

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 5, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 5, 2021 with the following members present: Larry Jensen, Angela Boersma, Lee Ann Pierce, Ryan Krogman and Michael Bartley.

CALL TO ORDER

Finance Officer Lori Schultz called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Krogman to approve the agenda for the January 5, 2021 Commission Meeting. All members voted "aye." Motion carried.

REORGANIZATION OF THE BOARD

Motion by Bartley, seconded by Boersma to appoint Larry Jensen as Chairperson for 2021. All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to appoint Angela Boersma as Vice-Chairperson for 2021. All members voted "aye." Motion carried.

OATHS OF OFFICE

Commissioner Michael Bartley, Commissioner Ryan Krogman, Finance Officer Lori Schultz and State's Attorney Dan Nelson all took their Oaths of Office.

CONSENT AGENDA

Motion by Krogman, seconded by Boersma to approve the consent agenda. Roll call vote: Pierce "aye," Bartley "aye," Krogman "aye," Boersma "aye," Jensen "aye." Motion carried.

The consent agenda consisted of the minutes from the December 22, 2020 Commission Meeting.

Personnel Action Notices: voluntary resignation without notice- Chris Heismeyer, effective December 16, 2020; annual review- Kristi Kruse to \$18.28, effective January 1, 2021; annual review- Tonia Thornton to \$21.27, effective January 1, 2021; promotion to Patrol Sergeant Manuel Langstraat at \$31.15, effective April 26, 2021.

Human Services Report: case #20-144 for a funeral was approved; case #20-145 for utilities was approved; case #20-146 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Krogman, seconded by Bartley to approve the following claims. Roll call vote: Bartley "aye," Krogman "aye," Boersma "aye," Pierce "aye," Jensen "aye." Motion carried.

A&B Business Inc, Copier Contract, \$411.35; Amp Electric Construction, Repair Bathroom Light-Courthouse, \$89.71; Anthony Teesdale, Court Appointed Attorney, \$2,838.85; AT&T Mobility, Nighthawk Mifi Mobile, \$40.04; Avera Medical Group - AB, Inmate Medical, \$74.32; Banner Associates, Bruce Bridge Design, \$1,690.00; Benjamin Kleinjan, NDAA Payment, \$95.00; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$24,803.00; Brookings Area Chamber, Chamber Membership, \$900.00; Brookings Area CTC, BCOAC CPR Cert Cards, \$260.00; Brookings City Utilities, COP Utilities, \$217.64; Brookings Domestic Abuse, Sept-Dec, \$3,973.50; Brookings Engraving, Nameplate, \$10.00; Brookings Health System, Inmate Medical, \$2,753.38; Century Business Product, Copier Contract, \$208.06; City Of Brookings, Utilities/Regular Bills, 911, \$29,035.74; CNA Surety, Finance Bond, \$6,253.00; Darcy Lockwood, Inv MI Hearing, \$15.00; David Olson, Cop Rent, \$650.00; Den-Wil Inc, Community Health Rent, \$960.00; DVL Fire And Safety, Annual Inspection Of Fire Ext, Fire Extinguisher Repair, \$1,117.50; Einspahr Auto Plaza, Patrol Vehicle Maintenance, \$22.26; Eureka Township, Gopher Bounty Program, \$73.50; Fastenal Company, Replacement Cable For Gun Range, \$160.00; First District Association, 1st Quarter Dues, \$11,717.63; Fite, Pierce & Ronning Law, Court Appointed Attorney, \$1,319.20; Foerster Distributing, Towels, \$52.00; Gass Law, Pc, Court Appointed Attorney, \$97.00; Harmelink & Fox Law Office, Inv MI Hearing, \$193.27; J&T's Exhaust World, Pipe, \$20.00; Jackrabbit Sports Proper, Jackrabbit Sports Sponsorship, \$1,000.00; Jebro Inc., Demurrage, \$1,440.00; Jennifer Goldammer, Court Appointed Attorney, \$1,634.45; Johnson Controls, Service Agreement, \$14,975.13; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kibble Equipment LLC, Reducer, Cover/Hose, Parts, \$754.18; Kimball Midwest, Shop, \$252.90; Lewno, Lucy, Inv MI Hearing, \$166.50; Locators & Supplies, Coat, \$59.11; Lyle Signs Inc, Fire Markers, \$110.84; Mckeever's Vending, Inmate Commisary, \$67.40; Monteith Welding, Oxygen, \$35.16; Nancy J Nelson, Court Appointed Attorney, \$3,378.51; Office Peeps Inc, Supplies, Batteries, Office Supplies, Hand Sanitizer, Pens, Copy Paper, Printer Toner, \$1,118.75; Outlaw Graphics, Floor Graphics, \$188.80; Patricia J Hartsel, Transcripts, \$829.60; Prochem Dynamics LLC, Lavendar Concentrate, \$23.87; Reed T Mahlke, Court Appointed Attorney, \$2,919.70; RFD Newspapers Inc, Publications, \$1,690.05; Ron's Saw Shop, Chain Saw Supplies, \$139.57; Rude's Funeral Home Inc, County Cremation, \$3,000.00; Running's Supply Inc, Deputy Supplies, \$244.95; Schneider Geospatial LLC, 1st Quarter, Annual Software, \$6,710.00; SD Assn Of Co Weed & Pes, Weed & Pest Board Dues, \$50.00; SD Dept Of Revenue, Sheriff Trust, \$1,044.21; SD Dept Of Transportation, Bridge Inspections, \$99,580.41; SD Planners Association, SD Planners Association Dues, \$150.00; SD State's Attorneys Ass, SD State's Attorneys Base Dues, \$1,609.00; SDACO, Yearly Dues, \$2,762.55; SDML Workers' Comp Fund, SDML Workers' Comp Fund, \$74,294.00; Sioux Valley Cleaners In, Janitorial For WIC, \$460.00; Southpaw Defense, Basic Pistol Class, \$360.00; Stan Houston Company, Coats, \$69.98; Steven Ust, Inspections, \$700.00; Teree A Nesvold, Court Appointed Attorney, \$6,899.80; Terry D Wiczorek Pc, Court Appointed Attorney, \$284.41; Tyler Technologies, 2021 Maintenance, \$72,661.40; Van Diest Supply Company, Service Charge, \$32.25; Verizon Wireless, Highway Bill, \$40.01; Walburg, Duane, Animal Control Mileage,

\$16.38; Walmart Community, Shop, \$50.96; Wells Fargo, Wells Fargo, \$2,066.94; Cell Phone Reimbursement: Thomas Chester, \$30.00; Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Jennifer Beller, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Rusty Brandsrud, \$30.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Chapman, Beverly, \$105.00; Jeffrey Conrad, \$30.00; Friedrich, Cliff, \$45.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Brian Gustad, \$105.00; Haider, Darin, \$60.00; Richard Haugen, \$45.00; Heidemann, Terrance, \$30.00; Hieb, Jere, \$30.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Huber, Dustin, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Benjamin Kleinjan, \$105.00; Larry Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Eric Mette, \$75.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Dan C Nelson, \$105.00; Paige Petersen, \$105.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Tara Rodriguez, \$30.00; Bryan Schreur, \$30.00; Schultz, Lori, \$105.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Cody Sunderland, \$30.00; Sweebe, Bart, \$105.00; Witchey, Kristen, \$45.00.

Department Head Reports

Highway Superintendent Brian Gustad said the bridge north of Bruce has officially closed to commence construction.

Finance Officer Lori Schultz said tax payers will receive their 2020 tax notice in the next couple of weeks. Schultz said state auditors will be here doing the 2019 audit later in the week.

Pierce asked why some of the budget lines are over budget. Commission Department Director Stacy Steffensen said those individual budget lines may be over budget, but the entire budget is not and cannot be in the red, which is what they are watching.

County Development Director Robert Hill said he talked with the City of Elkton and they were going to discuss the use of their water tower to put a repeater on. Hill said he contacted Sioux Falls Two Way and they assured him that if they put a new radio in the dispatch center, it would be able to hit the tower in Elkton.

Hill said he will be attending a COVID-19 Meeting shortly and will report on that later in the meeting. Right now, Hill said 887 COVID-19 vaccines have been given out in Brookings County. Hill said during the COVID-19 meeting, they will be discussing category 1-D for vaccinations.

Hill discussed upcoming dates with the board.

BCOAC Director Dustin Huber updated the board on attendance and events at the facility.

Weed & Pest Supervisor Misty Moser said a Weed Board Meeting has been scheduled for January 7th at 3:00 p.m. Moser said all the townships have paid for spraying.

Pierce asked if plans are being discussed for the Township Meeting. Moser said they are talking and she will let the board know as soon as she knows.

Veterans & Human Services Director Michael Holzhauser said they received the new DAV van. Holzhauser said the office has been staying busy.

Holzhauser said a Housing & Redevelopment Meeting has been scheduled for January 21st at noon. He said he's hoping there are enough members at that meeting for a quorum.

Sheriff Marty Stanwick said he had 26 employees who received their COVID-19 vaccine. Stanwick said there are 28 inmates in jail and 89 individuals participating on the 24/7 program. He said they still stay very busy in the 24/7 area.

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Resolution #21-01: a resolution setting meeting pay and per diem rates for volunteer county boards for 2021.

Pierce said she doesn't know if \$50 per meeting for Zoning Board members is enough. She said it's a position that has some serious responsibilities and there's a time commitment. She said they have a hard time getting people on the board.

County Development Deputy Director Richard Haugen said the amount hasn't increased since he's been hired. Boersma asked how many board members there are and how many meetings are held. Commission Department Director Stacy Steffensen said there are 10 paid members and the meetings are held monthly. Pierce said she was thinking \$75 per meeting for Zoning Board members. Krogman said he was also thinking \$75 per meeting.

Bartley asked if any adjustments were going to be made to the Weed Board members and Extension Board members. Weed & Pest Supervisor Misty Moser recommended increasing the pay to \$40 per meeting. She said they hold about five meetings per year lasting about an hour.

Motion by Bartley, seconded by Pierce to amend the main motion and increase the meeting pay for Weed Board members to \$40 per meeting; Zoning Board members to \$75 per meeting; and Extension Board members to \$40 per meeting. Krogman said he would like to keep the other boards at \$35 per meeting and increase the Zoning Board members to \$75 per meeting. Krogman said this gives them a better separation for responsibilities, time, and the priority of the work being done. Boersma said she agrees with Krogman.

Roll call vote on amendment: Krogman "no," Boersma "no," Pierce "aye," Bartley "aye," Jensen "aye." Amendment carried.

Roll call vote on motion as amended: Boersma "aye," Pierce "aye," Bartley "aye," Krogman "aye," Jensen "aye." Motion carried.

Resolution #21-01

A RESOLUTION SETTING MEETING PAY AND PER DIEM RATES FOR VOLUNTEER COUNTY BOARDS FOR 2021

Be it resolved by the governing body of Brookings County, South Dakota:

That the official meeting pay and per diem rates are in effect for the year 2021 and become effective January 1, 2021.

Meeting Pay:

Weed Board Members	\$40 per meeting
Zoning Board Members	\$75 per meeting
Extension Board Members	\$40 per meeting

Mileage

Reimbursed according to approved county policy which follows the current state rates.

Per Diem

Reimbursed according to approved county policy which follows the current state rates.

Passed and approved this 5th day of January, 2021

Larry Jensen
Chairperson
Brookings County Commission

ATTEST:

Lori Schultz
Finance Officer
Brookings County

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Resolution #20-02: a resolution setting the pay for election workers in 2021. Background information was provided by Finance Officer Lori Schultz.

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

Resolution #21-02
A RESOLUTION SETTING PAY FOR ELECTION
OFFICIALS IN 2021

WHEREAS, it may be necessary to appoint election officials in 2021, and

WHEREAS, pursuant to SDCL 12-15-11, the fee paid to election officials shall be established annually by the Board of County Commissioners at its first meeting of the year.

NOW THEREFORE BE IT RESOLVED by the Brookings County Board of County Commissioners, that for the year 2021, election officials shall be paid as follows:

Precinct Deputy	\$14.00 per hour
Precinct Superintendent	\$14.50 per hour
Election School Attendance	\$25.00

Passed and approved this 5th day of January, 2021.

Larry Jensen
Chairperson
Brookings County Commission

ATTEST:

Lori Schultz
Finance Officer
Brookings County

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-01: an agreement with Questions & Solutions Engineering for commissioning services for the Brookings County Detention Center Expansion. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Pierce, seconded by Boersma to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2021. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve the official depositories for Brookings County funds and moneys for 2021 as follows: Richland State Bank, Bankstar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dakota Bank, Wells Fargo, Great Western Bank, and Central Bank.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve cell phone reimbursements for 2021. Pierce said she thinks this should be tied to actual costs and not what they have been doing.

Roll call vote: Krogman “aye,” Boersma “aye,” Pierce “no,” Bartley “aye,” Jensen “aye.” Motion carried.

CELL PHONE REIMBURSEMENTS FOR 2021

NAME	AMOUNT	DEPARTMENT
Aberle, Eileen	\$45.00	Human Services
Anderson, Jeff	\$75.00	Highway
Bartley, Mike	\$75.00	Commission
Beller, Jennifer	\$75.00	80% Finance
		20% Elections
Biteler, David	\$30.00	Sheriff
Bjordal, Suzanne	\$30.00	Sheriff
Boersma, Angela	\$75.00	Commission
Brandsrud, Rusty	\$30.00	Equalization
Brehmer, Jacob	\$105.00	Equalization
Bublitz, Dave	\$45.00	Highway
Chapman, Beverly	\$105.00	Register of Deeds
Chester, Thomas	\$30.00	Sheriff
Conrad, Jeffrey	\$30.00	Sheriff
Friedrich, Cliff	\$45.00	Highway
Giegling, Mike	\$30.00	Sheriff
Gross, Linda	\$30.00	Highway
Gustad, Brian	\$105.00	Highway
Haider, Darin	\$60.00	Sheriff
Haugen, Richard	\$45.00	Zoning
Heidemann, Terrance	\$30.00	50% Sheriff
		50% Building
Hieb, Jere	\$30.00	Equalization
Hieb, Richard	\$30.00	Coroner
		75% Emergency Management
Hill, Robert	\$105.00	25% Zoning
		82% Veterans
Holzhauser, Mike	\$105.00	18% Welfare

Huber, Dustin	\$105.00	BCOAC
Jensen, Larry	\$75.00	Commission
Johnson, Justin	\$30.00	Building
Kleinjan, Benjamin	\$105.00	States Attorney
Klingbille, Larry	\$30.00	Equalization
Kriese, Jeremy	\$30.00	Sheriff
Krogman, Ryan	\$75.00	Commission
Langstraat, Manual	\$30.00	Sheriff
Larsen, Dane	\$30.00	Sheriff
Mette, Eric	\$75.00	Technology
Moser, Misty	\$75.00	Weed & Pest
Murfield, Kevin	\$30.00	Sheriff
Nelson, Dan	\$105.00	States Attorney
Petersen, Paige	\$105.00	States Attorney
Pierce, Lee Ann	\$75.00	Commission
Pike, Jon	\$60.00	Sheriff
Plowman, Shawn	\$90.00	Technology
Rodriguez, Tara	\$30.00	Sheriff
Schreur, Bryan	\$30.00	Sheriff
Sebring, Scott	\$105.00	Sheriff
Schultz, Lori	\$105.00	Finance
Squires, Reid	\$30.00	Equalization
Stanwick, Martin	\$105.00	Commission
Steffensen, Stacy	\$105.00	Commission
Sunderland, Cody	\$30.00	Sheriff
Sweebe, Bart	\$105.00	Jail
Witchey, Kristen	\$45.00	Human Resources

Motion by Boersma, seconded by Bartley to approve board assignments and department liaisons for 2021.

All members voted “aye.” Motion carried.

2021 BOARD APPOINTMENTS

2021

COMMITTEE/BOARD/DEPARTMENT

Boersma	4H Promotion & Expansion Committee
Krogman	BCOAC Advisory Board
Jensen	BCOAC Advisory Board
Krogman	Brookings Area Transit Authority (BATA)
Krogman	Brookings County Regional Railroad Authority
Jensen	Brookings County Regional Railroad Authority
Boersma	Brookings Economic Development Corporation (BEDC)
Bartley	Brookings Economic Development Corp - Alternate
Jensen	Brookings County Extension Board
Steffensen	Communities of Excellence Representative
Pierce	Communities of Excellence - Alternate
Boersma	Domestic Abuse Shelter

Boersma	Behavioral Health & Wellness Board
Jensen	East Central Regional Communications Council
Boersma	East Central Regional Communications Council
Bartley	First District Association of Local Governments
Krogman	Growth Partnership Board
Krogman	Hospital Board - Ex-Officio
Jensen	Housing & Redevelopment Commission - Ex-Officio
Jensen	I-29 Interchange/Overpass Committee
Boersma	InterLakes Community Action - Governing Board (ICAP)
Pierce	Joint Jurisdiction Committee
Bartley	Joint Jurisdiction Committee
Boersma	Joint Powers Board
Pierce	Joint Powers Board
Jensen	Intergovernmental Meeting Group
Krogman	Intergovernmental Meeting Group
Boersma	Mental Health Community Coalition
Jensen	Local Emergency Planning Committee (LEPC)
Bartley	Planning & Zoning Board Member
Pierce	Planning & Zoning Board - Alternate
Pierce	Public Affairs Committee
Jensen	Weed & Pest Board Member
Pierce	Youth & Family Services - Advisory Board for JDC
Pierce	Juvenile Detention Alternatives Initiative (JDAI)
Dr. Hieb	County Coroner
Stanwick	Deputy County Coroner
All Deputies	Deputy County Coroners
Gustad	Highway Superintendent - 2 year appointment (SDCL 31-11-1)

DEPARTMENT LIAISONS

Krogman	BCOAC
Boersma	Community Health/WIC
Jensen	Emergency Management
Bartley	Equalization
Jensen	Extension
Krogman	Finance Office
Bartley	Highway
Boersma	Register of Deeds
Jensen	Sheriff/Detention Center
Pierce	State's Attorney/Courthouse
Boersma	Veterans/Human Services
Jensen	Weed & Pest
Bartley	Zoning/Drainage

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen discussed upcoming dates.

State's Attorney Dan Nelson said his office will present their 2020 annual report during a future commission meeting.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce had nothing to report. Pierce encouraged the board and staff members to attend the presentation for the 20th Street Interchange project.

Commissioner Bartley had nothing to report.

Commissioner Krogman attended a Growth Partnership Meeting via zoom.

Commissioner Boersma had nothing to report.

Commissioner Jensen had nothing to report.

EXECUTIVE SESSION

Motion by Krogman, seconded by Boersma to enter into Executive Session at 9:24 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted "aye." Motion carried.

Motion by Bartley, seconded by Boersma to come out of Executive Session at 10:34 a.m. All members voted "aye." Motion carried. No action was taken.

DEPARTMENT HEAD REPORTS CONTINUED

County Development Director Robert Hill updated that board on the COVID-19 vaccination meeting he had during the Commission meeting.

ADJOURNMENT

Motion by Krogman, seconded by Boersma to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, January 19, 2021 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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