

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

March 10, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 10<sup>th</sup>, 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 Johnson, second by McElhany, to approve the minutes of February 24<sup>th</sup>, 2015; all present voted aye; motion carried.

**MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported the 2014 annual report has been completed, filed with the Dept. of Legislative Audit, and scheduled for publishing as required. The Auditor's Office will be open extended hours today for the Waverly School Election. **Director of Equalization, Shawna Constant**, reported 2015 assessment notices have been mailed to property owners and her office is fielding inquiries related to those notices. Local Boards of Equalization will begin meeting next week. Discussion was held regarding valuation increases in the small towns within the County.

**AUDITOR'S ACCOUNT WITH THE TREASURER**

Motion by Hanten, second by Gabel, 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 February 2015, all present voted aye; motion carried.

Cash on hand	\$ 8,677.06
Checks in Treasurers' possession	
less than 3 days	\$ 61,254.12
Credit Card Charges	\$ 2,784.15
Cash Items	\$ 330.71
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$ 73,046.04</b>
<b>RECONCILED CHECKING</b>	
Great Western Bank Checking (Memorial Park)	\$ 2,326.85
Reliabank Dakota	\$14,055,346.95
<b>INVESTMENTS</b>	
SD Public Funds Investment	\$ 6,971.88
<b>CERTIFICATES OF DEPOSIT</b>	
Home Federal Bank	\$ 1,000,000.00
<b>TOTAL CASH ASSETS</b>	<b>\$15,137,691.72</b>
<b>General Ledger Cash Balance by Funds:</b>	
General	\$ 8,289,908.88
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 5,295,357.18
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,042,013.81
(schools 462,939.78, townships 44,198.35; city/towns 91,292.89)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$15,137,691.72</b>

Codington County, March 10, 2015

**REGISTER OF DEEDS MONTHLY FEES**

The Board noted a report of fees as submitted by Register of Deeds, Ann Rasmussen. Total transactions in February 2015 were in the amount of \$19,936.00; with \$2,850.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

**CLAIMS**

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: A-Ox Welding 575.20 Supplies, Accreditation, Audit And 150.00 Train, Aason Engineering 2481.41 Repairs/Maint., Active Data Systems, Inc 750.00 Maint, American Legion 23.00 Sup, Norma Anderson 15.00 Svc, Andor, Inc. 161.51 Rep, AP Auto Pros 50.22 Rep, Assn SD County Weed & Pest 150.00 Dues, AT&T Mobility 144.97 Util, Autobody Specialties 32.65 Sup, Avera Queen Of Peace 677.35 Svc, Avera St. Luke's 200.00 Svc, Lawrence Bachman 20.00 Wit, Graciela Barrantes 270.00 Svc, Beacon Center 1000.00 Pmt, Allen Benck 25.00 Utilities, Thomas Bernard 101.48 Jury, Bierschbach Equipment 63.70 Supplies, Blackburn & Stevens Prof Llc 203.58 Svc, Scott A. Bohls 40.00 Cell, Borns Group 7314.38 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 3457.80 Svc, Brian's Glass & Door Inc. 108.00 Repairs/Maint., Brown Clinic Northridge 1915.00 Svc, Brown Clinic Pllp 2340.00 Svc, Brown Clinic Main 677.00 Svc, Bullet Sportswear & Graphics 7.50 Sup, Burns Law Office 4131.10 Svc, Business Telephone Company 15.00 Sup, Dan Busta 25.00 Utilities, Carquest Auto Parts 3.35 Rep, Jeff Case 25.00 Utilities, Kemps Llc 1372.35 Sup, Centurylink 37.40 Util, Centurylink 719.72 Util, Chuck's Bike & Lock Shop 228.00 Sup, Clausen Construction 65566.55 Repairs/Maint., Codington Clark Electric 35.62 Util, Codington Co. Historical Soc. 6000.00 Pmt, Codington County Treasurer 10.17 Reimb, Cole Papers, Inc. 1186.58 Sup, Compass Counseling 3000.00 Svc, Connecting Point Computer Cent 691.65 Maint, Shawna Constant 25.00 Cell, County Fair Foods 108.66 Sup, Credit Bureau Of Watertown Inc 1303.97 Pmt, Crescent Electric Supply Co. 70.92 Rep, Crescent Electric Supply Company 172.06 Supplies, Culligan Water Conditioning 284.00 Sup, David Curtis 40.00 Cell, Eric Dargatz 25.00 Utilities, Matt Dargatz 25.00 Utilities, Data Truck 39.99 Util, Delyle's South 81 Service Inc 786.49 Rep, Diamond Vogel 36.29 Repairs/Maint., Duane Dolen 25.00 Utilities, Jamie Dolen 25.00 Utilities, Doug's Anchor Marine 767.69 Rep, DVL Fire And Safety 153.00 Rep, DVL Fire And Safety 833.00 Repairs/Maint., Dynotune 3465.00 Rep, Bimbo Foods, Inc 834.53 Sup, East Dakota Water Development 1236.90 February Apportionment, Marv Ekeren 15.00 Svc, Elite Signs And Graphix 45.00 Sup, Ellyson Law Office 1441.11 Svc, EMC Insurance Companies 4325.09 Ins, Calvin Engels 27.53 Utilities, Engelstad Electric Co. 233.68 Rep, Family, Cosmetic And 4007.00 Svc, Farnams Genuine Parts 33.98 Rep, Farnams Genuine Parts 436.48 Supplies, Federal Signal Corporation 13507.00 Grant, Town Of Florence 25.00 Util, Allison Forbush 25.00 Cell, GCR Tire Center 3.16 Supplies, GCR Tires & Services 245.70 Rep, Genoa Healthcare/Watertown 6568.37 Svc, Glass Products Inc. 3513.34 Rep, Karen Glover 51.48 Jury, Grainger 131.60 Rep, Graybar 121.94 Rep, Green, Roby, Oviatt, 4454.53 Svc, Greentree Psychological Svc. 135.00 Svc, Michael Gubka 40.00 Cell, Rick Hartley 40.00 Utilities, Dave Hedding 25.00 Utilities, Kristin Hemmer 107.40 Jury, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 798.25 Rep, Ashley Hinker 33.32 Wit, Rick Holinka 25.00 Utilities, Brad Howell 40.00 Cell, Hy-Vee #1871 Accts Receivable 1796.23 Sup, Interlakes Community Action 1188.92 Pmt., Jago Designs 1100.00 Svc, Al Janzen 115.00 Trav, Johnson Controls, Inc. 1866.47 Rep, Darla Kannas 104.44 Jury, Marty Karnopp 40.00 Cell, Jennie Kelly 97.70 Wit, Lake Area Zoological Society 15000.00 Pmt, Jeff Larson Law 3180.78 Svc, Lewis & Clark Bhs 480.00 Svc, Lewno Law Office 299.48 Svc, Lincoln Co Treasurer 783.12 Svc, Jodi Loehrer 133.25 Reimb, Carol Lyons 20.00 Wit, Mac's Inc 283.85 Supplies, Mac's Inc. 100.94 Sup, Mahowald's Hardware 12.98 Supplies, Mahowald's 136.42 Rep, Marco, Inc 374.35 Rent, Daniel Martin 52.22 Jury, Russell Mathews 40.00 Cell, Mcleod's Printing & Office Sup 664.27 Sup, Menards 403.19 Rep, Menards 670.07 Supplies, Midcontinent Communications 376.13 Util, Milbank Communications 100.16 Rep, Milbank Communications 1320.00 Supplies, Mobile Electronic Service 1745.00 Sup, Steve Molengraaf 65.00 Reimb, Jamie Monson 12.50 Cell, Madigan Moore 20.00 Wit, Motorola Solutions, Inc 3452.25 Equip, Municipal Utilities 18059.68 Util, Municipal Utilities 1676.53 Utilities, Muth Electric 3153.56 Rep, Nartec, Inc 90.25 Sup, Northwestern Energy 577.20 Utilities,

Northern Safety Technology 1590.67 Equip, Office Peeps, Inc. 1873.39 Sup, Office Peeps 2.02 Supplies, Jerrod Olson 40.00 Cell, Otis Elevator Company 958.25 Rep, Ottetail Power Co, 50.31 Utilities, Overhead Door Co 122.45 Rep, Michelle Pederson 25.00 Cell, Pennington County Jail 90.35 Trav, Performance Towing 60.00 Fees, Sarah Petersen 1658.51 Trav, Pitney Bowes 224.00 Rent, PMB 0112 151.71 Util, Pollard & Larson , Llp 186.00 Svc, Prairie Lakes Health Care Cent 3897.49 Svc, Print 'Em Now 577.00 Sup, Print Em Now 217.00 Supplies, Productivity Plus Account 52.86 Repairs/Maint., Roger Redmond 68.50 Jury, Adam Reeves 40.00 Cell, Cathryn Rehfuss 15.00 Svc, Brian Richter 40.00 Cell, Robyn Riter 25.00 Utilities, Runnings 89.96 Sup, Runnings Farm & Fleet 19.99 Supplies, Dawn Russell 224.60 Svc, Sanford Clinic 470.00 Svc, Sanford Watertown Occupational 55.00 Svc, Dean Schaefer Court Reporting 90.00 Svc, Trever Schimmel 40.00 Cell, Schrader's 219.99 Equip, Brad Schwinger 25.00 Utilities, SD Department Of Revenue 910.00 Svc, S.D. Federal Property 163.75 Sup, SD State Treasurer 366656.73 March Remittance, SDACO 550.00 M&P, SDN Communications 1129.09 Util, SDPAA 95936.29 Ins, South Dakota Safety Council 55.00 Fees, SDSU Extension 17780.00 Pmt, Melissa Sears 25.00 Cell, Securus Technologies 3617.00 Sup, Heidi Selchert 25.00 Cell, Senior Companions Of SD 1500.00 Pmt, Senske Construction 1941.00 Rep, Sioux Valley Coop 1088.47 Sup, Sioux Valley Coop 7251.95 Supplies, Ricky Small 40.00 Utilities, Nichole Smith 102.96 Jury, Town Of South Shore 55.00 Utilities, South Shore Gazette 1917.76 Pub, Heather Spaniol 20.00 Wit, Thomas Stanley 47.00 Trav, Star Laundry 66.03 Sup, Star Laundry 123.34 Supplies, Connie Stoebner 410.40 Svc, Streicher's 193.96 Sup, Sturdevants Auto Parts 121.53 Repairs/Maint., Sutton Law Office Pc 14768.15 Svc, Karen Swanda 15.00 Svc, Scott Swanson 25.00 Svc, Sysco North Dakota 8918.69 Sup, TLC Marine/Outdoor Power 89.00 Supplies, Toshiba Financial Services 305.05 Rent, Tractor Supply 13.99 Supplies, Trugreen 514.50 Sup, Verizon Wireless 722.25 Util, Great Western Bank 21.00 Supplies, Great Western Bank 961.48 Pmt, Tom Walder 40.00 Cell, Walmart Community 340.53 Sup, Todd Warne 25.00 Utilities, Watertown City Finance Office 24.00 Sup, Watertown City Finance 22727.40 911 surcharge, Watertown Ford 62.21 Rep, Watertown Ford 317.40 Repairs/Maint., Watertown Public Opinion 301.00 Pub, Watertown Public Opinion 1604.33 Pub, Wesley Westrum 104.44 Jury, Wheelco 7.42 Repairs/Maint., Toby Wishard 40.00 Cell, Wow! Business 387.06 Util, Wow! 49.95 Utilities, WW Tire Service Inc. 50.00 Supplies, Xerox Corporation 109.25 Supplies, Yankton Co. Sheriff 75.00 Svc, Yankton Co Treasurer 341.25 Svc.

### **OPERATING CASH TRANSFERS**

Motion by McElhany, second by Johnson, to approve an operating cash transfer from the General Fund as budgeted; all present voted aye; motion carried:

Debit: General Fund \$22,830.00

Credit: W.I.C. Fund \$22,830.00

### **PROPERTY TAX ABATEMENTS**

Motion by Hanten, second by Gabel, to approve the following property tax abatement applications; all present voted aye; motion carried:

<u>Record #</u>	<u>Tax abated</u>
9187	484.78
10706	340.92
19258	1,430.68
19364	128.47 (tax bill #897)
19364	268.69 (tax bill #15362)
19734	24.93 (tax bill #15361)

### **BRIDGE REINSPECTION RESOLUTION**

Highway Supt., Rick Small, presented the Board with a Bridge Reinspection Resolution. Motion by McElhany, second by Hanten, to authorize the Chairman to sign Resolution 2015-5, all present voted aye; motion carried:

**RESOLUTION 2015-5  
BRIDGE REINSPECTION  
PROGRAM RESOLUTION  
FOR USE WITH SDDOT RETAINER CONTRACTS**

**WHEREAS**, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

**THEREFORE**, Codington County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

Codington County requests SDDOT to hire Aason Engineering, Consulting Engineers, for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. Codington County will be responsible for the required 20% matching funds.

Dated this 10<sup>th</sup> day of March, at Watertown, South Dakota

Board of County Commissioners of Codington County.

Elmer P. Brinkman  
Chairman of the Board

ATTEST:

Cindy Brugman  
County Auditor

**HIGHWAY DEPARTMENT**

**Highway Supt., Rick Small**, reported load limits on County roads were enacted last week, which is one week earlier than in 2014. Mr. Small advised the Board he has been contacted by John Foster, SD DOT; who has requested that Mr. Small sit on a technical panel to present a proposal to the SD DOT research review board. The panel Mr. Small is a member of will ask the research review board to look at a saline byproduct, produced at the City of Watertown water plant, to determine if the saline material could be used on roads instead of the salt and sand currently purchased for roads.

**MAINTENANCE DEPARTMENT**

Motion by McElhany, second by Johnson, to accept the resignation of Building Maintenance employee, Steve Coyle, effective March 5, 2015; all present voted aye; motion carried. Motion by Hanten, second by Gabel, to authorize the Facilities Manager to advertise a Building Maintenance position and hire for such position.

**LAKESIDE WORSHIP SERVICES AT MEMORIAL PARK**

Motion by Johnson, second by Gabel, to allow the Lutheran Church of our Redeemer to conduct worship services at Memorial Park during the 2015 park season, from May 24<sup>th</sup> through September 6<sup>th</sup>, 2015; all present voted aye; motion carried.

**CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE**

Commissioner Gabel informed the Board he has received a proposal from Bill Garnos, Jail Consultant; regarding conducting a "Jail Needs Assessment" for Codington County. Motion by Gabel, second by

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McElhany, to refer this matter to the CCJAC for their consideration and recommendation back to the Codington County board of Commissioners. The Board discussed that the cost for this needs assessment would only address the Detention Center needs and not the Judicial System space needs. Upon vote of the Board; all present voted aye to refer the Jail Needs Assessment study to the CCJAC.

**TRAVEL REQUESTS**

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Weed Dept. Supervisor; Annual Weed meetings in Hamlin, Deuel, and Brookings Counties. Emergency Management Director; Integrated Weather Team Workshop, State Emergency Management IMAT meeting, and State Emergency Management meeting.

**PERSONNEL CHANGES**

Motion by Johnson, second by McElhany to approve the following personnel change as submitted by Director of Equalization, Shawna Constant; all present voted aye; motion carried: Director of Equalization Office Manager, Sandi Wegter; anniversary step increase from step 6/\$18.05 per hour to step 7/\$18.63 per hour; effective date March 15, 2015.

**OTHER**

Commissioner Gabel presented the Board with a graph of Codington County's surplus funds, for the past twelve months, which shows how the County surplus funds are assigned or unassigned at various times of the year. The Board discussed several legislative bills that would, if passed, provide additional funds to Counties for roads and bridges. The Board discussed changing a future meeting date scheduled for March 24<sup>th</sup>. Action will be taken on March 17<sup>th</sup> regarding this matter.

**EXECUTIVE SESSION**

Motion by Hanten, second by Johnson, to enter into executive session at 9:52 a.m. to discuss a personnel issue; all present voted aye; motion carried. Facilities Manager, Milo Ford, was present for executive session. The Board returned to regular session at 10:11 a.m. and took the following action: Motion by Johnson, second by Hanten, to declare an emergency and authorize the Facilities Manager to hire an existing part time County employee to fill in at the Extension Center Complex during the temporary absence of an existing full time employee; 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 Hanten, to adjourn at 10:16 a.m., until 9:00 a.m., Tuesday, March 17<sup>th</sup>, 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.

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