

**Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse**

April 8, 2014

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 8, 2014, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of April 1, 2014; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on the following items: Primary election ballots, Vote605, and the Voter Information Portal. **Director of Equalization, Shawna Constant**, reported her office is preparing for Boards of Equalization; working on transfers, plats and splits; and will start working in the 2014 reappraisal area after Boards of Equalization have been completed. **Weed Dept. Supervisor, Steve Molengraaf and Weed Dept. Manager, Paul Johnson**, reported on the following items: Mr. Molengraaf is now working full time in the Weed Dept.; a Weed Board meeting is scheduled for April 14th at which time the 2015 budget request will be reviewed by the Weed Board; Mr. Molengraaf recently attended a Weed Supervisors meeting and will attend the SD Weed & Pest Commission meeting. Request forms from Townships are being gathered at this time for the 2014 spray year. **Weed Manager, Paul Johnson**, informed the Board that pending approval by the SDSU Board of Regents he will be leaving the SDSU Regional Office by the end of May to take the position of SDSU Extension Weed Specialist. Mr. Johnson will be resigning as the Codington County Weed Dept. Manager if and when he is approved for his new position.

CLERP REIMBURSEMENT

Auditor, Cindy Brugman, reported the County has received reimbursement from the CLERP in the amount of \$38,383.62 for expenses incurred for the 2013 Barse case and trial. The County is a member of the Catastrophic Legal Expense Reimbursement Program administered by the SDACC. The County is responsible for the first \$25,000.00 in expense of catastrophic cases and then 10% of the balance of expenses after the \$25,000.00 deduction. The County submitted \$67,648.47 in approved expenses for the Barse case and trial.

DIRECTOR OF EQUALIZATION COMPLIANCE AUDIT FINDINGS

Director of Equalization, Shawna Constant, advised the Board her office has received a report of Compliance Audit Findings as performed by a property tax specialist from the Department of Revenue on September 17, 2013. This audit reviewed the Equalization Office for compliance with state laws, regulation and policies pursuant to SDCL 10-1-15. The Board also received a copy of this compliance audit which noted the Codington County Equalization Office appears to be organized and all records are well maintained.

CLAIMS

Motion by McElhany, second by Heller, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding 570.92 Supplies, Accreditation, Audit And 150.00 Svc, Jason R

Codington County, April 8, 2014

Adams 379.20 Svc, Alterations By Laurie 22.00 Unif, Andor, Inc. 96.90 Rep, Darrel Arbogast 10.74 Jury, Assn Of SD County Weed & Pest 150.00 Dues, AT&T Mobility 215.69 Util, AT&T Mobility 70.67 Utilities, Austin Law Offices 190.89 Svc, Val Barnes 20.00 Wit, Graciela Barrantes 120.00 Svc, Chris Bartelt 21.10 Jury, Batteries Unlimited 25.00 Rep, Gwendolyn Benck 64.80 Jury, Cynthia Bergsbaken 54.44 Jury, Best Western Ramkota 272.97 Trav, Michael Blais 10.74 Jury, Donna Block 50.74 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2569.29 Mail, Boys & Girls Club 1000.00 Pmt, Brown Clinic Pllp 1620.00 Svc, Brown Clinic - Main 171.00 Svc, Brownells, Inc 235.93 Sup, Peter Bullene 12.22 Jury, Burns Law Office 830.60 Svc, Burns Law Office 2900.00 Svc, Arthur Bush 19.62 Jury, Business Telephone Company 3857.35 Supplies, California Contractors Supplies 99.60 Supplies, Carquest Auto Parts 405.49 Sup, Carquest Auto Parts 30.25 Supplies, Raymond Carter 11.48 Jury, Cartney Bearing & Supply 10.98 Rep, Cartney Bearing & Supply 3.23 Repairs/Maint., Cashway Lumber Inc. 426.45 Rep, Cass-Clay Creamery 1584.21 Sup, Cedar Shore Resort 169.90 Travel & Conf., Centurylink 37.40 Util, Centurylink 719.30 Util, Chuck's Bike & Lock Shop 27.00 Rep, Codington County Sheriff 46.70 Reimb, Codington County Treasurer 55.27 Reimb, Codington-Clark Electric Coop 35.62 Utilities, Denise Cody 22.50 Svc, Cole Papers, Inc. 885.19 Sup, Connecting Point Computer Cent 627.41 Maint, Connecting Point Computer Cent 1943.99 Maint, Shawna Constant 25.00 Cell, Consulting Radiologists Ltd 31.00 Svc, County Fair Foods 121.51 Sup, Creative Product Sourcing Inc 446.32 Dare, Credit Bureau Of Watertown Inc 2831.04 Pmt, Crescent Electric Supply Company 130.20 Supplies, Culligan Water Conditioning 132.50 Sup, David Curtis 40.00 Cell, Dakota Riggers & Tool Supply 85.00 Repairs/Maint., Dakota Security Systems, Inc 243.11 Grant, Data Truck 39.99 Util, Dataspec Inc 399.00 Dues, Brian DeBoer 11.48 Jury, Carol Denman 55.92 Jury, Richard Dunn 10.74 Jury, Bimbo Foods, Inc 974.76 Sup, East Dakota Water Development 2416.90 March Apportionment, Ed Roehr Safety Products 375.00 Sup, Marv Ekeren 22.50 Svc, Electric Motors & Moore Inc 25.00 Rep, Ellyson Law Office 2530.14 Svc, EMC Insurance Companies 4772.46 Ins, Engelstad Electric Co. 1283.74 Rep, ESE Ind Inc 65.00 Rep, Family Dental Center 344.00 Svc, Farnams Genuine Parts 255.16 Supplies, Fastenal Company 40.66 Supplies, FedEx 32.81 Sup, Allison Forbush 25.00 Cell, Fox & Youngberg, P.C. 181.24 Svc, Elliott Furman 25.00 Fee, Gloria Gallisath 51.48 Jury, GCR Tire Center 89.50 Sup, Tricia Gerlach 50.74 Jury, David Gibbs 40.00 Cell, Gilbarco Inc 142.00 Repairs/Maint., Tana Gisi 50.74 Jury, Grainger 597.24 Sup, Erica Grant 50.74 Jury, Great Western - Visa 57.51 Pmt, Green, Roby, Oviatt, 4158.33 Svc, Michael Gubka 40.00 Cell, Jeff Hershman 25.00 Cell, Martin Hieb 21.10 Jury, Hillyard Floor Care Supply 1759.54 Rep, Jonathan Hines 10.74 Jury, Holy Name Boy Scouts Troop 209 270.00 Supplies, Horn Law Office 206.10 Svc, Brad Howell 40.00 Cell, Mary Hritz 10.74 Jury, Human Service Agency 1075.00 Pmt, Glacial Lakes Humane Society 75.00 Svc, Hurkes Implement 7.35 Repairs/Maint., Patrick Hurkes 53.70 Jury, HyVee #1871 Accts Receivable 2922.03 Pmt, Interstate All Battery Center 90.00 Sup, Jago Designs 90.00 Svc, Anna Jennings 104.94 Reimb, Tawnya Jensen 52.22 Jury, Paul O. Johnson 400.00 Pmt, Jurgens Printing 263.00 Sup, Marty Karnopp 40.00 Cell, Shawn Karst 51.48 Jury, Kimball Midwest 880.16 Supplies, Melissa Kunkel 10.00 Jury, Lawson Products 253.56 Supplies, Lewis & Clark Bhs 320.00 Svc, Lewno Law Office 172.99 Svc, Lincoln Co Treasurer 702.50 Svc, Ryan Linke 10.74 Jury, Janice Little 12.96 Jury, Jodi Loehrer 166.12 Trav, Maloy Loof 10.74 Jury, Phyllis Lutz 51.48 Jury, Lyle Signs Inc 1779.50 Supplies, M & T Fire And Safety 87.00 Supplies, Mac's Inc 241.67 Supplies, Macksteel Warehouse, Inc. 157.22 Sup, Macksteel Warehouse, Inc. 227.40 Supplies, Mac's Inc. 42.22 Sup, Mahowald's Hardware 10.74 Supplies, Mahowald's 95.28 Rep, Marco, Inc 388.39 Rent, Russell Mathews 40.00 Cell, Joseph Medanich 10.74 Jury, Stacy Medenwald 11.48 Jury, Menards 192.75 Supplies, Menards 465.22 Sup, Midcontinent Communications 537.45 Util, Milbank Communications 75.00 Rep, Moe Oil Company 1108.05 Supplies, Jamie Monson 12.50 Cell, Judith Montgomery 12.22 Jury, Municipal Utilities 14997.76 Util, Municipal Utilities 87.47 Util, Municipal Utilities 1846.66 Utilities, Northern Con-Agg 379.82 Supplies, Northwestern Energy 599.18 Utilities, Pamela Nurnberg 13.70 Jury, Jeremy Nygaard 10.74 Jury, Office Peeps 22.33 Supplies, Office Peeps, Inc. 1998.19 Sup, Jerrod Olson 40.00 Cell, Randall Olson 53.70 Jury, Ottertail Power Co, 42.81 Utilities, Miranda Patek 13.70 Jury, Jeffre Paulson 10.00 Jury, Michelle Pederson 25.00 Cell, Pennington County Sheriff 449.55 Trav, Performance Towing 180.00 Fees, Sarah Petersen 228.68 Trav, PMB 0112 160.90 Util, Jerry Pollard 201.75 Svc, Jodi Porath

51.48 Jury, Prairie Lakes Health Care Cent 4929.51 Svc, Jennifer Proeber 51.48 Jury, Logan Rahn 17.40 Jury, Henry Rauen 13.70 Jury, Redlinger Bros. 306.07 Rep, Redwood Toxicology Laboratory 352.84 24/7, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Ricky Small 14.00 Travel & Conf., Susan Rogge 20.00 Wit, Ron's Small Engine Repair 32.99 Repairs/Maint., Ron's Saw Shop 612.95 Rep, Runnings 456.20 Sup, Runnings Farm & Fleet 42.85 Supplies, Dawn Russell 178.60 Svc, Terrance Satterlee 6000.00 Svc, Lila Schaefer 52.22 Jury, Schrader's 94.00 Sup, Jordan Schreur 20.00 Wit, Schuchard's Westside GMC 850.00 Rep, SD Attorney General's Office 424.00 24/7, SD Dept Of Health 9.00 Svc, SD Department Of Revenue 880.00 Svc, SD Electrical Commission 40.00 Lic, SD Law Review 33.02 Sup, SD State Treasurer 371820.90 April Remittance, SDACO 700.00 Reg, SDACO 688.00 M&P Relief Mar Collections, SDN Communications 1129.09 Util, Melissa Sears 25.00 Cell, Securus Technologies 2155.20 Sup, Shepherd Reporting Llc 51.00 Svc, Sherwin Williams 39.36 Sup, Sioux Valley Coop 4542.97 Sup, Sioux Valley Coop 7184.05 Utilities, Sioux Valley Coop 128.27 sup, Sirchie 160.15 Sup, South Dakota Hwy Supt, Assn 80.00 Travel & Conf., South Shore Gazette 1476.03 Pub, Spears Law Office 239.25 Svc, Star Laundry 107.50 Supplies, Star Laundry 54.37 Sup, Sturdevants Auto Parts 28.92 Supplies, Scott Swanson 25.00 Cell, Jane Swenson 51.48 Jury, Symantec 2184.00 Sup, Sysco North Dakota 8410.65 Sup, Heidi Thorson 25.00 Cell, Tool Time Rental 68.90 Rent, Toshiba Financial Services 372.34 Rent, Town Of Florence-Peggy Lindahl 98.00 Utilities, Town Of Henry 136.10 Utilities, Town Of South Shore 55.00 Utilities, Trav's Outfitter Inc 319.95 Unif, James Tuttle 10.74 Jury3, Tyler Technologies, Inc 5107.00 Maint, United States Treasury 10948.33 Pmt, Veeder's Collision Center, Inc 4344.87 Rep, Verizon Wireless 455.13 Util, Great Western Bank 1284.19 Pmt, TCM/Reliabank Dakota 1024.85 Pmt, TCM/Reliabank Dakota 189.97 Pmt, Kurt Voge 12.96 Jury, Judy Voss 52.22 Jury, Tom Walder 40.00 Cell, Walmart Community 57.01 Sup, Heather Walsh 51.48 Jury, Watertown Resource Center 4000.00 Pmt, Watertown Resource Center 1864.00 1st Qtr Collections, Westside Animal Clinic Pc 168.03 Svc, Wheelco 119.97 Repairs/Maint., Adam Wientjes 11.48 Jury, Williams Carpet One 363.50 Rep, Gene Wilson 10.74 Jury, Karyl Wishard 13.70 Jury, Toby Wishard 40.00 Cell, Wow! Business 375.10 Util, Wow! 49.95 Utilities, WW Tire Service Inc. 1654.70 Supplies, Xerox Corporation 124.11 Supplies, Yankton Co. Sheriff 75.00 Svc, Yankton Co Treasurer 241.75 Svc, Patricia Yetter 50.74 Jury, Linda Young 16.00 Reimb.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Hanten, second by McElhany, 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, 2014, all present voted aye; motion carried.

Cash on hand	\$ 7,833.82
Checks in Treasurers' possession	
less than 3 days	\$ 130,236.11
Credit Card Charges	\$ 3,418.56
Cash Items	\$ 380.27
TOTAL CASH ASSETS ON HAND	\$ 141,868.76
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 462.60
Reliabank Dakota	\$12,384,936.95
INVESTMENTS	
SD Public Funds Investment	\$ 6,970.93
CERTIFICATES OF DEPOSIT	
Home Federal Bank	\$ 400,000.00
People's State Bank	\$ 400,000.00
TOTAL CASH ASSETS	\$13,334,239.24
General Ledger Cash Balance by Funds:	
General	\$ 7,281,984.39
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 4,019,977.16

Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,521,865.84
(schools 865,804.15, townships 54,364.48; city/towns 159,638.47)	
TOTAL GENERAL LEDGER CASH	\$13,334,239.24

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in March were in the amount of \$28,761.50; with \$2,470.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

DELTA DENTAL INSURANCE RATES

The Board received correspondence from Delta Dental of South Dakota notifying the County that the County's expenses are running 7.3% higher than premiums. Delta Dental noted the County's rate increase will be limited to a 3% increase. Motion by McElhany, second by Johnson, to approve the following rates and cost share for employee dental insurance coverage for the time period beginning June 1, 2014 through May 31, 2015, upon vote of the Board, all present vote aye; motion carried:

Single coverage premium: \$37.60 – paid by the County (an increase of \$1.10)

Two party coverage premium: \$67.68 – County share \$37.60, Employee share \$30.08 (an increase of \$1.98)

Family coverage premium: \$98.52 – County share \$49.26, Employee share \$49.28 (an increase of \$2.86)

PROPERTY TAX ABATEMENT APPLICATIONS

Motion by Hanten, second by Heller, to approve the following applications for property tax abatements:

<u>Property tax record</u>	<u>Abatement allowed</u>
10590	\$895.74 Property owner qualified for State assessment program
11255	\$102.24 Property owner qualified for State assessment program
12667	\$495.10 Property owner qualified for State assessment program
6338	\$254.20 Property owner qualified for State assessment program

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

COUNTY AND CONSOLIDATED BOARDS OF EQUALIZATION

The Board noted they will meet today at 1:00 PM, in the chambers of the County Commissioners, as a County Board of Equalization and tonight at 7:00 PM, in the chambers of the Watertown City Council at Watertown City Hall, as a Consolidated Board of Equalization.

HOUSING AND REDEVELOPMENT COMMISSION MEETING

Commissioners Heller and Brinkman will meet with other members of the Codington County Housing and Redevelopment Commission today at 12:45 P.M. in the chambers of the County Commissioners.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Weed Supervisor, Steve Molengraaf, anniversary step increase to step 8/\$18.45 per hour. Seasonal Weed Sprayers, William Hoff and John Engels, \$13.75 per hour. Seasonal Memorial Park employees, Donnie Olson and John Schwandt, Building Maintenance step 2/\$14.35 per hour.

OTHER MATTERS

Commissioners Johnson, Hanten, and McElhany reported on the SDACC Spring Workshop they recently attended. Commissioner McElhany noted all members of this Board are invited to attend and participate in the Watertown Fire Department's "Fire Ops 101" scheduled for May 17th. Commissioner Johnson has been approached by Ag. producers regarding the County's recent moratorium on swine activities at the County Extension Center complex. Commissioner Johnson has also had a conversation with the swine

specialist at SDSU regarding the matter of PED. A meeting of Department Heads and the Architect for the Justice Center Project will take place at 10:00 AM, Thursday, April 10th to discuss future plans for the Courthouse and Detention Center in the event a bond issue passes for a new Justice Center Building.

HIGHWAY SAFETY PLAN FOR INDIAN LANDS

Highway Supt., Rick Small, reported on a meeting he recently attended sponsored by the Sisseton Wahpeton Oyate tribe regarding their proposed Tribal highway safety plan for Indian lands. Per the recommendation of Mr. Small a motion was made by Hanten, second by Johnson, to authorize the Chairman to sign a letter of support, in behalf of the entire Board, for the development of the proposed highway safety plan for Indian lands; all present voted aye; motion carried. Mr. Small noted the Tribe will use letters of support from surrounding Counties to aid them in their request for grant funds for use in the safety plan. Commissioner Johnson urged Mr. Small and/or anyone on this Board of Commissioners to continue attending any meetings regarding this highway safety plan.

BID OPENING FOR COUNTY ROAD 20-2 (ER 6371(12)) PROJECT

Highway Supt., Rick Small, opened and announced the following bids for the road project on County 20-2 ER6371(12).

Bates Construction, Twin Brooks, SD: \$632,130.80 (bid bond included)

Midland Contracting, Inc., Huron, SD: \$643,211.60 (bid bond included)

Clausen Construction, Watertown, SD: \$624,580.59 (bid bond included)

The Highway Supt. recommended the Board delay action to award a bid until all bids could be reviewed for accuracy. The Board will take action later in this meeting to award a bid for the road project.

BOARD RECESS

Motion by Hanten, second by McElhany, to recess until 1:00 p.m.; all present voted aye; motion carried.

BOARD RECONVENES

The Board reconvened at 1:04 p.m., all members were present; Chairman Brinkman presiding.

AWARD OF BID FOR COUNTY ROAD 20-2 (ER6371(12)) PROJECT

Highway Supt., Rick Small, advised the Board he has reviewed the bids received for the County Road 20-2 ER6371(12) project and all three bids are in order. Mr. Small recommended the Board accept the bid of Clausen Construction, the lowest bid. Mr. Small noted all bids came in under the engineers estimate for the project. Motion by McElhany, second by Hanten, to award the bid for the County Road 20-2 ER 6371(12) project to Clausen Construction in the amount of \$624,580.59; all present voted aye; motion carried. Motion by Johnson, second by Hanten, to authorize the Chairman to sign the formal notice of award to Clausen Construction for the County Road 20-2 ER 6371(12); all present voted aye; motion carried. Motion by Hanten, second by Heller, to authorize the Chairman to sign the County Road 20-2 ER 6371(12) project agreement with Clausen Construction at the awarded bid price; all present voted aye; motion carried. Motion by Johnson, second by Hanten, to authorize the Chairman to sign a notice to proceed with the County Road 20-2 ER 6371(12) project; all present voted aye; motion carried.

BRIDGE INSPECTION WORK ORDER

Motion by Johnson, second by McElhany, to authorize the Chairman to sign a work order, with the SD DOT and Aason Engineering, for bridge inspection consultant services. The Board previously adopted Resolution 2014-4, appointing Aason Engineering for this inspection work. Upon vote of the Board, all present voted aye; motion carried.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Heller, to adjourn at 1:10 p.m., until 9:00 a.m., Tuesday, April 15th, 2014; 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.

Published once at the total approximate cost of \$_____.