

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

January 28, 2014

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, January 28, 2014, at the Codington County Courthouse. Commission members present were: Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; absent George Heller; 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 McElhany, second by Johnson, to approve the minutes of January 21<sup>st</sup>, 2014; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Emergency Management Director, Jim Sutton**, reported the Search and Rescue team has recently completed CPR certification and re-certification training; the new dog trailer is in service; and the Search and Rescue team will assist at the Polar Plunge on February 15<sup>th</sup> at Lake Kampeska. **Sheriff, Toby Wishard**, submitted the following statistics for the month ending December 31<sup>st</sup>, 2013 for the Detention Center and Sheriff's Office: average daily inmate population 45.39; bookings 210; \$10,335.00 collected in fees for out of county prisoner contracts; \$7,015.00 collected in work release fees; \$3,024.00 collected in fees for the 24/7 program, \$5,205.00 collected in SCRAM fees and remitted to the Clerk of Courts Office; with 39 individuals testing twice daily for PBT's; 4 individuals reporting twice weekly for UA Drug testing; and 32 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 403 cases/calls for service; 14 accidents investigated; 98 arrest warrants were served; 218 sets of civil papers served; and a total of 3,557 miles traveled for 15 prisoner transports. Crisis Intervention Training is scheduled to start Thursday, January 30<sup>th</sup> for Detention Center and Sheriff's Office employees. The Sheriff will meet today, with Mark Aspaas, Architecture Inc., to review security details for the proposed Justice Center building project. Sheriff Wishard reviewed with the Board a 2013 statistical report of inmate population; bookings; 24/7 fees collected; and other funds collected, including inmate phone system proceeds for the year ending 2013. Sheriff Wishard also reviewed with the Board a 2013 incident and arrest summary; yearly statistics for calls for service, accidents, warrants, civil papers, and transport miles. Discussion was held regarding the number of available inmate beds created when the Detention Center was built in 1973-1974; the number of inmate beds that have been added since that time; and the number that will be needed into the future years.

**CLAIM APPROVED**

Motion by Hanten, second by McElhany, to approve for payment the following claim: City of Watertown, \$22,897.09, November 911 surcharge fees collected. Upon vote of the Board; all present voted aye; motion carried.

**PAYROLL CLAIMS**

Motion by Hanten, second by McElhany, to approve January salary claims; all present voted aye; motion carried: Commissioners: 9,434.02 total salaries; Elmer Brinkman 1796.80; Brenda Hanten 1696.80; Myron Johnson 1696.80; George Heller 1696.80; Tyler McElhany 1696.80. Auditor: 18,459.11 total salaries; Cindy Brugman 4722.36; Judy Heim 2914.50; Jodi Pearson 3163.32; Debbie Melville 2914.50. Co. Treasurer: 26,417.68 total salaries; Carol Maloney 4483.98; Janet Bevers 3462.60; Betty Overlie

Codington County, January 28, 2014

2914.50; Lindee Waba 3008.46; Carmen Nelson 2742.24; Sandy Theye 2575.20. States Attorney: 33,635.18 total salaries; Dawn Aman-Elshere 7901.34; Linda Young 3514.80; Barb Maxwell 2914.50; Ruth Swenson part time @ 16.75 hr.; Chad Nelson 5211.30; Patrick McCann 4814.58. Gov. Buildings: 18,449.58 total salaries; Milo Ford 4936.38; Bob Byer 3514.80; Cindy Dargatz part time @ 15.55 hr.; Steve Deville 2824.02; Chad Crom part time @ 13.96 hr. Dir. Equalization: 38,707.57 total salaries; Shawna Constant 4611.00; Diane Merchant 3163.32; Michelle Pederson 3370.38; Heidi Thorson 3556.56; Jamie Monson part time @ 18.77 hr.; Barb Martenson 2914.50; Sandi Wegter 2824.02; Melissa Sears 3064.14; Allison Forbush 3064.14. Reg. of Deeds: 17,719.40 total salaries; Ann Rasmussen 4483.98; Mary Fransen 3462.60; Mary Halsey 2824.02; Jacki Manning 2914.50. Veterans Service: 8,910.05 total salaries; Al Janzen 3681.84; Peggy Raml 2914.50. Sheriff: 77,859.88 total salaries; Toby Wishard 5427.06; Dave Gibbs 4109.88; Brian Richter 4127.28; Dave Curtis 3975.90; Janelle Nygaard 3065.88; Rusty Mathews 3864.54; Adam Reeves 3370.38; Brad Howell 4334.34; Kristi Gast 3514.80; Kathy Young 3166.80; Scott Bohls 3864.54; Jerrod Olson 3864.54; Mike Gubka 3847.14; Chuck Carbonneau part time @ 20.68 hr.; Jim Wollan part time @ 20.68 hr.; Keith Olson part time @ 20.68 hr.; Trever Schimmel part time @ 19.47 hr.; Co. Jail: 90,747.47 total salaries; Tom Walder 4370.88; Marie Suman 3429.54; Lori Mills 3429.54; Cindy Olson part time @ 19.71 hr.; Marcy Rossow 2629.14; Shawna Carter 3446.94; Lindsey Stricherz 3446.94; Jennifer Guest 3446.94; Amy Coon 3446.94; Jennifer Matejek 3429.54; Matt Blackwelder 3212.04; Char Kurkowski 3112.86; Erin Winge 3130.26; Kayla Erickson 3130.26; Wesley Jennings 3017.16; Melissa Holtquist part time @ 16.80 hr.; Jean Johnson part time @ 16.29 hr.; Maria Escamilla part time @ 16.80 hr.; Sharon Carbonneau part time @ 16.29 hr.; Jeff Hershman 3264.24; Steve Coyle 2914.50. Care of the Poor: 4,206.89 total salaries; Sarah Petersen 2899.54; Julie Radach part time @ 14.80 hr. County Nurse: 4,008.79 total salaries; Jeanie Ochsendorf 2914.50. Ag. Bldg.: 9,085.20 total salaries; Bryan Bleeker 3264.24; Scott Swanson 2914.50. Co. Extension: 8,503.89 total salaries; Becky Goens 3163.32; Crystal Neale 3008.46. Weed Control: 4,628.36 total salaries; Steve Molengraaf 3163.32. Planning Board: 239.55 total salaries. Road & Bridge: 78,667.09 total salaries; Rick Small 5294.82; Allen Benck 3600.06; Cal Engels 3483.48; Brad Schwinger 3600.06; Terry Keogan 3483.48; Eric Dargatz 3483.48; Jeff Case 3654.00; Rick Hartley 4377.84; Richard Maag 3535.68; Todd Warne 3654.00; Dave Hedding 3600.06; Lori Deutsch 3163.32; Rick Holinka 3483.48; Dan Busta 3483.48; Duane Dolen 3600.06; Matt Dargatz 3060.66. Emergency Management: 10,587.83 total salaries; Jim Sutton 4372.62; Marty Karnopp 3387.78. Crime Victim: 5,699.71 total salaries; Jan Steele 4379.58. W.I.C.: 4,003.33 total salaries; Deb Hartle 2914.50. Total: 469,970.58. Breakdown of withholding amounts which are included in the above: S.D. Retirement 41,778.62; S.D. Retirement 359.60 spouse option; S.D. Supplemental Retire. 1,635.00 suppl. retire.; Wellmark 63,753.83 ins.; Lincoln Financial Group 446.50 life ins.; Delta Dental 5,582.36 ins.; Avesis 705.21 ins.; Nationwide Retire. Sol. 214.29 suppl. retire.; AFSCME Local #2488 352.80 employee union dues; AFLAC 2,521.05 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,542.00 suppl. retire.; AFLAC 400.15 ins.; Watertown United Way 125.42 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 12,002.00 employee payments; Cod. Co. Treasurer 35,050.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 238.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 36,081.61 federal withholding; ReliaBank Dakota 53,278.66 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

### **2014 CAMPGROUND RATES**

Facilities Manager, Milo Ford, met with the Board to discuss 2014 campground rates. Mr. Ford noted he has collected data regarding State and City rates in the area and the current rates at Memorial Park are in line with the rates of those entities. Motion by McElhany, second by Johnson, to keep the 2014 campground rates the same as the 2013 rates; per the recommendation of Facilities Manager, Milo Ford, all present voted aye; motion carried.

Full Hook-up 50 amp: \$23.00 per day; \$138.00 per week; and \$547.00 per 30 day month.  
Full Hook-up 30 amp: \$22.00 per day; \$132.00 per week; and \$479.00 per 30 day month.  
Electric Only 20-30 amp: \$20.00 per day; \$120.00 per week; and \$431.00 per 30 day month.  
Tent Site: \$15.00 per day or \$90.00 per week.  
Building Rental: \$57.00 per day  
Picnic Shelters: \$20.00 reservation fee.  
Firewood: \$4.00 per bundle.

**ABATEMENTS**

Motion by Hanten, second by Johnson, to approve the following property tax abatement applications; all present voted aye; motion carried: Property record #8126; property owner should have received owner occupied status; \$694.70 abated. Property record #10256, property quality was incorrect; \$54.38 abated.

**HOUSING AND REDEVELOPMENT COMMISSION**

The Board discussed appointments to the Housing and Redevelopment Commission. Motion by Hanten, second by McElhany, to authorize the Chairman to sign the following certificate of appointment and to authorize the Auditor to set a meeting date of the Housing Commission; all present voted aye; motion carried.

**CERTIFICATE OF APPOINTMENT OF COMMISSIONERS OF THE  
HOUSING AND REDEVELOPMENT COMMISSION OF  
CODINGTON COUNTY, SOUTH DAKOTA**

WHEREAS, the Board of Commissioners of Codington County, South Dakota, held a regular meeting on the 23rd day of July, 2002; and

WHEREAS, at said meeting resolution #2002-18 was passed and adopted declaring the need for a Housing and Redevelopment Commission;

NOW, THEREFORE, pursuant to the provisions of the County and Municipal Housing and Redevelopment Law (S.D. Codified Laws 11-7-12(1995)), and by virtue of my office as chairman, I hereby appoint the five persons hereinafter named to serve as Commissioners of the Housing and Redevelopment Commission of Codington County, South Dakota, and each to serve until the expiration date appearing after his or her name.

Elmer Brinkman, term expires 12/31/2014

Georgia Kahnke, term expires 12/31/2015

Judy Kos, term expires 12/31/2016

George Heller, term expires 12/31/2017

Kathy Turbak, term expires 12/31/2018

IN TESTIMONY WHEREOF, I have hereunto signed my name as Chairman of the Board of Commissioners of Codington County, South Dakota, caused the corporate seal of said Codington County to be attached hereto this 28<sup>th</sup> day of January, 2014.

Elmer P. Brinkman  
(Chairman)

ATTEST:

Cindy Brugman  
(Auditor)

**BOND PROCEDURES**

Toby Morris, Dougherty & Company LLC appeared before the Board, per a prior request of the Board, to review the timeline for a Bond election. Mr. Morris also supplied the Board with a Bond Referendum Organizational Chart and preliminary calendar of events. Mr. Morris will prepare a step by step plan for the Board's reference when beginning the process to place a bond issue on an election ballot. Discussion was held regarding the placement of a bond issue on the General Election ballot rather than the June Primary ballot.

**PERSONNEL CHANGES**

Motion by McElhany, second by Johnson, to approve the following personnel change; all present voted aye; motion carried: Part time Correctional Officer, Maria Escamilla, step increase upon reaching the required number of hours worked to step 2/\$16.80 per hour. Motion by McElhany, second by Hanten, to correct a personnel change position title from January 14<sup>th</sup> regarding Robert Byer. The position title noted in the minutes as, Lead Building Maintenance should have read Deputy Maintenance Supervisor. Upon vote of the Board; all present voted aye; motion carried.

**JUSTICE CENTER BUILDING PROJECT**

Commissioner Hanten reported she has contacted Architecture Inc. to obtain an estimate of the cost to remodel the Detention Center into office space should a new Justice Center Building become a reality.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 10:25 a.m., until 9:00 a.m., Tuesday, February 4<sup>th</sup>, 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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