168.99 Sup, Cynthia Bergsbaken 104.44 Jury, Best Western Of Huron 150.00 Trav, Billion Buick 399.64 Rep, Scott A. Bohls 40.00 Cell, Boldt Construction 174.03 Maint, Borns Group 2758.96 Post, Boys & Girls Club 1000.00 Pmt, Brian's Glass & Door Inc. 234.00 Repairs/Maint., Brown Clinic PLLP 1620.00 Svc, Brown Clinic - Main 626.00 Svc, Cindy Brugman 47.46 Trav, Mitchell Buffalo 20.00 Wit, Burns Law Office 390.20 Svc, Butler Machinery 283.87 Supplies, Richard Carey Iii 20.00 Wit, Carquest Auto Parts 95.04 Sup, Cartney Bearing & Supply 63.72 Repairs/Maint., Cashway Lumber Inc. 35.95 Rep, Cass-Clay Creamery 1595.30 Sup, Centurylink 37.39 Util, Centurylink 718.89 Util, Codington County Weed Board 809.53 Repairs/Maint., Codington-Clark Electric 35.62 Utilities, Denise Cody 42.00 Svc, Cole Papers, Inc. 1115.20 Sup, Connecting Point Computer Cent 2057.50 Sup, Connecting Point 1250.00 Repairs/Maint., Construction Products 465.00 Sup, Shawna Constant 25.00 Cell, County Fair Foods 51.21 Sup, CRA Payment Center 174.30 Repairs/Maint., Credit Bureau Of Watertown Inc 786.65 Svc, Culligan Water Conditioning 162.25 Sup, Dixie Currey 50.74 Jury, David Curtis 40.00 Cell, Travis Dahle 10.00 Jury, Ross Dale 24.80 Jury, Data Truck 39.99 Util, Detco 216.37 Sup, Digital-Ally 110.00 Equip, Doug's Anchor Marine 58.98 Rep, Doug's Anchor Marine 1396.49 Sup, Bimbo Foods, Inc 911.13 Sup, East Dakota Water Development 312.57 August Apportionment, Electric Motors & Moore Inc 155.00 Rep, Ellyson Law Office 463.75 Svc, Ellyson Law Office 11626.67 Svc, John Engels 40.00 Cell, Engelstad Electric Co. 112.74 Rep, Lester Fairchild 20.00 Wit, Family Dental Center 658.00 Svc, Farnams Genuine Parts 285.42 Supplies, Heidi Fiechtner 11.48 Jury, Allison Forbush 25.00 Cell, Milo Ford 9.00 Trav, Patty Fox 13.70 Jury, Gloria Gallisath 102.96 Jury, Galls, An Aramark Company 372.60 Sup, Galls, An Aramark Company 467.88 Sup, GCR Tire Center 37.20 Repairs/Maint., GCR Tire Center 127.15 Rep, Gary Or Judy Geier 240.00 Asst, David Gibbs 40.00 Cell, Tyler Gilbertson 20.00 Wit, Tana Gisi 101.48 Jury, Grainger 313.53 Rep, Erica Grant 101.48 Jury, Green, Roby, Oviatt, 4158.33 Svc, Michael Gubka 40.00 Cell, Paul Guderian 10.74 Jury, Jodi Hammerich 12.96 Jury, Harry Hemstock 22.58 Jury, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 563.20 Sup, William Hoff 40.00 Cell, Larry Howard 38.94 Reimb, Brad Howell 40.00 Cell, Glacial Lakes Humane Society 450.00 Svc, HyVee #1871 Accts Receivable 1622.53 Sup, Interlakes Community Action 986.83 Svc, Intoximeters 945.00 Sup, JAGO Designs 135.00 Rep, JAGO Designs 429.00 Svc, Kathy Janske 20.00 Wit, Al Janzen 408.50 Reimb, Myron Johnson 281.20 Trav, Paul Johnson 583.33 Svc, Jurgens Printing 212.00 Sup, Marty Karnopp 40.00 Cell, Kellie Kellogg 15.92 Jury, Kimball Midwest 158.39 Supplies, Klein's 25.13 Sup, Jared Koppman 10.74 Jury, Kossuth County Sheriff's Office 18.00 Svc, Lake City Fire Equipment 908.21 Maint, Lake City Fire Equipment 130.40 Maint, J.H. Larson Electrical Co. 1.95 Rep, LATI/Corp Ed

11250.00 CDBG Grant, LATI/Corp Ed 15000.00 Grant, Ann Lauseng 12.96 Jury, Lewis & Clark Bhs 160.00 Svc, Lewno Law Office 607.67 Svc, Lincoln Co Treasurer 45.00 Svc, Dustin Lindner 20.00 Wit, Jodi Loehrer 292.91 Trav, Phyllis Lutz 102.96 Jury, M & T Fire And Safety 48.00 Supplies, Mac's Inc. 41.54 Sup, Mahowald's Hardware 6.98 Supplies, Mahowald's 54.72 Rep, Marco, Inc 433.16 Svc, Marshall & Swift 1658.30 Maint, Russell Mathews 40.00 Cell, Menards 138.85 Rep, Menards 44.98 Supplies, Meyers Tractor Salvage 397.96 Rep, Midcontinent Communications 275.00 Util, Midwest Automotive Inc 465.98 Equip, Mikelson Law Office 214.78 Svc, Milbank Communications 54.74 Rep, Michael Mitchell 20.00 Refund, Municipal Utilities 11086.56 Util, Municipal Utilities 312.31 Utilities, Roland Niewoehner 13.70 Jury, Northern Con-Agg 926.42 Supplies, Northwestern Energy 146.23 Utilities, Yanira Novoa 100.00 Svc, Office Peeps, Inc. 3611.57 Sup, Olson Asphalt Maintenance 5643.75 Rep, Jerrod Olson 40.00 Cell, Ottertail Power Co, 20.53 Utilities, Michelle Pederson 25.00 Cell, Pennington County Sheriff 307.20 Trans, Sarah Petersen 8.45 Reimb, Jody Piel 20.00 Wit, Pitney Bowes 210.00 Rent, PMB 0112 201.57 Util, Jerry Pollard 174.00 Svc, Prairie Lakes Health Care Cent 3315.00 Svc, Print 'Em Now 609.00 Sup, Ann Rasmussen 39.00 Trav, Redwood Toxicology Laboratory 355.48 24/7, Reedstrom Law Office, PC 4155.79 Svc, Adam Reeves 20.00 Cell, Cathryn Rehfuss 6.00 Svc, Brian Richter 40.00 Cell, Ron's Saw Shop 9.44 Rep, Anna Rud 66.00 Ref, Runnings 143.14 Rep, Dawn Russell 315.40 Svc, Terrance Satterlee 1500.00 Svc, Lila Schaefer 104.44 Jury, Harvey Schneider 105.92 Jury, SD Attorney General's Office 250.00 24/7 Fees, SD Department Of Revenue 1956.00 Fees, SD State Fair 22.00 Pass, SD State Treasurer 344786.62 Sept Remittance, SDACO 1090.00 Aug M&P Relief, SDN Communications 612.97 Util, Melissa Sears 25.00 Cell, Securus Technologies 2100.00 Util, Service Plus, Inc. 212.45 Rep, Shepherd Reporting Llc 120.00 Svc, Sherwin Williams 84.19 Rep, Sioux Valley Coop 1479.37 Sup, Sioux Valley Coop 21.16 Supplies, South Dakota Dept. Of Transpor 300.65 Repairs/Maint., South Shore Gazette 2093.34 Publ, Star Laundry 51.21 Sup, Star Laundry 107.50 Supplies, Michelle Sterry 38.50 Witn, Sturdevant's Auto Parts 37.32 Rep, Sutton Law Office Pc 387.97 Misc, Sutton Law Office Pc 10420.83 Svc, Karen Swanda 48.00 Svc, Scott Swanson 25.00 Cell, T & J Parking Lot Maintenance 425.00 Rep, Technicolor Screen Printing 44.00 Unif, Heidi Thorson 25.00 Cell, Toshiba Financial Services 484.68 Rent, Tower Apartments 44.00 Rent, Town Of Florence-Peggy Lindahl 25.00 Utilities, Town Of South Shore 72.00 Utilities, Harold Lee Trumm 75.00 Reimb, Ultramax 1596.00 Sup, Us Foodservice Inc 9105.73 Sup, Deidra Sinner Vangilder 10.74 Jury, Verizon Wireless 154.74 Util, Great Western Bank 1311.23 Sup, TCM/Reliabank Dakota 2158.67 Trav, Tom Walder 40.00 Cell, Walgreens 147.01 Presc, Walmart Community 1293.68 Sup, Watertown Lawn & Garden 18.00 Rep, Watertown Lawn & Garden 445.00 Rep, Watertown Public Opinion 2524.56 Publ, Watertown Public Opinion 29.84 Publ, Toby Wishard 40.00 Cell, Wow! Business 374.81 Util, Wow! 49.95 Utilities, Xerox Corporation 124.11 Supplies, Yankton Co. Sheriff 125.00 Svc, Yankton Co Treasurer 106.25 Svc, Patricia Yetter 101.48 Jury.

EXTENSION CENTER SALE RING ROOFING REPAIRS

Facility Manager, Milo Ford, met with the Board to discuss a project to replace the roof area of the Extension Center Complex specifically over the sale ring. Mr. Ford advised the Board that since he started the process to secure quotes for this proposed project he has had a contractor suggest the roof is in need of repair and not replacement. Mr. Ford noted the estimated cost to repair the roof is $5,860.00 compared to the proposed cost to replace the roof in the amount of $39,890.00. Mr. Ford recommended to the Board that the repair approach is appropriate at this time. Motion by Johnson, second by Heller, to authorize the repair of the roof over the sale ring area at the Extension Center Complex; all present voted aye; motion carried.

SUNCHASE PROPERTY LAND ACQUISITION

Watertown Mayor, Steve Thorson, met with the Board to discuss a City/County effort to purchase property from Mills Property Management upon which the Sunchase Apartments stood before a fire destroyed the apartment complex. Mayor Thorson noted the City has made an offer on the property which has been accepted by Mills Property. Mayor Thorson made a request of $150,000.00 from the

County towards the purchase price of the property. Motion by Hanten, second by Brinkman, to use $150,000.00 from the Courthouse Building Fund budget towards the purchase of the Sunchase property. Discussion was held regarding the title to the property; an agreement to be drawn up between the City and County for maintenance and care of the property; removal of the current rubble on the property due to the fire and destruction of the apartment complex; and County funds available to use towards the purchase of the property. Upon vote of the Board; all present voted aye; motion carried.

CHANGE OF REGULAR MEETING DATE

The Board noted there will be no regular meeting of this Board on Tuesday, September 17th, due to the SDACC/SDACO County Convention in Spearfish from September 16th through September 18th. The Board also noted there will be a quorum of this Board in attendance at the convention.

COLONIAL LIFE PRESENTATION

Zebulen Dickey, District General Agent and Stephanie Greenman, Sales Representative; both with Colonial Life, presented to the Board information regarding Colonial Life's benefit solutions/services.

DOUGHERTY & COMPANY LLC

Dougherty & Company LLC representatives, Tom Grimmond, Tom Beadnell, and Toby Morris, met with the Board to review funding options available to the County for a possible major building project.

PERSONNEL CHANGES

Motion by Hanten, second by Johnson, to approve the following personnel change; all present voted aye; motion carried: Correctional Officer, Jennifer Matejek; anniversary step increase, from step 6/$18.89 per hour to step 7/$19.51 per hour; effective date October 1st, 2013, submitted and approved by Chief Correctional Officer. Tom Walder.

BUILDING STUDY

Commissioner Heller updated the Board on the recent tour of the Court/Detention facilities in Austin, Minnesota. Discussion was held regarding the availability/unavailability of State owned land for the County's proposed building project, a letter of invitation to potential building committee members, and scheduling of the next meeting with the architect sometime during the week of September 23rd.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 10:41 a.m., until 9:00 a.m., Tuesday, September 24th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., September 24th, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of September 10th, 2013.**

3. **9:00 a.m., Dawn Sikkink, Watertown Resource Center**

4. **Monthly reports**
   a. **Highway**
   b. **Facilities Manager**
   c. **Emergency Management**
   d. **Sheriff**

5. **Discussion/action regarding R.O.W. documents for County Road 20-3 project**

6. **SRF Consulting Group, review materials prepared for public involvement meetings**

7. **Action to approve a project to re-roof two building at Memorial Park as budgeted**

8. **Action to approve plat resolutions**
   a. **Holmen Addition in Sheridan Township**
   b. **Stein Addition in Rauville Township**

9. **Discussion/action on a sealed bid submitted on unsold tax deed property**

10. **Action to approve a resolution cancelling unclaimed checks and warrants**

11. **Action to approve a claim for payment**

12. **Action to approve payroll claims**

13. **Action to approve a budgeted operating cash transfer to the Road & Bridge Fund**

14. **Action to approve payment of flu shots for County employees**

15. **Public hearing and action to adopt the 2014 Provisional budget resolution**

16. **Action to approve automatic budget supplements**

17. **Action to approve travel requests**
   a. **Auditor, Total Vote Task Force meeting in Pierre**
   b. **Auditor, Election School in Sioux Falls**

18. **Action to approve personnel changes**
   a. **Debbie Melville, Auditor Accounts payable, anniversary step increase**
   b. **Russell Mathews, Deputy Sheriff, anniversary step increase**

19. **Old Business**

20. **New Business**

21. **Open**

22. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

23. **Action to enter into Executive session**

24. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, October 1st, 2013, at the Codington County Courthouse**

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, Watertown, South Dakota
Codington County Courthouse

September 24, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 24th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of September 10th, 2013; all present voted aye; motion carried.

WATERTOWN RESOURCE CENTER

Commissioner Johnson reported on a meeting he had with representatives of the Watertown Resource Center regarding funding options available to operate the Resource Center. The Resource Center has applied for $20,000.00 in 2014 budget funds from Codington County. Commissioner Johnson noted the largest portion of costs for the Center is salaries and counseling time could be reduced if funding is not available. The Resource Center has already seen $75,000.00 in cuts of federal grant funding. The Resource Center currently receives funding from the United Way, fund raisers, and fees collected through divorce fees and the sale of marriage licenses in Codington, Clark, Deuel, Grant and Hamlin counties. The Resource Center does not receive funding from the City of Watertown and do continue to apply for available grants to supplement their revenue stream. The Center based their $20,000.00 funding request on the amount of federal funding that has been reduced in the past few years and what it will cost to continue to operate the facility. Commissioner Johnson noted the client numbers at the Center include 694 unduplicated clients in 2012 and 2013 appears to be generating similar numbers. The Center also rendered 9,000 services. Commissioner Johnson suggested the surrounding Counties should be requested to provide additional funding to the Center.

MONTHLY REPORTS

Highway Supt., Rick Small, reported on the following items: County Road 20-3 right of way acquisition progress; fall mowing; preparation for striping; spot graveling; screening of asphalt millings; and preparations to patch rough culvert bumps on County roads. **Facilities Manager, Milo Ford,** reported on the following items: Memorial Park – the final weekend for camping will be Sep. 28th & 29th; Girl Scout Troop #50089, with leader Erin Thovson, donated and installed two benches at the park; FEMA work has been completed; and campground managers, Lee & Carolyn Trumm, have submitted their resignation and an open house in their honor has been scheduled for October 12th from 2:00 pm – 4:00 pm at the Codington County Extension Center complex. Ag. Building – the North Country Fiber Fair was recently held at the complex and auction sales and other events continue to occupy the facility. Detention Center – recent flooding issues have caused damage in the building and have been addressed. Courthouse – a fire extinguisher training class was held at the Courthouse and Extension Center as a requirement to qualify for safety awards through Safety Benefits, Inc. **Emergency Management Director, Jim Sutton,** reported on the following items: a Point of Dispensing Meningitis Immunization Clinic will be held Wednesday, September 25th from 4:00 p.m. to 7:00 p.m. at the Watertown Middle School; six of the nine submitted Homeland Security grant projects have been accepted and submitted to the State for review for funding. A seventh project is on the waiting list for possible reallocated funding;

Mr. Sutton is required to attend a training session as part of the S.L.A. Agreement; the Highway Patrol will be teaching an emergency vehicle operations course for the Search and Rescue Team; the Volunteer Appreciation Dinner has been scheduled for Tuesday, October 15th, at 6:30 p.m.; at the Elks Lodge; and Mr. Sutton will attend a senior advisory committee meeting for the Homeland Security program. Discussion was briefly held regarding gathering information from local fire departments in relation to the County's burn ban ordinance. **Sheriff, Toby Wishard,** reported the Diesel class at LATI has agreed to service the County's armored vehicle at no cost except for parts and materials. Sheriff Wishard submitted the following statistics for the month ending August 31st, 2013 for the Detention Center and Sheriff's Office: 60.97 average daily inmate population; 236 bookings; $11,780.00 collected in fees for out of county prisoner contracts; $6,220.00 collected in work release fees; $2,743.00 collected in fees for the 24/7 program, $4,778.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 50 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 34 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 491 cases/calls for service; 6 accidents investigated; 96 arrest warrants were served; 304 sets of civil papers served; and a total of 3,556 miles traveled for 14 prisoner transports. Sheriff Wishard also presented the Board with a report of fees collected in the month of August 2013, in the amount of $6,146.23.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS

Motion by Heller, second by McElhany, to authorize the Chairman to sign a temporary easement agreement with Kipp & Melissa Jurgens in the amount of $113.16, for .7 acres of pasture land, and $840.00 for the loss of 12 Cottonwood trees on the property, for a total of $953.16; all present voted aye; motion carried. Motion by Heller, second by McElhany, to authorize the Chairman to sign a temporary easement with Richard and Mary Simonton in the amount of $10.48 for .2 acres of pasture land; all present voted aye; motion carried.

LOSS CONTROL/SAFETY ACHIEVEMENT AWARDS

The following awards were recently awarded to the County at the 2013 SDACC/SDACO Convention: Codington County Highway Dept. and Highway Supt., Rick Small, as the recipient of a Safety and Loss Control Recognition Award. The Highway Department has previously been the recipient of 8 "Bronze" and 7 "Gold" awards for safety and loss control and at this time has received a "Gold" award for a seventh consecutive year which has resulted once again in a "Platinum Level" award for the Highway Dept. Maintenance Supervisor, Milo Ford, as the recipient of a Safety and Loss Control Recognition Award. This is the seventh "Gold" award received by the Maintenance Dept. which has once again qualified the Maintenance Dept. for a "Platinum Level" award. These awards are sponsored by the SDML Workers Compensation Fund, SDPAA, and Safety Benefits, Inc., and are awarded based on steps taken by the Departments to improve work safety for their employees and customers.

MEMORIAL PARK ROOFING PROJECTS

Motion by Johnson, second by McElhany, to approve a project to install steel roofing materials on two changing houses at Memorial Park, as previously budgeted, with an estimated cost of $8,486.81; all present voted aye; motion carried.

2013 EMERGENCY MANAGEMENT DIRECTOR OF THE YEAR

The Board recognized and congratulated Emergency Management Director, Jim Sutton, as the 2013 recipient of the Blote-Buck Award at the state Emergency Management Association annual conference September 11th in Oacoma. This award recognizes the outstanding Emergency Management Director in the State each year.

CODINGTON COUNTY MASTER TRANSPORTATION PLAN STUDY

Cindy Gray and Michael Maddox, with SRF Consulting Group, Inc., met with the Board to review the progress of the Codington County Master Transportation Plan. Ms. Gray noted there is a meeting today

of the stakeholder committee with agricultural and mining interests at 11:00 a.m., there is a study advisory meeting today at 2:00 p.m. at the offices of First District, and a public meeting is scheduled today from 6:00 p.m. to 8:00 p.m. at the Codington County Extension Center for persons interested in the condition and use of County roads within Codington County.

PLAT RESOLUTIONS

Zoning Officer, Luke Muller, presented to and reviewed with the Board, plats of the Holmen Addition and the Stein Addition, both of which have been recommended for approval by the Planning and Zoning Board.

RESOLUTION #2013-25

A Resolution to approve the platting of the "Holmen 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:

Holmen Addition located in the SW1/4 of Section 17-T116N-R52W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 24th day of September, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-25, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 24th day of September, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

RESOLUTION #2013-26

A Resolution to approve the platting of the "Stein 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:

Stein Addition located in the NE1/4 of Section 24-T118N-R53W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 McElhany, second by Commissioner Johnson; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated at Watertown, Codington County, South Dakota, this 24th day of September, 2013.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-26, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated at Watertown, Codington County, South Dakota, on this 24th day of September, 2013.

Cindy Brugman
County Auditor, Codington County, South Dakota

SEALED BIDS ON UNSOLD TAX DEED PROPERTY

The Board received two sealed bids for a parcel of property which did not sell at a Tax Deed property public auction held on August 13th, 2013. The following bids were opened and announced for property record #14791, the S5' of Lot 18, Block 2, Haan's First Addition.

Darla Estwick	$130.00
Richard Riley	$100.00

Motion by McElhany, second by Hanten, to table awarding of the bid until the States Attorney can be consulted regarding the type of deed the County can legally provide for this type of transaction; all present voted aye; motion carried.

UNCLAIMED PROPERTY RESOLUTION

Treasurer, Carol Maloney, presented the Board with Resolution 2013-23, a resolution to cancel out dated checks and send the funds to the State of South Dakota unclaimed property division. Motion by McElhany, second by Hanten, to approve the following resolution; all present voted aye; motion carried:

Resolution #2013-23

The following unclaimed checks and warrants are being presented, for cancellation to the Board of County Commissioners of Codington County, pursuant to SDCL 7-22-17.

Name	Check Number	Amount
Dunn, Dayton	114059	$17.40
Tronvold, Bard	114282	$10.74
Wercinski, Cory	114307	$10.00
Singrey, Eva	114694	$11.48
Annett, Sheryl	114481	$10.74
Maag, Bradley M	114436	$3.13
Nelson, Rebecca	115057	$20.00
Sidlo, Daniel	115437	$20.00
Lefkowitz, Stuart	114907	$6.07
Kieso, Dean	115579	$2.65
Vrieze, Roger	115917	$45.54
Perleberg, Jeffery	115822	$20.00
Brandriet, Rachel	115648	$17.40
Johnson, Lisa	115751	$10.74
Rhody, Hannah	116286	$20.00
Manning, Beau	116225	$11.48
Christofferson, Jayson	116131	$10.00
Erickson, Melvin	116670	$10.74
Gripentrog, Joshua	117098	$20.00
Boettcher, Christopher	117023	$20.00
Wynde, Lawrence Jr.	117289	$20.00
Stiener, April	117256	$13.70
McFarland, Kyle	117160	$11.48
Day, Shannon	117409	$4.92
Rust, Amie	117938	$12.96
Thyen, Nathan	118520	$24.80
Kuehl, John	118351	$10.74
Ruby, James	118460	$10.74
Stock, Kyle	118504	$10.74
Basler, Jovolette	118737	$20.00
Total Remitted as Unclaimed Property		$438.19

Approved by the Board of Codington County Commissioners this 24th day of September 2013.

Elmer P. Brinkman
Chairman, Codington County Commissioners

ATTEST:

Cindy Brugman

Codington County, September 24, 2013

Codington County Auditor

CLAIM APPROVED
Motion by Hanten, second by McElhany, to approve for payment the following claim; all present voted aye; motion carried: City of Watertown $23,264.12, E-911 July surcharge collections.

PAYROLL CLAIMS
Motion by Johnson, second by McElhany, to approve the following payroll claims for the month ending September, 2013; all present voted aye; motion carried: Commissioners: 9,346.34 total salaries. Auditor: 17,770.85 total salaries. Co. Treasurer: 25,653.21 total salaries. States Attorney: 30,419.04 total salaries. Gov. Buildings: 16,786.03 total salaries. Dir. Equalization: 37,139.34 total salaries. Reg. of Deeds: 17,320.00 total salaries. Veterans Service: 8,666.20 total salaries. Sheriff: 71,168.93 total salaries; Rusty Mathews 2,046.33 step increase. Co. Jail: 79,539.67 total salaries. Care of the Poor: 4,032.65 total salaries. County Nurse: 3,886.66 total salaries. Co. Park: 7,646.88 total salaries. Ag. Bldg.: 8,377.93 total salaries. Co. Extension: 8,205.95 total salaries. Weed Control: 7,970.32 total salaries. Planning Board: 344.28 total salaries. Road & Bridge: 75,185.47 total salaries. Emergency Management: 11,152.09 total salaries. Crime Victim: 5,488.60 total salaries. W.I.C.: 3,881.21 total salaries. Total: 449,981.65. Breakdown of withholding amounts which are included in the above: S.D. Retirement 41,053.52; S.D. Retirement 351.80 spouse option; S.D. Supplemental Retire.1,715.00 suppl. retire.; Wellmark 53,408.74 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,684.56 ins.; Avesis 612.77 ins.; Nationwide Retire. Sol. 214.29 suppl. retire.; AFSCME Local #2488 330.30 employee union dues; AFLAC 2,525.75 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,527.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 12,129.94 employee payments; Cod. Co. Treasurer 34,470.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 33,352.81 federal withholding; ReliaBank Dakota 51,919.42 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

OPERATING CASH TRANSFER
Motion by Hanten, second by Johnson, to transfer operating cash from the General Fund to the Road and Bridge Fund, as previously budgeted, in the amount of $379,400.00; all present voted aye; motion carried.

EMPLOYEE FLU SHOTS
Motion by Johnson, second by McElhany, to authorize payment of employees flu shots in the office of the Codington County Community Health Nurse; all present voted aye; motion carried.

EXECUTIVE SESSION
Motion by Hanten, second by McElhany, to enter into executive session at 10:05 a.m., to discuss contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:41 a.m., no action was taken. Human Resource Officer, Terry Satterlee, was present for executive session.

2014 BUDGET ADOPTION
The Board held a public hearing, as previously advertised, to offer public comment on the 2014 Provisional Budget. No persons appeared to address the Board regarding the proposed budget. Chairman Brinkman turned to the Board for discussion of the Provisional Budget. A motion was made by Heller, to appropriate $250,000.00 in the Courthouse/Jail Building Fund for fixtures and furnishings for the Detention Center in the existing building or a new facility. The Board discussed the provision for including funding, for such fixtures and furnishing, in any bond issue the County would enter into; or transferring cash from the General Fund at a time when the need would become necessary. Commissioner Heller withdrew his motion. A motion was made by Commissioner Hanten, second by

Commissioner Heller, to approve the Provisional Budget as the Annual Budget and subsequently Budget Resolution 2013-24. Subsequent motion by Commissioner Johnson, second by Commissioner Heller, to decrease the line item in the General Fund under Domestic Abuse for the Watertown Resource Center from $20,000.00 to $15,000.00. Commissioner Hanten spoke in favor of leaving the funding at $20,000.00 as the Resource Center has no clear indication if grants will be available for future funding of the Center. Upon vote of the Board on Commissioner Johnson's motion; Heller and Johnson voted aye; McElhany, Brinkman, and Hanten voted no; motion failed. Discussion was held regarding the wages budgeted for within each department and the possibility that wage increases in 2014 may or may not reach the amounts budgeted by each department head. The Board did not take action to change the budget appropriations for wages, within the Provisional Budget, and noted the amounts budgeted do not necessarily indicate the amounts that wages may be increased for 2014. Discussion was also held regarding the effect of the "Affordable Care Act" on the Care of the Poor budget. Upon vote of Commissioner Hanten's motion to approve the 2014 Provisional Budget; all present voted aye; motion carried.

RESOLUTION 2013-24

Adoption of Annual Budget for Codington County, South Dakota.

WHEREAS, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations, and additions have been made thereto,

NOW THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates, and all matters therein set forth, shall be approved and adopted as the annual budget of the appropriations and expenditures for Codington County, South Dakota and all its institutions and agencies for calendar year January 1, 2014 and ending December 31, 2014, and the same is hereby approved and adopted by the Board of County Commissioners of Codington County, South Dakota, this 24th day of September, 2013. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Codington County, South Dakota. The accompanying taxes are levied by Codington County for the year January 1, 2014 through December 31, 2014.

The above and foregoing resolution was moved for adoption by Commissioner Hanten, second by Commissioner Heller, and upon vote of the Board, all present voted aye; motion carried.

Board of County Commissioners of Codington County, South Dakota.

Elmer P. Brinkman
Chairman

Myron Johnson

Brenda Hanten

Codington County, September 24, 2013

George Heller

Tyler McElhany

ATTEST:

Cindy Brugman
County Auditor

County tax levies within limited levy: General County Purposes $7,220,428.00, $3.68 $'s/1,000.00, total taxes levied by Codington County. As of September 24th, 2013, these levies are not approved by the S.D. Dept. of Revenue & Regulation.

AUTOMATIC BUDGET SUPPLEMENTS
Motion by Johnson, second by McElhany, to approve an automatic budget supplement in the amount of $26,250.00, with CDBG reimbursement funds, to the Commissioners expenditure budget; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by McElhany, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Auditor, Cindy Brugman; Total Vote Task Force meeting in Pierre. Auditor, Cindy Brugman; Election School in Sioux Falls.

PERSONNEL CHANGES
Motion by McElhany, second by Hanten, to approve the following personnel changes; all present voted aye; motion carried: Auditor's Accounts Payable Clerk, Debbie Melville; anniversary step increase, from step 6/$16.07 per hour to step 7/$16.58 per hour; effective date October 15th, 2013, submitted and approved by Auditor, Cindy Brugman. Deputy Sheriff, Russell Mathews; anniversary step increase, from step 4/$21.26 per hour to step 5/$21.99 per hour; effective date September 15th, 2013, submitted and approved by Sheriff, Toby Wishard.

BUILDING STUDY
Commissioner Heller noted there is a meeting of the Building Study Committee today at 3:30 p.m., in the office of the County Commissioners. Recently appointed community leaders committee members will be in attendance at this meeting along with members of this Board, Sheriff Wishard, Judge Timm, and Mark Aspaas from Architecture Inc.

OTHER MATTERS
Commissioner Hanten reported on the Governmental Affairs meeting she recently attended. Commissioner Johnson reported on the Veterans Committee meeting he attended at the SDACC convention in Spearfish.

PROPERTY TAXES – DEVON REEVE
Devon Reeve appeared before the Board to discuss his property tax increase from one year to another. Commissioner Brinkman suggested that Mr. Reeve appeal his property assessment to the local Board of Equalization, at the designated time, if he does not agree with the valuation on his property.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 11:21 a.m., until 9:00 a.m., Tuesday, October 1st, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., October 1st, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of September 24th, 2013.**

3. **9:00 a.m., Public hearing and action to adopt a formal supplement to the Courthouse Building Fund in the amount of $49,000.00**

4. **Monthly reports**
   a. **Extension**
   b. **Health**
   c. **Veterans Service**
   d. **Weed**
   e. **Welfare**

5. **Action to approve R.O.W. documents for County Road 20-3 project**

6. **Action to correct Resolution 2013-24 for County tax levy pay 2014**

7. **Action to authorize the purchase of computers for the Treasurer's office as previously budgeted**

8. **Action to approve the FFY2014 Emergency Management State and Local Agreement**

9. **Discussion/action on sealed bids submitted on unsold tax deed property**

10. **Action to approve claims for payment**

11. **Discussion with Emergency Management Director, Jim Sutton, regarding the County Burn Ban Ordinance**

12. **Discussion regarding ownership/title of Sunchase property**

13. **Action to approve automatic budget supplements**

14. **Action to approve travel requests**
    a. **Highway Supt., Loss Control Conference**
    b. **Weed Supervisor, Loss Control Conference**
    c. **Emergency Management Director, State Emergency Management training**
    d. **Emergency Management Director, Homeland Security Senior Advisory Committee Meeting**

15. **Action to approve personnel changes**

16. **Old Business**

17. **New Business**

18. **Open**

19. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

20. **Action to enter into Executive session**

21. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, October 8th, 2013, at the Codington County Courthouse**

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

October 1, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 1st, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by McElhany, to approve the minutes of September 24th, 2013; all present voted aye; motion carried.

COUTHOUSE BUILDING FUND FORMAL BUDGET SUPPLEMENT

The Board held a public hearing, as previously advertised, for a formal supplement to the Courthouse Building expenditure budget. Motion by McElhany, second by Johnson, to approve a formal supplement to the Courthouse Building expenditure budget in the amount of $48,000.00 to reflect the available cash balance in the Courthouse Building Fund. Chairman Brinkman asked for comments from the public. No persons were present to comment during this hearing. Upon vote of the Board; all present voted aye; motion carried.

MONTHLY REPORTS

SDSU 4-H/Youth Program Advisor, Jodi Loehrer, reported the following items: the new 4-H year begins October 1st; National 4-H Week is October 6th through October 12th; records books and award applications will be judged in the middle of October; and the 4-H recognition event is scheduled for November 3rd. Current 4-H membership is approximately 285 – 290 with many more youth affected by the various programs offered throughout the year. Ms. Loehrer advised the Board they will be receiving an evaluation survey to complete regarding her performance as the SDSU 4-H/Youth Program Advisor. **Regional Extension Specialist, Paul Johnson,** reported the annual election of the Regional Office Coordinator has taken place with Nikki Prosch, Nutrition & Physical Health Field Specialist, elected as coordinator for the coming year. Mr. Johnson also reported on the activities of the Regional Field Specialists. **Community Health Nurse, Karla Moes,** who could not be present for this meeting provided the Board with a written report containing information on the following: going live with SDWIC-IT; the arrival of flu vaccine; school screenings; services provided in Roberts County; office assistance from Hamlin and Clark counties; and participation in a P.O.D. clinic on September 26th at the Watertown Middle School. **Veterans Service Officer, Al Janzen,** reported 8 trips with 16 riders in the month of September. Mr. Janzen attended Veterans Court training and was approached to be the coordinator for the "Mentor Program" for Veterans. Mr. Janzen will be required to attend a training class in Washington, DC in order to qualify for the position of "Mentor Coordinator," which is a voluntary position. Mr. Janzen will apply for grant funds to assist with the cost of this training. Mr. Janzen also attended the ribbon cutting ceremony for the National Guard Readiness Training Center. **Weed Supervisor, Steve Molengraaf,** reported fall weed spraying is currently underway and the contract for the State roads has been fulfilled. Mr. Molengraaf has drafted and mailed a letter to property owners, who previously had weed problems on their properties, outlining the procedures and laws pertaining to the control of noxious weeds in South Dakota. Mr. Molengraaf noted the annual district weed meeting is scheduled for November 4th in Stratford and any County Commissioners are invited to attend. Mr.

Molengraaf also reported on the West Nile Conference he recently attended. **Welfare Director, Sarah Petersen,** submitted the following statistics for the time period September 3rd through October 1st, 2013: 5 applications; with 2 approved for County assistance; 2 denials; 1 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $337.01 for pharmacy and rent; 1 active medical case and 1 medical application pending decision. Total Credits: 2,926.49. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of August were a savings of $7,642.57 with 240 people utilizing the program. Ms. Petersen also reported on the following items: the recently held "Stand Down for Veterans;" Fall Convention; and the creation of a Catastrophic Medical advisory board. Ms. Petersen's will speak at the Juvenile Corrections State meeting on poverty and her nomination to the NACO Health and Human Services Steering Committee has been approved.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS

Motion by Hanten, second by McElhany, to authorize the Chairman to sign a temporary easement agreement with Joseph and Janet Bevers in the amount of $25.48, for .23 acres of pasture land for the County Road 20-3 project; all present voted aye; motion carried.

TAX LEVY PAY 2014 RESOLUTION CORRECTION

Motion by Hanten, second by McElhany, to correction resolution 2013-24 to reflect the County tax levy at 3.68 instead of the amount previously adopted of 3.584, which reflected a typographical error; all present voted aye; motion carried.

TREASURERS' OFFICE COMPTUER EQUIPMENT

Motion by Johnson, second by McElhany, to approve the purchase of five computers, software, and set up, for the Treasurer's office as previously budgeted; all present voted aye; motion carried.

SEALED BIDS ON UNSOLD TAX DEED PROPERTY

The Board received two sealed bids for a parcel of property which did not sell at a Tax Deed property public auction held on August 13th, 2013. The following bids were opened and announced at the Board's meeting on Tuesday, September 24th, for property record #14791, the S5' of Lot 18, Block 2, Haan's First Addition.

Darla Estwick	$130.00
Richard Riley	$100.00

Commissioner Hanten advised the Board that after conducting research on the type of title the County will provide for the purchase of Tax Deed property, and after contacting Assistant States Attorney, Tom Burns, the following determination was made: The County will issue a "Quit Claim Deed" for Tax Deed property purchases and the County will not pay for any title searches for Tax Deed property purchases. Motion by Johnson, second by McElhany, to accept the bid of $130.00 from Darla Estwick for Tax Deed property record #14791 and to authorize the Auditor to prepare a quit claim deed upon receipt of $130.00 from Darla Estwick; all present voted aye; motion carried.

FFY2014 EMERGENCY MANAGEMENT STATE AND LOCAL AGREEMENT

Emergency Management Director, Jim Sutton, presented to the Board, and briefly reviewed the FFY2014 Emergency Management State and Local Agreement (SLA). Motion by Heller, second by McElhany, to authorize the Chairman to sign the FFY2014, Emergency Management, State and Local Agreement between the State of South Dakota and Codington County, as requested by Emergency Management Director, Jim Sutton, all present voted aye; motion carried.

EMERGENCY MANAGEMENT DIRECTOR CERTIFICATE OF APPRECIATION

Chairman Brinkman presented Emergency Management Director, Jim Sutton, with an "Operation Timber Strike" certificate of appreciation from Mike T. Huether, Mayor of the City of Sioux Falls. This certificate was presented to Mr. Sutton for his dedication, sacrifice, and public service to the citizens of Sioux Falls in their time of need during and after the April 9, 2013, ice storm.

BURN BAN DISCUSSION

Emergency Management Director, Jim Sutton, advised the Board that he has spoken with the majority of the local fire chiefs and the general consensus is that it would be premature at this time to enact the County's burn ban ordinance. Mr. Sutton noted that his recommendation, and the recommendation of all local Fire Chief's, is that all controlled burns be reported, beforehand, to the Watertown Police Dept.

CLAIMS APPROVED

Motion by McElhany, second by Hanten, to approve payment of the following FEMA Office guard duty claims; all present voted aye; motion carried: Charles Carbonneau 810.00, David Curtis 1,552.50, David Gibbs 1,620.00, Michael Gubka 2,857.50, Bradford Howell 1,620.00, Russell Mathews 2,160.00, Scott McMahon 540.00, Jerrod Olson 3,240.00, Keith Olson 1,620.00, Adam Reeves 1,035.00, Tracy Schaefer 270.00, Trever Schimmel 1,620.00, Timothy Toomey 225.00, John O. Weber 2,340.00, Toby S. Wishard 1,305.00, James Wollan 540.00.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session at 9:43 a.m., to discuss contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 9:51 a.m., action was taken.

SUNCHASE PROPERTY PURCHASE

Motion by Hanten, second by Johnson, to purchase and title the Sunchase property as tenants in common with the City of Watertown based proportionally on the purchase price amount paid by each party, the County and the City, and to enter into a Memorandum of Understanding with the City for the upkeep and maintenance (snow removal and paving), liability insurance, and all other typical overhead costs pertaining to the aforementioned property; all present voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENTS

Motion by Johnson, second by McElhany, to approve an automatic budget supplement in the amount of $23,355.00, with FEMA reimbursement funds, to the Emergency Management expenditure budget; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Heller, to approve the following travel request; all present voted aye; motion carried: Veterans Service Officer, Veterans Court Mentor Coordinator training in Washington, DC. Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Highway Supt. and Weed Supervisor, Safety & Loss Control Conference in Mitchell; and Emergency Management Director, Emergency Management training in Pierre and Homeland Security Senior Advisory Committee meeting in Pierre.

BUILDING STUDY

Commissioner Heller noted the next meeting of the Building Study Committee is scheduled for 3:30 p.m., Tuesday, October 15th, in the Commissioners Chambers at the Courthouse.

EXECUTIVE SESSION

Motion by McElhany, second by Hanten, to enter into executive session at 10:01 a.m., to discuss union contract negotiations, personnel, and Courthouse contractual matters; all present voted aye; motion carried. The Board returned to regular session at 10:53 a.m. Human Resource Director, Terry Satterlee and Facilities Manager, Milo Ford were present for executive session at varying times. Action was taken.

MEMORIAL PARK CAMPGROUND MANAGER

Motion by Johnson, second by McElhany, to authorize the advertisement of the position of Memorial Park Campground Manager; all present voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:54 a.m., until 9:00 a.m., Tuesday, October 8th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., October 8th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of October 1st, 2013.
3. Monthly reports
   a. Auditor
   b. Director of Equalization
4. Action on a request from Hy-Vee Food Store to allow wine sampling at the Extension Center Complex during a Chamber event
5. Discussion/action regarding the proposed purchase of two trucks for the Highway Dept. from SD Surplus Agency
6. Action to approve the Auditor's Account with the Treasurer; note monthly Register of Deeds fees; and note General Fund surplus cash analysis report as of 9/30/2013
7. Action to approve claims for payment
8. Action to declare radios surplus as part of a radio collection project through the SD Public Safety Communications Council
9. Action to approve purchase of a storage shed for the Courthouse
10. Action to approve R.O.W. agreements for County Road 20-3 project
11. Action to approve fees not covered by statute
12. Note closure of County offices on Monday, October 14th, "Native Americans Day"
13. Action to approve automatic budget supplements
14. Action to approve travel requests
    a. Facility Manager, Loss Control and Safety Conference
15. Action to approve personnel changes
    a. Director of Equalization Clerk, Barb Martenson, anniversary step increase
16. Old Business
17. New Business
18. Open
19. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center
20. Action to enter into Executive session
21. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, October 15th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

October 8, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 8th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of October 1st, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Auditor, Cindy Brugman, reported on tax levy preparation and a mass mailing to inactive voters.
Director of Equalization, Shawna Constant, reported the Appraisal staff is finishing up in the reappraisal area; the Office staff are working on flooded farmland applications, tax exempt applications, and entering sales data for submission to the Dept. of Revenue.

HYVEE FOOD STORE HOLIDAY SHOWCASE
Kim Nichols, representing the local HyVee Foods Store, met with the Board to request authorization to sample wine and spirits at Hy-Vee's Holiday Showcase to be held at the Codington County Extension Center Complex on November 7, 2013. Motion by Johnson, second by Hanten, to approve the request as presented by Ms. Nichols; all present vote aye; motion carried.

HIGHWAY DEPT. TRUCK
Motion by Johnson, second by Hanten, to authorize the purchase of a 2002 Ford F450 Super Duty XL, from SD Federal Surplus in the amount of $15,500.00, to replace a 1987 Dodge service truck as budgeted and requested by Highway Supt., Rick Small, all present voted aye; motion carried.

COMMISSIONER EXCUSED
Commissioner McElhany was excused at 9:08.

AUDITORS ACCOUNT W/ TREASURER AND REGISTER OF DEEDS FEES
Motion by Johnson, second by Heller, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of September, 2013, all present voted aye; motion carried.

Cash on hand	$	9,214.58
Checks in Treasurers' possession		
less than 3 days	$	114,070.54
Credit Card Charges	$	1,328.58
Cash Items	$	0.55
TOTAL CASH ASSETS ON HAND	$	124,614.25
RECONCILED CHECKING		
Great Western Bank Checking (Memorial Park)	$	355.04

Reliabank Dakota	$12,190,236.31
INVESTMENTS	
SD Public Funds Investment	$ 6,969.90
CERTIFICATES OF DEPOSIT	
Home Federal Bank	$ 400,000.00
TOTAL CASH ASSETS	$12,722,175.50
General Ledger Cash Balance by Funds:	
General	$ 6,838,260.97
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,466,514.97
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 906,987.71
(schools 342,574.77, townships 42,195.54; city/towns 71,991.65)	
TOTAL GENERAL LEDGER CASH	$12,722,175.50

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in September were in the amount of $38,364.50; with $2,080.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

GENERAL FUND SURPLUS ANALYSIS

The Board noted the General Fund Surplus Analysis is 28%, as of September 30, 2013.

CLAIMS

Motion by Heller, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: A-1 Porta Pros, Inc 250.00 Svc, Accreditation, Audit And 150.00 Train, AP Auto Pros 225.78 Rep, AT&T Mobility 115.60 Util, AT&T Mobility 71.49 Utilities, Valerie Barnes 20.00 Wit, Batteries Unlimited 90.00 Repairs/Maint., Beadle Inc 30.00 Svc, Gwendolyn Benck 64.80 Jury, Cynthia Bergsbaken 52.22 Jury, Best Western - Pierre 2156.00 Trav, Best Western Of Huron 294.00 Trav, Christopher Biewer 10.74 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2476.35 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 2251.30 Svc, Brevik Law Office Prof LLC 260.26 Svc, Brian's Glass & Door Inc. 230.00 Repairs/Maint., Elmer Brinkman 610.34 Trav, Kristi Bronson 12.22 Jury, Brown Clinic - Main 27.00 Svc, Cindy Brugman 26.00 Trav, Ross Burchatz 10.74 Jury, Burns Law Office 5200.00 Svc, Butler Machinery 30.77 Sup, Butler Machinery 2430.96 Supplies, Carquest Auto Parts 53.71 Supplies, Carrico Law Prof. LLC 524.80 Svc, Cartney Bearing & Supply 33.91 Repairs/Maint., Cass-Clay Creamery 1303.88 Sup, Cedar Shore Resort 364.00 Trav, Centurylink 657.61 Util, Centurylink 13.39 Util, Centurylink 85.28 Svc, Chuck's Bike & Lock Shop 52.85 Rep, Codington County Sheriff 208.06 Reimb, Denise Cody 45.00 Svc, Cole Papers, Inc. 2665.51 Sup, Compass Counseling 1550.00 Svc, Connecting Point Computer Cent 1929.40 Maint, Conserv Flag Co 213.84 Sup, Shawna Constant 155.00 Trav, Matthew Cordell 17.40 Jury, County Fair Foods 71.96 Sup, Creative Rewards 100.00 Sup, Creative Visions 53.95 Svc, Credit Bureau Of Watertown Inc 1000.62 Pmt, Crescent Electric Supply Co. 368.44 Rep, Culligan Water Conditioning 198.75 Sup, David Curtis 40.00 Cell, D K Diesel 37.44 Repairs/Maint., Danko Emergency Equipment Co 150.87 Equip, Data Truck 39.99 Util, Delyle's South 81 Service Inc 1660.38 Rep, Bimbo Foods, Inc 754.99 Sup, East Dakota Water Development 930.92 September Apportionment, Electric Motors & Moore, Inc. 42.00 Repairs/Maint., Elite Signs & Graphix 390.11 Mach, EMC Insurance Companies 67.00 Ins, John Engels 40.00 Cell, Robert Engels 11.48 Jury, Engelstad Electric Co. 1269.59 Rep, F.J. McLaughlin 892.17 Supplies, Family Dental Center 180.00 Svc, Farnams Genuine Parts 5.49 Sup, Farnams Genuine Parts 104.43 Supplies, Lori Fiebelkorn 13.70 Jury, First District Assn Of Lcl Gov 7739.89 Svc, Allison Forbush 155.00 Trav, Milo Ford 5.00 Trav, Fox & Youngberg, P.C. 350.48 Svc, FSL Auction 200.00 Ref, Gloria Gallisath 51.48 Jury, Galls, An Aramark Company 471.25 Sup, GCR Tire Center 16.00 Repairs/Maint., GCR Tire Center 28.25 Rep, Genoa Healthcare/Watertown 85.72 Sup, David Gibbs 40.00 Cell, Tana Gisi 50.74 Jury, Glass Products Inc.

60.48 Sup, Grainger 255.36 Rep, Erica Grant 50.74 Jury, Great Western Bank 160.98 Travel & Conf., Green, Roby, Oviatt, 4699.99 Svc, Michael Gubka 40.00 Cell, Larry Haider 11.48 Jury, Mary Hall 12.96 Jury, James Haney 13.70 Jury, Brenda Hanten 703.88 Trav, Lorne Harms 12.22 Jury, Helena Chemical Company 263.75 Sup, Jeff Hershman 25.00 Cell, Ashley Hesse 10.74 Jury, Hillyard Floor Care Supply 162.18 Sup, William Hoff 40.00 Cell, Kristie Hoffman 11.48 Jury, Holiday Inn Spearfish 1217.86 Trav, Brad Howell 40.00 Cell, Nichole Huls 20.00 Wit, Glacial Lakes Humane Society 125.00 Svc, HyVee #1871 Accts Receivable 1810.91 Sup, HyVee #1871 Accts Receivable 400.10 Grant, Interlakes Community Action 986.83 Pmt, Cindy Jastrom 20.00 Wit, Jeff's Vacuum Center 28.50 Rep, Myesha Johnson 20.00 Wit, Myron Johnson 437.00 Trav, Paul Johnson 583.33 Svc, Scott Jongbloed 500.00 Grant, Jurgens Printing 173.00 Sup, Jurgens Printing 47.00 Grant, Robbie Jurgens 11.48 Jury, Marty Karnopp 209.26 Trav, Allison Keeler 13.70 Jury, Kennedy, Pier & Knoff LLP 146.80 Svc, Kipp R. & Melissa A. Jurgens 953.16 Supplies, Joan Kittelson 15.00 Svc, Rodney Klatt 17.40 Jury, Lake Area Child Protection 20.00 Dues, J.H. Larson Electrical Co. 153.64 Rep, Ronald Lawrence 11.48 Jury, Lawson Products 213.92 Supplies, Leads Online 594.00 Train, Brian Lendt 12.22 Jury, Lewis & Clark Bhs 960.00 Svc, Lewno Law Office 598.34 Svc, Lincoln Co Treasurer 18.00 Svc, Kathleen Lindner 18.14 Jury, Karen Livingston 190.00 Asst, Jodi Loehrer 25.00 Cell, Kari Lohr 13.70 Jury, Phyllis Lutz 51.48 Jury, Danielle Maag 23.32 Jury, Kelly Maag 11.48 Jury, Mac's Inc 120.08 Supplies, Mac's Inc. 39.51 Rep, Mahowald's 93.49 Rep, Marco, Inc 354.40 Rent, Mark's Auto 117.17 Rep, Marshall & Swift/Boeckh, LLC 1658.30 Maint, Sandra Matejek 10.74 Jury, Russell Mathews 40.00 Cell, Tyler McElhany 355.71 Trav, Eric McNames 17.40 Jury, Menards 330.65 Rep, Menards 27.80 Supplies, Midcontinent Communications 275.00 Util, Milbank Communications 132.00 Supplies, Moe Oil Company 630.65 Supplies, Steve Molengraaf 5.00 Trav, Jamie Monson 12.50 Cell, Municipal Utilities 12135.01 Util, Municipal Utilities 341.21 Utilities, Northwestern Energy 118.12 Utilities, Yanira Novoa 150.00 Svc, ODB Company 1677.75 Supplies, Office Peeps, Inc. 1745.35 Sup, Office Peeps 35.78 Supplies, Bruce Olson 20.00 Wit, Jerrod Olson 40.00 Cell, Ottertail Power Co, 23.72 Utilities, Michelle Pederson 155.00 Trav, Pennington County Sheriff 390.60 Trav, Sarah Petersen 71.00 Trav, Gene Peterson 10.74 Jury, PMB 0112 230.32 Util, Prairie Lakes Health Care Cent 7823.26 Pmt, Brittany Pribbenow 20.00 Wit, Print Em Now 244.00 Supplies, Print 'Em Now 240.00 Sup, ProBuild 231.85 Rep, Sheila Raml 11.48 Jury, Redlinger Bros. 29.75 Rep, Adam Reeves 40.00 Cell, Richard & Mary M. Simonton 10.48 Repairs/Maint., Sandra Richmond 10.00 Jury, Brian Richter 40.00 Cell, Wm Rieffenberger 11.48 Jury, Roger's Auto Sales And Salvage 135.00 Repairs/Maint., Robert Rogers 24.80 Jury, Ron's Saw Shop 390.30 Rep, Don Rowland 1400.00 Grant, Runnings 18.38 Sup, Runnings Farm & Fleet 8.76 Repairs/Maint., Dawn Russell 1019.60 Svc, Safety Benefits 130.00 Reg, Safety Benefits Inc. 65.00 Travel & Conf., Terrance Satterlee 1500.00 Svc, Lila Schaefer 52.22 Jury, Harvey Schneider 52.96 Jury, Schrader's 396.00 Sup, SD Attorney General's Office 223.00 Pmt, SD Dept Of Legislative Audit 18628.00 Audit, SD Department Of Revenue 1359.00 Svc, SD State Treasurer 387742.17 October Remittance, SDACO 1008.00 Sep M&P Relief, SDN Communications 516.12 Util, SDSU Print Lab 322.45 Sup, Melissa Sears 155.00 Trav, Securus Technologies 2800.00 Sup, Senske Construction 6966.93 Const, Service Signs, Inc 66.33 Rep, Sheehan Equipment 31.05 Repairs/Maint., Shepherd Reporting LLC 90.00 Svc, Shreves Law Office 200.25 Svc, Sioux Valley Coop 743.11 Fuel, Sioux Valley Coop 5984.11 Fuel, Sioux Valley Coop 5789.90 Supplies, South Shore Gazette 674.85 Pub, Spears Law Office 420.00 Svc, Jennie Spooner 10.74 Jury, Star Laundry 107.50 Supplies, Star Laundry 38.63 Sup, SD Cle, Inc 625.00 Sup, Connie Stoebner 155.80 Svc, Patricia Strohfus 10.74 Jury, Sturdevant's Auto Parts 50.00 Supplies, James Sutton 83.00 Trav, Sutton Law Office Pc 11041.12 Svc, Karen Swanda 60.00 Svc, Scott Swanson 25.00 Cell, Swift County Sheriff's Office 97.00 Svc, Thomas Tacy 10.00 Jury, Technicolor Screen Printing 534.00 Sup, Heidi Thorson 407.56 Trav, Thurman Law Office 184.10 Svc, Todd Warne 1.54 Repairs/Maint., Ordean Torgerson 13.70 Jury, Toshiba Financial Services 392.52 Rent, Trav's Outfitter Inc 709.92 Sup, Truenorth Steel 456.78 Supplies, Lee Trumm 150.00 Equip, Mary Tschakert 24.80 Jury, Us Foodservice Inc 9207.00 Sup, Dale Valberg 10.00 Jury, Van Diest Supply Company 24428.60 Sup, Verizon Wireless 192.23 Util, Great Western Bank 942.84 Pmt, TCM/Reliabank Dakota 1554.64 Pmt, Tom Walder 40.00 Cell, Walgreens 147.01 Asst, Walmart

Community 256.90 Pmt, Warne Plumbing & Heating 218.21 Rep, Watertown Ford 539.36 Rep, Watertown Lawn & Garden 145.00 Rep, Watertown Public Opinion 997.47 Pub, Watertown Resource Center 3980.00 3rd Qtr Collections, Westside Animal Clinic Pc 316.61 Svc, Carlton Whetsel 14.44 Jury, James Williams 10.74 Jury, Toby Wishard 40.00 Cell, Cory Wohlleber 10.74 Jury, Eric Woolworth 41.00 Ref, Wow! Business 377.38 Util, Wow! 49.95 Utilities, Watertown Landfill 3.45 Maint, Wtn Optimist Club 130.00 Dues, WW Tire Service Inc. 1570.00 Supplies, Yankton Co. Sheriff 125.00 Svc, Patricia Yetter 50.74 Jury, Zep Sales & Service 296.70 Supplies.

SURPLUS RADIO EQUIPMENT

Motion by Hanten, second by Heller, to declare the following Emergency Management fixed assets surplus, to be sent to Pierre as part of a radio collection project conducted by the SD Public Safety Communications Council. The purpose of this program is to inventory radios that are assigned to the state digital network and remove those that are no longer in working order or no longer being used to access the state digital network but are taking up identification space on the system. Upon vote of the Board; all present voted aye; motion carried: GEN01371, EF Johnson portable radio s/n 13153; GEN01374, EF Johnson portable radio s/n 14044; and GEN01375, EF Johnson portable radio s/n 11004.

COURTHOUSE STORAGE SHED

Motion by Hanten, second by Johnson, to approve the purchase of a 10x12 storage building, in the amount of $2,365.00, for use at the Courthouse, as budgeted and requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS

Motion by Johnson, second by Hanten, to authorize the Chairman to sign a temporary easement agreement with Todd & Connie Fuerstenau in the amount of $177.82; for 1.1 acres of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by Johnson, second by Heller, to authorize the Chairman to sign a temporary easement agreement with Karl Kuhlman in the amount of $161.65; for 1 acre of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by Hanten, second by Heller, to authorize the Chairman to sign a temporary easement agreement with Donald & Lyndren Kuhlman in the amount of $226.31; for 1.4 acres of land for the County Road 20-3 project; all present voted aye; motion carried.

FEES NOT COVERED BY STATUTE

Motion by Hanten, second by Johnson, to approve the following change in fees as submitted by the Sheriff's Office:

.25 per page for documents emailed to the Sheriff's Office
$65.00 per day inmate cost with $25.00 paid by the inmate and $40.00 paid by the contracting County.

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

HOLIDAY CLOSING

The Board noted the Courthouse and all County Offices will be closed on Monday, October 14th, 2013, in observance of Native Americans' Day.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Facility Manager, Safety Conference, in Mitchell.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel change; all present voted aye; motion carried: Director of Equalization Clerk, Barb Martenson; anniversary step increase from step 6/$16.07 per hour to step 7/$16.58 per hour; effective date 10/15/2013; submitted and approved by Director of Equalization, Shawna Constant.

BUILDING STUDY

Discussion was held regarding available property south of the airport, currently owned by the City, for the County's proposed building project.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 9:29 a.m., until 9:00 a.m., Tuesday, October 15th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., October 15th, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of October 8th, 2013.**

3. **Monthly reports**
   a. **Highway Supt.**
   b. **Facilities Manager**

4. **Discussion/action regarding Countywide signing project for 2015**

5. **Action to approve claims for payment**

6. **Action to approve R.O.W. agreements for County Road 20-3 project**

7. **Action to approve automatic budget supplements**
   a. **POD grant reimbursement $2,347.10**
   b. **FEMA security guard reimbursement $51,727.50**

8. **Action to approve travel requests**
   a. **Weed & Pest staff, District Meeting in Stratford, SD**
   b. **Emergency Management Director, Safety and Loss Control Conference in Mitchell**

9. **Action to approve personnel changes**

10. **Old Business**

11. **New Business**

12. **Open**

13. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

14. **Action to enter into Executive session**

15. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, October 22nd, 2013, at the Codington County Courthouse**

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

October 15, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 15th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of October 8th, 2013; all present voted aye; motion carried.

CLAIMS APPROVED

Motion by McElhany, second by Heller, to approve for payment the following claims; all present voted aye; motion carried: Scott Bohls 4320.00 FEMA, Cindy Brugman 170.30 Trav, David Curtis 1620.00 FEMA, Dakota Storage Buildings 2365.00 Bldg, David Gibbs 1080.00 FEMA, Michael Gubka 3510.00 FEMA, Bradford Howell 7267.50 FEMA, Russell Mathews 2700.00 FEMA, Scott McMahon 1890.00 FEMA, Lee McPeek 945.00 FEMA, Jerrod Olson 7920.00 FEMA, Keith Olson 2385.00 FEMA, Adam Reeves 5175.00 FEMA, Ryan Remmers 675.00 FEMA, Tracy Schaefer 1575.00 FEMA, Trever Schimmel 6210.00 FEMA, Timothy Toomey 1035.00 FEMA, John O Weber 2070.00 FEMA, Toby S Wishard 1350.00 FEMA.

SURPLUS SUPPLIES

Motion by McElhany, second by Hanten, to donate several pieces of old surplus bridge lumber, per the recommendation of Highway Supt., Rick Small, to Joy Ranch for a project underway at that facility; all present voted aye; motion carried

MONTHLY REPORTS

Highway Supt., Rick Small, reported mowing is being finished up; SRF has visited a number of sites in the County in relation to the Master Transportation Plan Study for Codington County; and the County has an opportunity to join with the City in a pictometry project. **Facilities Manager, Milo Ford,** reported Memorial Park is being winterized and noted his staff has been assisting with the Dorm 2 project at the Detention Center.

2015 HIGHWAY SIGNING PROJECT

Highway Supt., Rick Small, advised the Board that the original documentation from June 2010, for a County-wide signing project projected for 2015, was at an estimated cost of $500,000.00 for County roads only. Since that time 13 Townships and 2 Towns in the County have signed onto the project bringing the estimated cost to $1,490,000.00. This project is projected for completion in 2015 and is fully funded by Federal Safety Highway dollars. Motion by Hanten, second by Johnson, to authorize the Chairman to sign a work order, for consultant services related to this project, with Aason Engineering; all present voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT
Motion by McElhany, second by Hanten, to approve automatic budget supplements to the Emergency Management expenditure budget in the amounts of $2,347.10 with POD grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by Johnson, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Weed Dept. Supervisor and seasonal employees; West & Pest District meeting in Stratford, SD. Emergency Management Director; Safety & Loss Control Conference in Mitchell, SD.

BUILDING STUDY
The Board noted a meeting of the Building Project Committee will take place at 3:30 this afternoon in the chambers of the County Commissioners at the Codington County Courthouse.

EXECUTIVE SESSION
Motion by McElhany, second by Hanten, to enter into executive session at 9:24 a.m., to discuss union contract negotiations and a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:18 a.m. No action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:18 a.m., until 9:00 a.m., Tuesday, October 22nd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., October 22nd, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of October 15th, 2013.
3. Action on a request from Angus Palm to sell alcohol at an event at the Extension Center Complex
4. Monthly reports
   a. Emergency Management
   b. Sheriff
5. Action to approve claims for payment
6. Action to authorize a notice of public hearing for a liquor license application
7. Discussion/action regarding a proposal of a combined County/City pictometry capture project
8. Action to approve R.O.W. agreements for County Road 20-3 project
9. Action to approve an abatement application
10. Action to approve computer equipment purchase for Director of Equalization Office as previously budgeted
11. Action on a bid for tax deed property previously unsold at a public auction
12. Action to approve automatic budget supplements
13. Action to approve travel requests
    a. Weed & Pest Supervisor, VanDiest seminar
14. Action to approve personnel changes
15. Note next meeting date of November 5th, 2013
16. Old Business
17. New Business
18. Open
19. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center
20. Action to enter into Executive session
21. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, November 5th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

October 22, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 22nd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of October 15th, 2013; all present voted aye; motion carried.

ANGUS PALM EMPLOYEE EVENT

Matt Sawyer, with Angus Palm, met with the Board to request authorization for the sale of alcohol at an Angus Palm employee holiday party scheduled for December 7th at the Codington County Extension Center Complex. Mr. Sawyer informed the Board that a liquor license, owned by the #1 Casino, will be transferred for this event. Motion by Hanten, second by McElhany, to authorize the sale of alcoholic beverages during the Angus Palm employee holiday party at the Codington County Extension Center Complex on December 7th, 2013. Mr. Sawyer noted security will be on hand and minors, employed by Angus Palm, will not be sold alcoholic beverages. Upon vote of the Board; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported on the following items: status of Homeland Security grant projects submitted to the State of South Dakota; a safety driving course conducted by the SD Highway Patrol for the Search and Rescue team members; travel to a number of state and local meetings in the month of October; the County's three emergency generators were recently serviced and are in good operating condition; Title 6 paper work continues; hosting of a Wild Land Fire Training, November 15th – 17th; the volunteer appreciation dinner; and assisting with recovery efforts in west river South Dakota following an early season blizzard. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending September 30th, 2013 for the Detention Center and Sheriff's Office: average daily inmate population 51.3; bookings 221; $10,680.00 collected in fees for out of county prisoner contracts; $3,945.00 collected in work release fees; $4,398.00 collected in fees for the 24/7 program, $5,842.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 42 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 33 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 446 cases/calls for service; 7 accidents investigated; 92 arrest warrants were served; 293 sets of civil papers served; and a total of 2,376 miles traveled for 10 prisoner transports. Sheriff Wishard also presented the Board with a report of fees collected in the month of September 2013, in the amount of $6,044.60 retained by the County. Sheriff Wishard also updated the Board on the following items: Completion of firearms qualifications; defensive tactics training for deputies and correctional officers; and partnering with the SD Dept. of Public Safety for traffic simulator demonstrations conducted in the schools in Codington County.

CLAIMS APPROVED
Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: City of Watertown $22,779.30 Aug. 911 surcharge collections, National Association of Drug Court $650.00 registration.

RAUVILLE STATION ON SALE LIQUOR LICENSE APPLICATION
Motion by McElhany, second by Johnson, to authorize the Auditor to publish a notice of public hearing for the application of an on sale liquor license submitted by Rauville Station; all present voted aye; motion carried. The public hearing was set for 9:00 a.m., Tuesday, November 12, 2013.

COUNTY/CITY PICTOMETRY CAPTURE PROJECT
The Board held a lengthy discussion on the pros and cons of entering into a joint venture with the City of Watertown for a Pictometry project in the amount of $94,007.50, of which cost would be split 50/50 between the County and the City and expended over a three year period. The Board took comments from the following Department heads who felt the project would benefit operations in their departments: Director of Equalization, Shawna Constant; Zoning Officer, Luke Muller; Highway Supt., Rick Small; Emergency Management Director, Jim Sutton; and Sheriff, Toby Wishard. Motion by McElhany, second by Hanten, to enter into a joint venture with the City of Watertown to participate in the Pictometry flights project; all present voted aye; motion carried.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS
Motion by Johnson, second by McElhany, to authorize the Chairman to sign a temporary easement agreement with Nathan Lakness in the amount of $307.14; for 1.9 acres of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by Johnson, second by Hanten, to authorize the Chairman to sign a temporary easement agreement with Joseph Lakness in the amount of $307.14; for 1.9 acres of land for the County Road 20-3 project; all present voted aye; motion carried.

ABATEMENT
Motion by Johnson, second by Heller, to approve the following abatement; all present voted aye; motion carried: Record #10591, $268.32 abated in property taxes due in 2013. This abatement has been submitted for approval to the City of Watertown and has been approved by the Director of Equalization.

COMPUTER EQUIPMENT PURCHASE
Motion by Hanten, second by McElhany, to approve the purchase of computer equipment, associated software, and installation fees; approximate cost $3,862.50 from Connecting Point; as requested and budgeted, for the Director of Equalization office; all present voted aye; motion carried.

SEALED BID ON UNSOLD TAX DEED PROPERTY
The Board received a sealed bid for a parcel of property which did not sell at a Tax Deed property public auction held on August 13th, 2013. The following bid was opened and announced for property record:

#10586, Lot 3, Block 58, 2nd Railway Add to the City of Watertown
David McElhany $11,400.00 bid submitted

Motion by Heller, second by Johnson, to accept the bid of David McElhany in the amount of $11,400.00. The Board held a discussion regarding the amount of special assessments filed against this property by the City of Watertown for mowing and demolition costs, due in the amount of $11,384.87, including penalties and interest through October 31, 2013. In his bid Mr. McElhany indicated his objective is to build a house on this property. The Board discussed the objective to get the property back on the tax rolls as currently the property is exempt from tax as tax deed property owned by the County. Upon vote of the Board; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Weed Dept. Supervisor; VanDiest 2013 end of the year seminar, in Sioux Falls, SD. Emergency Management Director; Regional meeting in Aberdeen, SD. Veterans Service Officer; training mini conference in Brookings.

MEETING DATE CHANGE
It was noted per previous action there will be no meeting of the Codington County Commissioners on Tuesday, October 29th, 2013 as this is the fifth Tuesday of the month.

BUILDING STUDY
Commissioner Heller informed the Board he has arranged a meeting with Watertown City officials to discuss property owned by the City which may suit the County needs in their search for property upon which to build a new court/detention facility.

EXECUTIVE SESSION
Motion by Hanten, second by Heller, to enter into executive session at 10:19 a.m., to discuss union contract negotiations and a personnel matter; all present voted aye; motion carried. The Board returned to regular session at 11:26 a.m. No action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by McElhany, second by Hanten, to adjourn at 11:26 a.m., until 9:00 a.m., Tuesday, November 5th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., November 5, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of October 22nd, 2013.
3. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare
4. Recognition of Extension Center Staff for assistance during the Sunchase Apartment fire
5. Action to approve a plat resolution of the Grabow Addition in Sec. 2-T119N-R52W
6. Action to approve October salary claims
7. Action to approve a claim for payment
8. Discussion/action to renew employee health insurance coverage and cost sharing for 2014
9. Discussion/action regarding the storage of private docks and boat lifts at Memorial Park
10. Discussion regarding sending an employee to a Lock training course
11. Action to approve R.O.W. agreements for County Road 20-3 project
12. Discussion regarding speakers for the quarterly meeting of the Sioux Valley Commissioners Association
13. Action to approve automatic budget supplements
    a. FEMA reimbursement to Government Buildings and County Park
14. Action to approve travel requests
    a. Emergency Management Director, State EM meeting in Pierre
    b. Facilities Manager, Facility Dude University in Myrtle Beach
15. Action to approve personnel changes
    a. Deputy Sheriff, Scott Bohls, anniversary step increase
16. Note Veterans Day Holiday closure
17. Old Business
18. New Business

19. **Open**

20. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

21. **Action to enter into Executive session**

22. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, November 12th, 2013, at the Codington County Courthouse**

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, Watertown, South Dakota
Codington County Courthouse

November 5, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 5th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of October 22nd, 2013; all present voted aye; motion carried.

EMPLOYEE/STAFF RECOGNITION
Mayor, Steve Thorson, presented a plaque of appreciation to, SDSU 4-H/Youth Program Advisor, Jodi Loehrer, and Ag. Building Lead Maintenance, Bryan Bleeker, for their assistance with the evacuation of residents of the Sunchase Apartment complex due to a fire on the evening of Tuesday, August 6th.

BUILDING PROJECT SITES
Mayor, Steve Thorson, briefly met with the Board to discuss two potential sites for a proposed County building project and the possibility of conducting a land trade between the County and the City for one of the potential sites.

MONTHLY REPORTS
SDSU 4-H/Youth Program Advisor, Jodi Loehrer, reported on the recently held 4-H recognition event; a strengthening families program; Clover Buds scheduling; a Kid Quest nutrition program; and major events that are scheduled for the Extension Center Complex in the next two months. **Community Health Nurse, Karla Moes,** who could not be present for this meeting submitted a written report covering the following items: flu clinics with 1,364 shots dispersed in the month of October; progression of the new SDWIC-IT system; WIC caseload; an upcoming audit of the operation of WIC in Codington County; a regional staff meeting in Redfield; a conference on breastfeeding; and the shortage of one nurse in the office for most of the month. **Veterans Service Officer, Al Janzen,** reported 10 trips to the V.A. Hospital in Sioux Falls with 27 riders; and a Veterans Day program is scheduled for 10:30 a.m., Monday, November 11th at the Codington County Extension Center complex, with scheduled guest speaker Major General Don Goldhorn, U.S. Army retired. **Weed Dept. Supervisor, Steve Molengraaf and Weed Dept. Manager, Paul Johnson,** reported on the following items: completion of spraying by the middle of October; invoices have been sent out; a district weed meeting and information distributed at that meeting; grant applications; a weed chemical seminar; and a safety and loss conference. Mr. Molengraaf will begin working with the Ag. Building staff as the spraying season has ended. **SDSU Regional Specialist, Paul Johnson,** reported the regional staff are undergoing annual reviews and are planning for winter meetings. **Welfare Director, Sarah Petersen,** submitted the following statistics for the time period October 2 through November 1, 2013: 5 applications; with 1 approved for County assistance; 1 denial; 3 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: $147.01 for pharmacy; 1 active medical case and 1 medical application pending decision. Total Credits: 6,339.74. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of September with a savings of $6,224.14 and 230 people utilizing

the program. Ms. Petersen noted a grant, for which the Welfare Office applied, was granted to an entity in Sequoyah, Alabama. **Zoning Officer, Luke Muller,** advised the Board that next year's South Dakota Planners Conference will be held in Watertown on October 22nd and 23rd, 2014. Mr. Muller noted enforcement letters will be sent out where appropriate to Codington County property owners.

GRABOW ADDITION PLAT RESOLUTION

Zoning Officer, Luke Muller, reviewed the "Grabow Addition" plat with the Board and noted this plat has been approved by the Codington County Planning and Zoning Commission. The Board approved the following plat resolution:

RESOLUTION #2013-27

A Resolution to approve the platting of the "Grabow 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:
Grabow Addition located in Government Lot One of the NE1/4 of Section 2-T119N-R52W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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, second by Commissioner Hanten; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 5th day of November, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-27, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 5th day of November, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

SALARY CLAIMS APPROVED

Motion by Heller, second by Hanten, to approve September salary claims; all present voted aye; motion carried: Commissioners: 9,346.36 total salaries. Auditor: 17,821.27 total salaries; Debbie Melville 1539.41 step increase. Co. Treasurer: 25,614.36 total salaries. States Attorney: 32,378.23 total salaries. Gov. Buildings: 17,797.58 total salaries. Dir. Equalization: 37,705.92 total salaries; Barb Martenson 1382.98 step increase. Reg. of Deeds: 17,224.54 total salaries. Veterans Service: 8,597.64 total salaries. Sheriff: 72,173.14 total salaries; Scott Bohls 3233.18 step increase. Co. Jail: 84,882.54 total salaries; Jennifer Matejek 1459.97 step increase; Matt Blackwelder 2067.97 step increase. Care of the Poor: 4,119.38 total salaries. County Nurse: 3,886.65 total salaries. Co. Park: 5,834.44 total salaries. Ag. Bldg.: 8,186.08 total salaries. Co. Extension: 8,235.01 total salaries. Weed Control: 8,434.60 total salaries. Planning Board: 269.76 total salaries. Road & Bridge: 74,994.94 total salaries. Emergency Management: 9,927.64 total salaries. Crime Victim: 5,488.59 total salaries. W.I.C.: 3,881.20 total salaries. Total: 456,799.87. Breakdown of withholding amounts which are included in the above: S.D. Retirement 41,095.86; S.D. Retirement 351.64 spouse option; S.D. Supplemental Retire.2,015.00 suppl. retire.; Wellmark 55,194.95 ins.; Lincoln Financial Group 446.50 life ins.; Delta Dental 5,582.36 ins.; Avesis 612.77 ins.; Nationwide Retire. Sol. 214.29 suppl. retire.; AFSCME Local #2488 330.30 employee union dues; AFLAC 2,521.05 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,527.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 12,510.94 employee payments; Cod. Co. Treasurer 34,390.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 33794.22 federal withholding; ReliaBank Dakota 52,692.10 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

CLAIM APPROVED

Motion by McElhany, second by Hanten, to approve for payment the following claim; all present voted aye; motion carried: SD D.C.I. $43.25 fee.

EMPLOYEE HEALTH INSURANCE

Motion by Hanten, second by McElhany, to approve the following schedule of employee health insurance premiums as submitted by Wellmark; all present voted aye; motion carried.

Option DN7/CUB Plus - $660.83 single coverage
Option DP4/CUF Primary - $616.02 single coverage
Option DN7/CUB Plus - $1,638.59 family coverage
Option DP4/CUF Primary - $1,406.94 family coverage

Motion by McElhany, second by Hanten, to approve the following cost share for employee health insurance: Single premium to be paid entirely by the County and Family premium split 50/50 between the County and the employee. Upon vote of the Board, all present voted aye; motion carried.

PRIVATE PROPERTY SITTING ON COUNTY PROPERTY

Facilities Manager, Milo Ford, met with the Board to discuss a complaint he has received from a private party regarding private docks and boat lifts sitting on County property at Memorial Park. Mr. Ford informed the Board that privately owned docks and boat lifts have appeared on County owned property on the west side of Memorial Park. Mr. Ford noted the owners of these items are unknown and these items are blocking a public access to Lake Kampeska at this site. The Board authorized Mr. Ford to work with local media to attempt to notify the owners of these items that their private property must be removed from the County's property at Memorial Park.

LOCK TRAINING
Facilities Manager, Milo Ford, met with the Board to discuss sending a County employee to a Lock Training course. Mr. Ford explained the cost to send an employee to such a course would cost approximately $2,500.00 and could save the County costs for lock repairs and maintenance in the long run. The Board indicated they have no opposition to this proposal provided there are adequate budgeted funds to cover the cost of the training. No action was taken at this time.

SIOUX VALLEY COMMISSIONERS ASSOCIATION
The Board discussed potential speakers for the quarterly meeting of the Sioux Valley Commissioners Association to be held on Monday, November 18th, at the Codington County Extension Center Complex.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS
Motion by McElhany, second by Hanten, to authorize the Chairman to sign temporary easement agreements with Myron Kuhlman in the amount of $239.73; for a total of 1.65 acres of land for the County Road 20-3 project; all present voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT
Motion by Hanten, second by McElhany, to approve automatic budget supplements to the Government Buildings budget in the amount of $2,620.94 and to the County Park budget in the amount of $10,483.77, with FEMA reimbursement funds for the June 21st windstorm damages; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by McElhany, second by Johnson, to approve the following travel requests; all present voted aye; motion carried: Emergency Management Director; state E.M. meeting in Pierre. Facilities Manager; Facility Dude University in Myrtle Beach.

PERSONNEL CHANGES
Motion by Hanten, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Deputy Sheriff, Scott Bohls; anniversary step increase; from step 4/$21.26 per hour to step 5/$21.99 per hour; effective date October 15th, 2013; submitted and approved by Sheriff, Toby Wishard.

BUILDING STUDY
Commissioner Heller informed the Board a poll of the Citizens Committee is being taken with regards to which of two sites, available for the County's proposed building project, best will suit the needs of the County and the project. The next meeting of the Citizens Committee is scheduled for Tuesday, November 19th at 3:30 p.m. in the Commissioners chambers.

EXECUTIVE SESSION
Motion by Johnson, second by McElhany, to enter into executive session at 10:23 a.m., to discuss union contract negotiations and a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 11:25 a.m. No action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 11:25 a.m., until 9:00 a.m., Tuesday, November 12th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., November 12, 2013

1. Action to approve agenda and adjust cell phones

2. Action to approve the minutes of November 5th, 2013.

3. Public hearing and action on a liquor license application for Rauville Station

4. Monthly reports
   a. Auditor
   b. Director of Equalization

5. Action to approve the Auditors Account with the Treasurer and note monthly Register of Deeds fees

6. Action to approve claims for payment

7. Action to supplement budgets with Commissioners Contingency
   a. Developmentally Disabled 600.00
   b. Court Appointed Attorney 11,000.00

8. Action on equipment requests
   a. Auditor – computers
   b. Sheriff - routers

9. Action to offer the Memorial Park Managers position and to authorize the Chairman to sign the contract for the same

10. Action to transfer equipment from the Government Buildings Dept. to the Weed Dept.

11. Action to approve R.O.W. agreements for County Road 20-3 project

12. Action to approve automatic budget supplements

13. Action to approve travel requests
   a. Director of Equalization Appraisers, USPAP Course
   b. Emergency Management Director, IMAT meeting/training

14. Action to approve personnel changes

15. Old Business

16. New Business

17. Open

18. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center

19. Action to enter into Executive session

20. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, November 19th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

November 12, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 12th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of November 5th, 2013; all present voted aye; motion carried.

PUBLIC HEARING RAUVILLE STATION LIQUOR LICENSE APPLICATION

The Board held a public hearing, as previously advertised, on an application from Gordon Kliegel, DBA Rauville Station, for an on-sale liquor license. Motion by Johnson, second by McElhany, to approve the application as filed by Mr. Kliegel. Chairman Brinkman asked for comments from the public present for this hearing. No comments were offered. Chairman Brinkman then turned to the Board for further discussion. The Board offered no further discussion on the motion. Upon vote of Commissioner Johnson's motion; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported tax levies for pay 2014 have been sent to the SD Dept. of Revenue for approval and the Auditor's office will be closely monitoring budgets that may need supplementing before the end of 2013. **Director of Equalization, Shawna Constant,** reported the appraisal staff has completed the reappraisal area and is working on the 635 new building permits filed this year before assessment notices can be prepared. The Office staff is finishing up with 2013 sales data.

AUDITORS ACCOUNT W/ TREASURER AND REGISTER OF DEEDS FEES

Motion by McElhany, second by Hanten, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of October, 2013, all present voted aye; motion carried.

Cash on hand	$ 10,755.99
Checks in Treasurers' possession	
less than 3 days	$ 968,188.71
Credit Card Charges	$ 8,822.93
Cash Items	$ 335.55
TOTAL CASH ASSETS ON HAND	$ 988,103.18
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 279.94
Reliabank Dakota	$22,529,079.77
INVESTMENTS	
SD Public Funds Investment	$ 6,970.07
CERTIFICATES OF DEPOSIT	
Home Federal Bank	$ 400,000.00
TOTAL CASH ASSETS	$23,924,432.96

General Ledger Cash Balance by Funds:	
General	$ 9,141,905.55
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,739,686.48
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 9,532,429.08
(schools 7,327,627.03, townships 158,213.56; city/towns 1,573,109.53)	
TOTAL GENERAL LEDGER CASH	$23,924,432.96

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in October were in the amount of $35,635.50; with $2,150.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS APPROVED

Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Accreditation, Audit And 150.00 Train, ABRA SD Watertown 228.19 Rep, Advance Auto Parts 14.89 Sup, Keith Anderson 24.80 Jury, Morris Anderson 10.74 Jury, Norma Anderson 15.00 Svc, Melissa Angermeier 24.80 Jury, Architecture Incorporated 5000.00 Svc, Steven Arnesen 27.76 Jury, AT&T Mobility 131.40 Util, AT&T Mobility 69.38 Utilities, Janice Ausland 50.00 Jury, Austin Law Offices 1607.20 Svc, Kenneth Bailly 10.74 Jury, Bob Barker Co. 983.47 Sup, Douglas Barlow 10.74 Jury, Traci Barse 75.50 Wit, Brent Bass 10.74 Jury, Batteries Unlimited 215.00 Repairs/Maint., Jerry Behnke 12.22 Jury, Margaret Beitelspacher 52.22 Jury, Gwendolyn Benck 64.80 Jury, Roger Benthin 86.00 Rep, Bergh Auction 177.00 Reimb, Cynthia Bergsbaken 52.22 Jury, Best Western Ramkota Hotel 163.98 Travel & Conf., Best Western - Pierre 109.99 Trav, Scott A. Bohls 40.00 Cell, Borns Group 3823.71 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 3141.60 Svc, Brown Clinic Pllp 1170.00 Svc, Brown Clinic - Main 1341.00 Svc, Don Brownell 20.00 Wit, Brenda Buchholz 10.74 Jury, Bullet Sportswear & Graphics 776.00 Unif, Burns Law Office 256.60 Svc, Burns Law Office 2600.00 Svc, Patrick Byer 11.48 Jury, Sarah Cameron 53.70 Jury, Carquest Auto Parts 26.66 Sup, Carquest Auto Parts 12.85 Repairs/Maint., Michael Carter 12.22 Jury, Cashway Lumber Inc. 187.25 Sup, Cass-Clay Creamery 1342.99 Sup, Centurylink 13.39 Util, Centurylink 657.61 Util, Centurylink 85.28 Util, Clark County Sheriff's Office 46.07 Svc, Richard Clark 12.96 Jury, Codington County Highway Dept. 2877.17 Maint, Codington Co. Register Deeds 60.00 Svc, Codington County Treasurer 10.55 Reimb, Codington County Weed & Pest 430.48 Maint, Codington-Clark Electric Coope 81.06 Utilities, Denise Cody 22.50 Svc, Cole Papers, Inc. 2673.77 Rep, Comtronics 313.31 Sup, Connecting Point Computer Cent 746.65 Maint, Shawna Constant 25.00 Cell, Coteau Shopper 31.20 Pub, Brandon Cotton 11.48 Jury, County Fair Foods 102.16 Sup, Debrah Cox 10.00 Jury, Creative Rewards 160.00 Sup, Creative Visions 140.00 Rep, Credit Bureau Of Watertown Inc 650.55 Pmt, Crescent Electric Supply Compa 26.06 Supplies, Laura Croymans 51.48 Jury, Culligan Water Conditioning 110.75 Sup, David Curtis 40.00 Cell, D K Diesel 825.00 Supplies, Dakota Outdoors 96.95 Rep, Days Inn Pierre 100.00 Trav, Delyle's South 81 Service Inc 458.82 Rep, Digital Ally 525.00 Sup, Beverly Dolney 10.74 Jury, Donald & Lyndren Kuhlman 226.31 Repairs/Maint., Dugan Sales & Service 740.95 Equip, Brittany Dukes 20.00 Wit, Bimbo Foods, Inc 1031.17 Sup, East Dakota Water Development 21568.80 October Apportionment, Ed Roehr Safety Products 192.70 Sup, Electric Motors & Moore, Inc. 36.00 Repairs/Maint., Elks Lodge 838 249.05 Sup, John Engels 40.00 Cell, Kristi Engels 11.48 Jury, Engelstad Electric Co. 1179.25 UPD, Karissa Erickson 51.48 Jury, Family, Cosmetic & Implant 93.00 Svc, Family Dental Center 87.00 Svc, Farnams Genuine Parts 83.75 Rep, Farnams Genuine Parts 651.88 Supplies, FedEx 19.05 Sup, First District Assn Of Lcl Gov 35303.25 Svc, Flint Hills Resources 8984.10 Supplies, Town Of Florence 124.00 Pmt, Allison Forbush 25.00 Cell, Milo Ford 67.98 Reimb, Gloria Gallisath 51.48 Jury, Galls, An Aramark Company 634.69 Sup, GCR Tire Center 266.40 Repairs/Maint., GCR Tire Center 629.22 Rep, Lindsey Geist 50.00 Jury, Genoa Healthcare/Watertown 244.26 Sup, David Gibbs 40.00 Cell, Tana Gisi 50.74 Jury, Glass Products Inc. 29.42 Rep, Katie Good 54.44 Jury, Grainger 1217.60 Rep, Barbara Grant

51.48 Jury, Erica Grant 50.74 Jury, Great Western Bank 191.49 Supplies, Green, Roby, Oviatt, 4158.33 Pmt, Michael Gubka 40.00 Cell, Amanda Halvorson 10.74 Jury, Brenda Hansen 11.48 Jury, James Hanson 51.48 Jury, Shelley Hardie 10.74 Jury, Harmelink, Fox & Ravnsborg Law 134.00 Svc, Stephanie Heim 10.74 Jury, Christopher Heki 20.00 Wit, Michelle Heller 51.48 Jury, Town Of Henry 141.00 Pmt, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 562.65 Sup, Richard Hoeltzner 10.74 Jury, Bill Hoff 40.00 Cell, Thomas Holmes 11.48 Jury, Hosmer Law Office 160.16 Svc, Howard Vet Clinic 118.00 Svc, Brad Howell 40.00 Cell, Human Service Agency 15792.25 Pmt, Glacial Lakes Humane Society 350.00 Svc, Hurkes Implement 61.71 Repairs/Maint., Hurkes Implement Co. 101.01 Maint, HyVee #1871 Accts Receivable 1314.55 Sup, Interlakes Community Action 1973.66 Pmt, Intoximeters 1087.65 Sup, Linda Jackson 50.74 Jury, JAGO Designs 97.50 Svc, Phillip Jenkins 22.58 Jury, Brenda Johnson 15.18 Jury, Johnson Controls, Inc. 4179.45 Rep, Paul Johnson 583.33 Svc, Jake Jorgenson 20.00 Wit, Joseph Lakness 307.14 Repairs/Maint., Joseph W & Janet S Bevers 25.48 Repairs/Maint., Jurgens Printing 716.00 Sup, Richard Jurgens 50.00 Jury, Karl E. Kuhlman 161.65 Repairs/Maint., Marty Karnopp 40.00 Cell, Gerald Kasuske 14.44 Jury, Laura Kennedy 10.74 Jury, Kennedy, Pier & Knoff Llp 132.00 Svc, Shawn Keszler 55.18 Jury, Todd Kinyon 11.48 Jury, Ramona Kirsch 11.48 Jury, Steven Kjenstad 10.74 Jury, Jared Koppman 25.00 Ref, Tarolyn Korthour 51.48 Jury, Town Of Kranzburg 86.00 Pmt, Anne Kriese 19.62 Jury, Janice Larkin 14.44 Jury, J.H. Larson Electrical Co. 255.49 Rep, LATI/Corp Ed 11250.00 Pmt, Lewis & Clark Bhs 480.00 Svc, Lewno Law Office 395.17 Svc, Daren Lindner 50.74 Jury, Lindner Music 490.00 Equip, Jodi Loehrer 25.00 Cell, Seth Luoma 10.74 Jury, M & T Fire And Safety 51.00 Supplies, Vikki Maas 21.84 Jury, Mac's Inc 12.33 Supplies, Shirley Mack 10.74 Jury, Macksteel Warehouse, Inc. 126.08 Upd, Mac's Inc. 39.23 Sup, Jason Madsen 12.22 Jury, David Magee 50.74 Jury, Mahowald's 108.67 Rep, Carol Maloney 60.00 Reimb, Manatron 2334.01 Maint, Marco, Inc 354.40 Rent, Mark's Auto 458.82 Rep, Russell Mathews 40.00 Cell, McCann, Ribstein & McCarty, Pc 8611.07 Svc, McFleeg Inc 84.18 Rep, Mcleod's Printing & Office Sup 612.00 Sup, Eric McPeek 10.74 Jury, Tracy Meikle 52.22 Jury, Menards 223.61 Supplies, Menards 3185.76 Rep, Midcontinent Communications 275.00 Util, Midwest Truck & Parts, Inc 41.60 Rep, Mikelson Law Office 177.80 Svc, Milbank Communications 1707.71 Rep, Steven Miller 51.48 Jury, MLN Consulting 1124.00 Grant, Moe Oil Company 1841.45 Supplies, Maria Moeller 20.00 Wit, Steve Molengraaf 30.00 Reimb, Jamie Monson 12.50 Cell, Municipal Utilities 10417.50 Util, Municipal Utilities 462.88 Utilities, Nathan Lakness 307.14 Repairs/Maint., Karen Nerison 12.96 Jury, Jarod Nevin 106.58 Wit, Northwestern Energy 209.27 Utilities, Yanira Novoa 150.00 Svc, Office Peeps, Inc. 1595.63 Sup, Jerrod Olson 40.00 Cell, Thomas O'Neill 21.10 Jury, Ottertail Power Co, 23.74 Utilities, Overhead Door 525.00 Repairs/Maint., Joseph Patek 20.00 Wit, Michelle Pederson 25.00 Cell, Aron Petersen 21.10 Jury, Sarah Petersen 93.12 Reimb, Dion Pietz 50.74 Jury, PMB 0112 219.28 Util, Jerry Pollard 174.00 Svc, Toni Popham 21.10 Jury, Prairie Lakes Health Care Cent 3409.92 Svc, Pro-Tec Roofing & Sheet Metal 295.92 Rep, Royce Rau 20.00 Wit, Elizabeth Redetzke 72.20 Jury, Derrick Redlin 68.50 Jury, Redlinger Bros. 39.50 Repairs/Maint., Redlinger Bros. 1625.85 Rep, Redwood Toxicology Laboratory 355.48 Sup, Reserve Acct 3000.00 Post, Brian Richter 40.00 Cell, Rick Hartley 26.00 Travel & Conf., Marlowe Ronke 13.70 Jury, Elizabeth Ruen 12.22 Jury, Runnings 508.89 Sup, Runnings Farm & Fleet 32.93 Repairs/Maint., Kristin Sands 75.00 Svc, Terrance Satterlee 1500.00 Svc, Lila Schaefer 52.22 Jury, Matt Schell 20.00 Wit, Emily Schiernbeck 20.00 Wit, Randal Schmeichel 18.88 Jury, Tamara Schmidt 10.00 Jury, Barbi Schulte 11.48 Jury, Schuneman Equipment 96.31 Repairs/Maint., Karen Schweitzer 10.74 Jury, SD Attorney General's Office 193.00 Pmt, SD Department Of Revenue 910.00 Svc, SD Department Of Revenue 138.00 Fee, S.D. Federal Property 50.00 Sup, SD Sheriffs' Association 1166.81 Dues, SD State Treasurer 301305.99 November Remittance, SDACC 4127.74 Clerp, SDACO 1044.00 M&P, SDML Workers' Comp Fund 6991.81 Ins, SDML Workers' Comp Fund 79705.19 Ins, SDN Communications 2258.18 Util, Melissa Sears 25.00 Cell, Securus Technologies 1400.00 Sup, Dean Selchert 27.76 Jury, Shepherd Reporting Llc 105.00 Svc, Sherwin Williams 198.82 Sup, Sioux Valley Coop 5807.39 Sup, Sioux Valley Coop 11,923.20.00 Supplies, William Snow 11.48 Jury, South Dakota Federal Property 15537.75 Equipment, South Shore Gazette 1727.39 Pub, Town Of South Shore 187.00 Pmt, Connor Spears 13.70 Jury, Spears Law Office 289.70 Svc, Star Laundry 107.50 Supplies, Star Laundry 33.35

Sup, Steinley Real Estate Appraisal 620.00 Reg, Steve's World 4348.38 Rep, Ryan Stormo 14.44 Jury, Sturdevants Auto Parts 223.87 Repairs/Maint., Sturdevant's Auto Parts 151.37 Rep, Sturdevant's Auto Parts 102.97 Rep, Christopher Sturm 24.80 Jury, Jeffery Sumner 66.28 Jury, James Sutton 40.00 Trav, Sutton Law Office Pc 10896.90 Svc, Karen Swanda 37.50 Svc, Scott Swanson 25.00 Cell, Sysco Food Services Of ND 8606.00 Sup, Kathryn Taken 10.00 Jury, Technicolor Screen Printing 30.00 Unif, Jessica Teneyck 10.74 Jury, Trent Theye 11.48 Jury, Genia Thompson 10.74 Jury, Heidi Thorson 25.00 Cell, Todd & Connie Fuerstenau 177.82 Repairs/Maint., Toshiba Financial Services 434.04 Rent, Town Of Florence-Peggy Lindahl 50.00 Utilities, Town Of Henry 136.10 Utilities, Town Of South Shore 80.00 Utilities, Truenorth Steel 8247.10 Supplies, Trugreen 72.00 Svc, Terry Ulrich 20.00 Wit, Van Diest Supply Company 8594.10 Sup, Verizon Wireless 176.01 Util, Great Western Bank 166.03 Grant, Great Western Bank 476.08 Pmt, TCM/Reliabank Dakota 1659.63 Pmt, Tom Walder 40.00 Cell, Walgreens 147.01 Asst, Town Of Wallace 57.00 Pmt, Walmart Community 353.98 Pmt, Steven Warne 10.74 Jury, Watertown City Finance Office 23002.00 Pmt, Watertown Development Company 25000.00 Pmt, Watertown Ford 169.00 Rep, Watertown Public Opinion 1995.68 Pub, Weathergard Roofing & Crane 5977.20 Rep, Jesse Weeks 51.48 Jury, Charleen Weismantel 15.92 Jury, Lawrence Weseloh 10.74 Jury, Western Detention 2016.46 Rep, Westside Animal Clinic Pc 110.60 Sup, Barbara Wiedman 11.48 Jury, Bryan Wientjes 20.00 Wit, Toby Wishard 40.00 Cell, Benjamin Woelber 50.74 Jury, Penny Woelber 10.74 Jury, Alyssa Wohlleber 10.74 Jury, Adam Wolkow 20.00 Wit, Wow! Business 374.47 Util, Wow! 49.95 Utilities, Watertown Landfill 7.26 Maint, WW Tire Service Inc. 850.95 Repairs/Maint., Xerox Corporation 262.26 Supplies, Yankton Co. Sheriff 25.00 Svc, Yankton Co Treasurer 637.50 Svc, Patricia Yetter 50.74 Jury, Zep Sales & Service 860.60 Supplies.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Hanten, second by Heller, to transfer $11,600.00 from the Commissioners Contingency budget to the Developmentally Disabled budget in the amount of $600.00 and to the Court Appointed Attorney budget in the amount of $11,000.00; all present voted aye; motion carried.

COMPUTER EQUIPMENT

Motion by Hanten, second by Johnson, to authorize the purchase of three computers, software and installation fees for the Auditor's Office; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to approve the purchase of two routers, software and installation fees for the Sheriff's office; all present voted aye; motion carried.

EQUIPMENT TRANSFER

Motion by Johnson, second by McElhany, to approve a transfer of GEN01203, a Western Snow Plow, from Government Buildings to the Weed Dept; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by McElhany, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Director of Equalization appraisal staff, Melissa Sears and Allison Forbush; USPAP Course; in Chamberlain, SD. Emergency Management Director; E.M. IMAT meeting/training; in Rapid City.

BUILDING STUDY

Commissioner Hanten informed the Board a poll of the Citizens Committee shows approval for the Highway 212 site for the County's proposed building project. The next meeting of the Citizens Committee is scheduled for Tuesday, November 19th at 3:30 p.m. in the Commissioners chambers.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 9:31 a.m., to discuss Memorial Park Campground Manager contractual matters; all present voted aye; motion carried. The Board returned to regular session at 10:21 a.m. No action was taken. Human Resource Director, Terry Satterlee and Facilities Manager, Milo Ford were present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:21 a.m., until 9:00 a.m., Tuesday, November 19th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
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 $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., November 19, 2013

1. **Action to approve agenda and adjust cell phones**
2. **Action to approve the minutes of November 12th, 2013.**
3. **Monthly reports**
   a. **Facility Manager**
   b. **Highway Supt.**
4. **Action to approve claims for payment**
5. **Action to supplement budgets with Commissioners Contingency**
   a. **Court Appointed Attorney**
6. **Action to approve the Memorial Park Managers Contract and offer the position to applicant**
7. **Update on Extension Center cabinet project and action to approve purchase of faucets and sinks for same**
8. **Discussion/action regarding entering into an contract with Leisure Interactive for integrated Reservation Management Proposal (Memorial Park Campground)**
9. **Action to transfer equipment from the Weed Dept. inventory to the Ag. Building**
10. **Action to approve purchase of 12 picnic table frames for Memorial Park**
11. **Action to approve R.O.W. agreements for County Road 20-3 project**
12. **Note upcoming holiday closures and administrative leave closures**
13. **Action to approve automatic budget supplements**
14. **Action to approve travel requests**
    a. **Welfare Director, deposition in Milnor, ND**
15. **Action to approve personnel changes**
16. **Old Business**
17. **New Business**
18. **Open**
19. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

20. **Action to enter into Executive session**

21. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, November 26th, 2013, at the Codington County Courthouse**

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, Watertown, South Dakota
Codington County Courthouse

November 19, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 19th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of November 12th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Highway Supt., Rick Small, reported the new sanders have been delivered; the new service truck is in use; and a notice has been received authorizing the County to proceed with the 2015 signing project with a completion day of December 31, 2015. Mr. Small updated the Board on reports received from SRF regarding the completion of traffic counts and the internet survey conducted. **Facilities Manager, Milo Ford,** reported the Memorial Park campground manager contract has been completed and the position has been offered to an applicant; the storing of private docks and boat lifts on Memorial Park property has been resolved as the items have been removed from the property; a partial order of wood chips has been delivered to the Extension Center Complex in preparation for the 2014 Winter Farm Show; 4-H Leaders are volunteering their time and talent with remodeling in the Expo Building snack bar; cabinet replacement will take place in the Extension Center kitchen meeting area; a scheduled tree removal has taken place on the Courthouse grounds; the ceiling and lighting project in the American Legion offices at the Courthouse has been completed; and a new dialer system update has been installed on the fire alarm system at the Detention Center.

MEMORIAL PARK CAMPGROUND MANAGER CONTRACT/POSITION

Motion by McElhany, second by Hanten, to authorize the Chairman to sign the Memorial Park Campground Manager Contract and to approve the hiring of Tom Sauer as 2014 Campground Manager; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to approve the volunteer position of Sharon Sauer at Memorial Park for workers' compensation purposes; all present voted aye; motion carried.

EXTENSION CENTER CABINETS

Motion by McElhany, second by Hanten, to authorize the budgeted purchase of faucets and sinks for the Extension Center Complex cabinet replacement project, estimated cost $2,500.00; all present voted aye; motion carried.

MEMORIAL PARK CAMPGROUND ONLINE RESERVATIONS

Facilities Manager, Milo Ford, briefly reviewed the "Leisure Interactive" Integrated Reservation Management System Proposal, which is currently used in the State Park system and for possible use with online reservations at Memorial Park campground. Mr. Ford requested authorization to further investigate this software before bringing a contract to the Board for approval. The Board had no objection to this request.

EQUIPMENT TRANSFER

Motion by Johnson, second by McElhany, to approve a transfer of GEN01083, a 7.5' snow plow, from the Weed Dept. to the Ag. Building; all present voted aye; motion carried.

MEMORIAL PARK PICNIC TABLE FRAMES

Motion by Hanten, second by McElhany, to approve the budgeted purchase of 12 picnic table frames, estimated cost $3,784.16, as requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

CLAIMS APPROVED

Motion by Hanten, second by Johnson, to approve for payment the following claims; all present voted aye; motion carried: Anthony Baker 10.74 Jury, Nelson Bauer 10.74 Jury, Nicholas Benthin 10.74 Jury, Robbie Bentley 10.74 Jury, Joe Bergan 10.74 Jury, Jeremy Berkland 10.74 Jury, Kristi Bronson 12.22 Jury, Stacey Brower 24.80 Jury, David Brown 272.20 Jury, Daniel Busskohl 23.32 Jury, Michael Cartney 11.48 Jury, Dawn Christofferson 29.98 Jury, Lila Clark 12.96 Jury, Dave Cooper 12.96 Jury, Kathleen Dagel 25.54 Jury, Greta Davis 11.48 Jury, Jason Dewitt 257.40 Jury, Ellyson Law Office 30591.33 Svc, Lori Fiebelkorn 13.70 Jury, Flemming Rentals 240.00 Asst, Bruce Fryer 10.74 Jury, Harriet Gasbarri 10.74 Jury, William Gripentrog 10.74 Jury, Joyce Gusso 23.32 Jury, Mary Hall 12.96 Jury, Donald Hanes 257.40 Jury, James Haney 268.50 Jury, Loren Hanson 10.74 Jury, Lorne Harms 261.10 Jury, Michelle Harrington 10.74 Jury, Timothy Heinz 11.48 Jury, Jeffrey Hillsdale 11.48 Jury, David Hoaas 10.74 Jury, Dennis Holien 12.96 Jury, Kyle Hollenbeck 15.18 Jury, JC Rentals, Llc 265.00 Asst, Allen Jenner 12.22 Jury, Daryl Johnson 257.40 Jury, Jason Johnson 10.74 Jury, Sandra Junso 268.50 Jury, Karen Kannas 253.70 Jury, Rhyan Koch 257.40 Jury, Sylvester Korbel 10.74 Jury, Renae Lambrechts 12.96 Jury, Samantha Lowe 12.22 Jury, John Lunzman 10.74 Jury, Kelly Maag 257.40 Jury, Peter Mack 18.14 Jury, Paul Marquardt 11.48 Jury, Sandra Matejek 253.70 Jury, Robert McElroy 11.48 Jury, Paul McIntire 257.40 Jury, Eric McNames 17.40 Jury, Lisa Oelrich 13.70 Jury, Rosemary Pesall 16.66 Jury, Sandra Pester 12.96 Jury, Patrick Pfeifer 13.70 Jury, Premier Rentals 240.00 Asst, McKenna Ripley 11.48 Jury, Stacey Rost 261.10 Jury, Janice Rudebusch 10.74 Jury, Christina Ruml 13.70 Jury, Sanford Health Pathology 1168.65 Svc, Patricia Strohfus 253.70 Jury, James Sumner 10.74 Jury, Andrew Sween 12.22 Jury, Ordean Torgerson 13.70 Jury, Mary Tschakert 24.80 Jury, Shelly Utne 13.70 Jury, Jillian Viessman 10.00 Jury, Nicholas Waite 15.18 Jury, Walgreens Pharmacy 186.42 Asst, Watertown City Finance Office $22,785.90, Daron Zemlicka 23.32 Jury.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Johnson, second by Hanten, to transfer $30,000.00 from the Commissioners Contingency budget to the Court Appointed Attorney budget; all present voted aye; motion carried.

NOVEMBER/DECEMBER CLOSURES

The Board noted the following closures for the Courthouse and all County buildings which will occur in November and December, per previously adopted policy: Thanksgiving Day and all day Friday, November 28th and 29th, all day Christmas Eve and Christmas Day, December 24th and 25th. Employees will be given 8 hours of administrative leave to use for the office closures on Friday, November 29th and Tuesday, December 24th. Essential employees required to work, or on their regularly scheduled day off, will receive 8 hours of administrative leave, for November 29th and December 24th, to use at a later date.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Hanten, second by McElhany, to approve an automatic budget supplement to the Emergency Management Expenditure budget in the amount of $1,290.03 with P.O.D. grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Welfare Director, deposition in Milnor, ND.

BUILDING STUDY
The Board held a discussion regarding a previous motion to participate with the City of Watertown, in the purchase of the Sunchase Apartment building property. The City has offered the County a proposal regarding City owned property on Highway 212 that could be used as a site for a potential County Law Enforcement/Court facility building project, which would change the County's involvement in the purchase of the Sunchase property. Action to rescind the Board's motion of September 24th to provide $150,000.00 towards the purchase of the Sunchase property will be placed on the November 26th agenda along with action to accept the City's proposal for the County to pay the City $150,000.00 and relinquish the County's interest, in the County/City jointly owned parking lot located west of the Courthouse, to the City for exchange of the City owned property located on Highway 212 on the west edge of Watertown. Commissioner Heller noted there will be a meeting of the Sheriff, Chief Correctional Officer, Circuit Court Judge, Court Services representatives and the architect regarding the County's proposed building project and a meeting at 3:30 p.m. today of the Community Committee regarding the proposed project. Commissioner Hanten noted an application has been sent to the City of Watertown to be completed to allow the creation of an access point, to the Highway 212 property, from a state highway.

EXECUTIVE SESSION
Motion by Johnson, second by Hanten, to enter into executive session at 9:51 a.m., to discuss labor contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:01 a.m. No action was taken. Human Resource Director, Terry Satterlee was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 10:01 a.m., until 9:00 a.m., Tuesday, November 26th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., November 26, 2013

1. **Action to approve agenda and adjust cell phones**

2. **Action to approve the minutes of November 19th, 2013.**

3. **Monthly reports**
   a. **Emergency Management**
   b. **Sheriff**

4. **Action to approve an M.O.U. with the State of South Dakota for the use of an enclosed trailer with sheltering and minimal care facility equipment and supplies**

5. **Motion to approve plat resolutions**
   a. **Bergh Addition in Eden Township**
   b. **Cordell Addition in Elmira Township**
   c. **Dexter Township Addition in Dexter Township**

6. **Action to approve payroll claims**

7. **Action to approve a contract between Codington County and the SD Dept. of Health for Community Health Nursing services**

8. **Action to supplement budgets with Commissioners Contingency**
   a. **Commissioners**

9. **Action to approve updates, carpeting etc, for the Memorial Park campground house as previously budgeted**

10. **Action to set meeting date for December 30th, 2013**

11. **Motion to rescind action taken on September 24th to jointly purchase the Sunchase Apartment building property with the City of Watertown**

12. **Action to approve payment to the City of Watertown of $150,000.00 for property located on Highway 212**

13. **Action to authorize the Chairman to sign documentation to convey and quit claims to the City of Watertown the County's interest in jointly purchased property known as: the South half of Lot 3 and all of Lot 4 in Block 17 of the Original Plat Addition in the City of Watertown, South Dakota**

14. **Action to approve R.O.W. agreements for County Road 20-3 project**

15. **Action to approve automatic budget supplements**

16. **Action to approve travel requests**

17. **Action to approve personnel changes**

18. **Old Business**

19. **New Business**

20. **Open**

21. **Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center**

22. **Action to enter into Executive session**

23. **Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, December 3rd, 2013, at the Codington County Courthouse**

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, Watertown, South Dakota
Codington County Courthouse

November 26, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 26th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Heller, second by Johnson, to approve the minutes of November 19th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported on the following items: Appearances on local radio stations to stress the importance of winter weather preparedness while traveling; a Wild Land Fire Training Course conducted at the Watertown Fire Dept.; attendance at a safety conference; an upcoming IMAT training in Rapid City; and an upcoming LEPC meeting scheduled for December 17th. A brief discussion was held regarding obtaining staffing for the local Red Cross Office. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending October 31st, 2013 for the Detention Center and Sheriff's Office: average daily inmate population 46.9; bookings 247; $6,320.00 collected in fees for out of county prisoner contracts; $6,025.00 collected in work release fees; $3,037.00 collected in fees for the 24/7 program, $5,281.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 45 individuals testing twice daily for PBT's; 5 individuals reporting twice weekly for UA Drug testing; and 34 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 441 cases/calls for service; 14 accidents investigated; 96 arrest warrants were served; 333 sets of civil papers served; and a total of 3,077 miles traveled for 14 prisoner transports. Sheriff Wishard presented the Board with a report of fees collected in the month of October 2013, in the amount of $6,474.35, retained by the County and also noted on October 4th an electronic transfer was received from the Attorney General's Office in the amount of $3,000.00 from scram fees collected in the 3rd quarter of 2013. Discussion was also held regarding traffic safety at the intersection of County Roads 6 & 11 north of Watertown on old Highway 81.

EMERGENCY MANAGEMENT EQUIPMENT TRAILER

Motion by Johnson, second by McElhany, to authorize the Chairman to sign an MOU with the SD Dept. of Public Safety for the use of, by the Emergency Management Office, an enclosed trailer with sheltering and minimal care facility equipment and supplies; all present voted aye; motion carried.

PLAT RESOLUTIONS

Zoning Officer, Luke Muller, presented and reviewed three plats for the Board's consideration. Mr. Muller noted all three plats were recommended for approval by the Planning and Zoning Board. The Board took the following action:

RESOLUTION #2013-28

A Resolution to approve the platting of the "Dexter Township 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:
Dexter Township Addition located in SE1/4 of Section 25-T119N-R54W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 McElhany, second by Commissioner Hanten; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-28, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

RESOLUTION #2013-29

A Resolution to approve the platting of the "Cordell 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:

Cordell Addition located in the SW1/4 of Section 16-T117N-R52W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-29, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

RESOLUTION #2013-30

A Resolution to approve the platting of the "Bergh 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:
Bergh Addition located in the W1/2 of the NW1/4 of Section 22-T119N-R55W, of the 5th P.M., in the County of Codington, South Dakota; containing 5.00 acres, more or less, of which .73 acre is section line right of way; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-30, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of November, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

SALARY CLAIMS

Motion by Hanten, second by Heller, to approve the following salary claims for the month ending November, 2013; all present voted aye; motion carried: Commissioners: 9,318.58 total salaries. Auditor: 17,871.69 total salaries. Co. Treasurer: 25,662.24 total salaries. States Attorney: 31,444.02 total salaries. Gov. Buildings: 16,788.99 total salaries. Dir. Equalization: 37,464.13 total salaries. Reg. of Deeds: 17,224.56 total salaries. Veterans Service: 8,671.09 total salaries. Sheriff: 72,734.96 total salaries. Co. Jail: 83,927.34 total salaries. Coroner: 1,453.27 total salaries. Care of the Poor: 3,938.03 total salaries. County Nurse: 3,886.66 total salaries. Ag. Bldg.: 8,186.08 total salaries. Co. Extension: 8,235.02 total salaries. Weed Control: 4,669.70 total salaries. Planning Board: 295.31 total salaries. Road & Bridge: 74,953.43 total salaries. Emergency Management: 9,937.34 total salaries. Crime Victim: 5,618.06 total salaries. W.I.C.: 3,881.21 total salaries. Total: 446,161.71. Breakdown of withholding amounts which are included in the above: S.D. Retirement 40,996.40; S.D. Retirement 351.64 spouse option; S.D. Supplemental Retire. 1,635.00 suppl. retire.; Wellmark 54,553.36 ins.; Lincoln Financial Group 446.50 life ins.; Delta Dental 5,916.21 ins.; Avesis 612.77 ins.; Nationwide Retire. Sol. 214.29 suppl. retire.; AFSCME Local #2488 330.30 employee union dues; AFLAC 2,521.05 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,527.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 12,510.94 employee payments; Cod. Co. Treasurer 34,390.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 33,208.29 federal withholding; ReliaBank Dakota 51,210.02 social security; Breit Law Office 420.35 employee payment; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

2014 COMMUNITY HEALTH SERVICES CONTRACT

Motion by Johnson, second by Hanten, to authorize the Chairman to sign the contract between the Codington County Commission and the South Dakota Dept. of Health, Community Health Services, for community health nursing services, beginning January 1, 2014 and ending December 31, 2014, in the amount of $13,390.00; all present voted aye; motion carried.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Hanten, second by McElhany, to transfer $6,000.00 from the Commissioners Contingency budget to the Commissioners budget; all present voted aye; motion carried.

MEMORIAL PARK CAMPGROUND MANAGERS HOUSE
Motion by McElhany, second by Hanten, to authorize carpeting and other updates to the Memorial Park Campground Managers house, in the amount of $4,500.00, as previously budgeted and requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

DECEMBER MEETING DATES
Motion by Hanten, second by McElhany, to meet on the followings dates in December as recommended by the Auditor: December 3rd; 10th; 17th and 30th. Upon vote of the Board all present voted aye; motion carried.

SUNCHASE PROPERTY
Motion by Hanten, second by Heller, to rescind the Board's action of September 24th, 2013; to provide $150,000.00 in funding to the City of Watertown for joint ownership of the Sunchase Apartment Building property; all present voted aye; motion carried.

CITY OWNED PROPERTY FOR COUNTY BUILDING PROJECT
Motion by Heller, second by Johnson, to provide $150,000.00 in funding to the City of Watertown for a parcel of property owned by the City along SD Highway 212; to be used as a location for a potential County Criminal Justice Center; all present voted aye; motion carried.

JOINT COUNTY/CITY OWNED PARKING LOT
Motion by McElhany, second by Hanten, to authorize the Chairman to sign a "Quit Claim Deed" to convey to the City of Watertown the County's ownership, of property jointly owned by Codington County and the City of Watertown, and known as The South Half of Lot 3 and all of Lot 4 in Block 17 of the Original Plat Addition to the City of Watertown, South Dakota; all present voted aye; motion carried.

OTHER BUSINESS
Chairman Brinkman informed the Board he has been contacted by Eddy Pauly, who has experience in securing federal funding for certain projects in political subdivisions. Mr. Pauly is aware of the County's proposed building project and has expressed an interest in discussing funding possibilities for Codington County. Commissioner Hanten reported on the ICAP meeting she recently attended. Commissioner Johnson reported on the 4-H Extension Advisory meeting he attended. Commissioners McElhany, Johnson and Hanten attended a meeting of the Towns and Townships Association.

BUILDING STUDY
Commissioner Heller reported that on Monday, November 25th the architect met with the Circuit Court Judge, Sheriff, and Court Services personnel to further narrow down what each of these departments will require in a new facility. Commissioners Heller and Hanten also attended this meeting.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 9:39 a.m., until 9:00 a.m., Tuesday, December 3rd, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

Codington County, 11/26/2013

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 $_____.

Codington County, 11/26/2013

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., December 3rd, 2013

1. Action to approve agenda and adjust cell phones

2. Action to approve the minutes of November 26th, 2013.

3. Monthly reports
   a. Extension
   b. Health
   c. Veterans Service
   d. Weed
   e. Welfare

4. Action to approve the purchase of spray equipment as budgeted

5. Action to approve 2014 liquor license renewal applications
   a. Dakota Sioux Casino
   b. Rauville Station
   c. The Rooster Bar
   d. Southfork Lounge

6. Action to renew a joint funding agreement, in the amount of $8,498.00, with the U.S. Geological Survey for flood monitoring stations, etc.

7. Action to declare radio equipment surplus to be returned to State Radio Communications

8. Action to approve R.O.W. agreements for County Road 20-3 project

9. Action to approve automatic budget supplements

10. Action to approve travel requests

11. Action to approve personnel changes

12. Old Business

13. New Business

14. Open

15. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center

16. Action to enter into Executive session

17. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, December 10th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

December 3, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 3rd, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, and Brenda Hanten; absent Chairman Elmer Brinkman; Vice-Chair Hanten presiding.

AGENDA APPROVED

Motion by McElhany, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Heller, to approve the minutes of November 26th, 2013; all present voted aye; motion carried.

WEED DEPT. EQUIPMENT REQUEST

Motion by Johnson, second by McElhany, to approve the purchase of a chemical injection system and boom, including installation costs, for the Weed Dept. from C&R Supply in the amount of $13,523.92; as budgeted and requested by the Weed Dept. Supervisor; all present voted aye; motion carried.

2014 LIQUOR LICENSE RENEWAL HEARING

Motion by Johnson, second by McElhany, to approve the renewal of the following County liquor licenses for the year beginning January 1, 2014; all present voted aye; motion carried:

CLASS A – On sale liquor and Sunday liquor located nearest a class one municipality:
Sisseton-Wahpeton Sioux Tribe, d.b.a. Dakota Sioux Casino; David Bludorn, d.b.a. The Rooster Bar; W.J. Schmitt Enterprise, d.b.a. Southfork Lounge; and Gordon Kliegel, d.b.a. Rauville Station.

ON SALE WINE:
Sisseton Wahpeton Sioux Tribe, d.b.a. Dakota Sioux Casino

MONTHLY REPORTS

Community Health Nurse, Karla Moes, who could not be present for this meeting, submitted to the Board a written report covering the following items: An office management evaluation was conducted by the State office staff; an audit of the WIC program; assistance with services was provided by staff from the Hamlin and Clark County offices; all staff completed security training online; all staff will attend a regional staff meeting in December; and immunization certificates have been audited and those complete have been sent to the State office. **4-H/Youth Program Advisor, Jodi Loehrer,** reported on the following items: A Strengthening Families Program which just wrapped up and will be scheduled again in March and April of 2014; an upcoming meeting of the Farm Show lunch counter committee; 4-H Archery enrollment; and year end 4-H enrollment numbers. **Weed Dept. Manager, Paul Johnson and Weed Supervisor, Steve Molengraaf,** met with the Board and reviewed the following items: Mr. Molengraaf is currently working with maintenance staff at the Extension Center Complex; Mr. Molengraaf attended the Loss and Safety Control conference and the fall meeting of the Towns and Townships; the Weed Dept. annual meeting/soup supper is scheduled for February 26th or 27th, 2014, at the Extension Center complex; and the fall meeting of the Weed Board is scheduled for December 11th at 2:00 p.m. at the Extension Center. Discussion was also held regarding the Palmer Amaranth weed;

upgrading the ton truck with new sprayer equipment; and the possibility of sending weed notices with the 2013 tax notices. **Regional SDSU Field Specialist, Paul Johnson,** updated the Board on the following upcoming activities of the Regional staff: Brookings Ag. Chamber Event; Range Beef Cow Symposium; Grassland Coalition Winter Road Show; Soil Health Challenge Event; 2014 Crops Expo; I-29 Conference; local Business fitness programs for employees; and Commercial Applicators training. Discussion was also held regarding State budget projections and federal budget cuts that will affect the Regional Extension Service. **Welfare Director, Sarah Petersen,** submitted the following statistics for the time period November 2nd through December 2nd, 2013: 16 applications; with 5 approved for County assistance; 5 denials; 6 pending or referred; 0 other resources utilized; 0 guarantees; and 1 new client approved. Total Assistance: $4,883.42 for pharmacy, rental, and a burial; 1 active medical case and 3 medical applications pending decision. Total Credits: 6,339.74. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of October with 255 persons utilizing the program and a realized savings of $7,048.30. Ms. Peterson provided the Board with statistical information from 2007 through 2013 regarding applicants and assistance provided by the County. Commissioner Johnson noted correspondence from the Walworth County States Attorney/Welfare Director expressing his appreciation for the one on one instruction Ms. Petersen provided to his assistant in the area of welfare assistance.

U.S. GEOLOGICAL FUNDING AGREEMENT/ FLOOD MONITORING STATIONS

Motion by Johnson, second by McElhany, to authorize the Vice Chair to sign the Joint Funding Agreement, between Codington County and the USGS (United States Geological Survey), for flood monitoring stations and precipitation gages, for the time period from October 1, 2013 through September 30, 2014, in the amount of $8,498.00; all present voted aye; motion carried.

SURPLUS RADIO EQUIPMENT

Motion by Heller, second by McElhany, to declare 9 EF Johnson portable radios, surplus, to be returned to State Radio Communications; as submitted and recommended by Sheriff Wishard; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by McElhany, second by Johnson, to approve the following travel request; all present voted aye; motion carried: Welfare Director, SDACC Board meeting, in Pierre.

BUILDING STUDY

Commissioner Heller advised the Board that Architecture Inc. will be meeting on Wednesday, December 4th at 2:00 p.m., with the Sheriff and Court staff, to review floor plans for the proposed building project.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session at 9:49 a.m., to discuss union contract negotiations and a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:14 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by McElhany, to adjourn at 10:14 a.m., until 9:00 a.m., Tuesday, December 10th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

Codington County, December 3, 2013

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., December 10th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of December 3rd, 2013.
3. Monthly reports
   a. Auditor
   b. Director of Equalization
4. Action to approve the Auditor's Account with the Treasurer and note Register of Deeds fees
5. Action to approve Commissioners Contingency transfers
   a. Court Appointed Attorney - $14,000.00
   b. Commissioners – Crisis Intervention Training - $5,000.00
6. Action to approve Claims for payment
7. Action to correct levy resolution
8. Action to approve agreement with Brown Clinic for inmate medical services
9. Action to approve property tax refund/abatement
10. Action to authorize Chairman to sign an agreement with Leisure Interactive for online reservation services for Memorial Park
11. Action to approve R.O.W. agreements for County Road 20-3 project
12. Action to approve automatic budget supplements
    a. FEMA reimbursement for inmate volunteer labor
13. Action to approve travel requests
    a. Highway Supt., NACE Conference in Louisiana
14. Action to approve personnel changes
    a. Director of Equalization Appraisers, Allison Forbush & Melissa Sears, anniversary step increase
15. 9:45 a.m., Todd Kays, 1st District, and Paul Kostboth, SD Dept. of Ag., review Codington County Rural Development site analysis
16. Old Business
17. New Business
18. Open
19. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center
20. Action to enter into Executive session
21. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, December 17th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

December 10, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 10th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Elmer Brinkman, and Brenda Hanten; absent Myron Johnson; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried. Commissioner Hanten introduced Deuel County Commissioner, Gary Jaeger, as a distinguished guest present for this meeting.

MINUTES APPROVED

Motion by Hanten, second by Heller, to approve the minutes of December 3rd, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported her office is working on year end procedures and Codington County's tax levies for taxes payable in 2014 have been approved by the SD Dept. of Revenue. **Director of Equalization, Shawna Constant,** reported sales through the month of October have been sent to the Dept. of Revenue, her staff is halfway through processing the 2013 building permits, and Ms. Constant continues to work on her 2014 assessment year intentions, which are due in January.

AUDITORS ACCOUNT W/TREASURER AND REGISTER OF DEEDS FEES

Motion by McElhany, second by Hanten, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of November, 2013, all present voted aye; motion carried.

Cash on hand	$ 6,534.72
Checks in Treasurers' possession	
less than 3 days	$ 131,333.19
Credit Card Charges	$ 3,357.11
Cash Items	$ 341.50
TOTAL CASH ASSETS ON HAND	$ 141,566.52
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	$ 204.84
Reliabank Dakota	$15,205,000.61
INVESTMENTS	
SD Public Funds Investment	$ 6,970.25
CERTIFICATES OF DEPOSIT	
Home Federal Bank	$ 400,000.00
TOTAL CASH ASSETS	$15,753,742.22
General Ledger Cash Balance by Funds:	
General	$ 8,933,588.63
General restricted cash	$ 500,000.00
Sp. Revenue	$ 4,626,258.11
Sp. Revenue restricted cash	$ 10,411.85
Trust & Agency	$ 1,683,483.63

(schools 1,083,809.11, townships 47,694.63; city/towns 160,863.52)

TOTAL GENERAL LEDGER CASH $15,753,742.22

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in November were in the amount of $28,634.00; with $2,450.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Hanten, second by Heller, to transfer $14,000.00 from Commissioners Contingency to the Court Appointed Attorney budget; all present voted aye; motion carried.

CLAIMS

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: 2nd Street Station 778.00 Mtg, Accreditation, Audit And 150.00 Svc, Automatic Building Controls 805.00 Rep, Active Heating 97.25 Rep, Aspen Tree Service 2000.00 Rep, AT&T Mobility 119.04 Util, AT&T Mobility 70.41 Utilities, Austin Law Offices 12184.00 Svc, Bob Barker Co. 113.85 Sup, Batteries Unlimited 115.00 Rep, Batteries Unlimited 210.00 Repairs/Maint., Belson Outdoors 3784.16 Sup, Bergh Auction 167.40 Pmt, Cynthia Bergsbaken 52.22 Jury, Scott A. Bohls 40.00 Cell, Pete Bolzer 880.66 Grant, Borns Group 2931.68 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 352.80 Svc, Kim Brekke 20.00 Wit, Brian's Glass & Door Inc. 450.00 Repairs/Maint., Todd Brist 20.00 Wit, Brown Clinic Pllp 900.00 Svc, Jacob Brown 20.00 Wit, Cindy Brugman 110.00 Trav, Jodi Budahl 10.00 Jury, Burns Law Office 595.60 Svc, Burns Law Office 2600.00 Svc, Carquest Auto Parts 39.84 Supplies, Cashway Lumber Inc. 54.98 Rep, Cass-Clay Creamery 1603.08 Sup, Centurylink 13.39 Util, Centurylink 657.61 Util, Centurylink 85.28 Util, Rosanne Chandler 17.40 Jury, Codington County CHS Office 1480.00 Svc, Codington County Highway Dept. 3936.00 Sup, Codington County Treasurer 16.50 Post, Denise Cody 30.00 Svc, Cole Papers, Inc. 1301.50 Sup, Connecting Point Computer Cent 8648.65 Maint, Shawna Constant 25.00 Cell, Galen Cordell 50.74 Jury, County Fair Foods 31.98 Sup, CRA Payment Center 100.33 Repairs/Maint., Crawford Funeral Chapel 3952.00 Asst, Credit Bureau Of Watertown Inc 797.06 Pmt, Kyle Crom 50.74 Jury, Culligan Water Conditioning 173.75 Sup, Elsie Currey 12.22 Jury, David Curtis 40.00 Cell, Rachel Degraw 10.74 Jury, DK Diesel 133.72 Rep, Doug's Anchor Marine 120.30 Rep, Bimbo Foods, Inc 940.29 Sup, East Dakota Water Development 2888.86 November Apportionment, Ed Roehr Safety Products 962.75 Sup, Emblem Enterprises Inc 299.00 Unif, Kurt Engel 15.92 Jury, Engelstad Electric Co. 3892.65 Rep, F.J. McLaughlin 8750.86 Rentals, Farnams Genuine Parts 44.64 Supplies, First Choice Sewer & Septic Co 512.50 Repairs/Maint., Richard Folk Jr 17.00 24/7, Allison Forbush 25.00 Cell, Fox & Youngberg, P.C. 175.24 Svc, Gloria Gallisath 51.48 Jury, Galls, An Aramark Company 280.43 Sup, GCR Tire Center 1082.04 Rep, Gemini Acoustical Llc 1475.00 Rep, Genoa Healthcare/Watertown 11.08 Sup, Geo Tek Engr & Testing Service 260.00 Repairs/Maint., David Gibbs 40.00 Cell, Tana Gisi 50.74 Jury, Becky Goens 74.18 Trav, Grainger 861.86 Rep, Kimberly Grangaard 12.22 Jury, Erica Grant 50.74 Jury, Great Western Bank 160.52 Supplies, Green, Roby, Oviatt, 4158.33 Svc, Helen Gruba 10.00 Jury, Michael Gubka 40.00 Cell, Elaine Halse 12.22 Jury, Hampton 88.72 Travel & Conf., Elaine Hanson 10.74 Jury, Brian Harrington 52.22 Jury, Hays Companies 200.00 Ins, Jeff Hershman 25.00 Cell, Trevor Hieb 20.00 Wit, Troy Hieb 24.80 Jury, Hillyard Floor Care Supply 666.61 Sup, Chelsea Hlavacek 50.00 Jury, Taylor Hoff 20.00 Wit, Hosmer Law Office 159.94 Svc, Brad Howell 40.00 Cell, Ryan Hust 32.14 Wit, HyVee #1871 Accts Receivable 1654.08 Sup, David Ingalls 12.22 Jury, Interlakes Community Action 986.87 Pmt, Jeff's Vacuum Center 26.49 Sup, Chad Johnson 20.00 Wit, Paul Johnson 583.33 Pmt, Marty Karnopp 40.00 Cell, The King Corporation 324.00 Rep, Charlene Kurkowski 84.79 Rep, Landshark Scuba 677.00 Sup, Wade Larsen 10.74 Jury, Michael Lawrence 22.58 Jury, Lawson Products 336.84 Supplies, Lewis & Clark Bhs 320.00 Svc, Lewno Law Office 300.89 Svc, Jodi Loehrer 82.07 Trav, Daniel Luken 11.48 Jury, Phyllis Lutz 51.48 Jury, Lyle Signs Inc 658.08 Supplies, Mac's Inc 85.95 Supplies, Mac's Inc. 10.46 Rep, Mahowald's 86.42 Rep, The Maintenance Shop 840.99 Maint, Manatron, Inc 10479.04 Rep, Marco, Inc 363.90 Rent, Russell Mathews 40.00 Cell, Patricia McClemmans 20.00 Wit, Menards 25.16 Supplies, Menards 481.49 Rep,

Midcontinent Communications 275.00 Util, Milbank Communications 713.00 Rep, Minnehaha County Auditor 67.50 Pmt, Steve Molengraaf 18.00 Trav, Jamie Monson 12.50 Cell, Lorrie Mosser 10.74 Jury, Mt Hope Cemetery 565.00 Svc, Municipal Utilities 11705.58 Util, Municipal Utilities 724.96 Utilities, Myers Enterprises, Inc 55.00 Sup, Myron M Kuhlman 239.73 Repairs/Maint., National 4-H Council 80.48 Pmt, Crystal Neale 6.67 Trav, Kendall Nelson 24.06 Jury, Michael Nogelmeier 10.74 Jury, Gerald Norgaard 14.44 Jury, Northern Truck Equipment 25542.00 Equipment, Northwestern Energy 255.10 Utilities, Yanira Novoa 150.00 Svc, Office Peeps 7.05 Supplies, Office Peeps, Inc. 2154.81 Sup, Jerrod Olson 40.00 Cell, Julie Olson 50.74 Jury, Ottertail Power Co, 32.27 Utilities, Natalie Paczkowski 20.00 Wit, Gerald Paulson 20.00 Wit, Michelle Pederson 25.00 Cell, Pennington County Sheriff 239.10 Trav, Diane Peterson 18.88 Jury, Jodi Peterson 52.96 Jury, Pheasantland Industries 156.67 Sup, Pizza Ranch 78.86 Sup, PMB 0112 184.12 Util, Prairie Lakes Health Care Cent 5106.66 Svc, Print 'Em Now 77.00 Sup, Proline Inc 37.50 Rep, Rainbow Play Systems, Inc 500.00 Sup, Redlinger Bros. 431.32 Rep, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Cory Rislov 10.00 Jury, Ron's Saw Shop 42.49 Rep, Runnings 1634.93 Sup, Runnings Farm & Fleet 199.99 Repairs/Maint., Dawn Russell 95.20 Svc, Kathleen Salley 11.48 Jury, Terrance Satterlee 1500.00 Svc, Lila Schaefer 52.22 Jury, Jill Schily 40.00 Wit, Brenda Schmeling 10.74 Jury, Genesis Schnackenberg 20.00 Wit, James Schoepp 57.40 Jury, Kyle Schweitzer 50.74 Jury, SD Attorney General's Office 176.00 24/7, SD Department Of Revenue 1295.00 Svc, S.D. Federal Property 900.00 Sup, Paul E Bachand, Exec Director 1467.00 Dues, SD State Treasurer 312107.29 December Remittance, SDAAO 330.00 Dues, SDACO 768.00 Nov M&P Relief Collections, Sdae4-Hp 105.00 Dues, Melissa Sears 25.00 Cell, Secretary Of State 334.53 Post, Securus Technologies 2100.00 Sup, Shepherd Reporting Llc 30.00 Svc, Karla Siegfried 11.48 Jury, Adam Sime 50.74 Jury, Sioux Valley Coop 5358.55 Fuel, Sioux Valley Coop 30284.49 Supplies, Sioux Valley Greenhouses 45.00 Rep, Robert Snell 53.70 Jury, Linda Sogn 10.00 Jury, South Dakota Dept. Of Transpor 18467.30 Repairs/Maint., South Shore Gazette 817.72 Pub, Star Laundry 107.50 Supplies, Star Laundry 32.80 Sup, The State Bar Of SD 705.00 Dues, Connie Stoebner 241.40 Svc, Joyce Stowe-Koistinen 11.48 Jury, Sturdevants Auto Parts 120.15 Repairs/Maint., Sturdevant's Auto Parts 114.64 Rep, Robert Sturm 58.88 Jury, Thomas Sumner 28.50 Jury, James Sutton 18.00 Trav, Sutton Law Office Pc 13546.83 Svc, Karen Swanda 30.00 Svc, Scott Swanson 25.00 Cell, Sysco North Dakota 8966.22 Sup, Technicolor Screen Printing 125.99 Sup, The Lodge At Deadwood 158.00 Travel & Conf., Heidi Thorson 25.00 Cell, Tool Time Rental 70.00 Rep, Town Of Florence-Peggy Lindahl 52.00 Utilities, Town Of South Shore 40.00 Utilities, Trav's Outfitter Inc 192.97 Sup, Truenorth Steel 3390.93 Supplies, Trugreen 490.00 Sup, Ultramax 1416.00 Sup, Verizon Wireless 415.00 Util, Great Western Bank 1017.91 Pmt, TCM/Reliabank Dakota 771.87 Pmt, Tom Walder 40.00 Cell, Walgreens 147.01 Asst, Walmart Community 290.96 Sup, Walmart Community 14.98 Supplies, Watertown City Finance Office 4387.81 Maint, Watertown Family Eyecare 750.00 Unif, Watertown Ford 583.89 Rep, Watertown Public Opinion 1025.27 Pub, Watertown Regional Landfill 2.42 Repairs/Maint., Westside Animal Clinic Pc 596.67 Svc, Wheelco 124.31 Repairs/Maint., Yolanda White 51.48 Jury, Wight & Comes Funeral Chapel 148.00 Svc, Toby Wishard 40.00 Cell, Wow! Business 327.28 Util, Wow! 49.95 Utilities, Watertown Landfill 7.70 Rep, WW Tire Service Inc. 51.80 Supplies, Yankton Co. Sheriff 50.00 Svc, Patricia Yetter 50.74 Jury.

LEVY RESOLUTION – CORRECTION

Motion by Hanten, second by Heller, to rescind the Boards action of October 1, 2013 to correct Resolution 2013-24 as the original levy resolution was correct as adopted on September 24th, 2013; all present voted aye; motion carried.

INMATE MEDICAL SERVICES AGREEMENT

Motion by McElhany, second by Heller, to authorize the Chairman to sign a one year agreement, beginning January 1, 2014, with Brown Clinic for continued onsite medical services for inmates. Sheriff Wishard noted this agreement has not increased in cost since the County first entered into the contract with Brown Clinic several years ago. Upon vote of the Board; all present voted aye; motion carried.

PROPERTY TAX REFUND/ABATEMENT
Motion by Hanten, second by Heller, to approve an application for abatement of property taxes in the amount of $52.11 and a refund of $52.54 for real estate property record #17391, due in 2013; for which property was erroneously taxed twice; all present voted aye; motion carried.

MEMORIAL PARK - ONLINE RESERVATION SERVICES
Motion by McElhany, second by Hanten, to authorize the Chairman to sign a contract with Leisure Interactive, LLC; for software and services to generate online campground reservations at Memorial Park. Facilities Manager, Milo Ford, reviewed the contract with the Board and noted the States Attorney has also reviewed the contract. The cost for software for purchasing the software, set up and configuration is $450.00 with an annual fee, after the first year, of $75.00 for account maintenance. Upon vote of the Board; all present voted aye; motion carried.

BUDGET SUPPLEMENTS
Motion by Hanten, second by McElhany, to approve automatic budget supplements to the Commissioners expenditure budget in the amount of $11,250.00 with anticipated CDBG grant reimbursement funds and to the Detention Center expenditure budget in the amount of $2,605.36 with FEMA grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUESTS
Motion by Hanten, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Highway Supt., NACE Conference, in Louisiana.

PERSONNEL CHANGES
Motion by McElhany, second by Hanten, to approve the following personnel changes; all present voted aye; motion carried: Director of Equalization Appraisers, Allison Forbush and Melissa Sears; anniversary step increase, from step 3/$16.91 per hour to step 4/$17.44; effective date December 1, 2013; submitted and approved by Director of Equalization, Shawna Constant.

EXECUTIVE SESSION
Motion by McElhany, second by Hanten, to enter into executive session at 9:22 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 9:42 a.m., no action was taken. Facilities Manager, Milo Ford and Human Resource Director, Terry Satterlee, were present for executive session.

RURAL DEVELOPMENT SITE ANALYSIS
Todd Kays, Executive Director of the First District Association of Local Governments and Paul Kostboth, Agricultural Development Director with the SD Dept. of Agriculture, met with the Board to review the Codington County Rural Development Site Analysis. This analysis is a part of the SD Dept. of Ag's. effort to enhance economic development opportunities and better support local control of development.

BUILDING STUDY
Commissioner Heller advised the Board that Architecture Inc. will be meeting today, Tuesday, December 10th at 3:00 p.m., to review floor plans, with the appropriate departments, for the proposed building project.

EXECUTIVE SESSION
Motion by Hanten, second by McElhany, to enter into executive session at 10:23 a.m., to discuss union contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:37 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:37 a.m., until 9:00 a.m., Tuesday, December 17th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., December 17th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of December 10th, 2013.
3. Monthly reports
   a. Facilities Manager
   b. Highway Supt.
4. Action to approve a plat resolution
   a. Meisenheimer Addition
5. Zoning Office yearend report
6. Action to approve union contracts as available
   a. Deputy Sheriffs
   b. Correctional Officer
   c. Highway Dept.
7. Note upcoming holiday closures and meeting date change
8. Action to approve Commissioners Contingency transfers
9. Action to approve travel requests
10. Action to approve personnel changes
    a. Jeff Case, Highway Maint. II promoted to Highway Maint. III
11. Old Business ROW
12. New Business
13. Open
14. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center
15. Action to enter into Executive session
16. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, December 30th, 2013, at the Codington County Courthouse

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Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse

December 17, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 17th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED
Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Hanten, second by McElhany, to approve the minutes of December 10th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, recommended to the Board that the Codington County spring load limits remain the same as in previous years. Mr. Small will bring a resolution to the Board for action at a later date regarding this matter. The Highway Dept. has been doing some plowing and moving obstructions from the County Road right of ways. A Towns and Townships meeting will be held at 1:00 P.M. on Wednesday, December 18th at the Extension Center Complex. The purpose of this meeting is to review the new highway signage requirements. There may be a quorum of County Commissioners in attendance at this meeting. The Highway Dept. has put in 2 hours of overtime for snow removal this fall as of this date. **Facilities Manager, Milo Ford,** reported renovations and refurbishing of the Memorial Park Campground managers house are underway at this time.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS
Motion by Hanten, second by McElhany, to authorize the Chairman to sign a temporary easement agreement (A-1) with Douglas Zamow in the amount of $242.48; for a total of 1.5 acres of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by McElhany, second by Johnson, to authorize the Chairman to sign a temporary easement agreement (B-1) with Douglas Zamow in the amount of $258.64; for a total of 1.6 acres of land for the County Road 20-3 project; all present voted aye; motion carried.

PLAT ADDITION RESOLUTION
Zoning Officer, Luke Muller, reviewed the "Meisenheimer Plat Addition" with the Board and noted the Planning and Zoning Board has recommended approval of the plat.

RESOLUTION #2013-31

A Resolution to approve the platting of the "Meisenheimer 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:

Meisenheimer Addition located in the SE1/4 of Section 26-T117N-R54W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 17th day of December, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA
§
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 2013-31, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 17th day of December, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

ZONING OFFICER/ANNUAL REPORT

Zoning Officer, Luke Muller, presented and reviewed the Codington County Planning and Zoning Department 2013 Annual Report. Mr. Muller provided the Board with a statistical report showing 126 building permits issued with a construction value estimated at $10,246,610.56 through December 13th, 2013. Mr. Muller's report also included Board of Adjustment/Planning Commission actions through December 13th, 2013, along with expenditure and revenue totals.

LABOR CONTRACTS

Human Resource Officer, Terry Satterlee, reviewed with the Board the recently negotiated labor contracts between Codington County and the Codington County Deputy Sheriff's Association; Teamsters Local Union No. 120, representing the Codington County Correctional Officers; and AFSCME Local 2488 A, representing the Codington County Highway Department Employees. Mr. Satterlee noted a change in all three contracts calls for a 1% cost of living hourly wage increase effective January 1, 2014 along with steps 8 through 12 added to the current steps for each position listed in the 2013 Payroll resolution with increments of 1.5% between each step. Mr. Satterlee also noted 8 hours of personal leave will be granted to employees during the calendar year. Motion by McElhany, second by Hanten, to approve and authorize the Chairman to sign the Deputy Sheriffs Association contract; all present voted aye; motion carried. Motion by Johnson, second by Heller, to approve and authorize the Chairman to sign the

Teamsters Local Union No. 120 (Correctional Officers) contract; all present voted aye; motion carried. Motion by McElhany, second by Hanten, to approve and authorize the Board to sign the AFSCME Local 2488 A (Highway Dept. Employees) contract; all present voted aye; motion carried. Mr. Satterlee also recommended to the Board that 8 hours of personal leave be presented to all applicable non-union County employees and that the aforementioned compensation package is also implemented for the non-union County employees including the County Commission. The Board took this recommendation under advisement.

PERSONNEL CHANGES

Motion by Hanten, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Jeffery Case, Highway Maintenance II; promoted to Highway Maintenance III, from step 7/$19.82 per hour to step 8/$21.00 per hour (estimated); effective date January 1, 2014; submitted and approved by Highway Supt., Rick Small.

BUILDING STUDY

Commissioner Heller advised the Board that a meeting of the Justice Center/Public Safety Committee will be held at 3:00 P.M. on Wednesday, December 18th, to review the conceptual floor plan prepared by Architecture Inc. for Codington County's proposed Public Safety building project. This meeting will be held in the chambers of the County Commissioners and there may be a quorum of County Commissioners in attendance.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 9:41 a.m., until 9:00 a.m., Monday, December 30th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.

AGENDA
Codington County Board of County Commissioners
Codington County Courthouse, 14 1st Ave SE, Watertown, SD
Commission Chambers Room #114
9:00 a.m., December 30th, 2013

1. Action to approve agenda and adjust cell phones
2. Action to approve the minutes of December 17th, 2013.
3. Monthly reports
   a. Emergency Management
   b. Sheriff
4. Action to approve Commissioners Contingency transfers
5. Action to approve salary claims
6. Action to approve claims for payment
7. Action to approve a plat resolution – Replat of Lots 1 & 2 Henrichs Addition
8. Action to renew contract with 1st District for Zoning Officer services
9. Action to renew surplus funds for future building projects
10. Action to approve R.O.W. documents for the County Road 20-3 project
11. Action to declare equipment surplus
    a. Auditor's computers – to be destroyed
    b. Sheriff fax machine – to be destroyed
    c. Emergency Management – misc. equipment/radios – destroy/auction
12. Note Commissioners possible attendance at a meeting to consider the creation of an ambulance district
13. Action to approve travel requests
14. Action to approve personnel changes
    a. Matt Dargatz, Highway Maint. II, anniversary step increase
    b. Patrick McCann, Deputy States Attorney, step increase
15. Old Business
16. New Business
17. Open
18. Discussion regarding progress regarding a proposed building project for Court facilities and a Detention Center
19. Action to enter into Executive session
20. Action to adjourn as a Board of County Commissioners, until 9:00 a.m., Tuesday, January 7th , 2014, at the Codington County Courthouse

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, Watertown, South Dakota
Codington County Courthouse

December 30, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Monday, December 30th, 2013, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of December 17th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported on the following items: a State Emergency Management meeting is scheduled for January 23rd in Pierre; the backup emergency generator at the Extension Center Complex is in need of attention/repair; the new dog trailer for the Search and Rescue team has arrived and is ready for service; and the Search and Rescue Team will once again assist with the Governors Winter Games sponsored by the Poinsett Pounders snowmobile club the weekend of January 17th – 19th. **Sheriff, Toby Wishard,** submitted the following statistics for the month ending November 30th, 2013 for the Detention Center and Sheriff's Office: average daily inmate population 53.73; bookings 229; $6,198.99 collected in fees for out of county prisoner contracts; $7,195.00 collected in work release fees; $3,251.00 collected in fees for the 24/7 program, $5,034.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 40 individuals testing twice daily for PBT's; 4 individuals reporting twice weekly for UA Drug testing; and 35 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 455 cases/calls for service; 23 accidents investigated; 99 arrest warrants were served; 217 sets of civil papers served; and a total of 3,385 miles traveled for 15 prisoner transports. Sheriff Wishard presented the Board with a report of fees collected in the month of November 2013, in the amount of $5,629.94, retained by the County. Sheriff Wishard noted he and some of his staff will meet with representatives of Architecture Inc. and their security consultant on January 8th in Sioux Falls.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Hanten, second by McElhany, to transfer $17,200.00 from the Commissioners Contingency budget to the Commissioners budget in the amount of $8,000.00, to the Court Appointed Attorney budget in the amount of $1,700.00, and to the Sheriff's budget in the amount of $7,500.00; all present voted aye; motion carried.

SALARY CLAIMS

Motion by Johnson, second by Heller, to approve for payment the following salary claims; all present voted aye; motion carried: Commissioners: 9,318.07 total salaries. Auditor: 19,572.56 total salaries. Co. Treasurer: 26,931.51 total salaries. States Attorney: 31,523.64 total salaries. Gov. Buildings: 19,108.74 total salaries. Dir. Equalization: 39,853.55 total salaries. Reg. of Deeds: 17,893.46 total salaries. Veterans Service: 11,902.44 total salaries. Sheriff: 77,323.62 total salaries. Co. Jail: 83,069.99 total salaries. Care of the Poor: 4,329.44 total salaries. County Nurse: 4,088.82 total salaries. County Park: 2,249.52 total salaries. Ag. Bldg.: 8,732.50 total salaries. Co. Extension: 8,538.75 total salaries. Weed

Control: 5,681.78 total salaries. Planning Board: 210.51 total salaries. Road & Bridge: 82,426.68 total salaries. Emergency Management: 10,343.36 total salaries. Crime Victim: 6,287.43 total salaries. W.I.C.: 4083.37 total salaries. Total: 473,469.74. Breakdown of withholding amounts which are included in the above: S.D. Retirement 42,947.50; S.D. Retirement 382.21 spouse option; S.D. Supplemental Retire. 1,635.00 suppl. retire.; Wellmark 63,753.83 ins.; Lincoln Financial Group 446.50 life ins.; Delta Dental 5,916.21 ins.; Avesis 705.21 ins.; Nationwide Retire. Sol. 214.29 suppl. retire.; AFSCME Local #2488 330.30 employee union dues; AFLAC 2,521.05 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,527.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 12,510.94 employee payments; Cod. Co. Treasurer 34,390.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 35,809.77 federal withholding; ReliaBank Dakota 53,312.62 social security; Breit Law Office 96.69 employee payment; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

CLAIMS

Motion by Heller, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Accreditation Audit Etc. 150.00 Svc, Ryan Anderson 12.22 Jury, Aspen Tree Service 3300.00 Maint, AT&T Mobility 75.25 Util, Austin Law Offices 319.80 Svc, Graciela Barrantes 240.00 Svc, Bauer Law Office Pc 1559.00 Svc, Stephen Behlings 10.74 Jury, Brian's Glass & Door Inc. 40.00 Repairs/Maint., Brown Clinic Pllp 540.00 Svc, Brownlee Construction 270576.00 Supplies, Butler Machinery 675.94 Supplies, C & R Supply 13478.46 Sup, Carquest Auto Parts 234.02 Rep, Cass-Clay Creamery 706.41 Sup, Centurylink 85.28 Util, Codington-Clark Electric Coop. 45.71 Utilities, Cole Papers, Inc. 75.42 Sup, Connecting Point Computer Cent 7987.65 Maint, County Fair Foods 15.06 Sup, CRA Payment Center 1357.95 Repairs/Maint., D K Diesel Injection Inc. 104.64 Sup, Debora Dockter 11.48 Jury, Doug Zamow 501.12 Repairs/Maint., Dugan Sales & Service 1049.00 Rep, Jeffrey Dunn 13.70 Jury, Bimbo Foods, Inc 247.42 Sup, Engelstad Electric Co. 836.32 Rep, Colleen Enstad 12.22 Jury, ESE Ind Inc 550.00 Rep, Farnams Genuine Parts 9.19 Sup, Farnams Genuine Parts 408.00 Supplies, Milo Ford 18.00 Trav, Norbert Fortin 11.48 Jury, Harvey Fourshey 13.70 Jury, Galls, An Aramark Company 93.98 Unif, GCR Tire Center 1546.42 Rep, Becky Goens 15.42 Trav, Eddie Goodwin 10.74 Jury, Debra Henricks 15.18 Jury, Tyler Hexum 11.48 Jury, Cynthia Holien 17.40 Jury, Preston Hoss 10.74 Jury, Human Service Agency 5000.00 Svc, Joanne Hutt 51.48 Jury, HyVee #1871 Accts Receivable 1228.90 Sup, Intoximeters 600.00 Sup, Johnson Controls, Inc. 1957.55 Maint, Michael Johnson 11.48 Jury, Paul Johnson 88.71 Trav, Crystal Jurgens 52.22 Jury, Daniel Kannas 10.74 Jury, The King Corporation 600.00 Rep, Kristi Koll 1042.62 Sup, Wayne Kothe 11.48 Jury, Clyde Kraemer 10.74 Jury, Larry's Lumber, Inc 3233.95 Rep, J.H. Larson Electrical Co. 2544.00 Rep, Lawson Products 352.09 Supplies, Lewis & Clark Bhs 320.00 Svc, Lincoln Co Treasurer 199.50 Svc, June Lindner 10.74 Jury, Janet Little 11.48 Jury, Jodi Loehrer 57.07 Trav, M & T Fire And Safety 118.00 Supplies, Mac's Inc 181.89 Supplies, Macksteel Warehouse, Inc. 745.14 Supplies, Mac's Inc. 27.52 Rep, Mark's Auto 252.71 Rep, Matheson Trigas DBA Linweld 150.00 Rep, Austin McNamara 11.48 Jury, Menards 105.64 Supplies, Menards 540.20 Rep, Menards 1137.24 Rep, Richard Meyer 13.70 Jury, Midcontinent Communications 495.00 Util, Myers Enterprises, Inc 340.00 Rep, National Assoc Of County Engineers 600.00 Travel & Conf., Sarah Neuhauser 56.66 Jury, Yanira Novoa 100.00 Svc, Office Peeps 43.80 Supplies, Office Peeps, Inc. 1143.11 Sup, James Oleson 22.00 Ref, Bonnie Oletzke 53.70 Jury, Otis Elevator Company 3946.91 Maint, Overhead Door Co 285.46 Rep, Susan Parish-Lentz 50.74 Jury, Pennington County Sheriff 202.95 Trav, Thomas Petrik 51.48 Jury, PMB 0112 211.11 Util, Prairie Lakes Health Care Cent 3580.50 Svc, Reserve Account 99.42 Sup, Ricky Small 10.00 Repairs/Maint., Jeffrey Ringgenberg 52.22 Jury, RJC Construction, Inc 8486.81 Rep, Carla Roby 120.00 Sup, Roethler Construction Inc 9787.17 Rep, Roger's Auto Sales 200.00 Misc, Travis Rudebusch 51.48 Jury, Runnings 22.74 Rep, Johnathon Schmeling 12.96 Jury, Schrader's 259.25 Sup, Schuneman Equipment 74.40 Repairs/Maint., S.D. Federal Property 950.00 Sup, SD Assoc. Co Weed & Pest 50.00 Dues, SDN Communications 1129.09 Util, Securus Technologies

700.00 Sup, Nathan Shepard 10.74 Jury, Shepherd Reporting Llc 30.00 Svc, Sherwin Williams 763.54 Rep, Sioux Valley Coop 4080.70 Fuel, Sioux Valley Coop 109.16 Supplies, Bryan Slattery 10.00 Jury, Jerry Sour 12.22 Jury, Michelle Sour 11.48 Jury, South Dakota Dept. Of Transpor 484.36 Repairs/Maint., Spears Law Office 552.66 Svc, Jaitlyn St Sauver 10.74 Jury, Star Laundry 107.50 Supplies, State Bar Of South Dakota 415.00 Dues, Steve's World 132.50 Rep, Sturdevants Auto Parts 248.32 Repairs/Maint., Sysco North Dakota 4516.20 Sup, Charles Tesch 50.74 Jury, Mark Thorson 52.22 Jury, Thurman Law Office 184.10 Svc, Toshiba Financial Services 402.20 Rent, Trav's Outfitter Inc 384.95 Sup, Truenorth Steel 6480.00 Supplies, Bob Urevig 14.44 Jury, Shirlee Valnes 50.00 Jury, Callen Venjohn 52.96 Jury, Verizon Wireless 414.86 Util, Great Western Bank 921.06 Pmt, Walmart Community 287.42 Sup, Watertown City Finance Office 150000.00 Highway 212 Property, Watertown Ford 228.88 Rep, Watertown Iron & Metal 43.15 Repairs/Maint., Watertown Lawn & Garden 968.00 Rep, Judy L Weber Rpr 30.00 Svc, West Payment Center 88.50 Sup, William West 10.00 Jury, Wheelco 243.40 Rep, Wiles & Rylance, LLP 201.60 Svc, Wow! Business 49.95 Util, Watertown Landfill 4.83 Maint, WW Tire Service Inc. 2053.70 Supplies, Xerox Corporation 124.11 Supplies, Yankton Co. Sheriff 25.00 Svc, Yankton Co Treasurer 446.00 Svc,

PLAT ADDITION RESOLUTION

Zoning Officer, Luke Muller, reviewed the "Replat of Lots 1 and 2 of Henrichs Plat Addition" with the Board and noted the Planning and Zoning Board has recommended approval of the plat.

RESOLUTION #2013-32

A Resolution to approve the platting of the "Replat of Lots 1 and 2 of Henrichs 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:

Replat of Lots 1 and 2 of Henrichs Addition located in the W1/2 of Section 33-T116N-R52W, of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, 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 Hanten, second by Commissioner McElhany; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 30th day of December, 2013, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA

§

Codington County, December 30, 2013

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 2013-32, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 30th day of December, 2013, at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

ZONING SERVICES CONTRACT

Zoning Officer, Luke Muller, presented to and reviewed with the Board, a proposed contract, for zoning services in 2014, between Codington County and the First District Association of Local Governments. Mr. Muller noted there are no changes to the 2014 contact and the contract fee hourly rate remains at $45.00 per hour with the sum not to exceed $27,000.00 for these services; along with mileage costs included the total contract maximized at $27,650.00. Motion by McElhany second by Hanten, to authorize the Chairman to sign the letter of agreement between Codington County and the First District Association of Local Governments to provide administrative and technical assistance services to the Codington County Planning Commission and County Commissioners in the area of zoning, beginning January 1, 2014 through December 31, 2014; all present voted aye; motion carried.

SURPLUS CASH DESIGNATION

Motion by Hanten, second by McElhany, to assign General Fund surplus cash, in the amount of $4,315,000.00, for future building projects; all present voted aye; motion carried.

SURPLUS EQUIPMENT

Motion by Hanten, second by McElhany, to declare a fax machine from the Sheriff's office surplus to be destroyed; computers in the Auditor's office surplus to be destroyed or given to another County office; and misc. equipment/ radios etc., from the Emergency Management Office surplus to be destroyed or sold at a future public auction; all present voted aye; motion carried. A list of the items declared surplus will be filed in the Auditor's Office.

AMBULANCE DISTRICT MEETING

It was noted there could be a quorum of this Board in attendance at a meeting on January 7th, 2014; at 1:00 p.m. at Watertown City Hall. City officials have invited the Board to this meeting and the purpose of the meeting will be to gather information on the formation of an ambulance district.

PERSONNEL CHANGES

Motion by Johnson, second by Hanten, to approve the following personnel changes; all present voted aye; motion carried: Matt Dargatz, Highway Maintenance II; anniversary step increase, from step 2/$16.91 per hour to step 3/$17.59 per hour (estimated); effective date January 1, 2014; submitted and approved by Highway Supt., Rick Small. Patrick McCann, Deputy States Attorney; increase from $25.82 per hour to $27.67 per hour; effective date January 1, 2014; submitted and approved by States Attorney, Dawn Elshere.

BUILDING STUDY

Commissioner Heller asked for the Board's consensus to proceed with finding a bonding agent for the Board's proposed Public Safety building project. Commissioner Johnson expressed his preference to contract with a local bonding company. The Board expressed interest in speaking with the Treasurer and

Director of Equalization to gather additional information on bonding companies and how a bond levy would affect different quarters of Ag. land throughout the County.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 9:38 a.m., until 9:00 a.m., Tuesday, January 7th, 2014; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
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 $_____.