

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, MAY 19, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 19, 2020 with the following members present: Michael Bartley, Larry Jensen, Angela Boersma and Ryan Krogman. Lee Ann Pierce was present via telephone.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Jensen, seconded by Krogman to approve the agenda for the May 19, 2020 Commission Meeting. All members present voted "aye." Motion carried.

CONSENT AGENDA

Motion by Boersma, seconded by Krogman 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 May 5, 2020 Commission Meeting.

Personnel Action Notices: annual review- Richard Haugen to \$27.04, effective May 1, 2020; voluntary resignation- Adrianna Hockett; effective May 1, 2020; annual review- Jeremy Kriese to \$28.13, effective May 1, 2020; annual review- Manny Langstraat to \$27.04, effective May 1, 2020; new hire- Temporary Election Worker Maci Law at \$12.00, effective May 4, 2020; annual review- Michael Giegling to \$30.45, effective June 1, 2020; annual review- Kevin Murfield to \$25.48, effective June 1, 2020.

ROUTINE BUSINESS

Approval of Claims

Motion by Krogman, seconded by Jensen to approve the following claims. Commissioner Pierce asked if their portion of the parking lot was now paid in full. Commission Department Director Stacy Steffensen said yes. Roll call vote: Boersma "aye," Krogman "aye," Jensen "aye," Pierce "aye," Bartley "aye." Motion carried.

3-C OF BROOKINGS COUNTY, FENCING ON CULVERTS, \$1,122.45; 605 CUSTOM DESIGN LLC, JACKETS/SHIRTS, \$70.00; A&B BUSINESS INC, \$215.94; AGFIRST FARMERS COOP, \$435.76; AGTERRA TECHNOLOGIES INC, YEARLY PAYMENT, \$560.00; ALLEGRA PRINT & IMAGING, COLOR PHOTOS, \$2.00; ALPHAMEDIA USA LLC, BLITZ PACKAGE/PUBLIC SERVICE ANNOUNCEMENTS, \$660.00; AMERICAN STAMP & MARKING, VINYL FLOOR SIGNS, \$97.07; ARAGON, MARTHA A, TRANSLATION SERVICES, \$50.00; AT&T MOBILITY, BILL/MOBILE WIFI, \$440.44; ATCO INTERNATIONAL, BUG WIPES, \$107.80; AURORA AUTO BODY &

GLASS, PATROL VEHICLE REPAIRS/TOWING/FUEL, \$652.37; AVERA MCKENNAN HOSPITAL, MENTAL HEALTH HOLD, \$714.00; AVERA OCCUPATIONAL MEDIC, TPA SERVICES, \$121.10; JORDYN BANGASSER, COURT APPOINTED ATTORNEY, \$2,037.29; BIERSCHBACH EQUIPMENT, MELTER, \$999.10; BIOAG ENERGY SERVICES LL, MOLLY GREASE AND DEF, \$131.52; BOWES CONSTRUCTION, ASPHALT/BASECOURSE, \$7,496.92; BOYER TRUCKS, REPAIR PARTS, \$2,120.84; BREHMER, JACOB, SHIPPING, \$10.20; BROOKINGS AUTO MALL INC, ALTERNATER, \$429.53; BROOKINGS CITY UTILITIES, WATER/SEWER/ELECTRIC/TELE/IRRIGATION, \$2,474.67; BROOKINGS CITY UTILITIES, UTILITIES/COURTHOUSE IRRIGATION/1921 BDG, \$3,873.47; BROOKINGS COUNTY FINANCE, DELINQUENT TAXES/ADVANCE TAX, \$924.41; BROOKINGS ENGRAVING, NAME PLATE, \$12.00; BROOKINGS HEALTH SYSTEM, MEDICAL EXAMINATION, \$836.82; BROOKINGS REGISTER, PUBLICATIONS/SEVERE WEATHER AD/NOTICE OF RESPONSIBILITY, \$2,226.58; BROOKINGS UTILITIES, WATER FOR TRUCK SHED, \$104.11; BROOKINGS-DEUEL RWS, WATER@BRUCE SHOP, \$26.80; BUHLS OF BROOKINGS CLEAN, RUG RENTAL, \$47.40; CARQUEST AUTO, TOOLS/SUPPLIES, \$4,560.07; CENTURY BUSINESS PRODUCT, COPIER CONTRACT/INK, \$745.59; CHS, SHOP GAS/DIESEL, \$7,246.51; CINTAS CORPORATION, SHOP COATS, \$129.57; CITY OF BROOKINGS LANDFILL, GARBAGE, \$13.20; CITY OF BROOKINGS, SOUTH PARKING LOT, \$91,894.64; CITY OF WHITE, WATER/SEWER/ELECTRIC, \$88.74; CLARK ENGINEERING, SURFACING PROJECT, \$766.55; COOK'S WASTEPAPER & REC, MAY BILL/ COURTHOUSE SERVICES/MAY DET CENTER, \$680.86; COURTESY PLUMBING INC, JAIL REPAIRS, \$372.30; DANKO EMERGENCY EQUIPMENT, 2000GAL TANKER, \$81,288.00; DENWIL INC, COMMUNITY HEALTH RENT, \$960.00; DEPT. OF TRANSPORTATION, 216TH ST & 471ST ST, \$1,396.28; DVL FIRE AND SAFETY, FIRE EXTINGUISHER COVER, \$75.00; FOERSTER DISTRIBUTING, JANITORIAL SUPPLIES, \$499.50; FOERSTER TESTING LIMITED, APHALT CORES, \$400.00; GASS LAW, PC, COURT APPOINTED ATTORNEY, \$3,378.35; JENNIFER GOLDAMMER, MENTAL HEALTH, \$4,727.40; GOVERNMENT FORMS AND SUP, GERM SHIELDS, \$309.00; GRAINGER, PUMP, \$451.92; PATRICIA J HARTSEL, TRANSCRIPTION, \$162.20; HILLYARD/SIOUX FALLS, JANITORIAL ITEMS, \$416.85; HOMETOWN SERVICE & TIRE,, TIRES, \$675.00; HUNGERFORD CHIROPRACTIC, DRUG TESTING, \$30.00; HY-VEE FOOD STORE, JURY MEALS/REFRESHMENTS, \$5.32; I STATE TRUCK CENTER, SWITCH-ROCKER, \$34.47; INDEED INC, JOB POSTINGS, \$232.89; INFO CUBIC LLC, BACKGROUND CHECKS, \$98.00; INTERSTATE TELECOM. COOP, PHONES/ADVERTISTING, \$358.25; KIBBLE EQUIPMENT LLC, CAP & PLUG, \$30.16; KINGBROOK RURAL WATER, SINAI WATER, \$33.00; L&L AUTO & TRUCK PARTS, SHOP TOOLS/PATROL VEHICLE PARTS, \$112.30; L.G. EVERIST INC, QUARTZITE, \$7,087.22; LOWE'S, SUPPLIES/EAR PROTECTION/SUPPLIES, \$537.62; MCKEEVER'S VENDING, INMATE COMMISARY, \$253.32; MCLEOD'S PRINTING & OFFI, BALLOT SLEEVE/ABSENTEE ENVELOPES/ENVELOPES, \$2,746.11; MEDIACOM LLC, LAW LIBRARY INTERNET, \$136.90; MIDAMERICA BUSINESS SYST, SPACESAVER MOBILE STORAGE SYST, \$14,416.54; MIDWEST GLASS, PATROL VEHICLE REPAIRS, \$15.50; MINNEHAHA COUNTY AUDITOR, MENTAL HEALTH COSTS, \$92.50; NATIONAL 4-H COUNCIL, 4-H PROGRAMMING AWARDS, \$100.00; NANCY J NELSON, COURT APPOINTED ATTORNEY, \$1,144.60; NEWEGG BUSINESS INC, DESKTOP/CHARG STATION/LASR PRT, \$5,623.19; NORTHWESTERN ENERGY, TRUCK/HWY SHOP/HEAT IN TRUCK SHED, \$277.93; OFFICE PEEPS INC, SELF SEAL MAILERS/STAPLER/OFFICE SUPPLIES/PAPER/PENSPANNERS, \$1,024.35; PETERSON MOTORS COMPANY, METALS STANDS/LEXAN, \$2,250.00; PRAIRIE GRAPHICS, APPRAISER POLOS, \$69.00; PROCHEM DYNAMICS LLC, JAIL CLEANING SUPPLIES, \$1,510.43; PRUSSMAN CONTRACTING CO., 27B & 8G, \$6,946.20; QUADIENT LEASING USA, IN, POSTAGE METER LEASE, \$1,521.00; QUALIFIED PRESORT SERVIC, 4/1-4/30, \$63.05; RAZORS EDGE GROUNDS KEEP, LANDSCAPE/GROUNDSKEEPING, SNOW REMOVAL&LANDSCAPE MAINT, \$2,827.50; RDO EQUIPMENT CO, REPAIRS, \$2,128.42; RICK RIBSTEIN, COURT APPOINTED ATTORNEY, \$5,925.60; RUNNING'S SUPPLY INC, SHOP SUPPLIES/CLOTHING/RUNNING'S-JANITORIAL ITEMS/CABLE/ROPE/SHOP SUPPLIES, \$517.50; RYDE INVESTMENT GROUP LL, TAX CERTIFICATE, \$8,014.32; SATELLITE TRACKING OF PE, BLUTAG, \$1,053.00; SCHAFFER LAW OFFICE, PRO, 3/24-4/30, \$892.50; SD ATTORNEY GENERAL'S OFFICE, 24/7 DAILY MONITORING FEES, \$3,436.00; SDACO, ROD MODERNIZATION&PRESERVATION, \$1,084.00; SEXAUER DISCOUNT FARM SE, LAWN MIX, \$141.00; SIOUX VALLEY ENERGY, ELECTRIC, \$268.00; SKINNER STRIPING, STRIPING WEST PARKING LOT, \$306.12; CAMERON SMITH, WORK BOOTS, \$181.04; STURDEVANT'S AUTO PARTS, VISIONALL/POWER STEERING FLUID, \$247.83; SWIFTEL DIRECTORY, PHONE SERVICE, 4/21-5/20, TELEPHONE/INTERNET SERVICE, \$1,664.98; ANTHONY TEESDALE, COURT APPOINTED ATTORNEY, \$5,062.35; THOMSON REUTERS - WEST, \$350.00; TOWN & COUNTRY SHOPPER, PUBLICATION, \$120.00; TOWN OF SINAI, SEWER AND GARBAGE, \$64.63; TRANSOURCE, BELT & PRESSURE, \$432.11; TWO WAY SOLUTIONS INC, QRTLY MAINT CONTRACT, \$595.00; UNITED STATES

POSTAL SER, POSTAGE, \$600.00; VAN DIEST SUPPLY COMPANY, HAZARDOUS MATERIALS, \$11,650.00; VANDENBERG LAW, COURT APPOINTED ATTORNEY, \$1,923.00; VANTEK COMMUNICATIONS, RADIO/SPEAKER, \$4,088.00; WALBURG, DUANE, ANIMAL CONTROL, \$33.18; WALMART COMMUNITY, KEURIG BREWER CARE, \$13.97; WHEELCO TRUCK & TRAILER, SUPPLIES/MATERIALS, \$1,331.94; KRISTIN A WOODALL, TRANSCRIPTIONS, \$166.40.

Department Head Reports

Highway Superintendent Brian Gustad said a portion of road near the bridges on south highway 77 is now open. Gustad said they continue to work on culverts.

Pierce said there were many places on a county road in the Lake Campbell area where it looked like large rocks were placed to prevent problems with the road degrading. Gustad said the water has been sitting up against that grade and over time they will get those covered with dirt to get some vegetation reestablished.

Sheriff Marty Stanwick said they have 19 individuals in custody. He said there is one in quarantine and eight out of the facility on GPS.

Stanwick said they've gradually opened up the 24/7 program but the internal lobby of the Sheriff's Office remains closed. He said he's not ready to open up visitation but has audio/video machines in place when they do open.

Stanwick said they had a couple of emergency committals over the weekend. He said one had to be transported to Rapid City and one to Yankton.

Stanwick said they've started security screening at the courthouse Monday through Friday 8:00 a.m. to 5:00 p.m. He said they are not only screening for weapons but also taking people's temperatures.

County Development Director Robert Hill said a soybean spill was reported by South Dakota Department of Ag. He said the Brookings County Highway Department cleaned it up and took the contaminated product to the landfill per SD DENR's request.

Hill said they received the Building Code Effectiveness Grading Schedule. Hill discussed the different kinds of classes with the board.

Hill said the County Safety Meeting was postponed to May 27th.

Hill said he was contacted by Banner Associates about the river diversion concerns south of Brookings. Hill said they want concerned citizens who live in that area to meet as a group and create a detailed plan of what's needed. Hill said the feds will bring in an environmentalist and do a study on it. He said the decision will heavily weigh on what the study shows.

Hill said FCC notifications were submitted for the Bruce and White repeaters.

Hill said the LEPC Meeting has been scheduled for May 21st.

BCOAC Director Dustin Huber said they had a soft opening for members only on May 6th and opened to the public on May 18th. He said everyone has been very understanding and respectful with the new guidelines.

Huber said he's been working with Trane on the HVAC system.

Finance Officer Vicki Buseth said the Finance Office has been very busy with title transfers and absentee voting. Buseth said she's been working with the department heads on their budgets.

Finance Officer's Report

Finance Officer Vicki Buseth presented the Finance Officer's Report for April 2020.

April 2020

Total amount of deposits in banks.....\$44,179,050.41
Total amount of actual cash: Currency.....\$213.00
Coins.....\$2.24
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days..\$2,545,300.88
Itemized list of all other items.....\$12,645.04
TOTAL.....\$46,737,211.57

Commissioner/HR: \$22,449.81; Finance Officer: \$22,229.80; States Attorney: \$27,752.70; Equalization: \$19,139.27; Register of Deeds: \$8,848.54; Veterans/Welfare: \$6,442.30; Sheriff's Office: \$100,352.68; Coroner: \$426.22; Community Health: \$3,718.40; Extension: \$2,524.89; Weed: \$2,551.24; Planning/Zoning: \$5,879.61; Highway: \$51,237.44; Emergency Management: \$4,022.91; BCOAC: \$3,580.27; Technology: \$7,162.91.

AFLAC: \$3,728.72; Avesis: \$1,335.98; Office of Child Support: \$2,930.75; Delta Dental: \$5,770.18; Flex One: \$1,942.96; Principal Life Insurance: \$1,731.57; Garnishments: \$296.34; Local Teamsters: \$1,108.00; SDRS: \$45,919.16; SDRS Supplemental: \$1,825.00; EFTPS: \$91,004.89; Wellmark: \$97,249.12; AFLAC Group/CAIC Primary: \$246.66.

Be it noted, the expenditure adjustments for the month of April 2020 were presented to the board. \$1,327.17 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 April 2020 in the amount of \$33,015.00 was presented to the board.

Motion by Boersma, seconded by Jensen to approve the following transfers as per budget appropriations for the second quarter of 2020:

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 \$21,250.00

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

REGULAR BUSINESS

Commissioner Pierce recused herself from this action item.

Motion by Krogman, seconded by Jensen to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-21: a plat of Lot 1 of Richarz Addition in the SE ¼ of Section 35, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Background information was provided by County Development Director Robert Hill.

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

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #20-22: a resolution limiting vote center locations for the June 2, 2020 Primary Election. Background information was provided by Senior Finance Assistant Jenna Byrd.

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

Resolution #20-22
A Resolution Limiting Vote Center Locations for the
June 2, 2020 Primary Election

WHEREAS, the Trinity Lutheran Church located in Arlington, SD, the Sinai Fire Hall in Sinai, SD, the Swiftel Center and Holy Life Tabernacle Church both in Brookings, SD are all Vote Center locations for Brookings County for countywide elections; and

WHEREAS, the Brookings County Board of County Commissioners is required by SDCL 12-14-1 to establish the polling places for countywide elections; and

WHEREAS, due to the COVID-19 pandemic, there are not enough election workers available to use those facilities as Vote Center sites during the June 2, 2020 Primary Election.

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Vote Center locations in Arlington, SD, Sinai, SD, the Swiftel Center and Holy Life Tabernacle Church both in Brookings, SD be closed for the June 2, 2020 Primary Election only.

ALSO THEREFORE BE IT RESOLVED, that this Resolution replaces Resolution #20-19.

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
County Finance Officer

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-23: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement-Local Administration.

Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-24: an application for occupancy of right-of-way of county highways made by Gene & Ann Blondheim in Laketon Township. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve an on/off sale malt beverage and South Dakota farm wine license for Brookings Country Club, Inc. for July 1, 2020 through June 30, 2021.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve an on/off sale malt beverage and South Dakota farm wine license for Cuzbins, LLC (The Boathouse) for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve an on/off sale malt beverage and South Dakota farm wine license for Danceland Campground for July 1, 2020 through June 30, 2021. Motion by Jensen, seconded by Boersma to amend the main motion to approve the application contingent upon Danceland Campground completing the application in its entirety. Voice vote on amendment: all members voted “aye.” Amendment Carried. Voice vote on motion as amended: All members voted, “aye.” Main motion as amended carried.

Commissioner Pierce recused herself from this action item.

Motion by Boersma, seconded by Krogman to approve an on/off sale malt beverage and South Dakota farm wine license for Good Roots Farm & Gardens for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve an on/off sale malt beverage and South Dakota farm wine license for Schade Vineyard, Inc. for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve an on/off sale malt beverage and South Dakota farm wine license for Skyview Junction for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve an on/off sale malt beverage and South Dakota farm wine license for K & K Enterprises, Inc. for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to approve an on/off sale malt beverage and South Dakota farm wine license for Wagon Wheel Resort, LLC for July 1, 2020 through June 30, 2021. All members voted “aye.” Motion carried.

SCHEDULED AGENDA ITEM

Motion by Jensen, seconded by Krogman to approve an expense from the Fire Department Long Term Fund in the amount of \$81,288.00.

Background information was provided by Brookings Fire Chief Darrell Hartmann.

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

SCHEDULED AGENDA ITEM

Motion by Pierce, seconded by Boersma to approve the Alternatives to Detention Support Subgrant Application.

As scheduled at 9:05 a.m., Tim Lease with the Boys & Girls Club was present for any questions and comments that the board may have regarding the subgrant application.

Pierce said the board needs to watch this grant closely for the next three years. She said there's been conversation that at the end of the three year period, they will be asking the county to support this position and to pay for the position. She said she is hoping this program shows the impact it will have on juveniles but said it will be hard to quantify. She said she supports the project but hopes they can figure out a way to measure the impact before the end of the three year grant.

Lease said they've been in close communication with counties who have already implemented the program.

States Attorney Dan Nelson said it's not just an alternative to detention. He said he plans to refer non-violent, lower level felonies to this diversion program so it will be an expanded and more intensive teen court program. He said this program is an investment to their young people.

State JDAI Coordinator Annie Brokenleg said she is committed on helping and training the new individual at the Boys & Girls Club on what tracking the data should look like.

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

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign a Request to fill Vacancy for Equipment Mechanic Fabricator/Welder in the Highway Department.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said she received two notices of upcoming City Council hearings on property owner-initiated annexations. She said this action will take place on May 26th at 6:00 p.m.

Steffensen discussed upcoming dates.

Bartley said the Count has filed a motion with the Circuit Court to require the City of Brookings to provide security in a form of a bond as a further condition of the City of Brookings to proceed with its appeal to this court's decision. He said the hearing has been scheduled for Thursday, May 28th at 1:30 p.m.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the Public Affairs Meeting; attended the Post-Legislative Luncheon; attended the Joint Powers Board Meeting; and attended the JDAI Meeting.

Commissioner Boersma attended the jail expansion project 'page flip' and attended the Post-Legislative Luncheon.

Commissioner Krogman attended a Quarterly Strategic Planning Meeting; attended the Post-Legislative Luncheon; and attended a plat meeting with BATA.

Commissioner Jensen attended the Post-Legislative Luncheon; attended a Weed Board Meeting; and attended a BCOAC Meeting.

Commissioner Bartley attended the County Planning & Zoning Meeting; attended the jail expansion project 'page flip'; and attended the Joint Powers Board Meeting.

Chairperson declared a recess.

SCHEDULED AGENDA ITEM

Motion by Boersma, seconded by Krogman to enter into Executive Session at 10:20 a.m., in accordance with SDCL 1-25-2(4)(6), contract negotiations and security. All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to come out of Executive Session at 12:56 p.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Boersma to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Thursday, June 4, 2020 at 8:30 a.m.

It is the policy of Brookings County 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
Senior Finance Assistant
Brookings County

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