The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, November 19th, 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 Hanten, second by McElhany, to approve the agenda, all present voted aye; motion carried.

MINUTES APPROVED
Motion by Johnson, second by Hanten, to approve the minutes of November 12th, 2013; all present voted aye; motion carried.

MONTHLY REPORTS
Highway Supt., Rick Small, reported the new sanders have been delivered; the new service truck is in use; and a notice has been received authorizing the County to proceed with the 2015 signing project with a completion day of December 31, 2015. Mr. Small updated the Board on reports received from SRF regarding the completion of traffic counts and the internet survey conducted. Facilities Manager, Milo Ford, reported the Memorial Park campground manager contract has been completed and the position has been offered to an applicant; the storing of private docks and boat lifts on Memorial Park property has been resolved as the items have been removed from the property; a partial order of wood chips has been delivered to the Extension Center Complex in preparation for the 2014 Winter Farm Show; 4-H Leaders are volunteering their time and talent with remodeling in the Expo Building snack bar; cabinet replacement will take place in the Extension Center kitchen meeting area; a scheduled tree removal has taken place on the Courthouse grounds; the ceiling and lighting project in the American Legion offices at the Courthouse has been completed; and a new dialer system update has been installed on the fire alarm system at the Detention Center.

MEMORIAL PARK CAMPGROUND MANAGER CONTRACT/POSITION
Motion by McElhany, second by Hanten, to authorize the Chairman to sign the Memorial Park Campground Manager Contract and to approve the hiring of Tom Sauer as 2014 Campground Manager; all present voted aye; motion carried. Motion by Hanten, second by McElhany, to approve the volunteer position of Sharon Sauer at Memorial Park for workers’ compensation purposes; all present voted aye; motion carried.

EXTENSION CENTER CABINETS
Motion by McElhany, second by Hanten, to authorize the budgeted purchase of faucets and sinks for the Extension Center Complex cabinet replacement project, estimated cost $2,500.00; all present voted aye; motion carried.

MEMORIAL PARK CAMPGROUND ONLINE RESERVATIONS
Facilities Manager, Milo Ford, briefly reviewed the “Leisure Interactive” Integrated Reservation Management System Proposal, which is currently used in the State Park system and for possible use with online reservations at Memorial Park campground. Mr. Ford requested authorization to further investigate this software before bringing a contract to the Board for approval. The Board had no objection to this request.

Codington County, 11/19/2013
EQUIPMENT TRANSFER
Motion by Johnson, second by McElhany, to approve a transfer of GEN01083, a 7.5’ snow plow, from the Weed Dept. to the Ag. Building; all present voted aye; motion carried.

MEMORIAL PARK PICNIC TABLE FRAMES
Motion by Hanten, second by McElhany, to approve the budgeted purchase of 12 picnic table frames, estimated cost $3,784.16, as requested by Facilities Manager, Milo Ford; all present voted aye; motion carried.

CLAIMS APPROVED

COMMISSIONERS CONTINGENCY TRANSFERS
Motion by Johnson, second by Hanten, to transfer $30,000.00 from the Commissioners Contingency budget to the Court Appointed Attorney budget; all present voted aye; motion carried.

NOVEMBER/DECEMBER CLOSURES
The Board noted the following closures for the Courthouse and all County buildings which will occur in November and December, per previously adopted policy: Thanksgiving Day and all day Friday, November 28th and 29th, all day Christmas Eve and Christmas Day, December 24th and 25th. Employees will be given 8 hours of administrative leave to use for the office closures on Friday, November 29th and Tuesday, December 24th. Essential employees required to work, or on their regularly scheduled day off, will receive 8 hours of administrative leave, for November 29th and December 24th, to use at a later date.

AUTOMATIC BUDGET SUPPLEMENT
Motion by Hanten, second by McElhany, to approve an automatic budget supplement to the Emergency Management Expenditure budget in the amount of $1,290.03 with P.O.D. grant reimbursement funds; all present voted aye; motion carried.

Codingson County, 11/19/2013
TRAVEL REQUESTS
Motion by Johnson, second by Hanten, to approve the following travel request; all present voted aye; motion carried: Welfare Director, deposition in Milnor, ND.

BUILDING STUDY
The Board held a discussion regarding a previous motion to participate with the City of Watertown, in the purchase of the Sunchase Apartment building property. The City has offered the County a proposal regarding City owned property on Highway 212 that could be used as a site for a potential County Law Enforcement/Court facility building project, which would change the County’s involvement in the purchase of the Sunchase property. Action to rescind the Board’s motion of September 24th to provide $150,000.00 towards the purchase of the Sunchase property will be placed on the November 26th agenda along with action to accept the City’s proposal for the County to pay the City $150,000.00 and relinquish the County’s interest, in the County/City jointly owned parking lot located west of the Courthouse, to the City for exchange of the City owned property located on Highway 212 on the west edge of Watertown. Commissioner Heller noted there will be a meeting of the Sheriff, Chief Correctional Officer, Circuit Court Judge, Court Services representatives and the architect regarding the County’s proposed building project and a meeting at 3:30 p.m. today of the Community Committee regarding the proposed project. Commissioner Hanten noted an application has been sent to the City of Watertown to be completed to allow the creation of an access point, to the Highway 212 property, from a state highway.

EXECUTIVE SESSION
Motion by Johnson, second by Hanten, to enter into executive session at 9:51 a.m., to discuss labor contract negotiations; all present voted aye; motion carried. The Board returned to regular session at 10:01 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 Johnson, to adjourn at 10:01 a.m., until 9:00 a.m., Tuesday, November 26th, 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 $________________.