

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

March 8, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, March 8<sup>th</sup>, 2016, at the Codington County Courthouse. Commission members present were: Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Commissioner Lee Gabel was present via speaker phone; Chairman Brinkman, presiding.

**AGENDA APPROVED**

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

**MINUTES APPROVED**

Motion by Johnson, second by McElhany, to approve the minutes of March 1<sup>st</sup>, 2016; all present voted aye; motion carried.

**ELEVATOR MODERNIZATION BIDS**

**Facility Manager, Milo Ford, and Dave Todd, Todd Architects Ltd;** opened and announced the following elevator modernization bids.

	Base Bid	Alternate #1(replace elevator car doors)
Otis Elevator	138,420.00	4,470.00
Schumacher Elevator	96,753.00	2,000.00
ThyssenKrupp Elevator	144,771.00	4,800.00

Mr. Todd reviewed the bids and Facility Manager Milo Ford recommended acceptance of the bid from Schumacher Elevator. Motion by Hanten, second by McElhany, to accept the base bid and alternate #1 bid, from Schumacher Elevator; further discussion was held regarding warranties; upon vote of the Board all present voted aye; motion carried.

**WEST COURTROOM CHAIRS**

Motion by Gabel, second by McElhany, to authorize the purchase of 5 chairs for the west courtroom per the request of the UJS. Commissioner Gabel noted he has obtained information which indicates this type of expenditure is a responsibility of the County. Facility Manager, Milo Ford, provided the Board with a cost estimate, for the 5 chairs, of \$1,175.00. Upon vote of the Board; all present voted aye; motion carried.

**EXTENSION CENTER KITCHEN MEETING ROOM PA SYSTEM**

The Board discussed a request for a PA system for the Kitchen meeting room at the Extension Center Complex. Facility Manager, Milo Ford, previously submitted an estimate of cost for the system in the amount of \$1,970.00. Commissioner Johnson noted he has had contact with the Planning and Zoning Board and Extension staff who would like to look at different equipment than the first proposal. The Board postponed action on this item until a later time.

**EAST RIVER ELECTRIC TRANSMISSION LINE SHERIDAN TOWNSHIP**

Ronald Golden, PLS; East River Electric Power Coop., Inc., presented to the Board plans for a new transmission line to be located in Sheridan Township. The installation of this line will require the Highway Supt. to approve right of way agreements to allow East River Electric to work within the right

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of way on County Road 9-4 (458 Ave). Commissioner Johnson recused himself from any vote on this item, to avoid a conflict of interest, as he is a Board member of Codington Clark Electric and East River Electric is a supplier of Codington Clark Electric. The Board determined a vote on this project, by the Board of County Commissioners, is not necessary as authority has previously been granted to the Highway Supt. to act upon agreements for utility installation within the right of way. Upon completion of Mr. Golden's power point presentation Highway Supt., Rick Small, indicated he would be signing said agreements.

**SOUTH FARM HOMESTEAD ADDITION PLAT RESOLUTION**

Zoning Officer, Luke Muller, presented the Board with a plat of the South Farm Homestead Addition for their approval. Mr. Muller reviewed the background on the plat and noted the Planning and Zoning board does recommend approval of the plat. The Board took the following action:

**RESOLUTION #2016-6**

A Resolution to approve the platting of the "South Farm Homestead 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:  
South Farm Homestead Addition located in the NW1/4 of Section 13-T116N-R53W of the 5<sup>th</sup> 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.

NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner McElhany, second by Commissioner Hanten; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 8<sup>th</sup> day of March, 2016, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman  
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA  
§  
COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2016-6, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 8<sup>th</sup> day of March, 2016, at Watertown, Codington County, South Dakota.

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Cindy Brugman

County Auditor, Codington County, South Dakota

### **PRE-DISASTER MITIGATION GRANT AWARD**

**Emergency Management Officer, Jim Sutton**, advised the Board that Codington County has received a Pre-Disaster Mitigation Grant Program (PDM) Award in the amount of \$10,125.00. Mr. Sutton noted these grant funds will be used to update the County's current PDM plan. Mr. Sutton also noted the First District Association of Local Governments will be contracted to re-write the County's current PDM plan.

### **COUNTY ROAD 20-3 RIGHT OF WAY AGREEMENTS**

**Highway Supt., Rick Small**, presented the Board with right of way agreements for the County Road 20-3 paving project. Motion by McElhany, second by Hanten; to authorize the Chairman to sign the following agreements for right of way acquisition: Lonnie J. Becking \$393.72 and Daniel L. & Lonnie J. Becking \$131.24. Upon vote of the Board; all present voted aye; motion carried.

### **MONTHLY REPORTS**

**Auditor, Cindy Brugman**, reported a number of petitions for County offices have been filed and precincts will be combined, where possible, for the 2016 June Primary. **Director of Equalization, Shawna Constant**, noted assessment notices have been mailed and presented the Board with information on appeal dates for the 2016 property valuation appeal process. The Director noted the County Board of Equalization will meet at 1:00 p.m., Tuesday, April 12<sup>th</sup> and the Consolidated Board of Equalization will meet at 7:00 p.m., Tuesday, April 12<sup>th</sup>. The Director informed the Board she has emailed her 2016 assessment plan to each Commissioner. Discussion was briefly held regarding the Director of Equalizations fee based website and the possibility of contracting with a different company to improve customer satisfaction. **Weed Supervisor, Steve Molengraaf**, worked the Farm Show, attended the SD Weed & Pest Conference, was selected along with other supervisors to give a presentation on "Supervisors Perspective on plots," hosted the 2016 Townships and Weed annual meetings, has prepared a spray history and costs report for the years 2005-2015 for the Townships, and will attend an Integrated Pest Management (IPM) Short Course at SDSU. Mr. Molengraaf provided the Board with handouts regarding responsibility for noxious weeds in the right of way and along Township roads, including a 1976 Attorney General's opinion on the matter, and information on the ZIKA and West Nile viruses.

### **AUDITOR'S ACCOUNT W/TREASURER AND REGISTER OF DEEDS FEES**

Motion by Hanten, second by McElhany; to approve the Auditor's Account with the Treasurer as of the last business day of February 2016; all present voted aye; motion carried.

Cash on hand	\$	9,621.95
Checks in Treasurers' possession		
less than 3 days	\$	88,638.87
Credit Card Charges	\$	3,659.32
Cash Items	\$	325.00
<b>TOTAL CASH ASSETS ON HAND</b>	<b>\$</b>	<b>102,245.14</b>
<b>RECONCILED CHECKING</b>		
Great Western Bank Checking (Memorial Park)	\$	1,821.94
Reliabank Dakota	\$	16,101,895.94
<b>INVESTMENTS</b>		
SD Public Funds Investment	\$	6,972.59
<b>CERTIFICATES OF DEPOSIT</b>		
Home Federal Bank	\$	800,000.00
Reliabank Dakota	\$	400,604.93
<b>TOTAL CASH ASSETS</b>	<b>\$</b>	<b>17,413,540.54</b>
General Ledger Cash Balance by Funds:		

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General	\$ 8,954,784.45
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 6,697,044.69
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 1,251,299.55
(schools 548,790.60, townships 64,037.67; city/towns 98,153.47)	
<b>TOTAL GENERAL LEDGER CASH</b>	<b>\$ 17,413,540.54</b>

The Board noted the report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in the month of February 2016 were in the amount of \$21,726.50; with \$1,760.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

### **CLAIMS APPROVED**

Motion by Hanten, second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: 1ST Choice Septic & Sewer Co 644.63 Rep, Accreditation, Audit And 150.00 Svc, Aason Engineering 19912.87 Repairs/Maint., ABC Lock & Key 690.50 Rep, Active Data Systems, Inc 750.00 Maint, Active Heating 2788.26 Rep, American Stamp 195.33 Sup, AT&T Mobility 145.45 Util, Beacon Center 1000.00 Pmt, Tom Beadnell 51.68 Jury, Allen Benck 25.00 Utilities, Scott A. Bohls 40.00 Cell, Todd Bohls 51.68 Jury, Borns Group 8531.28 Post, Borns Group 14.00 Post, Boys & Girls Club 1250.00 Pmt, Marisa Brechtel 20.00 Wit, Donna Briggs 81.06 Repairs/Maint., Brookings County Sheriff's 130.00 Svc, Brown Clinic PLLP 2405.00 Svc, Burns Law Office 3161.00 Svc, Business Telephone Company 149.00 Svc, Dan Busta 25.00 Utilities, Tony Cady 20.00 Wit, Carquest Auto Parts 26.04 Supplies, Cartney Bearing & Supply 37.33 Supplies, Jeff Case 25.00 Utilities, Cash-Wa Distributing 2422.30 Sup, Centurylink 13.41 Util, Centurylink 757.54 Util, The Change Companies 810.55 Sup, Charm-Tex, Inc 1115.50 Sup, Chuck's Lock & Keys 38.00 Rep, Codington-Clark Electric Coope 35.53 Utilities, Cole Papers, Inc. 2247.51 Sup, Jeanne Collison 15.00 Svc, Compass Counseling 3600.00 Svc, Connecting Point Computer Cent 5408.95 Maint, Shawna Constant 25.00 Cell, The Coteau Shopper 40.25 Pub, County Fair Foods 235.02 Sup, Crawford Funeral Chapel 1952.00 Svc, Credit Collections Bureau 1149.18 Pmt, Culligan Water Conditioning 152.00 Sup, David Curtis 40.00 Cell, Dakota Fluid Power Inc. 807.88 Repairs/Maint., Matt Dargatz 25.00 Utilities, Delyle's South 81 Service Inc 424.77 Rep, Chris Devine 53.36 Jury, Dexter Township 6163.78 February 2016 Apport, Jamie Dolen 25.00 Utilities, Doug's Anchor Marine 939.95 Equip, Duane's Floor Covering Llc 3285.00 Rep, Bimbo Foods, Inc 1219.09 Sup, East Dakota Water Development 1507.29 February 2016 Apport, Eden Township 3269.25 February 2016 Apport, John Egge 54.20 Jury, Election Systems & Software 4902.00 Maint, Ellsworth Funeral Home 3952.00 Svc, Elmira Township 3565.84 February 2016 Apport, EMC Insurance Companies 4627.08 Ins, Calvin Engels 25.00 Utilities, Maria Escamilla 160.00 Svc, Derick & Rebekah Evenson 115.80 Repairs/Maint., Evolution Powersports 545.97 Rep, Family, Cosmetic & Implant 258.00 Svc, Family Dental Center 371.00 Svc, Farnams Genuine Parts 268.17 Supplies, Town Of Florence-Peggy Lindahl 45.90 Utilities, Florence School Dist. 43123.23 February 2016 Apport, Town Of Florence 709.27 February 2016 Apport, Allison Forbush 25.00 Cell, Audrey Fuerstenau 20.00 Wit, Fuller Township 5079.97 February 2016 Apport, Linda Fulmer 52.52 Jury, D Lee Gabel 894.56 Trav, Galls, Llc 140.67 Sup, GCR Tires & Service 483.08 Rep, Genoa Healthcare/Watertown 432.26 Sup, Germantown Township 4454.51 February 2016 Apport, Glacial Interactive Inc 82.50 Svc, Glass Products Inc. 1677.80 Rep, Graceland Township 2901.72 February 2016 Apport, Grainger 262.49 Rep, Green, Roby, Oviatt, 4265.08 Svc, Michael Gubka 40.00 Cell, Guest House Motor Inn 350.00 Asst, Justin Halajian 25.00 Cell, Brad Hall 20.00 Wit, Hamlin Codington Regional Lib. 1694.85 February 2016 Apport, Hamlin School District 4781.09 February 2016 Apport, Harmelink, Fox & Ravensborg Law 299.36 Svc, Rick Hartley 40.00 Utilities, Daniel Hauge 51.68 Jury, Dave Hedding 25.00 Utilities, Henry School District 34838.08 February 2016 Apport, Henry Township 3992.08 February 2016 Apport, Town Of Henry 1493.93 February 2016 Apport, Jeff Hershman 25.00 Cell, Hillyard Floor Care Supply 848.79 Rep, Patricia Hjernstad 34.11 Wit, Daniel Hoffman 65.12 Jury, Rick Holinka 25.00 Utilities, James Hoppe 50.00 Jury,

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Larry Howard 40.00 Cell, Brad Howell 40.00 Cell, Human Service Agency 4350.00 Svc, Glacial Lakes Humane Society 5000.00 Svc, HyVee #1871 Accts Receivable 4056.99 Sup, Interlakes Community Action 2390.84 Svc, Intoximeters 2325.00 Sup, Johnson Controls, Inc. 2737.30 Rep, Jurgens Printing 997.00 Sup, Kampeska Lodge 509.95 Sup, Kampeska Township 3220.73 February 2016 Apport, Jenna Kannas 51.68 Jury, Kimball Midwest 230.63 Supplies, Victoria Klapperich 20.00 Wit, Patricia Knutson 51.68 Jury, Town Of Kranzburg 231.81 February 2016 Apport, Kranzburg Township 5637.95 February 2016 Apport, Donald & Lyndren Kuhlman 582.86 Repairs/Maint., Todd Kuhlman 61.76 Repairs/Maint., Lake City Fire Equipment 188.52 Maint, Lake Kampeska Water Proj. Dist 1880.36 February 2016 Apport, Lake Pelican Watershed 3167.44 February 2016 Apport, Lake Township 2051.39 February 2016 Apport, Lake Area Zoological Society 15000.00 Svc, Lawson Products 212.44 Supplies, Zach Lenards 20.00 Wit, Leola Township 2130.28 February 2016 Apport, Lewis & Clark Bhs 320.00 Svc, Lewno Law Office 150.49 Svc, Light And Siren 417.04 Repairs/Maint., Lincoln Co Treasurer 461.50 Svc, Nancy Lintner 50.84 Jury, Jodi Loehrer 69.00 Cell, Mac's Inc 50.72 Supplies, Mac's Inc. 48.40 Sup, Mahowald's 228.86 Rep, Marco, Inc 277.82 Rent., Mark's Auto 502.49 Rep, Russell Mathews 40.00 Cell, Rock McGillivray 20.00 Wit, Mcleod's Printing & Office Sup 493.30 Sup, Medical Waste Transport, Inc 125.01 Svc, Menards 46.57 Sup, Jonathan Meyer 71.00 Jury, Midcontinent Communications 376.99 Util, Minnehaha Co. Treasurer 922.70 Svc, Moe Oil Company 1789.70 Supplies, Steve Molengraaf 32.00 Trav, Jamie Monson 25.00 Cell, Municipal Utilities 15936.48 Util, Municipal Utilities 1561.56 Utilities, Nat'l Sheriffs' Association 112.00 Dues, Crystal Neale 7.87 Trav, Chelsea Nicola 20.00 Wit, North Marsh Lake Watershed 180.61 February 2016 Apport, Northwestern Energy 535.72 Utilities, Chelsea Nygaard 52.52 Jury, Office Peeps, Inc. 3064.96 Sup, Jerrod Olson 40.00 Cell, Ottertail Power Co, 45.20 Utilities, Overhead Door 79.60 Repairs/Maint., Overhead Door Co 122.45 Rep, Michelle Pederson 25.00 Cell, Pelican Township 3326.12 February 2016 Apport, Pennington County Jail 497.25 Trav, Sarah Petersen 375.21 Trav, Pharmchem Inc 358.00 Sup, Phipps Township 2341.19 February 2016 Apport, Randy Pickrel 54.20 Jury, Pitney Bowes 210.00 Rent, NPC International 61.93 Sup, PMB 0112 159.70 Util, Prairie Lakes Campus Pharmacy 65.55 Sup, Prairie Lakes Health Care Cent 4701.92 Svc, Print 'Em Now 40.00 Sup, Pts Of America, Llc 1444.50 Svc, Rauville Township 5447.64 February 2016 Apport, Redlinger Bros. 837.07 Rep, Redwood Toxicology Laboratory 526.74 Sup, Adam Reeves 40.00 Cell, Cathryn Rehfuss 15.00 Svc, Richland Township 3279.42 February 2016 Apport, Brian Richter 40.00 Cell, Robyn Riter 25.00 Utilities, Ron's Saw Shop 25.47 Supplies, Runnings 21.87 Sup, Dawn Russell 64.60 Svc, Sanford Health 150.00 Svc, Tyler Schaack 66.80 Jury, Dean Schaefer Court Reporting 114.00 Svc, Trever Schimmel 40.00 Cell, Schrader's 125.00 Sup, Schuneman Equipment Co. 5223.28 Equip, Brad Schwinger 25.00 Utilities, SD Attorney General's Office 445.00 Svc, SD Department Of Revenue 700.00 Svc, S.D. Federal Property 37.00 Sup, SD State Treasurer 458892.60 March Remittance, SDACC, Clerp Administrator 5114.20 Clerp, SDACC 400.00 Trav, SDACO 760.00 M&P, Sdae4-Hp 40.00 Trav, SDN Communications 1151.28 Util, Melissa Sears 25.00 Cell, Securus Technologies 4340.40 Sup, Heidi Selchert 25.00 Cell, Sheridan Township 2841.27 February 2016 Apport, Shopko 179.97 Svc, Sioux Valley Coop 2576.30 Fuel, Sioux Valley Coop 6134.79 Supplies, Sirchie 120.05 Sup, Ricky Small 40.00 Utilities, David Sossman 20.00 Jury, Town Of South Shore 61.00 Utilities, South Shore Gazette 1120.36 Pub, Town Of South Shore 2780.41 February 2016 Apport, Tom Stanley 32.00 Trav, Star Laundry 107.60 Supplies, Star Laundry 47.75 Sup, Bruce Staufer 299.15 Repairs/Maint., Connie Stoebner 592.80 Svc, Sturdevants Auto Parts 53.56 Repairs/Maint., Sutton Law Office Pc 15268.22 Svc, Scott Swanson 50.00 Cell, Sysco North Dakota 11635.60 Sup, Productivity Plus Account 118.09 Repairs/Maint., Toshiba Financial Services 313.68 Rent, Trav's Outfitter Inc 919.91 Sup, Trugreen 545.00 Sup, Vast Business 409.31 Util, Vast Broadband 49.95 Utilities, Verizon Wireless 448.65 Util, Sierra Vinton 20.00 Wit, Great Western Bank 1180.33 Travel & Conf., Great Western Bank 2672.50 Pmt, Tom Walder 40.00 Cell, Town Of Wallace 251.31 February 2016 Apport, Walmart Community 357.08 Pmt, Warne Plumbing & Heating 73.47 Rep, Todd Warne 25.00 Utilities, Wtn Area Council For The Aging 25.00 Dues, Watertown City Finance Office 92686.74 February 2016 Apport, Watertown Ford 454.11 Rep, Watertown Iron & Metal 12.90 Supplies, Watertown Motor Company 50368.00 Equip, Watertown Public Opinion 279.84 Sup, Watertown School District 420185.19 February 2016 Apport,

Watertown Wholesale 113.94 Supplies, Waverly School District 39255.83 February 2016 Apport, Waverly Township 4334.53 February 2016 Apport, Webster Area School Dist #18-5 6607.18 February 2016 Apport, Westside Animal Clinic Pc 157.68 Svc, Wheelco 23.48 Repairs/Maint., Toby Wishard 40.00 Cell, Yankton Co. Sheriff 25.00 Svc, Yankton Co Treasurer 223.30 Svc.

**PRE-DESIGN ARCHITECT AWARD FOR COUNTY JUSTICE FACILITIES**

Motion by Gabel, second by McElhany, to award the contract for pre-design architectural services, for County justice facilities, to BKV Group of Minneapolis, discussion followed. Commissioner Gabel noted BKV was one of 10 proposals received, was one of 2 firms interviewed and was selected by the CCJAC, on a 5-1 vote, with one member absent. The firm was deemed the best fit for the County's current situation. Upon roll call vote; Gabel, McElhany, Johnson, Brinkman, and Hanten, voted aye; motion carried.

**TRAVEL REQUESTS**

Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Weed Supervisor, IPM Short Course.

**CCJAC**

Commissioner Gabel advised the Board he has offered to appear before a City Council work session, on March 21<sup>st</sup>, to give an update on the activities of the CCJAC and progress towards County justice facilities.

**EXECUTIVE SESSION**

Motion by Hanten, second by McElhany, to enter into executive session at 10:38 a.m., to discuss a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:52 a.m., no action was taken. Veterans Service Officer, Al Janzen, 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 10:57 a.m., until 9:00 a.m., Tuesday, March 15<sup>th</sup>, 2016; 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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