

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

October 8, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, October 8th, 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 McElhany, second by Hanten, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Hanten, second by McElhany, to approve the minutes of October 1st, 2013; all present voted aye; motion carried.

MONTHLY REPORTS

Auditor, Cindy Brugman, reported on tax levy preparation and a mass mailing to inactive voters.
Director of Equalization, Shawna Constant, reported the Appraisal staff is finishing up in the reappraisal area; the Office staff are working on flooded farmland applications, tax exempt applications, and entering sales data for submission to the Dept. of Revenue.

HYVEE FOOD STORE HOLIDAY SHOWCASE

Kim Nichols, representing the local HyVee Foods Store, met with the Board to request authorization to sample wine and spirits at Hy-Vee's Holiday Showcase to be held at the Codington County Extension Center Complex on November 7, 2013. Motion by Johnson, second by Hanten, to approve the request as presented by Ms. Nichols; all present vote aye; motion carried.

HIGHWAY DEPT. TRUCK

Motion by Johnson, second by Hanten, to authorize the purchase of a 2002 Ford F450 Super Duty XL, from SD Federal Surplus in the amount of \$15,500.00, to replace a 1987 Dodge service truck as budgeted and requested by Highway Supt., Rick Small, all present voted aye; motion carried.

COMMISSIONER EXCUSED

Commissioner McElhany was excused at 9:08.

AUDITORS ACCOUNT W/ TREASURER AND REGISTER OF DEEDS FEES

Motion by Johnson, second by Heller, to approve the Auditor's Account of the cash and cash items in the hands of the County Treasurer as of the last day of September, 2013, all present voted aye; motion carried.

Cash on hand	\$	9,214.58
Checks in Treasurers' possession		
less than 3 days	\$	114,070.54
Credit Card Charges	\$	1,328.58
Cash Items	\$	0.55
TOTAL CASH ASSETS ON HAND	\$	124,614.25
RECONCILED CHECKING		
Great Western Bank Checking (Memorial Park)	\$	355.04

Reliabank Dakota	\$12,190,236.31
INVESTMENTS	
SD Public Funds Investment	\$ 6,969.90
CERTIFICATES OF DEPOSIT	
Home Federal Bank	\$ 400,000.00
TOTAL CASH ASSETS	\$12,722,175.50
General Ledger Cash Balance by Funds:	
General	\$ 6,838,260.97
General restricted cash	\$ 500,000.00
Sp. Revenue	\$ 4,466,514.97
Sp. Revenue restricted cash	\$ 10,411.85
Trust & Agency	\$ 906,987.71
(schools 342,574.77, townships 42,195.54; city/towns 71,991.65)	
TOTAL GENERAL LEDGER CASH	\$12,722,175.50

The Board noted the following report of fees as submitted by Register of Deeds, Ann Rasmussen: Total transactions in September were in the amount of \$38,364.50; with \$2,080.00 remitted to the State of South Dakota for certified copies of births, deaths, and EVRSS fees.

GENERAL FUND SURPLUS ANALYSIS

The Board noted the General Fund Surplus Analysis is 28%, as of September 30, 2013.

CLAIMS

Motion by Heller, second by Hanten, to approve for payment the following claims; all present voted aye; motion carried: A-1 Porta Pros, Inc 250.00 Svc, Accreditation, Audit And 150.00 Train, AP Auto Pros 225.78 Rep, AT&T Mobility 115.60 Util, AT&T Mobility 71.49 Utilities, Valerie Barnes 20.00 Wit, Batteries Unlimited 90.00 Repairs/Maint., Beadle Inc 30.00 Svc, Gwendolyn Benck 64.80 Jury, Cynthia Bergsbaken 52.22 Jury, Best Western - Pierre 2156.00 Trav, Best Western Of Huron 294.00 Trav, Christopher Biewer 10.74 Jury, Scott A. Bohls 40.00 Cell, Borns Group 2476.35 Post, Boys & Girls Club 1000.00 Pmt, Bratland Law 2251.30 Svc, Brevik Law Office Prof LLC 260.26 Svc, Brian's Glass & Door Inc. 230.00 Repairs/Maint., Elmer Brinkman 610.34 Trav, Kristi Bronson 12.22 Jury, Brown Clinic - Main 27.00 Svc, Cindy Brugman 26.00 Trav, Ross Burchatz 10.74 Jury, Burns Law Office 5200.00 Svc, Butler Machinery 30.77 Sup, Butler Machinery 2430.96 Supplies, Carquest Auto Parts 53.71 Supplies, Carrico Law Prof. LLC 524.80 Svc, Cartney Bearing & Supply 33.91 Repairs/Maint., Cass-Clay Creamery 1303.88 Sup, Cedar Shore Resort 364.00 Trav, Centurylink 657.61 Util, Centurylink 13.39 Util, Centurylink 85.28 Svc, Chuck's Bike & Lock Shop 52.85 Rep, Codington County Sheriff 208.06 Reimb, Denise Cody 45.00 Svc, Cole Papers, Inc. 2665.51 Sup, Compass Counseling 1550.00 Svc, Connecting Point Computer Cent 1929.40 Maint, Conserv Flag Co 213.84 Sup, Shawna Constant 155.00 Trav, Matthew Cordell 17.40 Jury, County Fair Foods 71.96 Sup, Creative Rewards 100.00 Sup, Creative Visions 53.95 Svc, Credit Bureau Of Watertown Inc 1000.62 Pmt, Crescent Electric Supply Co. 368.44 Rep, Culligan Water Conditioning 198.75 Sup, David Curtis 40.00 Cell, D K Diesel 37.44 Repairs/Maint., Danko Emergency Equipment Co 150.87 Equip, Data Truck 39.99 Util, Delyle's South 81 Service Inc 1660.38 Rep, Bimbo Foods, Inc 754.99 Sup, East Dakota Water Development 930.92 September Apportionment, Electric Motors & Moore, Inc. 42.00 Repairs/Maint., Elite Signs & Graphix 390.11 Mach, EMC Insurance Companies 67.00 Ins, John Engels 40.00 Cell, Robert Engels 11.48 Jury, Engelstad Electric Co. 1269.59 Rep, F.J. McLaughlin 892.17 Supplies, Family Dental Center 180.00 Svc, Farnams Genuine Parts 5.49 Sup, Farnams Genuine Parts 104.43 Supplies, Lori Fiebelkorn 13.70 Jury, First District Assn Of Lcl Gov 7739.89 Svc, Allison Forbush 155.00 Trav, Milo Ford 5.00 Trav, Fox & Youngberg, P.C. 350.48 Svc, FSL Auction 200.00 Ref, Gloria Gallisath 51.48 Jury, Galls, An Aramark Company 471.25 Sup, GCR Tire Center 16.00 Repairs/Maint., GCR Tire Center 28.25 Rep, Genoa Healthcare/Watertown 85.72 Sup, David Gibbs 40.00 Cell, Tana Gisi 50.74 Jury, Glass Products Inc.

60.48 Sup, Grainger 255.36 Rep, Erica Grant 50.74 Jury, Great Western Bank 160.98 Travel & Conf., Green, Roby, Oviatt, 4699.99 Svc, Michael Gubka 40.00 Cell, Larry Haider 11.48 Jury, Mary Hall 12.96 Jury, James Haney 13.70 Jury, Brenda Hanten 703.88 Trav, Lorne Harms 12.22 Jury, Helena Chemical Company 263.75 Sup, Jeff Hershman 25.00 Cell, Ashley Hesse 10.74 Jury, Hillyard Floor Care Supply 162.18 Sup, William Hoff 40.00 Cell, Kristie Hoffman 11.48 Jury, Holiday Inn Spearfish 1217.86 Trav, Brad Howell 40.00 Cell, Nichole Huls 20.00 Wit, Glacial Lakes Humane Society 125.00 Svc, HyVee #1871 Accts Receivable 1810.91 Sup, HyVee #1871 Accts Receivable 400.10 Grant, Interlakes Community Action 986.83 Pmt, Cindy Jastrom 20.00 Wit, Jeff's Vacuum Center 28.50 Rep, Myesha Johnson 20.00 Wit, Myron Johnson 437.00 Trav, Paul Johnson 583.33 Svc, Scott Jongbloed 500.00 Grant, Jurgens Printing 173.00 Sup, Jurgens Printing 47.00 Grant, Robbie Jurgens 11.48 Jury, Marty Karnopp 209.26 Trav, Allison Keeler 13.70 Jury, Kennedy, Pier & Knoff LLP 146.80 Svc, Kipp R. & Melissa A. Jurgens 953.16 Supplies, Joan Kittelson 15.00 Svc, Rodney Klatt 17.40 Jury, Lake Area Child Protection 20.00 Dues, J.H. Larson Electrical Co. 153.64 Rep, Ronald Lawrence 11.48 Jury, Lawson Products 213.92 Supplies, Leads Online 594.00 Train, Brian Lendt 12.22 Jury, Lewis & Clark Bhs 960.00 Svc, Lewno Law Office 598.34 Svc, Lincoln Co Treasurer 18.00 Svc, Kathleen Lindner 18.14 Jury, Karen Livingston 190.00 Asst, Jodi Loehrer 25.00 Cell, Kari Lohr 13.70 Jury, Phyllis Lutz 51.48 Jury, Danielle Maag 23.32 Jury, Kelly Maag 11.48 Jury, Mac's Inc 120.08 Supplies, Mac's Inc. 39.51 Rep, Mahowald's 93.49 Rep, Marco, Inc 354.40 Rent, Mark's Auto 117.17 Rep, Marshall & Swift/Boeckh, LLC 1658.30 Maint, Sandra Matejek 10.74 Jury, Russell Mathews 40.00 Cell, Tyler McElhany 355.71 Trav, Eric McNames 17.40 Jury, Menards 330.65 Rep, Menards 27.80 Supplies, Midcontinent Communications 275.00 Util, Milbank Communications 132.00 Supplies, Moe Oil Company 630.65 Supplies, Steve Molengraaf 5.00 Trav, Jamie Monson 12.50 Cell, Municipal Utilities 12135.01 Util, Municipal Utilities 341.21 Utilities, Northwestern Energy 118.12 Utilities, Yanira Novoa 150.00 Svc, ODB Company 1677.75 Supplies, Office Peeps, Inc. 1745.35 Sup, Office Peeps 35.78 Supplies, Bruce Olson 20.00 Wit, Jerrod Olson 40.00 Cell, Ottertail Power Co, 23.72 Utilities, Michelle Pederson 155.00 Trav, Pennington County Sheriff 390.60 Trav, Sarah Petersen 71.00 Trav, Gene Peterson 10.74 Jury, PMB 0112 230.32 Util, Prairie Lakes Health Care Cent 7823.26 Pmt, Brittany Pribbenow 20.00 Wit, Print Em Now 244.00 Supplies, Print 'Em Now 240.00 Sup, ProBuild 231.85 Rep, Sheila Raml 11.48 Jury, Redlinger Bros. 29.75 Rep, Adam Reeves 40.00 Cell, Richard & Mary M. Simonton 10.48 Repairs/Maint., Sandra Richmond 10.00 Jury, Brian Richter 40.00 Cell, Wm Rieffenberger 11.48 Jury, Roger's Auto Sales And Salvage 135.00 Repairs/Maint., Robert Rogers 24.80 Jury, Ron's Saw Shop 390.30 Rep, Don Rowland 1400.00 Grant, Runnings 18.38 Sup, Runnings Farm & Fleet 8.76 Repairs/Maint., Dawn Russell 1019.60 Svc, Safety Benefits 130.00 Reg, Safety Benefits Inc. 65.00 Travel & Conf., Terrance Satterlee 1500.00 Svc, Lila Schaefer 52.22 Jury, Harvey Schneider 52.96 Jury, Schrader's 396.00 Sup, SD Attorney General's Office 223.00 Pmt, SD Dept Of Legislative Audit 18628.00 Audit, SD Department Of Revenue 1359.00 Svc, SD State Treasurer 387742.17 October Remittance, SDACO 1008.00 Sep M&P Relief, SDN Communications 516.12 Util, SDSU Print Lab 322.45 Sup, Melissa Sears 155.00 Trav, Securus Technologies 2800.00 Sup, Senske Construction 6966.93 Const, Service Signs, Inc 66.33 Rep, Sheehan Equipment 31.05 Repairs/Maint., Shepherd Reporting LLC 90.00 Svc, Shreves Law Office 200.25 Svc, Sioux Valley Coop 743.11 Fuel, Sioux Valley Coop 5984.11 Fuel, Sioux Valley Coop 5789.90 Supplies, South Shore Gazette 674.85 Pub, Spears Law Office 420.00 Svc, Jennie Spooner 10.74 Jury, Star Laundry 107.50 Supplies, Star Laundry 38.63 Sup, SD Cle, Inc 625.00 Sup, Connie Stoebner 155.80 Svc, Patricia Strohfus 10.74 Jury, Sturdevant's Auto Parts 50.00 Supplies, James Sutton 83.00 Trav, Sutton Law Office Pc 11041.12 Svc, Karen Swanda 60.00 Svc, Scott Swanson 25.00 Cell, Swift County Sheriff's Office 97.00 Svc, Thomas Tacy 10.00 Jury, Technicolor Screen Printing 534.00 Sup, Heidi Thorson 407.56 Trav, Thurman Law Office 184.10 Svc, Todd Warne 1.54 Repairs/Maint., Ordean Torgerson 13.70 Jury, Toshiba Financial Services 392.52 Rent, Trav's Outfitter Inc 709.92 Sup, Truenorth Steel 456.78 Supplies, Lee Trumm 150.00 Equip, Mary Tschakert 24.80 Jury, Us Foodservice Inc 9207.00 Sup, Dale Valberg 10.00 Jury, Van Diest Supply Company 24428.60 Sup, Verizon Wireless 192.23 Util, Great Western Bank 942.84 Pmt, TCM/Reliabank Dakota 1554.64 Pmt, Tom Walder 40.00 Cell, Walgreens 147.01 Asst, Walmart

Community 256.90 Pmt, Warne Plumbing & Heating 218.21 Rep, Watertown Ford 539.36 Rep, Watertown Lawn & Garden 145.00 Rep, Watertown Public Opinion 997.47 Pub, Watertown Resource Center 3980.00 3rd Qtr Collections, Westside Animal Clinic Pc 316.61 Svc, Carlton Whetsel 14.44 Jury, James Williams 10.74 Jury, Toby Wishard 40.00 Cell, Cory Wohlleber 10.74 Jury, Eric Woolworth 41.00 Ref, Wow! Business 377.38 Util, Wow! 49.95 Utilities, Watertown Landfill 3.45 Maint, Wtn Optimist Club 130.00 Dues, WW Tire Service Inc. 1570.00 Supplies, Yankton Co. Sheriff 125.00 Svc, Patricia Yetter 50.74 Jury, Zep Sales & Service 296.70 Supplies.

SURPLUS RADIO EQUIPMENT

Motion by Hanten, second by Heller, to declare the following Emergency Management fixed assets surplus, to be sent to Pierre as part of a radio collection project conducted by the SD Public Safety Communications Council. The purpose of this program is to inventory radios that are assigned to the state digital network and remove those that are no longer in working order or no longer being used to access the state digital network but are taking up identification space on the system. Upon vote of the Board; all present voted aye; motion carried: GEN01371, EF Johnson portable radio s/n 13153; GEN01374, EF Johnson portable radio s/n 14044; and GEN01375, EF Johnson portable radio s/n 11004.

COURTHOUSE STORAGE SHED

Motion by Hanten, second by Johnson, to approve the purchase of a 10x12 storage building, in the amount of \$2,365.00, for use at the Courthouse, as budgeted and requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

COUNTY ROAD 20-3 RIGHT OF WAY DOCUMENTS

Motion by Johnson, second by Hanten, to authorize the Chairman to sign a temporary easement agreement with Todd & Connie Fuerstenau in the amount of \$177.82; for 1.1 acres of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by Johnson, second by Heller, to authorize the Chairman to sign a temporary easement agreement with Karl Kuhlman in the amount of \$161.65; for 1 acre of land for the County Road 20-3 project; all present voted aye; motion carried. Motion by Hanten, second by Heller, to authorize the Chairman to sign a temporary easement agreement with Donald & Lyndren Kuhlman in the amount of \$226.31; for 1.4 acres of land for the County Road 20-3 project; all present voted aye; motion carried.

FEES NOT COVERED BY STATUTE

Motion by Hanten, second by Johnson, to approve the following change in fees as submitted by the Sheriff's Office:

.25 per page for documents emailed to the Sheriff's Office
\$65.00 per day inmate cost with \$25.00 paid by the inmate and \$40.00 paid by the contracting County.

Upon vote of the Board; all present voted aye; motion carried.

HOLIDAY CLOSING

The Board noted the Courthouse and all County Offices will be closed on Monday, October 14th, 2013, in observance of Native Americans' Day.

TRAVEL REQUESTS

Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Facility Manager, Safety Conference, in Mitchell.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel change; all present voted aye; motion carried: Director of Equalization Clerk, Barb Martenson; anniversary step increase from step 6/\$16.07 per hour to step 7/\$16.58 per hour; effective date 10/15/2013; submitted and approved by Director of Equalization, Shawna Constant.

BUILDING STUDY

Discussion was held regarding available property south of the airport, currently owned by the City, for the County's proposed building project.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Hanten, second by Johnson, to adjourn at 9:29 a.m., until 9:00 a.m., Tuesday, October 15th, 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.

Published once at the total approximate cost of \$_____.