

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 8, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 8, 2019 with the following members present: Michael Bartley, Larry Jensen, Ryan Krogman, Lee Ann Pierce and Angela Boersma.

CALL TO ORDER

Chairperson Bartley called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Jensen to approve the agenda for the January 8, 2019 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, an Executive Session in accordance with SDCL 1-25-2(1)(3), personnel and consulting with legal counsel was added to the agenda.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the December 27, 2018 Commission Meeting and the minutes from the January 2, 2019 Commission Meeting.

Travel Requests: all Commissioners, Department Heads and/or their designees to attend Brookings Day at the Legislature on January 16th in Pierre; Jacob Brehmer to attend a District Meeting on January 16th in DeSmet; Sonia Mack to attend the Watertown-CDM Kit Exchange on January 16th in Watertown; Robert Hill to attend a MGT 310 Jurisdictional Threat and Hazard Identification course on January 14th-15th in Mitchell; Robert Hill to attend NACo's 2019 Legislative Conference on March 1st-6th in Washington D.C.

Personnel Action Notices: routine step increase- Darren DeJong to \$27.80, effective December 1, 2018; satisfactory performance review- Jean Stoenner at \$20.69, effective January 1, 2019; new hire-Kathryn Lemboke, part-time Correctional Officer at \$17.54, effective December 27, 2018; voluntary resignation- Sean Doremus, effective January 10, 2019; voluntary resignation- Zach Page, effective January 2, 2019; voluntary resignation- Rachelle Hochstetter, effective January 10, 2019; voluntary resignation- Chaise Knutson, effective December 28, 2018.

Cellular Authorizations: Angela Boersma- Basic Usage & Data Plan at \$75/month; Dan Nelson- Extensive Usage & Data Plan at \$105/month.

Technology Stipends: Angela Boersma at \$500, effective January 1, 2019; Larry Jensen at \$500, effective January 1, 2019; Lee Ann Pierce at \$500, effective January 1, 2019; Dan Nelson at \$500, effective January 1, 2019.

ROUTINE BUSINESS

Approval of Claims

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

ADRDL SDSU Animal Disease, Rabies Testing, \$63.00; Agritech Brookings, Silver Brite, \$35.00; Allegra Print & Imaging, Leave Request Forms, Time Card, \$733.24; Alphamedia USA LLC, BCOAC July & Dec Advertising, \$1,585.00; Avera Medical Group, Health Screen Review, Flu Shot, \$2,295.00; Banner Associates, Engineering Services, \$9,082.00; Barrier 1, Annual Maintenance, \$6,300.00; Blackstrap Inc, Road Salt, \$7,237.31; Bowes Construction, Gravel, \$537.96; Boyer Trucks, Vehicle Parts/Maint, \$350.47; Bremmon, Carmen, Court Services Translation, \$400.00; Brock White Company, Road Mat, \$28,182.00; Brookings County Finance, Delinquent Taxes, \$226.89; Brookings County Intervention, CIT Training - Mental Health, \$375.00; Brookings Health System, Employee Blood Tests, \$30.00; Brookings Register, Advertising, \$150.00; BX Civil & Construction Inc, Stored Material, \$25,246.79; C&R Supply Inc, Tank for Power Washer, \$1,325.60; Century Business Products, Copier Maintenance Contract, \$229.08; Century Link, Long Distance Service, \$132.96; City of Brookings, Joint Building Expenses, \$2,904.04; City of Brookings Landfill, Tire Disposal, \$35.00; Clites Electric Inc, Install Wiring, Repair Lighting, \$1,671.27; CNA Surety, 2019-2020 Finance Bond Pmt, \$6,253.00; Courtesy Plumbing Inc, Jail Cell #1 Bathroom, \$401.22; Dane Larsen, CIT Training Per Diem, \$55.00; Darcy Lockwood, Inv Mental Illness Hearing, \$15.00; Dell Marketing LP, Desktop Computers, \$2,239.32; Dept of Legislative Audit, 2017 Audit Partial Bill, \$13,631.50; DMC Wear Parts, Cutting Edge, \$6,601.96; Donald McCarty, Crt Appointed Attorney, \$1,638.10; Dupraz, Andy, Brd Mtg Mileage, \$7.56; DVL Fire And Safety, Annual Inspection - Courthouse, \$592.70; DVL Fire And Safety, Fire Extinguisher Test & Replace, \$893.70; Eileen Aberle, Mileage to Sioux Falls, \$48.72; Einspahr Auto Plaza, Key Fob Battery, Wire Assy, \$14.36; Elkton Fire Dept, Radio & Programming, \$3,489.00; Empire Investments 2 Llc, Tax Certificate, \$3,754.26; Empire Investments 3 Llc, Tax Certificate, \$1,182.00; Empire Investments 4 Llc, Tax Certificate, \$1,600.78; Empire Investments 4 Llc, Tax Certificate, \$258.84; Empire Investments 5 Llc, Tax Certificate, \$1,138.01; Empire Investments Llc, Tax Certificate, \$126.51; Empire Investments Llc, Tax Certificate, \$1,236.43; First District Association, 1st Quarter Dues, \$11,044.99; Fite, Pierce & Ronning Law, Crt Appointed Attorney, \$695.60; Foerster Office & Supply, Supplies, \$959.75; Ford, Deb, Brd Mtg Mileage, \$20.16; Forrest Holdings Inc, Tax Certificate, \$4,944.49; Gass Law, Pc, Crt Appointed Attorney, \$969.20; Graybar Electric Co Inc, Fluorescent Bulbs, \$84.96; Hometown Service & Tire, Tires, Maintenance, \$1,455.20; Hungerford Chiropractic PC, Drug Testing, \$142.00; Hy-Vee Food Store, Refreshments, Inmate Meals, \$15,601.45; Ina Group Llc, Tax Certificate, \$15,678.50; Ina Group Llc, Tax Certificate, \$2,017.23; Jackrabbit Sports Propert, Marketing Agreement July 2019, \$7,000.00; Jennifer Goldammer, Crt Appointed Attorney, \$1,405.30; Johnson Controls, Contract Renewal, \$16,049.70; Katterhagen, Mark, Inv Mental Illness Hearing, \$15.00; Kibble Equipment Llc, Filters, DEF, \$565.21; Kiesler's Police Supply Inc, Ammunition, \$1,152.00; LG Everist, Inc, Icing Sand, Pea Rock, \$14,178.48; Lewno, Lucy, Inv Mental Illness Hearing, \$166.47; Lowe's, Bulbs, Belt, Keys, Supplies, \$171.83; Mack, Sonia, Nov/Dec Travel Reimbursement, \$389.37; Manatron Inc, Marshall & Swift Rate Tables,

\$3,719.04; Master Burn, Work on Furnace, \$255.94; McKeever's Vending, Commissary, \$734.08; Mediacom Llc, January Law Library Internet, \$116.90; Midwest Glass, Repairs, \$210.00; Mr. V's Professional Body, Vehicle Repair, \$642.92; Nancy J Nelson, Crt Appointed Attorney, \$1,598.00; Neopost USA Inc, Labels & Ink Postage Meter, \$243.59; Northwestern Energy, Utilities, \$2,419.30; Office Peeps Inc, Supplies, \$2,550.11; One Office Solution, Copy Paper, \$359.90; Oslo Township, Gopher Bounty Program, \$271.50; Parmely, Ronny, Brd Meeting Mileage, \$11.76; Patricia J Hartsel, Transcripts, \$8.80; Prochem Dynamics Llc, Supplies, \$494.38; Razors Edge Grounds Keeping, Fall Cleanup, Snow Removal, \$500.00; RDO Equipment Co, Repairs, \$1,444.31; Reed T Mahlke, Crt Appointed Attorney, \$1,109.20; RFD Newspapers Inc, Advertising Fed Road Changes, \$121.68; Rick Ribstein, Crt Appointed Attorney, \$507.60; Rude's Funeral Home Inc, Transports, \$775.00; Running's Supply Inc, Shop Supplies Sheriff Drug Box, \$238.05; Ryde Investment Group Llc, Tax Certificate, \$2,319.96; Sanford Health, Autopsy, \$2,100.00; Sanford Health, Inmate Medical, \$97.78; SD Assn of Co Weed & Pest, 2019 Membership, \$50.00; SD Dept of Transportation, Bridge Inspections, Markings, \$76,092.06; SD Dept of Transportation, Stip Bridges, \$502,047.86; SD State's Attorneys Assn, 2019 Membership Dues, \$1,609.00; SDML Workers' Comp Fund, 2019 Work Comp Renewal Billing, \$67,145.00; Sioux Valley Cleaners Inc, WIC Dec Janitorial, \$460.00; Snap-On Tools, Shop Tools, \$454.40; Southpaw Defense, NRA Basic Pistol Class, \$380.00; Sterzinger Construction, Gravel, \$11,423.52; Steven Ust, Building Inspections, \$1,600.00; Terry D Wieczorek Pc, Crt Appointed Attorney, \$1,159.41; The Schneider Corporation, Beacon Hosting, Software Maint, \$6,365.00; Tim Hogan, Crt Appointed Attorney, \$2,671.03; Transource, Floor Mats, \$159.99; Tri-State Emergency Management, 2019 Assoc Membership Dues, \$40.00; Tyler Technologies, 2019 Incode Maintenance, \$66,233.85; Vantek Communications Inc, North Repeater Jan Fees, \$100.00; Vantek Communications Inc, Radios & Installation, \$7,247.03; Verizon Wireless, Wireless Service, \$360.09; Walburg, Duane, Animal Control Mileage, \$56.28; Walmart Community, Office Supplies, Key, \$26.75; Yankton County Sheriff, Service of Process, \$50.00; Young Door Service Inc, Overhead Shop Doors Material, \$102.85.

January Cell Phone Reimbursements: Eileen Aberle, \$45.00; Anderson, Jeffrey, \$75.00; Bartley, Michael, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Brehmer, Jacob, \$30.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; Dejong, Darren, \$60.00; 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; Kristin Heismeyer, \$75.00; Hieb, Jere, \$30.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Larry Klingbille, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Littlecott, Laura, \$45.00; McCrea, Don, \$15.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Sweebe, Bart, \$105.00; Michael Taylor, \$105.00; Umberger, Charles, \$45.00; Witchey, Kristen, \$75.00.

Department Head Reports

Highway Superintendent Brian Gustad said they've been busy with snow removal.

Sheriff Martin Stanwick said the 24/7 program continues to stay busy with 152 urinalyses being done each week. He said there's a lot of congestion in the booking area of the detention center. Stanwick said a rural business man gave the Sheriff's Office \$800.00 to give to people in need. He said he was able to give eight people \$100 for Christmas.

Stanwick said two of his deputies resigned.

BCOAC Director Kristin Heismeyer said she evaluated ammunition costs and adjusted some of the prices. Heismeyer said they need to look at purchasing a different point of sales system because the current one does not calculate the tax correctly.

Weed & Pest Supervisor Misty Moser said the Kubota has been picked up.

Veterans & Human Services Director Michael Holzhauser said welfare activity has been down. He said a homeless count will be conducted next week.

County Development Director Robert Hill said the LEPC grant was approved for \$1,715.85. Hill said he assisted the local Boy Scout Troop in learning about Emergency Management.

Hill discussed upcoming dates with the board.

Hill said there will be a conference call with the NRCS on Friday, January 11th to discuss setting up a meeting with Medary Township and the County Commission.

Be It Noted Items

Be it noted, the volunteers with the Brookings County Outdoor Adventure Center and severe weather storm spotters were presented to the board. These individuals are to be listed in the minutes for work comp purposes.

BCOAC Volunteers are Steven Anderson, Jonathan Anderson, Rebecca Austin, Ear Biggers, Marilyn Bombeck, Robert Clark, David Clark, David Cook, Leah Dailey, Lucas Dailey, James Doolittle, Luke Dudley, Cole Dummermuth, Michael Eichelberg, Larry Emmett, Gary Englund, David Erickson, Kipp Erickson, Randy Feucht, Drew Garry, Jay Goudhorn, Bob Hesse, Dennis Hetrick, Larry Jensen, David Johnson, Vance Jones, Michael Kilmer, Thomas Krier, Ryan Krogman, Donald Langum, Adam Lehnertz, Andrew Lentz, Jasmine Lindell, Gail Markham, Bobby Markham, Ross McDougall, Randall Mclagan, Shelby Meersman, Andy Miller, Terry Mofle, Gary Mouw, Timothy Mulvey, Rex Neimer, Tom Nelson, Robert Ohlsen, Matt Olson, Jason Overby, Allen Pickard, Jennifer Pickard, Joshua Pommer, Keith Poppen, Tim Reed, Gerry Rudebusch, Brad Ruden, John Ruffolo, Tom Schmit, Carter Schoeberl, Allen Schroeder, Brandon Schultz, Lisa Shatswell, Bryan Shatswell, Nicholar Shirley, John Shulda, Arden Sigl, Aaron Singrey, Brad Skyberg, Nick Smith, Marty Stanwick, Adam Steinhauer, Andrew Sterud, Leo Stirling, Chuck Umberger, Monte VandeKop, Rick Wakeman, Rex Weimer, Terry Wendt, Paul Wiese, Lindsay Wollmann, Brett Woolworth, Fabian Ysker, Jerry Nold Andy Dupraz.

Brookings American Radio Relay League Club/Storm Spotters for 2019 are James Booth, Bruce Bortnem, Roger Brommersbach, Richard Canaday, Donald DeGreef, Harlan Feldhus, Wayne Janiszeshi, Barbara Johnson, Perry Johnson, Allan Jones, Robert Jones, David Larson, Vicki Larson, Duane Martin, Gregory Moir, Kurt Narveson, Cathy Narveson, Darel Palm, David Peterson, Larry Peterson, Debora Sandvold, Richard Sandvold, Arend Schuurman, Roland Thompson, Dennis Welu, Arthur Wilber, Wayne Williams and Dave Wiesner.

Be it noted, Chairperson Bartley is authorized to sign Personnel Action Notice forms for Robert Hill and Richard Haugen to receive a salary reimbursement from the South Dakota Office of Emergency Management.

REGULAR BUSINESS

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #19-01: a resolution setting meeting pay and per diem rates for volunteer county boards for 2019.

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

RESOLUTION #19-01
A RESOLUTION SETTING MEETING PAY AND PER DIEM RATES
FOR VOLUNTEER COUNTY BOARDS FOR 2019

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 2019 and become effective January 1, 2019.

Meeting Pay:

Weed Board Members	\$35 per meeting
Zoning Board Members	\$50 per meeting
Extension Board Members	\$35 per meeting

Mileage

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

Per Diem

Reimbursed according to approve county policy which follows the current state rates

Passed and approved this 8th day of January, 2019

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
Finance Officer
Vicki Buseth

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #19-02: a resolution setting the pay for election workers in 2019.

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

RESOLUTION #19-02
A RESOLUTION SETTING PAY FOR ELECTION OFFICIALS IN 2019

WHEREAS, it may be necessary to appoint election officials in 2019, 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 2019, election officials shall be paid as follows:

Precinct Deputy	\$12.00 per hour
Precinct Superintendent	\$12.50 per hour
Election School Attendance	\$15.00

Passed and approved this 8th day of January, 2019.

Michael Bartley
Brookings County Commission

ATTEST:

Vicki Buseth
Finance Officer
Brookings County

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-01: a letter of agreement between Brookings County and First District Association of Local Governments to update the County's Hazmat Plan.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign two Requests to Fill Vacancies for Deputy Sheriffs in the Sheriff's Department. Background information was provided by Sheriff Martin Stanwick.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for a Full-Time Female Correctional Officer in the Sheriff's Department. Background information was provided by Sheriff Martin Stanwick.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve the Brookings Register, Volga Tribune, Tri-City Star and Elkton Record as the legal papers of Brookings County for 2019.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma to approve the official depositories for Brookings County funds and moneys for 2019 as follows: Richland State Bank, Bankstar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dakota bank, Wells Fargo, Great Western Bank, and Metabank.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve board assignments and department liaisons for 2019.

All members voted "aye." Motion carried.

2019 BOARD APPOINTMENTS

2019**COMMITTEE/BOARD/DEPARTMENT**

Boersma	4H Promotion & Expansion Committee
Krogman	Brookings Area Transit Authority (BATA)
Krogman	Brookings County Regional Railroad Authority
Jensen	Brookings County Regional Railroad Authority
Pierce	Brookings Economic Development Corporation (BEDC)
Bartley	Brookings Economic Development Corp- Alternate
Jensen	Brookings County Extension Board
Krogman	Communities of Excellence Representative
Pierce	Communities of Excellence Alternate Representative
Boersma	Domestic Abuse Shelter
Boersma	East Central Behavioral Health & Chemical Dependency Board
Bartley	East Central Regional Communications Council
Jensen	East Central Regional Communications Council
Bartley	First District Association of Local Governments
Pierce	Public Affairs Committee
Krogman	Growth Partnership Board
Bartley	Housing & Redevelopment Commission- Ex-Officio
Boersma	InterLakes Community Action- Governing Board (ICAP)
Jensen	Jail Expansion Committee
Pierce	Jail Expansion Committee
Krogman	BCOAC Advisory Board
Jensen	BCOAC Advisory Board
Pierce	Joint Jurisdiction Committee
Bartley	Joint Jurisdiction Committee
Bartley	Joint Powers Board
Pierce	Joint Powers Board
Jensen	Intergovernmental Meeting Group
Krogman	Intergovernmental Meeting Group
Boersma	Mental Health Task Force
Bartley	Local Emergency Planning Committee (LEPC)
Bartley	Planning & Zoning Board Member
Jensen	Planning & Zoning Board- Alternate
Jensen	Weed & Pest Board Member
Boersma	Youth & Family Services- Advisory Board for JDC
Krogman	Hospital Board- Ex-Officio
Dr. Hieb	County Coroner
Sheriff	Deputy County Coroner
Deputies	Deputy County Coroner

DEPARTMENT LIAISONS

Krogman	BCOAC
Boersma	Community Health/WIC
Bartley	Emergency Management
Jensen	Equalization
Jensen	Extension
Krogman	Finance Office
Bartley	Highway
Boersma	Register of Deeds
Jensen	Sheriff/Detention Center

Pierce	State's Attorney
Boersma	Veterans/Human Services
Jensen	Weed & Pest
Bartley	Zoning/Drainage

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

Steffensen discussed the NACo Legislative Conference in Washington D.C. with the board as well as Brookings Day at the Legislature.

Steffensen said the Conservation District Meeting is January 10th.

States Attorney Dan Nelson said he is short two support staff and one Deputy States Attorney. He said he will fill those positions soon.

COMMISSIONERS' REPORTS & DISCUSSION REPORT

Commissioner Pierce attended the Public Affairs Meeting and met with the group who's working on the 20th Street Overpass project issues.

Commissioner Boersma had nothing to report.

Commissioner Krogman had nothing to report.

Commissioner Jensen had nothing to report.

Commissioner Bartley attended former Commissioner Miller's Retirement Reception; attended a Joint Jurisdiction Meeting; attended the Special Commission Meeting; and attended the Public Affairs Meeting.

EXECUTIVE SESSION

Motion by Jensen, seconded by Krogman to enter into Executive Session at 9:58 a.m., in accordance with SDCL 1-25-2(1)(3), Personnel and Consulting with Legal Counsel. All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to come out of Executive Session at 10:32 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Pierce to adjourn. All members voted "aye." Motion carried. A Special Commission Meeting will be held Tuesday, January 15, 2019 at 8:30 a.m. The next regular scheduled meeting is Tuesday, January 22, 2019 at 8:30 a.m.

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Jenna Byrd
Finance Assistant II
Brookings County

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