

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

September 6, 2016

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, September 6, 2016, at the Codington County Courthouse. Commission members present were: Lee Gabel, Tyler McElhany, Myron Johnson, Elmer Brinkman, and Brenda Hanten; Chairman Elmer Brinkman presiding.

AGENDA APPROVED

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

MINUTES APPROVED

Motion by Johnson, second by Hanten, to approve the minutes of August 23rd, 2016; all present voted aye; motion carried.

ORDINANCE #63

This being the time and place set for a public hearing on proposed Ordinance #63, Zoning Officer, Luke Muller, was present and reviewed said ordinance, which would revise the current zoning ordinance with regards to accessory buildings in Town Districts. Mr. Muller noted Grover, Kampeska Village and Waverly are considered Town Districts within the Codington County Zoning Ordinance. Mr. Muller advised the Board this ordinance has been recommended for approval by the Codington County Planning Commission. A motion was offered by McElhany, second by Gabel, to adopt Ordinance #63 as presented by the Zoning Officer. Chairman Brinkman asked for comments from the public regarding the proposed ordinance. No comments were offered by the public present for this hearing and no written comments were previously submitted to the County Auditor. Chairman Brinkman turned to the Board for further discussion. Upon vote of Commissioner McElhany's motion; all present voted aye; motion carried.

PUBLIC OPINION COOKING SHOW

Tim Oviatt, Watertown Public Opinion Advertising Manager and Jeff Gamber, owner County Fair Food Stores, met with the Board to request authorization to sell wine and beer at the Public Opinion's Cooking Show scheduled for December 2nd, 2016, at the Codington County Extension Center Complex. Mr. Gamber will transfer the beer and wine license of the County Fair Banquet Hall to the Extension Center Complex for this event. Motion by Hanten, second by McElhany, to approve the request to sell wine and beer at the Extension Center Complex for the Public Opinion's Cooking Show on December 1st, 2016; all present voted aye; motion carried.

2017 PROVISIONAL BUDGET PUBLIC HEARING

This being the time and place set, as previously advertised, for a public hearing on the 2017 Codington County Provisional Budget, Chairman Brinkman opened the hearing to those present at this time. No comments were offered by the public present for this hearing. Chairman Brinkman closed the hearing to the public at this time. Chairman Brinkman noted a public hearing will be held during the September 20th and 27th meetings of the County Commissioner for public input on the 2017 proposed budget. Adoption of the budget will occur at the Board's meeting on September 27th, 2016, as previously advertised.

CDBG SPONSOR FOR INTER-LAKES COMMUNITY ACTION PROGRAM

Ted Haeder, First District Association of Local Governments and Cindy Dannenbring, Inter-Lakes Community Action were present for a public hearing, as previously advertised, to consider approval for Codington County to apply for approximately \$515,000.00 of CDBG funds for a project to renovate a

facility for use of the Head Start program. The purpose of this public hearing is to allow public comment with regards to the County being the grant applicant sponsor. Chairman Brinkman, at this time, opened the public hearing to those present. No comments were offered by the public present for this hearing. Motion by Hanten, second by McElhany, approve Resolution 2016-22, allowing Codington County to apply for CDBG funding to assist Inter-Lakes Community action with the aforementioned project; all present voted aye; motion carried. Motion by McElhany, second by Johnson, to approve Resolution 2016-23, designating the Chairman as the certifying officer for purpose of signing documents pertaining to the grant; all present voted aye; motion carried.

RESOLUTION #2016-22

WHEREAS, Codington County has identified the need for a new Head Start facility, and

WHEREAS, Codington County proposes to apply for Community Development Block Grant funding to assist in the financing of this project, and

WHEREAS, Codington County is eligible for Federal assistance for the proposed project, and

WHEREAS, Codington County has held the required public hearing on September 6, 2016, at 9:15 AM, and

WHEREAS, with the submission of the CDBG application Codington County assures and certifies that all CDBG program requirements will be fulfilled, and

THEREFORE, BE IT RESOLVED that Codington County Commission duly authorizes the Chairman of Codington County to sign and submit the CDBG application requesting up to \$515,000 of funds.

This resolution is effective immediately upon passage.

Adopted this 6th Day of September 2016.

Elmer P. Brinkman
Chairman Codington County

ATTEST:

Cindy Brugman
Auditor Codington County

Resolution #2016-23

WHEREAS, Codington County expects to be the recipient of a Community Development Block Grant from the U.S. Department of Housing and Urban Development as administered by the State of South Dakota, and;

WHEREAS, Codington County is required to designate a certifying officer for the purpose of signing required documents pertaining to this grant;

NOW THEREFORE, BE IT RESOLVED, that the Chairman of the Codington County Commission be hereby designated as the County's official for the purpose of signing CDBG grant agreements, contracts, correspondence, pay requests, and other required documents; and.

Codington County, September 6, 2016

WHEREAS, Codington County is required to designate an environmental certifying officer for the purpose of signing required environmental documents pertaining to this grant;

AND BE IT FURTHER RESOLVED, that the Chairman of the Codington County Commission be hereby designated as the County's environmental certifying officer for the purpose of signing environmental correspondence and other required documents and forms.

This resolution is effective immediately upon passage.

Dated this 6th day of September 2016.

Elmer P. Brinkman
Chairman Codington County

ATTEST:

Cindy Brugman
Auditor Codington County

D.O.L. NATIONAL CAREER READINESS CERTIFICATE PROGRAM

Lisa Johnson and Heather Nelson, both with the SD Dept. of Labor and Regulation, met with the Board to request the Board's endorsement of the National Career Readiness Certificate program. Ms. Johnson and Ms. Nelson outlined the key points of the program and how this program could assist the County during the application review process for open positions. Motion by Hanten, second by Johnson, to authorize Chairman Brinkman to sign the National Career Readiness Certificate letter of endorsement; all present voted aye; motion carried.

MONTHLY REPORTS

4-H/Youth Program Advisor, Jodi Loehrer, reported on the following items: 2016 State Fair review and judging team results; an upcoming leaders meeting; year-end work on record books and award applications; and an annual conference scheduled in Brookings. Ms. Loehrer noted there are currently 302 4H participants in Codington County. **Veterans Service Officer, Al Janzen**, reported 130 appointments/walk-ins and 3 trips to Sioux Falls with 6 riders in the month of August. The third annual Veterans and First Responders appreciation event will be held at Stokes Thomas City Park on Sept. 15th from 4:00 p.m. to 7:00 p.m. Codington County Veterans Service Office Secretary, Peggy Raml, has been awarded "Partner of the Year" award by the SD Division of Veteran's Affairs. **Weed Supervisor, Steve Molengraaf**, reported weed spraying on state roads has begun and County and Township roads will follow. On August 24th six counties met in Hamlin County to discuss poison Hemlock and Wild Parsnip, both of which have been found in Codington County, and to start the process to jointly apply for FY2018 grant funds to control these noxious weeds. The annual Weed Commission meeting is scheduled for Sept. 14th at the Codington County Extension Center and the Weed Tour is scheduled for Sept. 15th. Mr. Molengraaf recently worked the weed booth at the SD State Fair. Mr. Molengraaf reported a decline in numbers in the traps for the mosquitoes that carry West Nile and fogging has been completed in several local communities due to nuisance mosquitoes. **Welfare Director, Sarah Petersen**, provided the Board with reports of statistics from the Welfare office for the month of August 2016. 32 people were served for the following: 7 medical, 5 homeless, 8 housing, 2 housing support, 1 prescription, 0 transportation, 2 burials, and 6 utilities. \$2,925.00 in cost was paid out for these contacts and \$155,406.08 was saved using other resources. Ms. Petersen reported the NACO prescription drug card program provided \$3,518.71 in savings for 63 people for the month of August. Ms. Petersen reviewed progress notes regarding the Codington County Stepping Up Initiative. Ms. Petersen advised the Board that the hotel the County has been using for homeless persons will no longer participate in the housing of homeless clients after recent

vandalism to the room by County clients. Ms. Petersen attended a Mental Health Task Force meeting on August 18th.

SURPLUS EQUIPMENT

Motion by Hanten, second by Gabel, to declare a Brother fax machine s/n F41664692, surplus to be destroyed per the recommendation of the Extension Office, Office Coordinator; all present voted aye; motion carried.

TITLE VI COMPLIANCE REVIEW AND POST AWARD REPORT

Emergency Management Director, Jim Sutton, provided the Board with a copy of the Title VI compliance review and post award report. Motion by McElhany, second by Johnson, to authorize the Chairman to sign this report; all present voted aye; motion carried.

2017 EMERGENCY MANGEMENT PERFORMANCE GRANT SUB-AWARD

Motion by McElhany, second by Hanten, to authorize the Chairman to sign the 2017 SD Dept. of Emergency Management performance grant sub-award agreement; all present voted aye; motion carried.

DAMAGE TO RADIO REPEATERS

Emergency Management Director, Jim Sutton, apprised the Board of damage to radio repeaters housed in a communications building located at the base of the 14th Ave water tower. Mr. Sutton advised the Board that sand blasting on the exterior of the tower caused an intake of dust into the building where the repeaters were located causing the repeaters to become clogged and in-operational. The repeaters were removed from the building and cleaned by technicians, at an approximate cost of \$5,000 - \$6,000. Mr. Sutton noted the repeaters were repaired, are now again in working order, and will be reinstalled in the communications building on 14th Ave. Discussion was held regarding the antennas which were put up during the down time of the repeaters and the likelihood of keeping those antennas in place as a back-up system in the event this problem occurs again. Mr. Sutton will determine the cost of keeping these antennas in place and report back to the Board.

NOTICE TO BIDDERS OIL DISTRIBUTOR

Motion by Hanten, second by McElhany, to authorize the Auditor to publish a notice to bidders for One New, Current Model Oil Distributor, as requested by Highway Supt., Rick Small; all present voted aye; motion carried. Opening of bids is scheduled for Tuesday, September 20th during the regularly scheduled meeting of this Board.

CLAIMS

Motion by Commissioner McElhany, second by Commissioner Hanten, to approve for payment the following claim; all present voted aye; motion carried: Clausen Construction, \$187,519.08, pmt. #1 on County Road 20-3 paving project.

EXTENSION CENTER DRAINAGE/GUTTER PROJECT

Motion by McElhany, second by Gabel, to authorize a drainage/gutter project at the Extension Center Complex, including the alternate provided in the proposal, and as requested by Facility Manager, Milo Ford. Mr. Ford provided the Board with a proposal from Pro-Tec Roofing in the total amount of \$5,350.00 to complete this project. Upon vote of Commissioner McElhany's motion; all present voted aye; motion carried.

NOTICE TO BIDDERS DETENTION CENTER ROOF

Motion by Hanten, second by Gabel, to authorize the Auditor to advertise a notice to bidders for Roof Replacement at the Detention Center, per the request of Facility Manager, Milo Ford; all present voted

aye; motion carried. The opening of bids is set for September 20th during the regularly scheduled meeting of this Board.

JUSTICE FACILITIES CRITERIA WEIGHTING

The Board held a discussion on criteria weighting for justice facilities (at the last CCJAC meeting, on August 25th, 2016, no formal recommendation to the Board was adopted). There was a suggestion to increase project cost criterion weight from 2 to 2.5 and location criterion weight from 1 to 1.5. The Board did not take formal action to approve these increases.

JUSTICE FACILITIES SOIL BORING TESTS

Motion by Gabel, second by McElhany, to authorize expenditures, estimated at \$5,000 to \$10,000, for soil boring to test for suitability for future justice facilities; all present voted aye; motion carried.

AUGUST SALARY CLAIMS

Motion by Hanten, second by McElhany, to approve for payment the following salary claims for the month of August, 2016; all present voted aye; motion carried. Commissioners: 9,844.24 total salaries. Auditor: 19,077.36 total salaries. Co. Treasurer: 27,973.90 total salaries; Betty Overlie 3187.68 step increase; Sandy Theye 2952.78 step increase. States Attorney: 37,459.26 total salaries. Gov. Buildings: 18,856.51 total salaries; Steve Deville 3138.96 step increase. Dir. Equalization: 37,553.67 total salaries. Reg. of Deeds: 19,150.58 total salaries. Veterans Service: 9,479.47 salaries; Peggy Raml 3187.68 step increase. Sheriff: 82,761.31 total salaries. Co. Jail: 101,062.82 total salaries; Brittini Schliesman 3172.02 step increase; Maria Escamilla 3375.60 step increase; Kelly Oelrich 3272.94 step increase. Care of the Poor: 6,040.40 total salaries. County Nurse: 4,254.29 total salaries. Co. Park: 11,154.77 total salaries. Ag. Bldg.: 8,806.17 total salaries; Brian Bleeker 3093.72 step change; Scott Swanson 3464.34 step change. Co. Extension: 8,568.86 total salaries. Weed Control: 7,575.24 total salaries. Planning Board: 335.34 total salaries. Road & Bridge: 81,294.12 total salaries; Dave Hedding 3935.88 step increase. Emergency Management: 10,664.95 total salaries. Crime Victim: 6,053.76 total salaries. W.I.C.: 3,726.94 total salaries. Total 511,693.96. Breakdown of withholding amounts which are included in the above: S.D. Retirement 45,665.20; S.D. Retirement 281.05 spouse option; S.D. Supplemental Retire. 2,870.00 suppl. retire.; Avera 61,708.81 ins.; Reliance Standard Life Insurance 415.31 life ins.; Delta Dental 5915.12 ins.; Avesis 819.78 ins.; Nationwide Retire. Sol. 239.29 suppl. retire.; AFSCME Council 65 302.40 employee union dues; AFLAC 3,265.90 ins.; Assurity Life Insurance Company 151.41 ins.; U.M.B. Bank 5,200.00 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 21,211.68 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 120.00 employee union dues; ReliaBank Dakota 39,833.59 federal withholding; ReliaBank Dakota 58,940.88 social security; Barbara Curtis 800.00 employee payment; Washington National Ins. 20.20 ins.

PERSONNEL CHANGES

Motion by Johnson, second by McElhany, to approve the following personnel step increase changes; all present voted aye; motion carried: Auditor Accounts Payable Clerk, Debbie Melville; step 10/\$18.32 per hour. Work Release Coordinator, Matthew Blackwelder; step 8/\$20.92 per hour. Correctional Officers, Shawna Carter, step 10/\$21.65 per hour; and Lindsey Stricherz step 10/\$21.65 per hour. County Nurse Secretary, Jeanne Ochsendorf; step 10/\$18.32 per hour.

TRAVEL REQUESTS

Motion by McElhany, second by Hanten, to approve the following travel request; all present voted aye; motion carried: States Attorney, Patrick McCann; Attorney General's Prosecutor Training.

EXECUTIVE SESSION

Motion by Hanten, second by Gabel, to enter into executive session at 11:05 a.m., to discuss union contract negotiations; all present vote aye; motion carried. The Board returned to regular session at 11:31 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 11:31 a.m., until 9:00 a.m., Tuesday, September 20th, 2016; all present voted aye; motion carried.

ATTEST:

Cindy Brugman

Codington County Auditor

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