

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, January 9, 2024

1. Pledge of Allegiance
2. Call for public comment. Public comment may be submitted in person or via telephone at 605-882-6248 or 605-882-6297
3. Conflict of interest items
4. Action to approve the January 9, 2024, agenda
5. Action to approve the January 4, 2024, minutes of the Board of Codington County Commissioners
6. Tax deed property auction
7. Action to approve a request to sell alcohol at Pro Pheasants event at the Extension Center Complex
8. Action to approve contracts with FDALG for property parcel data base, GIS web site services
9. Monthly Reports
 - a. Extension
 - b. Auditor
 - c. Director of Equalization
 - d. Welfare Director
10. Action to approve the Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
11. Action to approve 2024 indigent burial rates
12. Discussion/possible action to approve contract with Sage Consulting for Community Needs Assessment using Beyond Idea Grant funds
13. Action to approve a notice to bidders for annual Highway supplies and Weed chemicals
14. Action to approve a weight and speed limit resolution
15. Action to appoint Weed board members
16. Discussion/possible action to authorize funding for 2024 RAIF (Rural Access Infrastructure Funds) applications and grants
17. Action to approve operating cash transfers as budgeted
18. Action to set compensation of 2024 Election Judges
19. Discussion/possible action for additional compensation for Board chair

20. Review and possible action to approve updated Employee Personnel Manual
21. Note offices closure for January 15th, Martin Luther King Jr. Day
22. Delinquent tax lists available for review
23. Action to approve abatement applications
24. Action to approve claims for payment
25. Action to approve automatic budget supplements
26. Action to approve personnel changes
27. Action to approve travel requests
28. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. Justice Advisory Committee, January 18, 2024, 5:30 p.m.
29. Old Business
30. New Business
31. Open
 - a. Public Comments
 - b. Commission Comments
32. 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)
33. Action to adjourn upon completion of agenda items

Codington County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

**Official Proceedings
County of Codington
Codington County Court House
14 1st Ave SE
Watertown, SD 57201**

January 4, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Thursday, January 4, 2024, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, Troy VanDusen and Randall Schweer; Chair Gabel, presiding. The pledge of allegiance was led by Commissioner Johnson.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Chair Gabel 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 Schweer, to approve the January 4, 2024, agenda as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Waterman, to approve the minutes of December 28, 2023; all voted aye; motion carried.

BOARD ADJOURNS SINE-DIE FOR 2023

Motion by Johnson, second by Waterman, to adjourn sine-die, at 9:02 a.m., for the year ending 2023; all voted aye; motion carried.

NOMINATIONS FOR 2024 CHAIR AND VICE-CHAIR

Auditor, Brenda Hanten, called for nominations for Chair for 2024. Commissioner Waterman nominated Commissioner Schweer. Commissioner Gabel nominated Commissioner VanDusen. There were no other nominations forthcoming. The Board cast secret ballots for Chair with the following results: Commissioner Schweer – 3 votes and Commissioner VanDusen – 2 votes. Commissioner Schweer was declared 2024 Chair. Chair Schweer called for nominations for Vice-Chair. Commissioner Gabel nominated Commissioner VanDusen. Commissioner Waterman nominated Commissioner Johnson. There were no other nominations forthcoming. The Board cast secret ballots for Vice-Chair with the following results: Commissioner Johnson – 3 votes and Commissioner VanDusen – 2 votes. Commissioner Johnson was declared 2024 Vice-Chair.

MONTHLY REPORTS

Veterans Service Officer, Todd Rose, updated the Board: metrics for the month, 175 open claims (working claims) (96 pending action from VA) 259 completed (YTD), currently working for 57 veterans and have completed claims for 31 veterans from outside our county; \$15,592 for the month of December 2023, increase in monthly compensation for veterans or their dependents YTD monthly increase \$119,967; \$81,567 for the month of December 2023, retro-payment to bring a claim current to monthly compensation YTD retro-payments \$1,244,749.00; 1 veteran DAV transport in December with one canceled due to weather in December; 7 transports currently scheduled for January; have had numerous veterans coming in the office and asking about enrollment into the VA Healthcare, been able to help quite a few with that, surprisingly there still are veterans that have never used the VA or applied for the VA; the Open House was successful with 30ish people that stopped in the office; the work study (Julia Larson) is

approved for the next semester, from January 8th, 2024 to May 3rd, 2024; the Sioux Falls VA Medical Center is going to have a Women’s Veteran event sometime in August/September 2024, there has already been one in Sioux Falls and Rapid City and looking for other areas to have this event; met with the commanders last week; there is a proposed bill about VSO’s that will be in the legislature this year.

LEGAL NEWS PAPERS

Motion by Johnson, second by Waterman, to designate, per SDCL 7-18-3, legal newspapers, the Watertown Public Opinion and South Shore Gazette, for Codington County 2024 publications, all voted aye; motion carried.

COUNTY COMMISSIONER 2024 WAGE

Motion by Johnson, second by Gabel, to increase Commissioners salaries, 4% over the 2023 rate of \$2,061.56, the same increase provided to all County employees in 2024, resulting in a salary of \$2,144.02 per month for 2024; Gabel, Waterman, Johnson and Schweer voted aye; VanDusen voted no; motion carried.

BOARD APPOINTMENTS

Motion by Gabel, second by VanDusen, to approve the following list of Liaison appointments; County Appointed Board Assignments and other duties; and State/Regional Board appointments; all voted aye; motion carried.

Commissioner Department Liaisons (section 10.3, Codington County Personnel Policy & Procedures Manual)

Commissioner District	Liaison agencies	Areas of oversight
I (Gabel)	Sheriff’s Office	Law Enforcement, Warrants,
	Detention Center	Jail, 24/7 Alternatives
	States Attorney’s Office	Prosecutor, Victim Assistance
II (Waterman)	Emergency Management Office	Emergency Management, Dive Rescue
	Maintenance Dept.	Buildings, Grounds, Memorial Park
	Weed Supervisor	Weed and Pest control
III (Johnson)	Health Nurses Office	Immunizations, wellness, WIC, Dietician
	Welfare Office	Care of Poor, Indigent Burials
	Veteran’s Service Office	Veterans’ Claims Assistance
	County Extension Office	Extension Activities
IV (VanDusen)	Treasurer’s Office	Tax Collection, Vehicle Licenses & Titles
	Director of Equalization’s Office	Real Property Assessments/Valuation
	Coroner	Coroner
	Highway Dept.	Road/bridge construction & maintenance
V (Schweer)	Auditor’s Office	Voter Registration, Elections, Budgeting, Payments, County records
	Register of Deed’s Office	Vital/property records, Marriage Licenses

County-Appointed Board Assignments and other duties

Board/Duty	Frequency/Term	Appointees
Aging Council	Annual	Troy VanDusen
Americans with Disabilities Act Coordinator	Annual	Myron Johnson
Codington County Home Health	Annual	Troy VanDusen
E-911	Annual	Randy Schweer
Glacial Lakes & Prairies Tourism Assn	Annual	Lee Gabel
Inter Lakes Community Action Program	Annual	Randy Schweer
Juvenile Detention Alternative Initiative Committee	Annual	Lee Gabel, Troy VanDusen

Legislative contact	Annual	Myron Johnson
Local Emergency Planning Committee	Annual	Charlie Waterman, Randy Schweer
Planning Board	Annual	Myron Johnson
Watertown Area Transit	Annual	Randy Schweer
Watertown Development Company	Annual	Troy VanDusen
Weed Board	Annual	Charlie Waterman
Codington County Human Resource Committee	Ex Officio	Current Chair, Vice Chair
County/City Committee	Ex Officio	Current Chair and Vice Chair
Behavioral Health and Justice Working Group	Biennial, even yrs	Lee Gabel, Myron Johnson
Codington County Justice Advisory Committee	Biennial, odd yrs	Troy VanDusen, Lee Gabel
Watertown-Codington County Regional Railroad Authority	3-year (up 2024)	Charlie Waterman, Myron Johnson
Housing and Redevelopment Board	4-year (up 2026)	Randy Schweer

State/Regional Board Appointments

Board	Frequency/Term	
Catastrophic Legal Expense Relief Program (CLERP)	Indefinite	Lee Gabel
Catastrophic Poor Relief Fund	Indefinite	Myron Johnson
SDSU Ag & Bioscience Advisory Board	Indefinite	Myron Johnson
SD Retirement System (SDRS)	4-yr (up 2023)	Myron Johnson
SDACC Executive Committee	Annual	Lee Gabel
SD LE Officers Standards & Training Commission	Biennial	Troy VanDusen
First District Assoc. Local Govts.	Annual	Myron Johnson

CORONER COMPENSATION

Motion by Johnson, second by Gabel, to leave the compensation for the Coroner at \$300.00 per call plus mileage at the current state rate of .51 per mile. **Coroner, Terry Sorensen**, informed the Board that there were 73 requests for death investigations for the year of 2023; all voted aye; motion carried.

EMPLOYEE CELL PHONE STIPENDS

Motion by Gabel, second by Waterman to approve the cell phone stipend list for 2024 based on each applicable employee's salary classification per the wage scale; all voted aye; motion carried.

2024

ANNUAL REQUEST FOR CELL PHONE STIPENDS

<u>EMPLOYEE</u>	<u>AMOUNT</u>	<u>DEPARTMENT</u>
Case, Jeff	25.00	Highway
Dargatz, Matt	25.00	Highway
Dolen, Jamie	25.00	Highway
Escamilla, Maria	40.00	Detention Center
Falvey, Randy	25.00	Highway
Halajian, Justin	40.00	Detention Center
Hartley, Rick	40.00	Highway
Hartley, Ron	25.00	Ag. Building
Hedding, Dave	25.00	Highway
Hedges, James	25.00	Ag. Building
Kallhoff, Mitch	25.00	Highway
Kohn, Rich	25.00	Govt. Bldg.

Kosak, Erik	25.00	Highway
Miller, Klayton	25.00	Highway
Nills, Shawn	40.00	Detention Center
Pederson, Michelle	40.00	Director Equalization
Reeves, Rebecca Morlock	40.00	States Attorney
Riter, Robyn	25.00	Highway
Rounds, Harold	25.00	Highway
Schwinger, Brad	25.00	Highway
Scars, Melissa	40.00	Director Equalization
Selchert, Heidi	40.00	Director Equalization
Solberg, Lynn	40.00	Highway
Stahlke, Steve	25.00	Detention Center
Swanson, Scott	25.00	Ag. Building
Torstenson, Doug	25.00	Highway
Torstenson, James	20.00	Emergency Management – on call
Vogelsang, Lonie	25.00	Highway

BANK DEPOSITORIES

Motion by Johnson, second by Gabel, to approve bank depositories for 2024; as submitted by Treasurer, Carol Maloney; all voted aye; motion carried: Reliabank Dakota will continue to 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: American Bank & Trust, Dacotah Bank, First Bank & Trust, First Premier Bank, First Interstate Bank, Minnwest Bank, Plains Commerce Bank, Reliabank Dakota, SD Fit, and Wells Fargo Bank. The list of Authorized warrant signers will be staff from the Treasurers' Office and Auditor's Office and said list will be secured in the Auditor's Office for security purposes.

DUMP TRAILER FOR MEMORIAL PARK

Motion by Gabel, second by VanDusen, to approve the purchase of a 2023 Novae 82 x 14 dump trailer from Schuchards Trailer Sales for \$14,025.00, as budgeted, **Facility Manager, Steve Molengraaf**, informed the Board the dump trailer will be utilized for snow removal at the Court House and Extension Building; all voted; motion carried.

ZONING SERVICES CONTRACT

Zoning Officer, Luke Muller reviewed a letter of agreement, between Codington County and the First District Association of Local Governments, for zoning services in 2024, in an amount not to exceed \$30,650.00, which includes mileage costs. The Zoning Officer noted this contract is identical to the 2023 agreement. Motion by Johnson, second by Waterman, to authorize Chair Schweer to sign the letter of agreement between Codington County and the First District Association of Local Governments for administrative and technical assistance to the Codington County Planning Commission and County Commissioners in the area of zoning, beginning January 1, 2024 through December 31, 2024; all voted aye; motion carried.

PLANNING BOARD APPOINTMENTS

Motion by Johnson, second by Gabel; to approve the following Planning Board appointments: Alexandra Kahnke, term expires 12/31/2026 and Rodney Klatt, term expires 12/31/2026; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: Weed & Pest Dept. staff to attend the Weed & Pest Conference, Commercial Applicator Recertification Training, Ornamental & Turf Recertification and Farm Show; Government Building staff to attend the Ornamental & Turf Recertification; all voted aye; motion carried.

OLD BUSINESS

Commissioner Gabel noted that the RFP for pre-design architectural services regarding jail facilities is getting some interest, the due date for submitting is January 17th, 2024. The CCJAC will meet on January 18th, 2024 at 5:30 to start the selection process.

EXECUTIVE SESSION

Motion by Johnson, second by Gabel, to enter into executive session, per SDCL 1-25-2(1) discussion of personnel issues; at 9:44 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:03 a.m., no action was taken. Facility Manager, Steve Molengraaf, was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Gabel to adjourn at 10:03 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codington County Auditor

Codington County does not discriminate on the basis of color, national origin, sex, religion, age, or disability in employment or the provision of service.

Published once at the total approximate cost of \$_____

TREASURER'S TAX DEED TO COUNTY

WHEREAS, Irma Welch, the County Treasurer of Codington County, South Dakota, did on the 15 day of December, 1969, purchase at tax sale at the time and place prescribed by law in said county for the sale of real property for delinquent taxes, the real property in this indenture described for said Codington County, South Dakota, for the sum of \$ 3.01, being the amount due thereon for the non-payment of taxes, penalties, interest and costs for the year 1966, 1967 & 1968, said real property having first been offered for sale to competitive bidders at public auction, but not being sold for want of bidders offering the amount due, it was bid in for the amount of taxes, penalty, interest and costs due and unpaid thereon in the name of the County of Codington South Dakota, and,

WHEREAS, in pursuance of said sale, said Irma Welch, County Treasurer of said Codington County, South Dakota, did on the 15 day of December, 1969, make out, execute and issue a Certificate of Tax Sale for said real property to said Codington County, South Dakota; and

WHEREAS, said Codington County, South Dakota, is now the legal owner of such Certificate of Tax Sale;

That such real property has not been redeemed from such sale; that notice of the expiration of the right to redeem from such sale has been given as required by law; that sixty days have expired since the completed service of such notice; and that such real property was legally liable for taxation, had been duly assessed and properly charged on the tax lists for the year 1966, 1967 & 1968, and that the same had been legally advertised for sale and was sold on the 15 day of December, 1969.

Now, therefore, this indenture made this 15 day of December, 1969, between the State of South Dakota, by Margaret McNulty, treasurer of said county, party of the first part, and the said County of Codington, State of South Dakota, party of the second part, witnesseth: That the said party of the first part for and in consideration of the premises and the sum of one dollar in hand paid, has granted, bargained and sold and by these presents does grant, bargain, sell and convey unto the said County of Codington, State of South Dakota, party of the second part and its assigns, forever, the real property mentioned in such certificate and described as follows, to-wit:

E 50' W 160' N 150' of 0L-A Section 35, Township 116, Range 54 of Codington County.

to have and to hold, with the appurtenances thereto belonging, to the said party of the second part, and its assigns forever, in as full and ample manner as the treasurer of said county is empowered by law to sell the same.

In testimony whereof, the said Margaret McNulty, Treasurer of said County of Codington, has hereunto set his hand on the day and year first above written.

Attest:

Irma Welch
Auditor of Codington County,
South Dakota

Margaret McNulty
Treasurer of Codington County,
South Dakota

(SEAL)



First District Association of Local Governments

418 18th Ave NE ■ PO Box 1207 ■ Watertown, SD 57201
Phone: (605) 882-5115 Fax: (605) 882-5049
Serving counties and communities for over 52 years

December 28, 2023

Brenda Hanten
Codington County Auditor
14 1st Ave SE
Watertown SD 57201

Dear Brenda:

Enclosed you will find a contract for services between Codington County and the First District for the provision of services relating to the development and hosting of the city/county GIS web site, as well as a voucher for calendar year 2023. The funding for this project is shared between the Watertown Development Company, Codington County, Watertown Municipal Utilities, and the City of Watertown. Codington County's share of the project is \$4,000. This is an increase of \$900 from 2022. This is FDALG's first increase in fees since 2006. To aid you in your long-range budgeting, I expect this cost to remain constant for the next three years. Let me know if you have any questions. Let me know if you have any questions.

Please sign both copies of the contract for services and return one to the First District office.

Sincerely,

Todd A. Kays
Executive Director

Enclosure

**LETTER OF AGREEMENT
BETWEEN
CODINGTON COUNTY
AND
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS**

This agreement is hereby entered into between the First District Association of Local Governments, hereinafter referred to as "District" and Codington County, hereinafter referred to as "County."

I. PURPOSE/PROJECT DESCRIPTION

- A. Provide services in the development and hosting of a Geographic Information System (GIS) website.
- B. The project will consist of:
 - 1. Annual access cost for Internet services.
 - 2. ArcGIS Server Maintenance – The annual cost paid to ESRI for Technical Assistance and updates to the ArcGIS Server software. The County will remit its proportion of the annual cost of ArcGIS Server Maintenance, beginning in 2006. The cost will be shared between the City of Watertown, Watertown Development Company, the Watertown Municipal Utilities, and Codington County.
 - 3. Setup and operation - First District will set up, customize and maintain the website.
- C. Term of Contract: January 1, 2024 to December 31, 2024.
- D. Total Cost of Project: Not to exceed \$4,000.

II. DISTRICT RESPONSIBILITIES

The District shall:

- A. Develop and maintain a Geographic Information System (GIS) website which will contain a variety of GIS databases regarding the City of Watertown and Codington County.



First District Association of Local Governments

418 18th Ave NE ■ PO Box 1207 ■ Watertown, SD 57201
Phone: (605) 882-5115 Fax: (605) 882-5049
Serving counties and communities for over 52 years

December 28, 2023

Brenda Hanten
Codington County Auditor
14 1st Avenue SE
Watertown, SD 57201

Enclosed you will find a contract for services between Codington County and First District Association of Local Governments. The contract is for the maintenance of Codington County's parcel database. Further, you will find a voucher pertaining to said contracts dated January 1, 2024.

You will note that the total cost for 2024 is \$7,000. This is an increase of \$1,000 per from 2023. This is FDALG's first increase in fees since 2006. To aid you in your long-range budgeting, I expect this cost to remain constant for the next three years.

Please sign both copies of each contract and return one copy to the First District office.

If you have any questions, please feel free to contact me.

Sincerely,

Todd A. Kays
Executive Director

Enclosures

LETTER OF AGREEMENT

FIRST DISTRICT ASSOCIATION
OF LOCAL GOVERNMENTS
POB 1207
WATERTOWN, SD 57201
605 882-5115

CODINGTON COUNTY
14 1ST AVE SE
WATERTOWN, SD 57201

Referred to as District

Referred to as COUNTY

The COUNTY hereby enters into an agreement with the District

I. THE DISTRICT

- A. This agreement shall commence on or about January 1, 2024 and end on or about December 31, 2024.
- B. The District agrees to perform work activities as described in "First District Association of Local Governments Proposed Scope of Work for Codington County Director of Equalization Parcel Update Needs".

II. THE COUNTY

- A. The COUNTY will make payment of seven thousand dollars (\$7,000) for work activities as identified in the proposed scope of work.
- B. Total agreement amount (not to exceed) seven thousand dollars (\$7,000).



12/18/2023

District Signature

Date

Date

AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in December 2023.

Cash on Hand	\$9,101.95
Checks in Treasurer' possession less than 3 days	\$55,071.11
Credit Card Charges	\$5,146.45
Cash Items	\$325.00
TOTAL CASH ASSETS ON HAND	\$69,644.51

RECONCILED CHECKING	
Reliabank (Memorial Park)	\$1,558.90
Reliabank Dakota	\$425,620.09

INVESTMENTS	
SD Public Funds Investment	\$31,335,967.64

TOTAL CASH ASSETS	\$31,832,791.14
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GENERAL LEDGER CASH BALANCES:

General	\$22,994,100.98
General restricted cash	\$500,000.00
Sp. Revenue	\$7,378,928.69
Sp. Revenue restricted cash	
Custodial	\$959,761.47
Schools	\$ 152,618.33
Townships	\$ 58,599.09
City/Towns	\$ 24,941.43

TOTAL GENERAL LEDGER CASH	\$31,832,791.14
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Dated this 2nd day of January 2024



County Auditor

**AUDITOR'S MONTHLY SETTLEMENT WITH TREASURER
CODINGTON COUNTY
DATE: January 2, 2024**

CASH ON HAND IN TREASURER'S OFFICE

Silver and Pennies.....	\$110.95
Ones.....	\$311.00
Fives.....	\$450.00
Tens.....	\$360.00
Twenties.....	\$1,820.00
Fifties.....	\$150.00
Hundreds.....	\$5,900.00
Cash Items.....	\$325.00
Credit Card Charges.....	\$5,146.45
Checks.....	\$55,071.11
TOTAL CASH ON HAND	\$69,644.51

CHECKING ACCOUNT BALANCE:

<u>Reliabank (Memorial Park)</u>	\$1,558.90
<u>Reliabank Dakota</u>	\$425,620.09

INVESTMENTS:

<u>SD Public Funds Investment Trust</u>	\$31,335,967.64
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OTHER ACCOUNT BALANCES: \$31,763,146.63

GRAND TOTAL CASH AND BALANCES: \$31,832,791.14

GENERAL LEDGER CASH AND INVESTMENT BALANCES BY FUNDS:

General Fund	\$22,994,100.98
General Fund restricted cash	\$500,000.00
Sp. Revenue Funds	\$7,378,928.69
Sp. Revenue Funds restricted cash	\$0.00
Custodial Funds	\$959,761.47

TOTAL GENERAL LEDGER CASH \$31,832,791.14

OFFICIAL STATEMENT OF FEES COLLECTED
REGISTER OF DEEDS STATEMENT OF FEES COLLECTED DURING THE MONTH
OF DECEMBER, 2023

The sum of **\$24,359.90** in fees has been collected by me as Register of Deeds for DECEMBER, 2023

Ann Rasmussen being duly sworn, deposes and says that she is the Register of Deeds in and for CODINGTON COUNTY, State of South Dakota; that the foregoing statement is a true and correct report of all fees collected by me as such Register of Deeds, as required by law, during the month of DECEMBER, 2023

Ann Rasmussen
Register of Deeds

Subscribed and sworn to before me this 2nd day of January 2023⁴
Brenda Harten

CERTIFIED BIRTHS

State Children's Fund (\$2.00)	\$ 164.00
County General Fund (\$5.00)	\$ 410.00
State EVRSS Fund (\$5.00)	\$ 410.00
State General Fund (\$3.00)	\$ 246.00
TOTAL	\$ 1,230.00

CERTIFIED DEATHS

County General Fund (\$5.00)	\$ 375.00
State General Fund (\$4.00)	\$ 300.00
State EVRSS Fund (\$6.00)	\$ 450.00
TOTAL	\$ 1,125.00

FILED

JAN 02 2024

CODINGTON COUNTY AUDITOR

Receipt Totals

By Date: 1/1/2023 12:00:00 AM - 12/31/2023 11:59:59 PM; Departments: All; Cash based.

Codington County

Tuesday, January 2, 2024 9:02 AM

Summary:

Receipt Item Totals

	Document:	Paid	Charged	Debited	Total
	Document:	\$291,921.00	\$11,605.00	\$0.00	\$303,526.00
	Non Document:	\$47,195.75	\$16,714.90	\$0.00	\$63,910.65
	Subtotal:	\$339,116.75	\$28,319.90	\$0.00	\$367,436.65

Payment on Account Totals

Applied:	\$27,534.60
Refunded:	\$0.00
Unposted:	\$0.00
Net Posted:	\$27,534.60

Payments & Refunds

ACH:	\$133,222.00
Cash:	\$29,479.75
Check (Refund):	-\$65.00
Check:	\$203,954.60
Money Order:	\$60.00
Total:	\$366,651.35

Revenue Account Activity

	Total Received	Paid on Receipt	Applied from POA	Adjusted
101-0-321.00	\$1,800.00	\$1,800.00	\$0.00	\$0.00
101-0-341.21	\$94,972.00	\$85,837.00	\$9,135.00	\$0.00
101-0-341.22	\$189,034.00	\$189,034.00	\$0.00	\$0.00
229-0-321.00	\$5,400.00	\$5,400.00	\$0.00	\$0.00
726-0-209.00	\$24,870.00	\$19,290.00	\$5,580.00	\$0.00
101-0-341.29	\$32,015.35	\$20,875.75	\$11,139.60	\$0.00
250-0-341.21	\$11,136.00	\$10,128.00	\$1,008.00	\$0.00
769-0-209.00	\$7,424.00	\$6,752.00	\$672.00	\$0.00
	Total: \$366,651.35	\$339,116.75	\$27,534.60	\$0.00

FILED

JAN 02 2024

2024-01-02 09:02 AM

CODINGTON COUNTY AUDITOR

NOTICE TO BIDDERS SUPPLIES

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, February 13th, 2024 at the office of the Codington County Auditor, 14 First Avenue SE, Watertown, South Dakota 57201, for the following:

Items to be furnished during the period from March 1, 2024 to February 28, 2025.

All items to be delivered to locations within Codington County as required by the County Highway Department.

- | | |
|-----------------------|------------------------------|
| 1. Concrete Pipe | 6. Asphalt Patching Material |
| 2. Diesel and Ethanol | 7. Weed Chemicals |
| 3. Liquid Asphalt | |
| 4. Pea Gravel | |
| 5. Gravel Crushing | |

GENERAL NOTES: All materials shall meet the Standard Specifications for Roads and Bridges of the South Dakota Department of Transportation. Certification shall be provided on all bid items stating that they meet or exceed the standard specifications when the Codington County Highway Department requests such certificates. Tax exempt certificates will be furnished by Codington County.

A bid bond or certified check will be waived as provided by S.D.C.L. 5-18-6.1

By virtue of statutory authority, preference will be given to materials produced or supplies that are found, produced, or manufactured within the State of South Dakota.

The Board of Commissioners reserves the right to reject any or all bids.

Dated this 9th day of January 2024

ATTEST

County Auditor

Chairman, Board of Commissioners

SPECIFICATIONS FOR 9:00 AM LETTING

Items to be furnished during the period from March 1, 2024 to February 28, 2025. All items to be delivered to locations within Codington County or as noted below.

1. **CONCRETE PIPE:** All pipe sizes including deformed or arch and flared ends. Pre-cast and pre-stressed bridge deck, concrete abutment plank and box culverts.

2. **DIESEL AND ETHANOL:** Bulk transport loads, 3500 gallons or more, of dyed diesel fuel or ethanol to be delivered to the County Highway storage tanks at the County shop located at 1201 Tenth St NW, Watertown, South Dakota. The diesel fuel shall be CENEX ROADMASTER XL PREMIUM, or equivalent. Ethanol bids will be requested for E10, E20, E30, to be delivered to the shop in Watertown, and for E85 to be purchased at the bidder's pump. Tax shall be included in the bid price submitted for ethanol. Bidder shall include all costs associated with clean-up fund in bid price. Bidder shall bid for delivery of 400 to 500 gallons of dyed diesel to the shops in Henry, Florence, South Shore and Kranzburg. Estimated quantities for 2024-2025 would be 22,000 gallons ethanol, 65,000 gallons #2 diesel and 8,000 gallons #1 diesel. Bids to be per gallon delivered to our storage tanks.

3. **LIQUID ASPHALT ROAD MATERIAL:** All emulsified asphalt and cut back asphalts shall be delivered at application temperatures as specified in the South Dakota STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES 2015 edition. There will be a \$.05 per gallon penalty on all deliveries arriving lower than specified temperatures. There will be a \$100 per hour, or fraction thereof, penalty for all asphalt shipments arriving more than 60 minutes beyond the time ordered. Any such penalty shall be deducted from payments made by Codington County to the vendor furnishing the asphalt material. Codington County will be allowed 3.0 hours to unload all transport loads of asphalt material. Grades to be bid include MC70, MC800, MC3000, Mc3000R, AE150S, AE200S, AE300 and CSS-1H, to be bid by the ton. Approximate quantities for 2024-2025 would be 800 tons, more or less. CSS-1H D-30 D-50 approximate quantities 150 tons more or less.

4. **PEA GRAVEL:** Shall meet the requirements as stated in Section 881.2, Type of the SDDOT STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES, 2015 edition. Dust and fine material must not exceed 3% by weight. Codington County will haul from successful bidder's stockpile. Codington County may accept bids at more than one location.

5. **GRAVEL CRUSHING:** Bid price per ton. Codington County may strip and reclaim pits. Codington County will designate the location and quantities needed at each pit. The 5/8" and 3/4" crushed gravel shall conform to section 881.2 type 3 (A&B) of the SDDOT STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES, 2015 edition. The 1/2" crushed gravel shall conform to section 880.2 class D, type 2 of the SDDOT STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES, 2015 edition. All excess oversize rock screened off during crushing operations for Codington County shall be stockpiled and shall be the property of Codington County. Codington County reserves the right to test all material before payment is made and all materials not conforming to the specifications will be rejected. **Gravel will meet SDDOT specification within the first 1,000 ton crushed and retain that specification.**

6. **COLD OR HOT MIX:** Patching asphalt, approximately 500 ton more or less, to be picked up at your site, to be bid by the ton. Codington County may accept more than one bid based on plant.

SPECIFICATIONS FOR WEED CHEMICALS

Items to be furnished during the period from March 1, 2024, through February 28, 2025

All items to be F.O.B. Codington County Weed Shop within ten days of order, or at the discretion of Codington County, may be picked up at the Vendor's facility.

Successful bidder shall provide certificates of formulation upon request of Codington County.

Codington County may return any unopened or undamaged chemicals prior to November 15, 2024, for a full refund.

1. RODEO OR EQUIVALENT

Glyphosate, Approximately 50 gallons in 2 1/2-gallon containers

Manufacturer _____

Price per gallon \$ _____

2. ROUNDUP PRO OR EQUIVALENT

Glyphosate, Approximately 50 gallons in 2 1/2-gallon containers

Manufacturer _____

Price per gallon \$ _____

3. PLATEAU OR EQUIVALENT

2 lb. active acid ingredient, Approximately 10 gallons in 1-gallon containers

Manufacturer _____

Price per gallon \$ _____

4. 2-4D AMINE, AQUATIC LABELED

4 lb. / gallon acid, Approximately 1000 gallons in 250+ gallon containers

Manufacturer _____

Price per gallon \$ _____

5. TORDON 22K OR EQUIVALENT

Picloram 2 lb. / gallon acid equivalent, Approximately 500 gallons in 2.5-gallon containers

Manufacturer _____

Price per gallon \$ _____

6. NONIONIC SURFACTANT 90-10

Approximately 25 gallons, Price per gallon\$ _____

Submitted by, _____

Representing, _____

Date, _____

CODINGTON COUNTY WEIGHT LIMIT RESOLUTION

Resolution No. 2024-1

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, to May 1, 2024 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.

Dated this 9th day of January, 2024, at Watertown, South Dakota.

Codington County Commission Chair

ATTEST:

Codington County Auditor

2024 COUNTY WEED BOARD
\$35/meeting

Mike Paulsen 12/31/25 (2023)
44161 174th St
Henry, SD 57243
605-886-5557
30 miles x .67 = 20.10

Ron Moehring 12/31/25 (2019)
315 7th Ave NE
Watertown, SD 57201
(C) 280-3397
97ronm@gmail.com

Jon Kahnke 12/31/26 (2010) 2020 10-year service award
44350 159 St
Florence, SD 57235
520-3776
jk_z34@hotmail.com
36 miles x .67 = 24.12

Arlen Boehnke 12/31/26 (2009) 2019 10-year service award
16654 440 Ave
Henry, SD 57243
532-5514 (C) 881-6770
ajbohnke@itetel.com
50 miles x .67 = 33.50

Jim Thyen 12/31/24 (2002) 2022 20-year service award
16496 462 Ave
Waverly SD 57201
886-9638 (C) 520-8159
JPThyen@tnics.com
36 miles x .67 = 24.12

Bret Henricks 12/31/24 (2001) 2021 20-year service award
16321 457th Ave
Watertown SD 57201
886-1941 (C) 881-3517
henricksgl@live.com
20 miles x .67 = 13.40

CODINGTON COUNTY POLICY FOR PROCESSING AND AWARDING OF RAIF FUNDS

The Board held a lengthy discussion regarding a draft policy for the processing and awarding of RAIF funds to Codington County Townships who qualify. Travis Paulson, South Dakota Towns and Townships Association and Pelican Township Supervisor, John West, contributed to this discussion. Motion by Gabel, second by VanDusen, to approve the following policy; all voted aye; motion carried. In compliance with SDCL § 31-34, Codington County will distribute Rural Access and Infrastructure Funds (RAIF) by awarding grants to townships using the following process:

- By the last business day of October each year, townships will submit applications for RAIF grants to the Codington County Highway Superintendent (SDCL § 31-34-4).
 - Townships will use the most current version of the Rural Access Infrastructure Grant application form for each project for which a grant is requested.
 - The application form is based on the criteria established in SDCL § 31-34-5 and township eligibility requirements in SDCL § 31-34-6 and SDCL § 31-34-7.
 - Applications must be accompanied by a resolution approved by the township board of supervisors authorizing the application and any funding commitments (SDCL § 31-34-4).

- By the last regular Board of County Commissioners meeting in November of each year, the County Highway Superintendent will Inform the Board of County Commissioners.

- By the last regular Board of County Commissioners meeting on or before January 15th of each year, the Board of County Commissioners will act to award or not award RAIF grants based on the eligible applications received from townships. The decisions of the Board of County Commissioners are final and non-appealable. However, a denied application may be submitted in a subsequent year (SDCL § 31-34-4).

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department: Emergency Management

Name of traveling employee: _____

Employee title: _____ Employee status exempt ___ nonexempt X

Purpose of travel: _____ 'Crisis Track Training

Method of transportation: County Vehicle

Destination: _____

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.) County Vehicle

Lodging expense: None

Meals Per diem Registration: None

Other costs: N/A

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

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

Yes XX No _____ If no, why _____

Is this travel a budgeted item? Yes X No _____

County Commission

Travel request approved: yes _____ no _____ Comments: _____

Commission Chair: _____

Date: _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department: Emergency Management

Name of traveling employee: _____

Employee title: _____ Employee status exempt __ nonexempt X

Purpose of travel: _____ / Crisis Track Training

Method of transportation: County Vehicle

Destination: _____

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.) County Vehicle

Lodging expense: None

Meals Per diem Registration: None

Other costs: N/A

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

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

Yes XX No _____ If no, why _____

Is this travel a budgeted item? Yes X No _____

County Commission

Travel request approved: yes _____ no _____ Comments: _____

Commission Chair: _____ Date: _____