

AGENDA
Codington County Board of Commissioners
Codington County Court House, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, July 6, 2021

1. Pledge of Allegiance
2. Call for public comment. Public comment may be submitted via telephone at 605-882-6248 or 605-882-6297
3. Conflict of interest items
4. Action to approve the July 6, 2021 agenda
5. Action to approve the June 21, 2021, minutes of the joint County/City meeting
6. Action to approve the June 22, 2021, minutes of the Board of Codington County Commissioners
7. Monthly reports
 - a. Community Health Nurse
 - b. Extension
 - c. Veterans Service Officer
 - d. Treasurer
8. Action to approve a Human Resources Service Agreement
9. Action to approve Highway Dept. Union contract
10. Action to advertise and hire a Deputy States Attorney to fill a vacancy
11. Action to approve a lease agreement for Veterans Service and Welfare Offices
12. Action to approve a tax deed auction notice to bidders, appoint property appraisers and declare property surplus to be sold
13. Action to approve a notice to bidders for Asphalt Mat Construction
14. Discussion regarding gravel crushing failure to meet specifications
15. Action to approve plat resolutions
 - a. Blais Addition (Dexter Township)
 - b. VandeZande Addition(Sheridan Township)
16. Action to approve a fireworks show permit
17. Action to compensate employees for Juneteenth Federal/State Holiday
18. Note Waverly-South Shore basketball team's raffle
19. Discussion/possible action to pass a resolution to lift the ban on open burning
20. Discussion/possible action to adopt a resolution to pursue legislation regarding a .5 percent county-wide temporary sales tax for construction of County facilities
21. Action to approve claims for payment

22. Action to approve automatic budget supplements
23. Action to approve personnel changes
24. Action to approve travel requests
25. Public Notices – a possible quorum of Commissioners could be in attendance at
26. Old Business
27. New Business
28. Open
 - a. Public Comments
 - b. Commission Comments
29. Action to enter into Executive session per SDCL 1-25-2
 - (1) Discussion of personnel issues
 - (2) Consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters
 - (3) Preparing for contract negotiations with employees or employee's representatives
 - (4) Discussing information listed in SDCL 1-27-1.5 (8) and 1-27-1.5 (17) (safety or disaster)
30. Action to adjourn until 9:00 a.m., Tuesday, July 13, 2021; at the Codington County Court House

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
Special Joint Meeting
Codington County Board of Commissioners
City of Watertown City Council
Watertown City Hall, 23 2nd St NE, Watertown, SD
5:30 p.m., June 21, 2021**

June 21, 2021

The Codington County Commissioners met in special session, jointly, with the Watertown City Council and Mayor, Sara Caron; at 5:30 p.m., Monday, June 21, 2021, in the chambers of the Watertown City Council at Watertown City Hall. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen, Brenda Hanten; and Zoning Officer, Luke Muller; Chair, Brenda Hanten, presiding. City Council members present upon roll call were: Ried Holien, Don Roby, Adam Lalim, Beth Mantey, Michael Heuer, Josh Weyh, Bruce Buhler, Glen Vilhauer, Dan Albertson, and Mayor, Sara Caron; Jason Redemske absent; Mayor Caron presiding.

CALLS FOR PUBLIC COMMENT

Mayor Caron called for public comments; none were offered.

AGENDA APPROVED

Motion by VanDusen, second by Gabel, to approve the agenda for the joint meeting as presented; all voted aye; motion carried.

Motion by Mantey, second by Vilhauer, to approve the agenda for the joint meeting as presented; all voted aye; motion carried.

EMERGENCY ORDINANCES REGULATING MEDICAL CANNABIS

Codington County Zoning Officer and First District Association of Local Governments Senior Planner, Luke Muller, reviewed Ordinances 73, 74, 21-22 and 21-24. Mr. Muller noted the basis for these temporary ordinances is to allow time for the County and City to develop comprehensive ordinances to address medical cannabis facilities ability to grow, store, sell, etc., medical cannabis.

JOINT PUBLIC HEARING EMERGENCY ORDINANCES REGULATING MEDICAL CANNABIS

Mayor Caron opened the joint public hearing regarding emergency ordinances, 73, 74, 21-22 and 21-24, regulating medical cannabis within Codington County, the City of Watertown, and the Codington County area of joint zoning authority and within the City of Watertown. Mayor Caron gave the 2nd reading of Ordinances No. 21-22 and No. 21-24. Mayor Caron called for comments from the public, none were forthcoming, the Mayor then closed the public hearing.

ORDINANCE 21-24 & ORDINANCE #74

Motion by Mantey, second by Weyh, to approve Ordinance No. 21-24, an emergency ordinance regulating medical cannabis in the established joint jurisdictional area. Upon vote of the Council; all voted aye; motion carried.

Codington County Zoning Officer, Luke Muller, gave the 2nd reading of Ordinance #74, a temporary emergency ordinance regarding the issuance of local medical cannabis establishment permits and/or licenses, in the established joint jurisdictional area. Motion by VanDusen, second by Gabel, to approve Ordinance #74; upon roll call vote; Gabel, Waterman, Johnson, VanDusen, and Hanten voted aye; motion carried.

Codington County, 21 June 2021

ORDINANCE 21-22 & ORDINANCE #73

Motion by Buhler, second by Albertson, to approve Ordinance No. 21-22, an emergency ordinance regulating medical cannabis in the City of Watertown. Upon vote of the Council; all present voted aye; motion carried.

Codington County Zoning Officer, Luke Muller, gave the 2nd reading of Ordinance #73, a temporary emergency ordinance regarding the issuance of medical cannabis establishment permits and/or licenses in Codington County. Motion by VanDusen, second by Johnson, upon roll call vote; Gabel, Waterman, Johnson, VanDusen, and Hanten voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the County Board a motion was made by Johnson, second by Gabel, to adjourn at 5:44 p.m.; all voted aye; motion carried.

Mayor Caron declared the joint meeting adjourned.

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 Court House
14 1st Ave SE**

June 22, 2021

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 22, 2021, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Brenda Hanten; Chair, Brenda Hanten, presiding. Commissioner Hanten led the pledge of allegiance.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Chair Hanten called for public comments to be taken up during the open portion of the meeting; none were offered. There were no conflict-of-interest items to note.

AGENDA APPROVED

Motion by VanDusen, second by Gabel, to approve the June 22, 2021 agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of the June 15, 2021 meeting of the Codington County Commissioners; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jamie Torstenson, updated the Board on: training and exercises – Region 2 exercise with tracking systems, EM101 training course, Salamander tracking system exercise; traveling with a representative from First Dist. for site visits at local industries for updating the County’s Hazardous Mitigation plan; severe weather response; COVID-19 numbers; and drought monitor data for Codington County. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled for the month of May 2021, for the Detention Center and Sheriff’s Office: fees collected in the amount of \$5,926.75 were retained by the County; 592 cases/calls for service; 14 accident reports completed; 103 warrants served; 192 sets of civil papers served; 3,200 transport miles; average daily inmate population 64.48 (high of 74 and low of 57); 19 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 35 individuals testing daily for PBT’S; 59 individuals reporting twice weekly for UA Drug testing; 3 individuals using sweat patches; 215 bookings; \$6,719.00 collected in fees for out of county prisoner contracts; \$2,360.00 collected in work release fees; \$7,946.00 collected in fees for the 24/7 program; and \$2,761.00 collected for SCRAM fees. Sheriff Howell reported his office is preparing for the parade to be held in Kranzburg on July 3rd; the Deuel County Sheriff’s office will assist Codington County with the Kranzburg parade; and Codington County law enforcement will assist Deuel County during the Crystal Springs rodeo event. The Sheriff’s office is currently utilizing a program “Breach Secure” for training of employees on the dark web, email phishing, security of network, etc.

MOU FOR PAYMENT TO MASS VACCINATION EVENT CONSULTANT

Motion by Gabel, second by VanDusen, to authorize the Chair to sign a MOU between Codington County, the City of Watertown, and Prairie Lakes Health Care System, Inc., for the payment of mass vaccination coordination services. The City of Watertown will make payment to J. Paul Consulting, for mass vaccinations coordination, in the amount of \$20,000.00. The City will make application to the South Dakota Dept. of Health for reimbursement of this amount. If, in the event the SD DOH declines reimbursement, the County, City, and Prairie Lakes Health Care System, Inc., will each be responsible for

1/3 of the \$20,000.00 payment to J Paul Consulting. Upon vote of the Board; all voted aye; motion carried.

RESOLUTION TO BAN OPEN BURNING

Emergency Management Director, Jamie Torstenson, provided the Board with information regarding drought conditions in the County and recommended the County enact a ban on open burning at this time. The County is currently at a D1 category (moderate drought). Sheriff Brad Howell participated in this conversation and provided the Board with statute information on the discharge of fireworks during the July 4th holiday period when a County burn ban is in place. Motion by Johnson, second by Gabel, to approve Resolution 2021-18, a resolution placing a ban on open burning; all voted aye; motion carried.

RESOLUTION #2020-18

**A RESOLUTION DECLARING A FIRE DANGER EMERGENCY
IN CODINGTON COUNTY PROHIBITING ANY OPEN BURNING**

WHEREAS, due to D1 drought conditions, prevalent in Codington County, a fire danger emergency now exists within Codington County, South Dakota,

NOW THEREFORE BE IT RESOLVED, by the Codington County Board of Commissioners that a Fire Danger Emergency is hereby declared and until this resolution be otherwise rescinded by the Codington County Board of Commissioners, all open burning as defined in Codington County Ordinance #13-A is hereby prohibited within the boundaries of Codington County, South Dakota, exclusive of any incorporated municipality within the County, and

BE IT FURTHER RESOLVED, that this Resolution is declared to be necessary for the immediate preservation of the public safety in accordance with the provisions of SDCL 7-18-A-8, effective immediately, and shall continue in force and affect until rescinded by the Codington County Board of Commissioners.

Dated this 22nd day of June, 2021

Brenda Hanten
Commission Chair

ATTEST:

Cindy Brugman
Codington County Auditor

PUBLIC AUCTION FOR LEASE OF COUNTY PROPERTY

The Board conducted a public auction, as previously advertised, for the lease of County owned property for the purposes of haying. Commissioner VanDusen opened the auction by asking for a base bid of \$50.00 per acre. No bids were forthcoming. Commissioner VanDusen continued to ask for a bid lowering each request by \$5.00 increments. A bid was received in the amount of \$30.00 per acre from Tyler McElhany, present for this auction. No other bids were offered. The Board accepted the bid of \$30.00 per acre from Tyler McElhany.

HAUL ROADS RESTORATION BIDS

Highway Supt., Rick Hartley, met with the Board to recommend accepting the bid received from Duinick, Inc. for the Haul Road Restoration project. The Highway Supt. advised the Board that Banner

Associates has reviewed all bids for accuracy. Motion by Gabel, second by Johnson, to accept the bid of Duininck, Inc., in the amount of \$8,049,425.25, from the bids announced on June 15, 2021; all voted aye; motion carried. Waylon Blasius, Banner Associates, appeared via Zoom for this agenda item.

HAUL ROAD RESTORATION PROJECT NOTICE TO PROCEED

Motion by Johnson, second by Waterman, to authorize the Chair to sign a notice to proceed for the Haul Road Restoration project; all voted aye; motion carried.

EMERGENCY RENTAL ASSISTANCE 22 PROGRAM CONTRACT

Motion by Gabel, second by VanDusen, to authorize the Chair to sign the Emergency Rental Assistance 2 Program Services Contract between Codington County and the South Dakota Housing Development Authority. Welfare Director, Sara Foust and Welfare Assistant, Kari Kraayenbrink, were present for this action. This agreement will allow the County to assist individuals with rent, rental arrears, utilities and home energy cost and arrears, and other expenses related to housing, with funds allocated by the U.S. Dept. of the Treasury, to SDHDA, pursuant to the American Rescue Plan. Upon vote of the Board; all voted aye; motion carried.

FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS RESOLUTION OF SUPPORT

Motion by Waterman, second by Gabel, to approve Resolution 2021-17 for continued support of the First District Association of Local Governments; all present voted aye; motion carried:

**RESOLUTION #2021-17
RESOLUTION TO CONTINUE SUPPORT FOR THE
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS
DURING FISCAL YEAR 2022
(October 1, 2021 – September 30, 2022)**

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 2022 (October 1, 2021 - September 30, 2022). To support the Joint Cooperative Agreement and the activities of the District staff, the Codington County Board of Commissioners will provide \$44,721.10 to the First District Association of Local Governments during the aforementioned Fiscal Year 2022 period.

Adopted this 22nd day of June, 2021

Brenda Hanten
Chair, Codington County Commissioners

ATTEST:

Cindy Brugman
Codington County Auditor

FIREWORKS DISCHARGE PERMIT APPLICATIONS

The Board reviewed the following fireworks show permits:

<u>APPLICANT</u>	<u>DATE</u>	<u>LOCATION</u>
Darcy Thonvold	07/10/2021	16626 455 Ave, Watertown, Watertown Fire District

Kathy Dagele

07/10/2021

16549 463 Ave, Watertown
South Shore Fire District

Motion by Gabel, second by Waterman, to approve the permits, noting the permits will become null and void in the event there is a County-wide ban on open burning on the aforementioned dates; all voted aye; motion carried.

VETERAN SERVICE OFFICE COPIER EQUIPMENT

Motion by Gabel, second by Johnson, to approve the purchase of two multi-functional printers, updates to one of the office computers, and Adobe Acrobat Reader software, for the Veteran's Service Office and per the request of Veteran's Service Officer, Todd Rose, in the total amount of \$5,329.00; all voted aye; motion carried.

EMPLOYEE CELL PHONE STIPENDS

Motion by Gabel, second by VanDusen, to approve a new schedule of cell phone stipends, based on the newly adopted wage scale. Full-time County employees whose jobs require them to be away from the office/shop on a regular basis in the offices of Maintenance, Director of Equalization, Highway, and Sheriff, along with the Detention Center Corrections Sergeant employees, States Attorney, and Deputy States Attorney will receive cell phone stipends as follows:

Pay grades 15-35 \$25.00 per mo.

Pay grades 40-80 \$40.00 per mo.

On-Call Emergency Management employee \$20.00 per mo.

This action, if approved, will eliminate the current cell phone stipend for the 4-H Youth Program Advisor who is not a County employee. Further discussion ensued regarding the need to adopt a formal plan for cell phone usage and stipends. Discussion was also held regarding the actual cost an employee is paying for a cell plan compared to the stipend amounts provided by the County. Upon vote of the Board; Gabel, Johnson, VanDusen, and Hanten voted aye; Waterman voted no; motion carried.

CLAIMS

Motion by Gabel, second by VanDusen, to approve for payment the following claims: SDAAO 1800.00 registration, VISA Reliabank 1176.98 travel, supplies; all voted aye; motion carried. Motion by Gabel, second by Johnson, to approve for payment the following claim: Watertown City Finance 22270.42 April 911 surcharge collections; Gabel, Waterman, Johnson, and Hanten voted aye; VanDusen abstained; motion carried.

PERSONNEL CHANGES

Motion by VanDusen, second by Waterman, to approve the following personnel changes: Alissa Harte, Auditor Elections Clerk, anniversary step increase, step 11/\$20.22 per hour, effective 7/1/2021; Janet Bevers, Treasurer 1st Deputy, anniversary step increase, step 14/\$25.25 per hour, effective 7/1/2021; Bryan Bleeker, Building Maintenance, anniversary step increase, step 13/\$20.70 per hour, effective 7/1/2021; Richard Kohn, Building Maintenance, anniversary step increase, step 5/\$17.83 per hour, effective 7/1/2021; Lisa Felch, transfer from States Attorney office to Sheriff's Office Criminal/Civil Coordinator, step 7/\$20.60, effective 6/15/2021; Melissa Holtquist, Correctional Officer, anniversary step increase, step 10/\$23.33 per hour, effective 7/1/2021; Wes Jennings, Correctional Officer, anniversary step increase, step 11/\$23.78 per hour, effective 7/15/2021; Charles Rossow, Part-time Criminal Support Coordinator, step 4/\$18.73 per hour; Ron Hartley, Weed Sprayer/Building Maintenance, change from temporary to full-time, step 5/\$17.83 per hour, effective 7/13/2021; Scott Swanson, Lead Building Maintenance, anniversary step increase, step 14/\$23.45 per hour, effective 7/1/2021; Molly Simmons, Seasonal Weed Sprayer, step 1/\$14.75 per hour, effective 6/22/2021; Robyn Riter, Highway Maintenance

II, anniversary step increase, step 9/\$23.44 per hour, effective 7/1/2021; Jeff Argo, Highway Maintenance II, anniversary step increase, step 6/\$22.03 per hour, effective 7/1/2021; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: Veterans Service Officer, SD Dept. of Veterans Affairs Certification and Benefits School; Welfare Director, SD Homeless Summit; and Welfare Director, Summit on Building a Crisis Response Continuum in our Community; all voted aye; motion carried.

INSURANCE POLICY FOR EMERGENCY HOUSING APARTMENT

Welfare Director, Sara Foust, met with the Board to review an insurance policy for the Emergency Housing Apartment. The Welfare Director advised the Board the policy cost is \$500.00 and will cover any damages to the property. The cost will be covered under a grant and at no/minimal cost to the County. Motion by Johnson, second by Waterman, to declare an emergency and to approve the insurance documentation immediately; all voted aye; motion carried.

JUNETEENTH FEDERAL/STATE HOLIDAY

The Board held a brief discussion on the Juneteenth Federal/State Holiday which was in effect on Friday, June 18th, and observed by Federal and South Dakota State Employees. The Board, at their July 6th scheduled meeting, will address compensation to County employees, who worked on June 18th.

EXECUTIVE SESSION

Motion by Johnson, second by Gabel, to enter into executive session at 10:29 a.m., to discuss employee contract negotiations; all voted aye; motion carried. The Board returned to regular session at 11:03 a.m., no action was taken. Human Resource Representative, Natalie Remund, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by VanDusen, to adjourn at 11:03 a.m., until 9:00 a.m., Tuesday, July 6th, 2021; all voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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Published once at the total approximate cost of \$ _____

Quarterly Commissioners Report Codington County- Quarter 2 of 2021

WIC: Caseload numbers have seen a slight decrease but still are remaining around average for our office. We have begun to open the office back for clients to be seen in person if they would prefer. Most of our clients are still completing their appointments over the phone. The waiver that we currently have in place for phone visits is to expire on 8/20/2021. We are open for walk ins of any of our client were to need an appointment. WIC participants have seen a slight change in their benefits recently. All women and children (1-5 years old) were all receiving money on their cards that they could buy fruits or vegetables with. The dollar amounts were \$11 for women and \$9 for children. They could buy fresh or frozen fruits and vegetables. Benefits have now changed, and all women and children will receive \$35 per person for the month June-September. We have also added that clients are able to buy canned fruits and vegetables.

Immunizations: We continue to complete immunizations in office and immunization numbers have been staying steady. We plan to have a slight increase in immunizations over the next couple months as school immunizations are needed for certain ages. We also completed two COVID clinics in our office. First doses were administered on May 17th and second doses on June 14th.

School Services: School services for the 2020-2021 school were all completed fully towards the end of the school year. School contracts are in place for the 2021-2022 school year and we have added two other schools this year. This is the first year for both Great Plains Lutheran and Waverly/ South Shore to have school contracts. We will continue to service Florence, Henry, and St. Martins as we have in years past as well.

Baby Care/Prenatal Education: We continue to complete prenatal education to all pregnant women monthly either by phone or in office appointments. We have been mailing education to women that are completing phone appointments, so they are able to review education that was discussed over the phone.

Infant Mortality: We have taken over the car seat program that the police department was once running. We now have car seats for infants and children for anyone who qualifies. We continue to also distribute pak-n-plays to qualifying expecting moms and educate on safe sleep practices.

Staffing: Savannah Price who was the part time nurse in the office working Tuesday-Thursday put in her resignation and her last day was on June 10th. I remain the fulltime nurse in the office and Liza is still covering Mondays and Fridays along with a fulltime dietitian in the office Monday-Friday.

Staff Training/Continuing Education: Staff have been completing all training virtually during the pandemic.

Upcoming Events: We will be participating in National Night Out which will be held in August. We have been able to use some of the money that was budget from the county to make up bags to hand out at this event. We are very thankful for this.

Respectfully submitted,

Codi Martin, BSN, RN
South Dakota Department of Health
Codington County Community Health Service

Current: 1 JUL - Codington County Veterans Service Office – Todd Rose

4 transports with the DAV vehicle in JUN, and two currently scheduled for JUL. We have 11 qualified drivers. As of last week, South Dakota Disabled Veterans of America Headquarters still has not heard anything on the delivery of the new VAN.

Purchased 11 long sleeve shirts for our Veteran Volunteers Drivers. To show our appreciation for their support to the local veterans.

2022 Initial Budget submitted to Auditor's Office.

Bridge dedication for SPC Mark Horner was conducted at the National Guard Readiness Center.

FY 20 Geographic Distribution of VA Expenditures (GDX) is published and Codington County saw an annual increase of over 1 million dollars for a total of \$16,658,000.00. We also saw an increase in veteran population of just over 100 veterans for a total of 2139 veterans. These numbers are compiled and provided by Federal Veterans Administration.

Local veteran's organizations are getting back to normal with monthly meetings and conducting their normal events.

Future:

I will be attending state training and certification in August.

Watertown's 8th Annual Veterans'/First Responders' Appreciation Day Event that will be held on Thursday, September 16th at the BG Ernie Edwards Readiness Center. It will run from 4:30 pm – 7:30 pm with a short program at 6 pm. Glacial Lakes Harmonizers will sing patriotic songs. Keynote speaker for the event is Greg Whitlock, SD Department of Veteran Affairs Secretary. I will be setting up a table to meet and greet with veterans and community.

Local commanders will be selecting the Codington County Veteran of the Year in August from a list of nominees that they submit. I have the trophy on order.

Any questions or concerns?

FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)

FY20 Summary of Expenditures by State
Expenditures in \$000s

County/ Congressional District	Veteran Population*	Total Expenditure	Compensation & Pension	Construction	Education & Vocational Rehabilitation/ Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
AURORA	199	\$ 2,694	\$ 1,171	\$ -	\$ 22	\$ -	\$ -	\$ -	\$ 1,500	95
BEADLE	1,063	\$ 8,029	\$ 3,473	\$ -	\$ 280	\$ -	\$ -	\$ 30	\$ 4,246	379
BENNETT	166	\$ 2,562	\$ 1,005	\$ -	\$ 47	\$ -	\$ -	\$ 4	\$ 1,506	87
BON HOMME	450	\$ 4,012	\$ 1,739	\$ -	\$ 79	\$ -	\$ -	\$ 8	\$ 2,187	233
BROOKINGS	1,930	\$ 15,431	\$ 6,369	\$ -	\$ 1,486	\$ -	\$ -	\$ 79	\$ 7,497	674
BROWN	2,367	\$ 22,855	\$ 8,492	\$ -	\$ 698	\$ -	\$ -	\$ 281	\$ 13,384	1,126
BRULE	254	\$ 2,274	\$ 846	\$ -	\$ 36	\$ -	\$ -	\$ 121	\$ 1,272	107
BUFFALO	167	\$ 1,179	\$ 493	\$ -	\$ 36	\$ -	\$ -	\$ 13	\$ 637	33
BUTTE	754	\$ 15,589	\$ 4,612	\$ -	\$ 169	\$ -	\$ -	\$ 53	\$ 10,755	501
CAMPBELL	95	\$ 771	\$ 344	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ 413	50
CHARLES MIX	590	\$ 6,484	\$ 2,340	\$ -	\$ 134	\$ -	\$ -	\$ -	\$ 4,010	258
CLARK	213	\$ 2,597	\$ 828	\$ -	\$ 65	\$ -	\$ -	\$ 0	\$ 1,705	115
CLAY	820	\$ 8,131	\$ 3,144	\$ -	\$ 665	\$ -	\$ -	\$ 18	\$ 4,304	290
CODINGTON	2,139	\$ 16,658	\$ 6,825	\$ -	\$ 621	\$ -	\$ -	\$ 67	\$ 9,145	865
CORSON	203	\$ 2,642	\$ 1,057	\$ -	\$ 20	\$ -	\$ -	\$ -	\$ 1,565	114
CUSTER	982	\$ 17,363	\$ 6,169	\$ -	\$ 224	\$ -	\$ -	\$ 44	\$ 10,926	617
DAVISON	1,307	\$ 13,389	\$ 6,326	\$ -	\$ 394	\$ -	\$ -	\$ 68	\$ 6,601	491
DAY	462	\$ 4,738	\$ 1,680	\$ -	\$ 15	\$ -	\$ -	\$ 38	\$ 3,005	235
DEUEL	315	\$ 2,676	\$ 1,131	\$ -	\$ 113	\$ -	\$ -	\$ 4	\$ 1,427	150
DEWEY	303	\$ 5,032	\$ 1,721	\$ -	\$ 26	\$ -	\$ -	\$ 20	\$ 3,265	166
DOUGLAS	224	\$ 1,142	\$ 477	\$ -	\$ 19	\$ -	\$ -	\$ 1	\$ 647	80
EDMUNDS	229	\$ 1,604	\$ 609	\$ -	\$ 20	\$ -	\$ -	\$ 2	\$ 973	122
FALL RIVER	872	\$ 39,789	\$ 11,342	\$ -	\$ 438	\$ -	\$ 395	\$ 151	\$ 27,464	912
FAULK	142	\$ 1,506	\$ 464	\$ -	\$ 4	\$ -	\$ -	\$ 1	\$ 1,037	77
GRANT	550	\$ 5,702	\$ 2,448	\$ -	\$ 53	\$ -	\$ -	\$ 38	\$ 3,163	275
GREGORY	280	\$ 3,540	\$ 1,454	\$ -	\$ 21	\$ -	\$ -	\$ 1	\$ 2,064	155
HAAKON	135	\$ 1,380	\$ 303	\$ -	\$ 3	\$ -	\$ -	\$ 15	\$ 1,059	70
HAMLIN	366	\$ 3,685	\$ 1,512	\$ -	\$ 84	\$ -	\$ -	\$ 0	\$ 2,088	188
HAND	218	\$ 1,964	\$ 683	\$ -	\$ 40	\$ -	\$ -	\$ 43	\$ 1,198	84
HANSON	221	\$ 2,494	\$ 993	\$ -	\$ 42	\$ -	\$ -	\$ 1	\$ 1,458	98
HARDING	111	\$ 750	\$ 158	\$ -	\$ -	\$ -	\$ -	\$ 10	\$ 581	37
HUGHES	1,236	\$ 12,298	\$ 4,736	\$ -	\$ 343	\$ -	\$ -	\$ 163	\$ 7,056	620
HUTCHINSON	495	\$ 4,497	\$ 1,877	\$ -	\$ 220	\$ -	\$ -	\$ 31	\$ 2,370	204
HYDE	70	\$ 846	\$ 213	\$ -	\$ 21	\$ -	\$ -	\$ -	\$ 612	41
JACKSON	173	\$ 2,156	\$ 799	\$ -	\$ 37	\$ -	\$ -	\$ -	\$ 1,320	80
JERAULD	134	\$ 866	\$ 456	\$ -	\$ 41	\$ -	\$ -	\$ -	\$ 369	51
JONES	47	\$ 343	\$ 75	\$ -	\$ 6	\$ -	\$ -	\$ -	\$ 262	29
KINGSBURY	357	\$ 3,980	\$ 2,154	\$ -	\$ 144	\$ -	\$ -	\$ 12	\$ 1,671	165
LAKE	983	\$ 8,636	\$ 3,131	\$ -	\$ 394	\$ -	\$ -	\$ 43	\$ 5,068	315

FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)

FY20 Summary of Expenditures by State
Expenditures in \$000s

County/ Congressional District	Veteran Population*	Total Expenditure	Compensation & Pension	Construction	Education & Vocational Rehabilitation/ Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
LAWRENCE	2,352	\$ 38,061	\$ 12,220	\$ -	\$ -	\$ 653	\$ -	\$ -	\$ 25,064	1,224
LINCOLN	3,147	\$ 39,345	\$ 15,600	\$ -	\$ -	\$ 1,616	\$ -	\$ -	\$ 21,687	1,514
LYMAN	167	\$ 2,002	\$ 792	\$ -	\$ -	\$ 24	\$ -	\$ 2	\$ 1,185	90
MCCOOK	379	\$ 4,149	\$ 1,487	\$ -	\$ -	\$ 113	\$ -	\$ -	\$ 2,549	163
MCPHERSON	167	\$ 1,388	\$ 566	\$ -	\$ -	\$ 22	\$ -	\$ 47	\$ 753	97
MARSHALL	306	\$ 2,283	\$ 1,027	\$ -	\$ -	\$ 41	\$ -	\$ -	\$ 1,211	138
MEADE	2,781	\$ 64,294	\$ 18,214	\$ -	\$ -	\$ 1,818	\$ 2,035	\$ 87	\$ 42,140	1,779
MELLETTTE	109	\$ 1,220	\$ 455	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 762	47
MINER	153	\$ 1,276	\$ 509	\$ -	\$ -	\$ 72	\$ -	\$ -	\$ 693	51
MINNEHAHA	13,457	\$ 180,179	\$ 64,907	\$ 9,584	\$ 5,634	\$ -	\$ 10,149	\$ 1,019	\$ 88,886	5,403
MOODY	498	\$ 5,104	\$ 1,502	\$ -	\$ 103	\$ -	\$ -	\$ -	\$ 3,474	198
OGLALA LAKOTA	584	\$ 8,925	\$ 3,819	\$ -	\$ 191	\$ -	\$ -	\$ -	\$ 4,904	266
PENNINGTON	12,517	\$ 174,903	\$ 72,531	\$ -	\$ 8,244	\$ -	\$ -	\$ 621	\$ 93,508	5,752
PERKINS	238	\$ 1,959	\$ 636	\$ -	\$ -	\$ 70	\$ -	\$ -	\$ 1,234	105
POTTER	186	\$ 1,195	\$ 637	\$ -	\$ -	\$ 10	\$ -	\$ -	\$ 512	88
ROBERTS	697	\$ 7,982	\$ 3,395	\$ -	\$ -	\$ 91	\$ -	\$ -	\$ 4,462	314
SANBORN	179	\$ 1,550	\$ 531	\$ -	\$ -	\$ 21	\$ -	\$ -	\$ 927	65
SPINK	453	\$ 4,084	\$ 1,304	\$ -	\$ -	\$ 45	\$ -	\$ -	\$ 2,728	218
STANLEY	215	\$ 2,146	\$ 1,058	\$ -	\$ -	\$ 38	\$ -	\$ -	\$ 1,051	111
SULLY	95	\$ 618	\$ 124	\$ -	\$ -	\$ 42	\$ -	\$ -	\$ 452	48
TODD	411	\$ 4,842	\$ 1,773	\$ -	\$ -	\$ 45	\$ -	\$ -	\$ 3,019	177
TRIPP	279	\$ 2,610	\$ 1,027	\$ -	\$ -	\$ 46	\$ -	\$ -	\$ 1,534	189
TURNER	566	\$ 7,880	\$ 3,062	\$ -	\$ 338	\$ -	\$ -	\$ -	\$ 4,466	303
UNION	1,098	\$ 11,273	\$ 5,455	\$ -	\$ 620	\$ -	\$ -	\$ -	\$ 5,133	458
WALWORTH	448	\$ 4,812	\$ 1,830	\$ -	\$ -	\$ 44	\$ -	\$ -	\$ 2,909	237
YANKTON	1,844	\$ 15,693	\$ 5,867	\$ -	\$ -	\$ 584	\$ -	\$ -	\$ 9,145	569
ZIEBACH	72	\$ 776	\$ 203	\$ -	\$ -	\$ 6	\$ -	\$ -	\$ 566	42
SOUTH DAKOTA Totals										
CONG. DIST (01)	65,014	\$ 842,833	\$ 314,178	\$ 9,584	\$ 27,602	\$ -	\$ 12,579	\$ 4,126	\$ 474,762	29,835
SOUTH DAKOTA Totals										

FY20 GEOGRAPHIC DISTRIBUTION OF VA EXPENDITURES (GDX)

FY20 Summary of Expenditures by State Expenditures in \$000s

County/ Congressional District	Veteran Population*	Total Expenditure	Compensation & Pension	Construction	Education & Vocational Rehabilitation/ Employment	Loan Guaranty#	General Operating Expenses	Insurance & Indemnities	Medical Care	Unique Patients**
Notes: * Veteran population estimates, as of September 30, 2020, are produced by the VA Predictive Analytics and Actuary Service (VelPop 2018). # Prior to FY 08, "Loan Guaranty" expenditures were included in the Education & Vocational Rehabilitation and Employment (E&VRE) programs. Currently, all "Loan Guaranty" expenditures are attributed to Travis County, TX, where all Loan Guaranty payments are processed. VA will continue to improve data collection for future GDX reports to better distribute loan expenditures at the state, county and congressional district levels. ** Unique patients are patients who received treatment at a VA health care facility. Data are provided by the Allocation Resource Center (ARC). Expenditure data sources: USASpending.gov for Compensation & Pension (C&P) and Education and Vocational Rehabilitation and Employment (E&VRE) Benefits; Veterans Benefits Administration and the Allocation Resource Center (ARC) for Medical Care costs. 1. Expenditures are rounded to the nearest thousand dollars. For example, \$500 to \$1,000 are rounded to \$1,000; \$0 to \$499 are rounded to \$0; and "\$." = 0 or no expenditures. 2. The Compensation & Pension expenditures include dollars for the following programs: veterans' compensation for service-connected disabilities; dependency and indemnity compensation for service-connected deaths; veterans' pension for nonservice-connected disabilities; and burial and other benefits to veterans and their survivors. 3. Medical Care expenditures include dollars for medical services, medical administration, facility maintenance, educational support, research support, and other overhead items. Medical Care expenditures do not include dollars for construction or other non-medical support. 4. Medical Care expenditures are allocated to the patient's home location, not the site of care.										

HUMAN RESOURCES SERVICE AGREEMENT
(CODINGTON COUNTY AND MULTI BUSINESS SOLUTIONS)

THIS HUMAN RESOURCES SERVICE AGREEMENT (hereinafter "*Agreement*") is made by and between **CODINGTON COUNTY, STATE OF SOUTH DAKOTA**, with its principal business location being 14 1st Ave SE, First Floor Room 109, Watertown, SD 57201 (hereinafter "*Client*"), AND **MULTI BUSINESS SOLUTIONS, INC.**, a Minnesota Corporation, with its principal business location being 22599 Birchwood Estates Lane, Fergus Falls, MN 56537 (hereinafter "*Contractor*").

IN CONSIDERATION of the promises and mutual covenants and agreements contained herein, the parties agree as follows:

1. ***Work to Be Performed.*** Client desires that the Contractor perform, and Contractor agrees to perform, the following work:

A. *Human Resources Services:*

- i. Assist and advise the Client on all aspects of human resource management to include employee recruiting, hiring, on-boarding, performance reviews, promotion, compensation, discipline and termination, as needed.
- ii. Recommend policy and procedural changes regarding all aspects of human resource management, as needed.
 - a. Complete a comprehensive Human Resources audit and compliance check and provide Client with a report containing any recommended changes.
 - b. Review and recommend changes to existing job descriptions and obtain all employee signatures.
- iii. Investigate complaints concerning or from county employees and advise the Client on handling of such complaints, as needed.
- iv. Attend regular County Commissioner meetings and other meetings as needed.
- v. Be available to answer Client questions and provide answers in a timely manner.
- vi. Provide trainings on human resource matters to Client, as needed.

B. *Labor Contract Negotiation Services:*

- i. Serve as the primary negotiator of the county as labor contracts are renewed.
- ii. Keep the County Commissioners apprised of and represent the Commissioners' position during labor contract negotiations.
- iii. Advise the County Commissioners on any decisions regarding labor contracts.

2. ***Responsibility of Client.*** The Client shall be responsible for providing the following to Contractor, upon reasonable request of Contractor:

- A. Any Client information reasonably necessary by Contractor to complete the Human Resources audit, and to perform all other duties and obligations of Contractor hereunder.

Client agrees documents will be forwarded to natalie@multi-business-solutions.com email on a timely basis to enable Contractor to provide Client with current, meaningful, and useful data. Any failure to provide such documents and information on a timely basis will impede Contractor's services and may require Contractor to suspend its services or withdraw from the engagement, and or terminate this Agreement.

3. ***Term of Agreement.*** The services called for under this Agreement shall commence on **JULY 1, 2021**, and terminate on **JUNE 30, 2022**, subject to renewal as set forth in Section 5 hereunder.

4. ***Terms of Payment.*** Client shall pay Contractor a flat fee of THREE THOUSAND TWO HUNDRED AND FIFTY DOLLARS (\$3,250.00), each month during the term of this Agreement. Client will pay for any expenses related to hiring, or any other Human Resources services including, but not limited to: advertising, promotion and office expenses. The pricing listed herein shall be valid for one (1) year from the date of this Agreement. In the event the Agreement does not start on the 1st of a month, the fee will be prorated from the start date of the Agreement. Invoicing shall take place on the 25th of each month for the current month of services and shall be due within 15 days of receipt.

5. ***Renewal.*** This Agreement may be renewed for additional one (1) year terms upon the written mutual agreement of the Parties. All terms of this Agreement shall remain for any renewal terms, save and accept, the terms of payment to Contractor shall increase for each renewal term by an amount of no more than twenty-five percent (25%) of the previous term payment rate.

6. Federal, State, and Local Payroll Taxes. Client shall neither pay nor withhold federal, state, or local income tax or payroll tax of any kind on behalf of Contractor or the employees of Contractor. The Contractor shall not be treated as an employee for the services performed hereunder for federal, state, or local tax or any other purposes. The Contractor understands that it is responsible to pay, according to law, its income taxes.

7. Insurance. Contractor shall maintain during the term of this Agreement, Worker's Compensation Insurance with coverage not less than the statutory limits. Contractor shall maintain during the term of this Agreement, Automobile Liability insurance with a coverage amount of not less than \$1,000,000.00. Contractor shall maintain during the term of this Agreement, General Professional Liability Insurance with coverage of not less than \$1,000,000.00 for each occurrence and \$2,000,000.00 in the aggregate. Upon the reasonable request of Client, Contractor shall provide proof of said insurance coverage(s), by copy of the insurance policy or declaration page of the same.

8. Independent Contractor Retention. Contractor shall keep work papers related to this engagement and Agreement for four (4) years. When records are returned, it is the Client's responsibility to retain and protect the same for future use, potential examination by any government or regulatory agency, or for any other purpose thereof.

9. Independent Status. Contractor expressly represents and warrants to Client that (1) it is not and shall not be construed to be an employee of the Client and that its status shall be that of an Independent Contractor for which it is solely responsible for its actions and inactions; and (2) the Contractor shall not act as an employee or agent of Client; and (3) the Contractor is not authorized to enter into contracts or agreements on behalf of Client or to otherwise create obligations of Client to third parties.

10. Indemnification. Contractor shall indemnify Client against any and all claims, demands, losses, and liabilities including interest, penalties, and reasonable attorney fees, that Client shall incur or suffer by reason of Contractor's breach of any representation, warranty, covenant, promise, or agreement covered by this Agreement or in any exhibit, schedule, or other instrument attached to this Agreement or furnished, or to be furnished, by Contractor under this Agreement. Contractor shall indemnify and hold Client harmless from any all claims, demands, losses, and liabilities including interest, penalties, and reasonable attorney fees, arising out of, or in connection to, the actions or inactions of Contractor for the performance of work hereunder, for any time period during the term of this agreement. Save and accept any all claims, demands, losses, and liabilities arising out of or caused by the gross negligence of Client.

Client shall indemnify Contractor against any and all claims, demands, losses, and liabilities including interest, penalties, and reasonable attorney fees, that Contractor shall incur or suffer by reason of Client's breach of any representation, warranty, covenant, promise, or agreement covered by this Agreement or in any exhibit, schedule, or other instrument attached to this Agreement or furnished, or to be furnished, by Client under this Agreement. Client shall indemnify and hold Contractor harmless from any all claims, demands, losses, and liabilities including interest, penalties, and reasonable attorney fees, arising out of, or in connection to, the actions or inactions of Client for the business of Client or the obligations and responsibilities of Client hereunder, for any time period during the term of this agreement. Save and accept any all claims, demands, losses, and liabilities arising out of or caused by the gross negligence of Contractor.

11. Confidential Matters and Proprietary Information. Contractor acknowledges that during the course of this Agreement, it may acquire knowledge of confidential business information, documents, film, tape, data or trade secrets. Contractor agrees to keep any and all such confidential information in a secure place and not to publish, communicate, use, or disclose, directly or indirectly, for its own benefit or for the benefit of another, either during or after the term of this Agreement.

12. Termination of Agreement. This Agreement may be terminated at any time by Client or the Contractor upon sixty (60) days written notice to the other party. In the event that the Client provides less than sixty (60) days' notice, the Client shall still be obligated to pay Contractor for two (2) months of services. During the sixty (60) day termination period, projects in process shall be completed if possible. No other additional work shall be undertaken unless the parties agree in writing to specific terms for the work.

13. Severability. The provisions of this Agreement are severable, and it is the intention of the parties hereto that in the event a court of competent jurisdiction holds that any one or more provisions of this Agreement are unenforceable, the remaining provisions of the Agreement shall be given full force and effect as if the part or parts held invalid had not been included.

14. Total Agreement. This Agreement supersedes all prior oral or written agreements, if any, between the parties and constitutes the entire agreement between the parties. The Agreement cannot be changed or modified orally. This Agreement may be supplemented, amended, or revised only in writing by agreement of the parties.

15. Governing Law; Jurisdiction. This Agreement will be governed and interpreted in accordance with the laws of the State of South Dakota without reference to its choice of law principles. Any action arising out of or related to this Agreement will be brought in the state or federal courts with jurisdiction in South Dakota.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of this _____ DAY OF JUNE 2021.

CODINGTON COUNTY

MULTI BUSINESS SOLUTIONS, INC.

By: _____

By: _____

Its: _____

Its: _____

**CODINGTON COUNTY
NOTICE TO BIDDERS**

WHEREAS, the Board of County Commissioners of the County of Codington, South Dakota, has directed the within described real property acquired by said County by tax proceedings to be sold as provided by law.

NOW, therefore, pursuant to the direction of the Board of Commissioners of Codington County, South Dakota, notice is hereby given that the Board of County Commissioners, of Codington County, South Dakota, will sell at public auction to the highest bidder, subject to the confirmation of the Board of Commissioners of said County, in the Commission Chambers, Room 114, located at the Codington County Court House, 14 1st Ave SE, Watertown, County of Codington, State of South Dakota, on the 10th day of August, 2021, at the hour of 9:00 a.m., the following described real estate situated in the County of Codington, State of South Dakota, to-wit:

Town of Wallace

Lots Five (5) and Six (6), of Block Fifteen (15), of the Village of Wallace, Codington County, South Dakota. Property record #5275. Tax Deed issued to Codington County 2/8/2021.

Bidders are invited, urged, and cautioned to inspect the property prior to auction. Failure to inspect property shall not constitute cause for cancellation of sale.

The Bidder understands and agrees that the property is offered, purchased and accepted by the buyer "AS IS" and "WITH ALL FAULTS". The County makes no warranties or guarantees whatsoever whether written, oral, or implied as to quality, condition, or habitability. Buyer acknowledges that he/she relied entirely on his/her own information, judgement and inspection of the property.

Dated this 6th, day of July, 2021.

Brenda Hanten

Chair, Codington County Commissioners

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 twice at the total approximate cost of \$_____

**CODINGTON COUNTY
NOTICE TO BIDDERS**

Notice is hereby given that the Board of Commissioners of Codington County, South Dakota, will receive bids up to 9:00 AM in the morning, on Tuesday, 27th, July 2021 at The Codington County Auditor's Office at 14 First Avenue SE, Watertown, South Dakota 57201. All bids will be opened and read aloud in the Commission chambers for the following:

ASPHALT MAT CONSTRUCTION at any location or facility maintained by Codington County. Plans and specification details can be obtained at:

The Office of The Superintendent of Highways
1201 Tenth Street NW
Watertown, South Dakota 57201

GENERAL NOTES: All materials shall meet the *Standard Specifications for Roads and Bridges* of the SDDOT. Certification shall be provided on all bid items stating that they meet specifications when Codington County Highway Department requests such certificates.

ALL BIDS shall be accompanied by a certified check or cashier's check for 5% of the amount bid, based on the estimated quantities stated in the specifications, drawn on a solvent bank domiciled within the state of South Dakota, or in lieu thereof, a bid bond for 10% of the amount of the bid. The Board reserves the right to reject any or all bids and to waive any defects therein, and to buy in the best interest of the County. Bids shall be submitted on Codington County bid forms, in a sealed envelope, labeled as to the contents and delivered to The Codington County Auditor's Office prior to the time of the bid opening.

Dated this 6th day of July, 2021.

Brenda Hanten
Codington County Commission Chair

ATTEST:

Cindy Brugman
Codington County Auditor

MAT CONSTRUCTION SPECIFICATIONS 2021

The successful bidder shall furnish all equipment, material, labor, permits, traffic control, asphalt, aggregate, and tack coat in place. The scope of work shall consist of mat construction in several locations through Codington County roadways. Utilizing RAP as aggregate, up to 20% maximum in the A.C. mat overlay, 4 inches in thickness on approximately 3,700' feet of Codington County Roads numbered 8-1A, 7-5 and 23-5,6 as indicated on attached map A. Traffic shall be maintained through the work zone during construction. Pavement markings shall be included in the project.

All overlays over 1.5 inches in thickness shall be installed in two lifts. All work shall be done in accordance with the South Dakota Department of Transportation's Standard Specifications for Roads and Bridges, 1998 or 2015 edition, section 320.

Tack coat shall be applied in accordance with the Standard Specifications for Roads and Bridges, 2015 edition, section 330. The tack shall be CSS-IH emulsified asphalt applied at a rate of .05 gallon per square yard.

Asphalt aggregate shall be Class D, Type 1, in accordance with the Standard Specifications for Roads and Bridges, 2015 edition, section 880.2.

Asphalt concrete shall be Class D in accordance with Standard Specifications for Roads and Bridges, 2015 edition, section 321. The asphalt cement shall be PG 58-28 conforming to AASHTO Binder Specifications (MPI). Contractor shall furnish a copy of the mix design used for asphalt.

Compaction shall be in accordance with the Standard Specifications for Roads and Bridges, 2015 edition, section 320.3.

All bids shall be submitted on a Codington County Bid Form. Variations, omissions or deletions to the above specifications shall be noted on the bid forms.

Payment shall be made monthly per unit ton in place. All loads shall be documented by individual load scale ticket indicating County Road and

section number verifying destination prior to any pay request. A copy of each ticket shall be submitted to The Codington County Highway Department, as well as a copy of the scale certification. Ten percent (10%) of all payments made by Codington County to the successful bidder shall be held until final inspection.

All work shall be completed during the period of August 1st, 2021 to October 15, 2021.

BID ITEM A: To be by the ton in place for approximately 565 tons on Co. Rd 8-1A as indicated on attached map. This work area will need to be shaped and compacted for asphalt. Approximately 910' x 24' feet.

BID ITEM B: To be by the ton for approximately 640 tons at Co. Rd 23-5 as indicated on the attached map. This work area will need reclaimed six inches in depth. Shaped and compacted for asphalt. Approximately 1060' x 25' feet.

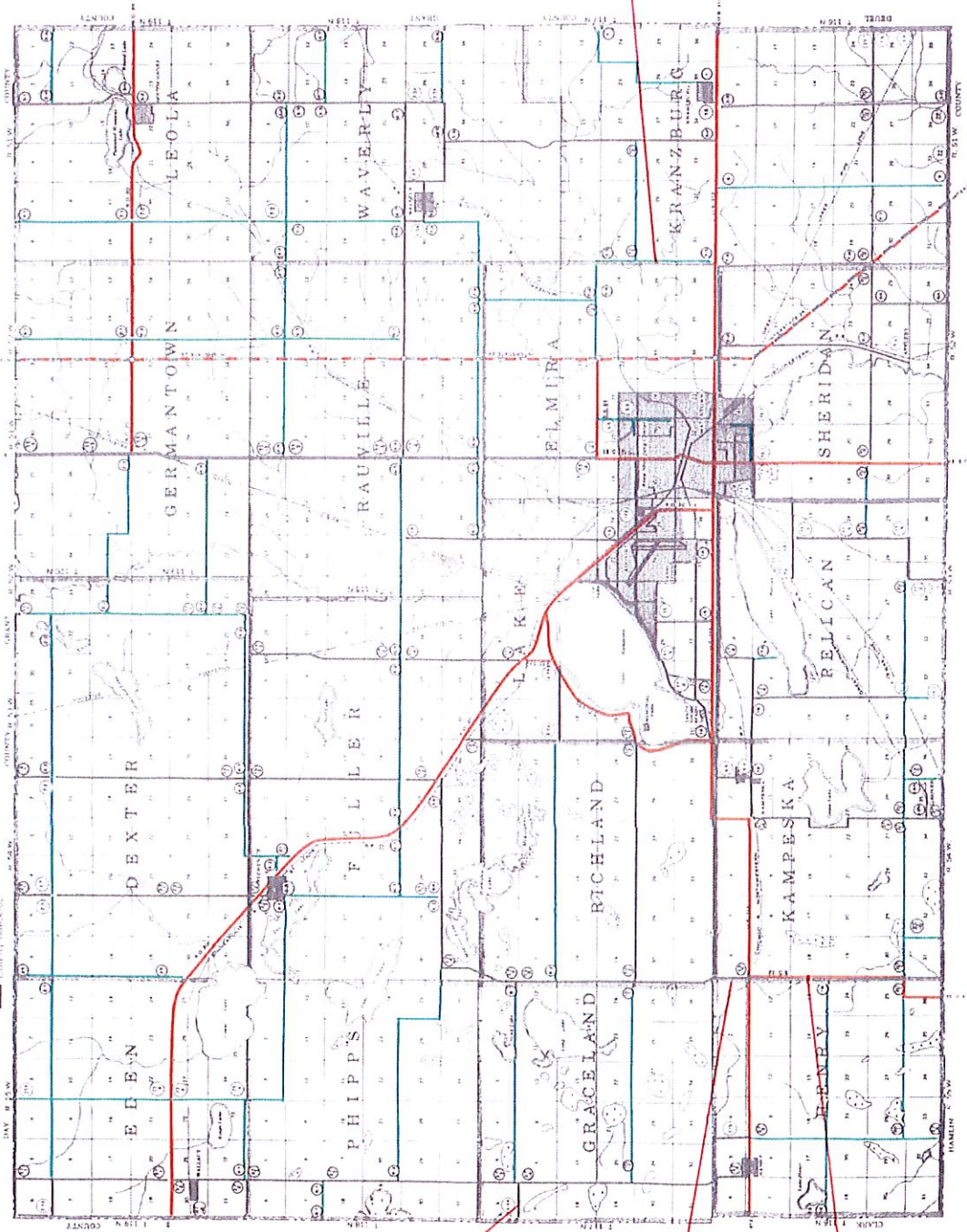
BID ITEM C: To be by the ton for approximately 765 tons at Co. Rd 23-6 as indicated on the attached map. This work will need to be shaped and compacted for asphalt. Approximately 1200' x 25' feet.

BID ITEM D: To be by the ton for approximately 335 tons at Co. Rd 7-5 as indicated on the attached map. This work area will need reclaimed four inches in depth. Shaped and compacted for asphalt. Approximately 525' x 25' feet.

Successful Bidder shall furnish a combined Performance and Payment Bond, equal to the amount bid, prior to starting any work on the project.

CODINGTON COUNTY HIGHWAY MAP
SOUTH DAKOTA
1995

- S.D. Highway
- U.S. Highway
- Nat. Gas Line
- County Gas Line
- County Road/Ctr.



8-1-A

7-5

23-5

23-6

FIREWORKS SHOW PERMIT

Name of Applicant: Mathew S. Kranz
Address: 2137 20th Ave Watertown Phone #: 605-981-9454

Responsible Person / Pyrotechnician Firing the Show:

Name: Lew's Fireworks
Address: _____ Phone #: _____

Drivers License or Social Security #: _____

Fireworks Show Date: 7-30-21 7-31-21 Time: 9:30pm Duration: 1/2 hour - 1 hour

Description of Event: to be determined family park Kranz reunion

Location of Show: 2137 20th Ave WTN SD

(In compliance with NFPA1123, Chapter 5 on Display Site Selection, for all events attach an aerial/satellite map with shown distances required.)

- Type of Fireworks: 1.4G Consumer Fireworks Use/Discharge (Regulated by NFPA1124)
 1.3G Display Fireworks Display (Regulated by NFPA1123)
(If 1.3G Display attach copy of ATF License or ATF Notice of Clearance.)
(For all shows attach list of fireworks that will be used.)

Public Show Private Show

(If a Public Show attach Insurance Certificate for the Event to this application. Permits shall require applicants to offer proof of a valid liability insurance policy of at least one million dollars (\$1,000,000.00) naming the City of _____/or _____ County as an additional insured. This policy must be in full force and effect for the entire period of this permit.)

I affirm and warrant that the above information is true and correct and that I am knowledgeable and will comply with the appropriate standards of NFPA1124 or NFPA1123, whichever applies to this event.

Dated this 6 day of 28, 2021

Mathew S Kranz
Applicant Name Printed _____ Applicant Signature _____

The above address is within the Watertown Fire Department's Fire District. The Watertown Fire Department has reviewed this permit application and hereby recommends it's issuance.

BC McElhany
Fire Chief tmcelhany@watertownfire.com

Pursuant to authorization by the _____ County Board of Commissioners, I _____, Chairman, hereby authorize and issue this Permit to Use/Discharge - Display fireworks in _____ County, by the person or entity named above at the time and manner described herein. Dated: _____
By: _____
Chairman - _____ County Commissioners

Pursuant to authorization by the _____ City Council, I _____, Chairman, hereby authorize and issue this Permit to Use/Discharge - Display fireworks inside the _____ City Limits, by the person or entity named above at the time and manner described herein. Dated: _____
By: _____
Chairman - _____ City Council

(NOTE: In accordance with the local fire department, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of Use/Discharge - Display. Should standby be deemed necessary, costs associated with standby will be billed to, and shall be paid by, the permittee. We reserve the the right to cancel permits based on fire potential, and given determining factors such as atmospheric and foliage conditions.)

8.11 Holidays

Codington County recognizes and observes the following as paid holidays for eligible employees:

New Year's Day	January 1 st
Martin Luther King Jr. Day	3 rd Monday in January
Presidents' Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4 th
Labor Day	1 st Monday in September
Native Americans' Day	2 nd Monday in October
Veterans' Day	November 11 th
Thanksgiving Day	4 th Thursday in November
Christmas Day	December 25 th

And all other days proclaimed as legal non-working days by the President of the U.S. or the Governor of S.D. When a holiday falls on a Saturday, the preceding Friday is observed as the paid holiday for eligible County employees. If a holiday falls on a Sunday, it is observed on the following Monday. Employees ineligible for paid holiday leave will be granted a day off without pay in observance of a holiday.

8.11.1 Work on a Holiday – Revised March 2002

A regular full-time employee required to work by the Department Head on a paid holiday observed by Codington County will receive time and one-half for those hours worked as well as the holiday pay. Regular part-time employees will receive time and a half (1 ½) for hours actually worked.

8.11.2 Paid Holiday on Regular Day Off

If a paid holiday recognized by Codington County falls on an employee's regularly scheduled day off, the employee will be granted an additional 8 hours to be added on to his/her vacation leave.



Waverly-South Shore School



Waverly School District 14-5

319 Mary Place ~ Waverly, SD 57201

Phone 605-886-9174 ~ Fax 605-886-6630

Jon Meyer, Supt ~ Joe Dalton, Principal ~ Misty Hemmingson, Bus. Mgr

To: Codington County Commissioners

The Waverly – South Shore Girls and Boys basketball teams would like to/ will be running a raffle/game of chance “Monday Night Football Book” fundraiser for each respective team. We plan to sell the booklets for \$20 and we will pay out the halftime score and final score winners (square with the last digit of each teams score), \$20, \$30 respectively. This would raise a significant amount of money for both teams that will help with summer costs, warm-ups, etc. The fundraiser would follow the timeline of the NFL season with the first week of the “game” beginning Week 1 and concluding the last week of Monday Night Football.

Thank you,

Joe Dalton

Waverly – South Shore Head Boys Basketball Coach

FILED

JUN 22 2021

CODINGTON COUNTY AUDITOR

Resolution

To seek an act to minimize taxpayer costs when funding county infrastructure construction.

WHEREAS; counties must construct buildings as specified in SDCL § 7-25-1 and 7-25-3 and

WHEREAS; counties are specifically required by SDCL § 16-6-7 and §16-12A-29.1 to provide adequate court facilities and are required by SDCL § 24-11-2 and SDCL § 24-11-3 to provide adequate jail facilities or provide for the housing of inmates and

WHEREAS; unlike other units of government in South Dakota, state law (SDCL Titles 7 and 10) only provides property tax as the sole source with which counties may fund such construction projects and

WHEREAS; in order to build necessary buildings, counties must usually levy additional property tax that places an added burden upon county residents for an extended period of time and

WHEREAS; this added property tax burden disproportionately taxes agricultural producers as compared to residents of municipalities and

WHEREAS; “Second penny” sales tax collections in many municipalities demonstrate that many counties could use a 1/2 cent sales tax to raise revenue for construction projects much more quickly than is possible with property tax and

WHEREAS; SDCL § 10-52-2.4 Which authorizes municipalities to levy a temporary “third penny” sales tax, establishes legal precedent for codifying the “sunsetting” of a temporary sales tax and

WHEREAS; Raising revenue for construction projects more quickly decreases the burden on tax payers by reducing the length of time an additional tax is imposed and by lowering the costs of financial bonds used to fund construction by shortening the term of said bonds and

WHEREAS; As jails across the state continue to age, the list of counties (Codington-2014, Codington-2017, Lake-2017, Walworth 2018, Lincoln-2020, Clay-2021) whose voters reject property tax-funded bonds to fund necessary jail construction due to the inability to pass property tax funded bond issues in continues to grow

WHEREAS; Sales tax spreads the tax burden among all residents of a county, not only among property owners,

NOW THEREFORE BE IT RESOLVED; that the Codington County Commissioners request that the South Dakota Association of County Commissioners pursue legislation to:

- authorize county commissioners to refer to voters of their county the imposition of up to a .5 percent county-wide temporary sales tax to issue bonds for the construction expenses of buildings and structures as described in SDCL § 7-25-1 and 7-25-3 and for facilities designed to reduce jail incarceration.
- authorize county commissioners of counties that wish to contribute funding for construction of buildings and structures as described in SDCL § 7-25-1 and 7-25-3 or for facilities designed to reduce jail incarceration, taking place in another county to use the provisions of this act to raise the funds to be contributed.
- authorize counties that currently have property tax bonds to fund the construction expenses of buildings and structures as described in SDCL § 7-25-1 and 7-25-3 or for facilities designed to reduce jail incarceration to apply the above provisions to issue sales tax funded bonds to pay an outstanding balance, or portion thereof, of property tax funded bonds.

- authorize county commissioners to refer to voters of their county the imposition of sales tax, as described above, in combination with property tax, to fund a bond for the construction expenses of renovation or replacement of buildings and structures as described in SDCL § 7-25-1 and 7-25-3 and for facilities designed to reduce jail incarceration.
- require that the ballot for the referendum of the aforementioned county-wide sales tax state the maximum possible term of the sales tax and clearly state the infrastructure to be built should voters approve.
- Require that a majority of votes cast approve the tax in order for the sales tax to be levied.
- Require that all revenues generated by the sales tax levied as described above be applied to payment of the bonds issues to fund the infrastructure approved by the voters.
- Require that the tax cease (“sunset”) when either the bonds to fund the construction are paid or when the maximum possible term as approved by voters is reached.
- Require that any continuation of the tax beyond either the time when bonds to fund the construction are paid or when the maximum possible term as approved by voters is reached be approved by a majority of votes cast in a subsequent referendum held to determine whether or not the sales tax should continue.
- Cause any excess revenue received and remaining after the termination of such sales tax to be applied to the expenses of maintaining and operating the building or structure built using the provisions of this act.

Supporting Criteria

Justification for the resolution: As already recognized in South Dakota Codified Law, counties are expected to build buildings to fulfill their responsibilities. In several cases, counties are legally mandated to provide very expensive structures, like courthouses and jails. The only means to pay for the construction of these buildings in property tax.

- This is unfair.
 - Despite the fact that most of these structures benefit those who own real property and those who don't, counties only have the option to tax real property owners.
 - As individual taxpayers, agricultural producers bear a noticeably larger part of the burden caused by the added property tax for infrastructure projects.
- This is an unnecessarily expensive way to build.
 - The longer bond terms inherent in property tax, mean the added property tax will probably be in place for 20 years. In contrast, many counties would be able to generate revenue much more quickly with a ½ cent sales tax.
 - The longer term a property tax-funded bond adds significantly to the financing costs.

Counties affected by the resolution: All counties in South Dakota could potentially benefit. This possibility is enhanced through the provisions that would allow counties to

- to use sales tax, as described in this resolution, to pay an outstanding balance, or portion thereof, of existing property tax funded bonds and
- to combine sales tax, as described in this resolution, with property tax, to fund bonds for construction

Impact of resolution:

- *Gives voters a voice in how they are taxed.* Any tax enacted under the provisions of this act would require voter approval.
- *Adds a significant measure of local control* to a county's ability to fund critical infrastructure. Provides locally elected officials a money-saving option to put before voters.
- *It's fairer.* Sales tax would spread the burden among all residents, not just property owners. This is particularly fair and appropriate for public safety infrastructure like courthouses and jails.
- *Shortens the length of time of the tax.* In many SD counties, 0.5% sales tax would pay off a bond more quickly than a property tax funded bond. All revenues gained would have to be used to pay the bond to build the voter-approved infrastructure minimizing the length of time for the tax.
- *Increases the opportunity to save taxpayers' money.* Paying off a bond more quickly saves on financing costs.
- *More public debate.* The requirement for voter approval would cause a healthy debate. This means that elected officials and voters would have a dialogue about the need for and nature of the infrastructure and whether property or sales tax is the best approach.
- *Eases the burden on ag producers.* Ag producers tend to be the most affected by increases in property tax. An increase to property taxes that lasts 20 years is an unwelcome added burden as commodity prices fluctuate and producers must juggle expenses
- This resolution DOES NOT propose to infringe on other sales tax revenue received by the State or municipalities.

June 29, 2021

Commissioners: 10,595.06 total salaries. Auditor: 21,834.45 total salaries. Co. Treasurer: 32,453.40 total salaries Ashley Lindner 3403.44 promotion. States Attorney: 39,021.97 total salaries. Gov. Buildings: 19,863.16 total salaries. Dir. Equalization: 43,928.72 total salaries. Reg. of Deeds: 22,907.73 total salaries. Veterans Service: 10,623.88 total salaries. Sheriff: 104,506.70 total salaries; Lisa Felch 3584.40 transfer; Michael Morgan 4499.64 step increase. Co. Jail: 125,369.49 total salaries; Marie Suman P/T 23.00 step increase; Jordan Jensen 18.44 P/T new hire; Levi Saunder 18.44 P/T new hire; Marcy Rossow 3514.80 step increase; Charles Rossow 18.73 P/T step increase. Welfare: 7,658.47 total salaries. County Nurse: 5,099.28 total salaries. Co. Park: 13,584.30 total salaries. Ag. Bldg.: 9,677.53 total salaries. Co. Extension: 10,213.87 total salaries. Weed: 5657.85 total salaries. Planning Board: 510.85 total salaries. Road & Bridge: 100,340.27 total salaries; Jeff Riley 14.75 P/T seasonal. Emergency Management: 12,193.15 total salaries. Crime Victim: 7,003.35 total salaries. W.I.C.: 4,751.47 total salaries. Total 607,794.95

Breakdown of withholding amounts which are included in the above:
S.D. Retirement 54,819.86; S.D. Retirement 69.79 spouse option; S.D. Supplemental Retire. 3,330.00 suppl. retire.; Sanford 82,257.79 ins.; Reliance Standard Life Insurance 763.98 life ins.; Delta Dental 6,415.72 ins.; Avesis 910.87 ins.; Nationwide Retire. Sol. 25.29 suppl. retire.; AFSCME Council 65 526.90 employee union dues; AFLAC 4,116.77 ins.; John Hancock 5,320.00 suppl. retire.; AFLAC 823.42 ins.; Watertown United Way 70.00 employee contributions; Office of Child Support 435.00 employee payments; Sioux Valley Credit Union 24,693.00 employee payments; SDRS Supplemental Retirement 3,880.00 Roth retirement; Teamsters Local Union 120 394.00 employee union due; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 41,413.64 federal withholding; ReliaBank Dakota 68,896.18 social security; SDRS Special Pay Plan 9,423.05 payout of employee's vacation and sick leave; SDRS Special Pay Plan 45.00 participation fee.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME Alison Bakken	DATE 6/30/2021
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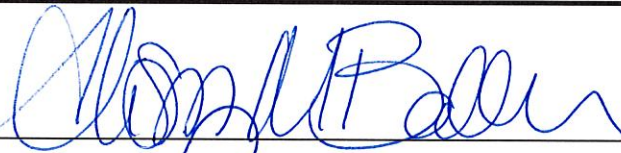
EFFECTIVE DATE 7/1/2021	POSITION TITLE Deputy State's Attorney	DEPARTMENT State's Attorney
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CURRENT STEP	NEW STEP Step 9
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CURRENT PAY RATE \$31.96/\$5561.04	NEW PAY RATE \$34.50/\$6003.00
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REASONS FOR CHANGE

6 month step increase
with education incentive

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 6/30/2021

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME <i>Jamie Monson</i>		DATE <i>6/21/2021</i>
EFFECTIVE DATE <i>7/1/21</i>	POSITION TITLE <i>Criminal Records mgr/ Legal Records Specialist</i>	DEPARTMENT <i>SA</i>
CURRENT STEP <i>6</i>	NEW STEP <i>7</i>	
CURRENT PAY RATE <i>\$22.47</i> <i>22.96/3995.04</i>	NEW PAY RATE <i>\$22.79</i> <i>\$23.29/4052.40</i>	
REASON FOR CHANGE <i>Annual step raise</i> <i>education incentive</i>		

EMPLOYEE SIGNATURE *Jamie Monson*

DEPARTMENT HEAD SIGNATURE *Rebecca J*

DATE *6/22/2021*

COUNTY COMMISSIONERS _____

DATE _____

FILED

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

JUN 25 2021

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME MARY FRANSEN		DATE 6/23/201
EFFECTIVE DATE 7/1/2021	POSITION TITLE DEPUTY	DEPARTMENT REGISTER OF DEEDS
CURRENT STEP 13	NEW STEP 14	
CURRENT PAY RATE \$24.94	NEW PAY RATE \$25.25	
REASONS FOR CHANGE ANNIVERSARY STEP INCREASE		

EMPLOYEE SIGNATURE Mary Fransen

DEPARTMENT HEAD SIGNATURE Ann Rasmussen

DATE 6/23/2021

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME JILL SCHWEITZER		DATE 6/18/2021
EFFECTIVE DATE 7/1/2021	POSITION TITLE CLERK	DEPARTMENT REGISTER OF DEEDS
CURRENT STEP 13	NEW STEP 14	
CURRENT PAY RATE \$20.80	NEW PAY RATE \$21.05	
REASONS FOR CHANGE ANNIVERSARY STEP INCREASE		

EMPLOYEE SIGNATURE *Jill Schweitzer*

DEPARTMENT HEAD SIGNATURE *Amy Rasmussen*

DATE 6/18/2021

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME <i>Adam Reeves</i>		DATE <i>6/1/21</i>
EFFECTIVE DATE <i>6/1/21</i>	POSITION TITLE <i>Deputy Sheriff</i>	DEPARTMENT <i>Sheriff's office</i>
CURRENT STEP <i>Step 8</i>	NEW STEP <i>Step 9</i>	
CURRENT PAY RATE <i>\$27.23/\$4738.02</i>	NEW PAY RATE <i>\$27.64/\$4809.36</i>	
REASONS FOR CHANGE <i>Anniversary date education incentive</i>		

EMPLOYEE SIGNATURE *X* 

DEPARTMENT HEAD SIGNATURE 

DATE *6/24/21*

COUNTY COMMISSIONERS _____

DATE _____

FILED

JUN 25 2021

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

CODINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME <i>Jamie Dolen</i>		DATE <i>6-24-21</i>
EFFECTIVE DATE <i>7-1-21</i>	POSITION TITLE <i>Maintenance III</i>	DEPARTMENT <i>Highway</i>
CURRENT STEP <i>8</i>	NEW STEP <i>9</i>	
CURRENT PAY RATE <i>4135.98 (23.77)</i>	NEW PAY RATE <i>4,200.36 (24.48)</i>	
REASONS FOR CHANGE		

EMPLOYEE SIGNATURE *Jamie Dolen*

DEPARTMENT HEAD SIGNATURE *Lick Hartley*

DATE *6-28-2021*

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME <i>Cheri Howell</i>		DATE <i>06/22/2021</i>
EFFECTIVE DATE <i>07/01/2021</i>	POSITION TITLE <i>Secretary</i>	DEPARTMENT <i>Emergency Management</i>
CURRENT STEP <i>11</i>	NEW STEP <i>12</i>	
CURRENT PAY RATE <i>\$ 20.12 / \$3500.88</i>	NEW PAY RATE <i>\$ 20.44 / \$3556.56</i>	
REASON FOR CHANGE <i>Anniversary Step Increase</i>		

EMPLOYEE SIGNATURE *Cheri Howell*

DEPARTMENT HEAD SIGNATURE *James Test*

DATE *6/22/2021*

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Auditor

Name of traveling employee Cindy Brugman

Employee title Auditor Employee status exempt nonexempt

Purpose of travel NACo Leadership Academy

Method of transportation n/a

Destination n/a

Departure date and time _____ Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) _____

Lodging expense _____

Meals _____ Registration \$1,645.00

Other costs _____

Overtime costs involved in the requested travel _____

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? _____

Yes _____ No _____ If no, why _____

Is this travel a budgeted item? Yes No

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Codington Community Health

Name of traveling employee JEANIE Ochsendorf

Employee title office Coordinator Employee status exempt nonexempt

Purpose of travel Regional Staff meeting

Method of travel State Vehicle

Destination _____

Departure date and time _____ Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____

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Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) None

Lodging expense None

Meals Lunch Registration None

Other costs _____

Overtime costs involved in the requested travel _____

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs? NO overtime

Yes _____ No _____ If no, why _____

Is this travel a budgeted item? Yes _____ No

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department State's Attorney

Name of traveling employee Alison Bakken

Employee title Deputy Employee status exempt nonexempt

Purpose of travel Attend Sexual Violence Institute

Method of transportation Car

Destination _____

Departure: _____ val date and time

Return departure date and time _____ return arrival date and time

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) Car - 394 miles
@ .56 = \$220.00

Lodging expense 250.00

Meals 102- Registration 25-

Other costs _____

Overtime costs involved in the requested travel NO

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes _____ No _____ If no, why _____

Is this travel a budgeted item? Yes No

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Emergency Management

Name of traveling employee Cheri Howell

Employee title Director Employee status exempt nonexempt

Purpose of travel Travel to Pierre for State EM 102 Class

Method of transportation EM Vehicle

Destination Pierre South Dakota

Departure date _____ tion arrival date and ti _____

Return departu _____ Return arrival date an _____

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) County Vehicle

Lodging expense \$80.00 _____

Meals Paid by the County Registration N/A

Other costs N/A

Overtime costs involved in the requested travel Any overtime hours will be flexed

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes No If no, why _____

Is this travel a budgeted item? Yes No

County Commission

Travel request approved: yes no Comments _____

Commission Chairman, _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Emergency Management

Name of traveling employee Jamie Torstenson

Employee title Director Employee status exempt nonexempt

Purpose of travel Travel to Pierre for State EM 102 Class

Method of transportation EM Vehicle

Destination Pierre South Dakota

Departure date and time _____ arrival date and time _____

Return departure date and time _____ return arrival date and time _____

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) County Vehicle

Lodging expense \$80.00 _____

Meals Paid by the County Registration N/A

Other costs N/A

Overtime costs involved in the requested travel Any overtime hours will be flexed

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes No If no, why _____

Is this travel a budgeted item? Yes No

County Commission

Travel request approved: yes no Comments _____

Commission Chairman, _____ Date _____