

**Official Proceedings**  
**County of Codington, Watertown, South Dakota**  
**Codington County Courthouse**  
**14 1<sup>st</sup> Ave SE**

April 14, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 14<sup>th</sup>, 2015, at the Codington County Courthouse. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman, presiding.

**AGENDA APPROVED**

Motion by McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

**MINUTES APPROVED**

Motion by Hanten, second by Johnson, to approve the minutes of April 7, 2015; all present voted aye; motion carried.

**ORDINANCE #60 FIRST READING**

The Board held the first reading of Ordinance #60, an ordinance to amend Ordinance #53, which established a limited license agreement for the use of the Codington County road right-of-way. Zoning Officer, Luke Muller; Highway Supt., Rick Small; and States Attorney, Dawn Elshere; were present for and participated in the discussion regarding this ordinance. Changes to the original ordinance are based on a recommendation of legal counsel representing the County to resolve a lawsuit brought against the County by Ag. Producers over the original ordinance, Ordinance #53. The second reading, public hearing and action to adopt Ordinance #60 are scheduled for 9:00 a.m., Tuesday, April 21<sup>st</sup>, 2015.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported 2016 Budget work will begin soon. The Auditor's Office has sold several voter registrations lists to potential candidates in the past week and will be working with the City of Watertown in the event a City election will become necessary in 2015. **Welfare Director, Sarah Petersen**, reported the following statistics from the Welfare Office from February 2<sup>nd</sup>, through April 3, 2015: 103 contacts, 47 case management, 2 applications, 1 approval, 0 denials, and 1 medical application pending decision. Total assistance \$3,952.00 for one burial. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the months of January and February with 307 persons utilizing the program and a realized savings of \$9,998.29 for the two months. The Welfare Director also provided the Board with a written report of the NACO Legislative Conference which she attended in February.

**M.O.U. FOR HOMELESS/EMERGENCY HOUSING**

**Welfare Director, Sarah Petersen**, presented the Board with an M.O.U., between Codington County, The Salvation Army, and the Guest House Enterprises, Inc.; regarding emergency shelter for qualified applicants. Ms. Petersen advised the Board this M.O.U. would allow the Salvation Army to take referrals for homeless persons, determine if said persons qualify for emergency shelter, and then place said individuals at the Guest House. The Salvation Army would be responsible for a portion of the cost of a room at the Guest House and the County would also be responsible for a portion of this cost. Discussion was held regarding the possibility of funding from I.C.A.P. (Interlakes Community Action Program) for emergency shelter. Ms. Petersen advised the Board that it is her understanding that I.C.A.P. does not offer any type of immediate emergency shelter. Motion by Johnson, second by McElhany, to enter into the M.O.U. Placement Agreement and authorize the Chairman to sign said M.O.U. as presented to the Board; all present voted aye; motion carried.

Codington County, April 14, 2015

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

Motion by Hanten, second by Gabel, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of March 2015, all present voted aye; motion carried.

Cash on hand	\$ 5,980.58
Checks in Treasurers' possession	
less than 3 days	\$ 290,057.27
Credit Card Charges	\$ 5,623.09
Cash Items	\$ 327.85
TOTAL CASH ASSETS ON HAND	\$ 301,988.79
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 7,649.22
Reliabank Dakota	\$14,201,183.92
INVESTMENTS	
SD Public Funds Investment	\$ 6,971.93
CERTIFICATES OF DEPOSIT	
Home Federal Bank	\$ 1,000,000.00
Reliabank Dakota	\$ 200,000.00
TOTAL CASH ASSETS	\$15,717,793.86
General Ledger Cash Balance by Funds:	
General	\$ 8,135,594.55
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 5,229,972.51
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,841,814.95
(schools 964,866.44, townships 69,814.16; city/towns 172,651.33)	
TOTAL GENERAL LEDGER CASH	\$15,717,793.86

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in March were in the amount of \$27,612.00; with \$2,620.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

**GENERAL FUND SURPLUS CASH ANALYSIS**

The Board noted the General Fund surplus cash as of March 31, 2015: \$2,282,952.07 or 24% of the 2015 General Fund budget.

**CLAIMS APPROVED**

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: #1 Welding 888.12 Sup, Accreditation, Audit And 150.00 Svc, ABRA SD Watertown 63.00 Repairs/Maint., Active Heating 277.55 Rep, AP Auto Pros 49.90 Rep, AT&T Mobility 144.97 Util, Austin Law Offices 2913.80 Svc, Auto Body Specialties 32.65 Supplies, Automatic Building Controls 410.00 Rep, Avera Queen Of Peace Health 123.80 Repairs/Maint., Lawrence Bachman 20.00 Wit, Graciela Barrantes 120.00 Svc, Batteries Unlimited 80.00 Rep, Beacon Center 2892.67 Pmt, Allen Benck 25.00 Utilities, Bendix Imaging Incorporated 114.99 Sup, Thomas Bernard 50.74 Jury, Best Western Ramkota 664.93 Trav, Scott A. Bohls 40.00 Cell, Borns Group 2401.14 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 2878.50 Svc, Brock White Company 11283.75 Supplies, Brown Clinic Pllp 2250.00 Svc, Burns Law Office 3515.50 Svc, Business Telephone Company 74.50 Svc, Dan Busta 25.00 Utilities, Butler Machinery 73.80 Supplies, Carquest Auto Parts 431.38 Rep, Carquest Auto Parts 41.62 Repairs/Maint., Cartney Bearing & Supply 6.29 Rep, Jeff Case 25.00 Utilities, Kemps Llc 1562.25 Sup, Cass County Sheriff's Dept 36.00 Svc, Centurylink 719.72 Util, Centurylink 37.40 Util, Charm-Tex, Inc 1811.40 Sup, Codington County Sheriff 104.89 Reimb, Codington County Treasurer 3.99 Post, Codington-Clark Electric Coop. 35.62 Utilities, Codington County Weed Board 229.80 Supplies, Denise

Cody 6.00 Svc, Cole Papers, Inc. 2851.55 Sup, Compass Counseling 1500.00 Svc, Connecting Point Computer Cent 2927.65 Sup, Shawna Constant 25.00 Cell, County Fair Foods 178.13 Sup, Creative Product Sourcing, Inc 366.41 Dare, Credit Bureau Of Watertown Inc 897.98 Pmt, Crescent Electric Supply Co. 9.25 Rep, Crescent Electric Supply Compaq 172.44 Supplies, Culligan Water Conditioning 168.75 Sup, David Curtis 40.00 Cell, Dakota Fluid Power Inc. 3619.06 Repairs/Maint., Dakota Outdoors 40.46 Maint, Danko Emergency Equipment 406.14 Sup, Eric Dargatz 25.00 Utilities, Matt Dargatz 25.00 Utilities, Data Truck 39.99 Util, Delyle's South 81 Service Inc 376.44 Rep, Lori Deutsch 14.41 Supplies, Diebold 278.00 Rep, Duane Dolen 25.00 Utilities, Jamie Dolen 25.00 Utilities, Doug's Anchor Marine 99.99 Sup, Dugan Sales & Service 208.95 Rep, Bimbo Foods, Inc 839.24 Sup, East Dakota Water Development 2579.20 March Apportionment, Ed Roehr Safety Products 1378.18 Equip, Marcyne Efraimson 30.95 Wit, EMC Insurance Companies 4325.09 Ins, Calvin Engels 25.00 Utilities, Engelstad Electric Co. 147.00 Sup, Engelstad Electric Co. 5450.00 Grant, ESE Ind Inc 3260.00 Rep, Evolution Powersports 83.89 Svc, Family, Cosmetic & Implant 385.00 Svc, Farnams Genuine Parts 43.00 Supplies, Fastenal Company 102.03 Repairs/Maint., Town Of Florence-Peggy Lindahl 25.00 Utilities, Allison Forbush 25.00 Cell, Milo Ford 84.00 Trav, Fox & Youngberg, P.C. 272.32 Svc, GCR Tires & Service 55.54 Rep, Genoa Healthcare/Watertown 274.58 Sup, Glass Products Inc. 150.99 Rep, Karen Glover 51.48 Jury, Grainger 4052.00 Grant, Grainger 351.36 Rep, Green, Roby, Oviatt, 4242.01 Svc, Michael Gubka 40.00 Cell, Brenda Hanten 376.42 Trav, Harmelink, Fox & Ravensborg Law 143.00 Svc, Rick Hartley 40.00 Utilities, Hedahls Headquarter 27.83 Sup, Dave Hedding 25.00 Utilities, Kristin Hemmer 53.70 Jury, Town Of Henry 136.10 Utilities, Jeremy Herrboldt 79.30 Pmt, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 2536.55 Sup, LL Harder, Inc 962.48 Rep, Rick Holinka 25.00 Utilities, Brad Howell 40.00 Cell, Human Service Agency 18217.75 Pmt, Glacial Lakes Humane Society 275.00 Pmt, HyVee #1871 Accts Receivable 1430.05 Sup, Interlakes Community Action 1188.92 Pmt, Jago Designs 165.00 Svc, Myron Johnson 184.40 Trav, Jurgens Printing 290.00 Sup, Darla Kannas 52.22 Jury, Marty Karnopp 40.00 Cell, Mark Katterhagen 15.00 Svc, Keller Mechanical Inc 15769.20 Grant, Kimball Midwest 443.02 Supplies, Lake City Fire Equipment 298.33 Rep, Leads Online 594.00 Rep, Leisure Interactive, Llc 160.47 Svc, Lewis & Clark Bhs 1120.00 Svc, Lewno Law Office 476.73 Svc, Lincoln Co Treasurer 18.00 Svc, Jodi Loehrer 238.55 Trav, M & T Fire And Safety 29.50 Supplies, Mac's Inc 135.27 Supplies, Macksteel Warehouse, Inc. 93.80 Rep, Macksteel Warehouse, Inc. 38.99 Supplies, Mahowald's Hardware 3.58 Supplies, Mahowald's 82.96 Rep, The Maintenance Shop 1429.75 Rep, Marco, Inc 374.35 Rent, Mark's Auto 1403.16 Rep, Eric Markve 20.00 Wit, Daniel Martin 52.22 Jury, Russell Mathews 40.00 Cell, Nancy McClanahan 173.20 Svc, Tyler McElhany 522.18 Trav, Mcleod's Printing & Office Sup 497.91 Sup, Menards 51.63 Rep, Menards 54.71 Supplies, Mick's Scuba 158.55 Sup, Midcontinent Communications 376.13 Util, Midwest Automotive 120.00 Sup, Milbank Communications 2135.42 Equip, Jamie Monson 12.50 Cell, Municipal Utilities 13902.64 Util, Municipal Utilities 1488.92 Utilities, Muth Electric 269.51 Rep, Newman Traffic Signs 46.74 Supplies, Northwestern Energy 597.38 Utilities, Office Peeps, Inc. 4125.94 Sup, Jerrod Olson 40.00 Cell, Otis Elevator Company 353.95 Maint, Ottertail Power Co, 40.93 Utilities, Overhead Door Co 169.79 Rep, Michelle Pederson 25.00 Cell, Pennington County Jail 90.35 Trav, Performance Towing 120.00 Svc, Pitney Bowes 210.00 Rent, PMB 0112 150.78 Util, Pollard & Larson , Llp 186.00 Svc, Prairie Lakes Healthcare 5113.74 Svc, Print 'Em Now 189.13 Sup, Productivity Plus Account 20.94 Repairs/Maint., Redlinger Bros. 31.66 Rep, Rodger Redmond 68.50 Jury, Redwood Toxicology Laboratory 353.41 24/7, Adam Reeves 40.00 Cell, Cathryn Rehfuss 15.00 Svc, Brian Richter 40.00 Cell, Robyn Riter 25.00 Utilities, Ron's Saw Shop 16.98 Repairs/Maint., Runnings 153.52 Sup, Runnings Farm & Fleet 9.29 Supplies, Dawn Russell 1851.40 Svc, Kris Sands 75.00 Svc, Sanford Health 362.00 Svc, Sanford Watertown Occupational 55.00 Svc, Terrance Satterlee 6000.00 Pmt, Dean Schaefer Court Reporting 114.00 Svc, Trever Schimmel 40.00 Cell, Schrader's 240.00 Sup, Brad Schwinger 25.00 Utilities, SD Assn Of Weed & Pest 50.00 Pmt, SD Attorney General's Office 558.00 Pmt, SD Department Of Revenue 2420.00 Svc, S.D. Federal Property 49.00 Sup, South Dakota Safety Council 260.15 Sup, SD State Treasurer 548619.11 April Remittance, SDACC 3804.00 Pmt, SDACC 5285.05 CLERP, SDACO 844.00 M&P, SDACO 700.00 Trav, SDN Communications 2258.18 Util, Melissa Sears 25.00 Cell, Securus Technologies 3617.00 Sup, Heidi Selchert 25.00 Cell, Service

Signs, Inc 61.22 Rep, Jewell Severson 32.21 Wit, Sheehan Cycle 83.89 Sup, Sherwin Williams 159.76 Rep, Shreves Law Office 227.25 Svc, Sioux Valley Coop 6572.89 Sup, Sioux Valley Coop 8487.26 Utilities, Ricky Small 40.00 Utilities, Nichole Smith 51.48 Jury, Town Of South Shore 110.00 Utilities, South Shore Gazette 1280.19 Pub, Star Laundry 70.40 Sup, Star Laundry 123.34 Supplies, Sturdevants Auto Parts 726.68 Supplies, Sutton Law Office Pc 14706.65 Svc, Karen Swanda 36.00 Svc, Scott Swanson 25.00 Cell, Sysco North Dakota 12468.25 Sup, Technicolor Screen Printing 31.00 Sup, Zachary Thompson 20.00 Wit, Thurman Law Office 387.10 Svc, Tool Time Rental 50.00 Rent, Toshiba Financial Services 302.58 Rent, Trav's Outfitter Inc 334.96 Unif, Trav's Outfitter Inc 3180.00 Grant, Verizon Wireless 507.29 Util, Great Western Bank 36.40 Repairs/Maint., Great Western Bank 519.53 Pmt, Wtn Area Council For The Aging 25.00 Dues, Marcus Walder 20.00 Wit, Tom Walder 40.00 Cell, Walmart Community 214.85 Sup, Walmart Community 11.97 Supplies, Todd Warne 25.00 Utilities, Watertown Ford 5295.00 Sup, Watertown Ford 42.22 Rep, Watertown Public Opinion 2006.25 Pub, Watertown Wholesale 118.98 Supplies, Wesley Westrum 52.22 Jury, Westside Animal Clinic Pc 188.40 Svc, James Wheeldon 123.00 24/7, Wight & Comes Funeral Chapel 3952.00 Svc, Winner Police Department 70.88 Trav, Toby Wishard 40.00 Cell, Wow! Business 384.28 Util, Wow! 49.95 Utilities, Xerox Corporation 219.59 Supplies, Yankton Co. Sheriff 100.00 Svc, Yankton Co Treasurer 236.50 Svc, Zep Sales & Service 431.20 Supplies, Cody Zimmerman 50.74 Jury.

### **SEASONAL WEED SPRAYERS PAY SERIES**

Motion by Hanten, second by Gabel, to add the seasonal weed sprayers to the pay series for Custodians, Attachment B, of the Codington County Official Pay Series, effective April 1, 2015, per the recommendation of Weed Supervisor, Steve Molengraaf; all present voted aye; motion carried.

### **PROPERTY TAX ABATEMENT APPLICATIONS**

Motion by Johnson, second by Hanten, to approve the following property tax abatement applications; all present voted aye; motion carried:

<u>Record #</u>	<u>Tax abated</u>
2004	\$1,096.44
3122	\$1,193.46
12161	\$1,713.28

### **FIREWORKS DISCHARGE APPLICATION**

Motion by Hanten, second by McElhany, to approve an application to discharge fireworks, on May 2<sup>nd</sup>, 2015, upon the condition that a County Burn Ban is not in effect at that time; for a Customer demonstration show by Lew's Fireworks; south of Lew's Fireworks at 8:00 p.m.; all present voted aye; motion carried.

### **COURT FACILITY NEEDS ASSESSMENT**

Motion by Gabel, second by McElhany, to accept the recommendation of the CCJAC to accept a proposal from the National Center for State Courts' to provide technical assistance to assess court facility needs. Discussion was held regarding cost of said proposal, contents of the study, and possible delivery date of the study. Upon vote of the Board; all present voted aye; motion carried.

### **CCJAC REPORT**

Commissioner Gabel provided the Board with a report from the CCJAC which included a summary review of information available before the 2014 Justice Center Vote.

### **BURN BAN RESOLUTUION**

**Emergency Management Director, Jim Sutton**, met with the Board to review the current resolution passed by the Board on March 31<sup>st</sup> calling for a ban on open burning in Codington County. Mr. Sutton

advised the Board Codington County is included in a drought area with conditions to persist or intensify through June 30<sup>th</sup>. Mr. Sutton also noted Codington County is included in a red flag warning for today due to lack of a lack of humidity with expected wind gusts up to 35 mph. Mr. Sutton recommended leaving the Burn Ban in place for another week.

**TRAVEL REQUESTS**

Motion by Johnson, second by McElhany, to approve the following travel request; all present voted aye; motion carried: Weed Supervisor, Purple Loosestrife Weevil Collection in Springfield, SD.

**PERSONNEL CHANGES**

Motion by Hanten, second by Gabel, to approve the following personnel changes; all present voted aye; motion carried: Anniversary step increases, Deputy Sheriff, Brian Richter, step 9/\$24.94 per hour, effective April 1st; and Deputy Sheriff, Mike Gubka, step 7/\$24.21 per hour, effective April 15<sup>th</sup>.

**OLD BUSINESS**

Commissioner Johnson advised the Board that students and faculty from SDSU were onsite at Memorial Park this past weekend to work on the ongoing project to remove Buckthorn from the park.

**LATI COMMENCEMENT**

Commissioner Johnson asked that this Board of County Commissioners recognize and congratulate LATI for securing President Obama as their Commencement speaker, for graduation ceremonies on May 8<sup>th</sup>.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:05 a.m., until 9:00 a.m., Tuesday, April 21<sup>st</sup>, 2015; all present voted aye; motion carried.

ATTEST:

Cindy Brugman  
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.

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