

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

October 1, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 1<sup>st</sup>, 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 Hanten, second by McElhany, to approve the minutes of September 24<sup>th</sup>, 2013; all present voted aye; motion carried.

**COUTHOUSE BUILDING FUND FORMAL BUDGET SUPPLEMENT**

The Board held a public hearing, as previously advertised, for a formal supplement to the Courthouse Building expenditure budget. Motion by McElhany, second by Johnson, to approve a formal supplement to the Courthouse Building expenditure budget in the amount of \$48,000.00 to reflect the available cash balance in the Courthouse Building Fund. Chairman Brinkman asked for comments from the public. No persons were present to comment during this hearing. Upon vote of the Board; all present voted aye; motion carried.

**MONTHLY REPORTS**

**SDSU 4-H/Youth Program Advisor, Jodi Loehrer**, reported the following items: the new 4-H year begins October 1<sup>st</sup>; National 4-H Week is October 6<sup>th</sup> through October 12<sup>th</sup>; records books and award applications will be judged in the middle of October; and the 4-H recognition event is scheduled for November 3<sup>rd</sup>. Current 4-H membership is approximately 285 – 290 with many more youth affected by the various programs offered throughout the year. Ms. Loehrer advised the Board they will be receiving an evaluation survey to complete regarding her performance as the SDSU 4-H/Youth Program Advisor. **Regional Extension Specialist, Paul Johnson**, reported the annual election of the Regional Office Coordinator has taken place with Nikki Prosch, Nutrition & Physical Health Field Specialist, elected as coordinator for the coming year. Mr. Johnson also reported on the activities of the Regional Field Specialists. **Community Health Nurse, Karla Moes**, who could not be present for this meeting provided the Board with a written report containing information on the following: going live with SDWIC-IT; the arrival of flu vaccine; school screenings; services provided in Roberts County; office assistance from Hamlin and Clark counties; and participation in a P.O.D. clinic on September 26<sup>th</sup> at the Watertown Middle School. **Veterans Service Officer, Al Janzen**, reported 8 trips with 16 riders in the month of September. Mr. Janzen attended Veterans Court training and was approached to be the coordinator for the “Mentor Program” for Veterans. Mr. Janzen will be required to attend a training class in Washington, DC in order to qualify for the position of “Mentor Coordinator,” which is a voluntary position. Mr. Janzen will apply for grant funds to assist with the cost of this training. Mr. Janzen also attended the ribbon cutting ceremony for the National Guard Readiness Training Center. **Weed Supervisor, Steve Molengraaf**, reported fall weed spraying is currently underway and the contract for the State roads has been fulfilled. Mr. Molengraaf has drafted and mailed a letter to property owners, who previously had weed problems on their properties, outlining the procedures and laws pertaining to the control of noxious weeds in South Dakota. Mr. Molengraaf noted the annual district weed meeting is scheduled for November 4<sup>th</sup> in Stratford and any County Commissioners are invited to attend. Mr.

Molengraaf also reported on the West Nile Conference he recently attended. **Welfare Director, Sarah Petersen**, submitted the following statistics for the time period September 3rd through October 1<sup>st</sup>, 2013: 5 applications; with 2 approved for County assistance; 2 denials; 1 pending or referred; 0 other resources utilized; 0 guarantees; and 0 new clients approved. Total Assistance: \$337.01 for pharmacy and rent; 1 active medical case and 1 medical application pending decision. Total Credits: 2,926.49. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of August were a savings of \$7,642.57 with 240 people utilizing the program. Ms. Petersen also reported on the following items: the recently held "Stand Down for Veterans;" Fall Convention; and the creation of a Catastrophic Medical advisory board. Ms. Petersen's will speak at the Juvenile Corrections State meeting on poverty and her nomination to the NACo Health and Human Services Steering Committee has been approved.

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

Motion by Hanten, second by McElhany, to authorize the Chairman to sign a temporary easement agreement with Joseph and Janet Bevers in the amount of \$25.48, for .23 acres of pasture land for the County Road 20-3 project; all present voted aye; motion carried.

#### **TAX LEVY PAY 2014 RESOLUTION CORRECTION**

Motion by Hanten, second by McElhany, to correction resolution 2013-24 to reflect the County tax levy at 3.68 instead of the amount previously adopted of 3.584, which reflected a typographical error; all present voted aye; motion carried.

#### **TREASURERS' OFFICE COMPTUER EQUIPMENT**

Motion by Johnson, second by McElhany, to approve the purchase of five computers, software, and set up, for the Treasurer's office as previously budgeted; all present voted aye; motion carried.

#### **SEALED BIDS ON UNSOLD TAX DEED PROPERTY**

The Board received two sealed bids for a parcel of property which did not sell at a Tax Deed property public auction held on August 13<sup>th</sup>, 2013. The following bids were opened and announced at the Board's meeting on Tuesday, September 24th, for property record #14791, the S5' of Lot 18, Block 2, Haan's First Addition.

Darla Estwick	\$130.00
Richard Riley	\$100.00

Commissioner Hanten advised the Board that after conducting research on the type of title the County will provide for the purchase of Tax Deed property, and after contacting Assistant States Attorney, Tom Burns, the following determination was made: The County will issue a "Quit Claim Deed" for Tax Deed property purchases and the County will not pay for any title searches for Tax Deed property purchases. Motion by Johnson, second by McElhany, to accept the bid of \$130.00 from Darla Estwick for Tax Deed property record #14791 and to authorize the Auditor to prepare a quit claim deed upon receipt of \$130.00 from Darla Estwick; all present voted aye; motion carried.

#### **FFY2014 EMERGENCY MANAGEMENT STATE AND LOCAL AGREEMENT**

Emergency Management Director, Jim Sutton, presented to the Board, and briefly reviewed the FFY2014 Emergency Management State and Local Agreement (SLA). Motion by Heller, second by McElhany, to authorize the Chairman to sign the FFY2014, Emergency Management, State and Local Agreement between the State of South Dakota and Codington County, as requested by Emergency Management Director, Jim Sutton, all present voted aye; motion carried.

**EMERGENCY MANAGEMENT DIRECTOR CERTIFICATE OF APPRECIATION**

Chairman Brinkman presented Emergency Management Director, Jim Sutton, with an “Operation Timber Strike” certificate of appreciation from Mike T. Huether, Mayor of the City of Sioux Falls. This certificate was presented to Mr. Sutton for his dedication, sacrifice, and public service to the citizens of Sioux Falls in their time of need during and after the April 9, 2013, ice storm.

**BURN BAN DISCUSSION**

Emergency Management Director, Jim Sutton, advised the Board that he has spoken with the majority of the local fire chiefs and the general consensus is that it would be premature at this time to enact the County’s burn ban ordinance. Mr. Sutton noted that his recommendation, and the recommendation of all local Fire Chief’s, is that all controlled burns be reported, beforehand, to the Watertown Police Dept.

**CLAIMS APPROVED**

Motion by McElhany, second by Hanten, to approve payment of the following FEMA Office guard duty claims; all present voted aye; motion carried: Charles Carbonneau 810.00, David Curtis 1,552.50, David Gibbs 1,620.00, Michael Gubka 2,857.50, Bradford Howell 1,620.00, Russell Mathews 2,160.00, Scott McMahan 540.00, Jerrod Olson 3,240.00, Keith Olson 1,620.00, Adam Reeves 1,035.00, Tracy Schaefer 270.00, Trevor Schimmel 1,620.00, Timothy Toomey 225.00, John O. Weber 2,340.00, Toby S. Wishard 1,305.00, James Wollan 540.00.

**EXECUTIVE SESSION**

Motion by Johnson, second by McElhany, to enter into executive session at 9:43 a.m., to discuss contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 9:51 a.m., action was taken.

**SUNCHASE PROPERTY PURCHASE**

Motion by Hanten, second by Johnson, to purchase and title the Sunchase property as tenants in common with the City of Watertown based proportionally on the purchase price amount paid by each party, the County and the City, and to enter into a Memorandum of Understanding with the City for the upkeep and maintenance (snow removal and paving), liability insurance, and all other typical overhead costs pertaining to the aforementioned property; all present voted aye; motion carried.

**AUTOMATIC BUDGET SUPPLEMENTS**

Motion by Johnson, second by McElhany, to approve an automatic budget supplement in the amount of \$23,355.00, with FEMA reimbursement funds, to the Emergency Management expenditure budget; all present voted aye; motion carried.

**TRAVEL REQUESTS**

Motion by Johnson, second by Heller, to approve the following travel request; all present voted aye; motion carried: Veterans Service Officer, Veterans Court Mentor Coordinator training in Washington, DC. Motion by Johnson, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Highway Supt. and Weed Supervisor, Safety & Loss Control Conference in Mitchell; and Emergency Management Director, Emergency Management training in Pierre and Homeland Security Senior Advisory Committee meeting in Pierre.

**BUILDING STUDY**

Commissioner Heller noted the next meeting of the Building Study Committee is scheduled for 3:30 p.m., Tuesday, October 15<sup>th</sup>, in the Commissioners Chambers at the Courthouse.

**EXECUTIVE SESSION**

Motion by McElhany, second by Hanten, to enter into executive session at 10:01 a.m., to discuss union contract negotiations, personnel, and Courthouse contractual matters; all present voted aye; motion carried. The Board returned to regular session at 10:53 a.m. Human Resource Director, Terry Satterlee and Facilities Manager, Milo Ford were present for executive session at varying times. Action was taken.

**MEMORIAL PARK CAMPGROUND MANAGER**

Motion by Johnson, second by McElhany, to authorize the advertisement of the position of Memorial Park Campground Manager; all present voted aye; motion carried.

**ADJOURNMENT**

There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 10:54 a.m., until 9:00 a.m., Tuesday, October 8<sup>th</sup>, 2013; 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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