

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, APRIL 19, 2022

The Brookings County Commission meeting met in regular session on Tuesday, April 19, 2022 with the following members present: Angie Boersma, Ryan Krogman, Lee Ann Pierce, Larry Jensen and Ryan Krogman.

CALL TO ORDER

Chairperson Boersma called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Krogman to approve the agenda for the April 19, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(1), personnel was added to the Executive Session.

CONSENT AGENDA ITEMS

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

The consent agenda items consisted of the minutes from the Tuesday, April 12, 2022 Commission Meeting and Equalization Boards.

Travel Requests: Commissioners and Department Heads to attend Taste of Brookings-Chamber Annual Meeting on April 19th in Brookings; Jacob Brehmer & Reid Squires to attend the District 5 Quarterly Meeting on April 20th in Howard; Jacob Brehmer to attend an Axiomatic Training/Sales Ratio Workshop on April 26th in Fort Pierre; Robert Hill to attend a FEMA course May 1st-7th in Anniston, AL; Beverly Chapman to attend the South Dakota Association of County Officials Spring Workshop May 2nd-4th in Pierre; Richard Haugen to attend the South Dakota Association of Code Enforcement Training Conference May 10th-12th in Fort Pierre; Sonia Mack to attend a Spring Professional Development Conference & Meeting May 10th-12th in Yankton.

Personnel Action Notices: voluntary resignation without notice- Morgan Jessen, effective March 30, 2022; new hire- PT Correctional Officer Brendan Holder at \$19.45, effective March 31, 2022; new hire- Full-time Deputy Sheriff Joseph Kretchman at \$25.98, effective April 4, 2022; new hire- PT Correctional Officer Andrew Foreman at \$19.45, effective April 7, 2022; voluntary resignation- Ally Pink, effective April 22, 2022; annual review- Michelle Delaney to \$23.25, effective May 1, 2022; annual review- Angie Maher to \$18.46, effective May 1, 2022; annual review- Kirk Wiles to \$17.17, effective May 1, 2022.

ROUTINE BUSINESS

Approval of Claims

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

605 Custom Design LLC, Blue Jacket, \$40.00; A&B Business Inc, Copier Contract, \$401.92; Access Health-Brookings, Inmate Medical, \$1,406.08; AgFirst Farmers Coop, Propane, \$69.50; Alphamedia USA LLC, Jail Job Fair Ads, \$300.00; Amazon Capital Services, Office Supplies, \$221.76; Amp Electric Construction, Install Float Switch-Lift Stat, \$140.31; Apple Grove Investments, Tax Certificate, \$820.68; Arrowwood Resort & Conference, Feb 18-20, \$232.80; AT&T Mobility, Monthly Fees, \$400.40; Aurora Auto Body & Glass, Patrol Vehicle Rock Chip Repair, Maint, \$117.11; Avera Medical Group, Inmate Medical, \$405.42; Avera Medical Group - ABS, Inmate Medical, \$130.34; Axon Enterprise Inc, Evidence.Com Storage Contract, \$4,835.64; Jordyn Bangasser, Court Appointed Attorney, \$1,125.48; Bauer, Tim, Mileage, \$9.24; Bierschbach Equipment, Rental Machine/Squeegee, \$2,824.35; Birch River LLC, Tax Certificate, \$1,434.22; Blair River LLC, Tax Certificate, \$2,380.04; Boyer Ford Truck, Regulator Tip/Repair Part/Seal, \$4,428.07; Brock White Company, Road Saver, \$34,375.45; Brookings Area CTC, CPR Alignment Fee, \$60.00; Brookings City Utilities, OAC Utilities, FO/CO Elev Phone/Fire Alarm/EM, CO/CH/1921 Bldg/Lawn Irrigation, Water For Truck Shed, Water/Sewer/Elec/Tele, Monthly Fees, Monthly Utilities, \$15,973.20; Brookings Engraving, 2022 Gun League Plaque, \$16.00; Brookings Health System, March Blood Alcohol Testing, Inmate Medical, \$16,938.92; Brookings Public Library, 2nd Quarter Library Services, \$6,250.00; Brookings Register, Publications, \$2,614.11; Brookings-Deuel Rws, Water At Bruce Shop, \$23.00; Buhls Of Brookings Cleaning, Rug Rental, Jail Supplies, \$269.10; Jenna Byrd, Election Supplies, \$25.29; C&R Supply Inc, Shaft Impeller/Lock Nut Impell, \$118.40; Capital One, Office Supplies & Progamming, \$93.43; Carquest Auto, Hydraulic/Oil Filter/Elbow/Heat, \$1,985.02; Century Business Products, Copier Contract, \$1,213.38; Certified Languages Int, Translation Services, \$21.45; CHS, Gas/Diesel, \$25,448.39; City Of Brookings Landfill, Lumber, \$5.00; City Of Brookings, Unclaimed Pet, \$60.00; City Of White, Water/Sewer/Elec, \$86.11; Cody, Denise, Inv MI Hearing, \$22.50; Cook's Wastepaper & Recycling, April Services, Singlestreamservice, Brookings/White, Monthly Expenditures, \$842.41; Dakota Data Shred, Shredding Pick Up, 2022 Equipmentl Rental, Monthly Fees, \$127.58; Dakota Mailing, Postage Machine Ink, Tape Roll, \$263.77; Dean Schaefer Court Reporting, Inv MI Hearings Court Reporting, \$102.00; Den-Wil Inc, March/April Comm Health Rent, \$1,920.00; Deubrook Community Library, Nonmandated Funds, \$3,000.00; Ecolab Pest Elimination, Monthly Pest Service, \$165.00; Einspahr Auto Plaza, Patrol Vehicle Maint, \$76.77; Empire Investments 2 LLC, Tax Certificate, \$1,697.81; Empire Investments 3 LLC, Tax Certificate, \$1,385.69; Empire Investments 4 LLC, Tax Certificate, \$1,181.63; Empire Investments 7 LLC, Tax Certificate, \$2,905.83; Executive Mgmt Finance, Microfilm Storage, \$9.18; Farmer's Imp & Irrig, Mower Parts, \$74.44; First Bank & Trust, Deputy Visa Cards, \$536.73; Fite & Pierce Law Office, Court Appointed Attorney, \$8,853.99; Fleetpride, Weed Dept, \$1,695.40; Foerster Distributing, Pea Rock Testing, Jail Supplies, \$549.00; Forrest Holdings Inc, Tax Certificate, \$89.38; Fox & Youngberg Pc, CAA Inv MI Hearings, \$363.57; Ken Gabel, USPAP Course Advanced Meal Pymt, \$68.00; Galls, Deputy Uniforms, \$447.75; Jennifer Goldammer, Court Appointed Attorney, \$502.80; Graybar Electric Co Inc, New Bulbs For Facility, \$207.00; Guardian CPI, Inmate Seal Bags, \$472.08; Guardian RFID, Inmate ID Wristbands, \$920.95; Guardian Tax SD, LLC, Tax Certificate, \$933.18; Hamlin Building Center, Cabinets/Countertops-Viewing Room, \$10,278.00; Heartland Veterinary Clinic, K9 Vet Bill, \$214.60; Helpline Center Inc, National Volunteer Week Ad, \$55.00; Henry Carlson Company, Jail Expansion & Remodel Project, \$186,641.00; Hometown Service & Tire, Patrol Vehicle Repair, \$71.00; Hungerford Chiropractic, Instant Drug Testing, \$180.00; Hy-Vee Food Store,

Deputy Meeting Supplies, \$15.94; I State Truck Center, Sensor/Busing/Headlamp/Seal, \$431.66; Info Cubic LLC, March Employment Screenings, \$487.00; Interstate Telecom. Coop, Extension Phones, \$381.28; Katterhagen, Mark, Inv MI Hearing, \$22.50; Kibble Equipment LLC, Oil Filter, \$26.10; Kingbrook Rural Water, Water Sinai, \$40.55; KnowBe4 Inc, 3 Year Renewal, \$5,017.68; L&L Auto & Truck Parts, Tip/Lamp/Valve/Oil Seal/Flange, Misc Supplies, \$335.56; Lewis & Clark Behavioral, BMI Intake, \$368.00; Lewis Drug Store, Inmate Medical, \$1,597.56; Lewno, Lucy, Inv MI Hearing, \$191.53; Lowe's, Razor Blade/Trash Can/Dolly, Shop Supplies/Mailbox/Replacement, Shop, \$695.57; Lycox Enterprises Inc, Spacer For JD Ripper, \$22,490.00; Lyle Signs Inc, Flagmount Signs, \$161.33; Reed T Mahlke, Court Appointed Attorney, \$2,177.60; Donald Mccarty, Court Appointed Attorney, \$2,473.65; McGrath North Mullin & Kratz Pc LLO, Professional Services, \$224.00; Mediacom LLC, April Law Library, May Int Service, \$281.69; Mix Dry Cleaners, Deputy Uniform Work, \$48.00; Moriarty Rentals, COP Rent, \$550.00; Nancy J Nelson, Court Appointed Attorney, \$1,868.50; NewEgg Business Inc, IT Items, \$1,108.86; Northwestern Energy, Heat For Truck Shed, Truck/Highway Shop, \$817.16; Office Peeps Inc, Copy Paper/Blue Paper/Date Stamp, Office Supplies, Jail/SO Office Supplies, \$2,312.84; Olson, Steve, Mileage, \$16.80; Oneneck It Solutions LLC, Firewall For OAC, \$779.19; PCS Mobile, Rugged Laptop, \$4,049.14; Prochem Dynamics LLC, Jail Cleaning Supplies, \$2,404.06; South Dakota Public Health, March-Blood Tests, \$3,115.00; Qualified Presort Service, Mail Pick Up, \$37.24; Razors Edge Grounds Keeping, March CH Grounds Maintenance, \$1,780.00; RDO Equipment Co, Inventory, \$3,625.98; Reliance Telephone, Inmate Phone Usage, \$281.00; RFD Newspapers Inc, Publications, \$4,590.81; Rick Ribstein, Court Appointed Attorney, \$3,411.94; Roelofsen Implement, Inc, Road Ready Accessories, \$173.09; Running's Supply Inc, Brushes/Magazine For Ruger, Coupler/Jack/Fitting/Shop, Misc Supplies, Items For Courthouse, \$431.53; Ryde Investment Group LLC, Tax Certificate, \$1,389.46; Satellite Tracking Of People, GPS Expenses, \$1,465.75; SD Law Review, Volume 67 Subscription, \$35.00; SD Police Chiefs' Association, Conference Fees, \$85.00; SDACO, ROD Mod & Pres Relief Fund, \$774.00; SDAE4-HP, Registration For SDAE4 Conf, \$65.00; SDSU Extension, Temporary Summer Assistants, \$14,500.00; Senior Companions Of SD, Annual Payment, \$2,300.00; SHI International Corp, Office 365, \$19,091.90; Sioux Valley Energy, Electric, \$382.00; Southpaw Defense, Basic Pistol/Renewal Class, \$540.00; Sturdevant's Auto Parts, Shop/Scotseal/Low Profile Fuse, \$19.17; Anthony Teesdale, Court Appointed Attorney, \$495.00; Jack Thompson, Uspap Course Advanced Meal Pym, \$68.00; Town Of Sinai, Utilities, \$64.00; Transource, Core Credit/Supplies/Idler Pul, \$1,658.60; Travs Outfitter, Deputy Sells Equipment, \$828.50; Trinity Services Group, Llc, Inamte Food Services, \$10,429.52; Steven Ust, Inspections, \$900.00; Vandenberg Law, Court Appointed Attorney, \$2,499.75; Walburg, Duane, Animal Control Mileage, \$126.84; Wheelco Truck & Trailer, Fuel Filter Kit/Inv/Oil Seal, \$907.07; Yankton County Sheriff, Service Of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$249.95.

Department Head Reports

Weed & Pest Supervisor Misty Moser said 10 out of the 23 townships have signed up so far for the 2022 spray season. Moser said the part-time guys will be coming back to the Weed Department on April 25th and the ATV drivers on May 9th.

Moser discussed the cost of chemicals for the 2022 spray season. She said the total cost of spraying for the first run will be roughly \$66,156.75. Pierce asked if there's enough in the budget. Moser said no. Krogman asked what the cost of the second run will be. Moser said she doesn't know because they haven't looked at that yet. Jensen said the cost of chemical will continue to increase. Bartley said they will be able to recover some of the cost from the townships.

By consensus, the board agreed to move forward with purchasing the chemicals.

Moser said Brookings County did not receive the DOT bid.

County Development Deputy Director Richard Haugen presented the County Development Director's Report. Haugen said they received correspondence in reference to the Big Sioux River/Medary Township Drainage area. He asked the board if their preference was to hold a public meeting or speak one on one with the landowners. By consensus, the board agreed to speak one on one with the landowners.

Senior Finance Assistant Jenna Byrd said April 26th at 5:00 p.m. is the deadline for independent candidates filing nominating petitions for non-judicial offices. Byrd said registered mail postmarked by April 26th is also acceptable.

Byrd said absentee voting for the June 7th Primary begins Friday, April 22nd on first floor of the City/County Government Center building.

Byrd said the county will be selling some items on the public auction beginning April 25th.

Highway Superintendent Brian Gustad said on April 4th Highway 81 was closed down. Gustad said they did do some road postings because he expects extra road traffic with the detour route. Krogman asked how long it's supposed to be closed for. Gustad said late August is the date for completion.

Gustad said he had a meeting with Banner Associates and Brookings Municipal Utilities regarding the 34th Avenue project.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Project Manager Chad Nelson with Henry Carlson Construction updated the board on the detention center project. Nelson said they have about 8 weeks left.

SCHEDULED AGENDA ITEM

As scheduled at 9:10 a.m., the board discussed closing a portion of 6th Avenue in Brookings for the Brookings Farmer's Market. Commission Department Director Stacy Steffensen said this has become an annual request. She said she does not know all of the details but is assuming they have asked the neighboring businesses for their approval, as well. Commissioner Boersma said she believes the market will be every Saturday from 9:00 a.m. to noon beginning now until October.

Pierce asked if there will be any problems with the farmer's market and the area they are at with the sally port at the detention center. Jail Administrator Dave Biteler said it won't be an issue.

Motion by Bartley, seconded by Krogman to approve closing a portion of 6th Avenue in Brookings for the Brookings Farmer's Market.

All members voted "aye." Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., Brookings County Conservation District Supervisor John Heylens, Conservation Resource Specialist Jon Finnegan and Office Manager Joan Crooks asked the board for assistance in purchasing a new Kubota M7-152 tractor for \$109,000.

Jensen said they discussed this matter during the APRA discussion April 12th and apologized to Krogman for not updating him on the discussion. Pierce said during that discussion, there was

consensus at that time to support the Conservation District and the purchase of a new tractor. Pierce said they need it now, the bid is a short time period, and we want them to be able to plant trees.

Motion by Pierce, seconded by Jensen to give \$55,000 to the Conservation District. Bartley said they discussed using ARPA funds and they will research it.

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

Department Head Reports

Jail Administrator Dave Biteler said there are 41 inmates currently in jail. Out of the 41 inmates, Biteler said 9 of them are out of county.

Investigations Sergeant Kevin Murfield said they conducted alcohol compliance checks at ten businesses and two of the business failed. He said the two business who failed the compliance checks were Midway Camp near Volga and Schade Vineyard.

REGULAR BUSINESS

The board held the First Reading of Ordinance #2022-02: an ordinance providing for the amendment of Ordinance 2018-03.

The Second Reading of Ordinance #2022-02 will be held May 24, 2022 at 9:00 a.m.

Motion by Jensen, seconded by Pierce to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-12: a resolution declaring a fire danger emergency in Brookings County and prohibiting open burning.

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

RESOLUTION #22-12

A RESOLUTION DECLARING A FIRE DANGER EMERGENCY IN BROOKINGS COUNTY AND PROHIBITING OPEN BURNING

WHEREAS, due to the lack of current moisture in Brookings County, a fire danger emergency now exists within Brookings County, South Dakota.

NOW THEREFORE BE IT RESOLVED by the Brookings County Board of County Commissioners that a fire danger emergency is hereby declared and until this resolution be otherwise rescinded by the Brookings County Board of County Commissioners, all open burning as defined in Ordinance #2009-02, without a prior written permit, is hereby prohibited within the boundaries of Brookings County, South Dakota, exclusive of any incorporated municipality within the county.

BE IT FURTHER RESOLVED that this resolution is declared to be necessary for the immediate preservation of public safety in accordance with the provisions of SDCL 7-18A-8 and is effective immediately and shall continue in force and affect until rescinded by the Brookings County Board of County Commissioners.

Passed and approved this 19^h day of April, 2022.

Angela Boersma

Chairperson
Brookings County
Board of County Commissioners

ATTEST:

Lori Schultz
Brookings County Finance Officer

Motion by Bartley, seconded by Krogman to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-13: a plat of Lots 1 and 2 of CKS Partners Addition in the SW ¼ of Section 20, T110N, R49W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Krogman, seconded by Jensen to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-14: a plat of Lot 1 of Forseth Addition in Government Lot 2 of Section 4, T111N, R47W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Bartley, seconded by Jensen to approve Change Order #013 for the Detention Center Project in the amount of #26,629. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Krogman, seconded by Bartley to approve a fireworks display at Meadow Creek Golf Course, Volga, SD on June 10th, 2022 at approximately 10:00 p.m. as part of the Old Timer’s Day weekend. Background information was provided by Commission Department Director Stacy Steffensen.

Motion by Pierce, seconded by Jensen to amend the main motion that the display is subject to Volga Fire Chief’s approval based on the weather conditions the day of the event. Voice vote on the amendment: all members voted “aye.” Amendment carried.

Voice vote on main motion as amended: all members voted “aye.” Main motion as amended carried.

Motion by Jensen, seconded by Bartley to approve the closure of 476th Avenue (Broadway Avenue) from East Rasmussen Street to Lovejoy Lane through the City of Aurora on August 6th, 2022 at 6:00 a.m. to August 7th, 2022 at 2:00 a.m. for “Pickle Festival” Gala Days.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said she met with Commissioners Jensen and Krogman and Highway Superintendent Brian Gustad to discuss the county-funded township grant program. She said she came up with a draft letter to send out to the townships regarding some of the changes they made and asked the board if they wanted her to mail out the letters.

By consensus, the board agreed to send out the new letter to all of the townships.

Steffensen updated the board on the NACo High Performance Leadership Academy course she completed.

Steffensen said the Housing Study Committee wants to come and present to the County Commission. Steffensen said she will reach out to the city and see if a meeting could be held before their council meeting on June 14th.

Steffensen said the Federal Aviation Administration is conducting an aeronautical study concerning a wind turbine in Hetland. She said the structure exceeds obstruction standards. Pierce said having a tower that exceeds the obstruction standards is dangerous and suggested that they speak up and write a letter in opposition. Boersma said she supports this letter. By consensus, the board agreed to draft a letter in opposition.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the Public Affairs Committee Meeting; attended the JDAI Meeting via zoom; attended the Equalization Board Meeting; attended the ARPA Work Session; and attended a Sexual Response Meeting.

Commissioner Bartley attended the Equalization Board Meeting; attended the ARPA Work Session; attended the Planning & Zoning Meeting; and attended a Jail Meeting.

Commissioner Jensen attended a Rural Water Meeting; attended the Planning & Zoning Meeting; attended the Conservation District Meeting; attended a Jail Meeting; attended a Weed & Pest Meeting; met with County Development Director Robert Hill to discuss moving the zoning office; attended the Aurora Fireman's Breakfast; attended the Equalization Board Meeting; attended the ARPA Work Session; and met with Commission Department Director Stacy Steffensen, Commissioner Krogman and Highway Superintendent Brian Gustad about the county-funded township culvert meeting; attended the Samara Avenue Meeting; and attended the Extension Board Meeting.

Commissioner Krogman attended the Equalization Board Meeting; met with Steffensen, Commissioner Jensen and Gustad to discuss the county-funded township culvert program; and met with the Housing Study Group to discuss the presentation.

Commissioner Boersma attended the Equalization Board Meeting; attended the ARPA Work Session; attended the Samara Avenue Project Meeting; attended a PPCC/POD Meeting; participated in NACo's High Performance Leadership Academy; and attended the Brookings Behavioral Health & Wellness Meeting.

EXECUTIVE SESSION

Motion by Krogman, seconded by Jensen to enter into Executive Session at 10:25 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to come out of Executive Session at 11:57 a.m. All member voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, May 3, 2022 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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