July 28, 2015

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, July 28, 2015, 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 Gabel, to approve the agenda; all present voted aye; motion carried.

MINUTES APPROVED
Motion by McElhany, second by Hanten, to approve the minutes of July 21, 2015; all present voted aye; motion carried.

GRAVEL STOCKPILE BIDS
Highway Supt., Rick Small, opened and announced the following bids as previously advertised for 3/4 inch gravel stockpiles:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid per ton</th>
<th>Total Bid (40,000 tons more or less)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brownlee Construction</td>
<td>$4.39</td>
<td>$175,600.00</td>
</tr>
<tr>
<td>Watertown, SD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Motion by Johnson, second by McElhany, to accept the bid of Brownlee Construction, the only bid; all present voted aye; motion carried.

TRACTOR MOWER BIDS
Motion by Gabel, second by Hanten, to take from the table action to award a bid for a tractor mower; all present voted aye; motion carried. Highway Supt., Rick Small, recommended that the Board accept the following bid, which was announced at the Board’s meeting held July 21, 2015, for a tractor mower:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Cash outright</th>
<th>Trade value</th>
<th>Net Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schuneman Equip.</td>
<td>$116,000</td>
<td>$4,500</td>
<td>$111,500</td>
</tr>
<tr>
<td>Watertown, SD</td>
<td>60” side mower</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Mr. Small noted this bid is not the lowest bid but this bid matches the specs pertaining to the listed minimum weight requirement. Motion by Johnson, second by Hanten, to accept the bid of Schuneman Equip., as recommended by Mr. Small; all present voted aye; motion carried.

MONTHLY REPORTS
Emergency Management Director, Jim Sutton, reviewed Search and Rescue activities for the past month and upcoming month: July 1st – assisted the SD GFP with the recovery and removal of a dock section in Lake Kampskea; July 4th – participated in 4th of July parade in Watertown; July 8th, 15th, and 22nd assisted with Camp Chance; July 11th assisted with the Hy-Vee mini triathlon; July 18th assisted with the Lake Cochrane Outland Challenge triathlon; July 24th the canine team was requested to assist in the search for a missing woman in Lincoln County; and August 29th will assist with the “Rumble on the Ranch” event. Mr. Sutton noted he will travel to assist State Emergency Management with pre-rally and first weekend rally events. The Search and Rescue Support Organization annual banquet/fund raiser will be held on August 13th. Sheriff, Toby Wishard, submitted the following statistics compiled during the

Codington County, July 28, 2015
month of June, 2015, for the Detention Center and Sheriff’s Office: Average daily inmate population 67.10 (low of 59 and high of 78); bookings 256; $11,815.95 collected in fees for out of county prisoner contracts; $11,740.00 collected in work release fees; $4,573.00 collected in fees for the 24/7 program; $4,310.00 collected in SCRAM fees, which were remitted to the office of the SD Attorney General’s Office; 47 individuals testing twice daily for PBT’S; 23 individuals reporting twice weekly for UA Drug testing; and 23 individuals wearing SCRAM (security continuous remote alcohol monitor) bracelets; 535 cases/calls for service; 8 traffic accident investigated; 134 arrest warrants served; 288 sets of civil papers served; and, 3,930 transport miles conducting 17 inmate transports. Sheriff Wishard presented the Board with a report of fees collected in the amount of $5,245.20 and retained by the County, during the month of June, 2015.

2016 BUDGET REVIEW
The Board heard 2016 budget presentations for the following departments: Emergency Management, Search and Rescue, Sheriff, Detention Center, Youth at Risk, 24/7 and Planning Board.

NATIONAL NIGHT OUT FOR LAW ENFORCEMENT
Motion by Hanten, second by Gable, to authorize the use of Courthouse grounds for the event known as, “National Night Out for Law Enforcement” on August 4, 2015, as requested by Sheriff Wishard; all present voted aye; motion carried.

DETENTION CENTER SECURITY UPGRADES
Motion by Hanten, second by McElhany, to accept the proposal of Roethler Construction for Detention Center security upgrades, in the amount of $16,800.00, as requested and recommended by Sheriff Wishard; all present voted aye; motion carried.

SHERIFF’S MILEAGE FEES
Motion by McElhany, second by Gabel, to set the rate for mileage fees, chargeable by the Sheriff, at $.48 per mile; effective date August 1, 2015; as allowed by SDCL 7-12-18; all present voted aye; motion carried.

BELD PLAT RESOLUTION
Zoning Officer, Luke Muller, presented the Board with a plat of the Beld Addition. Mr. Muller reviewed the plat and the Board approved the following resolution:

RESOLUTION #2015-18
A Resolution to approve the platting of the Beld Addition in the County of Codington, South Dakota.

BE IT RESOLVED by the County Commissioners of Codington County, South Dakota, as follows:

That an examination has been made of the plat entitled:

Beld Addition located in the NE1/4 of Section 33-T116N-R54W of the 5th P.M., in the County of Codington, South Dakota; and it appearing to the Board of County Commissioners that the arrangement of streets and alleys and the area within its jurisdiction have not been interfered with by the said plat and survey, and that the County Planning Commission of the said County has recommended approval of the said plat, and it also appearing that the plat and survey accompanying the same has been executed according to law.

Codington County, July 28, 2015
NOW, THEREFORE, said plat is hereby approved and the County Auditor of Codington County, South Dakota, is hereby authorized to endorse on the said plat a copy of the Resolution and to certify to the same thereon.

The above and foregoing resolution was moved for adoption by Commissioner McElhany, second by Commissioner Hanten; whereupon the Chairman of the Board of County Commissioners declared the same to be duly passed and adopted.

Dated this 28th day of July, 2015, at Watertown, Codington County, South Dakota.

Elmer P. Brinkman
Chairman, Board of County Commissioners

STATE OF SOUTH DAKOTA  
COUNTY OF CODINGTON

I, the undersigned, the duly appointed, elected, qualified, and acting County Auditor of Codington County, South Dakota, do hereby certify that the foregoing is a true and correct copy of Resolution 2015-18, adopted by the Board of County Commissioners of Codington County, South Dakota.

Dated this 28th day of July, 2015 at Watertown, Codington County, South Dakota.

Cindy Brugman
County Auditor, Codington County, South Dakota

CLAIMS
Motion by Hanten, second by McElhany, to approve for payment the following claims; Visa (Reliabank) 694.91 sup/trav and Visa (Great Western) 171.24 sup; all present voted aye; motion carried.

SALARY CLAIMS
Motion by McElhany, second by Hanten, to approve July salary claims; all present voted aye; motion carried: Commissioners: 9,648.90 total salaries. Auditor: 15,426.11 total salaries; Judy Heim 312.50 longevity. Co. Treasurer: 27,140.04 total salaries. States Attorney: 33,648.95 total salaries; Patrick McCann 5,450.06 appointed State’s Attorney. Gov. Buildings: 18,433.13 total salaries. Dir. Equalization: 41,069.31 total salaries. Reg. of Deeds: 18,736.95 total salaries; Mary Fransen 3,655.74 step increase. Veterans Service: 9,291.31 salaries. Sheriff: 80,082.28 total salaries; Dave Curtis 4,275.18 step increase; Trever Schimmel 3,706.20 step increase. Co. Jail: 87,544.79 total salaries; Wes Jennings 3,309.48 step increase; Melissa Holtquist 3,191.16 step increase. Care of the Poor: 4,312.92 total salaries. County Nurse: 4,181.15 total salaries. Co. Park: 9,625.57 total salaries. Ag. Bldg.: 8,851.25 total salaries; Scott Swanson 3,078.06 step increase. Co. Extension: 8,891.91 total salaries; Crystal Neale 3,177.24 step increase. Weed Control: 8,243.47 total salaries. Planning Board: 212.79 total salaries. Road & Bridge: 86,546.20 total salaries; Duane Dolen 3,801.90 step increase; Robyn Riter 3,137.22 step increase; Jamie Dolen 3,137.22 step increase. Emergency Management: 11,536.49 total salaries. Crime Victim: 5,939.31 total salaries. W.I.C.: 3,008.24 total salaries. Total: 492,371.07. Breakdown of withholding amounts which are included in the above: S.D. Retirement 44,042.60; S.D. Retirement 328.30 spouse option; S.D. Supplemental Retire. 3,770.00 suppl. retire.; Wellmark 64,705.22 ins.; Lincoln Financial Group 485.44 life ins.; Delta Dental 5,729.00 ins.; Avesis 796.46 ins.; Nationwide Retire. Sol. 244.29 suppl. retire.; AFSCME Council 65 432.00 employee union dues; AFLAC 2,436.29 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 2,942.00 suppl. retire.; AFLAC 344.88 ins.; Watertown United Way 115.85 employee contributions; Office of Child Support 535.00 employee payments; Sioux Valley Credit
Union 14,317.00 employee payments; Cod. Co. Treasurer 35,215.00 employee monthly draw; New York Life 32.75 ins.; Teamsters Local Union 120 195.00 employee union due; Codington County Deputy Sheriff’s Association 135.00 employee union dues; ReliaBank Dakota 36,175.64 federal withholding; ReliaBank Dakota 56,122.84 social security; Breit Law Office 223.81 employee wage deduction; Barbara Curtis 800.00 employee payment; United Accounts 463.87 employee wage deduction; Washington National Ins. 20.20 ins.; employee payment.

FIREFOWKRS PERMITS TO DISCHARGE
Motion by Hanten, second by McElhany, to approve the following permits to discharge fireworks; all present voted aye; motion carried: Arnold Haan, consumer fireworks at 17359 464 Ave, Watertown, from 9:00 to 11:00 p.m. on August 1, 2015 and Lucas Nogelmeier, consumer and display fireworks, on the ball field at the all school reunion in Florence, on August 1, 2015.

EMPLOYEE RESIDENCY POLICY
The Board held a discussion regarding the current employee residency requirement policy. Human Resource Director, Terry Satterlee, was present for this discussion. The Board directed Mr. Satterlee to prepare two policy drafts; one draft leaving residency requirements up to the corresponding department head and one draft with residency requirements with exceptions. The Board will take action on the policy at their meeting scheduled for August 4th.

REVISED JOB DESCRIPTIONS PER FLSA
Motion by Hanten, second by McElhany, to approve revised job descriptions for the positions of Emergency Management Director, Veterans Service Officer, and Welfare Director. Human Resource Director, Terry Satterlee, informed the Board these positions need to be changed from exempt employee status to non-exempt status per the FLSA which requires the supervision of two or more full time employees to qualify for exempt status. Upon vote of the Board; all present voted aye; motion carried.

CHILDREN IN THE WORK PLACE
The Board held a discussion regarding Codington County employee’s bringing their children into the workplace. Human Resource Director, Terry Satterlee, presented the Board with a draft policy for their review. The Board will take action on this proposed policy at their meeting scheduled for August 4th.

CODINGTON COUNTY JUSTICE ADVISORY COMMITTEE
Commissioner Gabel provided the Board with a report, prepared by the National Center for State Courts, reflecting development of Courthouse space requirements for court rooms and support areas, judicial chambers, Clerk of Courts, Court Services, States Attorney, building security, and building support. Discussion was held regarding budgeting funds in 2016 for architectural fees and possibly construction manager fees.

RESOLUTION RECOGNIZING STATES ATTORNEY DAWN ELSHARE
Motion by Hanten, second by McElhany, to adopt Resolution 2015-19, honoring States Attorney Dawn Elshere who is resigning her position to take the position of Magistrate Judge of the Third Circuit Court; all present voted aye; motion carried.

RESOLUTION 2015-19

WHEREAS, Dawn Elshere has served as Codington County States Attorney for 8 years and 7 months, and,

WHEREAS, Dawn Elshere has provided excellent service to the citizens of Codington County by prosecuting those who have been charged with criminal offenses; and,

Codington County, July 28, 2015
WHEREAS, Dawn Elshe has provided leadership to the staff of the States Attorney Office and created efficiencies by maintaining up to date technology; and,

WHEREAS, Dawn Elshe has been recognized for cooperating with and working with law enforcement officers within the county; and,

WHEREAS, Dawn Elshe has been helpful in assisting the Board of County Commissioners with questions of law or procedure when requested; and,

WHEREAS, Dawn Elshe has been appointed Magistrate Judge within the Third Judicial Circuit effective July 30, 2015;

THEREFORE BE IT RESOLVED, that the citizens of Codington County join the Board of County Commissioners in expressing their appreciation to Dawn Elshe for her leadership to Codington County; and,

BE IT FURTHER RESOLVED, that July 30, 2015 be declared DAWN ELSHERE DAY in Codington County, and that this action be spread over the minutes of the Board of County Commissioners for Codington County to remain there for all posterity.

Upon vote of the Board this resolution was adopted this 28th day of July, 2015.

Elmer P. Brinkman
Chairman, District IV

Lee Gabel
Commissioner, District I

Tyler McElhany
Commissioner, District II

Myron Johnson
Commissioner, District III

Brenda Hanten
Commissioner, District V

ATTEST:

Cindy Brugman
Codington County Auditor

PERSONNEL CHANGES
Motion by McElhany, second by Gabel, to approve the following anniversary step increase personnel changes; all present voted aye; motion carried: Vet. Svc. Secretary, Peggy Raml, from step 8/$17.43 per hour to step 9/$17.69; effective date August 1, 2015 and Hwy. Maint. III, Dave Hedding, from step 8/$21.53 per hour to step 9/$21.85; effective date August 1, 2015.

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TRAVEL REQUESTS
Motion by Johnson, second by Hanten, to approve the following travel requests; all present voted aye; motion carried: Register of Deeds, Tyler Technologies user meetings; Facilities Manager, SDPRA Conference; and Treasurer, Ultra Software user meetings.

EXECUTIVE SESSION
Motion by Hanten, second by Johnson, to enter into executive session at 10:44 a.m. to discuss a personnel performance issue; all present voted aye; motion carried. The Board returned to regular session at 11:02 a.m., no action was taken. Human Resource Director, Terry Satterlee, was present for executive session.

ADJOURNMENT
There being no further business to come before the Board a motion was made by Hanten, second by McElhany, to adjourn at 11:02 a.m., until 9:00 a.m., Tuesday, August 4th, 2015; 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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