

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, October 07, 2025

1. Pledge of Allegiance
2. Call for public comments. 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 October 07, 2025, agenda
5. Action to approve September 23, 2025, minutes of the Board of Codington County Commissioners
6. Action to approve Resolution 2025-15 Codington County Five-Year Highway and Bridge Improvement Plan
7. Discussion with Kari Johnston, Human Service Agency Executive Director regarding Opioid Settlement funds
8. Monthly Reports
 - a. 4-H Educator
 - b. Veterans Service
9. Discussion/possible action to authorize Chair to sign MOU for shared roads between Codington County and City of Watertown
10. Discussion/possible action to approve purchase of snowplow for Highway Supt. pickup
11. Discussion/possible action to approve striping for Courthouse parking lot
12. Discussion/possible action to approve striping for Codington County Extension/Koch Complex parking lot
13. Action to approve computer equipment purchases for the Director of Equalization Office
14. Note mileage rate change for Elected Officials
15. Note Native American Day Codington County office closures
16. Action to approve abatement applications
17. Action to approve claims for payment
18. Action to approve automatic budget supplements
19. Action to approve personnel changes
20. Action to approve travel requests
21. Public Notices – a possible quorum of Commissioners could be in attendance at:
22. Old Business
23. New Business
24. Open
 - a. Public Comments
 - b. Commission Comments

25. 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))**

26. 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**

September 23, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 23, 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 Auditor, Brenda Hanten.

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 Schweer, to approve the agenda for September 23, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of September 16, 2025; all voted aye; motion carried.

2026 PROVISIONAL BUDGET PUBLIC HEARING

The Board held a public hearing, as previously advertised, to allow any and all interested parties to comment on the 2026 Codington County Provisional Budget. Chair VanDusen opened the public hearing at this time. No comments were offered by persons present for this hearing. Chair VanDusen closed the public hearing at this time.

2026 ANNUAL BUDGET ADOPTION

Motion by Gabel, second by McElhany, to adopt the 2026 Provisional Budget and accompanying budget levy resolution 2025-13 with the following changes: change the amount of the Bond Redemption Fund from \$2,403,125.00 to \$2,406,062.00 and change the amount of the Capital Project Fund from 17,370,277.00 to \$23,212,117.00; all voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Andrew Delgado, updated the Board: since the last update, I had a monitoring visit with Randy, our regional coordinator from the state, we went over the LEMPG requirements; to ensure we were on track for meeting our end-of-year requirements; on September 8th, I went to the town meeting at Kranzburg to talk about the pre disaster mitigation plan, it led to talks more specifically about a community storm shelter; Cheri and I attended the SD EMA conference in Sioux Falls on September 10th and 11th, most speakers were logical partners, IE CAP, state radio, DOH, NWS, etc.; my favorite speaker was the Adjutant General for the state of SD, he discussed preparedness at the individual level and preparing for infrastructure disruptions due to geopolitical threats; September 12th, Cheri and I met with representatives from the Watertown Community Foundation and Watertown United Way, the main thing we discussed was donation management in disasters and ways they could be assets with their relationships with existing volunteers and volunteer organizations; September 16th, we had our LEPC meeting, it was business as usual, after the meeting had good collaboration with city officials, we had discussions about newer personnel around for flood fight, with the record rainfall this year (most rain

through the month of August in the past 131 years, per the US Drought monitor) there is some discomfort with the lake and river levels going into the winter, currently, the lake is about 8" over full, we will have just a brief touch point on that with key officials; Cheri and I brought HAZMAT spill kits to the County Highway Shop, this was the project the LEPC voted on; one of the neighboring EM's brought some FEMA folks to our office for a meeting they had regarding the SWO disaster declaration, I learned that mitigation project funding is getting tougher to come by, it sounds like several of the most recent disasters have been denied HGMP funding, which has in the past years been almost always gone through, with the BRIC grant being discontinued earlier this year, Mitigation project funding streams are becoming harder to come by, which makes our Mitigation plan imperative, we really need to be ready on projects if that becomes available again.

SEARCH AND RESCUE TEAM MEMBERSHIP ROSTER UPDATE

Motion by McElhany, second by Gabel, to approve the updated Search and Rescue Team Membership Roster, this would include to add the names of Jordan Knippling and Cheyanne Yurkovich, as recommended by Emergency Manager, Andrew Delgado; all voted aye; motion carried.

RESOLUTION TO CANCEL OUT-DATED CHECKS/WARRANTS

Resolution #2025-14

The following unclaimed checks and warrants are being presented, for cancellation to the Board of County Commissioners of Codrington County, pursuant to SDCL 7-22-17.

NUMBER	NAME	AMOUNT
167148	HEATHER VANORNY	\$10.84
167149	ANNA KATHERINE HOLLAND	\$25.50
167150	KEGAN HENRICKSON	\$ 3.00
167469	ADAM GENGLER	\$46.00
167545	SDEMA	\$25.00
167623	ADAM KRANZ	\$19.00
167649	ASHLEY ANN HESSE	\$30.00
167699	TARA DAHL	\$12.04
167812	SHERRI REMMERS	\$12.04
167869	KATHRYN WILLIAMS	\$12.00
167908	RACHEAL RIES	\$20.00
167919	JORDAN BETHKE	\$10.00
167920	TERESA MICKEY	\$25.00
167921	AW VENTURES LLC	\$ 7.50
167971	MARK BAUER	\$13.06
167980	DARRELL BOYLE	\$12.04
168114	PAIGE O'DONNELL	\$17.14
168205	KEVIN WARNTJES	\$12.04
168433	DUSTIN VANCLEVE	\$14.00
168492	SUSAN KOOB	\$13.67
168497	NAGABHARANA HEGGADDE	\$97.67
168554	DONGFANG ZHAO	\$32.50
168560	JULIE OR HOWARD STREGE	\$10.00
169064	SKY LOGISTICS	\$22.50
169103	THOR GREEN	\$11.02
169105	SARAH HANKS	\$11.02
169182	DONALD CLAPHAM	\$10.00

169291	AUSTIN JAMES TURBES	\$26.00
169394	DREW DE LA PENA	\$20.00
169427	ROBERT HOSPES	\$11.02
169497	BRANDON ROBERTS	\$22.00
169579	ENTERPRISE FLEET MANAGEMENT	\$23.75
169598	CHASE PETERSON	\$17.50
169879	JASON BURNS	\$10.00
169881	LENNON CAMERON	\$15.10
169939	MANUEL HERNANDEZ	\$10.00
169956	FRANKLIN KENNEDY	\$12.04
169960	TORIE KRICK	\$11.02
170062	CHAD STEINER	\$11.02
170072	MALLORY TOWLE	\$11.02
170104	TIMOTHY WOODS	\$12.04
170109	JODIE YOUNG	\$13.06
170117	RYAN LUCAS	\$32.00
170243	NATHAN FORD	\$13.06
170734	MIKE SAUER	\$11.50

Total Remitted as Unclaimed Property \$816.71

Motion by Gabel, second by Schweer; to approve the above and foregoing resolution; on this 23rd day of September 2025; all voted aye; motion carried.

Troy VanDusen

Chairman, Codington County Commissioners

ATTEST:

Brenda Hanten

Codington County Auditor

CLAIMS

Motion by Schweer, second by Gabel, to approve for payment the following new jail claims for payment; all voted aye; motion carried. GEOTEK ENGINEERING - \$3,405.10, MOODY'S INVESTORS SERVICE - \$37,500.00.

Motion by Johnson, second by McElhany, to approve for payment the following list of claims; all voted aye; motion carried. HEALTHEQUITY - \$84.00, SDN COMMUNICATIONS - \$1,026.00, EMC INSURANCE CO - \$121.00, RELIABANK VISA - \$63.50, WATERTOWN PUBLIC OPINION - \$1,191.92. Also noted that previous claim approved check #174887 made out in error to Codington Connects was voided and made out to Tifanie Petro check #175040 for the same amount of \$500.00.

OPEN

Commission Comments - Commissioner Gabel gave an update on the construction progress at the new jail site.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by McElhany, to adjourn at 9:23 a.m., all voted aye; motion carried.

Codington County, 23 September 2025

ATTEST:

Brenda Hanten
Cordington County Auditor

Cordington 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 \$ _____

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Troy VanDusen

Chairman, Codington County Commissioners

ATTEST:

Brenda Hanten

Codington County Auditor

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ATTEST:

Brenda Hanten
Codington County Auditor

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Published once at the total approximate cost of \$ _____

RESOLUTION 2025-15

A RESOLUTION ADOPTING THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND
BRIDGE IMPROVEMENT PLAN

WHEREAS, the South Dakota Department of Transportation Local Bridge and Improvement Grant Fund requires that in order to be eligible to apply for Bridge Improvement Grant funds, Counties are required to develop a five-year Highway and Bridge Improvement Plan, hereinafter referred to as Plan; and

WHEREAS, Codington County has utilized the South Dakota Department of Transportation, County Staff, the First District Association of Local Governments, Townships, and the general public in developing the various components of the Plan; and

WHEREAS, the Plan includes maps and lists identifying an inventory of highways and bridges, project needs, and revenue sources; and

WHEREAS, Codington County held a public meeting on September 16th, 2025, to solicit input into the Plan, and the citizens who attended expressed an interest in the Plan; and

WHEREAS, the County will be able to use the Plan as a tool to budget for transportation enhancements and better coordinate transportation issues with other entities;

NOW, THEREFORE, BE IT RESOLVED BY THE CODINGTON COUNTY BOARD OF COUNTY COMMISSIONERS THAT THE CODINGTON COUNTY FIVE-YEAR HIGHWAY AND BRIDGE IMPROVEMENT PLAN IS HEREBY ADOPTED AND IS RECOGNIZED AS THE HIGHWAY AND BRIDGE IMPROVEMENT PLAN FOR CODINGTON COUNTY.

Dated at Codington, South Dakota this 7th day of October 2025.

Troy VanDusen, Commission Chair

ATTEST:

Brenda Hanten, Auditor

T & J Parking Lot Maintenance

Todd Swenson Cell: 605-880-0511 Home: 605-886-3303
52 Sunrise Dr. Watertown SD 57201

Proposal Submitted To: Codyington County Courthouse Attn: Steve	Phone: 605-881-9396	Date: 9/22/2025
14 1st Ave SE	Job Name: Parking lot layout and striping	
City, State, Zip Watertown SD 57201	Job Location: Parking lot	

We hereby submit the following estimate for:

SIGNING

NA

STRIPING

Lay out and striping of parking lot with yellow traffic paint.

We propose hereby to furnish material and labor complete in accordance with above specifications for the sum of:

Nine hundred and 92/100 dollars \$900.92

PAYMENT TO BE AS FOLLOWS: At completion of job and acceptance of bill.

Representative Todd Swenson

Date 9/22/2025

ACCEPTANCE OF PROPOSAL: _____



www.prairiepainting.com

1402 Steamboat Trail
 Brookings, SD 57006
 Phone: 605-359-0889 (Call or Text)
 Email: sam@prairiepainting.com

Quotation

DATE: 9/29/2025

Quotation #: 501-A

Prepared By: Sam

Quotation Prepared For:

Comments or Special Instructions:

Codington County Courthouse codmain@codington.org 14 1st Ave SE. Watertown, SD	A recommended second coat of paint has been put into the bid. A basic drawing of where all lines has been attached in the email with this document to show all lines, curbs, and stencils being striped
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Description of Work	Amount
Layout and Striping of Parking Lot Lines and No Parking Sections	\$ 1,700.00
Handicap and Arrow Stenciling	\$ 140.00
Estimated 6 Gallons of Sherwin Williams Latex Based Traffic Paint	\$ 300.00
(Recommended) Double Coat All Lines and and Stencils	\$ 700.00
(Additional) Estimated 6 Gallons of Sherwin Williams Latex Based Traffic Paint	\$ 300.00
Estimated Payment Schedule	
Sub Total:	\$ 3,140.00
Upon Acceptance: \$ 500.00	Tax Rate: 0.00%
Product Ordered: \$ -	Sales Tax: \$ -
Upon Completion: \$ 2,702.80	Excise Tax (2%): \$ 62.80
	Estimated Total: \$ 3,202.80

This quotation is valid for a period of 30 days from the date of quotation.
Any extra work other than that quoted above will be charged accordingly.
Product Ordered date will be two weeks prior to proposed start date.

Proposed Start Date:	October
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Customer Approval:

I have read, understood and agree with the quotation details.

Name:	Date:
Signature:	

T & J Parking Lot Maintenance

Todd Swenson Cell: 605-880-0511 Home: 605-886-3303
52 Sunrise Dr. Watertown SD 57201

Proposal Submitted To: Koch Complex Attn: Steve	Phone: 605-881-9396	Date: 9/22/2025
112 21st NW	Job Name: Parking lot layout and striping	
City, State, Zip Watertown SD 57201	Job Location: Koch Complex	

We hereby submit the following estimate for:

SIGNING NA

STRIPING Lay out and striping of parking lot with yellow traffic paint.

We propose hereby to furnish material and labor complete in accordance with above specifications

Six thousand eight hundred eight and 39/100 dollars \$6,808.39

PAYMENT TO BE AS FOLLOWS: At completion of job and acceptance of bill.

Representative Todd Swenson Date 9/22/2025

ACCEPTANCE OF PROPOSAL: _____



www.prairiepainting.com

1402 Steamboat Trail
 Brookings, SD 57006
 Phone: 605-359-0889 (Call or Text)
 Email: sam@prairiepainting.com

Quotation

DATE: 9/30/2025

Quotation #: 513-A

Prepared By: Sam

Quotation Prepared For:

Comments or Special Instructions:

Codington County codmain@codington.org Codington County Extension Complex 1910 West Kemp Ave Watertown, SD	
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Description of Work	Amount
Layout and Striping of Parking lot Lines and No Parking Sections	\$ 7,500.00
Handicap Stencils Yellow (Optional +300\$ for Blue and White)	\$ 300.00
Estimated 25 Gallons of Sherwin Williams Latex Based Paint	\$ 1,000.00
(Recommended) Double Coat All Lines and Stencils	\$ 3,000.00
(Additional) Estimated 25 Gallons of Sherwin Williams Latex Based Paint	\$ 1,000.00
Estimated Payment Schedule	
Sub Total:	\$ 12,800.00
Upon Acceptance: \$ 500.00	Tax Rate: 0.00%
Product Ordered: \$ 1,000.00	Sales Tax: \$ -
Upon Completion: \$ 11,556.00	Excise Tax (2%): \$ 256.00
	Estimated Total: \$ 13,056.00

This quotation is valid for a period of 30 days from the date of quotation.
Any extra work other than that quoted above will be charged accordingly.
Product Ordered date will be two weeks prior to proposed start date.

Proposed Start Date:	October 2025 or Spring 2026
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Customer Approval:

I have read, understood and agree with the quotation details.

Name:	Date:
Signature:	

SEP 29 2025

Solution Proposal

63329



CODINGTON COUNTY AUDITOR

63329 .01

504 Jenson Ave SE 3710 S Kiwanis Ave. 1680 East Capitol Ave Suite B 114 Main St. N. Ste. 202F 801 S 42nd Street, Suite G1
 Watertown, SD 57201 Sioux Falls, SD 57105 Bismarck, ND 58501 Hutchinson, MN 55350 Grand Forks 58201
 P: 605.882.1555 P: 605.661.8881 P: 701.258.6689 P: 320.582.0234

Codington County Director - New HP PCs Shawna & Thomas

September 23, 2025

Bill To:
 Codington County Director
 Shawna Constant
 14 1st. Ave. S.E.
 Watertown, SD 57201

Phone:
 (605) 882-6274

Ship To:
 Codington County Director
 Shawna Constant
 14 1st. Ave. S.E.
 Watertown, SD 57201

Email: coddoe@codington.org

Salesperson: Greg Richter

	Description	Price Each	Qty	Ext Price
Items				\$4,257.70
1	HP EliteOne 870 G9 All-in-One Computer HP EliteOne 870 G9 All-in-One Computer - Intel Core i7 14th Gen i7-14700 - 16 GB - 512 GB SSD - 27" QHD Touchscreen - Desktop	\$2,128.85	2	\$4,257.70 ☒
2	Monthly Connect Care MSP Recurring monthly fee for Premium Connect Care, Standard three year agreement. Includes 24x7x365 Remote Monitoring, Monthly Reports, Automated Operating System Patch Management, Antivirus and/or Antispam Monitoring, Updates and Remediation (License Required) Automated Disk Optimization, Desktop and Server Labor for covered equipment both Remote and Onsite (mileage within 75 miles of nearest Connecting Point location is included), Annual Network Documentation and Network Security Scan, Yearly Review and Planning, Remote Checkups 2 replacement PC = \$0.00 Per Shawna	\$0.00	1	\$0.00 ☒
3	Onsite setup of PC Unbox and run initial setup of HP EliteOne 870 for Shawna Constant and Thomas Paull. this includes the installing of the latest Microsoft updates, Installation of Codington Trend Monthly Endpoint Protection and installation of existing Microsoft Office 365 Business Standard licenses syncing OneDrive to User Profile on PC On site setup at customer site Connect to the customer's existing Domain network and the move user profile data including Email data ect.. Installation of Ultra County Management software mapped to county Server. Also includes installing of printer drivers for existing local and network printers and running test prints on both PC's. Clean up work area, dispose of boxes, confirm with customer that the work area is acceptable following the replacement of PC(s). Client has MSP contract, please record SN of unit being replaced in labor notes. Also be sure to check that the Kaseya agent and Trend antivirus have been updated for new unit and removed from the unit being replaced if applicable. Covered under ConnectCare MSP program - a 790.00 value	\$0.00	1	\$0.00 ☒
4	Onboarding of MSP device 2 Replacement PC's Implementation of Connect Care monitoring agents on equipment to be covered. Register and verify equipment is live and available to monitor and manage. Provide a master list of equipment to be covered to DISPATCH for update of CRM. See scope detail for items to be completed for Kaseya onboarding. * Check the AD server computers list, Kaseya agent portal and Trend Micro antivirus console have been populated with the new equipment info and removed any computer equipment being retired from these same consoles / portals, document this in work order. Be sure to check that the Kaseya agent and Trend antivirus have been updated for new unit and removed from the unit being replaced if applicable. 2 replacement PC = \$0.00 Per Shawna	\$0.00	1	\$0.00 ☒

Description	Price Each	Qty	Ext Price
PRICING: DUE TO VOLATILITY IN THE SUPPLY CHAIN, PRICES CANNOT BE GUARANTEED. PRICES ARE SUBJECT TO CHANGE AND BE FINALIZED AT TIME OF ORDER.			
Subtotal			\$4,257.70
Tax			\$0.00
Total			\$4,257.70

Payment Terms:

Payment terms are established at the time of the order. We accept cash or check along with credit card, but our company policy is to limit credit card payment acceptance to \$4,000.00 or less per account per month. We also offer leasing and other options to manage your purchase. Account setup time can take 1-2 business days to review and approve.

Return Policy:

Unopened items can be returned 15 days from date of delivery without restock fees. Items that have been opened will have a 15% restock fee and can be returned up to 30 days from date of purchase. There are no returns for SPECIAL ORDER, CUSTOM CONFIGURATIONS or items that are older than 30 days from date of purchase.

Shipping Disclaimer:

Twotrees is not responsible for any damages that occur during shipping. As the recipient, you are responsible for reporting damaged shipments and to inspect all boxes prior to signing for deliveries. You also have an option of refusing the shipment of any damaged goods. If not refused, take pictures of any damage and have the delivery driver sign off on shipping documentation. Any damage done from shipping must be brought to our attention immediately at time of receiving the product. Delayed reporting of any damages or missing parts may result in rejection of your claim. Hold all damaged goods and all original packing materials for inspection. Shipping insurance is available at an additional cost.

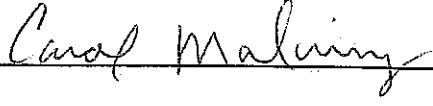
Quoted by: _____

Accepted by: _____

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS

EMPLOYEE NAME Jennifer Kirschenmann		DATE 9/30/2025
EFFECTIVE DATE 10/8/2025	POSITION TITLE Administrative Support	DEPARTMENT Treasurer's Office
CURRENT STEP N/A	NEW STEP 1	
CURRENT PAY RATE N/A	NEW PAY RATE \$20.31/HR	
REASONS FOR CHANGE NEW HIRE		

EMPLOYEE SIGNATURE 

DEPARTMENT HEAD SIGNATURE 

DATE 9-30-25

COUNTY COMMISSIONERS _____

DATE _____

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

FILED

SEP 29 2025

WABINGTON COUNTY AUDITOR

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME : Name Brady Sandquist		DATE: 9/25/2025
EFFECTIVE DATE: 10-1-25	POSITION TITLE: Corrections Officer Full Time	DEPARTMENT: Jail
CURRENT STEP:	NEW STEP: Step 1	
CURRENT PAY RATE:	NEW PAY RATE: \$25.80	
REASONS FOR CHANGE: New hire		

EMPLOYEE SIGNATURE

Brady Sandquist

DEPARTMENT HEAD SIGNATURE

Matt [Signature]

DATE

9-25-25

COUNTY COMMISSIONERS

DATE

PLEASE SUBMIT FORM TO THE AUDITOR'S OFFICE ONE MONTH PRIOR TO THE EFFECTIVE OR ANNIVERSARY DATE.

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Community Services

Name of traveling employee _____

Employee title _____ Employee status exempt _____ nonexempt X

Purpose of travel Summit

Method of transportation 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.) \$280 mileage

Lodging expense \$200

Meals \$40.00 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 _____