

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

December 6, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, December 6, 2016, at the Codington County Courthouse. Commission members present were: Lee Gabel, 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 McElhany, second by Gabel, to approve the minutes of November 22nd, 2016; all present voted aye; motion carried.

ORDINANCE #64 ADOPTION

The Board held the second reading and public hearing on proposed Ordinance #64. Zoning Officer, Luke Muller, gave the second reading of proposed Ordinance #64 related to listing new residences within one-half mile of an existing CAFO (concentrated animal feeding operation) as a conditional use with specific conditions thereby replacing the requirement to sign a CAFO waiver and defining “Established Residence.” Mr. Muller reviewed the proposed ordinance and the history behind the ordinance. States Attorney, Patrick McCann, was also present to answer questions during this public hearing. Chairman Brinkman called for a motion to adopt proposed Ordinance #64. Motion by McElhany, second by Hanten, to adopt Ordinance #64 as read and presented. Chairman Brinkman, at this time, opened the hearing to the public present for this advertised hearing. The following Codington County residents offered comments in opposition to the adoption of Ordinance #64 as read and presented: John West, Charlie Waterman, Jeanette Towle, Wayne Borgheiinck, Terry Little, Gordon Little, Greg Wall, Elmer Kruger, Sheila Grabow, and Chad Kranz. Chairman Brinkman closed the hearing to the public, after approximately 1 hour and 38 minutes of public testimony, and turned to the Board for further comments and action. The Board held discussion regarding the adoption of Ordinance #30; the application process to expand current CAFOs in Codington County; the timeline to update the County’s zoning ordinance after January 1, 2017; the wording in Ordinance #64 that, if adopted, would allow property owners, adjacent to an existing CAFO, to comment during a public hearing on any application for the expansion of said existing and adjacent CAFO; and the effective date of Ordinance #64 if so adopted. Chairman Brinkman then called for a roll call vote on the motion to adopt Ordinance #64. Gabel vote aye; McElhany voted aye; Johnson voted aye; Brinkman voted aye; and Hanten voted aye. The Motion to adopt Ordinance #64 was so adopted unanimously.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Lehrer, reported on the following items: Junior Achievement program in Roosevelt School; Clover Buds 50+ enrollment and meetings; NE Calf Show; Farm Show February 7-11, 2017; shooting sports; and numerous events recently held at the Extension Center Complex.

JUVENILE JUSTIC REINVESTMENT INITIATIVE FUNDS

States Attorney, Patrick McCann, met with the Board to review the process for the distribution of \$5,750.00 in Juvenile Justice Reinvestment Initiative Funds which the County recently received. Motion

by Hanten, second by Gabel, to authorize the States Attorney to disburse the State grants funds to local juvenile diversion programs as allowed by SB73; all present voted aye; motion carried.

DEPUTY STATES ATTORNEY CONTRACT FOR SERVICES

Motion by Johnson, second by McElhany, to approve a contract for services between Codington County and Tom Burns for the provision of legal services to the office of the States Attorney for a period of 12 months beginning January 1, 2017 at a rate of \$3,000.00 per month; all present voted aye; motion carried.

EMPLOYEE HEALTH INSURANCE COST SHARE

Deputy Sheriff, Adam Reeves, appeared before the Board to discuss options for the cost sharing of employee health insurance premiums with regards to two married couples currently employed by the County. Motion by Gabel, second by Hanten, that in the instance where two spouses in a family unit are both employed by Codington County, one spouse will be offered the family coverage and the second spouse can use his/her credit as a single employee towards the cost of the family insurance. The board held further discussion regarding the motion. Commissioner Gabel withdrew his motion and Commissioner Hanten concurred. Motion by Gabel, second by Hanten, to allow any full-time Codington County employee, that is legally married by the laws of the State of South Dakota, to another full-time Codington County employee the right to purchase one “family coverage” option for both employees and their dependents. Codington County would then pay half the “family coverage” option for each employee with one employee electing family coverage and the other employee waiving coverage as they would be covered under their spouse’s family plan. Upon vote of the Board; all present voted aye; motion carried.

CONFERENCE CALL WITH DEUEL COUNTY RE-DETENTION CENTER FACILITIES

The Board held a conference call with Deuel County Commissioners regarding jail bond options and funding participation options for contracting counties in the event Codington County proceeds with a Detention Center building project.

2017 INMATE MEDICAL SERVICES CONTRACT

Motion by McElhany, second by Hanten, to authorize the Chairman to sign a one year agreement, with Brown Clinic, beginning January 1, 2017, for continued onsite medical services for inmates. One change noted in the contract includes an increase from \$107.00 to \$112.35 per patient with a minimum rate of \$337.05 per on-site visit. Upon vote of the Board; all present voted aye; motion carried.

DETENTION CENTER CRIMINAL SUPPORT COORDINATOR JOB DESCRIPTION

Motion by Hanten, second by McElhany, to approve a “Criminal Support Coordinator” job description for the Detention Center; all present voted aye; motion carried.

SHERIFF OFFICE AND DETENTION CENTER STAFFING

Chief Deputy, Brad Howell, appeared before the Board to request authorization to hire additional staff at the Detention Center and Sheriff’s Office due to a full-time Deputy Sheriff vacancy, the need for a part-time Deputy Sheriff to cover increasing court time, and to fill positions created by the adoption of the Detention Center “Criminal Support Coordinator” job description. Motion by Hanten, second by McElhany, to authorize the advertising and hiring of a full-time Deputy Sheriff, part-time Deputy Sheriff (without benefits), full-time Criminal Support Coordinator, and part-time Criminal Support Coordinator (without benefits); all present voted aye; motion carried.

DETENTION CENTER LAUNDRY SERVICES CONTRACT

Motion by Hanten, second by Gabel, to approve an agreement for laundry services between Codington County and Star Laundry, beginning January 1, 2017 and ending December 31, 2017; all present voted aye; motion carried.

WINDOW CLEANING EQUIPMENT

Facility Manager, Milo Ford, met with the Board to request authorization to purchase window cleaning equipment at an estimated cost of \$3,241.00. Mr. Ford explained this equipment will enable maintenance staff to clean all exterior windows, at the Courthouse, from ground level without the use of ladders or scaffolding. Motion by Hanten, second by Gabel, to authorize the purchase of the window cleaning equipment as requested by the Facility Manager; all present voted aye; motion carried.

EXTENSION CENTER COMPLEX STORAGE BUILDING SPECIFICATIONS

Facility Manager, Milo Ford, met with the Board to discuss moving forward with a budgeted project to build a storage building to be located near the Extension Center complex. Mr. Ford advised the Board he has a letter of confirmation that the SDSU Extension Services would be agreeable to the opportunity to lease a 20' x 33' space in the proposed storage building at a cost of \$200.00 per month. Mr. Ford noted the storage building could also store items for Emergency Management, Sheriff, and other offices as space is available. Motion by Johnson, second by Gabel, to authorize Mr. Ford to proceed with the process of developing specifications for a storage building for future bidding process in 2017; all present voted aye; motion carried.

HIGHWAY PATROLL OFFICE LEASE RENEWAL 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 \$424.62, monthly, and is scheduled to expire at the end of December 2016. The Dept. of Public Safety has notified the County that their wish is to enter into a three-year lease agreement, beginning January 1, 2017 and ending December 31, 2019, for office space occupied by the Highway Patrol with a monthly lease payment of \$437.25. Motion by McElhany, second by Gabel, to authorize the Chairman to sign the proposed lease agreement with SD Dept. of Public Safety as presented; all present voted aye; motion carried.

2017 PUBLIC HEALTH SERVICES CONTRACT

Motion by Johnson, second by Gabel, to authorize the Chairman to sign the contract between the Codington County Commission and the South Dakota Dept. of Health, Community Health Services, for community health nursing services, beginning January 1, 2017 and ending December 31, 2017, in the amount of \$13,390.00; all present voted aye; motion carried.

EMERGENCY MANAGEMENT SLA FUNDING ADDENDUM #2

Emergency Management Director, Jim Sutton, presented the Board with an amended 2016 SLA (State and Local Agreement). This addendum will provide an additional funding amount of \$5,010.81 for FFY2016, to be used for salary and administrative costs related to the operation of the Codington County Emergency Management Office for the time period October 1, 2015 through September 30, 2016. Motion by McElhany, second by Johnson, to authorize Chairman Brinkman to sign the 2016 Emergency Management Performance Grant Sub-Award Agreement #2; all present voted aye; motion carried.

COMPUTER EQUIPMENT

Discussion was held regarding the need for a second lap top computer for the video recording equipment recently installed in the Commission Chambers. The laptop currently in the possession of the Auditor's Office will be transferred to the Commissioners inventory and a new laptop will be purchased for use by the Auditor's Office.

HOSTILE EVENT (ACTIVE SHOOTER) TRAINING

The Board held a brief discussion regarding an upcoming presentation for County employees on active shooter situations. The Board would like as many employees, as possible, to attend this event scheduled for Wednesday, December 14th, with sessions at 9:30 a.m. and 1:30 p.m. in the Extension Center kitchen.

NOVEMBER PAYROLL CLAIMS

Motion by Hanten, second by McElhany, to approve the following payroll claims for the month of November 2016; all present voted aye; motion carried: Commissioners: 9,844.26 total salaries. Election: 2,296.98 total salaries; Sandy Matejek \$15.00 per hr. P/T temp election clerk. Auditor: 19,132.73 total salaries. Co. Treasurer: 28,038.13 total salaries; Janet Bevers 3,786.24 step increase. States Attorney: 33,832.94 total salaries; Barb Maxwell 3,187.68 step increase; Jamie Monson 3,064.14 change in job status. Gov. Buildings: 18,801.36 total salaries. Dir. Equalization: 37,668.35 total salaries; Diane Merchant 3,459.12 step increase. Reg. of Deeds: 19,018.37 total salaries; Jill Schweitzer 3,046.74 step increase. Veterans Service: 9,479.49 salaries. Sheriff: 81,970.72 total salaries. Co. Jail: 98,153.07 total salaries. Coroner: 1,130.33 total salaries. Care of the Poor: 4,780.97 total salaries. County Nurse: 4,306.69 total salaries. Ag. Bldg.: 8,806.16 total salaries Co. Extension: 8,568.86 total salaries. Weed Control: 5,517.27 total salaries. Road & Bridge: 80,492.42 total salaries; Doug Torstenson 3,107.64 step increase; Lynn Solberg 3,107.64 step increase; Rick Holinka 3,807.12 step increase; Brad Schwinger 3,935.88 step increase; Allen Benck 3,935.88 step increase. Emergency Management: 10,410.84 total salaries. Crime Victim: 6,053.75 total salaries. W.I.C.: 3,755.19 total salaries. Total 492,058.88. Breakdown of withholding amounts which are included in the above: S.D. Retirement 45,345.70; S.D. Retirement 281.92 spouse option; S.D. Supplemental Retire. 2,870.00 suppl. retire.; Avera 60,415.98 ins.; Reliance Standard Life Insurance 413.46 life ins.; Delta Dental 5,811.34 ins.; Avesis 803.85 ins.; Nationwide Retire. Sol. 239.29 suppl. retire.; AFSCME Council 65 302.40 employee union dues; AFLAC 3,124.22 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 5,125.00 suppl. retire.; AFLAC 616.34 ins.; Watertown United Way 92.92 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit Union 21,391.68 employee payments; Cod. Co. Treasurer 29,100.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 251.00 employee union due; Codington County Deputy Sheriff's Association 105.00 employee union dues; ReliaBank Dakota 38,269.11 federal withholding; ReliaBank Dakota 56,444.32 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

SURPLUS EQUIPMENT

Motion by Johnson, second by Hanten, to declare a Lexmark Printer/Scanner, s/n 04430310196, from the Extension Center office, surplus to be destroyed; all present voted aye; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

Motion by Hanten, second by McElhany, to approve an automatic budget supplement, to the Emergency Management 2016 expenditure budget, with anticipated Homeland Security Grant reimbursement funds in the amount of \$4,147.48; all present voted aye; motion carried.

PERSONNEL CHANGES

Motion by Hanten, second by Gabel, to approve the following personnel change; all present voted aye; motion carried: New hire, Legal Secretary, Rene Herke, step 6/16.97; hourly from 12/5/2016 through 12/31/2016 and regular part time (20+ hours per week) with benefits beginning 1/1/2017.

TRAVEL REQUESTS

Motion by Johnson, second by Brinkman, to approve the following travel request. Welfare Director, White House Summit on using innovation, evidence, and behavioral science to build economic opportunity and create stronger communities. Discussion was held regarding overtime costs associated with this travel request. Upon roll call vote of the Board; Gabel, Johnson, and Brinkman voted aye; McElhany and Hanten voted no; motion carried.

EXECUTIVE SESSION

Motion by Hanten, second by McElhany, to enter into executive session, at 12:30 p.m., per SDCL 1-25-2, #4 Preparing for contract negotiations or negotiation with employees or employee representatives; all

present voted aye; motion carried. The Board returned to regular session at 12:47 p.m. Human Resource Officer, Terry Satterlee, was present for executive session. No action was taken following return to regular session.

ADJOURNMENT

There being no further business to come before the Board a motion was made by Johnson, second by McElhany, to adjourn at 12:47 p.m., until 9:00 a.m., Tuesday, December 13th, 2016; all present voted aye; motion carried.

ATTEST:

Cindy Brugman
Codington County Auditor

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