

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

March 11, 2014

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 11, 2014, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Brinkman presiding.

AGENDA APPROVED

Motion by Hanten, second by Johnson, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by McElhany, second by Hanten, to approve the minutes of March 4th, 2014; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on the following items: updating voter records with birthdates, a total vote workshop is scheduled for March 19th in Pierre, the County's 2013 annual report has been completed, Township reports are being filed, a meeting of the Housing and Redevelopment Commission has been scheduled for 12:45 p.m., Tuesday, April 8th, in the Commission chambers, and all incumbent County Officials have filed nominating petitions for the 2014 Election cycle.

AUDITOR'S ACCOUNT WITH THE TREASURER/REGISTER OF DEEDS FEES

Motion by Hanten, second by McElhany, 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, 2014, all present voted aye; motion carried.

Cash on hand	\$ 7,821.88
Checks in Treasurers' possession	
less than 3 days	\$ 51,069.75
Credit Card Charges	\$ 3,664.23
Cash Items	\$ 326.14
TOTAL CASH ASSETS ON HAND	\$ 62,882.00
RECONCILED CHECKING	
Great Western Bank Checking (Memorial Park)	\$ 526.79
Reliabank Dakota	\$11,919,852.54
INVESTMENTS	
SD Public Funds Investment	\$ 6,970.77
CERTIFICATES OF DEPOSIT	
Home Federal Bank	\$ 400,000.00
People's State Bank	\$ 400,000.00
TOTAL CASH ASSETS	\$12,790,232.10
General Ledger Cash Balance by Funds:	
General	\$ 7,344,563.23
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 4,073,164.35
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 862,092.67
(schools 341,640.29, townships 43,889.69; city/towns 61,645.92)	
TOTAL GENERAL LEDGER CASH	\$12,790,232.10

Codington County, March 11, 2014

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in February were in the amount of \$22,531.50; with \$2,470.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

CLAIMS

Motion by Hanten, second by Johnson, to approve for payment the following claims; all present voted aye; motion carried: Accreditation, Audit And 150.00 Svc, Aason Engineering 11963.65 Repairs/Maint., Active Data Systems, Inc 750.00 Maint, Active Heating 200.00 Rep, Advance Auto Parts 5.99 Sup, Advantage Rv's 1378.39 Rep, Alex Air Apparatus, Inc 639.00 Rep, Norma Anderson 15.00 Svc, AP Auto Pros 205.49 Rep, Archaeological Research Center 1946.77 Repairs/Maint., AT&T Mobility 443.02 Util, AT&T Mobility 72.87 Utilities, Graciela Barrantes 150.00 Svc, Batteries Unlimited 210.00 Rep, Gwendolyn Benck 64.80 Jury, Bendix Imaging Incorporated 214.99 Sup, Cynthia Bergsbaken 50.00 Jury, Billion Buick 423.88 Rep, Scott A. Bohls 40.00 Cell, Borns Group 7333.08 Mail, Boys & Girls Club 1000.00 Pmt, Bratland Law 1298.10 Svc, Brian's Glass & Door Inc. 365.00 Repairs/Maint., Brown Clinic Pllp 1080.00 Svc, Brown Clinic - Main 1082.00 Svc, Burns Law Office 3725.00 Svc, C & R Supply 96.60 Sup, Carquest Auto Parts 34.77 Supplies, Cartney Bearing & Supply 6.55 Repairs/Maint., Cashway Lumber Inc. 561.65 Rep, Cass-Clay Creamery 1191.92 Sup, Cedar Shore Resort 327.80 Trav, Centurylink 37.40 Util, Centurylink 719.30 Util, CNA Surety Direct Bill 50.00 Bond, Codington County Sheriff 49.70 Reimb, Codington-Clark Electric Coope 35.53 Utilities, Cole Papers, Inc. 927.36 Sup, Connecting Point Computer Cent 2631.65 Maint, Shawna Constant 213.36 Trav, Consulting Radiologists Ltd 26.00 Svc, County Fair Foods 107.47 Sup, Credit Bureau Of Watertown Inc 2750.25 Pmt, Crescent Electric Supply Compa 47.64 Supplies, Crescent Electric Supply Co. 19.67 Rep, Culligan Water Conditioning 171.75 Sup, David Curtis 40.00 Cell, Dakota Data Shred 171.81 Maint, Dakota Outdoors 64.95 Rep, Victoria Anne Danens 20.00 Wit, Data Truck 39.99 Util, Kayla DeJong 20.00 Wit, Bimbo Foods, Inc 445.28 Sup, East Dakota Water Development 927.52 Feb Apportionment, Marv Ekeren 22.50 Svc, Emblem Enterprises Inc 302.53 Sup, EMC Insurance Companies 63.00 Ins, ESE Ind Inc 500.00 Rep, Anna Esparza 20.00 Wit, Farnams Genuine Parts 639.10 Supplies, Allison Forbush 25.00 Cell, Gloria Gallisath 51.48 Jury, Galls, An Aramark Company 76.00 Sup, GCR Tire Center 200.00 Supplies, GCR Tire Center 98.50 Rep, Genoa Healthcare/Watertown 17.60 Sup, David Gibbs 40.00 Cell, Tana Gisi 50.74 Jury, Scott Good 20.00 Wit, Great Western Bank 58.44 Supplies, Green, Roby, Oviatt, 4158.33 Svc, Michael Gubka 40.00 Cell, Hedahls Auto Plus 9.54 Supplies, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 889.43 Rep, Brad Howell 40.00 Cell, Glacial Lakes Humane Society 275.00 Svc, Hy-Vee #1871 Accts Receivable 446.32 Meds, Interlakes Community Action 2076.66 Svc, Intoximeters 600.00 Sup, Jago Designs 660.88 Svc, Paul Johnson 21.00 Trav, Paul Johnson 583.37 Svc, Jurgens Printing 144.00 Sup, Marty Karnopp 40.00 Cell, Violet Koslowski 20.00 Wit, Lisa Kreutner 20.00 Wit, Lake City Fire Equipment 527.78 Maint, J.H. Larson Electrical Co. 107.89 Sup, Lawson Products 166.97 Supplies, Lewis & Clark Bhs 160.00 Svc, Lewno Law Office 323.48 Svc, Lincoln Co Treasurer 453.00 Svc, Jodi Loehrer 56.56 Trav, Phyllis Lutz 51.48 Jury, Mac's Inc 354.51 Supplies, Macksteel Warehouse, Inc. 162.11 Sup, Macksteel Warehouse, Inc. 333.47 Supplies, Mac's Inc. 169.26 Sup, The Maintenance Shop 3504.72 Rep, Marco, Inc 363.90 Rent, Mark's Auto 418.58 Rep, Russell Mathews 40.00 Cell, Menards 164.95 Rep, Menards 517.83 Supplies, Midcontinent Communications 317.45 Util, Midwest Medical Services, Inc 36.00 Sup, Milbank Communications 1190.26 Rep, Moe Oil Company 1388.35 Supplies, Steve Molengraaf 142.00 Trav, Jamie Monson 12.50 Cell, Municipal Utilities 88.02 Util, Municipal Utilities 18814.63 Util, Municipal Utilities 2272.64 Utilities, Ne Wisconsin Tech College 350.00 Train, Northwestern Energy 594.67 Utilities, Office Peeps, Inc. 1934.59 Sup, Jerrod Olson 40.00 Cell, Ottertail Power Co, 51.01 Utilities, Overhead Door Co 457.34 Rep, Michelle Pederson 25.00 Cell, Christian Amanda Peiker 20.00 Wit, Pennington County Sheriff 500.40 Trav, Sarah Petersen 226.81 Trav, Pitney Bowes 210.00 Rent, PMB 0112 164.86 Util, Prairie Lakes Health Care Cent 2419.47 Svc, Print 'Em Now 173.00 Sup, ProBuild 6.58 Rep, Redlinger Bros. 75.20 Rep, Matthew Reese 20.00 Wit, Adam Reeves 20.00 Cell, Brian Richter 40.00 Cell, Runnings Farm & Fleet 57.27 Supplies, Sanford Health 2596.36 Svc, Lila Schaefer 52.22 Jury, Schuneman Equipment 68.08 Supplies, SD Attorney

General's Office 302.00 Pmt, SD Dept Of Revenue 1665.00 Svc, S.D. Department Of Revenue 4.00 Tags, SD State Treasurer 337296.75 March Remittance, SDACC 5490.41 Pmt, SDACC 6666.00 Pmt, SDACC 250.00 Reg, SDACO 662.00 M&P Relief Feb Collections, SDN Communications 1129.09 Util, SDSU Extension 17254.00 Pmt, Melissa Sears 25.00 Cell, Secretary Of State Of SD 30.00 Not, Securus Technologies 2136.80 Sup, Shepherd Reporting Llc 90.00 Svc, Sherwin Williams 32.24 Rep, Sioux Falls Crane & Hoist 292.00 Repairs/Maint., Sioux Valley Coop 5066.84 Sup, Sioux Valley Coop 10758.54 Supplies, Sirchie Fingerprint Lab 109.93 Sup, South Dakota Hwy Supt, Assn 225.00 Travel & Conf., South Shore Gazette 933.44 Pub, Southwest Public Safety 186.26 Sup, Star Laundry 65.48 Sup, Star Laundry 107.50 Supplies, Connie Stoebner 152.00 Svc, Sturdevants Auto Parts 225.58 Repairs/Maint., Karen Swanda 37.50 Svc, Scott Swanson 25.00 Cell, Sysco North Dakota 8225.63 Sup, Team Electronics 838.00 Sup, Technicolor Screen Printing 29.99 Unif, Katherine Tesch 20.00 Wit, Thompson Mechanical, Inc 290.70 Rep, Heidi Thorson 25.00 Cell, Toshiba Financial Services 410.32 Rent, Trav's Outfitter Inc 42.99 Unif, Penn Tuttle 10.74 Jury, United States Treasury 10948.29 IRS, Verizon Wireless 154.94 Util, Verizon Wireless 331.21 Util, Great Western Bank 2384.82 Pmt, TCM/Reliabank Dakota 1087.09 Pmt, Tom Walder 40.00 Cell, Walmart Community 127.53 Sup, Warne Plumbing 460.99 Rep, Watertown Iron & Metal 350.72 Repairs/Maint., Watertown Public Opinion 1318.93 Pub, Watertown Public Opinion 268.40 Sub, Watertown Resource Center 4000.00 Pmt, Toby Wishard 40.00 Cell, Wow! Business 377.43 Util, Wow! 49.95 Utilities, WW Tire Service Inc. 269.00 Supplies, Yankton Co. Sheriff 75.00 Svc, Yankton Co Treasurer 110.00 Svc, Patricia Yetter 50.74 Jury,

SURPLUS MOTOR GRADERS

Motion by Johnson, second by Hanten, to declare the following motor graders surplus to be sold by sealed bid; all present voted aye; motion carried: 2009 Caterpillar 140M motor graders; GEN01432, CAT0140MHB9G00230; GEN001431, CAT0140MVB9G00238; and GEN01433 CAT0140MAB9G00239.

NOTICE TO BIDDERS FOR SURPLUS MOTOR GRADERS

Motion by Hanten, second by McElhany, to authorize the Auditor to publish a notice to bidders for the sale of, by sealed bid, three used motor graders; all present voted aye; motion carried. The opening of the sealed bids will take place at 10:00 a.m., Tuesday, April 22, 2014, during the regular meeting of the County Commission.

NOTICE TO BIDDERS FOR PROJECT NO. ER 6371(12) CODINGTON COUNTY ROAD #20

Motion by Hanten, second by McElhany, to authorize the Auditor to publish a notice to bidders for Project ER 6371(12) Codington County Road #20; all present voted aye; motion carried. Bids for this project will be opened at 10:00 a.m. at the County Commission meeting scheduled for Tuesday, April 8th, 2014.

JUSTWARE SERVER EQUIPMENT

States Attorney, Dawn Elshere, met with the Board to request authorization to upgrade the Justware server in her office at a cost of \$4,100.00. Ms. Elshere noted the Justware program needs to be updated and the server needs updating or replacing before the program can be updated. Ms. Elshere recommended updating the current server. Motion by Johnson, second by Hanten, to authorize the upgrade of the Justware server. Discussion was held regarding upgrading a server that is almost five years old over purchasing a new server at an additional cost of approximately \$3,600.00 over the cost for an update to the old server. Commissioner Johnson withdrew his motion. Motion by Johnson, second by Hanten, to authorize the purchase of a new Justware server; all present voted aye; motion carried. Further discussion was held regarding the timeline to update the Justware program. States Attorney Elshere will check on the cost for the upgrade of the program.

STATES ATTORNEY OFFICE TEMPORARY EMPLOYEE

Motion by Johnson, second by Hanten, to authorize the hiring of a temporary employee in the States Attorney's office as requested by States Attorney Elshere. Ms. Elshere advised the Board a temporary employee is needed to fill in for a full time employee currently on an extended leave. Ms. Elshere has contacted a current part time County Employee who is willing to work on a part time temporary basis in the States Attorney's office. Upon vote of the Board; all present voted aye; motion carried.

FINANCIAL ADVISORY AGREEMENT

Motion by Heller, second by McElhany, to authorize the Chairman to sign an agreement for Financial Advisory Services between Codrington County and Dougherty & Company LLC. States Attorney, Dawn Elshere, advised the Board she has reviewed the agreement and it looks to be a standard contract and fair to the County. Upon vote of the Board; all present voted aye; motion carried.

RE-CONVEYANCE OF PROPERTY TAKEN BY TAX DEED

Motion by Johnson, second by Hanten, to authorize a re-conveyance of property record #12189, taken by the County by tax deed proceedings, and to issue a quit claim deed to the property record owner upon payment of \$21,538.25, to the Codrington County Treasurer to cover the County's costs and back property taxes with interest; all present voted aye; motion carried.

TAX DEED PROPERTY AUCTION

Motion by McElhany, second by Hanten, to authorize the Auditor to publish a notice of a tax deed property auction for Tuesday, May 13th, 2014 at 10:00 a.m. and to appoint the Director of Equalization to appraise such property; all present voted aye; motion carried.

PERSONNEL CHANGES

Motion by Hanten, second by McElhany, to approve the following personnel changes; all present voted aye; motion carried: Correctional Officer, Amy Coon, anniversary step increase to step 8/\$20.11 per hour, effective date April 1, 2014. Director of Equalization Clerk, Sandi Wegter, promoted to Office Manager, step 6/\$17.61 per hour, effective date March 15, 2014.

DEUEL COUNTY COMMISSIONER

Commissioner Hanten, noted the presence of Deuel County Commissioner, Gary Jaeger, who currently serves on the 911 State Coordinating Board. A brief discussion was held regarding a request for proposals to come before that board.

JUSTICE CENTER BUILDING PROJECT

Commissioner Heller noted affected Departments heads recently met with Architecture Inc. to review final floor plans for the proposed Justice Center Building project.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 9:45 a.m., to discuss contractual matters; all present voted aye; motion carried. The Board returned to regular session at 9:56 a.m.; no action was taken.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Hanten, to adjourn at 9:56 a.m., until 9:00 a.m., Tuesday, March 18th, 2014; all present voted aye; motion carried.

ATTEST:

Codrington County, March 11, 2014

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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