

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JULY 23, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, July 23, 2019 with the following members present: Michael Bartley, Larry Jensen and Angela Boersma. Lee Ann Pierce and Ryan Krogman were present via telephone.

CALL TO ORDER

Chairperson Bartley called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Boersma, seconded by Jensen to approve the agenda for the July 23, 2019 Commission Meeting as modified. All members voted "aye." Motion carried.

Be it noted, action items were moved to the beginning of the agenda.

Be it noted, an updated Human Services Report was added to the consent agenda.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the July 2, 2019 Commission Meeting, the minutes from the July 9, 2019 Commission Meeting and the minutes from the July 18, 2019 Commission Meeting.

Travel Requests: Jere Hieb to attend a Modular Homes Appraisal Workshop on July 10th in Sioux Falls; Jacob Brehmer & Reid Squires to attend the SDAAO District 5 Quarterly Meeting on July 17th in Madison; Shawn Plowman, Jennifer Beller & Vicki Buseth to attend an Incode Training on July 18th in Sioux Falls; Martin Stanwick & Bart Sweebe to attend a Mental Illness Summit on August 13th-14th in Oacoma, SD; Jacob Brehmer & Reid Squires to attend a SDACES Users Conference on August 14th-15th in Oacoma, SD; Richard Haugen to attend the 2019 South Dakota Emergency Management Association Conference on September 8th-12th in Pierre; Robert Hill to attend the South Dakota Emergency Management Association Annual Conference on September 9th-12th in Pierre; Robert Hill to attend the 2019 International Association of Emergency Managers Conference on November 15th-21st in Savannah, GA; Kevin Murfield to attend Cannabis Impaired Driving training on December 3rd in Sioux Falls.

Personnel Action Notices: routine step increase- Rae Lynn Maher to \$21.70, effective June 1, 2019; routine step increase- Kim Laabs to \$16.89, effective July 1, 2019; new hire- Part-time BCOAC Facility Maintenance Worker Donald Reker at \$15.41, effective July 9, 2019;

Temporary/Seasonal Laborer in the Highway Department Colin Walth at \$15.41, effective July 10, 2019; voluntary resignation- Don Swartos, effective July 25, 2019; routine step increase- Melissa Walsh to \$18.65, effective August 1, 2019.

Cellular Authorizations: Basic Usage at \$30/month- Rusty Brandsrud.

Human Services Report: case #19-089 for rent was approved; case \$19-090 for utilities was approved; case #19-0091 for rent was denied; case #19-092 for utilities was approved; case #19-093 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Jensen, seconded by Boersma to approve the following claims. Roll call vote: Boersma “aye,” Jensen “aye,” Pierce “aye,” Bartley “aye.” Motion carried. Commissioner Krogman lost connection.

A to Z World Languages Inc, Translation Services, \$240.00; A&B Business Inc, Copier Contract, \$304.39; Action Target, Youth Targets, Range Maintenance, \$423.81; ADRDL SDSU Animal Disease, Rabies Testing, \$63.00; AgFirst Farmers COOP, Chemicals, LP, \$15,179.19; Alphamedia USA Llc, BCOAC Advertising Plan, \$1,000.00; Aragon, Antonio, Translation Services, \$100.00; Aragon, Martha, Translation Services, \$75.00; Aurora Auto Body & Glass Inc, Vehicle Repairs, Oil Change, \$347.62; Avera Medical Group, Inmate Medical, \$595.81; Bierschbach Equipment, Submersible Pump, \$723.20; Bobcat of Brookings, Blades, Broom Rental, \$521.90; Bowes Construction, Asphalt Pick Up, \$8,578.52; Boyer Trucks, Coolant, Misc Parts, \$721.53; Bozied Oil Co Inc, Patrol Car Washes, \$271.00; Brookings Auto Mall Inc, Vehicle Repair, \$1,168.44; Brookings City Utilities, Utilities, \$11,018.11; Brookings County Finance, Delinquent Taxes, \$894.07; Brookings County Finance, Advance Tax, \$546.63; Brookings County Finance, Delinquent Taxes, \$2,389.37; Brookings Engraving, Dog Show Awards, \$135.00; Brookings Health System, Inmate Medical, Blood Testing, Sane Kits, \$7,602.40; Brookings Public Library, 2nd Quarter Budget Allocation, \$4,375.00; Brookings Register, Minutes, Notices, \$721.81; Brookings Roofing Inc, Diagnosis of Roof Leak, \$71.43; Brookings-Deuel RWS, Bruce Shop Water Utilities, \$21.30; Brothers Pharmacy, Inmate Medical, \$1,695.31; Bruna Electric, Change Out Light Fixtures, \$1,866.72; Buffalo Ridge Newspapers Llc, Public Notice, \$55.90; Buhls of Brookings Cleaner, Rug Rental Service, Supplies, \$125.50; Butler Machinery Co, Vehicle/Shop Supplies, \$905.56; C&R Supply Inc, Motor Micro Switch, Valve Kit, \$57.28; Carquest Auto, Supplies, Car Wash, \$151.48; Century Business Products, Copier Contract, \$807.43; Chief Supply Corporation, Field Drug Kits, \$128.90; Cintas Corporation, Laundry Services, \$445.84; City of Aurora, Care of Poor Utilities, \$1,076.77; City of Brookings, Animal Control, \$60.00; City of White, White Shop Utilities, \$78.32; Computer Forensic Resource, Court Case Charges, \$1,840.00; Concrete Materials Inc, Pea Rock, \$9,921.90; Connecting Point, Support Contract, \$1,390.00; Cook's Wastepaper & Recycling, Commercial Service, \$822.91; Courtesy Plumbing Inc, Plumbing Issue, \$229.70; Timothy J Cummings, Crt Appt Attorney, \$375.00; Dakota Fluid Power Inc, Reel for Shop, \$5,841.01; Dean Schaefer Court Report, Inv Mental Illness Crt Rpt, \$318.00; Debeer Small Engine, Carb Cleaned, \$37.50; Department of Health, Ethyl Alcohol Tests, \$80.00; Diamond Mowers Inc, Shackle Pin/Cable Mowers, \$197.61; Diesel Machinery Inc, Door Latch, Broom Core, \$1,584.49; Dynascan Technology Inc, LCD TV, \$3,220.00; Einspahr Auto Plaza, Vehicle Maintenance, Supplies, \$222.61; Ekern Home Equipment Company, Pipe Replacement

Cause Ice Dam, \$982.65; Election Systems & Software, Firmware Lic, Maint Fee Ds850, \$3,940.00; Empire Investments Llc, Tax Certificate, \$2,869.79; Farm & Home Publishers, FHP Books, \$833.00; Fastenal Company, Shop Supplies, Nuts, \$19.73; Fergen's Clothing & Shoes, Alterations, \$15.00; First Bank & Trust, Fuel, Supplies, Postage, \$219.47; First Rate Excavate Inc, 5500 Ton 3/4 Gravel, \$17,050.00; Fite, Pierce & Ronning Law, Crt Appt Attorney, \$3,287.81; Foerster Office & Supply, Supplies, \$653.00; Geotek Engineering Inc, Aggregate Tests, \$233.25; Graham Tire North, Tires, \$681.36; Graves Construction, Bridge Work, \$149,901.15; Guarantee Roofing & Sheet, Courthouse Roof Repair, \$760.30; Patricia J Hartsel, Transcripts, \$922.80; Richard Haugen, Per Diem, \$79.00; Hillyard/Sioux Falls, Paper Towels, \$138.00; Tim Hogan, Crt Appt Attorney, \$2,566.35; Hometown Service & Tire, Llc, Repairs, \$1,061.98; Horn Law Office, Prof. Llc, CAA Inv MI Hearing, \$214.00; Hungerford Chiropractic PC, Instant Drug Testing, \$30.00; Hy-Vee Food Store, Supplies, Refreshments, \$222.94; Indeed Inc, Job Postings, \$526.21; Inmate Services Corporation, Inmate Transport, \$3,082.00; Inter-Lakes Community Action, Comm Service Worker 3rd Qtr, \$3,921.50; Interstate Telecom. Coop, Phone Service, \$394.13; Johnson Controls, Glycol For Jail & Courthouse, \$1,275.00; Katterhagen, Mark, Inv Mental Illness Hearing, \$15.00; Kennedy Pier Knoff Loftus, Inv Mental Illness Hearing, \$201.90; Kenner Plumbing Company, Service Call-Storage Area Pipe, \$163.20; Kibble Equipment Llc, Supplies, Parts, \$2,475.58; Kimball Midwest, Shop Supplies, \$941.76; Melanie Kindt, Per Diem, \$94.00; Kingbrook Rural Water, Water Utilities, \$37.10; Benjamin L. Kleinjan, Crt Appt Attorney, \$513.00; Catie Klindl, 4H Special Foods Judge, \$130.44; Knowbe4 Inc, Diamond 3yr Training, \$3,403.30; L&L Auto & Truck Parts, Supplies, \$77.49; Larsen Law Office Prof Llc, CAA Inv Mental Illness Hearing, \$216.05; Lewis & Clark Behavioral Health, Behavioral Mental Illness, \$1,134.00; Lewno, Lucy, Inv Mental Illness Hearing, \$248.00; L.G. Everist, Inc, Erosion Stone, \$2,526.73; Lincoln County Auditor, Mental Illness Evaluations, \$355.01; Darcy Lockwood, Inv Mental Illness Hearing, \$15.00; Lowe's, Supplies, \$422.69; Lyle Signs Inc, Signs, \$2,253.00; Martin's Inc, Diesel Additive, Grease, Gas, \$6,834.36; Donald McCarty, Crt Appt Attorney, \$1,011.75; McKeever's Vending, Inmate Commisary, \$976.72; Mediacom Llc, July Law Library Internet, \$136.90; Midwest Glass, Repair, \$299.50; Gary E Mikelson, Inv Mental Illness Hearing, \$230.57; Minnehaha County Auditor, Inv Mental Illness Costs, \$659.30; Minnehaha County Jail, Inmate Housing, \$192.90; Minnehaha County JDC, JDC Costs -June, \$15,717.00; Namken, Sandra, 4H Special Foods Judge, \$102.72; Nancy J Nelson, Crt Appt Attorney, \$2,399.95; Teree A Nesvold, Crt Appt Attorney, \$3,836.74; Newegg Business Inc, IT Supplies, \$526.17; Northwestern Energy, Natural Gas Utilities, \$390.57; Office Peeps Inc, Office Supplies, \$681.46; Oneneck IT Solutions Llc, Firewall-BCOAC, \$818.82; Party Depot, Special Foods, \$53.22; PCM-G, Keyboards, \$759.98; Pharmchem Inc, Sweat Patch Analysis, \$371.15; Pictometry International, 2019 Flyover 1st Pmt Balance, \$28,941.75; Prairie Graphics, Animal Control Windshirt, \$153.36; Prochem Dynamics Llc, Supplies, \$371.72; Qualified Presort Service, Mail Service, \$35.95; Quality Inn, Care of Poor Lodging, \$650.00; Radio Time Billing, July 4th First Responder Salute, \$222.00; Pam Raeder, 4H Special Foods Judge, \$122.04; Razors Edge Grounds Keeping, Mowing, Maintenance, \$2,150.00; RDO Equipment Co, Air Filter, Window Pane, Supplies, \$1,930.61; Reliance Telephone, Phone Card Transactions, \$2,000.00; RFD Newspapers Inc, Publishing, \$2,227.72; Rick Ribstein, Crt Appt Attorney, \$13,466.48; Running's Supply Inc, Supplies, \$1,501.29; Running's Supply Inc, Supplies, \$97.45; Safe-N-Secure, Security Monitor Replacement, \$240.00; Sanford Health, Inmate Medical, \$44.51; Satellite Tracking of People, GPS Tracking, \$611.00; SD Attorney General's Office, 24/7, SCRAM Fees, \$1,743.00; SD Attorney General's Office, 24/7 Participation Fees, \$209.00; SD Dept of Labor, Sheriff Trust, \$532.89; SD Dept of Labor, Unemployment Charges, \$2,996.91; SD Dept of Revenue, License Plate, \$9.50; SD Dept of Transportation, Road Work, \$36,339.15; SDACC, SDACC/SDACO Directories, \$30.00; SDACO, ROD Relief Fund, \$872.00; SHI International Corp,

Sentinelone Antivirus, \$7,600.00; Sinai Coop Elevator, Sinai Diesel, \$1,133.44; Sioux Equipment, Repair Gas Inventory System, \$316.74; Sioux Falls Crane & Hoist, Inspection of Overhead Crane, \$290.00; Sioux Valley Cleaners Inc, Janitorial for WIC-June, \$442.00; Sioux Valley Energy, Electric Utilities, \$257.00; Sturdevant's Auto Parts, Shop Supplies, \$287.51; Sundem, Deb, 4H Special Foods Judge, \$75.00; Swiftel Directory, Phone Book Advertising, \$552.00; Anthony Teesdale, Crt Appt Attorney, \$4,891.50; Thomson Reuters - West, West Info Charges, \$1,681.37; Titan Machinery, Switch, Instrument Cluster, \$1,084.00; Tolley, Sally, Per Diem- Pierre Conference, \$94.00; Town & Country Shopper, Tuesday Ad, \$416.00; Town of Sinai, Sewer Garbage Service, \$64.00; Transource, Parts, \$236.32; Truenorth Steel, Culvert, \$20,660.12; Two Way Solutions Inc, Patrol Car Equipment, \$244.91; Uline, Hard Hats, Warning Triangles, \$423.06; Steven Ust, Building Inspections, \$800.00; Vandenberg Law, Crt Appt Attorney, \$5,669.00; Verizon Wireless, Deputy Tablets, \$320.08; Walburg, Duane, Animal Control Mileage, \$67.62; Walmart Community, Programming Material, Supplies, \$757.51; Wheelco Truck & Trailer, Filters, Supplies, \$1,044.78; Terry D Wieczorek Pc, Crt Appt Attorney, \$2,274.90; Jixiang Wu, Care of Poor Rent, \$625.00; Yankton County Sheriff, Service of Process, \$150.00; Yankton County Treasurer, Mental Illness Charges, \$470.50; Orange City Fire Department, 1992 IH Pumper Truck, \$25,000.00; SD Dept of Revenue, July Remittance, \$516,457.79.

REGULAR BUSINESS

Motion by Pierce, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #19-20: a resolution authorizing the appeal of the City of Brookings Resolution #19-053 and City of Brookings Resolution #19-055.

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

RESOLUTION #19-20 A RESOLUTION AUTHORIZING THE APPEAL OF THE CITY OF BROOKINGS RESOLUTION #19-053 AND CITY OF BROOKINGS RESOLUTION #19-055

WHEREAS, the City Council for the City of Brookings, SD adopted Resolution #19-053 and Resolution #19-055 on July 9, 2019; and

WHEREAS, SDCL 1-19A-11.1 allows any person aggrieved by the City of Brookings' written determination made pursuant to that applicable law to appeal the decision pursuant to the provisions of chapter 1-26.

THEREFORE BE IT RESOLVED, the Brookings County Board of County Commissioners authorizes legal counsel to file an appeal of the City of Brookings's written determination as reflected in the City of Brookings Resolutions.

Dated this 23rd day of July, 2019.

Michael Bartley
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Resolution #19-21: a resolution authorizing the purchase of Plexi Melt Mastic based upon the price established through the Yankton County, South Dakota bid process.

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

**RESOLUTION #19-21
A RESOLUTION AUTHORIZING THE PURCHASE OF
PLEXI MELT MASTIC BASED UPON THE PRICE ESTABLISHED
THROUGH YANKTON COUNTY, SOUTH DAKOTA BID PROCESS**

WHEREAS, the Brookings County Highway Department will need Plexi Melt Mastic; and

WHEREAS, Yankton County has recently gone through a competitive bidding process for Plexi Melt Mastic such bidding process culminating in the bids being opened on February 25, 2019

WHEREAS, Brockwhite Construction Materials, was the lowest responsible bidder under such Yankton County, South Dakota bid process and, Brockwhite Construction Materials is willing to sell to Brookings County under the same terms and options as available to Yankton County, a copy of such bid specifications and bid having been filed as the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase supplies or services from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to contract for Plexi Melt Mastic, with Brockwhite Construction Materials based upon the bid price, or less, as established through the competitive bidding process of Yankton County, South Dakota.

Passed this 23rd day of July, 2019

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #19-22: a resolution authorizing the purchase of heavy construction equipment with related accessories, attachments and supplies through the Sourcewell, formerly National Joint Powers Alliance, bid process.

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

**RESOLUTION #19-22
A RESOLUTION AUTHORIZING THE PURCHASE
HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES
THROUGH SOURCEWELL, formerly NATIONAL JOINT POWERS ALLIANCE BID PROCESS**

WHEREAS, Brookings County Highway Department will need one JOHN DEERE MOTOR GRADER; and

WHEREAS, SOURCEWELL, formerly NATIONAL JOINT POWERS ALLIANCE, has recently gone through a competitive bidding process for HEAVY CONSTRUCTION EQUIPMENT WITH RELATED ACCESSORIES, ATTACHMENTS, AND SUPPLIES, such bidding process culminating in the bids being opened on MARCH 26, 2015 WITH THE BID CONTRACT BEING EXTENDED TO MAY 19, 2020;

WHEREAS, JOHN DEERE CONSTRUCTION RETAIL SALES, was the lowest responsible bidder under such SOURCEWELL, formerly NATIONAL JOINT POWERS ALLIANCE, bid process and JOHN DEERE CONSTRUCTION RETAIL SALES is willing to provide equipment to BROOKINGS COUNTY under the same terms and options as available to SOURCEWELL, formerly NATIONAL JOINT POWERS ALLIANCE, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, BROOKINGS COUNTY is authorized to purchase supplies or services from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that Brookings County Highway Department is hereby authorized and directed to contract one MOTOR GRADER WITH ACCESSORIES, ATTACHMENTS, AND SUPPLIES, based upon the bid price, or less, as established through the competitive bidding process of SOURCEWELL, formerly NATIONAL JOINT POWERS ALLIANCE, with the unit and specifications as follows:

Passed this 23rd day of July, 2019.

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Jensen, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-23: a plat of Block 1, Jensen Addition in the Northwest ¼ of Section 9, T109N, R48W of the 5th P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Jensen, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-24: a plat of Anderson Addition in the Southwest ¼ of Section 27, T110N, R49W, of the 5th P.M., Brookings County, South Dakota.

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

Motion by Boersma, seconded by Jensen to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-25: a plat of Lots 12 & 14 in Block 1 in Paradise Point

Addition in Government Lot 2, Section 22, Township 112 North, Range 47 West of the 5th P.M., Brookings County, South Dakota.

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

Motion by Boersma, seconded by Jensen to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-26: a plat of Block 1, Goodfellow Acres Addition in Government Lot 2, Section 22, Township 112 North, Range 47 West of the 5th P.M. Brookings County, South Dakota.

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

Motion by Jensen, seconded by Boersma to remove Agreement #19-42: a Professional Services Agreement with Schneider Geospacial from the table. All members voted “aye.” Motion carried.

A motion was made by Krogman, seconded by Jensen at the July 2, 2019 Commission meeting to approve and authorize Chairperson Bartley to sign Agreement #19-42: a Professional Services Agreement with Schneider Geospacial. Commissioner Pierce asked if the States Attorney’s Office and Equalization Office read the Terms of Service. States Attorney Dan Nelson said he has reviewed the agreement and has no objections with the revised document.

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

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-44: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and Brookings County Highway Department effective January 1, 2020 through December 31,2022. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-45: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and Brookings County Sheriff Department effective January 1, 2020 through December 31,2022.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-46: an application for occupancy of right-of-way of county highways made by the City of Volga. Background information was provided by Highway Superintendent Brian Gustad. All members voted “aye.” Motion carried.

Motion by Pierce seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #19-47: a delinquent tax payment agreement in the amount of \$1,854.88. Background information was provided by Finance Officer Vicki Buseth.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to award a bid for paving a portion of the parking lot at the Brookings County Outdoor Adventure Center. Bartley said they, at one point, discussed going with concrete. BCOAC Director Kristin Heismeyer said they had three bids for concrete with a low bid from Clark Drew at \$162,311.70. She said they also had a low bid for asphalt from Bowes Construction at \$103,230.00. She said they budgeted \$150,000 for the project. Heismeyer said the BCOAC Advisory Board approved going with asphalt instead of concrete because of the price and maintenance.

Heismeyer asked Highway Superintendent Brian Gustad for feedback on concrete versus asphalt. Gustad said asphalt's life expectancy is about twenty years before you'd have to do an overlay and concrete is about forty years. Jensen said according to GeoTek's specs, asphalt should hold up just as well as concrete and that is what led the advisory board to promote the asphalt bid instead of concrete.

Pierce said she is in favor of the asphalt. Krogman said he is also in favor of the asphalt.

Motion amend the main motion by Jensen, seconded by Boersma to accept Bowes Construction's bid for asphalt at \$103,230.00.

Roll call vote on amendment: Pierce "aye," Boersma "aye," Krogman "aye," Jensen "aye," Bartley "aye." Amendment carried. Roll call vote on main motion as amended: Boersma "aye," Krogman "aye," Jensen "aye," Pierce "aye," Bartley "aye." Main motion as amended carried.

Motion by Boersma, seconded by Jensen to approve a letter of support for the Rural Jails Research and Policy Network grant being submitted by Erin Srstka, Community Projects Director at USD Medical Center. Background information was provided by Commissioner Pierce. Sheriff Martin Stanwick said he supports the letter.

All members voted "aye." Motion carried.

County Development Director Robert Hill discussed the IPAW's contract with the board. Hill said IPAW's allows him to use a computer system to send out messages or warnings to Brookings County residents. He said the contract gets renewed every three years and it's time to renew it. Hill said he is looking at adding a mobile phone app in the future. Pierce asked if the contract includes the mobile phone app. Hill said no, that would be a separate contract.

Hill asked the board for their permission to allow Commissioner Bartley to sign a Memorandum of Agreement between FEMA and Brookings County.

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign a Memorandum of Agreement between FEMA and Brookings County.

All members voted "aye." Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held the Second Reading and Public Hearing on Ordinance #2019-01: an Ordinance establishing a 35 mile per hour speed limit upon a portion of Brookings County Road 5, also known as 464th Avenue.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Ordinance #2019-01: an Ordinance establishing a 35 mile per hour speed limit upon a portion of Brookings County Road 5, also known as 464th Avenue.

Chairperson Bartley opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Bartley closed the public hearing.

Background information was provided by Commission Department Director Stacy Steffensen.

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

**BROOKINGS COUNTY ORDINANCE NO. 2019-01
AN ORDINANCE ESTABLISHING A 35 MILE PER HOUR
SPEED LIMIT UPON A PORTION OF BROOKINGS COUNTY ROAD 5,
ALSO KNOWN AS 464TH AVENUE**

BE IT ORDAINED BY BROOKINGS COUNTY, SOUTH DAKOTA:

WHEREAS, pursuant to SDCL 32-25-9.1, the Board of County Commissioners may determine and establish speed zones upon all or any part of the highways under its jurisdiction; and

WHEREAS, the Board of County Commissioners has received a request to reduce the speed on a portion of Brookings County Road 5 (464th Avenue) due to the amount of traffic entering and exiting the roadway, as well as its proximity to the City of Volga, SD, and it appears necessary to reduce the speed limit on a portion of Brookings County Road 5 (464th Avenue) to provide for the safety and welfare of all residents and travelers on such road.

THEREFORE, BE IT ORDAINED, that a speed limit of 35 miles per hour be and the same is hereby established on that portion of Brookings County Road 5 (464th Avenue) commencing at 1,340 feet north of the city limits of the City of Volga and continuing south to the city limits of the City of Volga, or 1,310 feet north of U.S. Highway 14 on County Road 5 (464th Avenue), in Brookings County, South Dakota.

Passed this 23rd day of July, 2019

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
Brookings County Finance Officer

First Reading: Tuesday, July 2, 2019

Second Reading: Tuesday, July 23, 2019

Adopted: Tuesday, July 23, 2019

Publication: Thursday, August 1, 2019

Effective Date: Wednesday, August 21, 2019

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for an Equipment Operator in the Highway Department.
All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to declare a Ricoh MPC 2551 copier as surplus property and to be sold via online auction.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma to remove a brochure holder and folding chairs from the surplus list.

All members voted "aye." Motion carried.

Commissioner Pierce and Commissioner Krogman left the meeting.

ROUTINE BUSINESS

Department Head Reports

Highway Superintendent Brian Gustad said Prahm Construction will not be finishing the work on the bridges south on County Highway 77 until the water level drops. Gustad said the contractor has assured the SDDOT that when the levels drop they will return as soon as possible.

Gustad said US Highway 81 is closed due to the Twin Lakes flooding the highway. He said the SDDOT set up road closures on Highway 34 and US Highway 14 and are sending travelers on a 36 mile detour.

Gustad said a land owner breached a low land area inundated with water and the rush of water overtopped County Road 12 so that road was temporarily closed.

Community Health Nurse Karen Larsen presented the board with 2019 Bi-Annual Statistics.

County Development Director Robert Hill said a communications meeting was held in conjunction with a LEOP Review. Hill said he attended a FEMA Application Briefing for all Towns, Townships, County Highway and County Emergency Management offices. He said this meeting was well attended.

Hill said FEMA External Affairs visited the County.

Hill discussed upcoming dates with the board.

Be it noted, Chairperson Bartley is authorized to sign the Personnel Action Form for the South Dakota Office of Emergency Management and Chairperson Bartley is authorized to sign the 2019 State and Local Agreement 3rd Quarter Report.

Finance Officer Vicki Buseth said she, Senior Finance Jennifer Beller and IT Specialist Shawn Plowman attended an Incode Training Session last week.

Finance Officer's Report

Finance Officer Vicki Buseth presented the Finance Officer's Report for the month of June.

June 2019

<i>Total amount of deposits in banks.....</i>	<i>\$28,487,414.40</i>
<i>Total amount of actual cash: Currency.....</i>	<i>\$9,492.00</i>
<i> Coins.....</i>	<i>\$1.43</i>

Total amount of checks/drafts in Treasurer's possession not exceeding 3 days...\$60,002.60
Itemized list of all other items.....\$40,481.58
TOTAL.....\$28,597,392.01

Commissioner/HR: \$25,538.98; Finance Office: \$20,186.24; State's Attorney- \$26,398.34; Equalization- \$18,202.20; Register of Deeds: \$8,505.77; Veterans/Welfare: \$6,202.42; Sheriff's Office: \$98,457.18; Coroner: \$426.22; Community Health: \$3,617.22; Extension: \$2,494.42; Weed: \$7,178.57; Planning & Zoning: \$6,098.25; Highway: \$47,061.27; Emergency Management: \$3,887.36; BCOAC: \$6,332.73.

AFLAC: \$3,342.80; Avesis: \$1,395.77; Office of Child Support: \$1,396.00; Delta Dental: \$5,728.68; Flex One: \$1,658.56; Principal Life Insurance: \$1,787.98; Local Teamsters: \$1,281.00; SDRS: \$45,286.38; SDRS Supplemental: \$1,766.00; EFTPS: \$86,836.05; Wellmark: \$108,298.34; AFLAC Group/CAIC Primary: \$295.78.

Be it noted, the expenditure adjustments for the month of June 2019 were presented to the board. \$7,086.11 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 June 2019 in the amount of \$37,214.50 was presented to the board.

Motion by Jensen, seconded by Boersma to approve the following transfers as per budget appropriations for the third quarter or 2019:

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.

All members voted "aye." Motion carried.

Sheriff Martin Stanwick said there are 31 inmates in jail and 140 individuals participating in the 24/7 program. Stanwick said he would like to raise the jail bed per diem rate from \$65.00 to \$95.00. He said he and Commission Department Director Stacy Steffensen will work on creating a resolution for that. Jensen asked if that price is comparable to other counties. Stanwick said yes.

Stanwick said they stay busy with paper service; serving civil papers and warrants.

Stanwick said the Department of Ag state-wide is seeing more complaints on spray drift from either airplanes or ground spraying. He said the Department of Ag now requires law enforcement to go with them when they do soil samples.

Stanwick said he gave a presentation to the Youth Academy at the Public Library. He said it was a really good turnout.

Director of Equalization Jacob Brehmer said they are over half complete with the county wide commercial review. Brehmer said he's been invited to a round table discussion on the flooding with Hamlin County and Kingsbury County. He said Brookings County has a sliver of Lake Poinsett and is the least affected out of the counties, but they all want to be on the same page when it comes to making adjustments on the assessed value.

Veterans & Human Services Director Michael Holzhauser said he attended the Fair Housing meeting at the Public Library. Holzhauser said he has nine new DAV drivers.

BCOAC Director Kristin Heismeyer said they've had a lot of 4-H events using the BCOAC so that has been great to see. She said they have a new Trane representative who is a commercial designer and engineer. She said they've gone through the system and systematically looked at the tonnage of every unit to see where the deficiencies are. She said they will be making some changes.

Heismeyer said fall and winter programs will soon be advertised in the city brochure.

REGULAR BUSINESS

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said she distributed self-evaluation forms to appointed department heads in preparation of annual reviews in October. Steffensen proposed a timeline.

Steffensen said Achievement Days starts Monday, July 29th and wraps up with the 4-H BBQ on Thursday, August 1st at 5:00 p.m. Steffensen said Senior Companions is holding their annual recognition luncheon on Friday, August 2nd at the Elks Lodge in Watertown. She said they would like a Commissioner to attend.

Steffensen said UJS is hosting the Summit on Improving Criminal Justice Responses to Those with Mental Illness, Tuesday August 13th and Wednesday, August 14th at the Arrowwood Resort and Conference Center in Oacoma, SD.

Steffensen said the Conservation District Tour will be Tuesday, August 20th following the Commission Meeting.

States Attorney Dan Nelson had nothing report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Boersma said she met with East Central Behavioral Health staff to work on their re-branding process; attended a Commission Executive Session; met with the States Attorney's Office to work on CRM contracts; met with Commission Department Director Stacy Steffensen to work on different projects; met with ECBH Administrator Mary Beth Fishback to discuss renovation projects; attended an ICAP Board Meeting; attended another Commission Executive Session; and attended the Mental Health Task Force Meeting for their final meeting.

Commissioner Jensen met with fire departments to discuss the radio issues; attended Equipment Days in Canton, SD; attended an E-911 Meeting; and attended the Safety Week Picnic.

Commissioner Bartley attended the County Planning & Zoning Meeting; attended a meeting with the fire departments on radio issues; attended the Commission Executive Session; attended the Safety Week Picnic; and met with Congressman Dusty Johnson to discuss different subjects.

EXECUTIVE SESSION

Motion by Jensen, seconded by Boersma to enter into Executive Session at 9:58 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Bartley to come out of Executive Session at 10:51 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Boersma, seconded by Jensen to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, August 6, 2019 at 8:30 a.m.

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Jenna Byrd
Finance Assistant II
Brookings County

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