

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

April 5, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 5, 2016, at the Codington County Courthouse. Commission members present were: Lee Gabel, Myron Johnson, and Elmer Brinkman, Commissioners Tyler McElhany and Brenda Hanten were present via teleconference for a brief period during this meeting; Chairman Brinkman, presiding.

**AGENDA APPROVED**

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

**MINUTES APPROVED**

Motion by Gabel, second by Johnson, to approve the minutes of March 22<sup>nd</sup>, 2016; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Veterans Service Office, Al Janzen**, reported 119 appointments/walk-ins during the month of March. **Weed Supervisor, Steve Molengraaf**, reported on: meetings attended; the Dept. of Ag. news release regarding their sensitive site registry; sprayer and ATV training for seasonal sprayers; spray request forms received; FY2017 grant funding; grant applications for mosquito control funds; and publishing of annual weed notices. **Welfare Director, Sarah Petersen**, provided the Board with a report of statistics from the Welfare office for March 2016. 44 people were served for the following: 14 medical, 8 homeless, 7 housing, 3 housing support, 1 prescription, 2 transportation, 4 burials, and 3 utilities. \$9,329.00 in cost was paid out for these contacts and \$13,566.48 was saved using other resources. Ms. Petersen reported the NACO prescription drug card program provided \$5,046.24 in savings for 108 people for the month of March. Ms. Petersen noted a NACBDD webinar was held March 17<sup>th</sup> and an upcoming Mental Health Task Force meeting and Stepping up Summit. **Community Health Nurse, Anne Kriese**, reported on behalf of herself and Community Health Nurse, Karla Moes, on the following items: WIC caseload, WIC E.B.T. test pilot, baby care immunizations, TB preventative therapy, flu vaccine, POD grant funds, meetings attended, office fees, and office visits for the time period January 1 through March 31.

**SD DOT NOXIOUS WEED CONTROL CONTRACT**

Motion by Johnson, second by Gabel, to authorize the Chairman to sign a contract with the SD DOT to authorize the County Weed Dept. to provide noxious weed control in 2016 within the State highway right of way; all present voted aye; motion carried. Said contract is in the amount of \$24,960.00.

**P.O.D. CONTRACT**

Community Health Nurse, Anne Kriese, presented to the Board a P.O.D. (Point of Dispensing) Contractor Agreement. Emergency Management Director, Jim Sutton, was present for this meeting and noted while the Emergency Management Office is willing to assist with a P.O.D. clinic, Mr. Sutton is concerned with some language in the proposed agreement. Chairman Brinkman agreed language in the proposed agreement needs to be clarified and suggested a representative from the SD DOH present themselves at a future Commission meeting. Motion by Gabel, second by Johnson, to postpone indefinitely any action regarding the proposed agreement; all present voted aye; motion carried.

**DIRECTOR OF EQUALIZATION FEE BASED WEBSITE**

The Board held a discussion regarding action taken on March 22<sup>nd</sup> to allow the Director of Equalization to enter into a contract with BEACN for a fee based website which is used by local companies/users to review property tax records within Codrington County. Todd Kays, Executive Director and Ryan Hartley, GIS Coordinator, both with the First District Association of Local Governments; and Director of Equalization, Shawna Constant, were in attendance for this discussion. First District representatives contacted Chairman Brinkman and the Director of Equalization following the action taken on March 22<sup>nd</sup> to discuss this web based service which is currently available through the First District. Executive Director Kays then reviewed the service available through First District. Motion by Gabel, second by Johnson, to reconsider the motion made on March 22<sup>nd</sup> to allow the Director of Equalization to contract with BEACON; all present voted aye; motion carried. Motion by Johnson, second by Gabel, to rescind said motion made on March 22<sup>nd</sup>; all present voted aye; motion carried.

**ABATEMENTS**

Motion by Johnson, second by Gabel, to approve abatement applications on records #8871 & #10108 and to approve the abatement application on record #18598, pending approval by the Florence Town council.

<u>Property Record #</u>	<u>Property tax abated</u>
8871	\$2,188.12
10108	\$864.04
18598	\$313.70

Upon vote of the Board; all present voted aye; motion carried.

**DIRECTOR OF EQUALIZATION ANNUAL CONFERENCE**

The Board held an annual conference with the Director of Equalization per SDCL 10-3-14. Discuss was held regarding upcoming County and Consolidated Board of Equalization meetings and current staffing levels within the Director of Equalization Office.

**CLAIM**

Motion by Johnson, second by Gabel, to approve for payment the following claim; I State Truck Center \$110,114.00; 2017 freightliner; all present voted aye; motion carried.

**PAYROLL CLAIMS**

Motion by Gabel, second by Jonson, to approve the following salary claims for the month of March; all present voted aye; motion carried: Commissioners: 10,255.04 total salaries. Auditor: 19,019.83 total salaries. Co. Treasurer: 27,672.74 total salaries; Lindee Waba 3288.60 step increase. States Attorney: 34,160.98 total salaries. Gov. Buildings: 18,980.93 total salaries. Dir. Equalization: 39,769.94 total salaries. Reg. of Deeds: 18,792.16 total salaries. Veterans Service: 9,424.50 salaries. Sheriff: 79,774.62 total salaries; Kathy Young 3462.60 step increase. Co. Jail: 97,591.20 total salaries. Care of the Poor: 5,236.02 total salaries. County Nurse: 4,253.49 total salaries. Ag. Bldg.: 9,070.29 total salaries. Co. Extension: 5,826.56 total salaries; Becky Goens 3459.12 step increase; Kim Johnson 16.47 per hour new hire. Weed Control: 5,689.84 total salaries. Planning Board: 261.83 total salaries. Road & Bridge: 76,400.13 total salaries. Emergency Management: 10,566.50 total salaries. Crime Victim: 6,052.96 total salaries. W.I.C.: 3,633.20 total salaries. Total 482,432.76. Breakdown of withholding amounts which are included in the above: S.D. Retirement 44,712.66; S.D. Retirement 280.65 spouse option; S.D. Supplemental Retire. 2,870.00 suppl. retire.; Avera 59,837.41 ins.; Reliance Standard Life Insurance 403.04 life ins.; Delta Dental 5645.86 ins.; Avesis 822.80 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 16,803.05 employee payments; Cod. Co. Treasurer 31,600.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 205.00 employee union due; Codrington County Deputy

Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 37,327.71 federal withholding; ReliaBank Dakota 55,254.28 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

**COUNTY ROAD 20-3 RIGHT OF WAY AGREEMENTS**

**Highway Supt., Rick Small**, presented the Board with right of way agreements for the County Road 20-3 paving project. Motion by Johnson, second by Gabel; to authorize the Chairman to sign the following agreements for right of way acquisition: Sheryl & Vincent Murphy \$23.16 and Northern Border Pipeline \$115.80; all present voted aye; motion carried.

**PERSONNEL CHANGES**

Motion by Johnson, second by Gabel, to approve the following step increase personnel changes; all present voted aye; motion carried: Mike Gubka, Deputy Sheriff, from step 7/\$24.69 to step 8/\$25.06; Jennifer Guest, Correctional Officer, from step 9/\$21.34 to step 10/\$21.65; Justin Halajian, Building Maintenance, from step 6/\$16.97 to step 7/\$17.51; Jeff Hershman, Lead Building Maintenance, from step 9/\$20.21 to step 10/\$20.41; Brian Richter, Deputy Sheriff, from step 9/\$25.54 to step 10/\$25.92; Kayla Schomaker, PT Correctional Officer, from step 1/\$17.03 to step 2/\$17.56; and Kathy Young, Criminal Civil Support Coordinator, from step 9/\$19.60 to step 10/\$19.90 (effective date 3/1/2016.)

**TRAVEL REQUESTS**

Motion by Gabel, second by Johnson, to approve the following travel requests; all present voted aye; motion carried: 4H Youth Program Advisor, SD Assoc. Extension 4H Professionals; Weed Supervisor, SD Weed Board and Weed Commission meetings; and Chief Correctional Officer, Stepping up Summit.

**CCJAC**

Commissioner Gabel noted the next meeting of the CCJAC will be held at 6:10 p.m., Wednesday, April 13<sup>th</sup> at LATI. The main agenda item will be a "Kick Off" meeting with the architectural firm of BKV Group. Commissioner Gabel advised the Board that Judge Robert Spears is the new "non-voting" member of the CCJAC replacing Judge Dawn Elshere.

**EXECUTIVE SESSION**

Motion by Gabel, second by Johnson, to enter into executive session at 10:19 a.m., to discuss a personnel matter; all present voted aye; motion carried. The Board returned to regular session at 10:31 a.m.; no action was taken.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Johnson, second by Gabel, to adjourn at 10:31 a.m., until 9:00 a.m., Tuesday, April 12, 2016; all present voted aye; motion carried.

ATTEST:

Cindy Brugman  
Codington County Auditor

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