

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

March 17, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 17<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 Johnson, 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 March 10<sup>th</sup>, 2015; all present voted aye; motion carried.

**PRE-DISASTER MITIGATION GRANT APPLICATION RESOLUTION**

Greg Maag, First District Association of Local Governments, met with the Board to review documents requiring the Board's action for a Pre-Disaster Mitigation grant application. Motion by Gabel, second by Johnson, to adopt Resolution 2015-6; all present voted aye; motion carried.

**RESOLUTION 2015-6**

**WHEREAS**, Codington County is submitting a Hazard Mitigation Grant project to the Federal Emergency Management Agency and the State of South Dakota; and

**WHEREAS**, Codington County is required to appoint an Applicant Agent for the purposes of signing documents and assuring the completion of all application documents;

**NOW THEREFORE BE IT RESOLVED**, that Codington County appoints, Codington County Emergency Management Director, Jim Sutton, as the authorized Applicant Agent.

Dated this 17<sup>th</sup> day of March, 2015

Appointing Authority

Elmer P. Brinkman      3/17/2015  
Chairman, Codington County Commission

Appointed Agent

Jim Sutton                      3/17/2015  
Codington County Emergency Management Director

ATTEST:

Cindy Brugman                      3/15/2015  
Codington County Auditor

Motion by McElhany, second by Hanten, to authorize the Chairman to sign the local match letter requiring the County to commit \$3,375.00 in funding for the PDM plan update. Mr. Maag advised the

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Board that this funding will come from the dues Codington County currently pays to First District Association of Local Governments. Upon vote of the Board; all present voted aye; motion carried.

### **MONTHLY REPORTS**

**4-H Youth/Program Advisor, Jodi Loehrer**, reported on the Farm show wrap up, a strengthening families program, Clover Buds, scheduling of summer events, and shooting sports activities. Jodi informed the Board that the Codington County 4-H Association is the recipient of “Monsanto funds” this year in the amount of \$2,500.00. **Highway Supt., Rick Small**, reported on crack sealing, a frozen culvert in the South Shore area, the spring thawing of County roads, MSHA (Mining, Safety and Health Administration) training, and updating job descriptions and screening process for new employees. Mr. Small advised the Board he contacted the Codington County Sheriff’s Office on Friday, March 13<sup>th</sup>, 2015, regarding items stolen from the Kranzburg Highway shop. One item has been recovered from a pawn shop in Sioux Falls and the investigation into the stolen items continues. Discussion was held regarding the passage of SB 1 and the additional funding available to Counties specifically for roads and the loss of local control regarding the funding for bridges.

### **4-H YOUTH ADVISOR M.O.U.**

Motion by Johnson, second by Hanten, to authorize the Chairman to sign the Memorandum of Agreement between the SDSU Extension and Codington County for partial salary support of the 4-H Youth Advisor position, suitable office space for said Advisor, office administrative support, office supplies, travel expenses, etc., subject to the County’s budgetary authority. The County further agrees to furnish office space and provide sufficient funds (office supplies, postage, telephone, and technology charges) for 1 (one) Family Nutrition Program nutrition assistant. The amount the County will pay SDSU is \$17,780 for the calendar year 2015. Upon vote of the Board; all present voted aye; motion carried.

### **SURPLUS HIGHWAY SUPPLIES**

Motion by McElhany, second by Hanten, to declare used Highway supplies as surplus and to sell such surplus items under the following schedule; all present voted aye; motion carried: Used culverts, bridge supplies, tires, etc., to be sold for 50% of the County Highway inventory cost or 50% of the replacement cost, whichever is higher. Scrap metal will be sold at the current daily scrap prices in Watertown.

### **DELTA DENTAL PREMIUM RENEWAL**

The Board received correspondence from Delta Dental of South Dakota notifying the County that the County’s expenses are running 7% higher than premiums. Delta Dental noted the County’s rate increase will be limited to a 2.4% increase. Motion by Johnson, second by Gabel, to approve the following rates and cost share for employee dental insurance coverage for the time period beginning June 1, 2015 through May 31, 2016, upon vote of the Board, all present vote aye; motion carried:

Single coverage premium: \$38.50 – paid by the County (an increase of \$.90)

Two party coverage premium: \$69.30 – County share \$38.50, Employee share \$30.80 (an increase of \$1.62)

Family coverage premium: \$100.88 – County share \$50.44, Employee share \$50.44 (an increase of \$2.36)

### **CHANGE IN MEETING DATE**

Motion by Hanten, second by Gabel to move the Board’s March 24<sup>th</sup> meeting date to March 31<sup>st</sup> due to a lack of a quorum on the 24<sup>th</sup>; all present voted aye; motion carried.

### **GOOD FRIDAY ADMINISTRATIVE LEAVE**

The Board noted per previously adopted policy that the Courthouse and all County offices will follow the policy of the State of South Dakota and close at 12:00 noon on Good Friday, April 3<sup>rd</sup>, 2015. Employees

will be given 4 hours of administrative leave to use for the office closures. Essential employees required to work, or on their regularly scheduled day off, will receive 4 hours of administrative leave to use at a later date.

**WIC CLERICAL RESIGNATION**

Motion by Hanten, second by Johnson, to accept the resignation of WIC Clerical employee, Debra Hartle, effective April 30, 2015; all present voted aye; motion carried.

**JAIL NEEDS ASSESSMENT**

Commissioner Gabel advised the Board that the CCJAC, at their meeting held Thursday, March 12<sup>th</sup>, 2015, has made a recommendation to this Board, contingent on any sole source concerns, to contract with Bill Garnos for a Jail Needs Assessment for the Codington County Detention Center, estimated cost \$9,743.00. Motion by Gabel, second by Hanten, to follow the recommendation of the CCJAC and contract with Bill Garnos for a Jail Needs Assessment. Commissioner McElhany noted this study will address needs based on criteria specific to the Codington County Detention Center. Discussion was also held regarding a start date for the study. Upon vote of the Board; all present noted aye; motion carried.

**AUTOMATIC BUDGET SUPPLEMENTS**

Motion by Hanten, second by McElhany, to approve automatic budget supplements to the Sheriff's budget, Emergency Management budget and corresponding revenue budgets with Homeland Security grant reimbursements; all present voted aye; motion carried: Sheriff – 8,490.00. Emergency Management – 1,189.00.

**CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE**

Commissioner Gabel advised the Board the next meeting of the CCJAC will be held on Thursday, April 9<sup>th</sup>, 2015, at a location to be determined.

**PERSONNEL CHANGES**

Motion by Johnson, second by McElhany to approve the following personnel change as submitted by Treasurer, Carol Maloney; all present voted aye; motion carried: Second Deputy Treasurer, Lindee Waba; anniversary step increase from step 8/\$17.99 per hour to step 9/\$18.26 per hour; effective date March 1, 2015.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by Brinkman, to adjourn at 9:45 a.m., until 9:00 a.m., Tuesday, March 31<sup>st</sup>, 2015; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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