

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, August 19, 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 August 19, 2025, agenda
5. Action to approve the August 12, 2025, minutes of the Board of Codington County Commissioners
6. Discussion with City Manager, Alan Stager
7. Monthly Reports
 - a. Director of Equalization
 - b. Highway
 - c. Facility Manager
8. Action to approve a MOU with the City of Watertown for Pictometry data
9. Discussion/possible action to approve quotes to replace carpet in Treasurer's Office
10. Action to authorize Chair to sign Partnership Agreement for Marketing Campaign for COSSUP grant
11. Action to authorize Auditor to sign-on to settlement for a new National Opioid Settlement
12. Action to approve claims for payment
13. Action to approve automatic budget supplements
14. Action to approve personnel changes
15. Action to approve travel requests
16. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. Ground Breaking new jail project, West Hwy. 212, August 18th, 2025, 11:00 a.m.
17. Old Business
18. New Business
19. Open
 - a. Public Comments
 - b. Commission Comments
20. Action to enter into Executive session pursuant to SDCL 1-25-2
 - (1) Discussion of personnel issues (SDCL 1-25-2(1))
 - (2) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters (SDCL 1-25-2(3))
 - (3) Preparing for contract negotiations or negotiating with employees or employee representatives (SDCL 1-25-2(4))
 - (4) Discussion of pricing or marketing strategies when public disclosure may harm the competitive position of the county owned business (SDCL 1-25-2(5))

(5) Discussion of information pertaining to the protection of public or private property (SDCL 1-25-2(6))

21. 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**

August 12, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 12, 2025, at the Codington County Court House. Commission members present were: Lee Gabel (via Zoom), Tyler McElhany (via Zoom), Myron Johnson, Randall Schweer and Troy VanDusen; Chair VanDusen, presiding. The pledge of allegiance was led by Facility Manager, Steve Molengraaf.

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 August 12, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of August 05, 2025; all voted aye; motion carried.

MONTHLY REPORTS

State's Attorney, Alison Bakken, updated the Board: Received the decisions from OHE about the 2 tax appeals in which they ruled in the County's favor, the appellants can still appeal to Circuit Court; jail numbers are lower due to moving cases through court sooner, there are some rumblings with the lower numbers why are we building a new jail, the condition of the jail is still an issue; held joint law enforcement meetings, will continue to do this; had a meeting with Sheriff and Chief of Police to go over priorities and missions; working on additional education within the office with an legal question of the day; Kari is working with Louis Canfield, with the Boys and Girls Club to calculate the number of successful juvenile diversion cases for the JDAI grant which is due the end of August, should approx. be the same as last year's amount of \$237,000.00; had a meeting with Detective Seargent Bjerke and Louis Canfield, and a number of juveniles that engaged in some bullying behavior, did an informational session on how easy it is for us to figure out who is making these threats on line, a very successful meeting; school starts in Watertown on August 21st, 2025 and will be taking truancy and threats very seriously, if there is probable cause for threats, arrests will be made; travel requests encouraging ongoing education to better serve the County; last week argued a motion to dismiss on a habeas claim for a Rape 4, waiting on judge's decision; have another motion to dismiss another habeas on a Rape 1 that will be heard in September; working on some Tax Deed issues with the Treasurer; a couple attended National Night Out, thank you to the Police Department, Sheriff's Office, Highway Patrol, GFP and FOP for putting this together, was a great success; have been doing THC compliance checks issues. **Auditor, Brenda Hanten**, updated the Board: The 2026 Provisional Budget is done and has been sent to the papers for publishing; will start 2026 Budget Hearings in September 2nd, 2025 and end on September 23rd, 2025 since the 30th is the 5th Tuesday of the month and adopt the 2026 budget on September 23rd, 2025; the centrally assessed utilities values will arrive later in August allowing for the calculation of property tax levies for taxes payable in 2026; happy to report that we have implemented our test group of employees to use the TCP software system as of yesterday, this will be a 2 week test. **Welfare Director, Sara Foust**, updated the Board: 38 unique individuals were served in July; CARES/ERA - \$3,250.00 was received for

administrative fees, have stopped taking new applications; Medicaid Reimbursement - \$1,226.68 for July; Community Service Office – attended SD Counties Mental Health meeting and made recommendations to State County Commissioners meeting; presented to Kiwanis about what we do in our office and had a booth at National Night Out; currently hosting the Transition to Success training for 8 more individuals in our community; working with a marketing consultant for the COSSUP grant; Systems of Care/Codington Connects – Interagency meeting is this week at 10 a.m. on Thursday at Watertown Library; the Agency of the month is Prairie Lakes Healthcare System; Shannon Barker with PLHS, is the individual of the month; Centralized location – still exploring options; working on making Codington Connects a nonprofit; Housing – working on a plan to bring presenters to town to talk about developing a rehab housing program; Childcare – should have a final report for increasing affordability in the next month; check out Codington Connects at www.codingtonconnects.com for more events and information about the community.

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

Motion by Johnson, 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 July, 2025, all present voted aye; motion carried.

Cash on hand	\$	8,738.95
Checks in Treasurers' possession less than 3 day	\$	42,516.56
Credit Card Charges	\$	8,463.32
Cash Items	\$	491.40
TOTAL CASH ASSETS ON HAND	\$	60,210.23
RECONCILED CHECKING		
Reliabank (Memorial Park)	\$	1,000.00
Reliabank Dakota	\$	28,127,937.99
INVESTMENTS		
SD Public Funds Investment	\$	1,088.45
Plains Commerce Bank CD's	\$	500,000.00
TOTAL CASH ASSETS	\$	28,690,236.67
General Ledger Cash Balance by Funds		
General	\$	10,339,168.81
General restricted cash	\$	500,000.00
Sp. Revenue	\$	10,298,907.12
County Jail Build	\$	6,221,362.97
Custodial	\$	1,330,797.77
(schools 165,176.28, townships 59,090.67; city/towns 42,562.48)		
TOTAL GENERAL LEDGER CASH	\$	28,690,236.67

The Board noted Register of Deeds fees, in the amount of **\$51,307.35** were collected in the month of July, 2025.

STORM WATER POLLUTION PREVENTION PLAN AND NOTICE OF INTENT FOR NEW JAIL PROJECT

Motion by Gabel, second by McElhany, to authorize Chair to sign Certification of Applicant and Storm Water Pollution Prevention Plan for the new jail project to be filed with the City of Watertown and the South Dakota Department of Agriculture and Natural Resources; all voted aye; motion carried.

CLAIMS

Motion by Gabel, second by Schweer, to approve for payment the following list of claims; all voted aye; motion carried.

3E GENERATOR SHOP 850.54 MAINT, 4IMPRINT INC 424.68 SUP, 605 PROPERTY SOLUTIONS, LLC 1099.02 RENT, A-I COMPUTER SOLUTIONS 66.70 SVC, A-OX WELDING 24.15 SUPPLIES, A-OX WELDING SUPPLY 230.64 SUP, ACCREDITATION, AUDIT AND 165.00 SVC, A&B BUSINESS SOLUTIONS 145.86 SUPPLIES, A&B BUSINESS SOLUTIONS 1432.10 MAINT, ACCESS ELEVATOR & LIFTS, INC 1020.00 MAINT, ADVANCED CORRECTIONAL 20618.50 SVC, AGTERRA TECHNOLOGIES, INC 200.00 SVC, EMERY AKER 157.20 SVC, ALCOHOL MONITORING SYSTEMS 694.20 SVC, ATYEO CONSULTING, LLC 2523.00 SVC, AUSTIN LAW OFFICES 31646.40 SVC, AUTOMATIC BUILDING CONTROLS 1185.00 MAINT, AUTO VALUE 179.03 SUPPLIES, AMG - AVERA OCCUPATIONAL MEDIC 146.40 REPAIRS/MAINT., ALISON BAKKEN 40.00 CELL, GREG BALDWIN 12.68 JURY, BANNER ASSOCIATES, INC 16017.50 REPAIRS/MAINT., BATTERIES UNLIMITED 170.00 REPAIRS/MAINT., BATTERIES UNLIMITED 95.00 SUP, SHERYL BAUER 52.68 JURY, BEACON CENTER 1000.00 PMT, HEATHER BERNT 11.34 JURY, MARTY BERTSCH 15.36 JURY, CHASTIN BISSONETTE 193.00 REIMB, BLACKSTONE RIDGE LLC 2445.00 RENT, BLUEPEAK 1046.97 UTIL, BLUEPEAK 117.99 UTILITIES, BLUME FIREWOOD 550.00 SUP, BORNS GROUP 7184.66 POST, BOYS & GIRLS CLUB 1733.33 PMT, BRATLAND LAW 5188.50 SVC, BRIAN'S GLASS & DOOR, INC. 66.64 MAINT, BRIDGEWAY COUNSELING & NEUROP 2500.00 SVC, BROTHERS & SISTERS BEHIND BARS 3143.20 RENT, BUTLER MACHINERY 67728.47 EQUIPMENT, CITI WIDE PROPERTY MANAGEMENT 4200.00 RENT, CLARK COUNTY 56.00 TRAV, ANTHONY COAUETTE 32.00 REIMB, CODINGTON-CLARK ELECTRIC COOPE 35.53 UTILITIES, CODINGTON COUNTY SHERIFF 150.00 SUP, CODINGTON TREASURER PETTY CASH 66.40 REIMB, COKO PROPERTIES 250.00 RENT, COLE PAPERS, INC. 3997.52 SUP, COLE'S PETROLEUM 2387.79 SUPPLIES, ANGIE COLLIGNON 40.00 CELL, CONSOLIDATED CORRECTIONAL 15047.99 SUP, SHAWNA CONSTANT 40.00 TRAV, COOKS WASTEPAPER & RECYCLING 142.62 RENT, CORNELL 1 APARTMENTS 2537.95 RENT, CREDIT COLLECTIONS BUREAU 466.24 SVC, CREDIT COLLECTIONS BUREAU 24.72 SVC, CULLIGAN WATER CONDITIONING 627.95 SUP, DAKOTA SUPPLY GROUP 283.15 SUP, MATTHEW DARGATZ 25.00 CELL, ANTHONY DEHAAN 12.68 JURY, DIAMOND DRUGS, INC 445.67 SVC, CHAD DOCKTER 12.68 JURY, JAMIE DOLEN 25.00 CELL, DSC COMMUNICATIONS 1515.08 EQUIP, EASTSIDE EQUIPMENT 88.52 SUP, EIGHT TEN PROPERTIES, LLC 1740.00 RENT, KEITH EISCHENS 30.00 CELL, EMERGENCY AUTOMOTIVE TECH 5790.00 EQUIP, JERAD ENGELS 475.96 MAINT, MARIA ESCAMILLA 40.00 CELL, FACE IT TOGETHER INC 4864.05 SVC, JAMES FALK 52.68 JURY, RANDALL G. FALVEY 40.00 CELL, FLORENCE FIRE DEPT 8459.99 PMT, TOWN OF FLORENCE 171.90 UTILITIES, SARA FOUST 433.20 CELL, FRONTIER TECHNOLOGY LLC 890.00 EQUIP, MICHELLE GAIKOWSKI 42.50 SVC, HALEY GOSSEN 54.02 JURY, GREEN, ROBY, OVIATT, 16366.50 SVC, ANGIE HAGEMAN 16.70 JURY, JUSTIN HALAJIAN 40.00 CELL, RON HARTLEY 25.00 CELL, NATHAN HAVRO 5.00 REIMB, HD ELECTRIC 744.34 UTIL, HEALTHSOURCE OF WATERTOWN 150.00 REPAIRS/MAINT., DAVID HEDDING 25.00 CELL, JAMES HEDGES 25.00 CELL, HELSPER, MCCARTY & RASMUSSEN 18477.75 SVC, HENRY FIRE DEPT 4429.57 PMT, TOWN OF HENRY 55.66 UTILITIES, HIDEWOOD CIRCLE 558.00 RENT, RILEY HIEB 11.34 JURY, HILLYARD/SIOUX FALLS 651.60 SUP, CODY HOFF 25.00 CELL, HORN LAW OFFICE 1219.80 SVC, CODY HUSMANN 67.42 JURY, HYVEE #1871 ACCTS RECEIVABLE 58.06 SVC, I STATE TRUCK CENTERS 672.81 SUPPLIES, INTERLAKES COMMUNITY ACTION 1736.17 SVC, JEBRO INC. 423075.94 OTHER EXP., JEFFERSON COURT LMTD PARTNER 918.00 RENT, JH LARSON CO 6.80 SVC, JOHNSON CONTROLS, INC. 24970.01 MAINT, EVERETT JOHNSON 9.00 REIMB, GAYNELL JOHNSON 14.02 JURY, WADE JORDAN 25.00 CELL, JORGENSON & OLSON ASPHALT 9102.50 REPAIRS/MAINT., MITCHELL KALLHOFF 25.00 CELL, KENNEDY PIER LOFTUS & REYNOLDS 84.00 SVC, KINGSBROOK RURAL WATER SYSTEM 190.00 PMT, RICHARD KOHN 25.00 CELL, KOLETZKY LAW OFFICE 208.00 SVC, ADAM KOLL 40.82 JURY, ERIK KOSAK 25.00 CELL, KOTA FENCE & SUPPLY LLC 10455.00 SVC, KXLG FM 225.00 SVC, JOSEPH LAFRAMBOISE 30.00 CELL, JANET LARSON 5535.00 RENT, VAL LARSON 20.00 SVC,

LEWIS & CLARK BHS 225.00 SVC, LUCY M LEWNO 198.73 SVC, KAREN LIEBL 22.06 JURY,
 LINCOLN CO TREASURER 886.00 SVC, LINEBARGER GOGGAN BLAIR & SAMP 54.70 TRAV,
 LOCKSMITH AND MORE LLC 9.00 MAINT, JODI LOEHRER 300.80 TRAV, LOUISIANA VITAL
 RECORDS 15.50 SVC, MAAG PROPERTIES, LLC 1375.00 RENT, MAC'S, INC 227.12 SUP, MAC'S
 HARDWARE 118.66 SUPPLIES, MACKSTEEL WAREHOUSE, INC. 146.84 SUP, DUANE
 MAHNKE 23.40 JURY, MASTER BURN 916.06 REPAIRS/MAINT., MASTERS TELECOM LLC
 355.00 UTIL, MATHESON TRI-GAS INC 251.55 SUP, LISA MCDERMAID 11.34 JURY,
 MCKESSON MEDICAL SURGICAL 426.94 SUP, MCLEOD'S PRINTING & OFFICE SUP 600.90
 SUP, MENARDS 948.77 SUP, MENARDS 912.71 SUPPLIES, MIDCONTINENT
 COMMUNICATIONS 506.03 UTIL, MIDSTATES EQUIPMENT & SUPPLY 262.93 SUPPLIES,
 KLAYTON MILLER 25.00 CELL, MULTI BUSINESS SOLUTIONS INC 5500.00 SVC, MUNICIPAL
 UTILITIES 18544.28 UTIL, MUNICIPAL UTILITIES 3730.21 UTIL, MUNICIPAL UTILITIES 516.14
 UTILITIES, NAPA CENTRAL 323.09 SUPPLIES, NELSON & ERICSSON LAW OFFICE, 3756.00
 SVC, DAVID NESHEIM 11.34 JURY, SHAWN NILLS 40.00 CELL, NORTHERN CON-AGG
 16723.84 SUPPLIES, NORTHERN SAFETY TECHNOLOGY 4809.16 MAINT, NORTHWESTERN
 ENERGY 134.54 UTILITIES, OFFICE PEEPS, INC. 3241.39 SUP, OFFICE PEEPS 202.85 SUPPLIES,
 ONXMAPS INC 892.00 MAINT, OTTERTAIL POWER CO, 50.71 UTILITIES, THOMAS PAULI
 40.00 CELL, MICHELLE PEDERSON 40.00 CELL, PENNINGTON COUNTY JAIL 287.02 TRAV,
 PERFORMANCE TOWING 280.00 SVC, PHEASANTLAND INDUSTRIES 1732.27 SUPPLIES,
 PLEASANT VALLEY PROPERTIES 1711.18 RENT, POMP'S TIRE SERVICE, INC. 97.60
 SUPPLIES, PRAIRIE LAKES HEALTH CARE CENT 8581.00 SVC, PRINT 'EM NOW 431.00 SUP,
 PROSOURCE SPECIALTIES LLC 405.33 SUP, RC FIRST AID 142.00 SUPPLIES, REDWOOD
 TOXICOLOGY LABORATORY 1990.35 SUP, REILLY REPAIR INC 1494.00 MAINT, COLITA
 REMMERS 51.34 JURY, DANA RHODY 38.00 REIMB, RIBSTEIN & HOGAN LAW FIRM 18578.24
 SVC, RNR DEVELOPMENT 52.25 PMT, RON'S SAW SHOP 37.59 SUP, KIARA ROSS 261.80 SVC,
 PATRICIA ROTH 51.34 JURY, HAROLD ROUNDS 25.00 CELL, RUNNINGS 249.00 SUP,
 RUNNING SUPPLY INC. 29.99 REPAIRS/MAINT., DAWN RUSSELL 288.45 SVC, SANFORD
 HEALTH 2655.00 SVC, SANFORD HEALTH PATHOLOGY CLINI 291.00 SVC, JULIE SCHAAF
 2400.00 RENT, BILL SCHAEFER 20.00 SVC, DEAN SCHAEFER 75.00 SVC, SCHAEFFER LAW
 OFFICE, LLC 4911.90 SVC, SD ATTORNEY GENERAL'S OFFICE 4118.00 SVC, SD
 DEPARTMENT OF HEALTH 2580.00 SVC, SOUTH DAKOTA DEPT. OF TRANSPOR 20889.48
 REPAIRS/MAINT., SOUTH DAKOTA FEDERAL PROPERTY 1770.00 SUPPLIES, SOUTH
 DAKOTA INVESTIGATIVE 500.00 SVC, SD STATE TREASURER 618968.37 JULY
 REMITTANCE, SDACC 1760.00 TRAV, SDACO 920.00 PMT, SDEMA 300.00 TRAV, SDN
 COMMUNICATIONS 1026.00 UTIL, SDPAA 136.44 SVC, SDRS SPECIAL PAY PLAN 10289.76
 PMT, SDVSOA 100.00 TRAV, MELISSA SEARS 40.00 CELL, SECURITY PRO USA 6156.25
 EQUIP, HEIDI SELCHERT 40.00 CELL, SERVICE PLUS 107.00 MAINT, SHERWIN WILLIAMS
 358.96 SUP, SIGNPRO 74.34 SUP, SIOUX FALLS MENTAL HEALTH SERV 3800.00 SVC, SIOUX
 RURAL WATER SYSTEM 131.90 UTILITIES, SIOUX VALLEY COOP 852.69 SUP, SIOUX
 VALLEY COOP 649.90 SUPPLIES, SOCIA LAW, PC 11068.95 SVC, LYNN SOLBERG 40.00 CELL,
 TOWN OF SOUTH SHORE 96.00 UTILITIES, SOUTH SHORE FIRE DEPT 7156.46 PMT, SOUTH
 SHORE GAZETTE 1023.15 PUB, STEVE STAHLKE 25.00 CELL, STAN HOUSTON EQUIPMENT
 179.10 SUPPLIES, STAR LAUNDRY 2178.84 SUP, STAR LAUNDRY 198.66 SUPPLIES, STATE 4-
 H OFFICE 85.00 TRAV, SUPERIOR HOOD STEAMERS INC 895.00 MAINT, SCOTT SWANSON
 25.00 CELL, TECHNIQUES INC 535.15 SUP, KEVIN THEISEN 56.70 JURY, THOMSON
 REUTERS-WEST 1122.14 SVC, TITAN MACHINERY WATERTOWN 1519.04 MAINT, DOUGLAS
 D. TORSTENSON 25.00 CELL, JAMES TORSTENSON 20.00 CELL, TRANSOURCE 324.79
 REPAIRS/MAINT., TWO WAY SOLUTIONS, INC 35.00 SVC, TWOTREES TECHNOLOGIES
 11918.74 SUP, TWOTREES TECHNOLOGIES 37.00 SUPPLIES, ULTRA 13885.00 MAINT, ULTRA
 2085.00 REPAIRS/MAINT., UNITED SERVICES LLC 150.00 SVC, VAN DIEST SUPPLY
 COMPANY 11767.20 SUP, VERIZON WIRELESS 2150.19 UTIL, VERIZON WIRELESS 1264.39

UTIL, VERIZON 40.01 UTILITIES, ES OPCO USA LLC (VESERIS) 706.98 SUP, RELIABANK VISA 119.99 SUP, RELIABANK VISA 826.62 SUP, RELIABANK VISA 79.98 SUP, RELIABANK VISA 416.64 SUP, RELIABANK VISA 60.00 SUP, RELIABANK VISA 212.76 SUP, RELIABANK VISA 1009.91 SUP, RELIABANK VISA 62.97 SUP, RELIABANK VISA 57.79 SUP, RELIABANK VISA 18.04 SUP, RELIABANK VISA 75.98 SUP, RELIABANK VISA 52.50 SUP, RELIABANK VISA 606.85 SUP, RELIABANK VISA 310.00 SVC, RELIABANK VISA 349.00 SUPPLIES, MARLONIE VOGELSANG 25.00 CELL, LINDEE WABA 11.34 JURY, GAIL WAHL 1640.00 PMT, SCOTT WAHL 1640.00 PMT, WALLACE FIRE DEPT 2742.84 PMT, DANIEL WALLIN 19.00 REIMB, WALMART - CAPITAL ONE 46.90 SUP, KELLI WANNA 51.34 JURY, WATERTOWN CITY FINANCE OFFICE 224106.71 PMT, WATERTOWN FORD 429.57 REPAIRS/MAINT., WATERTOWN LAWN & GARDEN 484.00 MAINT, WATERTOWN PUBLIC OPINION 182.97 PUB, WATERTOWN SCHOOL DISTRICT 4942.70 SUP, FLEETPRIDE, INC. 175.04 REPAIRS/MAINT., DAVID WICKS 52.68 JURY, WIKI INVESTMENTS 2100.00 RENT, JOE WILLIAMS 1050.00 RENT, WINDOW PROS 18.92 MAINT, WATERTOWN LANDFILL 27.60 SUP, WW TIRE SERVICE INC 1359.37 MAINT, WW TIRE SERVICE INC. 236.00 SUPPLIES, YANKTON CO. SHERIFF 50.00 SVC, YANKTON CO TREASURER 332.50 SVC, YOUNGBERG LAW 282.00 SVC, SUSAN ZIRBEL 63.40 JURY

Motion by Gabel, second by McElhany, to approve the following new jail claim for payment; all voted aye; motion carried. Tegra - \$20,702.99

Motion by Johnson, second by McElhany, to approve a claim in the amount of \$38,881.50, payable to the City of Watertown for June 2025, 911 surcharge collections, Gabel, Johnson, McElhany and Schweer, voted aye; VanDusen was recused; motion carried.

TRAVEL REQUEST

Motion by Johnson, second by Schweer, to approve the following travel requests; State's Attorney staff to attend a conference; all voted aye; motion carried.

OLD BUSINESS

Commissioner Johnson reported 4-H Achievement Days wrapped up and Randy and Myron both judged.

OPEN

Public Comments – State's Attorney, Alison Bakken, addressed the Board about concerns brought up in the meeting on mental health and court appointed attorney fees.

EXECUTIVE SESSION

Motion by Johnson, second by Schweer, to enter into executive session, per SDCL 1-25-2(3) Preparing for contract negotiations or negotiations or negotiating with employees or employee representatives (SDCL 1-25-2(4)); at 9:41 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:10 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 10:11 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 \$_____

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU"), is entered into and effective this _____ day of _____, 2025, by and between the City of Watertown, a South Dakota municipal corporation, 20 N. Maple Street, Watertown, South Dakota 57201 (the "City"), and Codington County, a political subdivision of the State of South Dakota, 14 1st Ave SE, Watertown, South Dakota 57201 (the "County"), collectively the "Parties."

Purpose

The purpose of this MOU is to memorialize the cost-sharing understanding between the Parties related to the aerial imagery contract with Eagle View.

Understanding

Eagle View has presented a contract to the City in the amount of \$69,746.67 per year over six (6) years, for a total contract price of \$418,480.00. Eagle View would fly the entirety of Codington County twice in this six-year period and provide 1" imagery to the City and 3" imagery to the County. The cost breakdown for this imagery is 65% share for the County and 35% share for the City.

The Eagle View contract will be with the City and the City agrees to pay the total invoice amount, then City will invoice the County \$45,335.34 for its share on an annual basis. The Parties acknowledge that appropriations are contingent upon approval of the Parties' respective governing bodies.

Miscellaneous Terms

The term of this MOU shall run concurrent with the effective dates of the contract and may be extended only by written agreement between the Parties. This MOU may be amended or modified at any time in writing by mutual consent of both parties. The MOU may be canceled by either party with 60 days advance written notice. The MOU may be canceled immediately where cause for cancelation is due to a material or significant breach of any of the provisions contained herein. Cancelation for a material or significant breach occurs upon delivery of written notice to the other party.

This MOU constitutes the entire understanding of the Parties pertaining to all matters contemplated hereunder at this time. This MOU does not constitute a formal undertaking but the Parties shall make good faith efforts to fulfill the terms of this MOU.

CODINGTON COUNTY

CITY OF WATERTOWN

By: _____
Its: _____

Alan Stager
City Manager

ATTEST:

By: _____

ATTEST:

Kristen Bobzien
Finance Officer

Proposal

Duane's Floor Covering
10 1/2 Ave NW
Watson, SD 57201
(605) 888-4932 (605) 733-6511(F)
duanefloorcovering@tw.net

Proposal submitted to: Cadotte County Job name: Treasure Office Ref # 8/14/2025

Proposal # _____ Proposal valid till date # 10/14/2025 Number of pages 1

We hereby submit specifications and details for:
Remove carpet prep + install carpet tile \$5,860.00

*NO moving furniture included *
*NO sales tax on job *

We hereby propose to furnish material and labor to complete the job as per the above specifications for a sum of:
US\$ _____ (in figures) US\$ X

With the terms of payments as follows: _____

Please revert for any clarification / further details.

Authorized Signatory Name Dave A York II Signature: 

Acceptance of Proposal

I/We have reviewed your proposal and hereby indicate our acceptance of the same, as per the details, specifications and amounts mentioned in the proposal form. I/We agree to the proposed terms of payment and will release the funds as per agreed terms.

Authorized Signatory Name _____ Signature _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department _____ Extension _____

Name of traveling employee _____

Employee title _____ Employee status exempt ___ nonexempt _____

Purpose of travel _____, set up 4-H booth _____

Method of transportation Private 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.) _____
Mileage – 182 x .70 = \$127.40 (round trip) _____

Lodging expense None _____

Meals 1, possibly 2 _____ 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? Yes _____

Yes X No _____ If no, why _____

Is this travel a budgeted item? Yes X No _____

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Weed & Pest

Name of traveling employee _____

Employee title _____ Employee status exempt nonexempt _____

Purpose of travel _____ Meeting & Tour _____

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.) _____ fuel _____

Lodging expense _____ \$120 _____

Meals _____ \$74 _____ Registration _____ \$0 _____

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 _____