

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 17, 2017

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 17, 2017 with the following members present: Larry Jensen, Lee Ann Pierce, Stephne Miller, Ryan Krogman, and Mike Bartley.

CALL TO ORDER

Chairperson Jensen called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Krogman, seconded by Bartley to approve the agenda for the January 17, 2017 Commission Meeting. Motion carried.

CONSENT AGENDA

Motion by Krogman, seconded by Miller to approve the consent agenda. Motion carried. The consent agenda consisted of the minutes from the January 3, 2017 Commission Meeting.

Travel Requests: Chris Lilla to meet and assist the new Director in Hayti with intentions and market changes on January 12th in Hayti, SD; Larry Jensen & Stephne Miller to tour the Hughes County jail facility on January 17th in Pierre; Michael Holzhauser to attend 2017 Brookings Day at the Capitol on January 18th in Pierre; Robert Hill to attend the Gas Pipeline Advisory Committee Meeting on February 7th-10th in Washington D.C.; Misty Moser & Tim Bauer to attend the State Annual Weed & Pest Conference on February 22nd-24th in Huron; Reid Squires to attend Advanced Basics on April 24th-28th in Yankton; Robert Hill to attend the Annual South Dakota Emergency Management Conference on September 10th-14th in Deadwood.

Personnel Action Notices: job title change- Full-time States Attorney Abigail Howard at \$102,953.24, effective January 1, 2017; job title change- Full-time Chief Deputy States Attorney Teree Nesvold at \$74,098.18, effective January 1, 2017; routine step increase- John Molengraaf to \$18.97, effective February 1, 2017.

Human Services Report: case #12-225 for Avera McKennan was denied; case #11-037 for Avera Heart was approved; case #11-042 for Avera McKennan was approved; case #10-084 for Avera McKennan was approved; case #10-145 for Avera McKennan was approved; case #11-189 for Avera Heart was approved; case #10-113 Avera McKennan was approved; case #10-120 for Avera McKennan was approved; case #16-192 for Avera McKennan was denied; case #16-197 for County Burial was approved; case #17-003 for Avera McKennan was denied; case #17-004 for rent was approved; case #17-005 for rent was approved; case #17-006 for Brookings Municipal Utilities was

approved; case #17-007 for rent was approved; case #17-008 for Brookings Municipal Utilities was approved; case #17-009 for Brookings Municipal Utilities was denied; case #17-010 for Hy-Vee Pharmacy was approved.

ROUTINE BUSINESS

Approval of Claims

Be it noted, claim to Tyler Technologies for \$3,357.00 was removed.

Motion by Miller, seconded by Krogman to approve the following claims. Motion carried.

2016 Claims: 52-1 Emergency Lights, LED Hideaway Lights, \$79.19; A&B Business Inc, Copier Contracts, \$211.18; Action Process Serving, Service of Process, \$50.60; AgFirst Farmers Coop, Propane, Containment System, \$945.26; Airgas USA LLC, Safety Glasses, Gloves, \$388.03; American Garage Door, Service Call, Truck Shed, \$51.00; Anderson Oil, White Shop Diesel, \$933.50; Auto Body Specialists, Undercoat, \$129.60; Avera Heart Hospital of SD, Care of Poor, \$3,544.89; Avera Heart Hospital of SD, Care of Poor, \$3,561.15; Avera McKennan Hospital, Care of Poor, Mental Health Holds, \$10,589.77; Avera Medical Group, Prisoner Medical, \$543.71; Avera Medical Group - Rad, Prisoner Medical, \$63.00; Avera Occupational Medicine, Drug Testing, \$56.90; Boarman Kroos Vogel Group, Dentention Center Consultant, \$4,551.08; Bob Barker Company, Uniforms, \$125.56; Boyer Trucks, Clamp, \$24.62; Brookings Area Chamber, Chamber Legislative Luncheon, \$175.00; Brookings City Utilities, Utilities, \$7,139.59; Brookings County Finance, Delinquent Taxes, \$2,372.01; Brookings Health System, Prisoner Medical, \$142.38; Brookings Health System, Medical Information Copies, \$40.25; Brookings Register, Ad, Minutes, Notices, \$1,027.60; Brookings-Deuel RWS, Bruce Shop Water, \$22.40; Brothers Pharmacy, Inmate Medication, \$1,747.07; Bruna Electric, Set Up Tire Balancer, \$224.48; Butler Machinery Co, Wiper Arm, \$57.45; Carquest Auto, Shop Supplies, \$191.41; Central Business Supply, office Supplies, Paper, Chair, \$1,368.69; Century Business Products, Copier Contract, \$693.72; Century Link, Long Distance Phone, \$6.31; Chief/Law Enforcement Supply, Binoculars, \$294.79; Child's Voice, Expert Witness Fees, \$362.64; City of Brookings Landfill, Tires, Lumber Disposal, \$115.00; City of Brookings, Joint Building Costs, \$10,071.25; City of White, White Shop Utilities, \$61.35; Clean Slate, Letterhead, Envelopes, \$286.00; Cody, Denise, Mental Illness Hearing, \$15.00; Brenda K Colombe, December Contract Fees, \$1,000.00; Compass Counseling & Assesment, Psychosexual Assessment, \$1,800.00; Concrete Materials Inc, UPM High Performance Cold Mix, \$1,021.63; Cook's Wastepaper & Recycling, Commercial Service, \$144.51; Courtesy Plumbing Inc, Jail Repairs, Install Bathroom, \$380.47; Dakota Riggers & Tool Inc, Binder Chain, \$90.80; Dean Schaefer Court Report, Inv MI Court Reporting, \$384.00; DVL Fire And Safety, Fire Extinguishers Inspection, \$302.50; Ekern Home Equipment Company, Furnace Filters, \$57.00; Fastenal Company, Filters, Bolts, \$252.65; First Bank & Trust, Supplies, Postage, Fuel, \$397.50; Fite, Pierce & Ronning Law, Crt Appt Attorney, \$1,444.40; Foerster office & Supply, Jail Supplies, \$478.05; G&K Services, Laundry Services, \$342.68; Gillund Enterprises, Shop Supplies, \$221.78; Graham Tire North, Tires, \$585.20; Patricia J Hartsel, Transcripts, \$34.20; Hillyard/Sioux Falls, Vacuum Bags, \$32.72; Tim Hogan, Crt Appt Attorney, \$1,792.68; Holzhauser, Michael, Mileage, Per Diem, \$275.00; Homestead Do-It Center, Flood Bulb, Supplies, \$264.28; Hometown Service & Tire, LLC, Tires, \$493.72; Hungerford Chiropractic PC, Alcohol Swab, \$20.00; Hy-Vee Food Store, Retirement Cakes, \$103.97; INA Group LLC, Tax Certificates, \$15,516.78; Interstate Battery System, Batteries, \$306.80; Interstate Power Systems Inc, Repair Heater Line 0599, \$671.34; Jensen, Tyler, Night Watchman, Calf Show, \$100.00; Johnson Brothers Excavation, Gravel, \$11,600.17; Johnson Feed Inc, Salt, \$1,606.42;

Ethan Johnson, Livestock Judge, Calf Show, \$305.84; Katterhagen, Mark, Inv MI Hearing, \$30.00; Kirkvold Oil Company, Tire Swap 0921, \$396.00; Benjamin L. Kleinjan, Crt Appt Attorney, \$110.40; L&L Auto & Truck Parts, Deputy Supplies, Parts, Balancer, \$18,391.61; Lewno, Lucy, Inv Mi Hearing, \$362.69; Lincoln County Auditor, Mental Illness, \$112.50; Lowe's, Supplies, Tools, \$549.79; Mack, Sonia, SDAE4-HP Membership Dues, \$120.00; Martin's Inc, Oil, Grease, Fuel, \$15,683.92; Matheson Tri-Gas Inc, Welding Supplies, \$165.20; McKeever's Vending, Inmate Commissary, \$737.72; Medtox Laboratories, Inc, Drug Screen, \$105.00; Minnehaha County JDC, Minnehaha County JDC Costs, \$13,200.00; Montgomery County Sheriff, Service of Summons, \$38.00; Nancy J Nelson, County Mental Health Board, \$285.20; Nancy J Nelson, Crt Appt Attorney, \$536.36; Newegg Business Inc, Monitors, Printers, IT Supplies, \$3,047.41; Northern Truck Equipment, Spinner Motor, \$287.54; Office Peeps Inc, Dater & Batteries, \$49.86; One Source, Background Checks, \$200.00; Otter Tail County Sheriff, Service of Supboena, \$35.00; Pennington County Jail, Transport to SDWP, \$132.65; Pomp's Tire Service Inc, Tires, \$1,300.00; Price Funeral Chapel, County Burial, \$3,000.00; ProBuild, Pegboard, \$16.39; Prochem Dynamics LLC, Supplies, \$387.16; Protocase Inc DBA 45 Drive, 45 Drive Redundant Rev 14, \$15,517.47; Qualified Presort Service, Work From 12/16-12/30, \$14.32; Razor's Edge Lawncare, Snow Removal, Ice Melt, \$1,350.00; Rental Depot, Hammer Drill Rental, \$29.95; Rick Ribstein, Crt Appt Attorney, \$5,792.69; Rude's Funeral Home Inc, Transports, \$200.00; Running's Supply Inc, Shop Supplies, Trap, Shavings, \$760.91; Sanford Health, Sane Kit & Examination, \$1,411.55; Satellite Tracking of People, GPS Inmate Tracking, \$455.00; Schuneman Equipment Co, Supplies, \$7,387.42; Sd Attorney General's office, 24/7, SCRAM Monitoring 12/1-31, \$4,942.00; SD Attorney General's Office, 24/7 Participation 12/1-12/31, \$172.00; SD Dept of Revenue, Urinalysis, Confirmations, \$229.00; SDACO, ROD Relief Fund, Dec 2016, \$834.00; SDSU Workstudy, SDSU Workstudy 11/22-12/21, \$194.38; SDVSA, 2016 Membership Dues, \$85.00; Sheehan Mack Sales, Lamp 0581, \$27.61; Sinai Coop Elevator, Dyed Diesel, \$915.00; Sioux City Foundry, Cutting Edge, \$12,584.00; Sioux Falls Two Way Radio, Mobile Antenna, Repair, \$1,907.44; Sioux Valley Energy, Utilities, New Light, \$327.00; Sturdevant's Auto Parts, Shop Supplies, Tools, Paint, \$171.30; Swanda, Karen, Mental Illness Hearing, \$15.00; Swiftel Center, 4H Winter Calf Show Invoice, \$1,665.00; TB Partnership, Care of Poor Rent, \$450.00; Anthony Teesdale, Crt Appt Attorney, \$791.55; Thomson Reuters - West, Codified Law Books, West Info Charges, \$2,343.32; Town of Sinai, Garbage & Sewer, \$64.00; Tyler Technologies, Contract Recording, Proj Management, \$980.00; Vandenberg Law, Crt Appt Attorney, \$4,719.00; Walburg, Duane, Animal Control Mileage, \$54.60; Walmart Community, Refreshments Retirement Party, \$29.82; Wheelco Truck & Trailer, Filters, Supplies, \$1,611.74; Terry D Wiczorek PC, Crt Appt Attorney, \$2,694.10; Windsor Township, Gopher Bounty Program 40, \$60.00; Winter Equipment Company, Cutting Edges, \$6,309.30; Kristin A Woodall, Transcripts, \$16.80; WW Tire Service Inc, Bore Adapter, \$10.80; Yankton County Sheriff, Service of Process, \$100.00

2017 Claims: A&B Business Inc, Copier Contract, \$613.49; All Traffic Solutions, Speed Trailer, Elkton, \$9,320.00; Aragon, Antonio, Translation Services, \$150.00; Bartley, Michael, Tablet Stipend, \$500.00; Bratland Law, Crt Appt Attorney, \$12,189.20; Brookings Area Transit, Annual Budget Allowance, \$50,000.00; Brookings City Utilities, Care of Poor, \$76.47; Brookings Co Conservation, Annual Budget Allowance, \$25,000.00; Brookings County Youth Mentoring, Annual Budget Allowance, \$5,000.00; Brown, Tim, Care of Poor Rent, \$650.00; Central Business Supply, Office Supplies, \$44.56; Cook's Wastepaper & Recycling, Commercial Service, \$504.97; D&T Property Management, Care of Poor Rent, \$600.00; Dataspec Inc, State Solution Annual Fee, \$399.00; East Central Behavioral Health, Annual Budget Allowance, \$55,000.00; Einspahr Auto Plaza, 2015 Jeep Latitude, \$20,000.00; Cole Joseph Hayes, Temp Sheriff Worker, \$60.00; Helpline Center Inc, Annual Budget Allowance, \$2,500.00; INA Group LLC, Tax Certificate, \$17,676.98;

Krogman, Ryan, Tablet Stipend, \$500.00; Manatron Inc, Marshal & Swift Rate Table Fee, \$3,333.58; Brittany Mcknight, Tablet Stipend, \$500.00; Mediacom LLC, January Law Library Internet, \$83.79; Melby Photography, Commission & Dept Head Pics, \$650.00; Office Peeps Inc, Office Supplies, \$168.13; Research Park at SDSU, Annual Budget Allowance, \$50,000.00; Schneider Corporation HFH, Beacon Hosting, \$2,565.00; SD Assn of Co Weed & Pest, Annual Membership Dues, \$50.00; SD Planners Association, Membership Dues, \$150.00; SD State's Attorneys Assn, Annual Membership Dues, \$1,609.00; Senior Companions of SD, Annual Budget Allowance, \$2,300.00; Steffensen, Stacy, Tablet Stipend, \$500.00; Steven Ust, Building Inspections, \$1,700.00; Vantek Communications Inc, North Repeater, \$100.00; Weed & Pest Conference, Registration Weed & Pest Conf, \$260.00; SD Dept of Revenue, January Remittance, \$338,378.29.

Department Head Reports

Veterans & Human Services Director Michael Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings. He said the number of in-person meetings increased slightly.

Holzhauser also discussed upcoming dates.

County Development Director Robert Hill attended and discussed the gun club meeting on January 9th. Hill also updated the board on the search at Brush Lake. He said they will have a meeting with the family and all entities involved sometime next week.

Hill discussed upcoming dates. He also discussed the 2016 Year End Report for Planning & Zoning with the board.

Director of Equalization Chris Lilla said they've purchased a new vehicle, which was budgeted for. Lilla said he has been helping the Equalization Department in Hamlin County.

Pierce asked Lilla if it makes a difference when valuing homes that are located in a flood plain. Lilla said it could make a difference but it doesn't.

Jensen thanked Lilla for helping Hamlin County.

Community Health Registered Nurse Karen Larsen said their office has given roughly 1,800 flu shots since October 2016. Larsen said they will be doing school services in the spring.

Larsen said they've been completing immunization audits and sending them to the state.

Finance Officer Vicki Busetth said tax notices have been sent out. She said some property owners will notice that their taxes went down and that is because the levies went down and there is no longer a school pension fund.

Finance Office Report

Finance Officer Vicki Busetth presented the Finance Office report for December 2016.

December 2016

Total amount of deposits in bank.....	\$19,093,691.42
Total amount of actual cash: Currency.....	\$1,556.00
Coins.....	\$0.06
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	\$35,267.07
Itemized list of all other items.....	\$9,037.35

TOTAL.....\$19,139,551.90

Be it noted, the Payroll & Additives for December 2016 were presented to the board. Commissioners/HR: \$24,705.36; Technology: \$8,533.51; Finance Office: \$29,541.53; States Attorney: \$44,069.08; Equalization: \$26,084.25; Register of Deeds: \$11,963.24; Veterans/Welfare: \$9,012.32; Sheriff's Office: \$128,469.24; Coroner: \$532.80; Community Health: \$4,687.02; Extension: \$3,115.33; Weed: \$3,259.83; Planning/Zoning: \$8,715.41; Highway: \$82,100.32; Emergency Management: \$5,289.30.

AFLAC: \$2,802.76; Avesis: \$1,335.61; Delta Dental: \$5,030.76; Flex One: \$2,023.58; Principal Life Insurance: \$2,074.82; Local Teamsters: \$1,240.00; SDRS: \$65,539.51; SDRS Supplemental: \$35,041.56; EFTPS: \$137,505.71; Wellmark: \$92,224.19; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$53,000; AFAC Group/CAIC Primary: \$522.88.

Be it noted, the expenditure adjustments for the month of December 2016 were presented to the board. \$4,921.86 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted, the Register of Deeds Statement of Fees collected for the month of December 2016 in the amount of \$26,866.00 was presented to the board.

Sheriff Martin Stanwick said there are 52 inmates in jail and there has been two assaults in the work release room. Stanwick said he needs to increase his staff to three to ensure that his staff and the inmates are safe.

Krogman asked if there are any 24/7 possibilities for work release inmates such as GPS tracking. Stanwick said that is something they are working on with the circuit judges.

Stanwick attended and discussed the East Central Behavioral Health Meeting. He said he has been doing more mental health training with his staff.

REGULAR BUSINESS

Be it noted, volunteers were recognized by Brookings County for work comp purposes.

Storm Spotters: Terry G. Albers, Nancy A. Anderson, James K. Booth, Richard Canaday, Harlan Feldhus, Dennis Hetrick, Sanath Kumar, David A. Larson, Vicki Larson, Duane Martin, Gregory Moir, Kurt Narveson, Cathy Narveson, Darel Palm, David Peterson, Larry Peterson, Kenneth Robinson Jr., Susan Schuurman, Arend Schuurman, Roland Thompson, Randy VanDyke, Dennis Welu, Wayne Williams, Delores Williams, and Dave Wiesner.

RSVP Drivers: Phil Wagner, Arthur Wilber, Dave Peterson, Darel Palm, Carmen Wika, Kathy Holleman, Art Niles, Jim Steen, Ron Eggen, Bob Ohlsen, Carl Basmajian, Dennis Josephsen, Jim Herrboldt, Robin Savage, Dennis Hanson, Steve Prunty, Charlie Schnabel, and Mike Monnens.

2017 EMPLOYEE WAGES

Be it noted, the Brookings County employee wages for 2017 were presented to the board.

Aguirre, Maria G: \$17.28; Anderson, Jeffery G: \$28.14; Andresen, Michael J: \$15.26; Bartley, Michael D: \$17,223.96; Beller, Jennifer J: \$18.95; Bergt, Ethan E: \$17.63; Berkness, Alexander M: \$17.98; Birk, Richard D: \$70,758.74; Biteler, David D: \$21.90; Bjordal, Suzanne M: \$22.00;

Brehmer, Jacob E: \$23.55; Buseth, Vicki L: \$75,645.96; Chapman, Beverly K: \$68,619.72; Chapman, Craig M: \$20.11; Christensen, Matt: \$19.60; Cofell, Richard P: \$21.07; Cramer, Lynn: \$21.62; DeJong, Darren J: \$26.33; Delaney, Michelle L: \$18.71; Doremus, Sean P: \$21.90; Eaton, Valerie A: \$22.00; Egeberg, Gary: \$14.96; Ellingson, Kimberly J: \$17.63; Enz, Gregory J: \$19.86; Erickson, Andrew J: \$18.34; Erickson, Michael A: \$22.65; Friedrich, Clifford A: \$27.23; Gengler, Michael J: \$22.34; Giegling, Michael L: \$25.66; Gross, Linda E: \$21.49; Haider, Darin R: \$29.07; Hanson, Kathryn R: \$21.92; Hanson, Tammy L: \$22.65; Haugen, Richard L: \$23.55; Hauptert, Shiann: \$17.98; Hieb, Jere D: \$21.34; Hieb, Richard S: \$5,000.00; Hill, Robert W: \$70,367.96; Hoekman, Devan M: \$22.00; Holzhauser, Michael J: \$68,590.08; Howard, Abigail A: \$102,953.24; Jensen, Larry D: \$17,223.96; Johnson, Angela N: \$19.08; Kelley, Richard D: \$17.63; Kindt, Melanie K: \$16.08; Klingbille, Larry J: \$23.57; Klitzke, Anita L: \$19.47; Kneebone, Dale L: \$23.57; Kreutner, Austin J: \$17.28; Kriese, Jeremy: \$23.24; Krogman, Ryan: \$17,223.96; Kroontje, Heather R: \$17.28; Kruse, Belinda L: \$18.47; Lang, Mitchell A: \$15.26; Langstraat, Manuel J: \$22.34; Lenander, Shelly L: \$11.50; Lilla, Christopher L: \$60,037.64; Littlecott, Laura H: \$25.16; Maher, Rae Lynn: \$19.86; McCrea, Don A: \$21.90; McCrea, Kristen L: \$17.63; McKnight, Brittany K: \$64,119.12; Miller, Dennis W: \$25.33; Miller, Stephne: \$17,223.96; Mitzel, Angela S: \$17.63; Molengraaf, John E: \$18.97; Morlock, Amber S: \$20.78; Moser, Misty D: \$43,225.00; Mulhair, Christopher A: \$19.72; Murfield, Kevin M: \$17.63; Ness, Paul R: \$18.34; Nesvold, Teree A: \$74,098.18; Norgaard, Gary W: \$21.92; Norgaard, Nick: \$18.71; Olson, Robert J: \$21.92; Page, Zachary E: \$21.47; Peterson, Jenna L: \$17.63; Pierce, Irene M: \$23.57; Pierce, Lee Ann: \$17,223.96; Pike, Jon R: \$31.47; Plowman, Shawn R: \$24.18; Poindexter, Colleen: \$21.62; Rennich, Susan R: \$24.18; Ribstein, Randy G: \$23.57; Ribbert, Jacqueline Marie D: \$18.84; Sampson, James D: \$24.02; Scheer, Aaron L: \$15.26; Schultz, Lori A: \$23.57; Scott, Michael J: \$21.62; Sebring, Scott N: \$75,645.96; Squires, Reid H: \$18.58; Stanwick, Martin: \$93,973.88; Steen, Peggy J: \$18.84; Steffensen, Stacy P: \$69,106.96; Seppat, Ashlie J: \$17.28; Stoebner, B. Jean: \$20.39; Stokes, Christopher D: \$18.58; Stoltenburg, Michael F: \$21.90; Strohfus, Angela L: \$17.28; Swartos, Brock D: \$14.96; Swartos, Don K: \$21.92; Sweebe, Bart M: \$70,367.96; Taylor, Susan H: \$16.73; Thornton, Tonia A: \$17.98; Tkach, Thomas W: \$17.28; Tolley, Sally: \$17.06; Umberger, Charles R: \$26.18; VanderWal, Susan C: \$17.63; Walburg, Duane H: \$25.83; Walsh, Melissa J: \$17.06; Winkelman, Noah B: \$17.28; Witchey, Kristen L: \$23.71.

Be it noted, Chairperson Jensen signed the South Dakota Office of Emergency Management Report of Personnel Action for Robert Hill.

Be it noted, Chairperson Jensen signed the South Dakota Office of Emergency Management Report of Personnel Action for Richard Haugen.

Motion by Miller, seconded by Krogman to authorize the Finance Office to issue distress warrants to the Sheriff's Office for collection in accordance with SDCL 10-22-31. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Miller "aye," Krogman "aye," Bartley "aye," Pierce "aye," Jensen "aye." Motion carried.

Motion by Miller, seconded by Bartley to declare items the following items as surplus and sell via online auction: 1996 Plymouth Voyager, 1998 Plymouth Grand Voyager, 2009 Ford Crown Victoria, 2003 Harley Davidson Motorcycle, 4-rolling chairs, 1-5 drawer cabinet, 1-4 drawer cabinet, 1-3 drawer cabinet, 1-metal cabinet, bookshelf, wooden desk, 12-jury chairs, vault door, 2,650 gallon water tank, Ricoh Aficio 270, Speed Queen washer, Speed Queen dryer, Nikon Coolpix L4 camera, OptiPlex 760, OptiPlex GX 520, OptiPlex 360, OptiPlex 755, OptiPlex 360, OptiPlex 755,

HP LaserJet 3600DN, HP LaserJet 2430TN, Samsung ML 2250 Monochrome Laser, Epson TM-U950, HP DesignJet 800, Sharp AR-286, Toshiba E-Studio 350, and a box of cords and cards.

Roll call vote: Krogman “aye,” Bartley “aye,” Pierce “aye,” Miller “aye,” Jensen “aye.”
Motion carried.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for a full-time Finance Assistant in the Finance Office. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Bartley “aye,” Pierce “aye,” Miller “aye,” Krogman “aye,” Jensen “aye.”
Motion carried.

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for a part-time Finance Assistant in the Finance Office. Background information was provided by Finance Officer Vicki Buseth.

Roll call vote: Pierce “aye,” Miller “aye,” Krogman “aye,” Bartley “aye,” Jensen “aye.”
Motion carried.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #17-01: a Memorandum of Understanding between SDSU Extension and Brookings County, South Dakota. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Miller “aye,” Krogman “aye,” Bartley “aye,” Pierce “aye,” Jensen “aye.”
Motion carried.

Commission Department Director Stacy Steffensen discussed the 20th Street South Interchange/Overpass. Steffensen said the board needs to decide if they want to pursue this project any further and join with the city moving forward. Bartley said the city will be looking for a commitment of funds; the next step would be to see what happens at the next City Council Meeting. Miller said she would like to plan and budget for it.

Steffensen said applications for the First District At-Large appointment and 4-H Promotion & Expansion Committee appointments are due by Friday, January 20th. Pierce asked about the volunteer description for the 4-H Promotion & Expansion Committee. She said they spend a lot of time talking about 4-H and promoting it, and there are some great ideas in the document but she doesn't recall the committee reporting back that they have done some of those duties.

Steffensen discussed upcoming dates.

Steffensen said the claims sign-off sheet has changed; Commissioners and Finance Officer Vicki Buseth will now sign the claims packet instead of a single-separate piece of paper.

Chief Deputy States Attorney Teree Nesvold attended the East Central Behavior Health Meeting.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the City Planning & Zoning Meeting; attended and discussed the County Planning & Zoning Meeting; met with Commissioner Krogman at the Outdoor Adventure Center to discuss personal property issues; and met with Al Heuton with BEDC. Pierce said she continues to work with the Deputy States Attorney on ordinance and contract matters.

Commissioner Bartley attended former Commissioner Tom Yseth's celebration; met with the Veterans & Human Service's Office; and attended the East Central Behavioral Health Meeting.

Commissioner Krogman met with individuals at the Outdoor Adventure Center regarding personal property matters and attended former Commissioner Tom Yseth's celebration.

Commissioner Miller attended and discussed the Jail Expansion Meeting; attended the gun club meeting; and attended former Commissioner Tom Yseth's celebration.

Commissioner Jensen attended and discussed the Jail Expansion Meeting and attended former Commissioner Tom Yseth's celebration.

EXECUTIVE SESSION

Motion by Miller, seconded by Krogman to enter into Executive Session at 10:00 a.m., in accordance with SDCL 1-25-2(4), Contract Negotiations. Motion carried. The board came out of Executive Session at 11:02 a.m. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Bartley to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, February 7, 2017 at 8:30 a.m.

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Jenna Peterson
Finance Assistant II
Brookings County

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