

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, May 27, 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 27, 2025, agenda
5. Action to approve the May 20, 2025, minutes of the Board of Codington County Commissioners
6. Discussion/possible action to allow grassland easements in Codington County with Chad Carlson US Fish & Wildlife Service
7. Action to approve plat resolution 2025-07 Cordell Brothers Addition
8. Monthly Reports
 - a. Emergency Management
 - b. Sheriff
9. Action to declare inventory surplus to be destroyed, for Search and Rescue
10. Discussion/possible action to approve MOU with Watertown School District
11. Action to declare office equipment surplus to be destroyed, in Register of Deeds office
12. Action to authorize Chair to sign quote for time-keeping hardware and support
13. Discussion/possible action to authorize posting and hiring for a Highway Maintenance Tech II position
14. Discussion/possible action to approve extending Treasurer's office hours of 8 a.m. to 4 p.m. through June
15. Action to approve abatement applications
16. Action to approve claims for payment
17. Action to approve automatic budget supplements
18. Action to approve personnel changes
19. Action to approve travel requests
20. Public Notices – a possible quorum of Commissioners could be in attendance at:
21. Old Business
22. New Business
23. Open
 - a. Public Comments
 - b. Commission Comments

24. 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)**

25. 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**

May 27, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, May 27, 2025, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Tyler McElhany, Myron Johnson, Troy VanDusen and Randall Schweer. Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner, McElhany.

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 27, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of May 20, 2025; all voted aye; motion carried.

LAND AND WATER GRASSLAND EASEMENT FUND

Chad Carlson, US Fish & Wildlife Service, informed the Board that there are already grassland easements in Codington County, with the new administration the new requirement is to receive a no objection from local authorities to receive additional funding, these easements do not limit grazing and they are perpetual easements that do follow the land; motion by Johnson, second by McElhany to proceed with a no objection to allowing Land and Water Grassland Easements in Codington County; all voted aye; motion carried.

PLAT RESOLUTION APPROVED

Zoning Officer, Luke Muller, reviewed and presented the Board with the Plat of Cordell Brothers Addition for their approval. The Board took the following action:

RESOLUTION 2025-07

A Resolution to approve the platting of Cordell Brothers Addition in the County of Codington, South Dakota

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Cordell Brothers Addition located in South Half of Northeast Quarter (S1/2NE1/4) of Section 17, Township 117N, R52W of the 5th PM; Codington County, South Dakota (Elmira Township), and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

Codington County, 27 May 2025

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner Johnson, and second by Commissioner McElhany; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 27th day of May, 2025, at Watertown, Codington County, South Dakota

Troy VanDusen
Commission Chair, Codington County, South Dakota

STATE OF SOUTH DAKOTA
§
COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2025-07, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 27th day of May, 2025, at Watertown, Codington County, South Dakota.

Brenda Hanten
County Auditor, Codington County, South Dakota

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board: participated in a Table Top Exercise at the airport, included participants from Police Department, Fire Department, TSA, Prairie Lakes Hospital and Airport Personnel, talked through response on a water landing; prepped the repeaters for summer, replaced batteries, opened vents and adjusted thermostat; outside weather sirens have been an ongoing challenge, a couple of them aren't working properly; Cheri and I have completed the quarterly report requirements for the LEMPG and submitted; did a few maintenance projects at the search and rescue building, replaced downspout, measured windows for replacement, cleanup, hauled a load of obsolete equipment to dump; responded to a fire at a local church and reported it to the state; scheduled a meeting with local fire chiefs to inform them of upcoming trainings; getting some of the grant request paperwork in order on the two short suspense requests; monthly EM Region 2 zoom meeting and communications drill, Cheri printing credentialing cards for us and neighboring counties as they are requested; working on budget. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of April 2025; 540 cases/calls for service; 10 accident reports were completed; 46 warrants served; 214 sets of civil papers served; 2,333 transport miles; average daily inmate population 61 (high ADP 71 and low ADP 51); 15 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 8 individuals using remote breathalyzers; 41 individuals testing twice daily PBT'S; 45 individuals reporting twice weekly for UA Drug testing; 0 individuals wearing a sweat patch; 191 bookings; \$25,630.00 collected in fees for out of county prisoner contracts; \$680.00 collected in work release fees; \$7,917.00 collected in fees for the 24/7 program; and 2,808.00 collected in SCRAM fees.

SURPLUS SEARCH AND RESCUE INVENTORY

Motion by Schweer, second by Gabel, to declare the following inventory, at Search and Rescue, surplus to be destroyed: four Petmate Portable Dog Kennels, Bauer Compressor SN: CCAFT-1138379, Kodak Digital Camera, SN: KCKEP52502724; all voted aye; motion carried.

MOU WITH WATERTOWN SCHOOL DISTRICT

Motion by McElhany, second by Johnson, to approve MOU with Watertown School District to establish the Codington County Extension Complex as a shelter site in the event of an evacuation of the students and staff of the Watertown School District, Facility Manager, Steve Molengraaf, presented the details of the MOU to the Board; all voted aye; motion carried.

SURPLUS OFFICE EQUIPMENT

Motion by Johnson, second by Schweer, to declare the following office equipment, in the Register of Deeds Office, surplus to be destroyed: HP Laser Jet 4100 printer SN: USBNG41482; all voted aye; motion carried.

TIME-KEEPING HARDWARE AND SUPPORT

Discussion on the number of physical time clocks and number of key fobs that will be needed in various offices for the new time-keeping system. Waiting to hear if the current key fobs that are used to access the building will work on the physical time clocks. The Board decided to wait until it is determined if the current key fobs work to determine what the actual cost to add the physical time clocks and fobs will be.

FULL TIME HIGHWAY DEPARTMENT MAINTENANCE TECH II POSITION

Motion by McElhany, second by Gabel, to post and hire a full-time Maintenance Tech II position in the Highway Department, due to a retirement; all voted aye; motion carried.

TREASURER'S OFFICE CLOSURE TO PUBLIC AT 4:00 P.M.

Motion by Gabel, second by McElhany, to extend closing the Treasurer's Office to the public at 4:00 p.m. until June 30th, 2025 as requested by Treasurer, Carol Maloney, the office will be open to the public M-F from 8:00 a.m. until 4:00 p.m., all voted aye; motion carried.

MAY SALARY CLAIMS

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

Commissioners: 12,383.63 total salaries. Auditor: 22,621.41 total salaries. Co. Treasurer: 47,878.42 total salaries. States Attorney: 56,495.00 total salaries. Gov. Buildings: 21,467.90 total salaries. Dir. Equalization: 58,487.60 total salaries. Reg. of Deeds: 31,368.83 total salaries. Veterans Service: 13,491.01 total salaries. Sheriff: 138,498.47 total salaries. Jail: 175,857.75 total salaries. Coroner: 0.00 total salaries. Welfare: 29,201.07 total salaries. CO. Nurse: 6,043.68 total salaries. Park: 8,956.38 total salaries. Ag. Bldg.: 12,626.60 total salaries. Co. Extension: 13,701.68 total salaries. Weed: 7,519.72 total salaries. Planning Board: 580.98 total salaries. Road & Bridge: 109,541.37 total salaries. Emergency Management: 15,823.12 total salaries. Crime Victim: 8,870.96 total salaries. W.I.C.: 5,633.04 total salaries. Total 804,564.21

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 78,198.06; VSP 964.46 eye insurance; S.D. Supplemental Retire. 4,835.00 suppl. retire.; Sanford 103,055.38; Reliance Standard Life Insurance 1216.42 life ins.; Delta Dental 7,720.70 ins.; Codington County 8,378.22 employee HSA contribution; AFSCME Council 65 364.42 employee union dues; AFLAC 3,667.12 ins.; VSP 394.22 eye insurance; John Hancock 4,480.00 suppl. retire.; AFLAC 1,741.12 ins.; Sioux Valley Credit Union 22,277.75 employee payments; John Hancock Roth 400.00 suppl. retire.; SDRS Supplemental Retirement 4,790.00 Roth retirement; Teamsters Local Union 120 660.00 employee union due; Codington County Deputy Sheriff's Association 150.00 employee union

dues; ReliaBank Dakota 56,117.89 federal withholding; ReliaBank Dakota 73,422.80 social security; ReliaBank Dakota 17,171.50 Medicare; United Way 60.00 employee contributions; Health Equity 8,378.22 employee HSA contribution.

CLAIMS

Motion by McElhany, second by Gabel, to approve the following claim for payment; all voted aye; motion carried. Verizon - \$3,794.17

PERSONNEL CHANGES

Motion by Johnson, second by Schweer, to approve the following personnel change: Keith Eischens, new hire Maintenance Tech II, Highway Dept., effective 6-02-2025, Grade 25 step 4/\$24.07 hr./\$4,188.18 month; all voted aye; motion carried.

OPEN

Public Comments – Glen Vilhauer, District 5 Senator, informed the Board that he intends to work together with them as much as possible, if the Board has any issues to reach out to him, he noticed the last session that there are more bills that are trying to take away local control which is something that he does not support, he is on the property tax review committee summer study.

EXECUTIVE SESSION

Motion by Johnson, second by Schweer, to enter into executive session, per SDCL 1-25-2 (1) Discussion of personnel issues; at 9:47 a.m.; all voted aye; motion carried. The Board returned to regular session at 9:57 a.m., no action was taken. Human Resource Representative, Natalie Remund, was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Gabel, second by McElhany, to adjourn at 9:57 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codington County Auditor

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Published once at the total approximate cost of \$_____