

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

December 2, 2014

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 2nd, 2014, at the Codington County Courthouse. Commission members present were: George Heller, Tyler McElhany, Myron Johnson, and Brenda Hanten; Elmer Brinkman absent; Vice-Chair Hanten, presiding.

AGENDA APPROVED

Motion by McElhany, second by Heller, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by McElhany, to approve the minutes of November 25th, 2014; all present voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehrer, updated the Board on the following items: National Association of Extension 4H Agents Conference, 4H Recognition event, online 4H enrollment, Strengthening Families program, Clover Buds program, Kids Quest Program, 4H livestock meeting, Optimist Club Christmas display at Stokes Thomas Park, and the Winter Farm Show. **Weed Supervisor, Steve Molengraaf**, updated the Board on the following items: mailing of invoices, Fall Towns & Townships meeting, District meeting, Loss Control Conference, a Supervisors meeting, and duties at the Extension Center complex during the winter months. Discussion was held regarding the State's suggestion to combine the State Weed Supervisors Association, SISMA (South Dakota Invasive Species Management Association), and State Weed Board Association into one entity. Mr. Molengraaf noted a Codington County Weed Board meeting will be held on December 3rd at 8:00 P.M. **Veterans Service Officer, Al Janzen**, reported 7 trips with 12 riders in the month of November. Mr. Janzen reported a successful food drive was held by County employees with donations delivered to the local Salvation Army food pantry and the Veterans Day Program was well attended. **Welfare Director, Sarah Petersen**, reported statistics for her office for the time period of October 7th through December 3rd, 2014: 179 contacts, 5 applications; with 2 approved for County assistance; 2 denials; 1 pending or referred; 0 other resources utilized; 0 guarantees; and 1 new client approved. Total Assistance: \$480.00 for 2 rentals, 0 active medical cases and 1 medical application pending decision. The Welfare Director noted statistics for the NACo Prescription Drug Program in Codington County during the months of September and October with 293 persons utilizing the program and a realized savings of \$13,191.55 for the two months. Discussion was also held regarding the homeless situation in Codington County.

VETERANS SERVICE OFFICE ONE DAY CLOSURE

Motion by Johnson, second by McElhany, to close the Veterans Service Office on Thursday, December 11th, to allow staff to attend a mini conference in Brookings; all present voted aye; motion carried.

COUNTY ROAD 11 RUMBLE STRIP PROJECT

Highway Supt., Rick Small, presented the Board with a contract for a rumble strip/pavement marking project funded by Federal Highway Safety funds. Mr. Small advised the Board this project would apply to County Road 11 from the north Watertown City limits to the Grant County line at a total estimated cost of \$225,000.00 and an estimated cost to the County of \$22,500.00 at this time. Mr. Small noted the County's cost for this project has risen from approximately \$4,500.00 to \$22,500.00 since this project was first discussed a year ago. Motion by Johnson, second by McElhany, to authorize the Vice Chair to sign

the Financial and Maintenance agreement between the SDDOT and Codington County for the Rumble Strip/Pavement Marking project identified as: Roadway Safety Improvement Project Number PH 6127(06) PCN 051J, and as recommended by Highway Supt. Small; all present voted aye; motion carried.

COURTHOUSE NORTH ENTRY DOORS REPLACEMENT

Facilities Manager, Milo Ford, presented the Board with a quote in the amount of \$3,507.00 from Glass Products, Inc., for the replacement of the north Courthouse entrance doors. Motion by Heller, second by McElhany, to approve the project and accept the quote from Glass Products for the replacement of the entrance doors on the north side of the Courthouse; all present voted aye; motion carried.

EXTENSION CENTER COMPLEX TABLES

Motion by Johnson, second by Heller, to approve the purchase of twenty (20) 8' banquet tables and ten (10) 6' banquet tables in the amount of \$3,581.90 for the Extension Center Complex per the request of **Facilities Manager, Milo Ford**; all present voted aye; motion carried.

2015 PATROL VEHICLE

Motion by Johnson, second by Heller, to authorize **Sheriff Toby Wishard** to procure quotes for a 2015 patrol vehicle for his office per his request; all present voted aye; motion carried. Sheriff Wishard will seek quotes from local dealers who may match State bid prices and specs.

DETENTION CENTER INTERCOM SYSTEM

Motion by McElhany, second by Heller, to authorize the replacement of the intercom system in the Detention Center which is no longer working properly. **Sheriff Wishard** advised the Board he has received a quote for a new system from the King Corporation in the amount of \$2,300.00 and that the original wiring can be used with the replacement of the old system. Upon vote of the motion offered by Commissioner McElhany; all present voted aye; motion carried.

CLAIM

Motion by Johnson, second by Heller, to approve for payment a claim in the amount of \$120.00 to Jodi Loehrer for October travel reimbursement; all present voted aye; motion carried.

DECEMBER CLOSURES AND MEETING DATES

Motion by McElhany, second by Johnson, to close the Courthouse and all County offices at 12:00 noon on Christmas Eve, December 24th and to allow employees 4 hours of administrative leave for the closure; and to change the Board's December 23rd meeting to December 30th per the request of the Auditor; all present voted aye; motion carried. The Courthouse and County offices will be closed per previously adopted policy on December 25th and 26th. Employees will be given 8 hours of administrative leave to use for the office closures on Friday, December 26th. Essential employees required to work, or on their regularly scheduled day off, will receive 8 hours of administrative leave, for December 26th, to use at a later date.

TRAVEL REQUESTS

Motion by Hanten, second by Heller, to approve the following travel request; all present voted aye; motion carried: Veterans Service Office, Mini Conference in Brookings on December 11th, 2014.

PERSONNEL CHANGES

Motion by Hanten, second by Heller, to approve the following personnel changes; all present voted aye; motion carried: Temporary Extension Office clerical; Deb Sundem, step 1/\$13.96 per hour. New Hire, part time Deputy Sheriff, Brent Solum, step 1/\$19.37 per hour, effective date October 30, 2014.

COMPUTER SECURITY TRAINING

Facilities Manager, Milo Ford, approached the Board with a request to organize a County employee computer security and risk training, per recommendations made by Safety Benefits at a recent safety and risk conference which Mr. Ford attended. The Board had no objection to the training and urged all employees to attend said training.

EXECUTIVE SESSION

Motion by Johnson, second by McElhany, to enter into executive session at 9:55 a.m. to discuss union contract negotiations with **Human Resource Officer, Terry Satterlee**; all present voted aye; motion carried. The Board returned to regular session at 10:02 a.m., no action was taken.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by Heller, to adjourn at 10:02 a.m., until 9:00 a.m., Tuesday, December 9th, 2014; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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