

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

June 2, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, June 2nd, 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 Hanten, second by McElhany, to approve the minutes of May 26th, 2015; all present voted aye; motion carried.

MONTHLY REPORTS

Weed Supervisor, Steve Molengraaf, reported on Purple Loosestrife collection; 600 miles of County, City and Township roads have been sprayed to date along with some private properties; volunteer letters are being mailed; and training on ATV operation has been completed. **Veterans Service Officer, Al Janzen**, reported 5 trips with 12 riders in the month of May; Memorial Day programs were well attended; the local VA Clinic has added an additional Doctor to staff and additional services will be available at the clinic in the coming months. **Community Health Nurse, Anne Kriese**, introduced new hire WIC clerical, Sara Aman, to the Board. Ms. Kriese informed the Board of upcoming staffing changes to the Community Health Nurse regional office. **4-H/Youth Program Advisor, Jodi Loehrer**, updated the Board on: SDSU Team Leadership Conference; 4-H Camp; Citizen Washington Focus; special foods workshops; cat, rabbit and poultry workshop; Kid Care Babysitting Clinic; 4-H Malt Wagon; and County horse show to be held in Clark. **Welfare Director, Sarah Petersen**, provided the Board with a report from her office for May, 2015. 36 people were served for the following: 12 medical, 3 homeless, 14 housing, 1 housing support, 2 prescriptions, 3 utilities, and 1 miscellaneous. \$350.00 in cost was paid out for these contacts. The NACO prescription drug program provided \$5,855.28 in savings to 137 people for the month. Ms. Petersen briefly outlined the NACO "Stepping Up Program" which addresses mental illness and working to keep those suffering from mental illness from being placed in County jails.

MALT BEVERAGE LICENSE RENEWALS

Motion by McElhany, second by Johnson, to approve the following 2015-2106 Malt Beverage renewal applications as announced by the Auditor: Gordon Kliegel, DBA - Rauville Station; David Blutorn, DBA - Rooster Bar; W.J. Schmitt Enterprise, Inc., DBA-Southfork Lounge; and Sisseton-Wahpeton Sioux Tribe DBA Dakota Sioux Casino. Upon vote of the Board; all present voted aye; motion carried.

GRAVEL TRUCK PURCHASE

Highway Supt., Rick Small, presented the board with bid information, from Lake County, for the purchase of a gravel truck. Mr. Small noted he has 2015 budgeted funds in the amount of \$165,800.00 for the purchase of a gravel truck for his department. Lake County recently awarded a bid to I State Truck Center, Sioux Falls, SD, in the amount of \$106,844.00 with an option for an extended warranty in the amount of \$3,270.00. Mr. Small recommended utilizing the bid of Lake County as other bids have come in much higher than the \$106,844.00 received by Lake County. Mr. Small has received notice from I State Truck Center indicating they will extend the Lake County bid award to Codington County for the gravel truck and extended warrant. Motion by Hanten, second by McElhany, to purchase the

aforementioned gravel truck from the bid of Lake County including the extended warranty; all present voted aye; motion carried.

FY2015 WIC CONTRACT

Motion by Johnson, second by Brinkman, to approve the FY2016 WIC Contract, between the South Dakota Dept. of Health and Codington County, in the amount of \$34,850.00, for the time period June 1, 2015 through May 31, 2016, for the provision of WIC clerical services; all present voted aye; motion carried.

MEDIA POLICY

Human Resource Director, Terry Satterlee, presented the Board with Commission Directive 2015-1, which will establish a Media Policy for Codington County to follow per the request of Safety Benefits. Motion by McElhany, second by Hanten, to adopt Commission Directive 2015-1 establishing a Media Policy for County employees; all present voted aye; motion carried.

EMPLOYEE DRIVING PRIVILEGES POLICY

Human Resource Director, Terry Satterlee, presented the Board with Commission Directive 2015-2, which will establish a policy requiring employees to notify their immediate supervisor in the event said employee loses their driving privileges or license. Motion by Hanten, second by Gabel, to adopt Commission Directive 2015-2 as presented by Mr. Satterlee. Discussion was held regarding employees operating County machinery without a valid driver's license. Mr. Satterlee will revise the draft policy and present it to the Board at their next meeting.

PERSONNEL CHANGES

Motion by McElhany, second by Gabel, to approve the following personnel changes; all present voted aye; motion carried: Auditor Payroll Officer, Jodi Pearson, anniversary step increase, from step 8/\$18.91 per hour to step 9/\$19.20 per hour, effective June 1, 2015. Director of Equalization Data Base Coordinator, Michelle Pederson, anniversary step increase, step 8/\$20.15 to step 9/\$20.45 per hour, effective June 15, 2015. Detention Center Cook, Marcy Rossow, anniversary step increase, step 5/\$15.96 to step 6/\$16.47 per hour, effective June 1, 2015. New Hire part time Correctional Officer, Brittini Schliesman, step 1/\$16.70 per hour, effective May 26, 2015.

TRAVEL REQUESTS

Motion by Hanten, second by Johnson, to approve the following travel request; all present voted aye; motion carried: Auditor, Board of Election meeting in Pierre.

OUTSOURCING JAIL SPACE CONSIDERATIONS

Commissioner Gabel presented the Board with a list of considerations for outsourcing jail space to other Counties. These considerations could come into play at a time when Codington County's inmate numbers increase to a point where the County is consistently over capacity.

EMPLOYEE HEALTH AND LIFE INSURANCE POLICIES

The Board held a discussion regarding the County's current health insurance and life insurance policies for County employees. The Board agreed to start the process to request health insurance and life insurance proposals.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Gabel, to adjourn at 10:15 a.m., until 9:00 a.m., Tuesday, June 9th, 2015; 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 \$_____.