

**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, June 10, 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 June 10, 2025, agenda
5. Action to approve the June 03, 2025, minutes of the Board of Codington County Commissioners
6. Monthly Reports
  - a. Auditor
  - b. Director of Equalization
  - c. Community Service Director
7. Discussion/possible action to approve Community Service Office to rent storage unit
8. Discussion/possible action to authorize Chair to sign annual State Dept. of Health WIC contract
9. Discussion/possible action to advertise for bid package #1 to include any subsequent CMAR – recommended changes, for the new jail
10. Action to approve updated Search and Rescue Team member's roster
11. Action to authorize Chair to sign quote for time-keeping hardware and support
12. Action to approve Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
13. Action to approve abatement applications
14. Action to approve claims for payment
15. Action to approve automatic budget supplements
16. Action to approve personnel changes
17. Action to approve travel requests
18. Public Notices – a possible quorum of Commissioners could be in attendance at:
19. Old Business
20. New Business
21. Open
  - a. Public Comments
  - b. Commission Comments
22. 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)

**23. 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**

June 10, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 10, 2025, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Myron Johnson, Troy VanDusen and Randall Schweer; absent Tyler McElhany; Chair VanDusen, presiding. The pledge of allegiance was led by Commissioner Schweer.

**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 Schweer, second by Gabel, to approve the agenda for June 10, 2025, as posted; all voted aye; motion carried.

**MINUTES APPROVED**

Motion by Johnson, second by Schweer, to approve the minutes of June 03, 2025; all voted aye; motion carried.

**ADVERTISE FOR BID PACKAGE #1 FOR NEW JAIL PROJECT**

Motion by Gabel, second by Johnson, to approve to advertise for bid package #1 for new jail project; Andrew Eitreim, Architect Inc., Dick Strassburg, Tegra Group, and Craig Beebe, Beckenhauer Construction, Inc., appeared before the Board via Zoom; Andrew Eitreim, Architect Inc., reported that construction documents and specifications for civil, structural, and architectural components are completed, which will be released to Beckenhauer for bidding later this week, the team aims to received bid results by July 3<sup>rd</sup>, which will be used to compare against cost estimates, Dick Strassburg, Tegra Group explained to the Board the construction manager at risk process, noting that bids would be evaluated by Beckenhauer, the bids will be received by July 3<sup>rd</sup>, 2025 and opened at a closed meeting to review and evaluate bid submissions; all voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Brenda Hanten**, updated the Board: working on going through voter records to remove any individuals that are invalid and to make sure any individuals that have passed away get removed from the records as well; next Tuesday, June 17<sup>th</sup>, 2025 is Election Day for the Watertown City/School Election at the Civic Arena, the Auditor's Office will be open 7 a.m. to 7 p.m. to assist with any voter questions they may have and will also be using the scanner to count their ballots that evening; will be holding a Public Test for the Watertown City/School Election at 10:00 a.m., to test their ballots Thursday, June 12<sup>th</sup>, 2025; continue to work on the 2026 Provisional Budgets; Growth Reports have been submitted, entering them in for the start of 2026 Levy work. **Welfare Director, Sara Foust**, updated the Board: 48 unique individuals were served in May; CARES/ERA - \$3,000.00 was received for administrative fees, Medicaid Reimbursement - \$1652.77 for May; Community Service Office - Staffing & office – Alex started June 9<sup>th</sup>, still looking into options for office space; attended the Mother of God Monastery Partners in Mission Community event; Angie is working on developing a Diversion Program and has been working with the State's Attorney and Judges, hoping to start July 1<sup>st</sup>, she also helped facilitate the Nalox boxes around the community and is working to start an overdose response team; Systems of

Care/Codington Connects – Interagency meeting is this week at the Police Department at 10:00 a.m.; the Agency of the month is Sanford Health; JoAnn Paulson, is the individual of the Month; Marketing/Community Awareness – the Splash into Summer event was on May 29<sup>th</sup>, 2025 at Foundation Plaza was a huge success, estimate over 1000 people attended; Housing –continuing to meet and work on a comprehensive plan; Childcare – My Little Village opening this month, is a huge step for the community; check out Codington Connects at [www.codingtonconnects.com](http://www.codingtonconnects.com) for more events and information about the community.

**COMMUNITY SERVICE OFFICE STORAGE UNIT**

Motion by Johnson, second by Gabel to authorize Community Service Office to rent storage unit, with E-Z Stor LLC (Rental Agreement), in the amount of \$60.00 per month; Community Service Director, Sara Foust, explained to the Board that due to Kari moving into the room that previously was used as storage there is no room in her office to store anything, she talked to Facility Manager, Steve Molengraaf to determine if there was any space at another County facility which was determined that there is no other location that would have any extra space; all voted aye; motion carried.

**FY2026 WIC CONTRACT**

Motion by Johnson, second by Schweer, to approve the FY2026 WIC Contract, between the South Dakota Dept. of Health and Codington County, in an amount not to exceed \$54,808.76, for the time period June 1, 2025 through May 31, 2026, for the provision of intake and administrative services for WIC services in Codington County; all voted aye; motion carried.

**SEARCH AND RESCUE TEAM MEMBERSHIP ROSTER UPDATE**

Motion by Gabel, second by Johnson, to approve the updated Search and Rescue Team Membership Roster, this would include to add the name of Myles York, as recommended by Emergency Manager, Andrew Delgado; all voted aye; motion carried.

**TIME KEEPING HARDWARE AND SUPPORT**

Motion by Johnson, second by Gabel, to amend the motion from last week’s meeting to approve quote for time keeping hardware and support, for the County’s new time keeping system to be implemented due to additional discounts to offset the delayed implementation along with the annual maintenance is prorated to February 2026 as well, in the amount of \$10,536.02, from TCP Software, Inc.; all voted aye; motion carried.

**AUDITOR’S ACCT. W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by Gabel, second by Schweer, to approve the Auditor’s Account of the cash and cash items in the hands of the County Treasurer as of the last business day of May, 2025, all present voted aye; motion carried.

Cash on hand	\$	9,325.07
Checks in Treasurers’ possession less than 3 day	\$	81,373.28
Credit Card Charges	\$	10,992.97
Cash Items	\$	453.50
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$</b>	<b>102,144.82</b>
<b>RECONCILED CHECKING</b>		
First Interstate Bank (Memorial Park)	\$	407.50
Reliabank Dakota	\$	29,666,388.97
<b>INVESTMENTS</b>		
SD Public Funds Investment	\$	1,081.13
Plains Commerce Bank CD’s	\$	1,524,700.53
<b>TOTAL CASH ASSETS</b>	<b>\$</b>	<b>31,294,722.95</b>

## General Ledger Cash Balance by Funds

General	\$11,682,657.85
General restricted cash	\$ 500,000.00
Sp. Revenue	\$10,060,070.94
County Jail Build	\$ 6,663,874.16
Custodial	\$ 2,388,120.00
(schools 1,275,123.13, townships 82,938.90; city/towns 340,718.07)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$31,294,722.95</b>

The Board noted Register of Deeds fees, in the amount of **\$36,312.45** were collected in the month of May, 2025.

**CLAIMS**

Motion by Gabel, second by Schweer, to approve for payment the following list of claims; all voted aye; motion carried. 605 PROPERTY SOLUTIONS, LLC 5499.02 RENT, A-OX WELDING 24.15 SUPPLIES, A-OX WELDING SUPPLY 260.20 SUP, ACCREDITATION, AUDIT AND 165.00 SVC, A&B BUSINESS SOLUTIONS 138.71 SUPPLIES, A&B BUSINESS SOLUTIONS 84.41 MAINT, ADVANCED CORRECTIONAL 20352.42 SVC, AGTERRA TECHNOLOGIES, INC 1500.00 SVC, AIRGAS USA, LLC 38.98 MAINT, AUSTIN LAW OFFICES 40859.10 SVC, AUTO VALUE 4.86 REPAIRS/MAINT., AUTO VALUE 123.28 SUP, AMG - AVERA OCCUPATIONAL MEDIC 109.80 REPAIRS/MAINT., KEVIN BACH 67.42 JURY, ALISON BAKKEN 40.00 CELL, EDIE BALDWIN 52.68 JURY, BANNER ASSOCIATES, INC 7245.25 REPAIRS/MAINT., BASIN CONSTRUCTION AND DRAIN T 997.00 REPAIRS/MAINT., BATTERIES UNLIMITED 345.00 SUP, BEACON CENTER 1000.00 PMT, BENDIX TECHNOLOGY CENTER 1776.00 MAINT, BLUEPEAK 102.99 UTILITIES, BLUEPEAK 587.33 UTIL, BORNS GROUP 3211.61 SUP, BOYS & GIRLS CLUB 1733.33 PMT, BRATLAND LAW 6114.50 SVC, BROTHERS & SISTERS BEHIND BARS 100.00 RENT, BUTLER MACHINERY 144.00 REPAIRS/MAINT., BUTLER MACHINERY 19.13 MAINT, CAHILL FUNERAL CHAPEL 2575.00 SVC, CERTIFIED LABORATORIES 379.95 SUPPLIES, CITIWIDE PROPERTY MGMT 10925.00 RENT, CLUBHOUSE HOTEL & SUITES 436.62 TRAV, CODINGTON-CLARK ELECTRIC COOPE 71.24 UTILITIES, CODINGTON TREASURER PETTY CASH 1.80 REF, CODINGTON TREASURER PETTY CASH 26.70 REPAIRS/MAINT., CODINGTON COUNTY 4-H LEADERS 50.00 RENT, COKO PROPERTIES 250.00 RENT, COLE PAPERS, INC. 2042.29 SUP, COLE'S PETROLEUM 4660.01 SUPPLIES, ANGIE COLLIGNON 40.00 CELL, COMPASS COUNSELING 2250.00 SVC, CONSOLIDATED CORRECTIONAL 16057.91 SUP, CORNELL APARTMENTS 960.00 RENT, C&R FIRE SUPPRESSION 172.40 MAINT, C & R SUPPLY 96.10 SUP, CRAFCO, INC. 17565.56 SUPPLIES, DAVE CRAWFORD 96.94 SUP, CREDIT COLLECTIONS BUREAU 271.14 PMT, CREDIT COLLECTIONS BUREAU 621.38 PMT, C & S PEST CONTROL LLC 177.00 MAINT, CULLIGAN WATER CONDITIONING 295.82 SUP, DAKOTA DATA SHRED 379.54 SVC, MATTHEW DARGATZ 25.00 CELL, KATHY DEJONG 2172.09 SVC, DIAMOND VOGEL PAINT CENTER 4.46 MAINT, JAMIE DOLEN 25.00 CELL, JEANINE EIDE 50.00 JURY, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, KEITH EISCHENS 25.00 CELL, ELECTRIC MOTORS & MOORE INC 595.00 MAINT, MARIA ESCAMILLA 40.00 CELL, FACE IT TOGETHER INC 3192.29 SVC, RANDALL G. FALVEY 40.00 CELL, FAMILY DENTAL CENTER 1418.00 SVC, FARMERS IMPLEMENT & IRRIGATION 33.36 REPAIRS/MAINT., FAST THREADS 689.46 SUP, TOWN OF FLORENCE 85.95 UTILITIES, SARA FOUST 40.00 CELL, CHRISTOPHER FRYER 54.02 , MICHELLE GAIKOWSKI 34.00 SVC, GANNETT HOLDINGS LLC OHIO 38.63 PUB, GRAINGER 122.76 MAINT, GREEN APPLE SEPTIC TANK SERVIC 150.00 REPAIRS/MAINT., GREEN, ROBY, OVIATT, 7012.00 SVC, GUARDIAN ALLIANCE TECHNOLOGIES 625.00 MAINT, JUSTIN HALAJIAN 40.00 CELL, JUVENILE WITNESS 40.72 SVC, RON HARTLEY 25.00 CELL, HEALTHSOURCE OF WATERTOWN 250.00 REPAIRS/MAINT., DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00

CELL, HELSPER, MCCARTY & RASMUSSEN 14616.50 SVC, HENRY TOWNSHIP 106844.27  
PMT, CODY HOFF 25.00 CELL, JEREMY HOPEWELL 59.38 , LLOYD HOWELL 52.68 JURY,  
HYVEE #1871 ACCTS RECEIVABLE 408.31 SUP, I STATE TRUCK CENTERS 1312.29  
REPAIRS/MAINT., INTERLAKES COMMUNITY ACTION 1736.17 SVC, INTOXIMETERS 251.25  
SUP, JEFFERSON PARTNERS LP 63.98 TRAV, JOHNSON CONTROLS, INC. 61933.50 MAINT,  
SAMUEL JOHNSON 54.02 JURY, JURGENS PRINTING 1199.00 SUP, MITCHELL KALLHOFF  
25.00 CELL, KENNEDY PIER LOFTUS & REYNOLDS 456.00 SVC, JOHN DEERE FINANCIAL  
18.96 REPAIRS/MAINT., RICHARD KOHN 25.00 CELL, ERIK KOSAK 25.00 CELL, L&R AUTO  
AND ACCESSORIES LLC 2412.00 REPAIRS/MAINT., JOESPH LAFRAMBOISE 25.00 CELL,  
LAKE AREA DOOR 2371.43 REPAIRS/MAINT., LAWSON PRODUCTS, INC 115.14 SUPPLIES,  
LINH LE 59.38 JURY, THE LODGE AT DEADWOOD 250.00 TRAVEL & CONF., MAAG  
PROPERTIES, LLC 1375.00 RENT, MAC'S HARDWARE 62.97 SUPPLIES, MAC'S, INC 118.88 SUP,  
MASTERS TELECOM LLC 355.16 UTIL, MENARDS 302.38 SUPPLIES, MENARDS 293.59 SUP,  
MICK'S SCUBA 325.00 SVC, MID-AMERICAN SIGNAL, INC 202.00 REPAIRS/MAINT.,  
MIDCONTINENT COMMUNICATIONS 866.81 UTIL, KLAYTON MILLER 25.00 CELL, MULTI  
BUSINESS SOLUTIONS INC 3700.00 SVC, MUNICIPAL UTILITIES 751.07 UTILITIES,  
MUNICIPAL UTILITIES 12280.14 UTIL, MUNICIPAL UTILITIES 3359.84 UTIL, MUTH  
ELECTRIC 4927.00 MAINT, NAPA CENTRAL 189.99 REPAIRS/MAINT., NELSON & ERICSSON  
LAW OFFICE, 9129.00 SVC, CHRISTINE NESS 52.68 JURY, SHAWN NILLS 40.00 CELL,  
NORTHERN CON-AGG 8968.36 SUPPLIES, NORTHWESTERN ENERGY 1241.10 UTILITIES,  
OFFICE PEEPS 54.80 SUPPLIES, OFFICE PEEPS, INC. 2360.81 SUP, OTIS ELEVATOR COMPANY  
125.00 MAINT, OTTERTAIL POWER CO, 94.18 UTILITIES, OVERHEAD DOOR CO 348.98 SUP,  
THOMAS PAULI 40.00 CELL, JOANN PAULSON 97.00 SUP, MICHELLE PEDERSON 40.00 CELL,  
PENNINGTON COUNTY JAIL 499.03 TRAV, PINNACLE PROPERTY SOLUTIONS 3100.00 RENT,  
PJNI LLC 8550.00 RENT, PPWIX WEBSITE SERVICES 1016.75 SVC, PRAIRIE LAKES HEALTH  
CARE CENT 4759.98 SVC, PRINT 'EM NOW 145.00 SUP, R PROPERTIES 3600.00 RENT,  
RANDALL RAKNESS 2100.00 RENT, RAMKOTA HOTEL & CONFERENCE 544.00 TRAV, ANN  
RASMUSSEN 244.00 TRAV, RC FIRST AID 83.50 SUPPLIES, JONATHAN REDMOND 72.78  
JURY, REDWOOD TOXICOLOGY LABORATORY 1985.91 SUP, RIVERSIDE MHP 1801.00 RENT,  
RNR DEVELOPMENT 2114.00 RENT, ROBERTS COUNTY SHERIFFS OFFICE 2888.16 SVC,  
JANICE ROBSON 186.00 REF, RON'S SAW SHOP 136.95 SUP, HAROLD ROUNDS 25.00 CELL,  
RICHARD RUCKDASCHEL 51.34 JURY, RUNNING SUPPLY INC. 155.53 SUPPLIES, RUNNINGS  
208.99 SUP, DAWN RUSSELL 179.55 SVC, SANFORD HEALTH 337.44 SVC, SCHILKEN FAMILY  
INVESTMENTS 3600.00 RENT, WAYNE SCHLAHT 52.68 JURY, SCHUMACHER ELEVATOR  
COMPANY 862.02 MAINT, BRAD SCHWINGER 25.00 CELL, SD ATTORNEY GENERAL'S  
OFFICE 3892.00 SVC, SD DEPARTMENT OF HEALTH 2270.00 SVC, SOUTH DAKOTA DEPT. OF  
TRANSPOR 41422.93 REPAIRS/MAINT., SD STATE TREASURER 665161.56 MAY  
REMITTANCE, SDACC 16422.00 PMT, SDACO 640.00 PMT, SDN COMMUNICATIONS 1026.00  
SVC, SDRS SPECIAL PAY PLAN 13097.10 PMT, MELISSA SEARS 40.00 CELL, HEIDI  
SELCHERT 40.00 CELL, SHARP AUTOMOTIVE 617.24 REPAIRS/MAINT., AMANDA SHAY  
520.00 SVC, ANGELA SIMON 52.68 JURY, SIOUX RURAL WATER SYSTEM 134.80 UTILITIES,  
SIOUX VALLEY COOP 77.60 SUPPLIES, SIOUX VALLEY COOP 128.98 SUP, STEVEN SKINNER  
3400.00 RENT, SOCIA LAW, PC 6774.30 SVC, LYNN SOLBERG 40.00 CELL, TOWN OF SOUTH  
SHORE 96.00 UTILITIES, SOUTH SHORE GAZETTE 868.67 PUB, STEVE STAHLKE 25.00 CELL,  
STAR LAUNDRY 132.44 SUPPLIES, STAR LAUNDRY 3013.23 SUP, STEVE'S WORLD 468.85  
REPAIRS/MAINT., ALBIN STROMSETH 1600.00 RENT, SCOTT SWANSON 25.00 CELL, ANN  
TAECKER 52.68 JURY, TECHNIQUES INC 181.29 MAINT, THOMSON REUTERS-WEST 447.00  
SVC, TIMECLOCK PLUS LLC 4938.30 SVC, TMRG BROADCASTING 725.00 SVC, DOUGLAS D.  
TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRANSOURCE 66.91 SUPPLIES,  
TWO WAY SOLUTIONS, INC 303.84 SUPPLIES, TWOTREES TECHNOLOGIES 6044.75 SVC,  
UNITED SERVICES LLC 496.92 SVC, VERIZON 40.01 UTILITIES, VERIZON WIRELESS 178.38

UTIL, RELIABANK VISA 23.48 SUP, RELIABANK VISA 654.46 SUP, RELIABANK VISA 1075.15 SUP, RELIABANK VISA 61.01 SUP, RELIABANK VISA 50.15 SUP, RELIABANK VISA 452.14 SUP, RELIABANK VISA 34.84 SVC, RELIABANK VISA 46.43 SUP, RELIABANK VISA 1705.33 SUP, RELIABANK VISA 20.00 SUP, RELIABANK VISA 127.43 SUP, RELIABANK VISA 142.79 SUP, MARLONIE VOGELSANG 25.00 CELL, LINDEE WABA 52.00 TRAV, GAIL WAHL 1640.00 PMT, SCOTT WAHL 1640.00 PMT, WALMART - CAPITAL ONE 197.79 SUP, WARNE PLUMBING 3885.31 MAINT, WATERTOWN FORD 519.00 MAINT, WATERTOWN FORD 192.98 REPAIRS/MAINT., WATERTOWN LAWN & GARDEN 16.00 SUP, WATERTOWN MHP LLC 2230.77 RENT, WATERTOWN PUBLIC OPINION 204.60 SUPPLIES, PAIGE WELLING 74.75 SVC, ISAAC WESELOH 52.68 JURY, FLEETPRIDE, INC. 151.98 REPAIRS/MAINT., WW TIRE SERVICE INC 343.07 MAINT,

Motion by Johnson, second by Gabel, to approve the following claim for payment; all voted aye; motion carried. GEOTEK ENGINEERING - \$6,000.00.

Motion by Johnson, second by Schweer, to approve a claim in the amount of \$38,139.70, payable to the City of Watertown for April 2025, 911 surcharge collections; Gabel, Johnson and Schweer, voted aye; VanDusen was recused; motion carried.

**PERSONNEL CHANGES**

Motion by Johnson, second by Schweer , to approve the following annual step personnel changes; all voted aye; motion carried.

<u>Employee</u>	<u>Position</u>	<u>Wage</u>	<u>Effective</u>
Todd Rose	VSO	38.36/6674.64	7/1/2024
Jay Roberts	Deputy VSO	30.85/5367.90	7/1/2024

**TRAVEL REQUEST**

Motion by Johnson, second by Schweer, to approve the following travel request: Community Service Office staff to attend a conference; all voted aye; motion carried.

**NEW BUSINESS**

Auditor, Brenda Hanten noted that the Court House and all County offices will be closed on Thursday, June 19<sup>th</sup>, 2025, in observance of Juneteenth.

**OPEN**

**Commission Comments** – Commissioner Johnson reported that he will be attended the SD Retirement meeting and mentioned that July 1, 2025 will be an 1.7% pay raise to SD Retirement, it still is fully funded and expect less of an increase next year.

**EXECUTIVE SESSION**

Motion by Schweer, second by Johnson, to enter into executive session, per SDCL 1-25-2 (2) consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters; at 9:31 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:17 a.m., no action was taken. State’s Attorney, Alison Bakken and Human Resource Representative, Natalie Remund were 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 10:17 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 \$ \_\_\_\_\_