

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JULY 3, 2018

The Brookings County Board of County Commissioners met in regular session on Tuesday, July 3, 2018 with the following members present: Lee Ann Pierce, Mike Bartley, Stephne Miller and Larry Jensen. Ryan Krogman was absent.

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 Bartley to approve the agenda for the July 3, 2018 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Miller, seconded by Jensen to approve the consent agenda. All members voted "aye." Motion carried. The consent agenda consisted of the minutes from the June 19, 2018 Commission Meeting.

Travel Requests: Misty Moser to attend a Weed Tour on June 7th in Summit, SD; Robert Hill, Richard Haugen, Rae Lynn Maher, & Commissioner Pierce to attend a table top exercise on June 30th in Alexandria, SD; Jeremy Kriese to attend a Security Assessment for Law Enforcement Officers Seminar on August 12th-17th in Pierre; Robert Hill & Richard Haugen to attend the annual South Dakota Emergency Management Conference on September 10th-13th in Sioux Falls; Robert Hill to attend a training on Managing Public Information for All Hazards Incidents on September 16th-21st in Anniston, AL; Robert Hill to attend a table top exercise on September 22nd & September 29th in Yankton.

Personnel Action Notices: status change- Full Time Correctional Officer Rachelle Hochstetter at \$17.54, effective June 23, 2018.

Cellular Authorizations: Michael Taylor- Extensive Usage at \$60/Month & Data Plan at \$45/Month; Kristin Heismeyer- Basic Usage at \$30/Month & Data Plan at \$45/Month.

Human Services Report: Case #18-076 for Spilde Leasing Company was approved; case #18-077 for Brookings Hospital was denied; case #18-079 for Brookings Hospital was denied.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Supplies & Maintenance, \$110.66; AAA Collections, Inc, Collections, \$2,802.66; Anthony Teesdale, Court Appt Attorney, \$3,500.00; ATCO International, Insect Repellant, \$152.69; Banner Associates, Design Services, Preservation, \$23,237.98; Bauer, Tim, Mtg Mileage, \$9.24; Bremmon, Carmen, Translation Services, \$1,900.00; Brookings Health System, ER Sexual Assault Investigation, \$2,436.25; Brookings Register, Publications, \$2,300.56; Central Business Supply, Map Cabinet, \$550.00; Century Business Products, BCOAC Printer, \$142.56; Century Link, Long Distance Phone, \$308.32; City of Brookings, Joint Building Expenses, \$2,522.67; Clites Electric Inc, Check Lift Station, \$821.42; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Connecting Point, Support Contract Cost Accounting, \$1,403.40; Digital Dolphin Supplies, Laser Jet Toner Cartridges, \$158.00; Donald McCarty, Court Appt Attorney, \$1,989.98; Dr Mark Bontreger Inc, Psychological Testing, \$295.00; Dupraz, Andy, Mileage Budget Hearings, \$7.56; Eidsness Funeral Home, Coroner Services, \$195.00; Executive Mgmt Finance Office, Tech Access Fee May 2018, \$56.00; Fastenal Company, Shop Supplies, \$369.35; Fite, Pierce & Ronning Law, Court Appt Attorney, \$2,782.00; Ford, Deb, Mileage Budget Hearing, \$20.16; Gass Law, PC, Court Appt Attorney, \$1,951.42; Giegling, Mike, Replace Cell Phone Check, \$30.00; Hill, Robert, Pipeline Tabletop Ex Supplies, \$54.23; Hillyard/Sioux Falls, Cleaning Supplies, \$163.08; Hy-Vee Food Store, Jury & Mtg Refreshments, Inmate Meals, \$12,571.91; Identisys Inc, HID Iso Prox II Cards, \$806.27; Ina Group Llc, Tax Certificates, \$9,037.96; Jennifer Goldammer, Court Appt Attorney, \$8,847.80; Jensen, Larry, NACO Annual Conf Airfare, \$560.00; Johnson Controls, Smoke Detectors, Glycol, \$1,537.14; Jon Pike, Conference & Boot Reimbursement, \$162.00; Konard O Hauffe DDS PC, Inmate Medical, \$80.24; Kriese, Jeremy, Dare & School Safety Conf, \$62.00; Kristin A Woodall, Transcripts, \$24.40; Kristin Gonsoir, 4H Horse Show Judge, \$260.04; L.G. Everist, Inc, Pea Rock, \$16,116.12; Lincoln County Auditor, Mental Illness Costs, \$196.41; Lowe's, Roofing & Shop Supplies, \$344.69; Lutheran Social Services, Youth Arise Center Costs, \$2,232.96; Mack, Sonia, Travel Reimbursement, \$579.82; Marshall & Swift/Boeckh, Llc, M&S Commercial Cost Handbook, \$1,288.40; Matthew Bender & Co Inc, Criminal Const Law, \$411.63; MES Companies, ICOP Transmitter Holders, \$70.00; Minnehaha County JDC, JDC Costs, \$9,424.80; NACO, Conference Registration, \$1,960.00; Nancy J Nelson, Court Appt Attorney, \$2,479.72; Northwestern Energy, Natural Gas Service, \$209.45; Office Depot Inc, Office Supplies, \$35.18; Office Peeps Inc, Office Supplies, \$559.47; Olson, David, Care of Poor Rent, \$550.00; Olson, Steve, Board Mtg Mileage, \$16.80; One Office Solution, Copy Paper, \$305.00; Patricia J Hartsel, Trancripts, \$12.00; Pharmchem Inc, Patch Kits, Analysis, \$1,236.10; Pictometry International, Flyover Payments, \$41,446.91; Prochem Dynamics Llc, Jail Supplies, \$1,478.06; Ramkota Inn, Deputy Workshop Lodging, \$197.98; RFD Newspapers Inc, Publishing, \$1,922.83; Rick Ribstein, Court Appt Attorney, \$925.90; Rogness Truck & Equipment, Brush Truck Steps, \$499.00; Running's Supply Inc, Shop Supplies, \$164.81; Sanford Health, Coroner Services, \$2,981.40; SD Dept of Labor, Sheriff Trust, \$78.79; SD Dept of Revenue, Health Lab Testing, \$101.00; SDAAO, SDAAO School Registrations, \$900.00; Sinai Coop Elevator, Sinai Diesel, \$1,398.60; Sioux Falls Two Way Radio, Radio Repair, \$407.49; Sioux Valley Cleaners Inc, WIC June Janitorial, \$442.00; Spilde Lease Co, Care of Poor Rent, \$650.00; Steen, Peggy, Per Diem, Mileage, \$196.44; Steven Ust, Building Inspections, \$100.00; Susan Taylor, Per Diem Deputy Workshop, \$36.00; Thomson Reuters - West, West Info Charges, Subscription, \$1,045.53; Tim Hogan, Court Appt Attorney, \$4,353.53; Umberger, Charles, Replace Cell Phone Checks, \$315.00; Vandenberg Law, Court Appt Attorney, \$3,384.00; Vantek Communications Inc, July North Repeater Fee, \$100.00; Verizon Wireless, Mobile Data, \$360.09;

Walburg, Duane, Animal Control Mileage, \$86.94; Walmart Community, Office Supplies, Bug Spray, \$159.44; Wells Fargo, Wells Fargo CC Charges, \$1,945.13; Yankton County Sheriff, Service of Process, \$100.00.

July Cell Phone Reimbursements: Bartley, Michael, \$75.00; Anderson, Jeffrey G, \$75.00; Birk, Richard, \$105.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Thomas Bond, \$30.00; Brehmer, Jacob, \$30.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; DeJong, Darren, \$60.00; Doremus, Sean, \$30.00; Friedrich, Cliff, \$45.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Haider, Darin, \$60.00; Richard Haugen, \$45.00; Hieb, Jere, \$30.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Jensen, Larry, \$75.00; Larry Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$90.00; Christopher Lilla, \$105.00; Littlecott, Laura, \$45.00; Mccrea, Don, \$15.00; Miller, Stephne, \$75.00; Molengraaf, John, \$30.00; Moser, Misty, \$75.00; Nesvold, Teree, \$105.00; Zach Page, \$30.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Scott, Michael, \$45.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Sweebe, Bart, \$105.00; Umberger, Charles, \$45.00; Witchey, Kristen, \$75.00.

Department Head Reports

Highway Superintendent Richard Birk visited the site in Winsor Township where new culverts will be installed. He said they have not started the project yet. Birk said he also looked at the water issues throughout Brookings County. Birk attended the STIP Meeting at First District's Office in Watertown.

Birk said the underground fuel tank was tested at the shop and the results came back good.

Birk said the DOT sent the authorizations to be signed to go to bids for the project on South Highway 77. Birk said they will start the borings for the bridge near Sinai next week.

Birk said the small box and deck projects are moving forward.

Be it noted, the following item was noted for surplus in error on June 19, 2018: Mauldin tack trailer- 300 gallon tack tank.

Sheriff Martin Stanwick said there are 29 inmates in jail and 149 individuals participating on the 24/7 program. He said there are 17 people on scram, 15 on drug patch, 48 on UA's, and 7 on GPS.

Stanwick said Brookings Empowerment met and they've decided that CIT Training will now be in Brookings.

Stanwick said they've been having issues with the in-car cameras. He said they need to be replaced, and requested \$60,000. He said the warranty is off the in-car cameras and the body cameras. Currently, Stanwick said they have two different systems for the in-car cameras and body cameras. He said IT Specialist Shawn Plowman has been researching companies that have the in-car cameras along with the body cameras in one unit. Commission Department Director Stacy Steffensen said this can be discussed at the budget meeting for the FY2019 budget.

Finance Officer Vicki Buseth said they've been implementing some of the legislation that went into effect July 1st. Buseth said mobile home transfers no longer have to pay the advanced taxes unless the mobile home is moving. Buseth said they can also refund non-commercial license plates for individuals who purchase them in error up to 90 days. She also said the state created a woman's Veteran plate.

Brookings County Outdoor Adventure Center Director Kristin Heismeyer introduced herself to the board. Heismeyer said there's a humidity issue in the gun range, but has since been resolved. She said there was a leak in the condenser.

Heismeyer said they continue to work on youth programs. She said they are running free youth classes for the month of July. She said they are also working on a Sportsman Show, which will be held in November.

Heismeyer said they will have a Volunteer Appreciation Barbeque September 22nd. She said this event will be in conjunction with United Way's Week of Impact.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board discussed the 20th Street South interchange.

Mayor of Brookings Keith Corbett spoke to the City Council's support for the Federal BUILD Grant to fund the development of the I-29 and 20th Street South Interchange. Corbett said the City Council unanimously voted to support the committing of funds not to exceed \$3.6 million or 20% of the total project cost.

Al Heuton, Director of Brookings Economic Development Corporation, discussed the BUILD Grant process with the board. Heuton said the grant application is due on July 19th. He said there will be three pieces to the project: the overpass, the connecting roads, and the ramps. Heuton said they should know by December whether or not they are successful.

Heuton said the Federal Government has instructed the Department of Transportation not to evaluate local match, but said the score could increase if you have proven financial commitments. Bartley asked what the estimated total cost is for the project. Heuton said roughly \$18-20 million. Bartley asked if the extensions are in the bid. Heuton said yes, the extensions are in the bid.

Al Kurtenbach advocated for this project. Kurtenbach said he's involved with some development in the City of Aurora and they are very much in support of this project. He said the City of Aurora will be writing a letter of support for the project, as well as securing funds to pave the ½ mile of 214th street that extends from Broadway Avenue heading west.

Retired Engineer Daryl Englund said it's been a project they've been trying to complete for a long, long time. Englund said as you move south of 20th Street, the impact for an interchange becomes less and less.

Commissioner Pierce said Commissioner Krogman authorized her to tell the board that he would support the county committing \$2 million dollars if the grant is received from the BUILD program. Miller said it's going to cost the county a lot more than \$2 million dollars, but said she is supportive of the project. Jensen said the grant includes the extensions of the road so he also supports the project. Bartley said he also supports the project. Pierce said she also supports the \$2 million dollar for the project.

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Resolution #18-20: a Resolution Providing Financial Commitment for a Federal BUILD Grant to fund the development of the I-29 and 20th Street South Interchange. Roll call vote: Miller "aye," Bartley "aye," Jensen "aye," Pierce "aye." Motion carried.

RESOLUTION #18-20

A Resolution Providing Financial Commitment for a Federal BUILD Grant to fund the development of the I-29 and 20th Street South Interchange

Whereas, Brookings County supports the development of an I-29 and 20th Street South Interchange; and

Whereas, Brookings County desires to provide increased economic development opportunities, connectivity and safety improvements; and

Whereas, the Federal Government has grant funds available through the Better Utilizing Investments to Leverage Development (BUILD) Grant Program; and

Whereas, Brookings County will commit the necessary funds toward the local match not to exceed \$2 million or 20% of the total project cost; and

Whereas, Brookings County supports the Brookings Economic Development Corporation's application for the I-29 and 20th Street South Interchange Project;

Now, Therefore, Be It Resolved that that Board of County Commissioners for Brookings County financially supports the described application for the I-29 and 20th Street South Interchange Project.

Passed and approved this 3rd day of July, 2018.

Lee Ann Pierce
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Department Head Reports Continued

County Development Director Robert Hill attended a training on Crisis Management for School Based Incidents in Sioux Falls; attended the ARRL Radio Club's Annual Field Days event; and attended a SERC Meeting.

Hill said the City of Bushnell submitted paperwork showing that they spent \$4,188.85 to have a severe weather siren installed in their community. In the past, Hill said the Commission has supported communities by providing a third of the cost for sirens. Hill asked if the board wanted to take action on this request during their next meeting. By consensus, the board agreed to take action on paying for a third of the cost for the siren.

Hill said he attended a Joint Jurisdiction Meeting and an Airport Review Ordinance Meeting. Hill discussed upcoming dates with the board.

Hill attended and discussed the USDOT Pipeline Public Awareness Exercise.

Veterans & Human Services Director Michael Holzhauser discussed the Geographic Distribution of VA Expenditures based on zip codes.

REGULAR BUSINESS

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Resolution #18-19: a resolution placing taxes on an uncollectible list. Background information was provided by Finance Officer Vicki Buseth.

All members voted "aye." Motion carried.

RESOLUTION #18-19

WHEREAS, South Dakota Codified Law (SDCL) 10-22-30 requires the County Finance Officer to present a list of all distress warrants returned by the Sheriff uncollectible to the Board of County Commissioners. The board as examined such returns and, is satisfied with reports from Sheriff's and Finance Officer that the taxes described in any such warrant cannot be collected.

NOW THEREFORE, BE IT RESOLVED by the Brookings County Commissioners, at a regular meeting July 3, 2018 direct the County Finance Officer to put uncollectible mobile homes on the uncollectible list until it is determined either by the Board of County Commissioners or the County Finance Officer that such taxes have become or may have become collectable. There will be a complete listing of all uncollectible mobile homes and buildings on leased sites on file in the Brookings County Finance Office.

Adopted this 3rd day of July 2018

Lee Ann Pierce
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Bartley, seconded by Jensen to approve and authorize Chairperson Pierce to sign Agreement #18-73: a Pictometry Purchase agreement with Brookings Municipal Utilities. Background information was provided by Commission Department Director Stacy Steffensen. All members voted "aye." Motion carried.

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-74: a Pictometry Purchase agreement with the City of Brookings. All members voted "aye." Motion carried.

Motion by Bartley, seconded by Miller to approve and authorize Chairperson Pierce to sign Agreement #18-75: a 5-year agreement with Johnson Controls, In. for preventative maintenance services for the City & County Government Center. Background information was provided by Commission Department Director Stacy Steffensen. All members voted "aye." Motion carried.

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-76: a State of South Dakota, Department of Public Safety, Office of Emergency Management Sub-Recipient Agreement between Brookings County and the South Dakota Office of Emergency Management for a Hazard Mitigation Grant. Background information was provided by County Development Director Robert Hill. All members voted "aye." Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Pierce to sign Agreement #18-77: a Public Use Agreement between Brookings County and the South Dakota Department of Game, Fish & Parks for use of the indoor gun range at the Brookings County Outdoor Adventure Center.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Pierce to sign Agreement #18-78: an agreement between Brookings County and the South Dakota Department of Game, Fish & Parks, Wildlife Division to enhance and maintain the existing indoor pistol and rifle range at the Brookings County Outdoor Adventure Center.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Jensen to approve and authorize Chairperson Pierce to sign the quote from Bowes Construction for \$5,687.50 to finish the paving of the south parking lot of the Brookings County Outdoor Adventure Center. Commission Department Director Stacy Steffensen said the Brookings County Outdoor Adventure Center Advisory Board recommended approval at their June 25, 2018 meeting.

All members voted “aye.” Motion carried.

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

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Miller to approve and authorize Chairperson Pierce to sign a Request to Fill Vacancy for a Deputy Director in the Veterans & Human Services Department.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Bartley to declare the K9 drug dog as surplus property to be sold to the handler for \$1.00, as per Sheriff’s Department policy. Background information was provided by Sheriff Martin Stanwick.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Bartley to declare 2 Office Rolling Chairs; Sharp 1460 Fax Machine (SN-07104848); Scotch TL901 Laminator (SN-0111240826); 2006 Chevrolet Tahoe- 1GNEK13Z46R136076- #00108; 1989 Ford C8000- 1FDYD80U5KVA06788; 30x60 metal desk; 38x68 wood desk; 36x48 metal table with drawer; 4–8’ x3’ Mity Lite Tables; 15–Oak Captain Chairs; 1–Oak Chair; Fax Machine; Veneer Curio Cabinet; Metal Hanging File Cabinet; 3–4-drawer black files; 4–4 drawer tan files; 4–5 drawer black files; 2–2 drawer tan files; 1–3 drawer file; 1–2 drawer gray file; 3 shelf black iron small stand; Small 3-drawer file; 38–folding chairs; Trophy Case with Glass; Metal Desk; Mavica Digital Camera Model MVCFD-83 (SN: 180010) as surplus property to be sold via the County’s upcoming online surplus action, and a UPS- TW521A0489; 60- HDD; 43- Backup Tapes; UPS- TW521A0489; OptiPlex 360-DPN8ML1; OptiPlex 755- 3S5LDG1; OptiPlex 755- 2YF6GF1; OptiPlex 755- 3K9CSCF1; OptiPlex GX520- 7F67691; OptiPlex GX520- HCKY1B1; OptiPlex 960-PJD91J1; OptiPlex 360- 3PMQHK1; OptiPlex 745- 73C2DC1; Precision T3400- G7J12F1; OptiPlex 760-41RY9K1; OptiPlex 755- H4C0XG1; OptiPlex 380- 945VJQ1; Projector Toshiba TDP-TW90 (94554236); IBM- 23B0258; PowerEdge R710- DF36JM1; PowerEdge 2950- FD8X4H1; PowerEdge 2850- 5HX7691; PowerEdge 2650- HY93J41; 12- Monitors ; Several Sets of Server Rails; Old Keyboards and mouse; Upholstered Chair with Wheels; High back rolling chair; Several boxes of Binders (11”x17”) Labeled Brookings County; Identification System Certain Kit-Software, Scanner (SF11049); Cameras, Old

Digital as surplus property to be disposed of. Background information was provided by Finance Assistant II Jenna Byrd.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said there was an accident at the courthouse; a bench was ran over, tore up some of the grass, and an electrical box was damaged.

Steffensen said they had the closing on the properties south of the City/County building. Steffensen discussed upcoming dates with the board.

Deputy States Attorney Steve Britzman thanked everyone who was involved with the closing of the sale on the three lots south of the City/County Government Center building.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Jensen attended the BCOAC Advisory Board Meeting.

Commissioner Miller had nothing to report.

Commissioner Bartley attended the BEDC Meeting; attended Jeff Weldon’s Retirement Party; and attended the Joint Jurisdiction Meeting.

Commissioner Pierce attended the Joint Jurisdiction Meeting; worked on ordinances with States Attorney Teree Nesvold, County Development Director Robert Hill and County Development Deputy Director Richard Haugen, and attended the USDOT Pipeline Public Awareness Exercise.

ADJOURNMENT

Motion by Jensen, seconded by Bartley to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, July 17, 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 accessible with the Americans with Disabilities Act.

Jenna Byrd
Finance Assistant II
Brookings County

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