

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, November 04, 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 November 04, 2025, agenda
5. Action to approve October 28, 2025, minutes of the Board of Codington County Commissioners
6. Chris Clifton, Executive Director, Watertown Development Co., and Steve Lehner, Chair Watertown Development Company Board Chair, to present WDC annual report
7. Action to allocate Juvenile Justice Reinvestment Initiative funds to the Watertown Boys and Girls Club
8. Monthly Reports
 - a. 4-H Educator
 - b. Veterans Service
9. Discussion/possible action to authorize Chair to sign Helpline Center contract
10. Action to approve the renewal of County liquor license applications
 - a. Country Road Barn
 - b. Dakota Sioux Casino
 - c. Joy Ranch of South Dakota
 - d. Rooster Sports Bar
 - e. Southfork Lounge
11. Update of previously approved US Imaging project for Register of Deeds office
12. Action to authorize the Auditor's office to process necessary claims for payment on November 12th, 2025
13. Note office closures, Tuesday, November 11th, 2025, Veterans Day
14. Note change of date for Dart Tournament at Codington County Extension Complex – Dec. 12th & 13th
15. Action to approve abatement applications
16. Action to approve claims for payment
17. Action to approve automatic budget supplements – State's Attorney Office – JJRI funds - \$219,000.00
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:
 - a. Lincoln Day Dinner, November 7th, 2025, 2nd Street Station, 5:30 p.m. social, 6:30 p.m. dinner
 - b. Sioux Valley Commissioners Association meeting, November 12th, 2025, 12:00 noon, Madison
 - c. Farm Business Banquet, November 20th, 2025, Watertown Event Center, 6:00 p.m.
21. Old Business

22. New Business

23. Open

- a. Public Comments
- b. Commission Comments

24. 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))

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**

November 04, 2025

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 04, 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 Gabel, second by Schweer, to approve the agenda for November 04, 2025, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by McElhany, second by Johnson, to approve the minutes of October 28, 2025; all voted aye; motion carried.

WATERTOWN DEVELOPMENT COMPANY ANNUAL REPORT

Chris Clifton, Executive Director, Watertown Development Company, presented the 2025 annual report, he provided the Board with a handout with the statistics for the year; he mentioned that we now receive tax value from property that was previously purchased years ago for future development of businesses and are in need of 200 to 350 acres currently; the return on tax dollars is 3 to 1 and sometimes 6 to 1; the WDC is also involved in childcare and housing; the full report will be available on their website.

JUVENILE JUSTICE REINVESTMENT INITIATIVE FUNDS

Per a recommendation from Codington County States Attorney, Alison Bakken, a motion was made by Johnson, second by Gabel, to allocate JJRI Funds, which Codington County received from the State of South Dakota, in the amount of \$219,000.00, to the Youth Diversion Program administered through the Boys and Girls Club, the individuals that are in charge of the Diversion Program are Louis Canfield and Miranda Wright; Upon vote of the Board; all voted aye; motion carried.

MONTHLY REPORTS

4-H Educator, Jodi Loehrer, updated the Board, Cloverbuds has begun and we have 50 cloverbuds so far and are ages 5-7; members are still enrolling and re-enrolling in 4-H for the new year; a Teen Leader meeting will be held this coming Sunday, November 9th, 2025; Shooting sports registration will be open soon for archery, bb gun, air pistol and air rifle, all programs will begin in January 2026, air rifle will be holding some December night practices; 4-H will have a display at the Watertown Optimist Club Winter Wonderland which is open Friday, Saturday and Sunday evenings from 6-9 pm through December 21, Codington County 4-H will also have a tree on display at the Watertown Regional Library with a fundraiser through the Watertown Community Foundation. **Veterans Service Officer, Jay Roberts**, updated the Board: metrics for the month, 135 open claims (working claims) 56 pending action from VA, 320 completed (YTD), Hamlin 22 open (working claims) 12 pending from VA, 12 completed (YTD),

Codington County, 04 November 2025

currently working for 14 veterans and have completed 14 claims for veterans from outside our county; \$21,017 for the month October 2025, increase in monthly compensation for veterans or their dependents YTD monthly increase \$146,480; \$290,339 for the month of October 2025, retro-payment to bring a claim current to monthly compensation YTD retro-payments \$1,489,405; 2 veteran DAV transports in October, 2 - currently scheduled for November, currently 5 drivers; CURRENT – Codington County Veteran of the Year has been selected and will be announced at the Veterans Day Program on November 11th, 2025, at 10:30 am at the Watertown High School Arena; work study, Julia Larson has decided to pursue another overseas Tour of Duty as she pursues her Masters in Business Admin.; FUTURE – meeting with the commanders on Nov. 4, 2025 at the VFW; radio shows KWAT – 8:30 and KXLG – 9:05 on Nov. 6th, 2025; travel request to update my PIV I.D. card required by the VA; Legislative Round Table on Nov. 20, 2025, at 11:00 a.m., at the American Legion; Eric’s processing of his security clearance, fingerprints, and PIV I.D. card from the VA is currently on hold due to the government shutdown; Veterans/Military Appreciation Event will be held on November 8th, 2025 from 10:30 a.m. – 1:30 p.m. at Joy Ranch, 16633 448th Ave, Florence, SD with a free burger bar lunch.

HELPLINE CENTER CONTRACT

Motion by McElhany, second by Schweer, to approve the Chair to sign a Memorandum of Understanding between Codington County and the Helpline Center, with no cost to the County, will come out of the COSSUP Grant; Sara Foust, Community Service Office Director, explained to the Board that this is the software that tracks the data of the individuals that are served in her office; all voted aye; motion carried.

2026 LIQUOR LICENSES

The Board reviewed the 2026 applications for renewal of Codington County held liquor licenses. Motion by Johnson, second by McElhany, to approve the renewal of the following County liquor licenses for the year beginning January 1, 2026; all voted aye; motion carried:

CLASS A – On sale liquor and Sunday liquor located nearest a class one municipality:

Sisseton Wahpeton Sioux Tribe, d.b.a. Dakota Sioux Casino; Robert & Brenda Boettcher d.b.a. Country Road Bard LLC; David Bludorn, d.b.a. The Rooster Bar; and W.J. Schmitt Enterprise, d.b.a. Southfork Lounge. On-off sale wine and cider: Sisseton Wahpeton Sioux Tribe, d.b.a. Dakota Sioux Casino, and Joy Ranch of South Dakota.

REGISTER OF DEEDS MULTI-PHASE SCANNING PROJECT

Register of Deeds, Ann Rasmussen, updated the Board, that on August 25, 2020, the Board originally authorized her to proceed with a project to scan official records in her office with US Imaging, Inc., at a cost of \$150,786.77 using M&P Funds and it was an budgeted item, this project has extended over 5 years, in March 2025 paid \$2500.00 to do a bulk upload into our system, once completed staff went through the documents to make sure everything matched up and came up with errors, had a group meeting with Tyler Technologies, our software company, US Imaging and Codington County and found there were some gaps in the way the information was transferred so needed to do another upload; a MOU has been drawn up between US Imaging and Codington County Register of Deeds to pay an additional amount of \$65,066.65 less \$2,400.00 for the required bulk upload since the first one was inaccurate then the balance due is \$62,666.65. The total cost of the project is \$127,733.30 which is less than the original amount of \$150,786.77 in August 2020.

AUDITOR’S OFFICE TO PROCESS NECESSARY CLAIMS FOR PAYMENT

Motion by Johnson, second by McElhany, to approve the Auditor’s Office to process necessary claims for payment, Auditor, Brenda Hanten, explained to the Board that the normal claim payment date is November 11th, 2025 the Board won’t be meeting due to the Veterans’ Day office closures and no Board meeting that week to avoid interest charges and late fees to allow the Auditor’s Office to process necessary claims on November 12th, 2025; all voted aye; motion carried.

NOTE VETERANS' DAY CODINGTON COUNTY OFFICE CLOSURES

Note that the Court House and all County Offices will be closed on Tuesday, November 11th, 2025, in observance of Veterans' Day.

NOTE NO BOARD MEETING

Note that there will be no Board meeting on Tuesday, November 11th, 2025, due to the observance of Veterans' Day office closures.

NOTE DART TOURNAMENT CHANGE OF DATE

Note that the Dart Tournament that previously was to be held on December 5th & 6th will now be held on December 12th & 13th at the Codington County Extension Center Complex.

CLAIMS

Motion by McElhany, second by Schweer, to approve for payment the following list of claims; all voted aye; motion carried. First District Assn. of Local Govt. - \$670.30, Sioux Rural Water System - \$807.40.

Motion by McElhany, second by Gabel, to approve the following new jail claims for payment; all voted aye; motion carried. Tegra - \$20,688.00, Beckenhauer Construction, Inc. - \$1,128,280.80.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Johnson, second by McElhany, to approve an automatic budget supplement in the amount of \$219,000.00 to the State's Attorney Budget for the JJRI funds; all voted aye; motion carried.

PERSONNEL CHANGES

Motion by McElhany, second by Gabel, to approve the following personnel changes: Corbin Shilling, new hire, FT Corrections Officer, Detention Center, effective 11-01-2025, Grade 35 step 1/\$25.80 hr./\$4,489.20 month; Ryan Webb, new hire, FT Corrections Officer, Detention Center, effective 11-15-2025, Grade 35 step 1/\$25.80 hr./\$4,489.20 month; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Schweer, to approve the following travel requests: Community Services staff to attend Using Public Policy for Local Development; all voted aye; motion carried.

OLD BUSINESS

Commissioner Gabel updated the Board that foundation work continues the new jail.

EXECUTIVE SESSION

Motion by Schweer, second by Gabel, to enter executive session, per SDCL 1-25-2(1) Discussion of personnel issues (SDCL 1-25-2(1); (3) Preparing for contract negotiations or negotiating with employees or employee representatives (SDCL 1-25-2(4)) at 10:02 a.m.; all voted aye; motion carried. The Board returned to regular session at 11:06 a.m., no action was taken. Human Resource Representative, Natalie Remund, and Auditor, Brenda Hanten, were 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 11:06 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten

Codington County Auditor

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