

AGENDA
Codington County Board of Commissioners
Codington County Court House, 14 1st Ave SE, Watertown SD
Commission Chambers, Room #114
9:00 a.m., Tuesday, April 23, 2024

1. Pledge of Allegiance
2. Call for public comment. Public comment may be submitted in person or via telephone at 605-882-6248 or 605-882-6297
3. Conflict of interest items
4. Action to approve the April 23, 2024, agenda
5. Action to approve the April 16, 2024, minutes of the Board of Codington County Commissioners
6. Monthly Reports
 - a. Sheriff
7. Discussion/possible action to review 31st bridge and engineer's invoice for services
8. Discussion/possible action to enact a burn ban resolution
9. Action to approve abatement applications
10. Action to approve claims for payment
11. Action to approve automatic budget supplements
12. Action to approve personnel changes
13. Action to approve travel requests
14. Public Notices – a possible quorum of Commissioners could be in attendance at:
 - a. Lincoln Day Dinner, April 26th, 5:30 PM, 2nd Street Station
15. Old Business
16. New Business
17. Open
 - a. Public Comments
 - b. Commission Comments
18. Action to enter into Executive session per SDCL 1-25-2
 - (1) Discussion of personnel issues
 - (2) Consulting with legal counsel or reviewing communications from legal counsel regarding proposed or pending litigation or contractual matters
 - (3) Preparing for contract negotiations with employees or employee's representatives
 - (4) Discussing information listed in SDCL 1-27-1.5 (8) and 1-27-1.5 (17) (safety or disaster)
19. Action to adjourn upon completion of agenda items
Codington County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

**Official Proceedings
County of Codington
Codington County Court House
14 1st Ave SE
Watertown, SD 57201**

April 16, 2024

The Codington County Commissioners met in regular session at 9:00 a.m., Tuesday, April 16, 2024, at the Codington County Court House. Commission members present were: Lee Gabel, Charlie Waterman, Myron Johnson, and Randall Schweer; absent Troy VanDusen; Chair Schweer, presiding. The pledge of allegiance was led by Commissioner Johnson.

CALLS FOR PUBLIC COMMENT AND CONFLICT OF INTEREST ITEMS

Chair Schweer called for public comments to be taken up during the open portion of the meeting; none were offered. There were no conflict-of-interest items to note.

AGENDA APPROVED

Motion by Waterman, second by Gabel, to approve the agenda for April 16, 2024, as posted; all voted aye; motion carried.

MINUTES APPROVED

Motion by Johnson, second by Gabel, to approve the minutes of April 9, 2024; all voted aye; motion carried.

CLOSING AUDIT COMMENTS

David Weidler, SD Dept. of Legislative Audit, reviewed the 2021-2022 Codington County financial statement and compliance audit findings with the Board. Mr. Weidler noted there were no material findings in this audit. Motion by Johnson, second by Gabel, to authorize the Chairman and Auditor to sign the management representation letter pertaining to the audit period; all voted aye; motion carried.

MONTHLY REPORTS

Community Health Nurse, Codi Martin, reported the following to the Board: Personnel/office activity: Kaia Varns passed her nursing boards in February, so she is now a registered nurse, she is completing additional training to be able to provide services that were not in her scope of practice from when she was a licensed practical nurse and she will be able to complete all services in the office when training is completed; Staff training: all staff have been given the opportunity to attend virtual trainings on the second Tuesday of each month on Cultural Competency Skill Building, the trainings started in February and are scheduled to go through August with the potential of more trainings to follow, all staff have also been given the opportunity to attend virtual trainings on the fourth Tuesday of each month on being Trauma informed, these trainings started in March and are scheduled to go through October with potentially more training to follow, State staff attended Active Shooter Training in April; Immunizations: went to Kindergarten round up for any child that wasn't up to date and offered immunizations if the parents wanted them, in August will be going back to the Watertown Public Schools to do the 6th graders and also in August will be going to the Florence School to do their Kindergarteners and 6th graders at their open house; Maternal Health: the nurses have been trained in a pregnancy curriculum that we will be implementing to help unify education that is being provided to pregnant women; Child/adolescent services: school contracts have been finalized and the contracts are finalized and done for the 2024-2025, there are 2 scheduled for the fall, was trained in TOP (teen outreach program) that will be implementing in 2 of the schools as well, a 12 week program that teaches on skill building, important decision making and self-esteem, which is offered for 6th, 7th and 8th grade students; Bright Start: continue to do car seats and cribs, just placed a car seat order, continue to do developmental screenings, screen all pregnant moms for depression; Community Involvement: continue to attend the Interagency Meetings and the Advisory Council meeting with the County

Community Service Office; Statewide updates: as of April 3rd there are 990 new cases of influenza, 39 new hospitalizations, and 1 new death, total cases for this year is 18,277, total hospitalizations are 761 and a total of 35 deaths, peak was the week ended on March 9th, 2024. **Facility Manager, Steve Molengraaf**, updated the board: Ag. Building – will meet with Banner Engineering for the 90% design plans on the parking lot on Tuesday, April 23rd, 2024 at 1:00 p.m. at the extension complex; Court House – contractors are progressing very well on the cooling system of the HVAC project in the courthouse and detention center, the new chiller is scheduled to be set in place Wednesday with the prospects of being operational by the end of next week; Detention Center – contractors have started with the HVAC ductwork portion throughout the detention center; Park – the park managers have started and the office opened on April 1st, 2024, with camping beginning on May 1st, 2024, some of the returning seasonal staff started this week getting the park ready for the season, 345 online and 21 call-in reservations have been made with \$32,162 sales as of April 15th, 2024; Weed – receiving weed spray requests from townships for this year; WNV – mosquito fogger recalibration and workshop in April.

PROPOSALS FOR ENERGY RECOVERY VENTILATOR CORE OR COMPLETE REPLACEMENT

Motion by Gabel, second by Waterman, to approve a quote from Johnson Controls to do a complete replacement for the ERV (Energy Recovery Ventilator), in the amount of \$47,000.00, this is not a budgeted item; Facility Manager, Steve Molengraaf, presented to the Board two quotes from Johnson Controls to either just replace the ERV Core in the amount of \$11,460.00 or complete ERV replacement in the amount of \$47,000.00, part of the discussion was a complete replacement would also include a warranty, and even though this wasn't a budgeted item there are some repairs that he budgeted for that won't be necessary so he should have enough to cover this; all voted aye; motion carried.

ELIMINATE YEAR OUT CAMPING RESERVATIONS FOR MEMORIAL PARK

Motion by Gabel, second by Waterman, to eliminate year out reservations for Memorial Park, Facility Manager, Steve Molengraaf, and Park Manager, Gail Wahl, presented the Board with reasons for eliminating year out camping reservations: loss of control of the reservation system, people were selling sites on Facebook, changing sites with other campers in another group without approval, campers parking in sites too small for their camper (for example for the 4th of July this year there are 7 groups controlling 74 sites out of 96 total sites); security reasons, they don't know who is camping in the campground because when they make the reservations it is under only one name; safety issues; the previous policy required a group of 8 and to rent a building or shelter, a majority of them don't use the shelter or building so they are sitting empty and there are other people who would call wanting to use it for family functions and aren't able to utilize it because it is already reserved, this has made it unfortunate for the individuals that actually want to use the building for reunions, also discussed how to address organizations who want to make reservations; all voted aye; motion carried.

BURN BAN

The Board decided there was no need to enact a burn ban at this time and to leave it on as an agenda item.

2024 BOARD OF EQUALIZATION MINUTES

Motion by Gabel, second by Waterman, to approve the minutes of the 2024 County Board of Equalization; all voted aye; motion carried. Motion by Waterman, second by Gabel, to approve the minutes of the 2024 Consolidated Board of Equalization; all voted aye; motion carried.

ALTERNATIVE ANNUAL TAX ON WIND FARM PROPERT

The Board noted payment, in the amount of \$1,166,311.24, has been received from the State of South Dakota for 2023 nameplate capacity tax and production tax from Crowned Ridge Wind, LLC, Crowned Ridge 2 Wind, LLC, and Dakota Range 1 & 2 Wind LLC. The following payments will be made with monthly tax apportionment remittances in May:

Codington County	\$408,208.92
Watertown School	\$ 49,612.63
Waverly School	\$533,543.00

Germantown Township	\$ 31,757.72
Kranzburg Township	\$ 37,781.92
Leola Township	\$ 26,717.20
Rauville Township	\$ 4,552.19
Waverly Township	\$ 74,137.66

NOTE NO BOARD MEETING

Due to previously adopted policy the Board will not meet Tuesday, April 30th, 2024.

PROPERTY TAX ABATEMENTS

Motion by Johnson, second by Gabel, to approve the following property tax abatement applications on the following property: Record #6141 in the amount of \$373.02 and record #6138 in the amount of \$780.58; all voted aye; motion carried.

CLAIMS

Motion by Gabel, second by Waterman, to approve the following list of claims: a claim in the amount of \$23,249.38 payable to the City of Watertown for February 911 surcharge collections; HealthEquity \$72.00, monthly admin. fees; McLeods' Printing & Office supplies, \$299.80, voter posters; Sioux Valley Coop, \$5,385.96, Mar. fuel; South Shore Gazette, \$730.11, March proceedings; Tegra Group, Inc., \$2,208.00, consulting; Verizon Wireless, \$1,620.12, Sheriff & County Jail; Reliabank Visa, \$112.04, Community Service Office, Gail Wahl, \$1,600.00, contract payment; Scott Wahl, \$1,600.00, contract payment; all voted aye; motion carried.

PERSONNEL CHANGE

Motion by Gabel, second by Waterman, to approve the following personnel change: Jeff Jenson, seasonal Park Custodian, Memorial Park Department, step AA #2/\$17.02, effective 4-15-2024; all voted aye; motion carried.

TRAVEL REQUESTS

Motion by Johnson, second by Gabel, to approve the following travel requests: Veteran Service Office staff to attend a Veterans Affairs mini conference, Community Services Office staff, to attend an Adverse Childhood Experiences training; Treasurer's Office staff, to attend a workshop; all voted aye; motion carried.

OLD BUSINESS

Commissioner Gabel informed the Board there were some programs about square footages that didn't get finished during the kickoff meeting so there an online meeting held to finish that up on Friday, those in attendance were Sheriff, Brad Howell, Chief Correctional Officer, Matt Blackwelder, Lee, and the architect team (Tegra and Construction Manager) also plan to visit a couple of jails in neighboring counties; Garnos completed the jail projections and will be emailing that out.

OPEN

Commission Comments – Commissioner Johnson informed the Board that the South Dakota Retirement System Board met and as of July 1, 2024 the new cola that they will be working with is 1.9% for 2024-2025.

EXECUTIVE SESSION

Motion by Johnson, second by Waterman, to enter into executive session, per SDCL 1-25-2(1) discussion of personnel issues, at 10:15 a.m.; all voted aye, motion carried. The Board returned to regular session at 10:24 a.m., no action was taken. Auditor, Brenda Hanten, was present for executive session.

ADJOURNMENT

Upon conclusion of all business to come before the Board, a motion was made by Johnson, second by Gabel, to adjourn at 10:24 a.m., all voted aye; motion carried.

ATTEST:

Brenda Hanten
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 \$_____

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Treasurer's Office

Name of traveling employee _____

Employee title _____ Employee status exempt ___ nonexempt X

Purpose of travel Workshop

Method of transportation County Vehicle

Destination _____

Departure date and time _____ Destination arrival date and time _____

Return departure date and time _____ Return arrival date and time _____

Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) Gas for County Vehicle

Lodging expense \$212.14

Meals \$26 Registration \$ 100

Other costs Unknown

Overtime costs involved in the requested travel No

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes _____ No _____ If no, why _____

Is this travel a budgeted item? Yes X No ___

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____

Date _____

FILED

APR 16 2024

OK
Carol Maloney, Treasurer
4-16-24

CODINGTON COUNTY AUDITOR

CODINGTON COUNTY

INDIVIDUAL EMPLOYEE TRAVEL REQUEST

Department Treasurer's Office

Name of traveling employee _____

Employee title _____ Employee status exempt _____
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Purpose of travel Workshop

Method of transportation County Vehicle

Destination _____

Departure date and time _____ Destination arrival date and time : _____

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Costs of travel

Conveyance expense (airplane, vehicle mileage, vehicle rental, etc.) Gas for County Vehicle

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Meals \$26 Registration \$ 100

Other costs Unknown

Overtime costs involved in the requested travel No

Can the traveling employee's hours be flexed to reduce or eliminate overtime costs?

Yes _____ No _____ If no, why _____

Is this travel a budgeted item? Yes X No _____

County Commission

Travel request approved: yes _____ no _____ Comments _____

Commission Chairman, _____ Date _____

FILED

APR 16 2024

CODINGTON COUNTY AUDITOR

DK
Coral Maloney, Treasurer
4-16-24