

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, June 09, 2026

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 June 09, 2026, agenda
5. Action to approve June 04, 2026, minutes of the Board of Codington County Commissioners
6. Update on Diversion Program, with Louis Canfield, Director of Youth Diversion of Boys & Girls Club
7. Discussion/possible action to authorize application for DOC/R/ED funding by Boys & Girls Club
8. Discussion with Travis Paulson about J&J Earthworks gravel pit in Elmira Township
9. Monthly Reports
 - a. Auditor
 - b. Director of Equalization
 - c. Community Service Director
10. Action to approve Auditor's Acct. w/Treasurer and note monthly Register of Deeds fees
11. Discussion/possible action to approve hiring a Facilities Tech I/II for the Extension Center Complex due to a resignation
12. Action to approve change order and pay application to Prahm Construction for CR-7 bridge rehab project
13. Note Juneteenth Codington County office closures
14. Note 2026 Primary Election Post Election Audit will be Monday, June 15th, 2026, at 10:00 a.m.
15. Action to approve abatement applications
16. Action to approve claims for payment
17. Action to approve automatic budget supplements
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:
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**

June 04, 2026

The Codington County Commissioners met in regular session at 9:00 a.m., Thursday, June 04, 2026, 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 Gabel.

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 June 04, 2026, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of May 26, 2026; all voted aye; motion carried.

MONTHLY REPORTS

Veterans Service Officer, Jay Roberts, updated the Board: metrics for the month, 133 open claims (working claims) 45 pending action from VA, 133 completed (YTD), Hamlin 16 open (working claims) 7 pending from VA, 15 completed (YTD), currently working for 11 veterans and have completed 5 claims for veterans from outside our county; \$22,362 for the month May 2026, increase in monthly compensation for veterans or their dependents YTD monthly increase \$82,066; \$137,078 for the month of May 2026, retro-payment to bring a claim current to monthly compensation YTD retro-payments \$464,999; 2 veteran DAV transports in May, I currently scheduled for June, currently 3 drivers with 1 application being processed to become a driver; CURRENT – mentioned the fact that there may be a possible early move if Landlord rents current space prior to Sept. 1, 2026; budget worksheet is turned into the Auditor's Office and will go over it in July 2026, finishing the performance appraisals and personnel change sheets for July step increase; spoke at the Kiwanis Club meeting on June 1, 2026 at the Elks Club as a 2nd Quarter outreach event over the lunch hour; continue to advertise for Volunteer Drivers to drive the DAV van; FUTURE – meeting with Codington County Vets Council commanders on June 2, 2026, at the VFW; radio shows KWAT – 8:30 and KXLG – 9:05 on June 4th, 2026, Eric will cover both locations; looking to plan a 2nd Quarter Outreach event either at Edgewood Assisted Living or Estelline Care Center to inform the veteran residents and family members of possible pension benefits; will be attending the annual Benefits School.

NOTICE TO BIDDERS FOR CODINGTON COUNTY ROADS 7 & 10 RESTORATION PROJECT

Motion by Gabel, second by McElhany, to authorize to advertise a notice to bidders for Codington County Roads 7 & 10 Restoration project, Highway Supt., Randy Falvey and Waylon Blasius, PE Transportation Dept. Head with Banner Associates, Inc., provided the Board with information relating to timelines and project details; all voted aye; motion carried. Bids will be opened and announced at the Board's meeting on Tuesday, June 23rd, 2026.

SOUTH DAKOTA DOT PROJECT #BRF-B6127(10) PCN 09MA LETTING AUTHORIZATION

Motion by Johnson, second by McElhany, to authorize bid letting authorization to South Dakota Dept. of Transportation for Project #BRF – B6127(10) PCN 09MA, Highway Supt., Randy Falvey explained that this project is north of Highway 20 on County Road 11, there will be a 80/20 cost split and Codington County's share will be \$288,540.80; all voted aye; motion carried.

CANVASS OF 2026 PRIMARY ELECTION RESULTS

The Board conducted the canvass of the 2026 Primary Election results. Motion by McElhany, second by Schweer, to approve the canvass and vote totals as announced; all voted aye; motion carried.

DRAW FOR 2026 PRIMARY ELECTION POST ELECTION AUDIT PRECINCTS AND RACES

Auditor, Brenda Hanten, provided the Board with the 16 Precincts and 6 Races to draw for the 2026 Primary election Post Election Audit, one of which needs to be a Federal race and then one other race and also there needs to be at least 100 ballots to count in the respective races; the Federal race drawn was the US Representative race, the Precinct that was drawn was Fuller/Florence with only 92 ballots cast so another precinct was drawn to get to 100 ballots cast which was Dexter with 24 ballots cast; the other race that was drawn was the State Senator District 5 race; the Precincts that were drawn for this race is Graceland, Henry, Henry V. with only 80 ballots cast so another precinct was drawn to get to 100 ballots cast which was Dexter with 24 ballots cast.

NOTE 2026 PRIMARY ELECTION POST ELECTION AUDIT

Auditor, Brenda Hanten, informed the Board that the Post Election Audit will be conducted on Monday, June 15, 2026 @ 10:00 a.m. If a recount petition is filed a Post Election Audit does not need to be conducted per SDCL 12-17B-24.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter executive session, per SDCL 1-25-2 (2) Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters (SDCL 1-25-2(3)) at 9:30 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:10 a.m. and no action was taken. Human Resource Representative, Natalie Remund, SDPAA Attorney, Lisa Marso via phone call, and Auditor, Brenda Hanten, were present for executive session.

CLAIMS

Motion by Gabel, second by McElhany to approve the following new jail claims; all voted aye; motion carried.

ARCHITECTURE INCORPORATED 26081.00 SVC, BECKENHAUER CONSTRUCTION INC 1137022.78 SVC, GEOTEK ENGINEERING 1638.40 SVC, THE TEGRA GROUP, INC 20843.15 SVC, WILD BUFFALO TECH & INNOVATION 198.77 SVC

Motion by Johnson, second by McElhany to approve the following claim; all voted aye; motion carried. SD STATE TREASURER 713,110.24

PERSONNEL CHANGES

Motion by McElhany, second by Schweer, to approve the following personnel changes: James Torstenson, EM On-Call in Emergency Management, \$30/hour, effective 6-1-2026; Maxwell Lee Kurtenbach, new hire Park Custodian, Memorial Park, Step AA, \$18.68/hour, effective 6-2-2026; Keegan Mix, new hire Park Custodian, Memorial Park, Step AA, \$18.68/hour, effective 6-2-2026; all voted aye; motion carried.

OLD BUSINESS

Commissioner Gabel informed the Board that interviews for the pre-trial case manager are planned for Monday, June 8th, 2026, the individuals conducting the interviews are Sara Foust, Angie Collignon, Commissioner Gabel and HR Director, Natalie Remund.

EXECUTIVE SESSION

Motion by Johnson, second by Gabel, to enter executive session, per SDCL 1-25-2 (1) Discussion of personnel issues (SDCL 1-25-2(1)) at 10:17 a.m.; all voted aye; motion carried. The Board returned to regular session at 10:44 a.m. and no action was taken. Sheriff, Brad Howell, and State's Attorney, Alison Bakken, 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 10:44 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
Codyington County Auditor

Codyington 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 \$ _____

**AUDITOR'S MONTHLY SETTLEMENT WITH TREASURER
CODINGTON COUNTY
DATE: June 2, 2026**

CASH ON HAND IN TREASURER'S OFFICE

Silver and Pennies.....	\$80.50
Ones.....	\$183.00
Fives.....	\$335.00
Tens.....	\$270.00
Twenties.....	\$3,620.00
Fifties.....	\$450.00
Hundreds.....	\$5,100.00
Cash Items.....	\$553.85
Credit Card Charges.....	\$25,196.32
Checks.....	\$75,585.89
TOTAL CASH ON HAND	\$111,374.56

CHECKING ACCOUNT BALANCE:

<u>Reliabank (Memorial Park)</u>	\$4,849.00
<u>Reliabank Dakota</u>	\$30,541,055.81

INVESTMENTS:

<u>SD Public Funds Investment Trust</u>	\$1,121.38
<u>Plains Commerce Bank CD's</u>	\$0.00
Colliers Securities	\$22,984,630.28
OTHER ACCOUNT BALANCES:	\$53,531,656.47

GRAND TOTAL CASH AND BALANCES:

\$53,643,031.03

GENERAL LEDGER CASH AND INVESTMENT BALANCES BY FUNDS:

General Fund	\$11,595,948.13
General Fund restricted cash	\$500,000.00
Sp. Revenue Funds	\$8,339,286.91
County Jail Build	\$28,954,610.99
Bond Redemption Fund	\$1,342,846.53
Sp. Revenue Funds restricted cash	\$0.00
Custodial Funds	\$2,910,338.47

TOTAL GENERAL LEDGER CASH

\$53,643,031.03

FILED

JUN 02 2026

CODINGTON COUNTY AUDITOR

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AUDITOR'S ACCOUNT WITH THE COUNTY TREASURER

To the Honorable Board of County Commissioners, Codington County:

I hereby submit the following report of my examination of the cash and cash items in the hands of the County Treasurer of the County of Codington as of the last business day in May 2026.

Cash on Hand	\$10,038.50
Checks in Treasurer' possession	\$75,585.89
less than 3 days	\$0.00
Credit Card Charges	\$25,196.32
Cash Items	\$553.85
TOTAL CASH ASSETS ON HAND	\$111,374.56

RECONCILED CHECKING

Reliabank (Memorial Park)	\$4,849.00
Reliabank Dakota	\$30,541,055.81

INVESTMENTS

SD Public Funds Investment	\$1,121.38
Plains Commerce Bank CD's	\$0.00
Colliers Securities	\$22,984,630.28

TOTAL CASH ASSETS

\$53,643,031.03

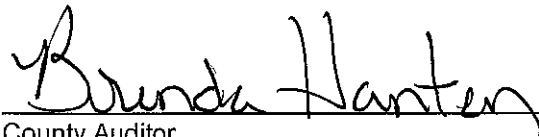
GENERAL LEDGER CASH BALANCES:

General	\$11,595,948.13
General restricted cash	\$500,000.00
Sp. Revenue	\$8,339,286.91
County Jail Build	\$28,954,610.99
Bond Redemption Fund	\$1,342,846.53
Sp. Revenue restricted cash	\$0.00
Custodial	\$2,910,338.47
Schools	\$ 1,417,053.09
Townships	\$ 39,575.97
City/Towns	\$ 491,745.84

TOTAL GENERAL LEDGER CASH

\$53,643,031.03

Dated this 2nd day of June 2026



County Auditor

FILED

JUN 02 2026

CODINGTON COUNTY AUDITOR

Contractor's Application for Payment

Owner: <u>Codington County</u>	Owner's Project No.: <u>NA</u>
Engineer: <u>Banner Associates, Inc.</u>	Engineer's Project No.: <u>24345.00</u>
Contractor: <u>Prahm Construction Inc.</u>	Contractor's Project No.: <u>NA</u>
Project: <u>Bridge Rehab Project 15-240-155 (PCN 0A6T)</u>	
Contract: <u>Agreement effective on October 21, 2025</u>	
Application No.: <u>#1 Final</u>	Application Date: <u>6/3/2026</u>
Application Period: <u>From 10/21/2025</u> to <u>6/3/2026</u>	

1. Original Contract Price	\$ 92,839.70
2. Net change by Change Orders	\$ (7,370.00)
3. Current Contract Price (Line 1 + Line 2)	\$ 85,469.70
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 85,469.70
5. Retainage	
a. <u>0%</u> X \$ <u>85,469.70</u> Work Completed	\$ -
b. <u>0%</u> X \$ - Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ -
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 85,469.70
7. Less previous payments (Line 6 from prior application)	\$ -
8. Amount due this application	\$ 85,469.70
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ -

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Prahm Construction, Inc.

Signature:  **Date:** 6/3/26

Recommended by Engineer	Approved by Owner
By: <u>Mark Junker, PE</u>	By: _____
Title: <u>Engineer</u>	Title: _____
Date: <u>6/3/2026</u>	Date: _____
Approved by Funding Agency	
By: <u>NA</u>	By: <u>NA</u>
Title: <u>NA</u>	Title: <u>NA</u>
Date: <u>NA</u>	Date: <u>NA</u>

FILED

JUN 04 2026

PERSONNEL TRANSACTION - NEW HIRE/CHANGE OF STATUS		
EMPLOYEE NAME Cheri Howell		DATE 6/1/2026
EFFECTIVE DATE 7/1/2026	POSITION TITLE Deputy Director	DEPARTMENT Emergency Management
CURRENT STEP G	NEW STEP H	
CURRENT PAY RATE \$34.64 / \$6,027.36	NEW PAY RATE \$35.50 / \$6,177.00	
REASONS FOR CHANGE Step Increase		

EMPLOYEE SIGNATURE Cheri Howell

DEPARTMENT HEAD SIGNATURE [Signature]

DATE 6/2/2026

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 Director of Equalization office

Name of traveling employee _____

Employee title _____ Employee status exempt _____ nonexempt

Purpose of travel _____

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.) _____

Lodging expense \$3600

Meals \$600 Registration \$1500

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 _____

FILED

MAY 26 2026

CODINGTON COUNTY AUDITOR