

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

April 26, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 26, 2016, 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 Hanten, second by Gabel, to approve the agenda; all present voted aye; motion carried.

**MINUTES APPROVED**

Motion by McElhany, second by Hanten, to approve the minutes of April 19<sup>th</sup>, 2016; all present voted aye; motion carried.

**GLACIAL LAKES ENERGY E30 CHALLENGE**

The following representatives from Glacial Lakes Energy were in attendance during a presentation to encourage the County to participate in a challenge to promote E30: Chief Executive Officer, Jim Seurer; Ethanol Marketing Manager, Brad Brunner; and Manager of Corporate Administration, Marcy Kohl. CEO Seurer, asked the Board to consider using E30 in the fleet of County owned vehicles. Andy Wicks, owner of Dynotune, who has conducted extensive research for the Ethanol industry, also presented information on vehicles using E30. Codington County Deputy Highway Supt., Rick Hartley and Highway Mechanic, Todd Warne, were also present for this presentation. Mr. Warne addressed the Board and noted the Highway Dept. may need to opt out of this promotion based on a study conducted by the Federal Dept. of Energy and testing of vehicles using higher blends of ethanol and also based on the age of some vehicles current in the Highway fleet. GLE Ethanol Marketing Manager, Brad Brunner, reviewed the E30 challenge. The Board noted an item for action to approve a notice to bidders for E30 will be placed on the May 3<sup>rd</sup> agenda.

**INFRASTRUCTURE DESIGN GROUP**

Vanessa Victor, PE MsCE, with Infrastructure Design Group, met with the Board to introduce herself and brief the Board on services provided by her company in the area of engineering, construction observation and administrative services, water resources, parks and recreation planning & design, etc.

**MONTHLY REPORTS**

**Emergency Management Director, Jim Sutton**, updated the Board on the following items: April 27 tornado drill possible postponement, April 28 First Responders training exercise, April 29 generator maintenance, April 29 LATI Law Enforcement Advisory Board meeting, May 3 Homeland Security Conference, May 11 Regional Emg. Mgmt. meeting, and May 17 – May 20 ICS training for Emg. Mgmt. Secretary, Cheri Howell. Mr. Sutton provided the Board with a POD grant agreement for their review and possible action at a future time. **Sheriff, Toby Wishard**, submitted the following statistics compiled during the month of March, 2016, for the Detention Center and Sheriff's Office: Average daily inmate population 80.03 (low of 71 and high of 90); bookings 259; \$14,882.07 collected in fees for out of county prisoner contracts; \$5,205.00 collected in work release fees; \$4,209.00 collected in fees for the 24/7 program; \$6,953.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General's Office; 48 individuals testing twice daily for PBT'S; 21 individuals reporting twice weekly for UA Drug testing; 6 individuals wearing drug detecting sweat patches; and 36 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 323 cases/calls for service; 7 traffic

accidents investigated; 132 arrest warrants served; 323 sets of civil papers served; and 4,057 transport miles conducting 22 inmate transports. Sheriff Wishard provided the Board with a report of fees collected in the amount of \$6,637.78 retained by the County, during the month of March, 2016. Sheriff Wishard reported on the "Stepping Up" Conference he and other committee members recently attended in Washington DC.

### **SALARY CLAIMS**

Motion by Hanten, second by Gabel, to approve for payment the following salary claims for the month of April; all present voted aye; motion carried: Commissioners: 9,840.71 Total Salaries. Auditor: 19,019.79 Total Salaries. Co. Treasurer: 27,762.81 Total Salaries. States Attorney: 33,934.78 Total Salaries. Gov. Buildings: 18,465.35 Total Salaries. Dir. Equalization: 38,534.07 Total Salaries. Reg. Of Deeds: 18,792.16 Total Salaries. Veterans Service: 9,424.50 Salaries. Sheriff: 81,064.90 Total Salaries; Brian Richter 4,510.08 Step Increase; Kristi Gast 3,841.92 Step Increase; Mike Gubka 4,360.44 Step Increase; Bradley Howell 20.25 Per Hr. New Hire. Co. Jail: 96,414.96 Total Salaries; Shane Yost 17.03 Per Hr. New Hire; Tyrel Minor 17.03 Per Hr. New Hire; Jennifer Guest 3,767.10 Step Increase; Kayla Schomaker 17.56 Per Hr. Step Increase; Kelly Spieker 17.56 Per Hr. Step Increase; Justin Halajian 3046.74 Step Increase; Jeff Hershman 3568.74 Step Increase. Care Of The Poor: 4,594.17 Total Salaries. County Nurse: 4,253.49 Total Salaries. Co. Park: 5,097.74 Total Salaries; Tom Sauer 2512.33 Contract Wages For 2016; John Schwandt 15.00 Per Hr. Annual Increase; Charlie Warner 14.60 Per Hr. Annual Increase. Ag. Bldg.: 8,855.98 Total Salaries. Co. Extension: 8,544.14 Total Salaries. Weed Control: 5,375.74 Total Salaries. Planning Board: 467.64 Total Salaries. Road & Bridge: 76,436.94 Total Salaries; Calvin Engels 3807.12 Step Increase. Emergency Management: 10,372.75 Total Salaries. Crime Victim: 6,052.95 Total Salaries. W.I.C.: 3,633.19 Total Salaries. Total 486,938.76. Breakdown Of Withholding Amounts Which Are Included In The Above: S.D. Retirement 44,095.58; S.D. Retirement 280.65 Spouse Option; S.D. Supplemental Retire. 2,870.00 Suppl. Retire.; Avera 60,461.21 Ins.; Reliance Standard Life Insurance 407.67 Life Ins.; Delta Dental 5684.36 Ins.; Avesis 831.41 Ins.; Nationwide Retire. Sol. 239.29 Suppl. Retire.; AFSCME Council 65 302.40 Employee Union Dues; AFLAC 2,457.09 Ins.; Assurity Life Insurance Company 151.41 Ins.; U.M.B. Bank 5,195.00 Suppl. Retire.; AFLAC 342.62 Ins.; Watertown United Way 92.92 Employee Contributions; Office Of Child Support 535.00 Employee Payments; Sioux Valley Credit Union 17,789.40 Employee Payments; Cod. Co. Treasurer 31,600.00 Employee Monthly Draw; New York Life 32.75 Ins.; Teamsters Local Union 120 251.00 Employee Union Due; Codington County Deputy Sheriff's Association 120.00 Employee Union Dues; Reliabank Dakota 37,329.66 Federal Withholding; Reliabank Dakota 55,829.70 Social Security; Barbara Curtis 800.00 Employee Payment; Washington National Ins. 20.20 Ins.

### **LAKESIDE WORSHIP SERVICES AT MEMORIAL PARK**

Motion by Johnson, second by McElhany, to allow the Lutheran Church of our Redeemer to conduct worship services at Memorial Park during the 2016 park season, from May 29<sup>th</sup> through September 4<sup>th</sup>, 2016; all present voted aye; motion carried.

### **DIRECTOR OF EQUALIZATION CLERK POSITION**

Motion by McElhany, second by Hanten, to authorize the Director of Equalization to fill a vacant clerk position from a pool of recent applicants; all present voted aye; motion carried.

### **WELFARE DIRECTOR CELL PHONE STIPEND**

Motion by Johnson, second by Gabel, to authorize a monthly cell phone stipend in the amount of \$25.00 for the Welfare Director, per her request; Gabel, Johnson, Brinkman, and Hanten voted aye; McElhany voted no; motion carried.

**CONSULTANT PROPOSAL FOR “STEPPING UP INITIATIVE”**

Motion by Gabel, second by Hanten, to accept a proposal from consultant, Steve Stunes, to provide management consultant services to the Codington County Welfare Office in connection with the County’s “Stepping Up Initiative;” all present voted aye; motion carried.

**ABATEMENT APPLICATION**

Motion by McElhany, second by Gabel, to approve an abatement application for record #9119 in the amount of \$881.08; all present voted aye; motion carried.

**SURPLUS EQUIPMENT**

Motion by Hanten, second by McElhany, to declare the following items from the Emergency Management Office, surplus to be sold at an upcoming surplus auction; all present voted aye; motion carried: Sylvania TV, Sylvania VCR (2), Sanyo 13” TV, Phillips TV/VCR combo, and a Boss snowplow mount.

**COUNTY BOARD OF EQUALIZATION MINUTES**

Motion by Gabel, second by Hanten, to approve the 2016 County Board of Equalization minutes; all present voted aye; motion carried.

**PERSONNEL CHANGES**

Motion by Johnson, second by McElhany, to approve the following personnel changes; all present voted aye; motion carried: Part time transport Deputy, Bradley Howell, step 1/\$20.25 per hour; Part time transport matron, Renee Howell, step 1/\$17.03 per hour; Register of Deeds clerk, Jackie Manning, anniversary step increase from step 11 to step 12/\$18.87 per hour; 24/7 Coordinator, Lori Mills, anniversary step increase from step 9 to step 10/\$21.55 per hour.

**TRAVEL REQUESTS**

Motion by Hanten, second by Gabel, to approve the following travel request; all present voted aye; motion carried: Facility Manager and Memorial Park Manager, Literature exchange in Mitchell.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:28 a.m., until 9:00 a.m., Tuesday, May 3<sup>rd</sup>, 2016; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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