

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, JUNE 19, 2018**

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 19, 2018 with the following members present: Lee Ann Pierce, Mike Bartley, Stephne Miller, Ryan Krogman and Larry Jensen.

### **CALL TO ORDER**

Chairperson Pierce called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

Motion by Jensen, seconded by Krogman to approve the agenda for the June 19, 2018 Commission Meeting. All members voted "aye." Motion carried.

Be it noted, the 9:30 a.m. Scheduled Agenda Item was postponed to July 24, 2018 at 9:30 a.m.

### **CONSENT AGENDA**

Motion by Bartley, seconded by Krogman to approve the consent agenda. All members voted "aye." Motion carried. The consent agenda consisted of the minutes from the June 7, 2018 Commission Meeting.

Travel Requests: Kristen Witchey, Vicki Buseth, Jenna Byrd, Shawn Plowman & Temporary Election Staff to deliver/pickup equipment, repair equipment, deliver supplies and travel to Nursing Homes on May 1<sup>st</sup>-November 10<sup>th</sup> in Brookings, SD; Michael Holzhauser to attend a SDVSOA Executive Meeting on June 15<sup>th</sup> in Pierre; Bart Sweebe & Tonia Thornton to attend 24/7 Sobriety Program update training and update website training on June 28<sup>th</sup> in Sioux Falls; Chris Lilla, Jacob Brehmer & Reid Squires to attend SDAAO Annual School on September 16<sup>th</sup>-21<sup>st</sup> in Spearfish, SD; Sonia Mack to attend a NAE4-HA Annual Conference on October 7<sup>th</sup>-11<sup>th</sup> in Columbus, OH.

Personnel Action Notices: voluntary resignation- Valerie Eaton, effective June 6, 2018; status change- Gary Egeberg, to Temporary/Seasonal ATV/Truck Driver for Weed Department at \$15.48, effective May 27, 2018; routine step increase- Mike Giegling to \$27.09, effective June 1, 2018; voluntary resignation- Angela Johnson, effective June 1, 2018; voluntary resignation- Samantha Kruger, effective June 25, 2018; Promotion- to Deputy Sheriff Kevin Murfield at \$21.79, effective June 2, 2018; voluntary resignation- Irene Pierce, effective June 22, 2018; new hire- Part-time Correctional Officer Devlin Rue at \$17.54, effective June 12, 2018; new hire- BCOAC Director Kristin Heismeyer at \$52,377, effective June 25, 2018.

Human Services Report: case #18-070 for Avera McKennan was approved; case #18-072 for rent was approved; case #18-073 for Brookings Hospital was approved; case #18-074 for rent was approved; case #18-075 for Brookings Municipal Utilities was approved.

## **ROUTINE BUSINESS**

### *Approval of Claims*

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

4Imprint Inc, Natural Disaster Coloring Book, \$253.96; A&B Business Inc, Copier Contracts, \$856.22; AgFirst Farmers Coop, Chemical, LP, Collection, \$6,537.34; Allegra Print & Imaging, Business Cards, \$88.23; Alphamedia USA LLC, Radio Ads, \$795.00; Anderson Oil, Diesel, \$1,383.30; Anjali Ranadive Scilaw Forensics, Expert Fees, \$2,400.00; Anthony Teesdale, Court Appt Attorney, \$519.84; Avera McKennan Hospital, Mental Health Hold, \$1,399.00; Avera Medical Group, Inmate Medical, Physical, \$632.12; Avera Medical Group - RAD, Inmate Medical, \$91.40; Boarman Kroos Vogel Group, Detention Center Consultant, \$6,482.28; Bobcat of Brookings, Fluid Oil, \$42.65; Bowes Construction, Asphalt, Gravel, Pick Up, \$10,737.76; Bozied Oil Co Inc, Car Washes, Tow Transport, \$628.96; Brookings City Utilities, Phone Service, \$8,097.68; Brookings Health System, May Blood Alcohol Testing, \$3,115.00; Brookings Health System, Mental Health Hold, \$699.50; Brookings Register, Publishing, \$1,098.65; Brookings-Deuel RWS, Bruce Shop Water Utilities, \$16.00; Brothers Pharmacy, Inmate Medical, \$316.53; Buffalo Ridge Newspapers LLC, Public Notice, \$55.90; Buhls of Brookings Cleaner, Rug Rental Service, \$209.20; Butler Machinery Co, Seal, Separator, Switch, \$541.25; Carquest Auto, Shop, Vehicle Supplies, \$201.79; Central Business Supply, Office Supplies, \$2,088.47; Century Business Products, Copier Contract, \$966.20; Chad Ford, Zoning Mtg Mileage, \$34.28; CHS, 5W30 Oil Inventory, \$661.10; Cintas Corporation, Laundry Services, \$452.79; City of Brookings Landfill, Tires, Lumber, \$106.48; Cook's Wastepaper & Recycling, Commercial Service, \$781.06; David Clifford, Care of Poor Rent, \$600.00; Davis, Thomas, Zoning Mtg Mileage, \$67.56; Days Inn Brookings, LEPC Meals, \$256.23; DS Solutions Inc, Test Deck Creation, \$175.00; DVL Fire and Safety, Fire Extinguisher Maintenance, \$1,521.25; Einspahr Auto Plaza, Cup Holder Restocking Fee, \$23.19; Election Systems & Software, Election Set-Up, \$1,634.72; Elenkiwich, Kimberly, Zoning Mtg Mileage, \$36.10; Emergency Service Marketing, Yr 3 Of 5 Subscription Volga, \$305.00; Erickson, Roger, Zoning Mtg Mileage, \$50.00; Fastenal Company, Repair Parts Hitch, \$12.08; Fergen's Clothing & Shoes, Patches & Repairs, \$25.00; First Bank & Trust, Fuel, Travel & Conf Mail Supplies, \$1,807.86; Foerster Office & Supply, Supplies, \$430.30; Galls, Duty Holsters, \$763.03; Gass Law, PC, Court Appt Attorney, \$1,206.00; GP Auto, Floor Mats, \$188.58; Graham Tire North, Tires, \$9,020.12; Hillyard/Sioux Falls, BCOAC Supplies, \$86.69; Hometown Service & Tire, LLC, Weed Dept Tires, \$480.32; Hungerford Chiropractic PC, Instant Drug Testing, \$60.00; Hy-Vee Food Store, Supplies for Programming, \$114.41; Ina Group LLC, Tax Certificates, \$3,617.79; Indeed Inc, Job Postings, \$612.54; Innovative Office Solution, US & SD Flags, \$284.46; Interstate Telecom. Coop, Phone Service, \$446.14; Jensen, Randy J., Zoning Mtg Mileage, \$99.81; Johnson Controls, Jun1-Nov31 Agreement, \$15,734.52; Kennedy Pier Knoff Loftus, CAA Inv Mental Illness Hearing, \$210.80; Kenner Plumbing Company, Replace Pipe, Weed Bldg, \$219.82; Kingbrook Rural Water, Water, \$33.00; Kleinjan, Darrel, Zoning Mtg Mileage, \$81.36; Knight's Defense, Uniforms, Boots, \$388.93; L&L Auto & Truck Parts, Supplies, \$719.68; LG Everist, Inc, Pea Rock, \$5,613.23; Light & Siren, Sheriff Lights, LED Lights, \$3,007.77; Lowe's, Supplies, \$698.10; Lutheran Social Services, LSS Arise Youth Center Charges, \$1,116.48;

Lyle Signs Inc, Object Markers, \$634.12; Martin's Inc, Mobil 5W30, Filter, Diesel, \$1,724.57; McKeever's Vending, Inmate Commissary, \$413.86; Mediacom LLC, Law Library Internet-June, \$115.90; Michael McHugh, Zoning Mtg Mileage, \$124.30; Midwest Glass, Repair, \$50.00; Millborn Seeds Inc., Seed, \$81.25; Miller, Stephne, Mileage to Clark 10 Cnty Mtg, \$72.24; Nancy J Nelson, Mental Health Board Chair, \$164.50; Nelson, Darrell, Zoning Mtg Mileage, \$86.50; Newegg Business Inc, IT Supplies, \$2,166.94; North Central International, Pan Assy, Gray Sinc, \$1,273.02; Northwestern Energy, Shop Utilities, \$126.32; Nu-Tech Environmental, Carpet Cleaning, \$95.00; Office Depot Inc, Office Supplies, \$31.47; Office Peeps Inc, Office Supplies, \$1,104.52; One Source, Background Checks, \$99.25; Patricia J Hartsel, Transcripts, \$557.60; Prussman Contracting Co, Excavator Work 77B, \$418.20; Qualified Presort Service, Mail Service, \$61.24; Razor's Edge Lawncare, Lawn Care, \$3,052.00; Redwood Toxicology Laboratory, 24/7 Supplies, \$1,660.65; Rick Ribstein, Court Appt Attorney, \$836.56; Rochel, Robert, Zoning Mtg Mileage, \$159.60; Running's Supply Inc, Supplies, \$661.13; Ryde Investment Group LLC, Tax Certificates, \$7,644.21; Sanford Health, Inmate Medical, \$43.85; Sara Brainard, Refund BCOAC Punch Card, \$163.50; Satellite Tracking of People, GPS Inmates, \$526.50; SD Attorney General's Office, 24/7 Participation 5/1-5/31, \$241.00; SD Attorney General's Office, 24/7, SCRAM Fees 5/1-5/31, \$2,832.00; SDACO, ROD Relief Fund May 2018, \$970.00; SDSU Workstudy, Workstudy, \$48.41; Sioux Falls Two Way Radio, Radio & Repeater Repairs, \$615.99; Sioux Valley Energy, Electric Utilities, \$256.00; Smilemakers, Stickers, \$93.88; Snap-On Industrial, Impact Wrench Shop, \$142.00; Spence, Terrell, Zoning Mtg Mileage, \$124.98; Steven Ust, Building Inspections, \$400.00; Sturdevant's Auto Parts, Supplies, \$239.68; The Schneider Corporation, Beacon Hosing Quarterly Bill, \$2,565.00; Thomson Reuters - West, West Info Charges, \$1,051.35; Tim Hogan, Court Appt Attorney, \$2,155.66; Town & Country Shopper, 2x4 Open House Presentation, \$60.00; Town of Sinai, Sewer & Garbage Service, \$64.00; Trane US Inc, After Hours Service Call, \$196.50; Truenorth Steel, Culvert for 44 & 29, \$7,440.90; Van Diest Supply Company, Habitat Herbicide, \$272.50; Vander Haag's Inc, Seat - Weed, \$250.00; Walburg, Duane, Animal Control Mileage, \$86.94; Walmart Community, Paracord, Supplies, Insect Repellant, \$143.63; Westside Apartments, Care of Poor Rent, \$50.00; Wheelco Truck & Trailer, Diesel Exhaust, Filters, \$232.92; Witchey, Kristen, Election Day Mileage, \$51.24; SD Dept of Revenue, June Remittance, \$525,001.32; First Bank & Trust Wealth Management, Bond & Interest Payment, \$60,823.51.

Election Workers: Ahartz, Kenneth, \$54.00; Anderson, Ruth, \$208.75; Angle, Lois, \$177.00; Antonen, Joan, \$202.50; Bartley, Bobbe, \$202.50; Bommersbach, Marilyn, \$177.00; Bommersbach, Roger, \$177.00; Brotsky, Eleda, \$183.00; Canaday, Dolores, \$177.00; Christensen, Judy, \$202.50; Christopherson, Amy, \$183.00; Clark, Tanya, \$201.00; Derald, Ardelle, \$39.00; Julie Erickson, \$183.00; Even, Anna, \$215.00; Fiedler, Mary, \$39.00; Foerster, Marilyn, \$195.00; Foster, Dianne, \$202.50; Havrevold, Cheryl, \$177.00; Herrboldt, Ellen, \$183.00; Heylens, Kathy, \$190.00; Hult, Larry, \$33.00; Ishol, Dorothy, \$186.00; Kampmann, Linda, \$201.00; Knutzen, Sue, \$215.00; Krogman, Norma, \$177.00; Kruse, Nelva, \$202.50; Patricia Landsman, \$177.00; Linn, Norma, \$189.00; Madsen, Dianne, \$195.00; Mckinney, Kathryn, \$177.00; Charlotte Michelson, \$177.00; Olson, Gloria, \$183.00; Pike, Gloria, \$183.00; Reppe, Adelpha, \$177.00; Rusten, David, \$40.00; Sandy Rusten, \$39.00; Sue Sackmann, \$177.00; Santema, Deanna, \$24.00; Jan Seeley, \$177.00; Thaden, Linda, \$177.00; Thaden, Ronald, \$199.38; Marcia Thompson, \$177.00; Nancy Thompson, \$177.00; Thvedt, Gloria, \$180.00; Tillgren, Wilma, \$195.00; Tolrud, Deanna, \$195.00; Peg Torgrude, \$195.00; Town, Helen M, \$177.00; Tyler, Wanda, \$177.00; Vaughn, Betty, \$190.00; Vincent, Patricia, \$177.00; Vrchota, Kathleen, \$177.00; Kathy Waddell, \$183.00; Weiss, Carol, \$177.00; Witchey, Greg, \$24.00; Kristen Uilk, \$183.00; Sinai Legion Hall, Primary Election Location Rent, \$35.00.

## *Department Head Reports*

Highway Superintendent Richard Birk said he spoke with Scott Bjerke about a culvert project in Oslo Township. Birk said Bjerke was going to put together a cost estimate for the project.

Birk said he spoke with P & M Steel about the tie rods needed for the bridge deck project on County Road 16. Birk said the rods will be ready for pickup sometime this week.

Birk said June 12<sup>th</sup> was the bid opening for the 2018 preservation grants.

Birk said Bowes Construction hit the gas line next to the shop so everyone was evacuated for an hour.

Birk said Reed Intermill picked up 20 feet of 24 inch culvert for the Kirby Cemetery Project.

Birk said the crew is working on a shouldering project on County Road 5.

Sheriff Martin Stanwick said their 8-year old drug dog retired so they will be without a dog for a little while. Stanwick said there may be \$7,500 through the Attorney General's Office for the purchase of a new dog.

Stanwick discussed congestion issues they're facing in the 24/7 program area of the jail. Stanwick said right now, there are 149 individuals on the 24/7 program. He said there is a lot of traffic in the sally-port area. Stanwick said he would like to apply for a building permit for the east side of the detention center to add on a new bathroom, visitation area and two new offices. Stanwick said that would really help with the congestion problems they are facing.

Jensen asked if the addition would interfere with the expansion project. Stanwick said this would be one of the areas that the builders would tackle first with the jail expansion project. Stanwick said it would really help the 24/7 program and visitation area. Stanwick said they received the variance, but they would have to apply through the Historic Preservation Commission to build that portion.

Finance Officer Vicki Buseth said the State Board of Elections met on Monday. She said they are now requiring every county that uses e-pollbooks to have a bound paper list of registered voters at each polling location. Buseth said Brookings County already does that.

Buseth said the new Finance Assistant will start July 9<sup>th</sup>.

Buseth said they continue to work on budgets.

Bartley asked Buseth if citizens can pre-pay their property taxes for the tax benefit. Buseth said the levy and amount due is unknown until the middle of December each year. She said they don't allow people to pre-pay their property taxes until the taxes are figured. She said the office can collect their money, but cannot process the payment until after the first of January each year.

## *Finance Officer's Report*

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

May 2018

Total amount of deposits in bank.....	\$27,704,322.23
Total amount of actual cash: Currency.....	\$5,845.00
Coins.....	\$2.24
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	\$101,761.96
Itemized list of all other items.....	\$33,458.42

TOTAL.....\$27,845,389.85

Commissioner/HR: \$17,098.02; Technology: \$5,828.62; Elections: \$3,532.45; Finance Office: \$19,958.10; States Attorney: \$21,745.41; Equalization: \$18,461.26; Register of Deeds: \$8,296.96; Veterans/Welfare: \$6,448.62; Sheriff’s Office: \$88,577.74; Coroner: \$426.22; Community Health: \$3,541.72; Extension: \$2,420.52; Weed: \$4,243.96; Planning/Zoning: \$6,118.88; Highway: \$52,568.55; Emergency Management: \$3,823.52; BCOAC: \$7,509.58.

AFLAC: \$3,074.58; Avesis: \$1,273.03; Office of Child Support: \$776.00; Delta Dental: \$5,076.38; Flex One: \$2,055.08; Principal Life Insurance: \$1,864.93; Local Teamsters: \$1,171.00; SDRS: \$43,810.44; SDRS Supplemental: \$1,824.00; EFTPS: \$84,307.95; Wellmark: \$98,668.32; AFLAC Group/CAIC Primary: \$324.86.

Be it noted, the expenditure adjustment for the month of May 2018 were presented to the board. \$15,528.08 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 May 2018 in the amount of \$34,676.00 was presented to the board.

**SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., Winsor Township Supervisor Josh Spilde discussed the culvert replacement projects in Winsor Township. Spilde said he would like to request five culverts from the county. Spilde said Winsor Township would handle the rest of the cost along with taking full liability for the project.

Krogman said he was certain that the last time they met, the board was presented with only one project, not two projects. Spilde said there were two cost estimates. Bartley asked Highway Superintendent Richard Birk if he was comfortable with no engineering. Birk said he is as long as the township is accepting all responsibility for the project. Birk also said because they reached out to True North, who established the size of the culverts needed, he is fine with it.

Miller said she wasn’t aware there were five culverts either, but the board did say they would purchase the culverts. Jensen said he would be interested in paying 50% of the project. Commission Department Director Stacy Steffensen said the total cost of both projects is \$22,365.76. She said the cost for five culverts is \$15,521.25. Pierce said she wants to support the township and doesn’t have an issue paying for the culverts. Krogman said he doesn’t want to set a precedent that Brookings County will pay for culverts and they end up paying for 70% of the their project. Krogman said they will have more townships coming in to request assistance. Krogman said he would like to set up some kind of policy for this process.

Krogman said he wants to help, but not pay 70% of the project. Bartley agreed and said they need to establish a policy. Bartley said if they did 50/50 with the townships, then each township would know exactly what they are getting. Krogman asked Deputy States Attorney Steve Britzman if going 50/50 with the townships would hold the county more reliable than just paying for the culverts. Britzman said the county would be contributing funding, and yet at the same time, Winsor Township is offering an assumption of liability agreement. Britzman said it would make no difference what the county decides to do.

Motion by Krogman, seconded by Bartley to contribute \$11,182.88 to the Winsor Township culvert project. Spilde thanked the board for their contribution.

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

### *Department Head Reports Continued*

Veteran & Human Services Director Michael Holzhauser said Veterans & Human Services Deputy Director Irene Pierce has retired.

Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings.

County Development Director Robert Hill discussed the accident on Highway 14 west of Volga involving a semi overturning in the slough.

Hill attended the 2019 budget hearings; attended an OEM Region 6 radio class in Mitchell; visited pipeline locations in Hanson County; attended a mining sub-committee JJA Meeting; reviewed ordinances with States Attorney Teree Nesvold, Commissioner Pierce and County Development Deputy Director Richard Haugen; and attended a meeting with AT&T representatives about the FirstNet Program.

Hill discussed upcoming dates with the board.

### **REGULAR BUSINESS**

Motion by Bartley, seconded by Miller to approve and authorize Chairperson Pierce to sign Resolution #18-16: a resolution amending Resolution #17-23 and pertaining to the terms of the purchase of real property for the Brookings City & County Government Center; and expenditure of funds for the purchase of the real property for the Brookings City & County Government Center.

Background information was provided by Commissioner Bartley.

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

#### **Resolution 18-16**

A Resolution Amending Resolution 17-23 and Pertaining to the Terms of the Purchase of Real Property for the Brookings City & County Government Center; and Expenditure of Funds for the Purchase of the Real Property for the City & County Government Center

WHEREAS, the County of Brookings adopted Resolution No. 17-23, A Resolution Authorizing the Purchase of Real Property for the Brookings City & County Government Center; Authorizing the Expenditure of Funds for the Purchase of the Real Property, and Authorizing the Documents to Effectuate the Terms and Intent of this Resolution; and

WHEREAS, legal descriptions of the surplus municipal lots to be conveyed as a part of that transaction have been finalized and are as follows:

Block One (1) of Nelson’s First Addition to the City of Brookings, County of Brookings, State of South Dakota, said property being located in the South One-half of the Northwest Quarter (S½NW¼) of Section Thirty-six (36), Township One Hundred Ten (110) North, Range Fifty (50) West of the 5<sup>th</sup> P.M., County of Brookings, State of South Dakota, and Lot One (1), Block Six (6) of Camelot Square Addition to the City of Brookings, County of Brookings, State of South Dakota.

Lots Seven (7) and Eight (8) in Block Two (2) of the Replat and Subdivision of Blocks Seven (7) and Eight (8) of Parkdale Home Addition and Block Nine (9) and Outlot "G" of Parkdale Home Second Addition, to the City of Brookings, County of Brookings, State of South Dakota, and

WHEREAS, in order to preserve utility easements in appropriate locations upon the above-described property to be exchanged, it is necessary to move several utility lines upon the lots described immediately above, which will cost the City of Brookings and County of Brookings the estimated cost of \$15,043.49; fifty-two percent (52%) of said cost to be paid by the County of Brookings at closing, and forty-eight percent (48%) of said cost paid by the City of Brookings.

NOW THEREFORE, IT IS HEREBY RESOLVED that the above-described surplus real property legal descriptions and the additional estimated expenditure of \$15,043.49 to relocate utility lines to complete the above-described transaction are hereby approved.

Passed and approved this 19<sup>th</sup> day of June, 2018. BROOKINGS COUNTY, SOUTH DAKOTA

ATTEST:

Lee Ann Pierce  
Chairperson, Brookings  
County Board of County Commissioners

Vicki Buseth  
Brookings County Finance Officer

Motion by Miller, seconded by Krogman to approve for recording purposes and authorize Chairperson Pierce to sign Resolution #18-17: a Plat of Lots 20A and 21A of Al Mark Lake Hendricks Addition in Government Lot 6 of Section 28, T112N, R47W, of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Bartley, seconded by Krogman to approve for recording purposes and authorize Chairperson Pierce to sign Resolution #18-18: a Plat of Lot 1, Moen Addition in the SE ¼ and the SW ¼ of Section 28, T112N, R47W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-67: an independent contractor agreement between Brookings County and Southpaw Defense, LLC. Background information was provided by Deputy States Attorney Steve Britzman.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Pierce to sign Agreement #18-68: a contract for a geotechnical investigation between Brookings County and the South Dakota Department of Transportation. Background information was provided by Highway Superintendent Richard Birk.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Miller to approve and authorize Chairperson Pierce to sign Agreement #18-69: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-70: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-71: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-72: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Jensen to award bids for the 2018 preservation grants to BX Civil & Construction, Inc. of Dell Rapids, SD contingent upon SDDOT concurrence with the bid recommendation and bid amount. Background information was provided by Highway Superintendent Richard Birk.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Krogman to approve an automatic supplement for unanticipated expenses incurred and reimbursement made to Brookings County in the amount of \$661.20 to GL Line 101-4-211-4263, receipt #423251, for reimbursement for patrol car accident-taking equipment out. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Pierce to sign a Request to Fill Vacancy for a General Maintenance Worker in the Commission and Sheriff Departments. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign a Request to Fill Vacancy for a Temporary Truck Driver in the Highway Department.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign the 2018 NACo Credentials voting form.

All members voted “aye.” Motion carried.



Motion by Miller, seconded by Krogman to declare a Mauldin tack trailer, 300 gallon tack tank and donate it to Deuel County; 24” x 20” corrugated metal pipe and donate it to Kirby Cemetery; Diesel pump and scrap it; two plank benches, 10’x24” and to dispose of it; and a microwave and to dispose of it.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen said the board received a notice of a hearing for a petition for annexation from the City of Brookings.

Steffensen discussed upcoming dates with the board.

During the BEDC Meeting, Steffensen said there was discussion on appointing a county alternative to that board and giving them voting privileges. Steffensen said they can appoint an alternative during the board appointment process in January.

Steffensen said a special budget meeting will need to be held to go over some of the changes that were made during the budget hearings. By consensus, the board agreed to meet Monday, July 9<sup>th</sup> at 8:00 a.m.

Steffensen said they’ve hired a new Director for the Brookings County Outdoor Adventure Center, and she will start Monday, June 25<sup>th</sup>.

Steffensen said Elkton School District brought some youth over to do archery and geocaching. And Steffensen noted that they continue to have HVAC problems at the BCOAC.

Deputy States Attorney Steve Britzman had nothing to report.

## **COMMISSIONERS’ REPORTS & DISCUSSION**

Chairperson Jensen attended budget hearings and attended the Jail Expansion Historic Preservation Commission Meeting.

Chairperson Miller attended and reported on the First District Meeting; attended budget hearings; attended the Jail Expansion Historic Preservation Commission Meeting; and attended the Weed Board Meeting.

Chairperson Krogman attended budget hearings and attended the Jail Expansion Historic Preservation Commission Meeting.

Chairperson Bartley attended the First District Meeting; attended budget hearings; and attended the Jail Expansion Historic Preservation Commission Meeting.

Chairperson Pierce attended the Prairie Nightingale event at the hospital; attended budget hearings; attended a PPCC/POD Meeting; and reviewed ordinances with States Attorney Teree Nesvold, County Development Director Robert Hill and County Development Deputy Director Richard Haugen.

## **EXECUTIVE SESSION**

Motion by Bartley, seconded by Jensen to enter into Executive Session at 10:13 a.m., in accordance with SDCL 1-25-2(1), Personnel. All members voted “aye.” Motion carried. Motion by Krogman, seconded by Miller to come out of Executive Session at 11:46 a.m. All members 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, July 3, 2018 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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Jenna Byrd  
Finance Assistant II  
Brookings County

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