

Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse
14 1st Ave SE

December 9, 2014

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

MINUTES APPROVED

Motion by Hanten, second by Heller, to approve the minutes of December 2nd, 2014; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported tax levies have been sent to the SD Dept. of Revenue for approval and 2014 budgets are being monitored for year end balances. **Director of Equalization, Shawna Constant**, reported final sales have been reported to the SD Dept. of Revenue, 2015 assessment adjustments are being considered, wetlands are being reviewed with the use of pictometry, and work continues on building permits. A discussion was held regarding the required steps for a property owner to transfer property from one school district to another. **Treasurer, Carol Maloney**, reported on end of year delinquent property tax publications. The Treasurer advised the Board of the resignation of a clerk in her office, effective December 19th, 2014. The Treasurer requested authorization to advertise and fill the upcoming vacancy. Discussion was also held regarding a potential change in revenue for the State and Counties due to a proposed bill to increase highway taxes and also an actual decrease in County revenue from collections of the Gross Telecommunications Tax.

TREASURER'S OFFICE CLERK VACANCY

Motion by Johnson, second by McElhany, to authorize Treasurer, Carol Maloney, to advertise and begin the process to fill a clerk position vacancy within her office; all present voted aye; motion carried.

AUDITOR'S ACCOUNT WITH THE TREASURER

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

Cash on hand	\$ 8,139.23
Checks in Treasurers' possession	
less than 3 days	\$ 96,823.07
Credit Card Charges	\$ 1,926.94
Cash Items	\$ 341.03
TOTAL CASH ASSETS ON HAND	\$ 107,230.27
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 1,942.90
Reliabank Dakota	\$16,139,714.60
INVESTMENTS	
SD Public Funds Investment	\$ 6,971.70
CERTIFICATES OF DEPOSIT	

Codington County, December 9, 2014

Home Federal Bank	\$ 400,000.00
People's State Bank	\$ 200,000.00
TOTAL CASH ASSETS	\$16,855,859.47
General Ledger Cash Balance by Funds:	
General	\$10,095,290.59
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 4,754,552.27
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,495,604.76
(schools 945,976.13, townships 37,889.30; city/towns 147,254.85)	
TOTAL GENERAL LEDGER CASH	\$16,855,859.47

REGISTER OF DEEDS MONTHLY FEES

The Board noted a report of fees as submitted by Register of Deeds, Ann Rasmussen. Total transactions in November were in the amount of \$26,074.50; with \$2,140.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by McElhany, second by Heller, to approve for payment the following claims; all present voted aye; motion carried: A&B Business Solutions 4760.00 Sup, A-Ox Welding 65.69 Supplies, Accreditation, Audit And 150.00 Svc, Aason Engineering 3693.41 Repairs/Maint., Assn Of SD County W & P BDS 79.95 Sup, AT&T Mobility 143.69 Util, Bob Barker Co. 870.12 Sup, Batteries Unlimited 100.00 Sup, Bauer Law Office Pc 3115.80 Svc, Allen Benck 25.00 Cell, Bendix Imaging Incorporated 21.00 Sup, Thomas Bernard 50.74 Jury, Best Western - Pierre 195.98 Trav, Kristie Binde 20.00 Wit, Scott A. Bohls 40.00 Cell, Borns Group 2542.03 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 1505.10 Svc, Brian's Glass & Door Inc. 313.00 Repairs/Maint., Brian's Glass & Door, Inc. 345.00 Rep, Brown Clinic Pllp 1800.00 Svc, Brown Clinic Detention Center 576.00 Svc, Burns Law Office 2900.00 Svc, Dan Busta 25.00 Cell, Carquest Auto Parts 3.66 Sup, Cartney Bearing & Supply 296.82 Repairs/Maint., Jeff Case 25.00 Cell, Kemps Llc 1881.55 Sup, Centurylink 85.28 Util, Centurylink 13.40 Svc, Centurylink 658.02 Svc, Child's Voice 517.60 Wit, Chuck's Bike & Lock Shop 28.80 Sup, Codington County Highway Dept. 2429.46 Sup, Codington County Treasurer 16.60 Reimb, Codington-Clark Electric Coope 35.71 Utilities, Denise Cody 36.00 Svc, Cole Papers, Inc. 1244.52 Sup, Connecting Point Computer Cent 1317.65 Maint, Shawna Constant 25.00 Cell, County Fair Foods 47.20 Sup, Creative Rewards & Specialties 17.50 Sup, Credit Bureau Of Watertown Inc 1323.54 Svc, Culligan Water Conditioning 137.00 Sup, David Curtis 40.00 Cell, Dakota Fluid Power Inc. 2309.73 Repairs/Maint., Dakota Outdoors 35.95 Rep, Dakota Silencer 1425.00 Sup, Eric Dargatz 25.00 Cell, Matt Dargatz 25.00 Cell, Data Truck 39.99 Util, Defensive Edge Training 395.00 Train, Delyle's South 81 Service Inc 225.11 Rep, Duane A. Dolen 25.00 Cell, Jamie Dolen 25.00 Cell, Dugan Sales & Service 649.95 Equip, Bimbo Foods, Inc 831.64 Sup, East Dakota Water Development 2429.18 November Apportionment, Election Systems & Software 3036.80 Sup, Electric Motors & Moore Inc 74.00 Rep, EMC Insurance Companies 4569.71 Ins, Calvin Engels 25.00 Cell, Engelstad Electric Co. 92.63 Rep, Family, Cosmetic & Implant 528.00 Svc, Farnams Genuine Parts 395.12 Supplies, Fastenal Company 41.00 Supplies, First Choice Sewer & Septic Co 400.00 Repairs/Maint., First District Assn Of Lcl Gov 36362.35 Svc, Allison Forbush 25.00 Cell, Galls, An Aramark Company 288.24 Sup, GCR Tire Center 1124.89 Supplies, GCR Tires & Services 1514.52 Rep, Genoa Healthcare/Watertown 131.82 Svc, Glass Products Inc. 10.00 Rep, Karen Glover 51.48 Jury, Grainger 133.92 Rep, Great Western Bank 155.75 Travel & Conf., Green, Roby, Oviatt, 4158.33 Svc, Michael Gubka 40.00 Cell, Rick Hartley 40.00 Cell, Hays Companies 200.00 Sup, Dave Hedding 25.00 Cell, Kristin Hemmer 53.70 Jury, Jeremy Herrboldt 115.40 Trav, Jeff Hershman 25.00 Svc, Hillyard Floor Care Supply 2525.76 Sup, Rick Holinka 25.00 Cell, Holy Name Boy Scouts Troop 209 48.75 Supplies, Howard Vet Clinic 150.00 Svc, Brad Howell 104.00 Reimb, Hy-Vee #1871 Accts Receivable 1778.26 Sup, Jack's Uniform & Equipment 854.87 Sup,

Jago Designs 135.00 Svc, Tamara Jones 20.00 Wit, Journal Technologies 2807.07 Svc, Darla Kannas 52.22 Jury, Marty Karnopp 40.00 Cell, Kingslien And Associates 118.75 Svc, Victoria Lamb 20.00 Wit, Lar Jo's 890.00 Sup, Clinton Lauseng 20.00 Wit, Lawson Products 163.37 Supplies, Less Lethal, Llc 883.50 Sup, Lewno Law Office 401.73 Svc, Lincoln Co Treasurer 112.50 Svc, Jodi Loehrer 140.36 Reimb, Lutheran Social Services 973.84 Svc, M & T Fire And Safety 115.00 Supplies, Mac's Inc 189.45 Supplies, Macksteel Warehouse, Inc. 276.88 Sup, Mac's Inc. 87.20 Sup, Mahowald's 57.35 Sup, Manatron, Inc 10793.41 Maint, Marco, Inc 374.35 Rent, Mark's Auto 806.00 Rep, Russell Mathews 40.00 Cell, Menards 286.88 Sup, Menards 265.23 Supplies, Midcontinent Communications 376.07 Util, Midstates Audio, Inc 364.00 Sup, Milbank Communications 287.04 Sup, Allen Mischke 20.00 Wit, Moe Oil Company 1981.25 Supplies, Steve Molengraaf 18.00 Trav, Jamie Monson 12.50 Cell, Municipal Utilities 13672.87 Util, Municipal Utilities 923.48 Utilities, Alex Nelson 20.00 Wit, Joseph Nord 33.54 Wit, Northwestern Energy 210.38 Utilities, Office Peeps, Inc. 1887.15 Sup, Office Peeps 63.98 Supplies, Ray O'Herron Co, Inc. 104.51 Sup, Jerrod Olson 40.00 Cell, Olson & Johnson International, 520.16 Repairs/Maint., Lynn Olson 435.05 Sup, Otis Elevator Company 22000.00 Rep, Ottetail Power Co, 33.59 Utilities, Michelle Pederson 25.00 Cell, Pennington County Sheriff 210.30 Trav, Pennington County 215.00 Svc, Pheasantland Industries 156.69 Sup, PMB 0112 176.19 Util, Pollard & Larson , Llp 69.60 Svc, Prairie Lakes Health Care Cent 3753.98 Svc, Productivity Plus Account 789.90 Repairs/Maint., Q-Set, Inc 393.75 Svc, Redlinger Bros. 77.55 Rep, Rodger Redmond 68.50 Jury, Redwood Toxicology Laboratory 89.49 Svc, Adam Reeves 40.00 Cell, Brian Richter 40.00 Cell, Robyn Riter 25.00 Cell, Runnings 334.28 Sup, Runnings Farm & Fleet 330.37 Supplies, Dawn Russell 483.00 Svc, Sanford Health 362.00 Svc, Terrance Satterlee 1500.00 Svc, Dean Schaefer Court Reporting 72.00 Svc, Trever Schimmel 40.00 Cell, Schrader's 327.00 Unif, Schuchard's Westside GMC Truck 186.80 Rep, Brad Schwinger 25.00 Cell, SD Attorney General's Office 197.00 Svc, SD Dept Of Health 1875.00 Svc, SD Department Of Revenue 2060.00 Svc, South Dakota Law Review 33.02 Sup, South Dakota Safety Council 55.00 Fees, SD Sheriffs' Association 205.95 Sup, SD State's Attorneys Assoc 1467.00 Dues, SD State Treasurer 284372.68 mo. pmt, SDAAO 330.00 Dues, SDACO 688.00 Pmt, Sdae4-Hp 120.00 Dues, SDML Workers' Comp Fund 41818.01 Pmt, SDML Workers' Comp Fund 54545.99 Pmt, SDN Communications 1129.09 Util, SDSU Print Lab 424.81 Sup, Melissa Sears 25.00 Cell, Security Devices International 410.36 Sup, Securus Technologies 2893.60 Sup, Heidi Selchert 25.00 Cell, Service Plus, Inc 730.15 Rep, Shreves Law Office 241.80 Svc, Sioux Valley Coop 5312.57 Sup, Sioux Valley Greenhouses 42.00 Rep, Sioux Valley Coop 18061.38 Supplies, Slr15 Rifles, Inc 1274.00 Sup, Rick Small 40.00 Cell, Nichole Smith 51.48 Jury, South Dakota Hwy Supt, Assn 225.00 Travel & Conf., South Dakota Dept. Of Transpor 11044.85 Repairs/Maint., South Shore Gazette 699.48 Pub, Star Laundry 63.74 Sup, Star Laundry 123.34 Supplies, State Bar Of South Dakota 1120.00 Dues, Stop Tech Ltd. 450.00 Sup, Sturdevants Auto Parts 130.79 Supplies, Sutton Law Office Pc 10948.33 Svc, Karen Swanda 36.00 Svc, Scott Swanson 25.00 Cell, Sysco North Dakota 10276.67 Sup, Alexandra Szameit 50.00 Svc, Team Electronics 76.90 Sup, Tool Time Rental 135.00 Rent, Toshiba Financial Services 315.09 Rent, Town Of Florence-Peggy Lindahl 25.00 Utilities, Truenorth Steel 4176.00 Supplies, Sierra Tvinnereim 20.00 Wit, Verizon Wireless 500.13 Svc, Great Western Bank 1721.71 Pmt, Visa 724.29 Pmt, Tom Walder 40.00 Cell, Walmart Community 249.92 Sup, Todd Warne 25.00 Cell, Watertown Development Company 25000.00 Pmt, Watertown Elks Lodge 838 256.64 Pmt, Watertown Ford 101.70 Rep, Watertown Lawn & Garden 11008.00 Equip, Watertown Public Opinion 1310.14 Pub, Weismantel Rent-All 250.00 Rent, Westside Animal Clinic Pc 221.37 Svc, Wheelco 130.12 Repairs/Maint., Ashley Wika 20.00 Wit, Toby Wishard 40.00 Cell, Ed Woodruff 20.00 Wit, Wow! Business 386.28 Util, Wow! 49.95 Utilities, WW Tire Service Inc. 1490.56 Repairs/Maint., Xerox Corporation 109.13 Supplies, Yankton Co. Sheriff 50.00 Svc, Yankton Co Treasurer 440.00 Svc, Cody Zimmerman 50.74 Jury,

ACTION TO APPROVE NOTICES TO BIDDERS

Motion by Johnson, second by Hanten, to authorize the Auditor to publish a notice to bidders for one (1), new, current model Skid Steer loader; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to authorize the Auditor to advertise a notice to bidders for a One (1) ton, Diesel 4x4 Crew

Cab short box truck to be purchased with Search and Rescue Support Inc. funds; all present voted aye; motion carried.

ACTION TO DECLARE SEARCH AND RESCUE VEHICLES SURPLUS

Motion by Johnson, second by McElhany, to declare Search and Rescue vehicles, a 1993 Suburban and a 2000 Ford Excursion, surplus, to be sold by sealed bids; all present voted aye; motion carried.

ACTION TO APPROVE A LIMITED LICENSE AGREEMENT FOR ROAD BORING

Zoning Officer, Luke Muller, presented to and reviewed with the Board a Codington County Road Boring License Agreement Application, #2014-1, for their action. This limited license agreement would allow Kranz Farms, Inc. to bore under County Road 1 (Kranzburg Ave) in Kranzburg Township. Mr. Muller noted the applicant has complied with the County's requirements per County Ordinance #53. Motion by Hanten, second by Johnson, to approve Road Boring License Agreement Application 2014-1; all present voted aye; motion carried.

ZONING OFFICE HOURS

Zoning Officer, Luke Muller, noted the maximum hours under the County's contract with First District for zoning services has been met. Mr. Muller will conduct the Planning and Zoning meeting scheduled for December 15th, will schedule appointments as needed, and will be in the office on Mondays through the end of the year.

ACTION TO AMEND EMPLOYEE FITNESS CENTER PROGRAM

The Board discussed amendments to the County's "Employee Fitness Center Program" policy which falls within the County's Personnel and Policy Procedures Manual. The Board took action on the following amended policy:

APPENDIX E

CODINGTON COUNTY EMPLOYEE FITNESS PROGRAM

Codington County will reimburse employees for their actual cost, of an entry level single membership, up to \$35.00, whichever is less, per mo., to a qualified fitness center. Those employees who choose to participate will be reimbursed based upon the following individual attendance record of the employee. Employees eligible for reimbursement are those employees who qualify for employee health insurance benefits through Codington County.

1. The employee will pay the up-front membership costs upon joining any qualified fitness center.
2. The County will reimburse one-third (1/3) of the membership costs for an average attendance of once a week (52 times).
3. The County will reimburse two-thirds (2/3) of the membership costs for an average of twice weekly attendance (104) times.
4. The County will reimburse one hundred percent (100%) of the membership costs for an average of three times weekly (156 times) attendance.
5. Employees who qualify will be reimbursed after the end of the calendar year.

Motion by McElhany, second by Hanten, to adopt the above and foregoing policy; all present voted aye; motion carried.

COMMISSION SOUND SYSTEM

Don Egert, KXLG Radio, asked the Board to consider upgrading the current sound system used during the Board's weekly meetings. Lindner Music will be contacted to determine what would be available for upgrades and cost of same.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session at 10:00 a.m. to discuss union contract negotiations and a personnel issue with **Human Resource Officer, Terry Satterlee**; all present voted aye; motion carried. The Board returned to regular session at 10:46 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 Hanten, to adjourn at 10:46 a.m., until 9:00 a.m., Tuesday, December 16th, 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.

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