

Official Proceedings
County of Codington, Watertown, South Dakota
Codington County Courthouse
14 1st Ave SE

November 24, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 24th, 2015, at the Codington County Courthouse. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, and Brenda Hanten; Chairman Brinkman absent; Vice-Chair Hanten, presiding.

AGENDA APPROVED

Motion by Gabel, 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 November 17th, 2015; all present voted aye; motion carried.

MONTHLY REPORTS

Emergency Management Director, Jim Sutton, reported the Search and Rescue team have assisted with searches in Sisseton, Roscoe, Huron, Mitchell, south of Castlewood and in Watertown during the past month; the weather siren replacement project continues in the Lake Kampeska area; Homeland Security grant fund projects have been approved for several local entities; 30 persons attended a recent HAZMAT class at LATI; 72 applications were received for the Emg. Mgmt. secretarial position; portable kennels will be purchased for future use when the Extension Center is used as an emergency shelter; and the Search and Rescue team will be purchasing a drone for use with Search and Rescue activities and for use by law enforcement and firefighters as needed. **Sheriff, Toby Wishard**, submitted the following statistics compiled during the month of October, 2015, for the Detention Center and Sheriff's Office: Average daily inmate population 71.48 (low of 65 and high of 78); bookings 253; \$11,866.48 collected in fees for out of county prisoner contracts; \$8,550.00 collected in work release fees; \$4,520.00 collected in fees for the 24/7 program; \$6,481.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General's Office; 48 individuals testing twice daily for PBT'S; 13 individuals reporting twice weekly for UA Drug testing; 7 individual wearing a drug detecting sweat patch; and 35 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 475 cases/calls for service; 12 traffic accidents investigated; 108 arrest warrants served; 222 sets of civil papers served; and 4,713 transport miles conducting 23 transports. Sheriff Wishard provided the Board with a report of fees collected in the amount of \$10,737.66 and retained by the County, during the month of October, 2015. The County received an electronic payment from the office of the SD Attorney General on October 9th, in the amount of \$2,840.00 for SCRAM fees collected in the third quarter of 2015. The fire alarm system in the Detention Center is up and running and the control room project is 95% complete.

EMERGENCY MANAGEMENT ON-CALL RESPONDER

Emergency Management Director, Jim Sutton, advised the Board of the need for an on-call responder for the Emergency Management Office when the Emergency Management Director is unavailable. Motion by McElhany, second by Gabel, to hire Larry Howard as an on-call responder for the Emergency Management Office, as needed, @\$20.00 per hour and a minimum of three hours per on-call day; all present voted aye; motion carried.

2016 SHERIFF PATROL VEHICLES

Sheriff, Toby Wishard, requested authorization to purchase two patrol vehicles, as budgeted in 2016, utilizing state bid specifications. Sheriff Wishard informed the Board he received two quotes from local

dealerships as follows: Sharp Chevrolet, Tahoe, \$38,150.00 and Watertown Ford, Police Utility Interceptor SUV, \$28,525.00. Sheriff Wishard noted the quote from Watertown Ford, plus shipping costs, comes in \$10.00 under the current state bid price. Motion by McElhany, second by Gabel, to authorize the purchase of two, Ford Police Utility Interceptor SUV's, from the quote of Watertown Ford; all present voted aye; motion carried.

JOHNSON CONTROLS 5 YEAR PLANNED SERVICE CONTRACT

Motion by Johnson, second by McElhany, to authorize the Facility Manager to enter into a 5-year planned service contract with Johnson Controls for heating, cooling, lighting, etc. in the Courthouse; all present voted aye; motion carried.

ELEVATOR MODERNIZATION SPECIFICATIONS

Facility Manager, Milo Ford, informed the Board he has received two quotes for the development of specifications for the modernization of the elevator in the Courthouse and provided the Board with the following quotes: Todd Architects, hourly rate not to exceed \$5,800.00 and Banner Engineering, \$16,750.00. Motion by Johnson, second by McElhany, to authorize the Facility Manager to contract with Todd Architects for the development of specifications and bid process assistance for the modernization of the elevator located in the Courthouse; all present voted aye; motion carried.

CLAIMS APPROVED

Motion by McElhany, second by Gabel, to approve for payment the following claims; all present voted aye; motion carried: Montgomery's 1967.00 sup; Visa-Reliabank 1293.54 rep/sup/trav; Visa-Reliabank 38.65 sup; Watertown City 22597.67 E-911 surcharge collections.

PAYROLL CLAIMS

Motion by Johnson, second by Gabel, to approve the following salary claims; all present voted aye; motion carried: Commissioners: 9,648.90 total salaries. Auditor: 15,141.13 total salaries. Co. Treasurer: 27,418.09 total salaries; Janet Bevers 3,655.74 step increase. States Attorney: 33,560.80 total salaries; Barb Maxwell 3,078.06 step increase. Gov. Buildings: 18,175.18 total salaries. Dir. Equalization: 41,159.50 total salaries. Reg. of Deeds: 16,201.30 total salaries; Jill Schweitzer new hire 2,810.10. Veterans Service: 9,342.71 salaries. Sheriff: 79,976.56 total salaries. Co. Jail: 96,551.66 total salaries. Coroner: 2,583.60 total salaries. Care of the Poor: 4,480.33 total salaries. County Nurse: 4,232.57 total salaries. Co. Park: 246.47 total salaries. Ag. Bldg.: 9,061.38 total salaries. Co. Extension: 8,918.58 total salaries. Weed Control: 5,196.13 total salaries. Planning Board: 341.54 total salaries. Road & Bridge: 80,811.07 total salaries; Rick Holinka 3,678.36 step increase; Brad Schwinger 3,801.90 step increase; Jamie Dolen 3,243.36 job description change. Emergency Management: 10,876.50 total salaries. Crime Victim: 5,939.31 total salaries. W.I.C.: 2,873.76 total salaries. Total: 482,737.07. Breakdown of withholding amounts which are included in the above: S.D. Retirement 43,592.36; S.D. Retirement 271.92 spouse option; S.D. Supplemental Retire. 3,770.00 suppl. retire.; Wellmark 64,008.93 ins.; Lincoln Financial Group 476.21 life ins.; Delta Dental 5,652.00 ins.; Avesis 768.02 ins.; Nationwide Retire. Sol. 244.29 suppl. retire.; AFSCME Council 65 388.80 employee union dues; AFLAC 2,677.88 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 3,282.00 suppl. retire.; AFLAC 344.88 ins.; Watertown United Way 115.85 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 14,517.00 employee payments; Cod. Co. Treasurer 32,915.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 195.00 employee union due; Codington County Deputy Sheriff's Association 135.00 employee union dues; ReliaBank Dakota 36,105.11 federal withholding; ReliaBank Dakota 54,874.10 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.; employee payment.

EMPLOYEE HEALTH INSURANCE PREMIUM COSTS

Motion by McElhany, second by Gabel, to approve the following cost share for employee health insurance: Single premiums to be paid entirely by the County and Family premiums split 50/50 between the County and the employee. Upon vote of the Board, all present voted aye; motion carried.

OPERATING CASH TRANSFER

Motion by Johnson, second by McElhany, to transfer operating cash from the General Fund to the Road and Bridge Fund, as previously budgeted, in the amount of \$484,685.00; all present voted aye; motion carried.

FIREWORKS PERMITS TO DISCHARGE

Motion by McElhany, second by Gabel, to approve the following permit to discharge fireworks; all present voted aye; motion carried: Pamela Carlson, consumer fireworks 30 minute display, at 44854 169 St., Watertown, on December 11, 2015.

REGIONAL AGING COUNCIL OF NORTHEAST SOUTH DAKOTA

Motion by Gabel, second by McElhany, to appoint Terry Hoffmann to the Regional Aging Council of Northeast South Dakota; all present voted aye; motion carried.

PERSONNEL CHANGES

Motion by McElhany, second by Gabel, to approve the following personnel changes; all present voted aye; motion carried: New Hire, Auditor Clerk, Alissa Harte; effective date December 1, 2015; step 3/\$15.17 per hour; and Sara Aman, WIC Secretary, 6 month step increase, to step 2/\$14.71 per hour, effective date December 1, 2015.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel request; all present voted aye; motion carried: Welfare Director, Homeless Consortium Meeting in Chamberlain.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session at 9:53 a.m., to discuss union contract negotiations and a personnel issue; all present voted aye; motion carried. The Board returned to regular session at 10:05 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 McElhany, to adjourn at 10:05 a.m., until 9:00 a.m., Tuesday, December 1st, 2015; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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