

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

February 9, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, February 9<sup>th</sup>, 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 February 2<sup>nd</sup>, 2016; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported on: progress of property tax abatement applications and splits, annual report, and a project to identify persons with County liens who are deceased with no assets.

**AUDITOR'S ACCOUNT W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by Hanten, second by McElhany; to approve the Auditor's Account with the Treasurer as of the last business day of January 2016; all present voted aye; motion carried.

Cash on hand	\$ 12,337.69
Checks in Treasurers' possession	
less than 3 days	\$ 91,921.68
Credit Card Charges	\$ 4,536.19
Cash Items	\$ 334.18
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 109,129.74</b>
<b>RECONCILED CHECKING</b>	
Great Western Bank Checking (Memorial Park)	\$ 1,836.53
Reliabank Dakota	\$16,385,538.68
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 6,972.53
<b>CERTIFICATES OF DEPOSIT</b>	
Home Federal Bank	\$ 800,000.00
Reliabank Dakota	\$ 400,604.93
<b>TOTAL CASH ASSETS</b>	<b>\$ 17,704,082.41</b>
<b>General Ledger Cash Balance by Funds:</b>	
General	\$ 9,149,080.77
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,666,849.24
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,377,740.55
(schools 610,837.58, townships 92,123.21; city/towns 122,633.45)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$ 17,376,345.67</b>

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in the month of January 2016 were in the amount of \$22,681.50; with \$2,020.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

### **CLAIMS APPROVED**

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding 188.42 Supplies, Accreditation, Audit And 150.00 Svc, A&B Business Solutions 1.06 Rent, Automatic Building Controls 894.00 Rep, Advance Auto Parts 3.50 Sup, Melissa Anderson 10.84 Jury, Kelly Anderson-Person 98.99 Reimb, Justin Arendsee 50.84 Jury, Brock Asmussen 10.00 Jury, AT&T Mobility 145.45 Util, Bob Barker Co. 504.38 Sup, Tonia Barstad 50.84 Jury, Batteries Unlimited 739.99 Rep, Bauer Law Office Pc 1917.00 Svc, Beacon Center 2000.00 Svc, Tom Beadnell 51.68 Jury, Allen Benck 25.00 Utilities, Pamela Benthin 12.52 Jury, Andrew Bock 20.00 Wit, Scott A. Bohls 40.00 Cell, Todd Bohls 51.68 Jury, Borns Group 7552.45 Post, Boys & Girls Club 1250.00 Pmt, Bratland Law 2491.00 Svc, Colleen Brazil 1229.28 Wit, John Brennan 10.84 Jury, Stacey Briggs 53.36 Jury, Scott Brist 12.52 Jury, Brite 7746.00 Equip, Brown Clinic Pllp 2675.00 Svc, Rita Brownlee 20.00 Wit, Amy Buffalo 11.68 Jury, Skylar Burgher 51.68 Jury, Burns Law Office 3383.00 Svc, Dan Busta 25.00 Utilities, Butler Machinery 313.53 Repairs/Maint., C & S Chemical 170.00 Rep, Byron Callies 12.52 Jury, Jeff Case 25.00 Utilities, Cash-Wa Distributing 1999.91 Sup, Castlewood School District 686.15 January 2016 Apportion, Centurylink 37.41 Util, Centurylink 733.54 Util, Charm-Tex, Inc 1791.00 Sup, Kim Christensen 13.36 Jury, Chuck's Lock & Keys 4.00 Rep, Codington County Sheriff 93.63 Pmt, Codington County Treasurer 20.38 Pmt, Codington-Clark Electric Coope 35.62 Utilities, Denise Cody 15.00 Svc, Cole Papers, Inc. 1347.73 Sup, Connecting Point Computer Cent 2526.20 Sup/Maint, Connecting Point 332.50 Supplies, Shawna Constant 25.00 Cell, Tim Cordell 13.36 Jury, The Coteau Shopper 40.25 Pub, County Fair Foods 209.96 Sup, Credit Collections Bureau 813.12 Pmt, Crescent Electric Supply Company 11.21 Supplies, Culligan Water Conditioning 244.00 Sup, William Cunningham 28.48 Jury, David Curtis 40.00 Cell, Dakota Bedbug Detection, Llc 752.00 Svc, Eric Dargatz 25.00 Utilities, Matt Dargatz 25.00 Utilities, Data Truck 39.99 Util, Roxanne Davis 31.84 Jury, Scott Davis 10.84 Jury, Delyle's South 81 Service Inc 589.17 Rep, Mary Devries 30.16 Jury, Dexter Township 9473.50 January 2016 Apportion, Nicholas DeYoung 14.20 Jury, Loren Diekman 18.40 Jury, Jamie Dolen 25.00 Utilities, Doug's Anchor Marine 362.62 Rep, Dugan Sales & Service 56.95 Rep, Bimbo Foods, Inc 1707.65 Sup, East Dakota Water Development 1616.44 January 2016 Apportion, Russell Eberhardt 10.84 Jury, Eden Township 4920.52 January 2016 Apportion, John Egge 54.20 Jury, Keith Eischens 20.08 Jury, Clayton Ellingson 13.36 Jury, Ellyson Law Office 1397.87 Svc, Elmira Township 6011.39 January 2016 Apportion, Doreen Endres 20.08 Jury, Calvin Engels 25.00 Utilities, Engelstad Electric Co. 603.03 Rep, Stacey Erickson 10.84 Jury, Maria Escamilla 80.00 Svc, ESE Ind Inc 2778.00 Rep, Family, Cosmetic, & Implant Dent. 302.00 Svc, Family Dental Center 183.00 Svc, Farnams Genuine Parts 522.54 Supplies, FedEx 21.41 Sup, Jodi Fischbach 14.20 Jury, Denis Flemming 14.20 Jury, Town Of Florence-Peggy Lindahl 45.05 Utilities, Florence School Dist. 48326.32 January 2016 Apportion, Town Of Florence 1579.30 January 2016 Apportion, Allison Forbush 25.00 Cell, Fuller Township 7067.32 January 2016 Apportion, Linda Fulmer 52.52 Jury, GCR Tires & Service 244.04 Rep, Genoa Healthcare/Watertown 292.21 Sup, Germantown Township 7367.32 January 2016 Apportion, GIS Workshop 5893.00 Maint, Glacial Interactive Inc 123.75 Svc, Glacial Lakes & Prairies Tour. 1260.00 Pmt, Glacial Lakes Radiator 600.00 Repairs/Maint., James Goble 12.52 Jury, Graceland Township 5062.09 January 2016 Apportion, Grainger 323.20 Rep, Grant Deuel School District 76.24 January 2016 Apportion, Graybar 121.94 Rep, Green, Roby, Oviatt, 4363.57 Svc, Laura Greenfield 10.84 Jury, Dianne Grismer 71.00 Jury, Ryan Grund 51.68 Jury, Michael Gubka 40.00 Cell, Guest House Motor Inn 350.00 Rent, Nancy Gulden 10.84 Jury, Justin Halajian 25.00 Cell, Hamlin Codington Regional Lib. 4134.99 January 2016 Apportion, Hamlin School District 4004.78 January 2016 Apportion, Michelle Harrington 10.84 Jury, Rick Hartley 40.00 Utilities, Chad Hauger 11.68 Jury, Dave Hedding 25.00 Utilities, Kevin Hedman 10.84 Jury, Laura Hegge 16.72 Jury, Michael Hendricks 108.40 Jury, Elizabeth Henricks 20.08 Jury, Henry School District 41271.54 January 2016 Apportion, Henry Township 5044.55 January 2016

Apportion, Town Of Henry 3372.72 January 2016 Apportion, Jeff Hershman 25.00 Cell, Linda Hieb 50.84 Jury, Hillyard Floor Care Supply 652.94 Sup, Danielle Hinkelman 10.84 Jury, Colleen Hoefert 103.36 Jury, Hosanna Hoekman 106.72 Jury, Emily Hogue 105.04 Jury, Rick Holinka 25.00 Utilities, Marcia Hoppe 13.36 Jury, Larry Howard 40.00 Cell, Brad Howell 40.00 Cell, Human Service Agency 25806.00 Svc, HyVee #1871 Accts Receivable 3514.44 Sup, Rita Imm 10.84 Jury, Interstate All Battery Center 18.00 Sup, Jefferson PTO 40.00 Reimb, Stanley Jongbloed 103.36 Jury, Jamie Jordan 11.68 Jury, Joshua Jorgenson 11.68 Jury, Journal Technologies, Inc 2947.42 Maint, Edith Julius 12.52 Jury, Jurgens Printing 45.61 Sup, Kameska Township 5594.68 January 2016 Apportion, Mark Katterhagen 12.00 Svc, Robert Klages 12.52 Jury, Hazel Klos 12.52 Jury, Vivian Koehn 10.84 Jury, Town Of Kranzburg 535.93 January 2016 Apportion, Kranzburg Township 10366.74 January 2016 Apportion, Lacroix Law Office 326.90 Svc, Neil Ladsten 11.68 Jury, Lake Kameska Water Proj. Dist 3293.08 January 2016 Apportion, Lake Pelican Watershed 3348.37 January 2016 Apportion, Lake Township 3148.50 January 2016 Apportion, J.H. Larson Electrical Co. 32.57 Rep, Lawson Products 73.19 Supplies, Leola Township 3407.93 January 2016 Apportion, Lewno Law Office 290.48 Svc, Patricia Lien 10.84 Jury, Lincoln Co Treasurer 36.00 Svc, Paul Lindhorst 10.84 Jury, David Lindner 19.24 Jury, Lindner Music 57.90 Rep, Nancy Lintner 50.84 Jury, Jodi Loehrer 227.02 Reimb, Lyle Signs Inc 84.25 Supplies, M & T Fire And Safety 48.00 Supplies, Mac's Inc 168.40 Supplies, Mac's Inc. 44.88 Sup, Travis Mahnke 12.52 Jury, Mahowald's 17.86 Rep, Mark Maine 105.04 Jury, Manatron, Inc 3194.11 Rep, Mantek 688.99 Supplies, Marco, Inc 278.82 Rent, Russell Mathews 40.00 Cell, Rock McGillivray 20.00 Wit, Mcleod's Printing & Office Sup 502.20 Sup, Menards 333.06 Sup, Menards 172.76 Supplies, Jonathan Meyer 71.00 Jury, Midcontinent Communications 376.99 Util, Milbank Communications 453.21 Rep, Dixie Miller 50.84 Jury, Minnehaha County Auditor 315.00 Svc, Terence Moes 60.08 Jury, Jamie Monson 12.50 Cell, Darcie Montemayor 15.04 Jury, Montgomery's 1967.00 Pmt, Brad Mueller 17.56 Jury, Municipal Utilities 14450.29 Util, Municipal Utilities 1607.05 Utilities, Muskrat Farm Supply Inc 9200.00 Sup, Nat'l Sheriffs' Association 112.00 Dues, North Marsh Lake Watershed 23.58 January 2016 Apportion, Northern Safety Technology 6513.90 Equip, Northern Truck Equipment 643.00 Repairs/Maint., Northwestern Energy 514.41 Utilities, Elgie Noteboom 11.68 Jury, Dayton Nuttbrock 20.00 Jury, Office Peeps, Inc. 625.35 Sup, Office Peeps, Inc. 7186.28 Sup, Office Peeps 36.99 Supplies, Beret Ohn 105.04 Jury, Jerrod Olson 40.00 Cell, Ottertail Power Co, 54.16 Utilities, Michelle Pederson 25.00 Cell, Pelican Township 5995.77 January 2016 Apportion, Dennis Pengilly 15.04 Jury, Performance Towing 240.00 Svc, Sarah Petersen 158.90 Trav, Pharmchem Inc 275.00 Sup, Phipps Township 3614.83 January 2016 Apportion, Pitney Bowes 230.00 Rent, PMB 0112 24.00 Util, Stephanie Popowski Dahl 13.36 Jury, Prairie Lakes Health Care Cent 4014.55 Svc, Christopher Premus 10.84 Jury, Scott Price 10.84 Jury, Print 'Em Now 652.00 Sup, Print Em Now 217.00 Supplies, Pro-Vision Video Systems 5261.48 Equip, Rauville Township 8707.72 January 2016 Apportion, Redlinger Bros. 1459.37 Rep, Adam Reeves 40.00 Cell, Eva Regnier 100.00 Jury, Paula Reindl 11.68 Jury, Rhomar Industries, Inc 1009.03 Sup, Shelley Richards 20.00 Jury, Richland Township 5630.36 January 2016 Apportion, Brian Richter 40.00 Cell, Robyn Riter 25.00 Utilities, Ron's Saw Shop 349.01 Repairs/Maint., Rosenbauer South Dakota, Llc 116.81 Sup, Sheila Rudebusch 10.84 Jury, Runnings 2862.32 Sup, Lisa Sayegh 10.84 Jury, Trever Schimmel 40.00 Cell, Serena Schlapkohl 11.68 Jury, Douglas Schmidtgall 101.68 Jury, Schrader's 27.00 Sup, Schuneman Equipment Co 9.26 Repairs/Maint., Brad Schwinger 25.00 Utilities, SD Attorney General's Office 138.00 Pmt, SD Department Of Revenue 2308.00 Pmt, SD Electrical Commission 90.00 Fees, SD State Treasurer 473883.21 Feb Remittance, SDACO 806.00 Pmt, SDEMA 150.00 Dues, SDN Communications 1151.28 Util, Melissa Sears 25.00 Cell, Misty Sebek 53.36 Jury, Securus Technologies 2893.60 Sup, Heidi Selchert 25.00 Cell, Senior Companions Of SD 1500.00 Pmt, Mary Sheldon 11.68 Jury, Sheridan Township 5197.92 January 2016 Apportion, Sherwin Williams 30.18 Rep, Stacy Sinner 20.00 Wit, Sioux Valley Coop 648.15 Fuel, Sioux Valley Coop 7048.03 Supplies, Gavin Small 50.00 Jury, John Small 11.68 Jury, Ricky Small 40.00 Utilities, Brandon Snell 101.68 Jury, David Solum 10.84 Jury, South Dakota Hwy Supt, Assn 275.00 Travel & Conf., Town Of South Shore 61.00 Utilities, South Shore Gazette 1736.51 Pub, Town Of South Shore 2592.93 January 2016 Apportion, Mary Stahl 20.00 Wit, Star Laundry 58.61 Sup, Star Laundry 107.60 Supplies, Stop Stick, Ltd 589.00 Sup, Sturdevants

Auto Parts 24.68 Repairs/Maint., Subway 62.40 Sup, Sutton Law Office Pc 15503.40 Svc, Karen Swanda 27.00 Svc, Wayne Swenson 50.84 Jury, Sysco North Dakota 12857.49 Sup, Team Electronics 159.95 Sup, Technicolor Screen Printing 102.99 Sup, Dennis Thyen 66.80 Jury, Productivity Plus Account 72.92 Repairs/Maint., Toshiba Financial Services 310.66 Rent, Andrew Towle 11.68 Jury, Trav's Outfitter Inc 109.99 Sup, Bette Tschakert 23.44 Jury, Tyler Technologies, Inc 4398.98 Maint, Elaine Vanderlaan 105.04 Jury, Steven Vanhee 113.44 Jury, Vast Business 413.77 Util, Vast Broadband 49.95 Utilities, Verizon Wireless 493.51 Util, Great Western Bank 497.24 Supplies, Great Western Bank 1013.04 Pmt, Lindsey Volkart 50.00 Jury, Tom Walder 40.00 Cell, Town Of Wallace 915.73 January 2016 Apportion, Walmart Community 218.50 Sup, Walmart Community 9.76 Supplies, Todd Warne 25.00 Utilities, Watertown City Finance Office 268477.02 January 2016 Apportion, Watertown Fire & Ambulance 1750.00 Svc, Watertown Ford 24.96 Rep, Watertown Iron & Metal 11.70 Repairs/Maint., Watertown Library 96.50 Rep, Watertown Public Opinion 139.92 Sub, Watertown Public Opinion 2365.68 Pub, Watertown School District 917881.82 January 2016 Apportion, Watertown Area Transit 25000.00 Pmt, Watertown Wholesale 17.90 Supplies, Waverly School District 70487.43 January 2016 Apportion, Waverly Township 6566.63 January 2016 Apportion, Webster Area School Dist #18-5 10234.87 January 2016 Apportion, Wheelco 123.62 Repairs/Maint., Donald Wiedman 10.84 Jury, Eila Wiegman 24.28 Jury, Wight & Comes Funeral Chapel 2575.00 Asst, Michael Wight 54.20 Jury, Wiles & Rylance, Llp 730.13 Svc, Toby Wishard 40.00 Cell, WW Tire Service Inc. 77.70 Repairs/Maint., Xerox Corporation 221.97 Supplies, Yankton County Auditor 465.29 Pmt, Yankton Co. Sheriff 25.00 Svc, Yankton Co Treasurer 227.50 Svc, Zep Sales & Service 584.11 Supplies,

#### **2016 HIGHWAY STRIPING AGREEMENT**

Motion by Hanten, second by McElhany, to authorize the Chairman to sign the funding agreement for the 2016 road striping project with the SDDOT. Highway Supt., Rick Small, advised the Board that 36 miles were striped in 2015, and due to safety issues, in 2016, a total of 77.5 miles are scheduled to be striped. Mr. Small noted the 2016 total estimated cost is \$68,573.52, with the SDDOT providing an estimated \$15,750.42 towards the project and the estimated net cost to the County of \$53,503.10. Upon vote of the Board all present voted aye; motion carried.

#### **SURPLUS PATROL VEHICLES**

Motion by Johnson, second by Hanten, to declare GEN01511, a 2011 Dodge Charger; and GEN01485, a 2010 Dodge Charger; surplus to be traded in on two new patrol vehicles; per the request of Sheriff Wishard; all present voted aye; motion carried.

#### **EXTENSION OFFICE DEPUTY OFFICE COORDINATOR POSITION**

Motion by Hanten, second by Gabel, to authorize the Extension Office to advertise and hire a Deputy Office Coordinator, to fill a pending open position; all present voted aye; motion carried.

#### **LAW LIBRARY SOFTWARE CONTRACT**

Motion by Gabel, second by Hanten, to postpone the signing of a contract, for Law Library software, for one week until additional information is received; all present voted aye; motion carried

#### **LETTERS TO ARCHITECTURAL FIRMS**

Motion by Gabel, second by McElhany, to authorize the Chairman to sign letters to notify architectural firms, who submitted justice center pre-design service proposals, and were not selected as finalists for the project; all present voted aye; motion carried.

#### **SURPLUS COMPUTER EQUIPMENT**

Motion by Hanten, second by Gabel, to declare the following computer equipment, located in the Treasurer's Office, surplus to be destroyed; all present voted aye; motion carried: HP monitor s/n CNP451K416 and HP 6200 Pro CPU computer s/n MXL1291WP.

**CONSUMER PRICE INDEX TAXES PAYABLE IN 2017**

The Board noted correspondence received from the SD Dept. of Revenue indicating the CPI (Consumer Price Index), to be used for taxes payable in 2017, is 0%.

**PRESIDENTS' DAY**

The Board noted per previously adopted policy the Courthouse and all County offices will be closed on Monday, February 15<sup>th</sup>, 2016 in observance of Presidents' Day.

**PERSONNEL CHANGES**

Motion by Hanten, second by McElhany, to approve the following personnel changes; all present vote aye; motion carried: Deputy Extension Office Coordinator, Crystal Neale, resignation effective February 19, 2016. Correctional Officer, Erin Lenzner, anniversary step increase, from step 6/\$20.05 per hour to step 7/\$20.70 per hour.

**SENATE BILL 105**

Commissioner Gabel updated the Board on the status of Senate Bill 105 which has been deferred to the 41<sup>st</sup> day of the Legislative session.

**CCJAC**

Commissioner Gabel advised the Board that the CCJAC will conduct interviews with the BKV Group, Minneapolis and Shive-Hattery/TSP, West Des Moines and Sioux Falls; architectural firms who submitted justice center pre-design services proposals. The interviews will take place at meetings of the CCJAC on February 16<sup>th</sup> and 23<sup>rd</sup>, at LATI at 6:10 p.m.

**EXECUTIVE SESSION**

Motion by Hanten, second by Gabel, to enter into executive session at 9:24 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 9:51 a.m., action was taken. Sheriff Wishard was present for executive session.

**CORRECTIONAL OFFICER POSITIONS**

Motion by McElhany, second by Hanten, to authorize Sheriff Wishard to advertise internally for a full time Correctional Officer position and to advertise externally for two part time Correctional Officer positions. Sheriff Wishard noted that filling these positions will maintain the current full time Correctional Officer census and part time correctional officer pool. 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 Johnson, second by McElhany, to adjourn at 9:54 a.m., until 9:00 a.m., Tuesday, February 16<sup>th</sup>, 2016; 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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