

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, MARCH 12, 2019**

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 12, 2019 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 Boersma to approve the agenda for the March 12, 2019 Commission Meeting as amended. Be it noted, the scheduled executive session was removed from the agenda. All members voted "aye." Motion carried.

### **CONSENT AGENDA**

Motion by Krogman, seconded by Jensen 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 February 19, 2019 Commission Meeting and the minutes from the February 26, 2019 Commission Work Session.

Travel Requests: Dan Nelson to attend the State's Attorney Association Meeting on February 5<sup>th</sup> in Pierre; all Highway Department members to attend Mining Training by Safety Benefits on February 27<sup>th</sup>-28<sup>th</sup> in Brookings; Robert Hill to attend a Homeland Security Grant Meeting and a SDOEM Region 6 Meeting on March 14<sup>th</sup> in Mitchell; Brian Gustad to attend the 2019 Short Course on March 26<sup>th</sup>-28<sup>th</sup> in Deadwood; Michelle Delaney to attend training for the 211 Helpline on March 29<sup>th</sup> in Brookings; Bart Sweebe & Tonia Thornton to attend a 24/7 Sobriety Program Training on March 28<sup>th</sup> in Sioux Falls; Michelle Delaney, Peggy Steen, Jean Stoebner, Melissa Walsh, Rae Lynn Maher, & Eileen Aberle to attend the Front Desk Safety & Security Class on April 2<sup>nd</sup> in Sioux Falls; Dane Larsen to attend Radar Lidar Instructor School on April 16<sup>th</sup>-19<sup>th</sup> in Pierre; Laura Littlecott to attend the Avera EAP Advisory Group Luncheon on April 29<sup>th</sup> in Sioux Falls; Laura Littlecott to attend the 2019 SD State SHRM Conference on May 8<sup>th</sup>-9<sup>th</sup> in Aberdeen; Linda Gross to attend the SDACHS Office Personnel Workshop on May 16<sup>th</sup>-17<sup>th</sup> in Pierre; Jim Sampson to attend the ESRI National GIS User Conference on July 7<sup>th</sup>-12<sup>th</sup> in San Diego, CA; Eileen Aberle to attend the County Welfare Workshop on March 14<sup>th</sup> in Pierre.

Personnel Action Notices: voluntary resignation- Paige Peterson, effective December 31, 2018; routine step increase- Jennifer Beller to \$20.72, effective February 1, 2019; new hire- full-time States Attorney Office Coordinator Mandi Cramer at \$17.80, effective February 19, 2019; new

hire- full-time Deputy Sheriff Jeffrey Conrad at \$22.12, effective February 28, 2019; routine step increase- Jenna Byrd to \$19.27, effective March 1, 2019; status change- to Equalization Deputy Director Reid Squires at \$23.78, effective March 4, 2019; voluntary resignation- Adam Lehnertz, effective March 4, 2019; voluntary resignation- Charles Umburger, effective March 31, 2019;

Human Services Report: case #19-014 for rent was approved; case #19-015 for utilities was approved; case #19-015 for rent was approved; case #19-017 for medical was approved; case #19-018 for medical was denied; case #19-019 for medical was denied; case #19-020 for utilities was approved.

## **ROUTINE BUSINESS**

### *Approval of Claims*

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

A&B Business Inc, Copier Contract, Copiers, \$15,983.16; AgFirst Farmers Coop, Gloves, \$70.50; Allegra Print & Imaging, Business Cards, Binding, \$183.52; Amp Electric Construction, 5th St Parking Lot Light Repair, \$188.57; Anthony Teesdale, Crt Appt Attorney, \$5,148.48; Avera Medical Group, Inmate Medical, \$199.34; Avera Occupational Medicine, Employee Drug Testing, \$121.10; Bauer, Tim, Board Mtg Mileage, \$18.48; Blackstrap Inc, Road Salt, \$5,071.62; Blue Tarp Financial Inc, Tie Downs - Shop, \$29.99; Bluestem Bicycles, Exercise Equip Repairs, \$70.00; Bob Barker Company, Misc Jail Supplies, \$72.07; Bozied Oil Co Inc, Patrol Car Washes, \$99.00; Bratland Law, Crt Appt Attorney, \$2,959.90; Brock White Company, Road Mat, \$26,334.00; Brookings Auto Mall Inc, Vehicle Repair, \$62.55; Brookings City Utilities, Utilities, \$7,348.40; Brookings County Food Pantry, 2019 Budget Allocation, \$6,000.00; Brookings County Youth Mentoring, 2019 Budget Allocation, \$5,000.00; Brookings Domestic Abuse, 2019 Budget Allocation, \$45,000.00; Brookings Engraving, Retirement Plaque, Nameplates, \$95.00; Brookings Health System, Inmate Medical, ER Sane Kit, \$577.52; Brookings Register, 12 Month Subscription, \$167.18; Bruna Electric, Install Heater on Gate, \$150.00; Buhls of Brookings Cleaners, Supplies, \$172.90; Century Business Products, Printer Annual Maint, \$346.87; Century Link, Long Distance Phone Service, \$171.92; Cintas Corporation, Laundry Service, \$314.23; City of White, White Shop Utilities, \$94.29; Cook's Wastepaper & Recycling, Commercial Service, \$650.10; Courtesy Plumbing Inc, Faucet Stems in Courthouse, \$32.50; Crossroads Hotel & Huron, Weed & Pest Conf Lodging, \$347.96; Dakota Riggers & Tool Inc, Tow Cables - Trucks/Motor Grad, \$3,735.91; Dan C Nelson, Mileage- SA Association Mtg, \$160.44; Darcy Lockwood, Inv Mental Illness Hearing, \$21.00; Dell Marketing LP, Dell Laptop, \$1,255.79; Department of Motor Vehicles, Title, License, Mailing-Durang, \$21.20; Diesel Machinery Inc, Snodozer, \$6,395.00; Donald McCarty, Crt Appt Attorney, \$780.20; Dr Mark Bontreger Inc, Clinical Interviews, \$590.00; Dupraz, Andy, Board Mtg Mileage, \$7.56; Einspahr Auto Plaza, 2019 Dodge Durangos, \$64,800.00; Elkton Community Library, 2019 Budget Allocation, \$3,200.00; Emergency Service Marketing, Brookings & Volga Subscription, \$965.00; Empire Investments 2 Llc, Tax Certificate, \$282.92; Empire Investments 3 Llc, Tax Certificates, \$4,065.69; Empire Investments 4 Llc, Tax Certificates, \$4,508.37; Empire Investments 5 Llc, Tax Certificate, \$1,582.35; Empire Investments Llc, Tax Certificate, \$3,602.41; ESEind, Inc, Security Door Repairs, Monitoring, \$840.48; Executive Mgmt Finance Office, Tech Access Fee, \$29.75; Farstad Oil Inc, Fuel, \$13,344.55; Fastenal Company, Plow Bolts, Shop Supplies, \$103.48; Fite, Pierce & Ronning

Law, Crt Appt Attorney, \$3,882.80; Foerster Office & Supply, Janitorial Jail Supplies, \$419.40; Ford, Deb, Brd Mtg Mileage, \$20.16; Fox & Youngberg Pc, Crt Appt Attorney Inv MI, \$385.14; Gass Law, Pc, Crt Appt Attorney, \$1,437.18; Graham Tire North, Tires, \$7,322.32; Helpline Center Inc, 2019 Budget Allocation, \$2,500.00; Hy-Vee Food Store, Inmate Meals, Supplies, \$20,096.17; Hy-Vee Pharmacy, Care of Poor Medication, \$51.12; Ina Group Llc, Tax Certificate, \$7,690.87; Indeed Inc, Job Postings, \$230.08; Jennifer Pickard, Board Mtg Mileage, \$12.60; Johnson Controls, Fire Alarm Testing, \$1,938.00; Jon Pike, Holster, \$54.71; Katterhagen, Mark, Inv Mental Illness Hearing, \$21.00; Kibble Equipment Llc, Hydraulic, Fitting, Coupler, \$146.24; Kimball Midwest, Shop Supplies, \$11,725.11; Kingbrook Rural Water, Water Utilities, \$33.00; Kristin A Woodall, Transcripts, \$1,600.00; L&L Auto & Truck Parts, Patrol Vehicle Repair, \$92.27; L. G. Everist, Inc, Icing Sand, \$1,517.46; Lcal Equipment, Chain, \$3,822.11; Lewno, Lucy, Inv Mental Illness Hearing, \$186.50; Light & Siren, Amber/White Lights, \$286.00; Maple Leaf Press Inc, Targets, \$471.70; McKeever's Vending, Inmate Commissary, \$183.00; Mcleod's Printing & Office, Township Packets/Law Books, \$679.53; Mediacom Llc, Law Library Internet, \$116.90; Michael Twedt, Care of Poor Rent, \$500.00; Michaels Fence, Gate Repair, Heater, \$1,898.27; Minnehaha County JDC, JDC & Shelter Care Costs, \$13,800.00; Nancy J Nelson, Crt Appt Attorney, \$2,318.95; National 4-H Council - Supply, Promotional Items, \$43.82; Northwestern Energy, Natural Gas Utilities, \$3,570.22; Oaklake Township, Gopher Bounty Program, \$21.00; Office Peeps Inc, Office Supplies, \$2,268.35; Olson, Steve, Board Mtg Mileage, \$16.80; One Source, Background Checks, \$323.95; Oneneck IT Solutions Llc, Professional Services, \$9,739.79; Parmely, Ronny, Brd Mtg Mileage, \$11.76; Patricia J Hartsel, Transcripts, \$514.00; Pharmchem Inc, Patch Kit, Sweat Patch Analysis, \$1,205.05; Prairie Graphics, Co Windbreaker Embroidery, \$1,057.01; Preston Township, Gopher Bounty Program, \$292.50; Pro Line Inc, Brake Kleen Shop, \$628.00; Qualified Presort Service, 2019 Assessment Mailing Balance, \$820.74; Qualified Presort Service, Mail Service, \$35.36; Rangaard Electric Llc, LED Retrofit Archery Range, \$7,811.15; Razors Edge Grounds Keeping, Feb Snow, Ice Removal, \$4,800.00; RC First Aid, First Aid Kit Refills, \$118.50; RDO Equipment Co, Tie Rod End, \$170.88; Reed T Mahlke, Crt Appt Attorney, \$7,304.25; RFD Newspapers Inc, Commission Mtg Minutes Publish, \$1,678.02; Rick Ribstein, Crt Appt Attorney, \$545.20; Running's Supply Inc, Supplies, Ammunition, \$1,016.03; Rykhus-Nelson Siding, Windows, Diagnose Leak, \$76.53; Safe-N-Secure, Security Upgrade, \$5,980.51; Schaffer Law Office, Prof, Legal Services, \$1,307.30; SD Attorney General's Office, 24/7 Participation, \$67.00; SD Attorney General's Office, 24/7, SCRAM Fees, \$2,422.00; SD Dept of Public Safety, Teletype Service, \$2,590.00; SD Dept of Transportation, Bridges, \$18,369.27; SDAAO, Conference Registration, \$350.00; SDAAP, 2019 Membership Dues, \$300.00; SDACC, 2019 Dues, \$5,934.00; SDACES, 2019 Dues, \$60.00; SDACO, 2019 Dues, \$2,762.55; SDACO, ROD Relief Fund Feb 2019, \$560.00; SDSU Extension Service, 4H Advisor Yearly Billing, \$20,020.00; Sioux Valley Cleaners Inc, Feb WIC Janitorial, \$442.00; South Dakota State University, Body Armor, \$450.00; Southpaw Defense, Enhanced Conceal Carry Class, \$360.00; Terry D Wiczorek Pc, Crt Appt Attorney, \$501.50; The Exchange, Balance Rental Gun Purchase, \$1,624.00; The Schneider Corporation, Quarterly Billing, \$2,565.00; Tim Hogan, Crt Appt Attorney, \$506.81; Town & Country Shopper, Weed & Pest Board Mtg Notice, \$192.00; Transource, Connectors, Relay & Valve, \$2,023.31; Truenorth Steel, Cutting Edge, \$16,951.60; Tyler Technologies, Doc Pro Support, \$5,333.90; UPS Store, Laminating, \$69.46; Valley Village, Rent, \$175.00; Vandenberg Law, Crt Appt Attorney, \$1,839.50; Vantek Communications Inc, North Repeater Fee-March, \$100.00; Verizon Wireless, Wireless Service, \$40.01; Walburg, Duane, Animal Control Mileage, \$162.12; Walmart Community, Programming/Office Supplies, \$56.38; Wells Fargo, Wells Fargo Credit Card Charge, \$1,091.88; Yankton County Sheriff, Service of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$551.25; Young Door Service Inc, Garage Door Service Labor, \$168.37; Cell

Phone Reimbursements: Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; 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 Klingbile, \$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; Eric Mette, \$75.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Dan C Nelson, \$105.00; 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.

### *Employee Recognition of Milestone Anniversaries*

The following employees were recognized by the Commission for their years of service to Brookings County: Sheriff Martin Stanwick - 20 years in January; Director of Equalization Jacob Brehmer - 10 years in February; County Development Director Robert Hill - 20 years in February; Heavy Equipment Operator Randy Ribstein - 35 years in March.

### *Department Head Reports*

Highway Superintendent Brian Gustad reported on snow removal in the county, and the Asphalt Conference. He updated the board on the bridge projects on South Highway 77, and the annual bid openings. Gustad also discussed the upcoming Highway Superintendent Short Course, as well as an advertisement for bids.

BCOAC Director Kristin Heismeyer updated the board on a pipe leak at the facility. She said there are six events scheduled this week, but due to the weather those may have to be rescheduled. Heismeyer said they have closed the facility nine days due to inclement weather, however, revenue is still above projected estimates both monthly and annually.

Sheriff Marty Stanwick said he is considering doing an 'employee of the month' recognition for his staff. Stanwick thanked the County Highway Department. He said they have been helpful in assisting with stranded motorists this winter season. Stanwick said several farmers have also volunteered to assist if there are concerns in their areas. Stanwick said this winter has been tough on his patrol vehicles; six have been stuck, one received about \$3,000 damage trying to get through drifts and another was involved in an accident and was totaled.

Stanwick updated the board on the new deputies who have recently been hired. He said Chuck Umberger has resigned as Deputy Sheriff and will be tough to replace.

Stanwick also said with the upcoming retirement of long-time Animal Control Officer Duane Walberg, the city may restructure animal control and their pricing. Stanwick said he may be requesting changes to the county's ordinance on animal control. Bartley suggested Stanwick put together a proposal to present to the board. Pierce asked for information on how many animals the county is taking to Animal Control.

Stanwick discussed the purchase of tracks for the department's UTV. He said he could get a set for approximately \$3,500, when they are normally about \$5,500. The board asked that he use

Dakota Drifters snowmobile club or the local fire departments, as both have snow ambulance toboggans.

Finance Officer Vicki Buseth said her office has finished the 2018 annual report and will be presenting it at the next meeting. She said she has been meeting with township officers as they return their annual paperwork. Buseth said they had four properties they had started proceeding on to take tax deed; one has paid in full now.

Director of Equalization Jacob Brehmer discussed upcoming local Equalization Boards. He said there are no appeals so far and about 10-12 corrections. Several board members told Brehmer that he gave a good presentation at the Towns & Townships meeting.

Veterans/Human Services Director Michael Holzhauser said the DAV van did get stuck going to Sioux Falls this winter. He said he has been going to the SDSU campus monthly to the Veterans Resource Center. Holzhauser said there has been an increase in medical applications. He said his office has received 110 this year already; they received 384 in 2018. Holzhauser also noted that FEMA funds have run out, so they will start seeing more money being spent on rent and utilities. Jensen asked if they have enough DAV volunteers. Holzhauser said they could use a few more and he briefly discussed qualifications.

Weed & Pest Supervisor Misty Moser reported on the Towns & Townships Meeting and the Weed Annual Meeting. She said there have been eight townships that have signed up for the gopher bounty program and five for weed spraying so far. Moser said the deadline is April 3<sup>rd</sup> for townships to sign up. She also noted that chemical bids were opened on March 8<sup>th</sup> and will be approved at the next meeting.

County Development Director Robert Hill reported on the NACo Legislative Conference, the booth at the Home Show and a quarterly visit with the SDOEM representative.

Hill said flooding is becoming a concern. He said if they do declare an emergency, the commission can authorize his office to hand out sandbags; otherwise they are available at local hardware stores in town and there is sand at the highway department.

Regarding Stanwick's comments about getting tracks for the UTV, Hill said they couldn't have done the Brush Lake search without tracks on the UTVs they had.

Hill also discussed radio concerns in the county. He said the repeater antennae located north of Brookings had to be lowered approximately 100' and they've had nothing but problems since then. Hill said they are looking at a location 7 miles east of that location, but that would cause coverage issues for Bruce. He said he can have Motorola come and do a computer simulation to find the best locations for the repeaters in the county. Hill said it would cost \$1,600 to do this test for Bruce and White. Pierce asked if Hill has heard of concerns south of Brookings. Hill said he has heard of some issues on the south side of the county, but noted that once they figure out the north repeater situation they need to make sure all radios are programmed to the right towers. Pierce said she's not opposed to paying the \$1,600, but believes they should be doing this for the entire county so they know they have coverage where it is needed. Jensen said that when VanTech lowered the north repeater, they had to realize that communications would be compromised. He questioned why this wasn't looked at then. Jensen said he is in favor of getting this done, as this is an important issue for all emergency responders. Bartley asked if they should do Bruce and White now and get a quote for the rest of the county. Hill said it would be \$800 per community if they

want the full county tested. Boersma said they should negotiate this once and get the entire county done. Hill said the full county would include Elkton, Volga, Sinai, Bruce and White. By consensus, the board gave permission to Hill to move ahead with testing for all communities.

## **REGULAR BUSINESS**

Motion by Jensen, seconded by Krogman to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-10: a plat of WWTF Lagoon Addition in the N ½ of Section 24-T110N-R51W of the 5<sup>th</sup> P.M., Brookings County, South Dakota.

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

Motion by Krogman, seconded by Pierce to rescind Resolution #16-12: a resolution to formally establish the Brookings County Jail Expansion Advisory Committee.

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

Motion by Krogman, seconded by Jensen to rescind Resolution #19-09: a letter of contract between Brookings County and Banner Associates, Inc. for construction administrative services of overlay projects.

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

Motion by Krogman, seconded by Pierce to approve and authorize Chairperson Bartley to sign Agreement #19-09: a letter of contract between Brookings County and Banner Associates, Inc. for construction administration services of overlay projects.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-12: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Volga Township.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-13: an easement agreement for use of county road right-of-way made by Old Tree Farms/Frido Verpaalen.

Pierce asked if the pipe can only go under the road and not along the ditch. County Development Director Robert Hill said they would not have permission to go down the right of way. Highway Superintendent Brian Gustad said they are in the process of reviewing the permitting application for easements. He said he would like to have a place to sign off on these giving his approval and he would also like to have more details so these don't cause drainage issues. Jensen said he would also like Gustad to look at these sites to make sure he's comfortable with them.

Motion by Jensen, seconded by Boersma to table Agreement #19-13 until the March 26, 2019 meeting.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-14: a delinquent tax payment agreement in the amount of \$7,141.06. Finance Officer Vicki Buseth provided background information.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Jensen to approve an elderly tax freeze application. Background information was provided by Finance Officer Vicki Buseth.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Pierce to approve and authorize Chairperson Bartley to sign Abatement #19-01: an abatement request made by Matthew Schmidt for parcel #40677-00300-002-00 in the amount of \$104.70. Background information was provided by Buseth the Equalization Director Jacob Brehmer.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Abatement #19-02: an abatement request made by Scott Peterson for parcel #15980-10951-091-00 in the amount of \$1,560.30. Background information was provided by Brehmer.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Abatement #19-03: an abatement request made by Dan DeYoung for parcel #37999-00237-014-00 in the amount of \$48.16. Background information was provided by Brehmer.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Abatement #19-04: an abatement request made by Brookings Municipal Utilities for parcel #40412-00200-002-00 in the amount of \$49.70. Background information was provided by Brehmer.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Abatement #19-05: an abatement request made by the City of Brookings for parcel #40412-00200-001-00 in the amount of \$424.42. Background information was provided by Brehmer.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Abatement #19-06: an abatement request made by the City of Brookings for parcel #40311-0000-001-00 in the amount of \$71.28.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Abatement #19-07: an abatement request made by the City of Brookings for parcel #40265-01000-053-05 in the amount of \$30.53.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Pierce to approve and authorize Chairperson Bartley to sign Abatement #19-08: an abatement request made by the City of Brookings for parcel #40160-00300-010-00 in the amount of \$969.53.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Bartley to sign Abatement #19-09: an abatement request made by the City of Brookings for parcel #40160-00300-010-05 in the amount of \$225.47.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Abatement #19-10: an abatement request made by the City of Brookings for parcel #40160-00300-009-00 in the amount of \$1,302.07.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County, Sheriff’s Office GL line 101-4-411-4250, receipt #451533, in the amount of \$1,897.17 for reimbursement for a damaged patrol car.

All members voted “aye.” Motion carried.

*Approval of Highway Bids*

Motion by Jensen, seconded by Boersma to award Bid #1 for rubberized crack filling material for all items listed from BrockWhite Construction Material, Sioux Falls, SD.

All members voted “aye.” Motion carried.

<b>Rubberized Crack Fill/lb</b>		
	<b>Brockwhite</b>	<b>Midstates</b>
	<b>\$0.62 Pleximelt Roadsaver 221</b>	<b>\$0.51 Elastoflex #61 \$0.54 Nuvo 3405</b>

Motion by Boersma, seconded by Pierce to award Bid #2 for road oil for all items listed from Flint Hills Resources LP, Marshall, MN and Jebro Inc., Sioux City, IA.

All members voted “aye.” Motion carried.

<b>Road Oil per ton</b>		
	<b>Flint Hills</b>	<b>Jebro Inc.</b>
<b>Asphalt Cutback (MC - 3000)</b>	<b>\$574.88</b>	<b>\$572.31</b>
<b>Asphalt Cutback (MC - 800)</b>	<b>\$612.88</b>	<b>\$644.50</b>
<b>CRS2-P Emulsion</b>	<b>\$484.58</b>	<b>\$559.53</b>
<b>CSS1H-3:1 Emulsion</b>	<b>\$343.58</b>	<b>\$362.03</b>



Motion by Boersma, seconded by Jensen to award Bid #3 for ¾ crushed gravel to low bid on all items listed from Sterzinger Construction, Elkton, SD.

<b>¾" Crushed Gravel</b>		
<b>CONTRACTOR NAME</b>	<b>Sterzinger</b>	
<b>NORTH PART/ 40,000 ton</b>	<b>\$5.85</b>	
<b>Location</b>	<b>Emmetts Pit</b>	
<b>SOUTH PART/ 40,000 ton</b>	<b>\$5.75</b>	
<b>Location</b>	<b>Elkton Township</b>	

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to award Bid #4 for screened gravel to low bid on all items listed from Johnson Brothers, Madison, SD.

All members voted "aye." Motion carried.

<b>¾" Screened Gravel</b>		
<b>CONTRACTOR NAME</b>	<b>Johnson Brothers</b>	
<b>PRICE PER TON</b>	<b>\$4.50</b>	
<b>LOCATION</b>	<b>Rutland</b>	

Motion by Krogman, seconded by Jensen to award Bid #5 for equipment rental to low bid on all items from Prussman Contracting, Brookings, SD.; Tital Rentals, Sioux Falls, SD.; and Bowes Construction, Brookings, SD.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to award Bid #6 for HR class asphalt to low bid on all items listed from Bowes Construction, Brookings SD.

All members voted "aye." Motion carried.

<b>HR Class Asphalt</b>		
<b>CONTRACTOR NAME</b>	<b>Bowes Construction</b>	
<b>QUARTZITE</b>	<b>\$57.50 per ton</b>	

Motion by Jensen, seconded by Krogman to award Bid #7 for bituminous hot mix to low bid on all items listed from Bowes Construction, Inc., Brookings, SD.

All members voted "aye." Motion carried.

<b>Bituminous/TON</b>		
<b>CONTRACTOR</b>	<b>Bowes Construction</b>	<b>Total</b>
<b>Bid Bond Enclosed 10%</b>	<b>yes</b>	
<b>Bid A:</b>	<b>\$65.66 per ton</b>	<b>\$1,326,805.00</b>
<b>Bid B: Patching 5000 ton</b>	<b>\$79.68</b>	<b>\$406,371.25</b>
<b>Total Gross Sum: Bid A-B</b>		<b>\$1,733,176.25</b>
<b>Bituminous/TON</b>		
<b>CONTRACTOR</b>	<b>Duininck, Inc.</b>	
<b>Bid Bond Enclosed 10%</b>	<b>Yes</b>	
<b>Bid A</b>	<b>\$75.46</b>	<b>\$1,524,858.00</b>
<b>Bid B: Patching 5000 ton</b>	<b>\$93.54</b>	<b>\$477,088.75</b>
<b>Total Gross Sum: Bid A-B</b>		<b>\$2,001,946.75</b>

Motion by Pierce, seconded by Jensen to award Bid #8 for cover aggregate to low bid on all items listed from L.G. Everist, Sioux Falls, SD and Johnson Brothers, Madison, SD.  
All members voted “aye.” Motion carried.

<b>Pea Rock (Aggregate for Asphalt) Per Ton</b>		
<b>CONTRACTOR NAME</b>	<b>LG Everist</b>	<b>Johnson Brothers</b>
<b>Price Per Ton to Include Royalty</b>	<b>\$7.25</b>	<b>\$6.50</b>
<b>PIT LOCATION</b>	<b>Rutland</b>	<b>Rutland</b>

*Approval of Bid Agreements*

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-15: a purchase agreement between Brookings County and BrockWhite of Sioux Falls, SD for rubberized crack filling material.  
All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-16: a purchase agreement between Brookings County and Flint Hills of Marshall, MN for road oil.  
All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Pierce to approve and authorize Chairperson Bartley to sign Agreement #19-17: a purchase agreement between Brookings County and Jebro, Inc. of Sioux City, IA for road oil.  
All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-18: a purchase agreement between Brookings County and Sterzinger Construction of Elkton, SD for  $\frac{3}{4}$  crushed gravel.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-19: a purchase agreement between Brookings County and Johnson Brothers, Inc. of Madison, SD for cover aggregate and screened gravel.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-20: a purchase agreement between Brookings County and Bowes Construction of Brookings, SD for HR class asphalt.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-21: a purchase agreement between Brookings County and Bowes Construction, Inc. of Brookings, SD for bituminous hot mix.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-22: a purchase agreement between Brookings County and L.G. Everist of Sioux Falls, SD for cover aggregate.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve a request to fill vacancy for a Deputy Sheriff in the Sheriff’s Office.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve a request to fill vacancy for an Appraiser in the Department of Equalization.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve a request to fill vacancy for a part-time Membership Assistant at the Brookings County Outdoor Adventure Center.

All members voted “aye.” Motion carried.

Pierce called for a Point of Privilege, requesting a brief recess. Chairperson Bartley declared a 5 minute recess.

The board reviewed the draft for a Construction Manager At-Risk Request for Proposals. They are going to look at other examples of RFPs. The board also discussed touring jails with steel cells, specifically touring the jail in Renville County, Minnesota.

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

Steffensen said the January General Fund surplus analysis, at approximately 22%, is about average. She said she met with Janet Gritzner with the Daughters of the American Revolution regarding the upkeep of the Medary Monument. Steffensen discussed the administrative leave day on Good Friday and other upcoming events.

States Attorney Dan Nelson had no report.

### **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Jensen reported on the county's holiday party, the Medary Township drainage meeting, the BCOAC Advisory Board meeting, and the jail work session. He also reported on a meeting with emergency responders regarding radio issues, the Extension Board meeting, and the Towns & Townships meetings. Jensen also said that he has received several compliments on the snow removal in the county.

Commissioner Krogman reported on the Medary Township drainage meeting, the Brookings Board of Health meeting, the jail work session, the BCOAC Advisory Board meeting and two meetings to discuss the county's health insurance coverage.

Commissioner Boersma reported on the Medary Township drainage meeting, the ECBH Board meetings, the jail work session and the ICAP Board training. She also reported on the Domestic Abuse Shelter Board meeting and their clothing drive, the District 7 Legislative Forum and the Mental Health Task Force meeting.

Commissioner Pierce reported on the Joint Powers Board meeting, the county's holiday party, the reception for the new Chamber President, the jail work session and the Joint Jurisdiction Committee meeting. She also reported on meetings discussing the county's health insurance coverage, the District 7 Legislative Forum and an interview with a potential Deputy State's Attorney. Pierce also reported on the highway bid opening, a meeting with the Brookings School District and BATA regarding a new bus barn, the Towns & Townships Meeting, and the Public Affairs Committee meeting. Pierce said she attended the Home Show and thanked Robert Hill for having a booth at that event.

Commissioner Bartley said he would wait to give his report at the next meeting when his voice improved.

### **ADJOURNMENT**

Motion by Boersma, seconded by Jensen to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, March 26, 2019 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

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Stacy Steffensen  
Commission Department Director  
Brookings County

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