

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 19, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 19, 2021 with the following members: Larry Jensen, Angela Boersma, Lee Ann Pierce, Ryan Krogman and Michael Bartley.

CALL TO ORDER

Chairperson Jensen 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 19, 2021 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Krogman, seconded by Bartley 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 January 5, 2021 Commission Meeting.

Travel Requests: all Commissioners, Department Heads and/or their designees to travel to Pierre during the 2021 Legislative Session; Commissioners, Department Heads and/or Deputies to attend the Quarterly Sioux Valley Commissioners/10-County Meetings for 2021 in Beadle, Kingsbury, Clark, Hamlin, Lake, Moody, Codington, Deuel and Spink Counties; Denny Carmichael to retake Commercial Application Exam on January 19th in Watertown; Jacob Brehmer and Reid Squires to attend the District 5 Quarterly Meeting on January 20th in Egan, SD; Misty Moser to attend the Sioux Falls Farm and Home Show on January 27th in Sioux Falls.

Personnel Action Notices: annual review- Amy Christensen to \$22.71, effective January 1, 2021; voluntary resignation- Sawyer Schwebach, effective January 20, 2021; voluntary resignation- Paige Petersen, effective January 29, 2021; annual review- Maggie Stanwick to \$16.67, effective February 1, 2021; retirement- Darin Haider, effective February 2, 2021; retirement- Jere Hieb, effective April 16, 2021; voluntary resignation- MaKenna Bucher, effective January 26, 2021.

Human Services Report: case #21-003 for rent was approved; case #21-004 for a funeral was approved; case #21-005 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Boersma, seconded by Krogman 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, \$256.54; Agfirst Farmers Coop, Dust Masks, Shop, \$35.00; Amp Electric Construction, Repair Parking Lot Lights, Panel Fuse, \$472.78; Aragon, Antonio, Translation Services, \$37.50; Assn Of SD County Weed &, 2020 Dues, \$150.00; AT&T Mobility, Sheriff/Cradlepoint, \$400.40; Aurora Auto Body & Glass, Patrol Vehicle Repairs, Dec Patrol Vehicle Fuel, \$374.55; Avera Medical Group, Inmate Medical, \$105.05; Jordyn Bangasser, Court Appointed Attorney, \$505.65; Banner Associates, Professional Services-Feasible, Construction/Design, \$11,912.50; Basin Construction & Drain, Ditch Cleaning, \$2,491.84; BEDC, Annual Payment, \$35,000.00; Bobcat Of Brookings, Safety Clothing, Chain Saw Parts, \$492.42; Boys & Girls Club, Teen Court, \$25,000.00; Breit Law, Execution, \$1,665.96; Brookings Area Transit, Annual Voucher, \$55,000.00; Brookings Area Crime Stop, Program Operating Expenses, \$500.00; Brookings City Utilities, Telephone&Internet Service, Water For Truck Shed, Comm Health/1921 Bldg/Courthouse, Sheriffs Utilities, Detention Center Utilities, Phone Service/Fire Alarm, Directory Advertising, BCOAC Utilities, COP Utilities, \$11,871.57; Brookings Co Conservation, 2021 Budget Request, \$25,000.00; Brookings County Historic, Annual Payment, \$3,000.00; Brookings Credit Bureau, Execution, \$2,230.21; Brookings Domestic Abuse, Sept-Dec Payment, \$4,069.17; Brookings Health System, December Blood Alcohol Testing, Inmate Medical, \$6,810.60; Brookings Regional Humane, Annual Fee, \$10,000.00; Brookings Register, Publications, Holiday Ads, Publications, Subscription Deliver/E-Edition, \$1,608.80; Brookings-Deuel Rws, Water At Bruce Shop, \$23.40; Brothers Pharmacy, Employee Flu Shots, \$28.00; Brutty's Underground Sprinklers, Sprinkler Maintenance, \$245.00; Buhls Of Brookings Cleaners, Jail Supplies, 3 Dust Mops Cleaned, HVAC Belt/Butt Terminals, Det Center, Equipment Rental, \$407.69; Empire Investments 2 LLC, Tax Certificates, \$12,308.47; Empire Investments 3 LLC, Tax Certificates, \$1,431.86; Empire Investments 4 LLC, Tax Certificates, \$6,579.14; Empire Investments LLC, Tax Certificates, \$25,169.26; Esri, Enterprise Agreement, \$40,000.00; Executive Mgmt Finance Of, Microfilm Storage, \$10.71; First Bank & Trust, December Bill, \$2,990.43; Fishback Ins Agency, Notary-Steen, Laabs, Kreutner, \$150.00; Fite, Pierce & Ronning Law, Court Appointed Attorney, \$2,977.42; Foerster Distributing, Copy Paper, \$37.50; Forrest Holdings Inc, Tax Certificates, \$25,263.52; Gass Law, Pc, Court Appointed Attorney, \$262.45; Jennifer Goldammer, Court Appointed Attorney, \$3,749.05; H&H, LLC, Cop Rent, \$650.00; Maggie Harkness, Inmate Meal Reimbursement, \$7.29; Health Reimbursement, Health Reimbursement, \$84,700.00; Henry Carlson Company, Jail Expansion & Remodel Projext, \$796,936.00; Hieb, Richard, Coroner Mileage, \$250.00; Tim Hogan, Court Appointed Attorney, \$882.70; Hometown Service & Tire, Patrol Vehicle Repairs, Jail, \$279.00; Hy-Vee Food Store, Employee Flu Vaccines, \$645.80; Idemia Identity & Securit, Fingerprinting Machine Maint, \$5,187.00; Ina Group LLC, Tax Certificates, \$9,520.00; Indeed Inc, December Job Listings, \$538.76; Interstate Telecom. Coop, Extension Phones, \$373.84; Jensen, Randy J., Zoning Meeting Mileage, \$11.09; Johnson Controls, Courthouse Chiller Replacement, \$45,285.00; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kingbrook Rural Water, Water, \$33.00; L&L Auto & Truck Parts, Internal Pipe Swivel, Shop Gre, \$86.05; L&L Auto & Truck Parts, Patrol Vehicle Parts, \$40.71; Lewis Drug Store, Dec Bill-Prescriptions, \$500.47; Lewno, Lucy, Involuntary MI Hearing, \$166.50; Light & Siren, Car Equipment, \$1,000.00; Lincoln County Auditor, Mental Illness Expenses, \$1,585.30; Darcy Lockwood, Involuntary MI Hearing, \$15.00; Lowe's, Fridge, Mailboxes, Shop, Tax Refund, Rangemaint Supplies, Décor, \$1,323.15; Mack, Sonia, 2020 Travel Oct-Dec/Dues, \$233.28; Macksteel, Steel For Repairing Bridge, \$460.96; Maple Leaf Press Inc, Archery Paper Targets, \$242.70; Donald Mccarty, Court Appointed Attorney, \$2,355.45; Mckeever's Vending,

Inmate Commissary, \$363.60; Mediacom LLC, Law Library Internet Service, \$136.90; Mid-States Organized Crim, Motic Subscription, \$150.00; Midwest Management/Union, Tax Certificates, \$4,699.13; Minnehaha County Auditor, Inv Mi Cost Reimbursement, \$138.00; Teree A Nesvold, Court Appointed Attorney, \$4,321.35; Newegg Business Inc, Office Comp/Monitors/Headphone, \$386.94; Northwestern Energy, Natural Gas Usage, Detention Center, Heat For Truck Shed, Truck/Highway Shop, \$2,638.44; Office Peeps Inc, Toner, Ink Cart, Cartridge, Computer Speakers, Front Office/Jail Supplies, 2 Staplers, \$738.18; Otis Elevator Company, Maint Service For Ch Elevator, \$6,915.36; Pharmchem Inc, Dec Sweat Patch Analysis, \$228.40; Precision Kiosk Technolog, PBT Kiosk, \$1,350.00; Professional Development, Naco High Performance Academy, \$1,645.00; Qualified Presort Service, Postage, \$36.91; Razors Edge Grounds Keepi, Dec Courth Grounds Maintenance, Snow Removal/Ice/Sand, \$3,650.00; RDO Equipment Co, Wiper Blade, Stock Filter, Han, \$1,015.68; Rick Ribstein, Court Appointed Attorney, \$628.40; William Rose, Sobriety Program Refund, \$92.00; Rude's Funeral Home Inc, County Cremation, \$2,431.45; Running's Supply Inc, Screw Lag, Gloves, Mailbox, Ammo/Gun Oil, \$1,299.81; Ryde Investment Group LLC, Tax Certificates, \$2,789.28; Safe-N-Secure, Front Office Door Camera Charger, \$9.99; Satellite Tracking Of People, Blutag Active, \$929.50; Scovel Psychological & Co, Psychological Consulting, \$3,000.00; SD Attorney General's Office, 24/7 Sobriety Program, \$3,627.00; SD Newspaper Service, Job Postings, \$2,215.02; SD Sheriff's Association, SD Sheriff's Association Dues, \$1,458.95; SDACO, ROD Modernization/Preservation, \$1,350.00; Secretary Of State, Notary-Steen, Laabs, Kreutner, \$90.00; Sioux Falls Rubber Stamp, 3 Notary Stamps, \$63.35; Sioux Valley Energy, Electric, \$250.00; Snap-On Industrial, Battery, \$197.95; South Dakota Agricultural, Pest Screen, \$212.00; Southpaw Defense, Enhanced Concealed Carry, \$427.50; Sturdevant's Auto Parts, Heat Sheath, \$33.50; Swiftel Center, Barn Rental/Equipment/Labor, \$1,270.00; Anthony Teesdale, Court Appointed Attorney, \$2,023.95; Thomson Reuters - West, Inv#843594260, 1003334685, \$1,476.21; Titan Machinery, Handle/Latch, Parts, \$515.80; Town Of Sinai, Sewer&Garbage, \$64.00; Transource, Belt Tensioner, \$664.19; Steven Ust, Inspections, \$300.00; Walburg, Duane, Animal Control Mileage, \$89.46; Walmart Community, Binders, Tab Dividers, Cups, \$256.58; Wells Fargo, Wall Decals/Decorations, \$733.34; Terry D Wiczorek Pc, Court Appointed Attorney, \$3,390.36; WW Tire Service Inc, Tire Repair, \$173.60; Yankton County Sheriff, Service Of Process, \$50.00.

Department Head Reports

Community Health Nurse Karen Larsen said they continue to do phone services for their clients, as well as immunizations. Larsen said the Brookings County POD will go into effect at some point, but said she doesn't have any other details as far dates or a timeframe on when that will happen.

Larsen said they continue to work with the schools based off of the guidance they've been given for school delivery.

Pierce asked Larsen what kind of contacts, if any, the office has been getting from the public as relates to COVID-19. Larsen said they refer all questions to 211 or the COVID-19 number.

Highway Superintendent Brian Gustad said the bridge north of Brue is coming along well.

Finance Officer Lori Schultz said the mobile home distress warrants went over to the Sheriff's Office for collection. Schultz said tax notices went out so the public should have received those in the mail.

County Development Director Robert Hill said they started COVID-19 vaccines for people who are 80 years and older. Hill said the Brookings Health System is in coordination with 211 to update them on specific information for Brookings County. Hill said the Brookings Health System is the one who receives the vaccine and then they issue them to the clinics. Hill said the Veterans Administration (VA) hospital in Sioux Falls is also issuing vaccines.

Hill said they had an Ad Hoc Drainage Meeting on January 11th. He said that committee is due to give a report to the County Commission on February 2nd. He asked the board for a 30-day extension to present that report. Pierce said she thinks they should ask for a two month extension because the committee didn't meet for a period of time due to COVID-19. Hill asked the board to present the report at an April meeting. Krogman asked Hill if there will be projects that they will want to move forward with. Hill said no, the report will be strictly informational and will have recommendations for the county. By consensus, the board agreed to allow the committee to report back during the April meeting.

BCOAC Director Dustin Huber updated the board on attendance at the facility, as well as events that have been going on.

Huber said they continue to clean up the software that they have at the facility. He said currently there are 142 archery range members and 111 gun range members.

Huber asked the board for their thoughts on hiring a full time person for the facility. Commission Department Director Stacy Steffensen recommended that Huber meet with HR Specialist Kristen Witchey and herself, and figure out what that would look like. Boersma suggested presenting the year to year performance of the facility and seeing some data of the growth the facility has been seeing. Boersma said she is open to the idea.

Finance Officer's Report

Commission Department Director Stacy Steffensen presented the Finance Officer's Report for December 2020.

Steffensen said a claim was entered into the Commission Packet two separate times in the amount of \$6,253.00. She said the duplicate check was noticed and removed before actually printing the checks.

December 2020

Total amount of deposits in bank.....	\$30,157,037.53
Total amount of actual cash: Currency.....	\$7,043.00
Coins.....	\$0.63
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days...	\$48,485.44
Itemized list of all other items.....	\$9,065.04
TOTAL.....	\$30,221,631.64

Commissioner/HR: \$26,332.45; Finance Office: \$27,900.25; States Attorney: \$38,985.53; Equalization: \$26,582.12; Register of Deeds: \$12,711.60; Veterans/Welfare: \$9,420.00; Sheriff's Office: \$152,932.36; Coroner: \$461.54; Community Health: \$4,857.01; Extension: \$2,884.10; Weed: \$3,743.46; Planning/Zoning: \$8,538.74; Highway: \$70,540.67; Emergency Management: \$5,832.60; BCOAC: \$9,375.00; Technology: \$12,648.12.

AFLAC: \$3,965.10; Avesis: \$1,293.82; Office of Child Support: \$1,342.00; Delta Dental: \$5,992.70; Flex One: \$1,987.96; Principal Life Insurance: \$1,654.86; Garnishments: \$682.88; Local Teamsters: \$1,016.00; SDRS: \$48,348.14; SDRS Supplemental: \$2,600.00; EFTPS: \$93,462.79; Wellmark: \$95,023.64; AFLAC Group/CAIC Primary: \$246.66.

Be it noted, the expenditure adjustments for the month of December 2020 were presented to the board. \$475.83 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 2020 in the amount of \$49,140.50 was presented to the board.

Veterans & Human Services Director Michael Holzhauser said the 2019 financial report for the Housing & Redevelopment Commission is now on the Brookings County website. Holzhauser said he resigned from the Housing & Redevelopment Commission.

Krogman asked Holzhauser if Section 8 vouchers leaving the county or state is still an issue. Holzhauser said that will always be an issue because of the way the rules are written.

Pierce said in statute, it states that a county employee cannot sit on that board, which is why Holzhauser had to resign. Pierce said the County Commission always appoints the chairperson as an ex officio member. She suggested they consider appointing a County Commissioner that's not ex officio or necessarily the chairperson so they can be on that board for more than one year. She also suggested they appoint Holzhauser to be an ex-officio liaison on that board so that he can still participate in the conversation. Pierce said she believes they need to relook at the resolution.

Commission Department Director Stacy Steffensen said it's an ordinance that establishes the Housing & Redevelopment Commission and the rules of it so there is a little more work that goes into changing that. She said she is reviewing that ordinance.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Michelle Burkhart with Legislative Audit was present for any questions.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign the FY2019 Legislative Audit Engagement Letter.

All members voted "aye." Motion carried.

Be It Noted Items

The following individuals are members of the Brookings Radio Club and trained as Severe Weather Storm Spotters for Brookings County, and are listed in the minutes for work comp purposes:

Greg Moir, Dave Larson, Allan Jones, Wayne Williams, Dick Canaday, Harlan Feldhus, Todd Smetana, Bruce Bortnem, Perry Johnson, Darel Palm, Don D Greef, Dave Larson, Arend Schuurman, Rollie Thompson, Dave Peterson, Art Wilber, Dick Sandvold, Debora Sandvold, Dave Wiesner, Cathy Narvesion and Duane Martin.

The following individuals are BCOAC volunteers and are listed in the minutes for work comp purposes:

Adam Steinhauer, Arden Sigl, Blair Bergjord, Bob Ohlsen, Bobby Markham, Brandon Schultz, Brett Woolworth, David Clark, Don Langum, Gail Markham, Gary Englund, Jim Krogh, Jon Anderson, Ken Spence, Leo Stirling, Lindsay Wollmann, Luke Dailey, Marilyn Bombeck, Mike Eichelberg, Mike Kilmer, Randy McLagan, Rex Weimer, Ross McDougall, Shari Layman, Steve Haskell, Tom Nelson, Troy White, Caleb Cohrs, Dan Bruna, Ethan Wiese, Jay Hotchkiss, Jeremy Scott, Jordan Walburg, Paul Wiese and Tony Filholm.

2021 Brookings County Employee Wage Listing:

Aberle, Eileen M.	\$23.32	Jessen, Morgan E.	\$18.89
Anderson, Jeffery G.	\$31.99	Johnson, Justin O.	\$17.00
Andresen, Michael J.	\$18.05	Kindt, Melanie K.	\$17.92
Austin, Johnathon J.	\$19.27	Kleinjan, Benjamin L.	\$95,525.04
Bartley, Michael D.	\$18,825.04	Klingbile, Larry J.	\$25.75
Beller, Jennifer J.	\$25.22	Klitzke, Anita L.	\$23.02
Berkness, Alexander M.	\$21.98	Kneebone, Dale L.	\$25.75
Biteler, David D.	\$31.77	Knutson, David K.	\$21.12
Bjordal, Suzanne M.	\$30.00	Kreutner, Christine A.	\$17.57
Boersma, Angela R.	\$18,825.04	Kriese, Jeremy	\$28.97
Brandsrud, Rusty A.	\$20.71	Krogman, Ryan	\$18,825.04
Brehmer, Jacob E.	\$63,080.16	Kruger, Samantha J.	\$19.27
Briggs, Zachary A.	\$18.89	Kruse, Kristi M.	\$18.28
Brutty, Lisa M.	\$16.34	Laabs, Kimberly L.	\$18.89
Bublitz, David T.	\$23.46	Lange, Alex B.	\$16.67
Bucher, Makenna E.	\$19.27	Langstraat, Manuel J.	\$27.85
Buchholtz, Dennis H.	\$18.89	Larsen, Dane D.	\$26.24
Byrd, Jenna L.	\$21.83	Lenander, Shelly L.	\$11.50
Carmichael, Dennis D.	\$17.57	Maher, Rae Lynn	\$23.48
Chapman, Beverly K.	\$76,893.96	McCrea, Don A.	\$25.73
Chapman, Craig M.	\$23.79	McDermott, Jessica L.	\$18.89
Chester, Thomas J.	\$25.22	Mette, Eric W.	\$21.12
Christensen, Amy L.	\$22.71	Miiller, Amanda M.	\$16.67
Christensen, Matt	\$23.48	Moe, Brad R.	\$21.83
Cofell, Richard P.	\$23.95	Moser, Misty D.	\$51,128.22
Conrad, Jeffrey L.	\$25.73	Mulhair, Christopher A.	\$23.32
Cramer, Lynn	\$25.57	Murfield, Heather R.	\$21.00
Cramer, Mandi L.	\$22.26	Murfield, Kevin M.	\$26.24
Delaney, Michelle L.	\$22.13	Nelson, Daniel C.	\$112,501.22
Dummermuth, Cole A.	\$16.67	Ness, Paul R.	\$21.70
Ellingson, Kimberly J.	\$19.27	Petersen, Paige M.	\$70,066.10
Enz, Gregory J.	\$23.48	Peterson, Jack B.	\$18.89
Erickson, Andrew	\$19.65	Pierce, Lee Ann	\$18,825.04
Erickson, Michael A.	\$25.75	Pike, Jon R.	\$34.39
Fee, Matthew D.	\$19.27	Plowman, Shawn R.	\$32.40

Fletcher, Carlee R.	\$16.67	Radtke, Lisa M.	\$23.16
Friedrich, Clifford A.	\$29.76	Richards, Anthony M.	\$19.27
Gay, James P.	\$19.27	Rodriguez, Tara	\$30.00
Giegling, Michael L.	\$31.36	Rue, Devlin M.	\$19.27
Glass, Nicholas	\$18.89	Sampson, James D.	\$28.41
Gross, Linda E.	\$23.95	Schott, Riley A.	\$18.89
Gustad, Brian D.	\$78,905.06	Schreur, Bryan S.	\$25.73
Haider, Darin R.	\$34.39	Schultz, Lori A.	\$65,177.06
Hansen, Jessica L.	\$19.27	Sebring, Scott N.	\$82,661.02
Hanson, Tammy L.	\$25.75	Sells, Anna P.	\$18.89
Harkness, Margaret E.	\$19.65	Squires, Reid H.	\$25.73
Haugen, Richard L.	\$27.85	Stanwick, Maggie J.	\$16.34
Heidemann, Terrance L.	\$17.00	Stanwick, Martin E.	\$102,689.08
Hieb, Jere D.	\$25.24	Steen, Peggy J.	\$22.28
Hieb, Richard S.	\$6,000.00	Steffensen, Stacy P.	\$82,093.18
Hill, Robert W.	\$76,893.96	Stoebner, B. Jean	\$22.28
Holzhauser, Michael J.	\$76,893.96	Strohfus, Angela L.	\$18.89
Huber, Dustin J.	\$62,270.00	Sunderland, Cody J.	\$25.73
Jensen, Abigail R.	\$19.27	Sweebe, Bart M.	\$76,893.96
Jensen, Larry D.	\$18,825.04	Sylvers, Tiffany M.	\$20.04
		Taylor, Susan H.	\$19.79
		Thompson, Connor R.	\$19.27
		Thor, Danica A.	\$19.27
		Thornton, Tonia A.	\$21.27
		Tolley, Sally	\$20.18
		VanMeveren, Faith A.	\$18.89
		Walburg, Duane H.	\$25.83
		Walsh, Melissa J.	\$20.18
		Walterman, Lisa M.	\$19.27
		Walth, Colin D.	\$18.89
		Wilson, Audra L.	\$21.83
		Wilson, Jacob R.	\$16.34
		Witchey, Kristen L.	\$28.60
		Wulf, Jay R.	\$18.89

REGULAR BUSINESS

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #20-02: a Memorandum of Understand between SDSU Extension and Brookings County. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #20-03: a scheduled service agreement between Brookings County and Trane USA, Inc. for the Brookings County Outdoor Adventure Center. Background information was provided by BCOAC Director Dustin Huber.

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

Motion by Krogman, seconded by Boersma to approve four (4) late elderly tax freeze applications. Background information was provided by Commissioner Krogman.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve the 4-H Promotion and Expansion Committee Roster. 4-H teens- Brinleigh Mack and Lane Thompson; 4-H adults- Kenny Larson and Tania Bjerke; Non-4-H teens- Brooklyn Benthin and Cade Christianson; Non-4-H adults- Amy Christopherson and Joshua Johnson; Ag Producers- Zeno Wicks and Joel Foster; County Commissioner Liaison- Angela Boersma.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for an Investigations Sergeant in the Sheriff’s Office.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for two Deputy Sheriffs in the Sheriff’s Office.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Pierce to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for an Appraiser in the Equalization Office.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen said there were no applications turned in for the Housing & Redevelopment Commission so no action is needed at this time. She said that position will be re-advertised. Commissioner Boersma encouraged Steffensen to reach out to the Brookings Chambers.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen updated the work plan with the board.

Steffensen said she met with Highway Superintendent Brian Gustad and Commissioners Jensen and Krogman to review the township grant program. Steffensen said she will be sending a letter to the townships asking if there are other types of projects they need assistance with and if lowering the size requirement for culverts would be helpful. She said they are going to ask for an inventory of culverts in each of the townships.

Steffensen said they need to add “Detention Center Expansion Committee” to the appointment list that was approved at the last meeting - adding Commission Bartley to that, as well as Commissioners Jensen and Boersma who will alternate attendance.

Steffensen said Katherine Eberline from the Brookings Library is organizing the Bike Rodeo this summer. Steffensen said Eberline is requesting the use of the south parking lot on either Wednesday, June 9th or June 16th from 12:00 p.m. to 2:30 p.m. She said if the county is okay with it, she will start working with the city, as well as staff to let them know the lot will be closed during that time. By consensus, the board agreed to allow the Brookings Library to use the south parking lot for the Bike Rodeo.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended the Public Affairs Meeting; attended the Ad Hoc Drainage Meeting; and attended the Pandemic Meeting via zoom. As part of the Cares Act Program, Pierce said Governor Noem allocated \$10 million dollars to go to landlords and utilities to assist people who were unable to pay their rent. She said that program ended December 31st and it was a really great, successful program. Pierce asked the board if they were interested in sending a letter thanking the governor for that program and ask that they allocate additional funds to that program. Boersma said the counties voices would be amplified if it came from the SDACC. The board directed Steffensen to draft a letter to the SDACC.

Commissioner Bartley attended the Leader Round Table via zoom and attended the Jail Meeting.

Commissioner Krogman attended a Growth Partnership Meeting and attended a Township Grant Meeting.

Commissioner Boersma said she’s been working on an RFP for engineering services for the Samara Avenue project in the City of Volga.

Commissioner Jensen attended the Conversation District Meeting; attended a meeting with BCOAC Director Dustin Huber and Trane; attended the Culvert Grant Meeting with Commission Department Director Stacy Steffensen, Commissioner Ryan Krogman and Highway Superintendent Brian Gustad; attended the PPCC/POD Meeting; and attended the Weed Board Meeting.

EXECUTIVE SESSION

Motion by Boersma, seconded by Bartley to enter into Executive Session at 9:55 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to come out of Executive Session at 10:39 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Bartley to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, February 2, 2021 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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