

**AGENDA**  
**Codington County Board of Commissioners**  
**Codington County Court House, 14 1<sup>st</sup> Ave SE, Watertown SD**  
**Commission Chambers, Room #114**  
**9:00 a.m., Tuesday, May 20, 2025**

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 May 20, 2025, agenda
5. Action to approve the May 13, 2025, minutes of the Board of Codington County Commissioners
6. Monthly Reports
  - a. Highway
  - b. Facility Manager
7. Discussion/possible action to upgrade Oil Pot for Highway Dept.
8. Action to approve quotes of floor epoxy for classrooms at Extension Complex and Girl Scout Building at Memorial Park, plus removal of asbestos tile in Girl Scout building, as budgeted
9. Action to adopt a resolution 2025-06 for appointment of grant application agent
10. Action to authorize Chair to sign contract for development of Commodity Flow Study
11. Action to authorize Chair to sign Codington County Pre-Disaster Mitigation Grant Application forms
12. Discussion/possible action to approve application for HMEP grant for 2026 HAZMAT plan update
13. Note Memorial Day office closures
14. Action to approve abatement applications
15. Action to approve claims for payment
16. Action to approve automatic budget supplements
17. Action to approve personnel changes
18. Action to approve travel requests
19. Public Notices – a possible quorum of Commissioners could be in attendance at:
20. Old Business
21. New Business
22. Open
  - a. Public Comments
  - b. Commission Comments
23. 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)

**24. Action to adjourn upon completion of agenda items**

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

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

May 20, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 20, 2025, at the Codington County Court House. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Troy VanDusen and Randall Schweer. Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner, VanDusen.

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

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

**AGENDA APPROVED**

Motion by McElhany, second by Gabel, to approve the agenda for May 20, 2025, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Schweer, to approve the minutes of May 13, 2025; all voted aye; motion carried.

**MONTHLY REPORTS**

**Highway Superintendent, Randy Falvey**, updated the Board: the load limits came down at the beginning of the month; have switched over to our summer hours of 4-10 hour work weeks for the summer, the current hours are Monday thru Thursday 7 am until 5:30 pm; one crew has been out continuing to crack seal the roads, they have finished County Road 11, and are now concentrating on County Road 19-2, cracks are closing up so this may be coming to an end in the next couple of weeks; another crew has been out with the old oil pot, going over some of the larger cracks and spider web areas; have stripped down and cleaned up the two oldest dump trucks to put on Purple Wave to be sold; motor grader operators have been out working some boils on the gravel roads that have firmed up nicely, it appears that all of the frost has come out; have done some more ditch and ROW reconstruction work on County Road 7 along with seeding and on County Road 6 around some bridge RIP/RAP work that was completed earlier this year; have taken off the plow mounts, cleaned up the sanders and put them away for the season; have had to repair some road damage caused by farmers dropping implement equipment on the roads, so I urge everyone to be cautious when operating heavy equipment, and to notify us as soon as this happens so that we can get this fixed before creating more issues or anyone gets injured; had a small gathering for a long time employee Jeff Case who retired after 36 years. **Facility Manager, Steve Molengraaf**, updated the board: Ag. Building – Myron and I met with Waylon from Banner Inc., Patrick from Duinink Inc., and a Timmons Concrete representative on the parking lot warranty work; Court House – schedule of generator: 23<sup>rd</sup> – staging pm power down Courthouse, turn fire system off as batteries will go dead by end of weekend, 24<sup>th</sup>-26<sup>th</sup> – shut down of power at courthouse EC, 22<sup>nd</sup>-28<sup>th</sup> - gas piping-burnn, 27<sup>th</sup>-30<sup>th</sup> - pour concrete/cure/loose ends, 30<sup>th</sup> – remove forklift as support on transfer switch, June 3<sup>rd</sup> generator startup – preliminary load bank testing pm will narrow down time in next few weeks, shooting for 5 pm, June 9<sup>th</sup>-12<sup>th</sup> – landscaping and cleanup – JCI/EC/Burnn; Detention Center – nothing to report; Park – 698 reservations as of 5/19/25, 655 online reservations, 43 offline reservations 1/3 of these are due to renting buildings; the Highway Dept. delivered some of the reclaimed material from the extension parking lot project to fill in camping pads in the park; Search and Rescue set the

swimming buoys a couple weeks ago; Weed – the equipment is getting prepared for this upcoming spraying season; we will be starting in the next week or so with the State roads using the UTV, Leafy Spurge has started to yellow, but we wait until the Canadian Thistle starts poking through the grass so we can try to get things done in one shot; plant ID Tour set near the Garretson and Brandon area for June 11<sup>th</sup>, might need a few other locations; WNV – with federal cuts this year, WNV grant dollars have been cut entirely; wrapping up on 2026 budgets.

**OIL POT FOR HIGHWAY DEPARTMENT**

Motion by Gabel, second by Schweer, to approve the purchase of 2024 Marathon LD600DT 600-gal Tube-Fired Diesel Engine Hot Tack Distributor, from Midstate's Equipment & Supply, in the amount of \$4,670.00, Highway Supt., Randy Falvey, explained to the Board that the Oil Pot that was purchased in November 2024 due to the fluid that is needed to use to patch the areas it would not pump properly so the company that it was purchased from offered an option to upgrade to a better machine; all voted aye; motion carried.

**QUOTE OF FLOOR EPOXY FOR CLASSROOMS AT EXTENSION COMPLEX AND GIRL SCOUT BUILDING AT MEMORIAL PARK PLUS REMOVE ASBESTOS TILE**

Motion by McElhany, second by Gabel, to approve quote from Pro Maintenance to remove carpet tile and epoxy floor at Codington County Extension Building Classrooms B & C in the amount of \$14,212.00 and grind floor and epoxy floor in Girl Scout Building at Memorial Park in the amount of \$5,707.24 and a quote with Advanced Health, Safety and Security to remove asbestos floor tile in Girl Scout Building at Memorial Park in the amount of \$4,232.75, Facility Manager, Steve Molengraaf, explained the details to the Board, this is a budgeted item; all voted aye; motion carried.

**RESOLUTION APPOINTING GRANT APPLICANT AGENT**

Motion by Gabel, second by McElhany, to approve Resolution 2025-06, a resolution appointing a grant applicant agent; all voted aye; motion carried.

**RESOLUTION 2025-06  
APPOINTMENT OF APPLICANT AGENT**

WHEREAS Codington County is submitting a grant application to the Federal Emergency Management Agency and the State of South Dakota; and

WHEREAS Codington County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that the Codington County Board of County Commissioners appoints Troy VanDusen and/or Andrew Delgado as the authorized Applicant Agent.

Dated this 20<sup>th</sup>, day of May 2025.

Appointing Authority

Troy VanDusen  
Chairperson, Codington County Commission

Appointed Agent

Andrew Delgado  
Codington County Emergency Management Director

Codington County, 20 May 2025

ATTEST:

Dated this 20<sup>th</sup> day of May, 2025

Brenda Hanten  
Codington County Auditor

**COMMODITY FLOW STUDY**

Motion by McElhany, second by Gabel, to authorize Chair to sign an agreement with the First District Association of Local Governments for the development of a Commodity Flow Study. The contract cost is \$10,000 which the County's annual dues paid to First District will be applied toward this cost. Upon vote of the Board all voted aye; motion carried.

**CODINGTON COUNTY PRE-DISASTER MITIGATION GRANT APPLICATION FORMS**

Motion by Gabel, second by Schweer, to authorize Chair to sign Codington County Pre-Disaster Mitigation Grant Application forms; all voted aye; motion carried.

**HMEP 2026 GRANT FUNDS**

Motion by Gabel, second by McElhany, to authorize the Emergency Management Director to apply for HMEP 2026 (Hazardous Material Emergency Preparedness) grant funds for training and to update the County's Hazardous Materials Plan; all voted aye; motion carried.

**MEMORIAL DAY HOLIDAY**

The Board noted the Court House and all County offices will be closed on Monday, May 26<sup>th</sup>, 2025.

**CLAIMS**

Motion by Johnson, second by Gabel, to approve for payment the following list claims; all voted aye; motion carried. EMC Insurance - \$711.00; SDPAA - \$623.00; Thomson Reuters-West - \$347.96; Watertown Public Opinion - \$1,096.01

**PERSONNEL CHANGES**

Motion by Johnson, second by Schweer, to approve the following personnel change: Joseph LaFramboise, new hire shop foreman mechanic, Highway, effective 6-02-2025, Grade 40 step 1/\$28.65 hr./\$4,985.10 month; William Hauger, Seasonal new hire Park Custodian, Park, effective 5-19-2025, Grade AA 1/\$17.41; all voted aye; motion carried.

**OLD BUSINESS**

Commissioner Gabel updated the Board that the soil borings have been completed at the site of the new jail and some fill will be required; there is a jail meeting today on cost estimates with the construction managers and possibly the 1<sup>st</sup> bid package will be ready by next weeks Board meeting.

**EXECUTIVE SESSION**

Motion by Johnson, second by Gabel, to enter into executive session, per SDCL 1-25-2 (1) Discussion of personnel issues; at 9:29 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:07 a.m., no action was taken. Human Resource Representative, Natalie Remund, and Veteran Service Officer, Todd Rose were present for executive session.

**ADJOURNMENT**

Upon conclusion of all business to come before the Board, a motion was made by Schweer, second by McElhany, to adjourn at 10:08 a.m., all voted aye; motion carried.

Codington County, 20 May 2025

ATTEST:

Brenda Hanten  
Codington County Auditor

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Published once at the total approximate cost of \$\_\_\_\_\_