

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, APRIL 9, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 9, 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 Jensen, seconded by Krogman to approve the agenda for the April 9, 2019 Commission Meeting. All members voted "aye." Motion carried.

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 March 26, 2019 Commission Meeting.

Travel Requests: Misty Moser to attend the Deuel County Annual Weed Meeting on March 20th in Clear Lake, SD; Misty Moser to attend the Grant County Annual Weed Meeting on March 20th in Milbank, SD; Jim Sampson & Robert Hill to attend the ESRI-GIS for damage assessment training on April 10th in Yankton, SD; Robert Hill to attend a Region 6 and Homeland Security Grant Meeting on April 11th in Mitchell; Richard Haugen to attend a National Weather Service- Weather Awareness Training on April 25th in Madison; Rae Lynn Maher to attend a NWS Sioux Falls Weather Awareness Training on April 25th in Madison; Mike Bartley & Lee Ann Pierce to attend the NACo National Convention on July 11th-16th in Las Vegas, NV.

Personnel Action Notices: position change- Full-Time Correctional Officer Tiffany Sylvers to \$18.16, effective March 4, 2019; new hire- Full-Time Equipment Operator Johnathon Austin at \$17.80, effective March 18, 2019; new hire- Part-Time Correctional Officer Shannon Loehr at \$17.80, effective March 19, 2019.

Human Services Report: case #19-026 for a funeral 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.

605 Custom Design LLC, New Employee Jackets, \$128.00; A&B Business Inc, Copier Contracts, \$281.95; Action Target, Idler Pully, Targets, \$1,103.11; Advance Auto Parts, Battery, Wipers, \$131.28; Allegra Print & Imaging, Business Cards, \$355.60; AMP Electric Construction, Heater Install, \$1,103.30; Andresen, Michael, Boot Reimbursement, \$125.01; Anthony Teesdale, Court Appt Attorney, \$2,728.61; Assn of SD County Weed & Pest, 2019 Dues, \$150.00; At&T Mobility, Mobile Data, \$16.52; Avera Medical Group, Inmate Medical, \$702.20; Benjamin L. Kleinjan, Court Appt Attorney, \$1,086.00; Blackstrap Inc, Salt, \$10,763.01; Brookings City Utilities, Utilities, Phone Service, \$2,936.09; Brookings County Finance, Advance Tax, \$546.63; Brookings County Finance, Delinquent Taxes, \$97.00; Brookings Engraving, Engraved Clock, \$55.00; Brookings Health System, Inmate Medical, \$2,034.75; Brookings Register, Call for Bids, \$19.74; Buhls of Brookings Cleaners, Jail Supplies - Rug Rental, \$81.80; Buseth, Vicki, 10 Cnty Mtg Mileage, \$43.68; Century Business Products, Copier Contract, \$479.17; Century Link, Long Distance Service, \$137.29; Cintas Corporation, Laundry Services, \$407.76; City of White, White Shop Utilities, \$84.91; Clerk of Courts, Overpayment of CAA Fees, \$719.00; Cook's Wastepaper & Recycling, Garbage Service, \$392.94; Cummins Central Power LLC, Generator Service, \$432.93; Dale's Alignment, Alignment/Repair, \$323.36; Darcy Lockwood, Inv Mental Illness Hearing, \$15.00; Dell Marketing LP, Desktop Computers, \$2,215.14; Den-Wil Inc, Comm Health Office Apr Rent, \$877.00; Department of Motor Vehicles, Plates-Sheriff Cars, \$42.40; Donald McCarty, Court Appt Attorney, \$1,278.70; Empire Investments 2 LLC, Tax Certificate, \$295.75; Empire Investments 4 LLC, Tax Certificate, \$997.92; Empire Investments 4 Llc, Tax Certificate, \$3,798.59; Empire Investments 5 Llc, Tax Certificate, \$495.35; Empire Investments LLC, Tax Certificate, \$1,978.08; Fastenal Company, Shop Supplies, \$281.03; Fite, Pierce & Ronning Law, Court Appt Attorney, \$2,415.80; Foerster Office & Supply, Janitor Supplies, \$292.50; Gass Law, PC, Court Appt Attorney, \$429.05; Graham Tire North, Tires, \$15,949.28; Helpline Center Inc, National Volunteer Week Ad, \$60.00; Hill, Robert, Travel Reimbursement, \$1,313.56; Homestead Do-It Center, Supplies, \$31.56; Hy-Vee Food Store, Mtg Food, Supplies, \$44.53; I State Truck Center, Repair Parts, \$157.73; Jameson Berreth, Boulevard Tree Project, \$500.00; Jennifer Goldammer, Court Appt Attorney, \$1,704.25; Johnson Controls, Glycol, \$1,275.00; Katterhagen, Mark, Inv Mental Illness Hearing, \$15.00; Keltek, Patrol Vehicle Equipment, \$1,161.40; Kibble Equipment LLC, Parts, Supplies, \$1,066.23; Kimball Midwest, Shop Supplies, \$603.00; Kristin A Woodall, Transcripts, \$93.00; Kristin Heismeyer, Target Reimbursement, \$111.75; L&L Auto & Truck Parts, Supplies, Parts, \$58.96; LG Everist, Inc, Icing Sand, EM Sand, \$3,981.72; Lewno, Lucy, Inv Mental Illness Hearing, \$165.00; Lincoln County Auditor, Mental Illness Hearings, \$1,235.30; Locators & Supplies, Winter Coat, Lathe, \$475.08; Mack, Sonia, January-March Travel, Registration, \$411.72; Matheson Tri-Gas Inc, Supplies, \$144.77; McGrath North Mullin, Professional Services, \$60.00; McKeever's Vending, Inmate Commissary, \$1,048.28; Mediacom LLC, Law Library Internet, \$136.90; Midwest Glass, Repair Automatic Door, \$253.06; Mike's Professional Carpet Cleaning, Clean Gov Center Carpet, \$2,950.00; Minnehaha County Auditor, Inv Mental Illness Hearings, \$730.00; NACO, NACO National Conv Registration, \$980.00; NACVSO, 2019 Membership, \$60.00; Nancy J Nelson, Court Appt Attorney, \$2,168.85; Newegg Business Inc, Computers & Supplies, \$2,973.33; Northwestern Energy, Natural Gas Usage, \$333.18; Office Depot Inc, Tape Dispenser, Supplies, \$294.99; Office of Sheriff Hampden County, Serve Papers Tax Deed, \$100.00; Office Peeps Inc, Office Supplies, \$2,299.86; One Source, Background Checks, \$182.25; Patricia J Hartsel, Transcripts, \$50.60; Prochem Dynamics LLC, Supplies, \$218.75; RDO Equipment Co, Filters, Supplies, Parts, \$3,495.28; Reliance Telephone, Inmate Phone Cards, \$2,000.00; Richard Haugen, Travel Per Diem FEMA, \$79.00; Rick Ribstein,

Court Appt Attorney, \$2,622.21; Rude's Funeral Home Inc, County Burial, \$3,000.00; Running's Supply Inc, Shop Supplies, Parts, \$519.76; Ryde Investment Group LLC, Tax Certificate, \$2,397.53; Safe-N-Secure, Gov Center Cameras, \$10,948.91; Sanford Health, New Deputy Exam, \$90.00; SD Law Review, Volume 64 Subscription, \$35.00; SDACC, Catastrophic Poor Relief, \$2,873.00; SDACC, CLERP Payment, \$9,130.00; SDPA, SDPA 2019 & 2020 Membership, \$150.00; Sinai Coop Elevator, Diesel, \$559.30; Southpaw Defense, Enhanced Conceal Carry Class, \$380.00; Steffensen, Stacy, 10 Cnty Mtg Mileage, Cake, \$92.73; Steven Ust, Building Inspections, \$600.00; Superintendent of Documents, Code of Fed Regs, Vet Relief, \$66.00; Terry D Wiczorek PC, Court Appt Attorney, \$6,022.73; Tim Hogan, Court Appt Attorney, \$10,927.78; Valley Restaurant, Township Mtg, \$193.23; Vandenberg Law, Court Appt Attorney, \$3,655.25; Verizon Wireless, Wireless Service, \$40.01; Walmart Community, Supplies, \$97.09; Wellmark, Cobra Admin Services Fee, \$250.00; Wells Fargo, Wells Fargo Credit Card Charge, \$5,783.72; Zuercher Technologies LLC, Maintenance Contract, \$15,470.46.

April Cell Phone Reimbursements: Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Bartley, Michael, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; Dejong, Darren J., \$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; Witchey, Kristen, \$75.00.

Department Head Reports

Highway Superintendent Brian Gustad said as of April 3, 2019, Brookings County Road 14 will be closed. Gustad said he attended the SDACHS Short Course in Deadwood, SD.

Gustad said road limit signs are in place.

Jail Administrator Bart Sweebe presented the Brookings County Detention Center 2018 Year End Statistics.

Finance Officer Vicki Buseth said Finance Assistant Peggy Steen attended a Safety & Security Begins at the Front Desk training.

BCOAC Director Kristin Heismeyer said 207 kids came to compete in the Archery Range & Schools Program. Heismeyer said gun league has ended, but said they would like to do a summer league as well. Heismeyer said she will be coordinating with Game, Fish & Parks on an internship program.

County Development Director Robert Hill said he mailed packets out to all of the townships so they can start preparing their damage assessment for their township roads.

Hill said they've had more than 38 tons of sand delivered and close to 2,000 sandbags passed out. Hill said County Development Deputy Director Richard Haugen attended a FEMA Course titled Mitigation for Emergency Managers on March 17th-19th.

Hill said he attended a Storm Spotter Training in DeSmet. Hill said he and GIS Technician Jim Sampson plan on attending a GIS for Damage Assessment in Yankton County on April 10th.

Hill discussed upcoming dates with the board.

REGULAR BUSINESS

Motion by Pierce, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-14: a plat of Lot 4A, Block 2, Sunset Point Addition in Government Lots 3 & 4 of Section 22, Township 112 North, Range 47 West of the 5th Principal Meridian, Brookings, County, South Dakota.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #19-15: a resolution declaring a state of emergency.

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

RESOLUTION #19-15 A RESOLUTION DECLARING A STATE OF EMERGENCY

WHEREAS, the *2019 March Blizzard and Flooding Event* impacted the population of Brookings County and its cities; and

WHEREAS, the *2019 March Blizzard and Flooding Event* has caused a signification amount of public property damage; and

WHEREAS, the Brookings County Department of Emergency Management requests the Brookings County Board of County Commissioners declare Brookings County in a State of Emergency for the *2019 March Blizzard and Flooding Event* of 2019.

NOW THEREFORE BE IT RESOLVED, that the Brookings County Board of County Commissioners declares Brookings County in a State of Emergency for conditions resulting from the *March Blizzard and Flooding Event* of 2019.

Adopted this 9th day of April, 2019.

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Finance Officer, Brookings County

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-24: a State of South Dakota Department of Transportation Joint Powers Agreement for pocket gopher baiting services.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-25: a state of South Dakota Department of Transportation Joint Powers Agreement for weed spraying services by county.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-26: a retention letter to contract with attorney Steve Bogue to conduct union negotiations. Commissioner Krogman asked what the rate was three years ago when the county used his services. Commission Department Director Stacy Steffensen asked the board to table the agreement so she can research the dollar amount.

Motion by Boersma, seconded by Krogman to table agreement until later in the meeting. All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve the low bid to Graves Construction, Spencer, IA for structure and approach grading for structure #06-280-116. Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve an elderly tax freeze application. Background information was provided by Finance Officer Vicki Buseth. Buseth asked if a solid deadline could be established for applications. Bartley asked Buseth to put together a policy for the board to discuss.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Boersma to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County - registration reimbursement from canceled SDACC Spring Workshop, receipt #453532, to GL line 101-4-111-4270, in the amount of \$500. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted "aye." Motion carried.

The board discussed assigning Building Fund (301 Fund) dollars for the future purchase of the BATA bus garage.

Motion by Krogman, seconded by Jensen to assign Building Fund dollars for the future purchase of the BATA bus garage. Motion by Krogman, seconded by Pierce to amend the main motion to assign \$200,000 to the future purchase of the BATA bus garage. All members voted "aye." Amendment carried. All members voted "aye." Main motion as amended carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign a request to fill vacancy for a Full-Time Correctional Officer in the Sheriff's Office. Background information was provided by Sheriff Martin Stanwick.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Pierce to remove Agreement #19-26: a retention letter to contract with attorney Steve Bogue to conduct union negotiations. All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen said three years ago, the county paid Bogue \$290/hour.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-26: a retention letter to contract with attorney Steve Bogue to conduct union negotiations. All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said the detention center tour will need to be rescheduled due to the forecast. Steffensen said the 2020 budget hearings will begin June 11th-12th.

Steffensen discussed the township grant program with the board. She said she’s received phone calls from townships who are needing assistance due to the March event. She said the townships are wanting to do something about their collapsed culverts sooner rather than later. Steffensen said she wondered if these townships will be looking for reimbursements from the county because she said the program was not intended for that.

Boersma asked if the grant program’s intent was for preventative maintenance and preparation opposed to a reaction to an event. Bartley said the initial intent was not for this kind of activity. Krogman said the intent of the grant program was to help the townships get ahead of the structures that are in need. Krogman asked if we do something different; like an emergency fund. County Development Director Robert Hill said if the damage was specifically caused by the March 13th weather event, they could request FEMA funding. He said if it was a pre-existing issue, it would not count. Jensen said the intent was to address the sites that are continual maintenance problems for these townships. Jensen said he doesn’t want townships going out and fixing their culverts, and then turn around and ask the county for a reimbursement.

Bartley said we need to find out what FEMA’s policy is on reimbursement. Hill said he mailed all of the townships FEMA paperwork. Hill and Gustad will follow up with the townships.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce said she, Commissioner Krogman, Commission Department Director Stacy Steffensen, and HR Specialist Laura Littlecott met and discussed potential options for changes to the county’s insurance coverage; attended the BEDC Meeting; attended the Joint Powers Board Meeting; attended a County Lien Meeting; attended the Chamber’s Annual Meeting; met with Mayor of Aurora Fred Weekes, Chuck Tiltrum and Mary Kidwiler to discuss the joint jurisdiction boundary line between Brookings City and Aurora; attended a Joint Jurisdiction Area Meeting; attended a Public Affairs Meeting; and toured the new ambulance facility.

Commissioner Boersma attended an ICAP Meeting; attended the County Lien Meeting; met with 4-H Youth Advisor Sonia Mack and discussed potential programming ideas; and toured the new ambulance facility.

Commissioner Krogman attended and discussed the BATA Meeting; attended the Health Insurance Meeting; and attended a Joint Building Meeting for BATA.

Commissioner Jensen attended a Brookings-Deuel Rural Water Meeting; received numerous phone calls about the Brookings County Township Grant Program; met with LG Everist regarding their parking lot; and received a phone call from a community member from White about a speed limit change.

Commissioner Bartley attended the Joint Powers Board Meeting; attended the Chamber's Annual Meeting; attended the County Planning & Zoning Meeting; and attended a Joint Jurisdiction Area Meeting.

The board recessed as the Board of County Commissioners

The board reconvened as the Brookings County Board of Equalization

Motion by Boersma, seconded by Krogman to approve the agenda for the Brookings County Board of Equalization Meeting. All members voted "aye." Motion carried.

The board members signed their oaths qualifying them as members of the County Board of Equalization according to SDCL 10-11-25.

Director of Equalization Jacob Brehmer and Deputy Director of Equalization Reid Squires signed their oaths according to SDCL 10-3-12.

Appeals

The following appeals were heard. Motions, seconds, roll call votes as follows:

Appeal	Property Owner Legal Description	Motion/Second Roll call vote	Board Action
19-1	Frederick Vanbeek Outlots, S ½ of W 75' of S 330' of OL 'D' Exc H-1 Volga City	Krogman/Pierce roll call vote: Pierce "aye," Boersma "aye," Krogman "aye," Jensen "aye," Bartley "aye." Motion carried.	NADS- \$7,700 NAD1S - \$146,600
19-1;	Tande Family Trust Walter's Oakwood West Addition, Lot 1B in N ½ Sec 36-112-52	Pierce/Krogman. Pierce said she supports DOE's numbers on that. Roll call vote: Boersma "aye," Krogman "aye," Jensen "aye," Pierce "aye," Bartley "aye." Motion carried.	NADS- \$87,800
19-2	Lot 1C in N ½ Sec 36-112-52		NADS- \$51,700

19-3	Lot 1E in N ½ Sec 36-112-52	NADS- \$84,100
19-4	Lot 1F in N ½ Sec 36-112-52	NADS- \$86,200

Motion for Corrections

Motion by Boersma, seconded by Krogman to approve a correction to Dan Ziegler, parcel #14108-11151-074-03. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve a correction to Jamison R. Pitts, parcel #21305-10949-313-00. Boersma, Krogman, Jensen and Bartley voted “aye.” Pierce, “abstained.” Motion carried.

Motion by Krogman, seconded by Boersma to approve a correction to Justin C. Pitts, parcel #21305-10949-313-02. Boersma, Krogman, Jensen and Bartley voted “aye.” Pierce, “abstained,” Motion carried.

Motion by Pierce, seconded by Boersma to approve a correction to Eric S. Werre, parcel #14260-11151-102-00. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve a correction to Mary Sterzinger, parcel #07000-10947-092-00. All members voted “aye.” Motion carried.

Reports

Motion by Boersma, seconded by Krogman to approve SDSU Foundation for parcels, #40500-00500-009-00, #40650-00100-003-00, #09000-11147-093-00, #09000-11147-092-00, #09000-11147-084-00, #09000-11147-081-00, #40365-00700-016-00, #40365-00700-004-00, #40365-00700-003-00, #40365-00700-002-00, #40240-00200-010-00, #40240-00200-002-00, #06000-11050-153-05, #40240-00200-001-00; for Brookings Area Habitat for Humanity for parcels #31184-00100-009-00, #31184-00100-008-00, and #31184-00100-010-00. All members voted “aye” for SDSU Foundation. Motion carried. Boersma, Pierce, Bartley and Jensen voted “aye” for Brookings area Habitat for Humanity. Krogman “abstained.”

Director of Equalization Jacob Brehmer presented the 2019 Assessment of Real Property in Brookings County. Brehmer also presented building permit information.

Director of Equalization Jacob Brehmer presented the 2019 Tentative Number for towns, townships and school districts.

Motion by Krogman, seconded by Jensen to accept the Tax Exempt Status applications as presented. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve the Owner Occupied Status applications as presented. All members voted “aye.” Motion carried.

Director of Equalization Jacob Brehmer presented the 2019 Renewable Resource Energy Tax Credits.

Motion by Pierce, seconded by Boersma to accept the 2019 Riparian Buffer Strip Classification Applications as presented. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to accept the Disabled Veterans Exemptions as presented. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to accept the Tax Moratorium applications as presented. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Boersma to accept the Partially Taxed applications as presented. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to accept the Discretionary Formula applications as presented. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to accept the Elderly Tax Freeze applications as presented. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to adjourn. All members voted “aye.” Motion carried.

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.

Jenna Byrd
Finance Assistant II
Brookings County

Published once at the approximate cost of_____.