

**Official Proceedings  
County Of Codington, South Dakota**

August 6, 2013

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, August 6<sup>th</sup>, 2013, at the Codington County Courthouse. Commission members present were: Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; absent George Heller; 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 July 23<sup>rd</sup>, 2013; all present voted aye; motion carried.

**WATERTOWN RESOURCE CENTER FUNDING REQUEST**

Watertown Resource Center representatives; Dawn Sikkink, Executive Director, and Linda Shroll, Direct Services Coordinator, met with the Board to request a 2014 Budget appropriation from the County in the amount of \$20,000.00. Ms. Sikkink provided the Board with data related to the services offered by the Watertown Resource Center and noted there has been decreased funding for shelters across the state due to budget cuts. Chairman Brinkman noted the Board will take this request under advisement.

**CRITICAL INCIDENT TEAM TRAINING**

Dr. Charles Sherman, Chief Executive Officer with the Human Service Agency of Watertown and Melissa Magstadt, House of Representatives, District 5 and also a member of a local mental health work group, met with the Board to request a “one-time” \$5,000.00 in funding, from Codington County’s 2014 budget, for a project to provide critical incident team training to those persons whose employment require them to interact with mentally ill persons in times of crisis. Chairman Brinkman noted the Board will take this request under advisement.

**MONTHLY REPORTS**

**Regional Extension Field Specialists, Warren Rusche and Paul Johnson**, updated the Board on activities of the Regional Extension Service including the scheduled field day at the Volga Research Farm; Dakota Fest; and the SD State Fair. **Community Health Nurses, Karla Moes and Karen Nygaard**, who could not be present for this meeting, submitted a written report which covered the following items: preparations to go paperless with the new SD WIC-IT system on September 3<sup>rd</sup>; the hiring of a new dietician for the Watertown region; the hiring of Deb Brandlee to fill the vacant position of regional manager for the Watertown region; and a meeting with representatives of Prairie Lakes Hospital to discuss ways to meet the needs of the underserved population in the area. **Veterans Service Officer, Al Janzen**, reported three trips with 7 total riders in the month of July. Mr. Janzen briefed the Board on upcoming meetings which will result in the closure of his office on Monday, August 12<sup>th</sup>. Mr. Janzen expressed his thanks to the local Vietnam Veterans group who recently installed a sidewalk to their memorial located on the front lawn of the Courthouse. **Weed Dept. Manager, Paul Johnson and Supervisor, Steve Molengraaf**, reported road side spraying has been completed at this time. Mr. Molengraaf noted 176 acres of private property, which was unsolicited by the Weed Dept., was sprayed this year along with spraying at the new National Guard Readiness Center and approximately \$13,700.00 has been collected for spraying in 2013 from private and local government entities. Weed Dept. staff are currently spot inspecting private properties for any infestation issues. Mr. Molengraaf updated the Board on the enforcement again Dexter Township which will last for a three year period. Mr. Molengraaf also

noted the Town of Florence was sprayed for mosquitoes on July 8<sup>th</sup>. **Welfare Director, Sarah Petersen**, who could not be present for this meeting, submitted a written report with the following statistics for the time period July 1<sup>st</sup> through August 5<sup>th</sup>, 2013: 8 applications; with 1 approved for County assistance; 2 denials; 4 pending or referred; 1 other resource utilized; 0 guarantees; and 1 new client approved. Total Assistance: \$3,952.00 for a burial; 0 active medical cases and 1 medical application pending decision. Total Credits: 4,285.22. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the month of June were a savings of \$6,049.82 with 245 people utilizing the program.

### **PAYROLL CLAIMS**

Motion by Johnson, second by Hanten, to approve for payment the following July salary claims; all present voted aye; motion carried: Commissioners: 9,346.36 total salaries. Auditor: 17,770.85 total salaries; Cindy Brugman 4,607.52 reg. salary; Judy Heim 2,884.92 reg. salary; Jodi Pearson 3,132.00 reg. salary; Debbie Melville 2,796.18 reg. salary. Co. Treasurer: 26,240.23 total salaries; Carol Maloney 4,374.36 reg. salary; Janet Bevers 3,427.80 reg. salary; Betty Overlie 2,884.92 reg. salary; Lindee Waba 2,978.88 reg. salary; Carmen Nelson 2,714.40; Sandy Theye 2,472.54. States Attorney: 33,268.97 total salaries; Dawn Elshere 7,708.20 reg. salary; Linda Young 3,480.00 reg. salary; Barb Maxwell 2,884.92 reg. salary; Ruth Swenson part time @ 16.58 hr.; Chad Nelson 5,084.28 reg. salary; Patrick McCann 4,492.68 reg. salary; Kay Suttan part time @ 13.82 hr. Gov. Buildings: 19,171.47 total salaries; Milo Ford 4,814.58 reg. salary; Bob Byer 3,427.80 reg. salary; Cindy Dargatz part time @ 15.40 hr.; Steve Deville 2,714.40 reg. salary. Dir. Equalization: 37,564.16 total salaries; Shawna Constant 4,497.90 reg. salary; Diane Merchant 3,132.00 reg. salary; Michelle Pederson 3,337.32 reg. salary; Heidi Thorson 3,521.76 reg. salary; Jamie Monson part time @ 18.58 hr.; Barb Martenson 2,796.18 reg. salary; Sandi Wegter 2,796.18 reg. salary; Melissa Sears 2,942.34 reg. salary; Allison Forbush 2,942.34 reg. salary. Reg. of Deeds: 17,224.59 total salaries; Ann Rasmussen 4,374.36 reg. salary; Mary Fransen 3,427.80 reg. salary; Mary Halsey 2,796.18 reg. salary; Jacki Manning 2,884.92 reg. salary. Veterans Service: 8,648.50 total salaries; Al Janzen 3,591.36 reg. salary; Peg Raml 2,884.92 reg. salary. Sheriff: 70,890.66 total salaries; Toby Wishard 5,294.82 reg. salary; Dave Gibbs 4,069.86 reg. salary; Brian Richter 4,087.26 reg. salary; Adam Reeves 3,337.32 reg. salary; Brad Howell 4,228.20 reg. salary; Kristi Gast 3,480.00 reg. salary; Kathy Young 3,135.48 reg. salary; Janelle Nygaard 2,942.34 reg. salary; Rusty Mathews 3,699.24 reg. salary; Scott Bohls 3,699.24 reg. salary; Jerrod Olson 3,699.24 reg. salary; Mike Gubka 3,808.86 reg. salary; Dave Curtis 3,935.88 reg. salary; Chuck Carbonneau part time @ 20.48 hr.; Jim Wollan part time @ 20.48 hr.; Keith Olson part time @ 20.48 hr.; Trever Schimmel part time @ 19.28 hr. Co. Jail: 84,743.07 total salaries; Tom Walder 4,263.00 reg. salary; Marie Suman 3,394.74 reg. salary; Lori Mills 3,394.74 reg. salary; Cindy Olson part time @ 19.51 hr.; Marcy Rossow 2,603.04 reg. salary; Shawna Carter 3,412.14 reg. salary; Lindsey Stricherz 3,412.14 reg. salary; Jennifer Guest 3,412.14 reg. salary; Amy Coon 3,412.14 reg. salary; Jennifer Matejek 3,286.86 reg. salary; Matt Blackwelder 3,081.54 reg. salary; Char Kurkowski 3,081.54 reg. salary; Erin Winge 3,098.94 reg. salary; Kayla Erickson 3,004.98 reg. salary; Wes Jennings 2,911.02 reg. salary; Trever Schimmel part time @ 17.27 hr; Melissa Holtquist part time @ 16.13 hr.; Jean Johnson part time @ 16.13 hr.; Janelle Olson part time @ 16.13 hr.; Deb Wollan part time @ 16.13 hr.; Maria Escamilla new hire part time @ 16.13 hr.; Jeff Hershman 3,231.18 reg. salary; Steve Coyle 2,884.92 reg. salary. Coroner: 1,436.85 total salaries. Care of the Poor: 4,208.29 total salaries; Sarah Petersen 2,828.54 reg. salary; Julie Radach part time @ 14.65 hr. County Nurse: 3,886.66 total salaries; Jeanie Ochsendorf 2,884.92 reg. salary. Co. Park: 12,152.07 total salaries; Tom Sauer part time @ 14.65 hr.; Gail Wahl part time @ 13.27 hr.; John Schwandt part time @ 12.89 hr.; Donnie Olson part time @ 12.89 hr. Ag. Bldg.: 8,367.79 total salaries; Bryan Bleeker 3,231.18 reg. salary; Scott Swanson 2,884.92 reg. salary. Co. Extension: 8,229.96 total salaries; Becky Goens 3,132.00 reg. salary; Crystal Neale 2,978.88 reg. salary. Weed Control: 8,950.96 total salaries; Steve Molengraaf 3,132.00 reg. salary. Planning Board: 331.82 total salaries. Road & Bridge: 75,314.98 total salaries; Rick Small 5,164.32 reg. salary; Allen Benck 3,565.26 reg. salary; Cal Engels 3,448.68 reg. salary; Brad Schwinger 3,565.26 reg. salary; Terry Keogan 3,448.68 reg. salary; Eric Dargatz 3,448.68 reg. salary; Jeff

Case 3,448.68 reg. salary; Rick Hartley 3565.26 reg. salary; Richard Maag 3,448.68 reg. salary; Todd Warne 3565.26 reg. salary; Matt Dargatz 2,942.34 reg. salary; Dave Hedding 3,448.68 reg. salary; Lori Deutsch 3,132.00 reg. salary; Rick Holinka 3,448.68 reg. salary; Dan Busta 3,448.68 reg. salary; Duane Dolen 3,565.26 reg. salary. Emergency Management: 9,927.67 total salaries; Jim Sutton 4,264.74 reg. salary; Marty Karnopp 3,354.72 reg. salary. Crime Victim: 5,488.59 total salaries; 4,271.70 reg. salary. W.I.C.: 3,888.23 total salaries; Deb Hartle 2,884.92 reg. salary. Total: 467,052.73. Breakdown of withholding amounts which are included in the above: S.D. Retirement 41,201.96; S.D. Retirement 353.12 spouse option; S.D. Supplemental Retire. 1,815.00 suppl. retire.; Wellmark 56,544.50 ins.; Lincoln Financial Group 451.50 life ins.; Delta Dental 5,589.66 ins.; Avesis 606.84 ins.; Nationwide Retire. Sol. 281.29 suppl. retire.; AFSCME Local #2488 367.00 employee union dues; AFLAC 2,281.78 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,347.00 suppl. retire.; AFLAC 310.89 ins.; Watertown United Way 111.67 employee contributions; Office of Child Support 100.00 employee payments; Sioux Valley Credit Union 11,534.94 employee payments; Cod. Co. Treasurer 34,390.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 219.00 employee union dues; Codington County Deputy Sheriff's Association 120.00 employee union dues; ReliaBank Dakota 34,950.16 federal withholding; ReliaBank Dakota 53,944.34 social security; Barbara Curtis 800.00 employee payment; Breit Law Office 461.65 employee payment; Washington National Ins. 20.20 ins.

### **CLAIMS**

Motion by Johnson second by McElhany, to approve for payment the following claims; all present voted aye; motion carried: Watertown Ford \$20,861.00 2013 Ram Truck. TCM/Reliabank Dakota \$862.96 supplies and travel.

### **SURPLUS EQUIPMENT**

Motion by Hanten, second by McElhany, to declare the following equipment surplus to be traded to Watertown Ford towards the purchase of a 2013 Ram Truck; GEN01217, 2006 Ford Crown Vic, VIN 2FAFP71W36X162710; all present voted aye; motion carried.

### **HIGHWAY PATROLL OFFICE LEASE AGREEMENT**

The Board held a discussion regarding the current lease agreement with the SD Dept. of Public Safety for office space in the Codington County Detention Center for the Highway Patrol. It was noted the current lease is in the amount of \$303.16, monthly, and is scheduled to expire at the end of December 2013. The Dept. of Public Safety has notified the County that their wish is to enter into another five year lease agreement for the estimated 583 square feet of office space occupied by the Highway Patrol. The Board agreed to offer the Dept. of Public Safety a five year lease with rates of an extra \$1.00 per month per square foot in 2014 and 2015 and an extra .50 per month per square foot in 2016, 2017, and 2018.

### **TRAVEL REQUESTS**

Motion by Hanten, second by McElhany, to approve the following travel requests; all present voted aye; motion carried: Auditor, Total Vote Task Force meeting in Pierre; Emergency Management Director, Hazard Mitigation grant briefing in Sioux Falls; Veterans Service Office, one day training in Sioux Falls; and Veterans Service Officer, annual training in Pierre.

### **PERSONNEL CHANGES**

Motion by Johnson, second by McElhany, to approve the following personnel change; all present voted aye; motion carried: Highway Maintenance III, David Hedding; anniversary step increase; from step 6/\$19.82 per hour to step 7/\$20.49, effective date August 1, 2013; submitted and approved by Highway Supt., Rick Small.

**BUILDING STUDY**

Commissioner Hanten noted there will be a meeting this afternoon in the Commissioners chambers with Architecture Inc. and various department heads. Chairman Brinkman noted various members of this Board and various Department heads recently toured a government facility in Worthington, Minnesota.

**EXECUTIVE SESSION**

Motion by Hanten, second by Johnson to enter into executive at 9:43 a.m., for the purposes of discussing potential litigation and personnel; all present voted aye; motion carried. The Board returned to regular session at 10:10 a.m.; action was taken. The following were present at various intervals for executive session: Auditor, Cindy Brugman; Weed Dept. Manager, Paul Johnson; Weed Dept. Supervisor, Steve Molengraaf; Facilities Manager, Milo Ford; and Human Resource Director, Terry Satterlee.

**TEMPORARY MAINTENANCE EMPLOYEE**

Motion by Johnson, second by Hanten, to authorize Facilities Manager, Milo Ford, to immediately hire a temporary employee during the absence of a full time employee for an undetermined length of time; 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 10:12 a.m., until 9:00 a.m., Tuesday, August 13<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.

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