

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, FEBRUARY 20, 2018**

The Brookings County Board of County Commissioners met in regular session on Tuesday, February 20, 2018 with the following members present: Lee Ann Pierce, Mike Bartley, Stephen Miller, Ryan Krogman and Larry Jensen.

### **CALL TO ORDER**

Chairperson Pierce called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

The agenda for the February 20, 2018 Commission Meeting was approved without objection. Be it noted, Executive Session, in accordance with SDCL 1-25-2(1), personnel will follow routine business.

### **CONSENT AGENDA**

Motion by Bartley, seconded by Krogman to approve the consent agenda. Roll call vote: Jensen "aye," Miller "aye," Krogman "aye," Bartley "aye," Pierce "aye." Motion carried. The consent agenda consisted of the minutes from the February 6, 2018 Commission Meeting.

Travel Requests: Robert Hill to attend a Tri-State Emergency Management Association Meeting on February 21<sup>st</sup> in Worthington, MN; Bart Sweebe, Tonia Thornton, Kevin Murfield, & Anita Klitzke to attend a new 24/7 Sobriety Program Website Training on February 23<sup>rd</sup> in Sioux Falls; the Highway Department employees to attend The Mine Safety Act Training on February 28<sup>th</sup> & March 1<sup>st</sup> in Brookings; all Commissioners, Mike Holzhauser, & Stacy Steffensen to attend the SDACC & Welfare Officials Spring Workshop on March 13<sup>th</sup>-15<sup>th</sup> in Pierre; Dick Birk to attend a 2018 Short Course on March 20<sup>th</sup>-22<sup>nd</sup> in Deadwood; Jon Pike & Kathy Hanson to attend a Highway Safety Grant Training Meeting on March 28<sup>th</sup> in Sioux Falls; Jeff Anderson to attend a 2018 South Dakota Asphalt Conference on April 4<sup>th</sup>-5<sup>th</sup> in Pierre; Martin Stanwick & Bart Sweebe to attend a Sheriff & Police Chief Spring Conference on April 16<sup>th</sup>-20<sup>th</sup> in Deadwood; Charles Umberger to attend a SD Statewide Sex Offender Registry Conference on April 23<sup>rd</sup> in Deadwood and April 25<sup>th</sup> in Brookings; Jeremy Kriese to attend Basic SWAT on April 23<sup>rd</sup>-27<sup>th</sup> in Sioux Falls; Robert Hill to attend a Jurisdictional Threat and Hazard Identification Assessment on May 14<sup>th</sup>-15<sup>th</sup> in Sioux Falls.

Personnel Action Notices: routine step increase- Charles Umberger to \$27.64, effective February 1, 2018.

Human Services Report: case #17-158 for Avera McKennan was denied; case #17-159 for Avera McKennan was denied; case #18-011 for rent was denied; case #18-016 for rent was

approved; case #18-017 for rent was approved; case #18-018 for county burial was approved; case #18-019 for Brookings Hospital was approved; case #18-020 for rent was approved; case #18-021 for Brothers Pharmacy was approved; case #18-022 for Brookings Municipal Utilities was approved; case #18-023 for rent was approved; case #18-025 for rent was approved.

## **ROUTINE BUSINESS**

### *Approval of Claims*

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

605 Custom Design LLC, New Hire County Shirt, \$48.00; A&B Business Inc, Copier Contract, \$457.04; Advance, 2018 Budget Allocation, \$35,000.00; AgFirst Farmers Coop, LP, Propane Fill, \$24.42; Agterra Technologies Inc, Annual License Pmt, \$560.00; Aragon, Martha, Translation Services, \$125.00; Avera Medical Group - Rad, Inmate Medical, \$52.50; Axon Enterprise Inc, Flex 2 Camera DVR, \$826.96; Banner Associates, Specs Bridge Work, Maintenance, \$2,345.00; Brookings City Utilities, Phone, Utilities, \$9,998.45; Brookings Equipment Inc, O Ring, \$3.06; Brookings Health System, Medical Services, \$6,474.54; Brookings Property Management, COP Rent, \$650.00; Brookings Register, Publications, Subscription, \$1,203.73; Brookings-Deuel RWS, Water Utilities, \$19.20; Brothers Pharmacy, Inmate Medical, Care of Poor, \$2,310.73; Buhls of Brookings Cleaner, Rugs, Mops, \$50.80; Butler Machinery Co, Bushing, \$135.60; Carquest Auto, Shop/Vehicle Supplies, \$78.65; Central Business Supply, Office Supplies, \$1,717.55; Century Business Products, Copier Contract, \$670.21; CHS, Dyed Diesel Brk Shop, \$17,897.21; City of Brookings, E911 Distribution, \$106,864.81; City of White, Shop Utilities, \$67.01; Clean Slate, Envelopes, \$130.00; Clites Electric Inc, Install 2 Dbl Duplex Outer Office, \$206.11; Brenda K Colombe, January Services, \$1,000.00; Cook's Wastepaper & Recycling, Commercial Service, \$732.31; Courtesy Plumbing Inc, Jail Repairs, \$200.04; Dakota Data Shred, Pickup, \$137.13; Debeer Small Engine, Gasket, \$2.50; Den-Wil Inc, Feb Community Health Rent, \$895.00; Department of Motor Vehicles, Sheriff Trailer, Title/Plate, \$21.20; Division of Motor Vehicles, Sheriff Office Registration Mailing Fee, \$4.00; Dr Mark Bontreger Inc, Psychological Testing, \$295.00; Einspahr Auto Plaza, Fuse, \$3.20; Fastenal Company, Bolts, Shop Supplies, \$34.11; First Bank & Trust, Supplies, Fuel, Mail, Training, \$890.17; Foerster Office & Supply, Jail Supplies, \$904.95; G&K Services, Laundry Services, \$489.21; Gass Law, Pc, Crt Appointed Attorney, \$1,119.06; Graham Tire North, Tires for Pusher Axels, \$762.26; Patricia J Hartsel, Transcripts, \$108.00; Hillyard/Sioux Falls, Maintenance Supplies, \$450.35; Tim Hogan, Crt Appointed Attorney, \$672.10; Ina Group LLC, Tax Certificate Redemptions, \$18,059.30; ICC, 2018 Membership Dues, \$135.00; Interstate Telecom. Coop, Phone, Internet Services, \$219.86; Intoximeters Inc, High Use PBT's, Hwy Grant, \$975.00; Johnson Feed Inc, Salt, \$1,567.59; Kibble Equipment LLC, DEF Fluid, Fittings, Socket, \$521.86; Kingbrook Rural Water, Water Utilities, \$36.95; Kirkvold Oil Company, Tire Service, \$752.00; L&L Auto & Truck Parts, Shop Supplies, \$1,164.44; Lewis & Clark Behavioral Health, BMI Intakes, \$640.00; L.G. Everist, Inc, Icing Sand, \$2,424.45; Light & Siren, Beacon Lights, \$973.00; Lincoln County Auditor, Mental Illness Brd Expenses, \$189.40; Lowe's, Supplies, Cabinets, \$3,320.64; Lutheran Social Services, LSS Arise Youth Center, \$1,488.64; M&T Fire & Safety Inc, First Aid Kit Refills, \$59.00; Reed T Mahlke, Crt Appointed Attorney, \$6,374.40; Mailfinance, Postage Machine Lease, \$1,556.07; Martin's Inc, Filters, Diesel, Gas, \$18,149.77; Mike's Professional Carpet, Gun Range Carpet Cleaning, \$340.00; Gary E Mikelson, Inv MI Hearings, \$473.76; Minnehaha County JDC, JDC Costs, \$1,346.40; Mix Dry Cleaners, Dry Cleaning Coat, \$18.00; Morlock, Amber, Reimbursement Postage, \$15.15; N&L

Rentals LLC, COP Rent, \$550.00; NAMI Sioux Falls, CIT Training, \$240.00; Nancy J Nelson, Crt Appointed Attorney, \$1,048.10; Northwestern Energy, Natural Gas Utilities, \$970.52; Office Depot Inc, Office Supplies, \$429.41; Office Peeps Inc, Office Supplies, \$98.95; One Source, Background Checks, \$73.00; Perry Electric Inc, Oil Burner Pipe, \$73.26; Pharmchem Inc, Sweat Patch Analysis, \$175.00; Qualified Presort Service, Mail Service, \$26.93; Razor's Edge Lawncare, Snow Removal, \$2,925.25; RDO Equipment Co, Radiator Hose, Pump Credit, \$1,550.36; RFD Newspapers Inc, Ads, Notices, Commission Minutes, \$582.76; Rude's Funeral Home Inc, County Burial, \$3,000.00; Running's Supply Inc, Supplies, \$390.50; Satellite Tracking of People, GPS, \$568.75; SD Attorney General's Office, 24/7, SCRAM Participation Fee, \$3,421.00; SD Dept of Revenue, Health Lab Tox Screen, \$135.00; SD Federal Prop. Agency, Cement Mixer, Shop Tools, \$708.50; SD Newspaper Service, Job Postings, \$70.64; SDACO, ROD Relief Fund, \$958.00; SDSU Extension, 4H Advisor Salary, \$19,436.00; SDSU Workstudy, SDSU Workstudy Fees, \$35.14; Sioux Falls Two Way Radio, Quarterly Maint Contract, Radio, \$1,189.91; Sioux Valley Energy, Utilities, \$368.00; Sturdevant's Auto Parts, Paint, Parts, Supplies, \$65.09; Thomson Reuters - West, West Information Charges, \$1,623.71; Town of Sinai, Utilities Shop, \$64.00; Trane US Inc, Upkeep & Filter Change, \$365.88; UPS Store, Shipping, \$11.34; Steven Ust, Building Inspections, \$2,700.00; Valley Motorsports, Battery Tender, \$210.00; Vandenberg Law, Crt Appointed Attorney, \$1,950.50; Voss Rentals, COP Rent, \$280.00; Walburg, Duane, Animal Control Mileage, \$20.58; Walmart Community, Supplies, \$76.49; Welker, Don, COP Rent, \$650.00; Wellmark Blue Cross, Annual Claims Processing, \$1,700.40; Wheelco Truck & Trailer, Diesel Additive, Fuel Filters, \$567.42; Yankton County Sheriff, Service of Process, \$50.00; Yankton County Treasurer, Mental Illness Hearings, \$498.50; SD Dept of Revenue, February Remittance, \$765,636.91.

## **EXECUTIVE SESSION**

Motion by Miller, seconded by Jensen to enter into Executive Session at 8:32 a.m., in accordance with SDCL 1-25-2(1), personnel. Roll call vote: Krogman "aye," Bartley "aye," Jensen "aye," Miller "aye," Pierce "aye." Motion carried. The board came out of Executive Session at 8:49 a.m. No action was taken.

## **ROUTINE BUSINESS**

### *Department Head Reports*

Highway Superintendent Richard Birk said they've been clearing snow and getting bids ready for supplies and materials.

Sheriff Martin Stanwick discussed the City of Watertown's study on dealing with mental health. Stanwick said there are 156 individuals participating on the 24/7 program and 38 inmates in jail.

Bartley said at the East Central Behavioral Health Board Meeting they discussed the sharp increase in mental health emergency calls.

Director of Equalization Chris Lilla said the assessment notices have been mailed. Lilla said he is aware of two individuals who want to appeal. He said the last day to appeal is Thursday, March 15<sup>th</sup>.

## **SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., Joseph Stahl and Jim Sullivan with Norfeld Colony spoke with the board about the lack of action on the easement request at the February 6, 2018 Commission Meeting.

Sullivan said he would like the board's support as far as putting a dry hose in the ditch. He said the landowner can be difficult to work with making it a challenge to complete their work. Stahl said it doesn't need to be done every year.

Commissioner Pierce said there isn't anyone in the county running hoses in the county's right-of-way; as a rule, they require it to be on private land.

Commissioner Krogman asked if there is a temporary right-of-way permit they could grant just so they can get the job done. Highway Superintendent Richard Birk said they do not have a temporary right-of-way permit because monitoring the work would be difficult.

### *Department Head Reports Continued*

County Development Director Robert Hill said he attended the SDPA Pipeline Safety Luncheon; attended the PPCC/POD Meeting; attended training by a mobile training team from the Security and Emergency Response Training Center; attended a LEPC Meeting; and attended the Brookings Home Show. Hill said he ordered a dual band hand-held radio from Sioux Falls Two Way Radio.

Hill discussed upcoming dates with the board.

Finance Officer Vicki Buseth discussed two tax deed properties that the county will sell at public auction. She said she will work with the auctioneers to schedule the auction for Wednesday, March 28<sup>th</sup>.

Buseth said she has been in contact with Brookings School District's Business Manager Brian Lueders on the school opt-out.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:30 a.m., the board held the Second Reading & Public Hearing of Ordinance #2018-01: an ordinance establishing a 25 mile per hour speed limit upon a portion of County Road 23.

Chairperson Pierce opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Pierce closed the public hearing.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Pierce to sign Ordinance #2018-01: an ordinance establishing a 25 mile per hour speed limit upon a portion of County Road 23. Mayor Fred Weekes with City of Aurora was present for hearing.

Chairperson Krogman provided background information.

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

### **ORDINANCE #2018-01**

### **AN ORDINANCE ESTABLISHING A 25 MILE PER HOUR SPEED LIMIT UPON A PORTION OF BROOKINGS COUNTY ROAD 23**

BE IT ORDAINED BY BROOKINGS COUNTY, SOUTH DAKOTA:

WHEREAS, pursuant to SDCL 32-25-9.1, the Board of County Commissioners may determine and establish speed zones upon all or any part of the highways under its jurisdiction; and

WHEREAS, the Board of County Commissioners has received a request from the City of Aurora, South Dakota to reduce the speed on a portion of Brookings County Road 23 due to a change in the northern boundary of the city limits, and it appears necessary to reduce the speed limit on a portion of Brookings County Road 23 to provide for the safety and welfare of all residents and travelers on such road.

THEREFORE, BE IT ORDAINED, that a speed limit of 25 miles per hour be and the same is hereby established on that portion of Brookings County Road 23 commencing at 268 feet north of the intersection of Brookings County Road 23 and Spruce Street in the City of Aurora, SD, and continuing south to the city limits of the City of Aurora, in Brookings County, South Dakota.

The adoption of this Ordinance supersedes Ordinance #2006-01.

Adopted this 20<sup>th</sup> day of February, 2018

Lee Ann Pierce  
Chairperson  
Brookings County Commission

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

First Reading: Tuesday, February 6, 2018  
Second Reading: Tuesday, February 20, 2018  
Adopted: Tuesday, February 20, 2018  
Publication: Thursday, March 1, 2018  
Effective Date: Wednesday, March 21, 2018

*Department Head Reports Continued*

Finance Officer Vicki Buseth continued with her report.

Motion by Miller, seconded by Krogman to approve the following transfers as per budget appropriations for the first quarter of 2018:

From General Fund 101-4-911-4294 to Highway and Bridge fund 201-3-371-0000 in the amount of \$750,000.00.

From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$18,517.75.

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

*Finance Officer's Report*

Finance Officer Vicki Buseth presented the Finance Officer's Report for January 2018.

*January 2018*

Total amount of deposits in banks.....\$22,141,363.72

Total amount of actual cash: Currency.....\$4,908.00  
 Coins.....\$1.26  
 Total amount of checks/drafts in Treasurer’s possession not exceeding 3 days.....\$54,112.74  
 Itemized list of all other items.....\$28,235.06  
 TOTAL.....22,228,620.78

Commission/HR: \$16,958.79; Technology: \$5,814.80; Finance Office: \$19,028.75; States Attorney: \$24,463.75; Equalization: \$18,224.13; Register of Deeds: \$7,969.50; Veterans/Welfare: \$6,211.79; Sheriff’s Office: \$88,800.04; Coroner: \$426.22; Community Health: \$3,339.37; Extension: \$2,437.48; Weed: \$2,258.42; Planning/Zoning: \$5,990.35; Highway: \$47,902.32; Emergency Management: \$3,664.74; BCOAC: \$5,197.31.

AFLAC: \$3,162.02; Avesis: \$1,322.65; Office of Child Support: \$970.00; Delta Dental: \$5,406.80; Flex One: \$2,081.12; Principal Life Insurance: \$1,926.01; Local Teamsters: \$1,228.00; SDRS: \$45,136.02; SDRS Supplemental: \$3,185.00; EFTPS: \$91,144.00; Wellmark: \$102,509.35; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$4,114.82; ALFAC Group/CAIC Primary: \$324.86.

Be it noted, the expenditure adjustments for the month of January 2018 were presented to the board. \$5,582.77 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 January 2018 in the amount of \$28,441.00 was presented to the board.

**REGULAR BUSINESS**

The board held the First Reading of Ordinance #2018-02: an ordinance providing for the amendment of Ordinance #2015-03.

The Second Reading & Public Hearing will be held at 9:30 a.m. on Tuesday, March 13, 2018.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Resolution #18-06: a resolution authorizing the purchase of corrugated metal pipe, bridge materials and grader blades based upon the price established through the County of Beadle, South Dakota, bid process.

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

**RESOLUTION #18-06**

**A RESOLUTION AUTHORIZING THE PURCHASE OF CORRUGATED METAL PIPE, BRIDGE MATERIALS AND GRADER BLADES BASED UPON THE PRICE ESTABLISHED THROUGH THE COUNTY OF BEADLE, SOUTH DAKOTA, BID PROCESS**

WHEREAS, the Brookings County Highway Department will need new materials including corrugated metal pipe, bridge materials, and grader blades in 2018;

WHEREAS, the COUNTY OF BEADLE, has recently gone through a competitive bidding process for corrugated metal pipe, bridge material, and grader blades, such bidding process culminating in the bids being opened on January 16, 2018;

WHEREAS, TRUENORTH STEEL COMPANY, was the lowest responsible bidder under such COUNTY OF BEADLE, SOUTH DAKOTA, bid process and TRUENORTH STEEL COMPANY is willing to sell corrugated metal pipe, bridge materials, and grader blades to BROOKINGS COUNTY under the same terms and options as available to the COUNTY OF BEADLE, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, BROOKINGS COUNTY is authorized to purchase materials from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that the Brookings County Highways Department is hereby authorized and directed to purchase on an as needed basis corrugated metal pipe, bridge materials, and grader blades from TRUENORTH STEEL COMPANY based upon the bid prices, or less, as established through the competitive bidding process of the COUNTY OF BEADLE, SOUTH DAKOTA. A copy of the County of Beadle, South Dakota, bid specifications and prices are available in the Brookings County Finance office.

Passed this 20<sup>th</sup> day of February, 2018

Lee Ann Pierce  
Chairperson, Brookings County  
Board of County Commissioners

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-13: an agreement between Brookings County, South Dakota and the State of South Dakota Game Fish & Parks for construction of two office spaces for use by employees of the State at the Brookings County Outdoor Adventure Center. Background information was provided by Commissioner Krogman.

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

Motion by Bartley, seconded by Miller to approve and authorize Chairperson Pierce to sign Agreement #18-14: a State of South Dakota Lease Agreement between Brookings County, South Dakota and the State of South Dakota, Office of Executive Management, Bureau of Administration on behalf of the Department of Game, Fish, & Parks. Background information was provided by Commissioner Krogman.

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

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Pierce to sign Agreement #18-15: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

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

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-16: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

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

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-17: an application for occupancy of right-of-way of county highways made by Interstate Telecommunications Cooperative. Background information was provided by Highway Superintendent Richard Birk.

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

Motion by Miller, seconded by Krogman to approve Abatement #18-001: an abatement request made by Ayres Properties, LLC in the amount of \$402.00. Background information was provided by Finance Officer Vicki Buseth.

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

Motion by Miller, seconded by Bartley to approve Abatement #18-007: an abatement request made by Brookings County in the amount of \$193.14. Background information was provided by Finance Officer Vicki Buseth.

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

Motion by Krogman, seconded by Jensen to approve Abatement #18-008: an abatement request made by Brookings Count in the amount of \$108.94.

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

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign a delinquent tax payment agreement in the amount of \$1,877.04. Background information was provided by Finance Officer Vicki Buseth.

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

Motion by Bartley, seconded by Jensen to approve funding an additional \$45,000 from the FY2018 budget for East Central Behavioral Health.

Commissioner Bartley said this amount was made contingent based on a performance review with their board and personnel. Bartley said they’ve seen a huge improvement from them and a huge need for them.

Commissioner Krogman asked Bartley if discussions have been made with the City of Brookings for additional funds. Bartley said yes, ECBH hopes to see additional funds from the City of Brookings.

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



Motion by Krogman, seconded by Miller to declare a 2009 Jeep Patriot 4x4 to be sold on the online auction and seven (7) external defibrillators to be traded in. Background information was provided by Sheriff Martin Stanwick.

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

Motion by Miller, seconded by Krogman to approve a Request to Fill Vacancy for a Deputy State’s Attorney in the State’s Attorney’s Office.

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

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

Steffensen said the SDACC Spring Workshop is Wednesday, March 14<sup>th</sup>-15<sup>th</sup> in Pierre. Steffensen presented the Strategic Plan for the board to go over at a future meeting. Steffensen discussed upcoming dates with the board.

Deputy States Attorney Steve Britzman had nothing to report.

### **COMMISSIONERS’ REPORTS & DISCUSSION**

Commissioner Jensen attended the Pipeline Safety Luncheon; attended the County Planning & Zoning Meeting; attended the Brookings Historical Preservation Commission Meeting regarding the Jail Expansion; attended the City Comprehensive Plan Meeting; attended the Youth in Government Breakfast; attended the Archery Range Committee Meeting; and attended the Intergovernmental Meeting.

Commissioner Miller attended a Weed Board Meeting; met with Commissioner Ryan Krogman and BCOAC Director Robert Contreras and had a conference call with Easton; attended the County Holiday Party; attended a State’s Attorney’s Committee Meeting; and attended a Domestic Abuse Meeting.

Commissioner Krogman attended the City Comprehensive Plan Meeting; attended a Youth in Government Breakfast; attended the Archery Range Committee Meeting; attended the Intergovernmental Meeting.

Commissioner Bartley attended the Pipeline Safety Luncheon; attended the County Planning & Zoning Meeting; attended the City Comprehensive Plan Meeting; attended a Leader Round Table Meeting; attended a Joint Powers Board Meeting; and attended an East Central Behavioral Health Meeting.

Commissioner Pierce attended the Pipeline Safety Luncheon; attended the County Planning & Zoning Meeting; attended the PPCC/POD Meeting; attended the Brookings Historical Preservation Commission Meeting regarding the Jail Expansion; attended the City Comprehensive Plan Meeting; attended the Optimist Breakfast; worked on ordinances with States Attorney Teree Nesvold, County Development Robert Hill, County Development Deputy Director Richard Haugen, and First District Planner Luke Muller; met with Jim Morgan and talked about the revised city ordinances for

appointments on the Hospital Board; met with the Local Planning Committee; attended the Chamber Mixer; attended the Legislative Forum; and attended the Home Show.

### **EXECUTIVE SESSION**

Motion by Jensen, seconded by Bartley to enter into Executive Session at 10:20 a.m., in accordance with SDCL 1-25-2(1), personnel and SDCL 1-25-2(3), contractual matters. Motion carried. The board came out of Executive Session at 11:46 a.m. No action was taken.

### **ADJOURNMENT**

Motion by Krogman, seconded by Jensen to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, March 13, 2018 at 8:30 a.m.

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Jenna Byrd  
Finance Assistant II  
Brookings County

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