

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, September 02, 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 September 02, 2025, agenda
5. Action to approve the August 26, 2025, minutes of the Board of Codington County Commissioners
6. Public Hearing on 2026 Codington County Provisional budget
7. Action on a request to sell alcohol at the Gaikowski/Barron wedding at the Extension Center
8. Discussion/possible action to authorize Chair to execute the MOU with the City of Watertown, Watertown Municipal Utilities, and the Watertown Development Company for the construction of the Calvin Industrial Park Sewage Lift station
9. Monthly Reports
 - a. Veteran Service
10. Action to declare law enforcement vehicles surplus to be traded
11. Action to approve hiring two full-time correctional officers to fill vacancies
12. Discussion/possible action to approve hiring for an Administrative Support position in the Treasurer's Office
13. Action to authorize the Auditor's office to process necessary claims for payment on September 9th, 2025
14. Note the Board will not meet on September 9th, 2025 due to SDACO/SDACC annual convention
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:
 - a. SDACO/SDACC annual convention, September 7-10, 2025
20. Old Business
21. New Business
22. Open
 - a. Public Comments
 - b. Commission Comments
23. 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))

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 1st Ave SE
Watertown, SD 57201**

August 26, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 26, 2025, at the Codington County Court House. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Randall Schweer and Troy VanDusen; 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 McElhany, second by Gabel, to approve the agenda for August 26, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Schweer, to approve the minutes of August 19, 2025; all voted aye; motion carried.

BOND UPDATE BY TOBY MORRIS

Senior VP, with Colliers Securities LLC, Pierre, SD, Toby Morris, appeared before the Board via Zoom, to inform the Board of the bond update; it is related to timing, pressure on rates, bids coming in today, bonds being sold, getting levy amount in by end of September for taxes payable in 2026; next steps with the resolution in place the Chair will be able to move forward to sign the bond purchase agreement.

BID LETTING OF CODINGTON COUNTY HIGHWAY SHOP IMPROVEMENTS PROJECT

This being the time and place set, as advertised, for the opening of bids for the Codington County Highway Shop Improvements project, the following bids were opened and announced:

| <u>BIDDER'S NAME AND ADDRESS</u> | <u>BASE BID</u> |
|---|------------------------|
| Sentry LLC, Watertown, SD | \$506,954.00 |
| Gray Construction, Watertown, SD | \$485,000.00 |
| Capitol Construction LLC, Bryant, SD | \$436,254.00 |
| Basin Construction, Hayti, SD | \$417,203.00 |

All bidders provided a bid bond and addendum acknowledgment.

Highway Supt., Randy Falvey and Adam Hanson, Banner Associates, Inc., appeared before the Board; Adam and Randy reviewed all the Base Bids to determine that all the specifications were met; Highway Supt., Randy Falvey, recommended going with Basin Construction, Hayti, SD with the Base Bid of \$417,203.00; motion by Gabel, second by McElhany, to accept the bid from Basin Construction for the base bid, in the amount of \$417,203.00; all voted aye; motion carried.

PLAT RESOLUTIONS APPROVED

Zoning Officer, Luke Muller, provided the Board with documentation for three plats for their approval. The Board took the following action:

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.

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 26th day of August, 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 2025-11, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of August, 2025, at Watertown, Codington County, South Dakota.

Brenda Hanten

County Auditor, Codington County, South Dakota

RESOLUTION 2025-12

A Resolution to approve the platting of Brodie Robinson 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:

Brodie Robinson Addition located in South Half Northeast Quarter of Section 3, Township 117, Range 55 West of the 5th Prime Meridian; Codington County, South Dakota (Graceland 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.

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 McElhany, and second by Commissioner Schweer; all voted aye; whereupon the Chair of the Board of County Commissioners declared the same to be duly passed and adopted.

Codington County, 26 August 2025

Dated this 26th day of August, 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 2025-12, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 26th day of August, 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: Cheri and Andrew hosted the Region 2 in-person exercise at the extension complex, which we discussed how we would respond to neighboring counties for mutual aid; during the exercise, the first of several significant weather events requiring weather monitoring and spotter assistance occurred when a line of severe thunderstorms passed, and Search and Rescue was called to Clark County to assist fishermen on a capsized boat; a second storm event included a tornado west of Watertown and a Search and Rescue callout to assist with stranded boaters on Lake Kampeska; a third severe thunderstorm with reported 90+mph winds impacted the area; another storm caused damage primarily on the south side of Watertown and led to requests for Red Cross to assist displaced families; the night of the Search and Rescue raffle, a significant rainfall event caused flooding across the interstate, rerouting interstate traffic, road closures, and damage to county and township roads, especially in Elmira Township, started Crisis Track incident to facilitate damage assessment and in coordination with a township supervisor; Andrew attended G191, ICS/EOC Interface, the final requirement to complete his Advanced Professional Series of FEMA courses, and is a 6 year requirement for the Emergency Management Performance Grant. **Sheriff, Brad Howell**, provided the Board with the following statistics, compiled from activity in the month of July 2025, for the Detention Center and Sheriff's Office: office fees were collected in the amount of \$17,726.35, and were retained by the County; ATM, Kiosk, and Commissary items sold in the amount of \$7,783.06 with a commission fee to the County in the amount of \$2,886.40; 665 cases/calls for service; 15 accident reports were completed; 93 warrants served; 243 sets of civil papers served; 3,575 transport miles; average daily inmate population 49.13 (high ADP 56 and low ADP 41); 18 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 10 individuals using remote breathalyzers; 40 individuals testing twice daily PBT'S; 52 individuals reporting twice weekly for UA Drug testing; 0 individuals wearing a sweat patch; 213 bookings; \$12,195.00 collected in fees for out of county prisoner contracts; \$1,860.00 collected in work release fees; \$8,254.00 collected in fees for the 24/7 program; and 4,226.00 collected in SCRAM fees; attended cyber security training, updating the Sheriff's Office cybersecurity response plan, working with DSU and Two Trees, the SRO is back in the schools with school back in session; Chief Deputy, Brent Solum working with Auditor's Office and HR to get TCP implemented; meeting with Community Service Director, Sara Foust to go over what the COSSUP grant can be used for in the Sheriff's Office and Detention Center; National Night Out had a very good turnout.

LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT FUNDING

Emergency Management Director, Andrew Delgado, presented the Board with the FY2026 Local Emergency Performance Grant, which provides counties with Federal funding for 50% of the salaries of the Emergency Management Director and because of the size of Codington County it also provides for 50% of the Deputy Emergency Manager Director; motion by McElhany, second by Gabel, to approve the 2026 application for LEMPG (Local Emergency Performance Grant) funding; all voted aye; motion carried.

LABOR DAY OFFICE CLOSURES

The Board noted the Court House and all County offices will be closed on Monday, September 1st, 2025, in observance of Labor Day.

CLAIMS

Motion by McElhany, second by Gabel, to approve for payment the following claim; all voted aye; motion carried. HEALTHEQUITY - \$84.00

AUGUST SALARY CLAIMS

Motion by Johnson, second by Gabel, to approve for payment the following August salary claims; all voted; motion carried.

Commissioners: 12,182.73 total salaries. Auditor: 22,691.79 total salaries. Co. Treasurer: 44,445.53 total salaries. States Attorney: 58,291.45 total salaries. Gov. Buildings: 21,778.09 total salaries. Dir. Equalization: 59,880.48 total salaries. Reg. of Deeds: 32,059.08 total salaries. Veterans Service: 20,438.68 total salaries. Sheriff: 144,582.27 total salaries. Jail: 167,720.75 total salaries. Coroner: 2,931.73 total salaries. Welfare: 34,957.81 total salaries. CO. Nurse: 6,222.20 total salaries. Park: 10,972.69 total salaries. Ag. Bldg.: 12,744.66 total salaries. Co. Extension: 13,846.01 total salaries. Weed: 10,184.61 total salaries. Planning Board: 0.00 total salaries. Road & Bridge: 114,016.11 total salaries. Emergency Management: 16,255.66 total salaries. Crime Victim: 8,870.96 total salaries. W.I.C.: 5,745.76 total salaries. 24/7: 0.00 total salaries Total 820,819.05

Breakdown of withholding amounts which are included in the above:

S.D. Retirement 77,650.56; VSP 983.10 eye insurance; S.D. Supplemental Retire. 5,275.00 suppl. retire.; Sanford 103,893.92; Reliance Standard Life Insurance 1228.67 life ins.; Delta Dental 7,820.90 ins.; Codington County 8,025.13 employee HSA contribution; AFSCME Council 65 364.42 employee union dues; AFLAC 3,932.36 ins.; VSP 404.94 eye insurance; John Hancock 4,480.00 suppl. retire.; AFLAC 1,847.60 ins.; Sioux Valley Credit Union 22,662.75 employee payments; John Hancock Roth 400.00 suppl. retire.; SDRS Supplemental Retirement 4,670.00 Roth retirement; Teamsters Local Union 120 660.00 employee union due; Codington County Deputy Sheriff's Association 150.00 employee union dues; ReliaBank Dakota 57,077.96 federal withholding; ReliaBank Dakota 75,232.90 social security; ReliaBank Dakota 17,594.74 Medicare; United Way 60.00 employee contributions; Health Equity 8,025.13 employee HSA contribution.

TRAVEL REQUEST

Motion by Johnson, second by McElhany, to approve the following travel requests; WNV staff to attend conference; Community Service staff to attend event supporting justice involved individuals impacted by substance use disorders; all voted aye; motion carried.

NEW BUSINESS

Auditor, Brenda Hanten, informed the Board due to there not being a Board meeting on September 9th, 2025 which is the normal claim payment date and due to the sensitivity of the due dates for some of the claims she will put on the September 2nd, 2025 agenda for Board approval for the Auditor's office to process necessary claims for payment of September 9th, 2025.

EXECUTIVE SESSION

Motion by Schweer, second by Johnson, to enter into executive session, per SDCL 1-25-2(5) Discussion of pricing or marketing strategies when public disclosure may harm the competitive position of the county owned business; at 9:39 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:13 a.m., no action was taken. States Attorney, Alison Bakken, Watertown Development Company Executive Director, Chris Clifton and Watertown Municipal Utilities, Executive Director, Steve Lehner were present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Schweer, to adjourn at 10:14 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 \$ _____

REC'D
AUG 27 2025

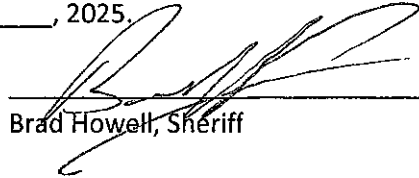
REQUEST FOR SURPLUS PROPERTY DECLARATION

CODINGTON COUNTY SHERIFF'S OFFICE

I, Brad Howell, Sheriff of Codington County, South Dakota, hereby request that the property listed below be declared as surplus property:

- 1. 1-515 2018 Ford Explorer VN: 1FM5K8AR8JGB58618
- 2. 1-572 2021 Dodge Ram 1500 VN: 1C6RR7XT3MS549702

Dated this 27 day of August, 2025.



Brad Howell, Sheriff

DECLARATION OF SURPLUS PROPERTY

The property listed above has been declared surplus this _____ day of _____, 2025.

The property is to be traded.

CODINGTON COUNTY BOARD OF COMMISSIONERS

By: _____
Chairman

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Community Services

Name of traveling employee _____

Employee title _____ Employee status exempt ___ nonexempt X

Purpose of travel _____ | Meeting

Method of transportation Vehicle

Destination _____

Departure date and time _____ Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____
4:00pm.

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) \$200 mileage

Lodging expense \$150

Meals \$54.00 maximum Registration 0

Other costs n/a

Overtime costs involved in the requested travel not anticipated

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

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 _____