

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

November 19, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 19th, 2013, 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 McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of November 12th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Highway Supt., Rick Small, reported the new sanders have been delivered; the new service truck is in use; and a notice has been received authorizing the County to proceed with the 2015 signing project with a completion day of December 31, 2015. Mr. Small updated the Board on reports received from SRF regarding the completion of traffic counts and the internet survey conducted. **Facilities Manager, Milo Ford**, reported the Memorial Park campground manager contract has been completed and the position has been offered to an applicant; the storing of private docks and boat lifts on Memorial Park property has been resolved as the items have been removed from the property; a partial order of wood chips has been delivered to the Extension Center Complex in preparation for the 2014 Winter Farm Show; 4-H Leaders are volunteering their time and talent with remodeling in the Expo Building snack bar; cabinet replacement will take place in the Extension Center kitchen meeting area; a scheduled tree removal has taken place on the Courthouse grounds; the ceiling and lighting project in the American Legion offices at the Courthouse has been completed; and a new dialer system update has been installed on the fire alarm system at the Detention Center.

MEMORIAL PARK CAMPGROUND MANAGER CONTRACT/POSITION

Motion by McElhany, second by Hanten, to authorize the Chairman to sign the Memorial Park Campground Manager Contract and to approve the hiring of Tom Sauer as 2014 Campground Manager; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to approve the volunteer position of Sharon Sauer at Memorial Park for workers' compensation purposes; all present voted aye; motion carried.

EXTENSION CENTER CABINETS

Motion by McElhany, second by Hanten, to authorize the budgeted purchase of faucets and sinks for the Extension Center Complex cabinet replacement project, estimated cost \$2,500.00; all present voted aye; motion carried.

MEMORIAL PARK CAMPGROUND ONLINE RESERVATIONS

Facilities Manager, Milo Ford, briefly reviewed the "Leisure Interactive" Integrated Reservation Management System Proposal, which is currently used in the State Park system and for possible use with online reservations at Memorial Park campground. Mr. Ford requested authorization to further investigate this software before bringing a contract to the Board for approval. The Board had no objection to this request.

EQUIPMENT TRANSFER

Motion by Johnson, second by McElhany, to approve a transfer of GEN01083, a 7.5' snow plow, from the Weed Dept. to the Ag. Building; all present voted aye; motion carried.

MEMORIAL PARK PICNIC TABLE FRAMES

Motion by Hanten, second by McElhany, to approve the budgeted purchase of 12 picnic table frames, estimated cost \$3,784.16, as requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

CLAIMS APPROVED

Motion by Hanten, second by Johnson, to approve for payment the following claims; all present voted aye; motion carried: Anthony Baker 10.74 Jury, Nelson Bauer 10.74 Jury, Nicholas Benthin 10.74 Jury, Robbie Bentley 10.74 Jury, Joe Bergan 10.74 Jury, Jeremy Berkland 10.74 Jury, Kristi Bronson 12.22 Jury, Stacey Brower 24.80 Jury, David Brown 272.20 Jury, Daniel Busskohl 23.32 Jury, Michael Cartney 11.48 Jury, Dawn Christofferson 29.98 Jury, Lila Clark 12.96 Jury, Dave Cooper 12.96 Jury, Kathleen Dagle 25.54 Jury, Greta Davis 11.48 Jury, Jason Dewitt 257.40 Jury, Ellyson Law Office 30591.33 Svc, Lori Fiebelkorn 13.70 Jury, Flemming Rentals 240.00 Asst, Bruce Fryer 10.74 Jury, Harriet Gasbarri 10.74 Jury, William Gripentrog 10.74 Jury, Joyce Gusso 23.32 Jury, Mary Hall 12.96 Jury, Donald Hanes 257.40 Jury, James Haney 268.50 Jury, Loren Hanson 10.74 Jury, Lorne Harms 261.10 Jury, Michelle Harrington 10.74 Jury, Timothy Heinz 11.48 Jury, Jeffrey Hillsdale 11.48 Jury, David Hoaas 10.74 Jury, Dennis Holien 12.96 Jury, Kyle Hollenbeck 15.18 Jury, JC Rentals, Llc 265.00 Asst, Allen Jenner 12.22 Jury, Daryl Johnson 257.40 Jury, Jason Johnson 10.74 Jury, Sandra Junso 268.50 Jury, Karen Kannas 253.70 Jury, Rhyan Koch 257.40 Jury, Sylvester Korbel 10.74 Jury, Renae Lambrechts 12.96 Jury, Samantha Lowe 12.22 Jury, John Lunzman 10.74 Jury, Kelly Maag 257.40 Jury, Peter Mack 18.14 Jury, Paul Marquardt 11.48 Jury, Sandra Matejek 253.70 Jury, Robert McElroy 11.48 Jury, Paul McIntire 257.40 Jury, Eric McNames 17.40 Jury, Lisa Oelrich 13.70 Jury, Rosemary Pesall 16.66 Jury, Sandra Pester 12.96 Jury, Patrick Pfeifer 13.70 Jury, Premier Rentals 240.00 Asst, McKenna Ripley 11.48 Jury, Stacey Rost 261.10 Jury, Janice Rudebusch 10.74 Jury, Christina Ruml 13.70 Jury, Sanford Health Pathology 1168.65 Svc, Patricia Strohufus 253.70 Jury, James Sumner 10.74 Jury, Andrew Sween 12.22 Jury, Ordean Torgerson 13.70 Jury, Mary Tschakert 24.80 Jury, Shelly Utne 13.70 Jury, Jillian Viessman 10.00 Jury, Nicholas Waite 15.18 Jury, Walgreens Pharmacy 186.42 Asst, Watertown City Finance Office \$22,785.90, Daron Zemlicka 23.32 Jury.

COMMISSIONERS CONTINGENCY TRANSFERS

Motion by Johnson, second by Hanten, to transfer \$30,000.00 from the Commissioners Contingency budget to the Court Appointed Attorney budget; all present voted aye; motion carried.

NOVEMBER/DECEMBER CLOSURES

The Board noted the following closures for the Courthouse and all County buildings which will occur in November and December, per previously adopted policy: Thanksgiving Day and all day Friday, November 28th and 29th, all day Christmas Eve and Christmas Day, December 24th and 25th. Employees will be given 8 hours of administrative leave to use for the office closures on Friday, November 29th and Tuesday, December 24th. Essential employees required to work, or on their regularly scheduled day off, will receive 8 hours of administrative leave, for November 29th and December 24th, to use at a later date.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Hanten, second by McElhany, to approve an automatic budget supplement to the Emergency Management Expenditure budget in the amount of \$1,290.03 with P.O.D. grant reimbursement funds; all present voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Welfare Director, deposition in Milnor, ND.

BUILDING STUDY

The Board held a discussion regarding a previous motion to participate with the City of Watertown, in the purchase of the Sunchase Apartment building property. The City has offered the County a proposal regarding City owned property on Highway 212 that could be used as a site for a potential County Law Enforcement/Court facility building project, which would change the County's involvement in the purchase of the Sunchase property. Action to rescind the Board's motion of September 24th to provide \$150,000.00 towards the purchase of the Sunchase property will be placed on the November 26th agenda along with action to accept the City's proposal for the County to pay the City \$150,000.00 and relinquish the County's interest, in the County/City jointly owned parking lot located west of the Courthouse, to the City for exchange of the City owned property located on Highway 212 on the west edge of Watertown. Commissioner Heller noted there will be a meeting of the Sheriff, Chief Correctional Officer, Circuit Court Judge, Court Services representatives and the architect regarding the County's proposed building project and a meeting at 3:30 p.m. today of the Community Committee regarding the proposed project. Commissioner Hanten noted an application has been sent to the City of Watertown to be completed to allow the creation of an access point, to the Highway 212 property, from a state highway.

EXECUTIVE SESSION

Motion by Johnson, second by Hanten, to enter into executive session at 9:51 a.m., to discuss labor contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:01 a.m. No action was taken. Human Resource Director, Terry Satterlee was present for executive session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 10:01 a.m., until 9:00 a.m., Tuesday, November 26th, 2013; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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