

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, JANUARY 21, 2020**

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 21, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman.

### **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 Krogman to approve the agenda for the January 21, 2020 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(3), consulting with counsel was added to the Executive Session.

### **CONSENT AGENDA**

Motion by Krogman, seconded by Boersma to approve the consent agenda. Roll call vote: Pierce "aye," Boersma "aye," Krogman "aye," Jensen "aye," Bartley "aye." Motion carried. The consent agenda consisted of the minutes from the January 7, 2020 Commission Meeting.

Travel Requests: Jacob Brehmer & Reid Squires to go pick up new vehicle at Lab Chevrolet on January 22<sup>nd</sup> in Onida, SD; Robert Hill to attend the South Dakota Office of Emergency Management Spring Flood Outlook Meeting on January 29<sup>th</sup> in Mitchell; Jeff Conrad & Bryan Schreur to attend Basic SWAT Training on April 26<sup>th</sup>-May 1<sup>st</sup> in Rapid City.

Personnel Action Notices: Promotion- Fill-time Corrections Sergeant Dave Biteler at \$30.24, effective January 4, 2020; Hourly Wage Grade- Part-time Jail Nurse Tara Rodriguez at \$30.00, effective January 4, 2020; Hourly Wage Grade- Part-time Jail Nurse Susan Bjordal at \$30.00, effective January 4, 2020; routine step increase- Dane Larsen to \$25.48, effective February 1, 2020; routine step increase- Jeff Conrad to \$24.98, effective February 1, 2020.

Human Services Report: #20-001 for rent was approved; case #20-002 for utilities was approved; case #20-003 for utilities was approved; case #20-004 for rent was approved; case #19-160 for funeral was approved.

### **ROUTINE BUSINESS**

#### ***Approval of Claims***

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

A to Z World Languages Inc, Translation Services, \$360.00; A&B Business Inc, Copier Contract, \$299.49; AgFirst Farmers Coop, Patrol Car Maintenance, \$57.52; Alphamedia USA Llc, Operation Snow/Thunderstorm, \$1,600.00; Anderson Oil, Diesel, DEF, \$1,294.92; Aragon, Antonio, Translation Services, \$37.50; Archeology Laboratory, Records Search, \$2,627.24; AT&T Mobility, Wireless Service, \$534.17; Aurora Auto Body & Glass Inc, Patrol Vehicle Fuel, \$1,226.25; Auto Body Specialists, Paint, \$129.04; Avera McKennan Hospital, Inmate Medical, \$22,331.79; Avera Medical Group, Inmate Medical, \$106.84; Avera Medical Group - ABS, Inmate Medical, \$506.42; Avera Occupational Medicine, TPA Services-December, \$423.30; Banner Associates, Bridge Work, \$24,220.50; BCYMP, 2020 Budget Allocation, \$5,000.00; Bierschbach Equipment, Air Hose Assy, Switch, \$281.54; Blackstrap Inc, Salt, \$4,673.58; Bobcat of Brookings, Auger Rent, Work Order, \$3,306.51; Bowes Construction, BCOAC Parking Lot Project, \$170,580.25; Boyer Trucks, Repair Rear End, \$1,805.86; Boys & Girls Club, 2020 Budget Teen Court, \$25,000.00; Bozied Oil Co Inc, Car Washes, Tow, \$1,511.00; BRBA, 2020 BRBA Exhibitor Reg, \$450.00; Brock White Company, Road Mat, Carbide Cutters, \$29,424.00; Brookings Area Transit, 2020 Budget Allocation, \$55,000.00; Brookings Area Chamber, 2020 Chamber Membership Dues, \$600.00; Brookings Area Chamber, Sustainer Bundle Up Membership, \$900.00; Brookings Area Crime Stoppers, 2020 Budget Allocation, \$500.00; Brookings Auto Mall Inc, Sensor, Switch, \$245.27; Brookings City Utilities, Utilities, \$8,789.46; Brookings Co Conservation, 2020 Budget Allocation, \$25,000.00; Brookings County Finance, Advance Tax, \$289.35; Brookings Domestic Abuse Shelter, Nov/Dec 2019, \$630.50; Brookings Engraving, Clock, Name Plate, \$72.00; Brookings Health System, Inmate Medical, \$13,790.12; Brookings Property Management, COP Rent, \$650.00; Brookings Register, Publishing, \$1,148.44; Brookings-Deuel RWS, Bruce Shop Water Invoice, \$21.30; Brothers Pharmacy, Inmate Medical, \$3,162.09; Buffalo Ridge Newspapers Llc, Conditional Use Permit Notice, \$55.90; Buhls of Brookings Cleaner, Rug Rental, Cleaning, \$220.60; Butler Machinery Co, Repair, \$827.80; Carquest Auto, Shop Supplies, Parts, \$1,375.73; Century Business Products, Copier Contracts, \$431.46; CHS, Brookings Shop Diesel, \$17,617.50; Cintas Corporation, Laundry Services, \$564.25; City of Brookings, Animal Control, Unclaimed Fee, \$120.00; City of Brookings, Joint Bldg Expenses, \$28,472.09; City of White, White Shop Utilities, \$172.13; Clark Engineering, Engineering for 2020 Overlay, \$12,540.75; Clark Equipment Co, Tax Credit, 84" Broom, \$72.95; Clean Slate, Letterhead, Envelopes, \$276.00; Complete Plumbing, Flush Valve, Vacuum Breaker, \$82.11; Concrete Materials Inc, Cold Mix, Pea Rock, \$7,639.15; Cook's Wastepaper & Recycling, Commercial Service, \$918.51; Courtesy Plumbing Inc, Plumbing Parts, \$18.50; Dakota Data Shred, Equipment Rental, Pickup, \$259.31; Dataspec Inc, State Solution Yearly Fee, \$449.00; Dean Schaefer Court Reporting, Inv Mental Illness Crt Reporting, \$204.00; Debeer Small Engine, Saw Repair, \$16.32; Den-Wil Inc, Comm Health Rent - January, \$895.00; DVL Fire and Safety, Fire Extinguisher Repair, \$369.15; Ekern Plumbing Heating & AC, Repair Furnace, Drain, \$441.41; Empire Investments 4 Llc, Tax Certificate, \$19,839.15; Empire Investments Llc, Tax Certificate, \$33,684.54; Empire Investments Llc, Tax Certificate, \$3,217.88; Empire Investments Llc, Tax Certificate, \$12,595.70; Empire Investments Llc, Tax Certificate, \$976.66; Empire Investments Llc, Tax Certificate, \$407.97; Executive Mgmt Finance Office, Microfilm Storage State Archive, \$5.40; Fastenal Company, Filters for Sheriff's Office, \$241.54; First Bank & Trust, Credit Card Charges, \$576.69; Fite, Pierce & Ronning Law, Crt Appt Attorney, \$1,881.00; Heavy Metal Automotive Llc, Service Truck, \$51,000.00; Helpline Center Inc, 2020 Budget Allocation, \$2,500.00; Tim Hogan, Crt Appt Attorney, \$5,009.05; Hometown Service & Tire, Llc, Tires, \$324.50; Hungerford Chiropractic PC, Instant Drug Testing, \$30.00; I State Truck Center, Parts, Supplies, \$367.21; Indeed Inc, Job Postings, \$100.00; Info Cubic Llc,

Background Checks, \$130.00; Interstate Telecom. Coop, Phone Service, \$374.19; Katterhagen, Mark, Inv Mental Illness Hearing, \$33.00; Kennedy Pier Knoff Loftus, Llp, CAA Inv Mental Illness Hearing, \$233.40; Kibble Equipment Llc, Supplies, \$1,091.16; Kimball Midwest, Shop Supplies, \$394.15; Kingbrook Rural Water, Sinai Water Utilities, \$33.00; Knapp Electric, Service Call, \$106.08; L&L Auto & Truck Parts, Shop Supplies, \$115.25; Lamb Chevrolet & Implement, 2020 Chevrolet Equinox, \$22,739.00; Lewis & Clark Behavioral Health, Behavioral MI Intake, \$178.00; Lewno, Lucy, Inv Mental Illness Hearings, \$343.00; L. G. Everist, Inc, Sand, \$1,271.88; Light & Siren, Light, \$560.00; Locators & Supplies, Barricade Lights, \$314.88; Darcy Lockwood, Inv Mental Illness Hearings, \$33.00; Lowe's, Shop Supplies, Sink, \$798.76; M&T Fire & Safety Inc, Patrol Car Speaker, \$378.00; Matheson Tri-Gas Inc, Supplies, \$191.00; Donald McCarty, Crt Appt Attorney, \$494.00; McKeever's Vending, Inmate Commissary, \$951.88; Midco Business, Advertisting, \$925.60; Mills Development Corporation, COP Rent, \$650.00; Minnehaha County Auditor, Reimburse Crt App Attorney, \$1,065.72; Minnehaha County JDC, JDC Charges, \$17,940.00; Mr. V's Professional Body, Partol Vehicle Repairs, \$479.99; National Sheriff's Association, Sheriff's Association Dues, \$1,458.95; Dan C Nelson, Mileage to Sioux Falls, \$48.72; Nancy J Nelson, Crt Appt Attorney, \$2,399.70; Northwestern Energy, Natural Gas Utilities, \$2,585.31; Office Peeps Inc, Office Supplies, \$680.90; Parnell Township, Reimburse 25% Total Damage, \$2,659.25; Pennington County Jail, Inmate Transport, \$226.20; Pharmchem Inc, Sweat Patch Analysis, \$114.20; Prochem Dynamics Llc, Supplies, \$1,391.01; Professional Development Academy, NACO Leadership Program, \$495.00; Qualified Presort Service, Mail Service, \$36.65; Razors Edge Grounds Keeping, Snow Removal, \$7,090.00; RC First Aid, First Aid Kit Supplies, \$15.50; RDO Equipment Co, Supplies, Parts, \$13,140.55; Reliance Telephone, Phone Card Transactions, \$1,800.00; RFD Newspapers Inc, Publishing, \$3,378.84; Rude's Funeral Home Inc, County Burial, \$3,000.00; Running's Supply Inc, Shop Supplies, Parts, \$737.30; Satellite Tracking of People, GPS Services, \$949.00; Schaffer Law Office, Prof, Legal Services, \$3,062.50; SD Assn of Co Weed & Pest, Association Membership, \$50.00; SD Dept of Public Safety, Teletype Service, \$2,590.00; SD Public Assurance Alliance, Addition of JD Motor Grader, \$491.53; SDACO, ROD Relief Fund, \$904.00; Sinai Coop Elevator, Sinai Diesel, \$1,253.32; Sioux City Foundry, Cutting Edge, \$14,784.55; Sioux Valley Energy, Electric Utilities, \$244.00; Southpaw Defense, Concealed Carry Class, \$360.00; Sterling Township, 25% Total Damage Reimbursement, \$605.40; Sterzinger Construction, 1" Base Course 3/4 Gravel, \$142,500.00; Sturdevant's Auto Parts, Supplies, Parts, \$284.56; Tiffany Sylvers, Boot Reimbursement, \$36.00; Thomson Reuters - West, West Info Charges, \$1,443.83; Town of Sinai, Sewer & Garbage Service, \$64.00; Transource, Parts, \$459.16; Tri-State Emergency Management, Association Membership Dues, \$40.00; Uline, Mats, Eyewash Station, \$401.95; Steven Ust, Building Inspections, \$600.00; Vitality Psychological Services Llc, Record Review, Intake, Testing, \$1,250.00; Walburg, Duane, Animal Control Mileage, \$26.88; Walmart Community, Supplies, \$207.83; WW Tire Service Inc, Tires, \$21.40; Yankton County Sheriff, Service of Process, \$150.00; SD Dept of Revenue, January Remittance, \$382,368.11.

### ***Department Head Reports***

Highway Superintendent Brian Gustad discussed a claim referencing SDCL 31-32-3.1, Intentional Dumping on Right-of-Ways. He said they've been receiving a lot of complaints and it's prohibited.

Gustad said due to the weather conditions and the no travel advisories this past weekend, his department did not go out and plow until early Sunday morning.

Gustad said they would like to purchase a used Mechanic Service Truck for \$49,500. He said he originally budgeted \$100,000 for a truck.

Gustad said he met with Sioux Equipment in regards to the tank monitoring system. He said the current software system and hardware is obsolete and no longer supported. He said they would need to do the electrical work, which is vital to ensure everything is functioning properly. He said the pump itself is working, but the leak detection and inventory level is not functioning. Gustad said the cost would be \$19,759.32, which does not include the electrical work. Because it's not operational, Bartley asked if it's a liability issue with the EPA. Gustad said yes, there would be some liability. Bartley said the fine alone could be a lot more than the cost to purchase a new one.

By consensus, the board agreed to purchase a new tank monitoring system.

Gustad said the 2020 Brookings County Surfacing Project bid opening was January 14<sup>th</sup> at 11:00 a.m.

Gustad said he spoke with SDDOT Engineer John Ritterhaus in regards to the progress on the bridges south on Highway 77. He said the work has been hit and miss, but they've been progressing when the temperatures are not so low and the water level stabilizes. He said the river levels have been shifting up and down daily.

Gustad said he anticipates opening bids for the annual supplies and materials on February 25<sup>th</sup> at 11:00 a.m.

Community Health RN Jen Burns presented the 2019 Bi-Annual Stats for the South Dakota Department of Health. Burns said they, along with the state, have seen a decrease in numbers across the board. She said the numbers being down could be a good thing, but they've been collaborating closely with other entities to try and get the word out about the WIC program.

Pierce asked Burns if her department would provide a 5-year statistics report.

### **SCHUEDLED AGENDA ITEM**

As scheduled at 9:00 a.m., Clark Engineering Adam Polley presented to the 2020 Asphalt Bids.

Motion by Pierce, seconded by Boersma to approve Bowes Construction as the low asphalt bidder at \$2,396,784.54.

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

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:05 a.m., Brookings County States Attorney Dan Nelson presented the State's Attorney's 2019 Annual Report.

### ***Department Head Reports Continued***

Sheriff Martin Stanwick said there are 43 inmates in jail and 164 individuals participating on the 24/7 program. He said if it wasn't for the 24/7 program, the jail would definitely be overcrowded.

Stanwick said they had minimum emergency problems from the winter storm over the weekend so that was good.

4-H Youth Advisor Sonia Mack said they had their winter calf show, which featured about 40 head of cattle and different contests. Mack said shooting sports have started.

Mack said they had a Youth for the Quality Care of Animals Training.

Mack said the robotics program will start this weekend.

### **SCHEDULED AGENDA ITEM**

Chairperson Bartley declared a recess as the Brookings County Board of County Commissioners and convened as the Brookings County Drainage Board.

County Development Director Robert Hill said per SDCL, they are required to hold two drainage board meetings during the year. Hill gave a recap on why Brookings County floods. He said there are six named streams located within Brookings County; Sixmile Creek, North Deer Creek, Big Sioux River, Deer Creek, Medary Creek and Spring Creek. He said Peg Munky Run flows in from Duel and Hamlin County.

Hill presented the flood plain map to the board. He said FEMA will be releasing updated flood plain maps sometime next year.

Hill updated the board on the Big Sioux River in Medary Township. He said he contacted Medary Township Supervisor Marc Richards, and per Richards they had a meeting with State Mitigation Officer Jim Poppen. Hill said he contacted East Dakota Water Development District Manager Jay Gilbertson and Gilbertson said the river is too high for any work to be done.

Brookings County resident Lyle Bowes said he's been in Brookings County for over 50 years and drainage has been an issue ever since he's lived here. Bowes said the water ways are plugged. Bowes said he would like to advocate a learning session on the condition of the existing drainage. Bowes said he would gladly help with that.

Bartley said he doesn't know who would grant the city or county the authority to go on private property to look at and clear water ways. States Attorney Dan Nelson said he would have to look into it.

Pierce said she likes the idea of putting together a committee who would look at the waterways and report back to the county commission on what they're findings. She said now would be the time to do it. Jensen said they've had a water issues for years; it's not able to flow out. Pierce said she would be willing to help form a committee to look at some of the drainage issues and propose that action to the Brookings County Commission. Pierce asked Hill if he would help reach out to potential committee members.

Motion by Krogman, seconded by Boersma to adjourn as the Brookings County Drainage Board. All members voted "aye." Motion carried.

The board convened as the Brookings County Board of County Commissioners.

### ***Department Head Reports Continued***

Weed & Pest Supervisor Misty Moser said she will be working at the Farm & Home Show in Sioux Falls and in Watertown. Moser said the Annual Towns and Township Weed & Pest Meeting is scheduled for March 5<sup>th</sup> at 10:00 a.m. at the Brookings County Outdoor Adventure Center.

Finance Officer Vicki Buseth said she will report back on what each department had left in their budgets and what the fund balance is now.

### ***Finance Officer's Report***

Finance Officer Vicki Busetth presented the Finance Officer's Report for December 2019.

*December 2019*

*Total amount of deposits in banks.....\$28,421,413.17*  
*Total amount of actual cash: Currency.....\$1,552.00*  
*Coins..... \$0.40*  
*Total amount of checks/drafts in Treasurer's possession not exceeding 3 days....\$51,307.75*  
*Itemized list of all other items..... \$35,601.17*  
*TOTAL.....\$28,509,856.49*

Commissioner/HR: \$18,757.14; Finance Office: \$20,858.03; States Attorney: \$26,944.10; Equalization: \$18,376.44; Register of Deeds: \$8,535.00; Veterans/Welfare: \$6,289.26; Sheriff's Office: \$102,559.15; Coroner: \$426.22; Community Health: \$3,458.77; Extension: \$2,590.30; Weed: \$2,468.46; Planning/Zoning: \$5,894.05; Highway: \$51,048.26; Emergency Management: \$3,916.74; BCOAC: \$6,684.94; Technology: \$6,834.72.

AFLAC: \$3,294.40; Avesis: \$1,362.79; Office of Child Support: \$1,861.04; Delta Dental: \$6,108.08; Flex One: \$1,658.56; Principal Life Insurance: \$1,761.05; Garnishments: \$296.34; Local Teamsters: \$1,245.00; SDRS: \$45,460.04; SDRS Supplemental: \$2,125.00; Wellmark: \$100,298.04; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$30,893.28; AFLAC Group/CAIC Primary: \$295.78.

Be it noted, the expenditure adjustments for the month of December 2019 were presented to the board. #3,321.58 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 2019 in the amount of \$36,265.00 was presented to the board.

County Development Director Robert Hill said FEMA has finished the individual assistance, but citizens still have until January 31<sup>st</sup> to call and file. Hill said FEMA has allocated \$501,457.98 in Brookings County for individual assistance.

Hill said he attended Lowes to visit FEMA; attended a PPCC Meeting; attended an E-911 Meeting; and attended a Census Meeting.

Hill discussed upcoming dates with the board.

Jensen asked if all of the townships have received checks for their damages. Hill said not all of the townships have received their checks yet.

***Be It Noted Item***

The following volunteers with the Brookings County Outdoor Adventure Center and severe weather storm spotters are to be listed in the minutes for work comp purposes.

BCOAC Volunteers: Jon Anderson, Earl Biggers, Marilyn Bombeck, Ken Brandt, David Clark, David Cook, Luke Dailey, Leah Dailey, Jim Doolittle, Cole Dummermuth, Mike Eichelberg, Larry Emmett, Gary Englund, David Erickson, Drew Garry, Jay Goudhorn, Martin Grove, Steve Haskell,

Bob Hesse, Dennis Hetrick, Mark Jenson, David Johnson, Mike Kilmer, Tom Krier, Jim Krogh, Don Langum, Alex Luke, Gail Markham, Bobby Markham, Ross McDougall, Randy McLagan, Tim Mulvey, Tom Nelson, Bob Ohlsen, Brad Olson, Allen Schroeder, Brandon Schultz, Nick Shirley, Shawn Siemonama, Arden Sigl, Brad Skyberg, Nick Smith, Laurie Smith, Adam Steinhauer, Andrew Sterud, Leo Stirling, Dave Swisher, Rex Weimer, Troy White, Darrick Wika, Chris Winniger, Lindsay Wollmann, Brett Woolworth and Fabian Ysker.

Severe Weather Storm Spotters: Roger Bommersbach, Greg Moir, Dave Larson, Allan Jones, Wayne Williams, Dick Canaday, Harlan Feldhus, Bruce Bortnem, Bob Jones, Darel Palm, Don De Greef, Dave Larson, Arend Schuurman, Rollie Thompson, Dave Peterson, Art Wilber, Dave Robinson, Dick Sandvold, Debora Sandvold, Dave Wiesner, Kurt Narveson, Cathy Narveson, Duane Martin and Perry Johnson.

## **REGULAR BUSINESS**

First Reading on Ordinance #2020-01: an ordinance authorizing rezoning of “S150’ of the E165’ of Lot 1 Krogman 1<sup>st</sup> Addition in the SE ¼ of SE ¼ of Section 16, T110N, R50W (Brookings Township)” from a Joint Jurisdiction R-1B to Joint Jurisdiction B-3.

The Second Reading and Public Hearing will be Tuesday, February 18, 2020 at 9:00 a.m.

Motion by Krogman, seconded by Pierce to remove Resolution #20-02: a resolution setting pay for election officials in 2020 from the table. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve Resolution #20-02 as presented at the January 7, 2020 Commission Meeting. Background information was provided by Deputy Finance Officer Kristen Witchey.

Motion by Krogman, seconded by Boersma to amend Resolution #20-02 to pay Precinct Deputies at \$14.00/hour, Precinct Superintendents at \$14.50/hour and Election School Attendance at \$25.00. Roll call vote on amendment: Jensen “aye,” Pierce “aye,” Boersma “aye,” Krogman “aye,” Bartley “aye.” Motion carried. Roll call vote on main motion as amended: Pierce “aye,” Boersma “aye,” Krogman “aye,” Jensen “aye,” Bartley “aye.” Main motion as amended carried.

### **RESOLUTION #20-02**

#### **A RESOLUTION SETTING PAY FOR ELECTION OFFICIALS IN 2020**

WHEREAS, it may be necessary to appoint election officials in 2020, 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 2020, 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 21<sup>st</sup> day of January, 2020.

Michael Bartley  
Chairperson  
Brookings County Commission

ATTEST:





Motion by Krogman, seconded by Jensen to appoint Mary Anne Krogh to the Brookings Health System Board, filling an unexpired term through December 31, 2020.

Krogman said Mary Ann Krogh is the Dean of Nursing and the Brookings Health System feels it's very important to have that tie with the nursing program. Boersma said it's important to recognize that the Mental Health Task Force specifically asked and discussed the idea of having someone with a background in mental health on the board. Krogman thanked Craig Pahl for submitting his application and willingness to serve on the board.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to approve the 4-H Promotion and Expansion Committee Roster. 4-H Teens: Brinleigh Mack & Lane Thompson; 4-H Adults: Kenny Larson & Tania Bjerke; Non-4H Teens: Brooklyn Benthin; Cade Christianson; Non-4-H Adults: Amy Christopherson & Joshua Johnson; Ag Producers: Deb Ford & Joel Foster; County Commissioner Liaison: Angela Boersma.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for an Equipment Operator in the Highway Department. Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for a Courtroom Deputy Sheriff in the Sheriff's Office.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to declare 16- 4 drawer file cabinets and 2- 3 drawer file cabinets as surplus property to be transferred from the State's Attorney's Office to the Sheriff's Office and to declare a Ricoh MP C3501 with Finisher, a Ricoh MP C4002SP, 9 printers (GR0ZPL1, GROYPL2, 2C3OXG1, 5F67691, BJD91J1, GROYPL1, BTK1PM1, 5D7CCP1, 4ZLWQ61), 2- rolling chairs, 2 humidifiers, and 3- 3 hole punch as surplus property to be destroyed.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve the following cell phone reimbursements for 2020.

All members voted "aye." Commissioner Pierce voted "nay."

#### County Cell Phone Reimbursements

Name	Amount	Department
Aberle, Eileen	\$45.00	Human Services
Anderson, Jeff	\$75.00	Highway
Bartley, Mike	\$75.00	Commission
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
Buseth, Vicki	\$105.00	95% Finance
		5% Elections
Chapman, Bev	\$105.00	Register of Deeds
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, Terry	\$30.00	50% Detention Center
		50% Building
Heismeyer, Kristin	\$75.00	BCOAC
Hieb, Jere	\$30.00	Equalization
Hieb, Richard	\$30.00	Coroner
Hill, Robert	\$105.00	75% Emergency Management
		25% Zoning
Holzhauser, Michael	\$105.00	82% Veteran's
		18% Welfare
Jensen, Larry	\$75.00	Commission
Johnson, Justin	\$30.00	Building
Kleinjan, Benjamin	\$105.00	State's 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
Littlecott, Laura	\$45.00	Commission
McCrea, Don	\$15.00	Sheriff
Mette, Eric	\$75.00	Technology
Moser, Misty	\$75.00	Weed & Pest
Murfield, Kevin	\$30.00	Sheriff
Nelson, Dan	\$105.00	State's Attorney
Petersen, Paige	\$105.00	State's Attorney
Pierce, LeeAnn	\$75.00	Commission
Pike, Jon	\$60.00	Sheriff
Plowman, Shawn	\$90.00	Technology
Sebring, Scott	\$105.00	Sheriff
Schreur, Bryan	\$30.00	Sheriff
Squires, Reid	\$30.00	Equalization
Stanwick, Martin	\$105.00	Sheriff
Steffensen, Stacy	\$105.00	Commission
Sunderland, Cody	\$30.00	Sheriff

Sweebe, Bart	\$105.00	Jail
Witchey, Kristen	\$75.00	80% Finance
		20% Elections

\$3,105.00

Motion by Boersma, seconded by Krogman to approve and publish the rates/salaries for county employees for fiscal year 2020.

All members voted "aye." Motion carried.

### 2020 Brookings County Employee Wages

Aberle, Eileen M.	\$22.20	Holzhauser, Michael J.	\$74,653.80	Stoebner, B. Jean	\$21.63
Anderson, Jeffery G.	\$31.05	Jensen, Abigail R.	\$18.34	Stuefen, Alex M.	\$18.34
Andresen, Michael J.	\$17.18	Jensen, Larry D.	\$18,276.70	Sunderland, Cody J.	\$24.49
Austin, Johnathon J.	\$18.34	Johnson, Justin O.	\$16.19	Sweebe, Bart M.	\$74,653.80
Bartley, Michael D.	\$18,276.70	Kindt, Melanie K.	\$17.40	Sylvers, Tiffany M.	\$19.08
Beller, Jennifer J.	\$23.24	Kleinjan, Benjamin L.	\$90,923.82	Taylor, Susan H.	\$18.83
Berkness, Alexander M.	\$20.92	Klingbille, Larry J.	\$25.00	Thompson, Connor R.	\$18.34
Biteler, David D.	\$30.24	Klitzke, Anita L.	\$21.92	Thor, Danica A.	\$18.70
Bjordal, Suzanne M.	\$30.00	Kneebone, Dale L.	\$25.00	Thornton, Tonia A.	\$20.25
Boersma, Angela R.	\$18,276.70	Knutson, David K.	\$20.11	Tolley, Sally	\$19.21
Brandsrud, Rusty A.	\$19.71	Kretchman, Joseph M.	\$18.34	Vandewiele, Kalea M.	\$18.34
Brehmer, Jacob E.	\$60,006.96	Kriese, Jeremy	\$27.58	Walburg, Duane H.	\$25.83
Bublitz, David T.	\$21.62	Krogman, Ryan	\$18,276.70	Walsh, Melissa J.	\$19.21
Bucher, Makenna E.	\$18.34	Kruger, Samantha J.	\$18.34	Walterman, Lisa M.	\$18.34
Buseth, Vicki L.	\$80,252.90	Kruse, Kristi M.	\$17.40	Walth, Colin D.	\$15.41
Byrd, Jenna L.	\$20.65	Laabs, Kimberly L.	\$17.40	Wiehr, Paige M.	\$18.34
Chapman, Beverly K.	\$74,653.80	Lang, Mitchell A.	\$19.08	Williams, Samantha R.	\$18.70
Chapman, Craig M.	\$22.64	Lange, Alex B.	15.87	Witchey, Kristen L.	\$27.58
Christensen, Amy L.	\$21.62	Langstraat, Manuel J.	\$26.51		
Christensen, Matt	\$22.35	Larsen, Dane D.	\$24.98		
Cofell, Richard P.	\$23.26	Lenander, Shelly L.	\$11.50		
Conrad, Jeffrey L.	\$24.49	Littlecott, Laura H.	\$28.33		
Cramer, Lynn	\$24.34	Luke, Alexander D.	\$15.87		
Cramer, Mandi L.	\$21.19	Maher, Rae Lynn	\$22.35		
Delaney, Michelle L.	\$21.06	McCrea, Don A.	\$24.98		
Dixon, Wesley J.	\$18.70	Mette, Eric W.	\$20.11		
Dummermuth, Cole A.	\$15.87	Miller, Amanda M.	\$15.87		
Ellingson, Kimberly J.	\$18.70	Miller, Dennis W.	\$26.88		
Enz, Gregory J.	\$22.35	Moser, Misty D.	\$48,664.98		
Erickson, Andrew	\$18.70	Mulhair, Christopher A.	\$22.20		
Erickson, Michael A.	\$25.00	Murfield, Heather R.	\$19.99		
Erickson, Zachary G.	\$18.34	Murfield, Kevin M.	\$24.98		
Fee, Matthew D.	\$18.34	Nelson, Daniel C.	\$107,020.94		
Fletcher, Carlee R.	\$15.87	Ness, Paul R.	\$20.65		
Fraser, Daniel D.	\$18.34	Petersen, Paige M.	\$26.33		
Friedrich, Clifford A.	\$28.89	Peterson, Holly J.	\$18.34		
Gay, James P.	\$18.34	Pierce, Lee Ann	\$18,276.70		
Geerdes, Taylor M.	\$18.34	Pike, Jon R.	\$33.39		
Giegling, Michael L.	\$29.85	Plowman, Shawn R.	\$30.85		
Gross, Linda E.	\$23.62	Radtke, Lisa M.	\$22.05		
Gustad, Brian D.	\$75,062.00	Reker, Donald J.	\$15.87		
Haider, Darin R.	\$32.73	Richards, Anthony M.	\$18.34		
Hansen, Jessica L.	\$18.34	Rodriguez, Tara	\$30.00		
Hanson, Tammy L.	\$25.00	Rue, Devlin M.	\$18.70		

Harkness, Margaret E.	\$18.70	Sampson, James D.	\$27.04
Haugen, Richard L.	\$26.51	Schreur, Bryan S.	\$24.49
Hazzard II, William C.	\$19.08	Schultz, Lori A.	\$25.00
Heidemann, Terrance L.	\$16.19	Sebring, Scott N.	\$80,252.90
Heismeyer, Christopher L.	\$18.34	Sells, Anna P.	\$18.34
Heismeyer, Kristin M.	\$56,937.14	Smith, Cameron L.	\$15.87
Hertling, Desirae J.	\$18.34	Squires, Reid H.	\$24.49
Hieb, Jere D.	\$24.03	Stanwick, Martin E.	\$99,697.78
Hieb, Richard S.	\$6,000.00	Steen, Peggy J.	\$21.21
Hill, Robert W.	\$74,653.80	Steffensen, Stacy P.	\$77,729.86

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen updated the board on the surplus cash analysis. She said the county ended December at about 24.5%. Steffensen said the NACo Legislative Conference is February 29<sup>th</sup>-March 4<sup>th</sup> in Washington D.C.

Steffensen said the commission has been invited to attend a working meeting regarding the South Dakota Resilient Community status through the Center for the Prevention of Childhood Maltreatment.

Steffensen included information on the legislative session from the SDACC, as well as a draft copy of the bill regarding funding for county infrastructure construction with a proposed sales tax.

Steffensen also included information from the Census Bureau regarding the release of the census survey content.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

## **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Pierce attended the Joint City & County Planning & Zoning Meeting; attended the Public Affairs Committee Meeting; attended a BKV Group Meeting; attended the Volga Fire Department Feed; attended the Census Meeting; attended Brookings Day at the Capitol; and attended the Chamber Mixer.

Commissioner Boersma attended the Volga Fire Department Feed; conducted a presentation with the Mayor Corbett at the Connect 2140 Lunch & Learn; attended Brookings Day at the Capitol; and attended a Brookings Behavioral Health & Wellness Meeting.

Commissioner Krogman attended the Joint Jurisdiction Meeting; attended a Growth Partnership Meeting; and attended a BATA Meeting.

Commissioner Jensen attended the Joint Jurisdiction Meeting; attended the County Planning & Zoning Meeting; attended a 20<sup>th</sup> Street Overpass Meeting; and attended an E-911 Meeting;

Commissioner Bartley attended the Joint Jurisdiction Meeting; attended the County Planning & Zoning Meeting; attended the BKV Group Meeting; attended the Volga Fire Department Feed; attended a PPCC Meeting; attended the US Highway 14 Corridor Study; attended Brookings Day at the Capitol; and attended the E-911 Meeting.

## **EXECUTIVE SESSION**

Motion by Boersma, seconded by Krogman to enter into Executive Session at 11:00 a.m., in accordance with SDCL 1-25-2(3)(4), consulting with legal counsel and contract negotiations. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Boersma to come out of Executive Session at 1:12 p.m. All members voted “aye.” Motion carried. No action was taken.

### **ADJOURNMENT**

Motion by Boersma, seconded by Pierce to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, February 4, 2020 at 8:30 a.m.

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Jenna Byrd  
Finance Assistant II  
Brookings County

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