

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

July 28, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 28, 2015, 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 July 21, 2015; all present voted aye; motion carried.

GRAVEL STOCKPILE BIDS

Highway Supt., Rick Small, opened and announced the following bids as previously advertised for 3/4 inch gravel stockpiles:

Bidder	Bid per ton	Total Bid (40,000 tons more or less)
Brownlee Construction Watertown, SD	\$4.39	\$175,600.00

Motion by Johnson, second by McElhany, to accept the bid of Brownlee Construction, the only bid; all present voted aye; motion carried.

TRACTOR MOWER BIDS

Motion by Gabel, second by Hanten, to take from the table action to award a bid for a tractor mower; all present voted aye; motion carried. **Highway Supt., Rick Small**, recommended that the Board accept the following bid, which was announced at the Board's meeting held July 21, 2015, for a tractor mower:

<u>Bidder</u>	<u>Cash outright</u>	<u>Trade value</u>	<u>Net Bid</u>
Schuneman Equip. Watertown, SD	\$116,000	\$4,500	\$111,500
	60" side mower		

Mr. Small noted this bid is not the lowest bid but this bid matches the specs pertaining to the listed minimum weight requirement. Motion by Johnson, second by Hanten, to accept the bid of Schuneman Equip., as recommended by Mr. Small; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reviewed Search and Rescue activities for the past month and upcoming month: July 1st – assisted the SD GFP with the recovery and removal of a dock section in Lake Kampeska; July 4th – participated in 4th of July parade in Watertown; July 8th, 15th, and 22nd assisted with Camp Chance; July 11th assisted with the Hy-Vee mini triathlon; July 18th assisted with the Lake Cochrane Outland Challenge triathlon; July 24th the canine team was requested to assist in the search for a missing woman in Lincoln County; and August 29th will assist with the "Rumble on the Ranch" event. Mr. Sutton noted he will travel to assist State Emergency Management with pre-rally and first weekend rally events. The Search and Rescue Support Organization annual banquet/fund raiser will be held on August 13th. **Sheriff, Toby Wishard**, submitted the following statistics compiled during the

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month of June, 2015, for the Detention Center and Sheriff's Office: Average daily inmate population 67.10 (low of 59 and high of 78); bookings 256; \$11,815.95 collected in fees for out of county prisoner contracts; \$11,740.00 collected in work release fees; \$4,573.00 collected in fees for the 24/7 program; \$4,310.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General's Office; 47 individuals testing twice daily for PBT'S; 23 individuals reporting twice weekly for UA Drug testing; and 23 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 535 cases/calls for service; 8 traffic accident investigated; 134 arrest warrants served; 288 sets of civil papers served; and 3,930 transport miles conducting 17 inmate transports. Sheriff Wishard presented the Board with a report of fees collected in the amount of \$5,245.20 and retained by the County, during the month of June, 2015.

2016 BUDGET REVIEW

The Board heard 2016 budget presentations for the following departments: Emergency Management, Search and Rescue, Sheriff, Detention Center, Youth at Risk, 24/7 and Planning Board.

NATIONAL NIGHT OUT FOR LAW ENFORCEMENT

Motion by Hanten, second by Gable, to authorize the use of Courthouse grounds for the event known as, "National Night Out for Law Enforcement" on August 4, 2015, as requested by Sheriff Wishard; all present voted aye; motion carried.

DETENTION CENTER SECURITY UPGRADES

Motion by Hanten, second by McElhany, to accept the proposal of Roethler Construction for Detention Center security upgrades, in the amount of \$16,800.00, as requested and recommended by Sheriff Wishard; all present voted aye; motion carried.

SHERIFF'S MILEAGE FEES

Motion by McElhany, second by Gabel, to set the rate for mileage fees, chargeable by the Sheriff, at \$.48 per mile; effective date August 1, 2015; as allowed by SDCL 7-12-18; all present voted aye; motion carried.

BELD PLAT RESOLUTION

Zoning Officer, Luke Muller, presented the Board with a plat of the Beld Addition. Mr. Muller reviewed the plat and the Board approved the following resolution:

RESOLUTION #2015-18

A Resolution to approve the platting of the Beld Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Beld Addition located in the NE1/4 of Section 33-T116N-R54W of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

Union 14,317.00 employee payments; Cod. Co. Treasurer 35,215.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 195.00 employee union due; Codington County Deputy Sheriff's Association 135.00 employee union dues; ReliaBank Dakota 36,175.64 federal withholding; ReliaBank Dakota 56,122.84 social security; Breit Law Office 223.81 employee wage deduction; Barbara Curtis 800.00 employee payment; United Accounts 463.87 employee wage deduction; Washington National Ins. 20.20 ins.; employee payment.

FIREWORKS PERMITS TO DISCHARGE

Motion by Hanten, second by McElhany, to approve the following permits to discharge fireworks; all present voted aye; motion carried: Arnold Haan, consumer fireworks at 17359 464 Ave, Watertown, from 9:00 to 11:00 p.m. on August 1, 2015 and Lucas Nogelmeier, consumer and display fireworks, on the ball field at the all school reunion in Florence, on August 1, 2015.

EMPLOYEE RESIDENCY POLICY

The Board held a discussion regarding the current employee residency requirement policy. Human Resource Director, Terry Satterlee, was present for this discussion. The Board directed Mr. Satterlee to prepare two policy drafts; one draft leaving residency requirements up to the corresponding department head and one draft with residency requirements with exceptions. The Board will take action on the policy at their meeting scheduled for August 4th.

REVISED JOB DESCRIPTIONS PER FLSA

Motion by Hanten, second by McElhany, to approve revised job descriptions for the positions of Emergency Management Director, Veterans Service Officer, and Welfare Director. Human Resource Director, Terry Satterlee, informed the Board these positions need to be changed from exempt employee status to non-exempt status per the FLSA which requires the supervision of two or more full time employees to qualify for exempt status. Upon vote of the Board; all present voted aye; motion carried.

CHILDREN IN THE WORK PLACE

The Board held a discussion regarding Codington County employee's bringing their children into the workplace. Human Resource Director, Terry Satterlee, presented the Board with a draft policy for their review. The Board will take action on this proposed policy at their meeting scheduled for August 4th.

CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE

Commissioner Gabel provided the Board with a report, prepared by the National Center for State Courts, reflecting development of Courthouse space requirements for court rooms and support areas, judicial chambers, Clerk of Courts, Court Services, States Attorney, building security, and building support. Discussion was held regarding budgeting funds in 2016 for architectural fees and possibly construction manager fees.

RESOLUTION RECOGNIZING STATES ATTORNEY DAWN ELSHERE

Motion by Hanten, second by McElhany, to adopt Resolution 2015-19, honoring States Attorney Dawn Elshere who is resigning her position to take the position of Magistrate Judge of the Third Circuit Court; all present voted aye; motion carried.

RESOLUTION 2015-19

WHEREAS, Dawn Elshere has served as Codington County States Attorney for 8 years and 7 months, and,

WHEREAS, Dawn Elshere has provided excellent service to the citizens of Codington County by prosecuting those who have been charged with criminal offenses; and,

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WHEREAS, Dawn Elshere has provided leadership to the staff of the States Attorney Office and created efficiencies by maintaining up to date technology; and,

WHEREAS, Dawn Elshere has been recognized for cooperating with and working with law enforcement officers within the county; and,

WHEREAS, Dawn Elshere has been helpful in assisting the Board of County Commissioners with questions of law or procedure when requested; and,

WHEREAS, Dawn Elshere has been appointed Magistrate Judge within the Third Judicial Circuit effective July 30, 2015;

THEREFORE BE IT RESOLVED, that the citizens of Codington County join the Board of County Commissioners in expressing their appreciation to Dawn Elshere for her leadership to Codington County; and,

BE IT FURTHER RESOLVED, that July 30, 2015 be declared **DAWN ELSHERE DAY** in Codington County, and that this action be spread over the minutes of the Board of County Commissioners for Codington County to remain there for all posterity.

Upon vote of the Board this resolution was adopted this 28th day of July, 2015.

Elmer P. Brinkman
Chairman, District IV

Lee Gabel
Commissioner, District I

Tyler McElhany
Commissioner, District II

Myron Johnson
Commissioner, District III

Brenda Hanten
Commissioner, District V

ATTEST:

Cindy Brugman
Codington County Auditor

PERSONNEL CHANGES

Motion by McElhany, second by Gabel, to approve the following anniversary step increase personnel changes; all present voted aye; motion carried: Vet. Svc. Secretary, Peggy Raml, from step 8/\$17.43 per hour to step 9/\$17.69; effective date August 1, 2015 and Hwy. Maint. III, Dave Hedding, from step 8/\$21.53 per hour to step 9/\$21.85; effective date August 1, 2015.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Register of Deeds, Tyler Technologies user meetings; Facilities Manager, SDPRA Conference; and Treasurer, Ultra Software user meetings.

EXECUTIVE SESSION

Motion by Hanten, second by Johnson, to enter into executive session at 10:44 a.m. to discuss a personnel performance issue; all present voted aye; motion carried. The Board returned to regular session at 11:02 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 11:02 a.m., until 9:00 a.m., Tuesday, August 4th, 2015; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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