

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, SEPTEMBER 4, 2018

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 4, 2018 with the following members present: Lee Ann Pierce, Michael 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 Bartley, seconded by Jensen to approve the agenda for the September 4, 2018 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Krogman seconded by Miller to approve the consent agenda. Roll call vote: Jensen "aye," Miller "aye," Krogman "aye," Bartley "aye," Pierce "aye." Motion carried. The consent agenda consisted of the minutes from the August 21, 2018 Commission Meeting.

Travel Requests: Shawn Plowman to attend FirstNet Informational Forum Eastern South Dakota Area on August 28th in Sioux Falls; Jon Pike & Darrin DeJong to attend South Dakota Law Enforcement Officer Training on September 11th in Pierre; Jeff Anderson & Nick Norgaard to attend a Joint Safety and Loss Control Training Conference on November 7th & 8th in Pierre; Sean Doremus to attend DRE Recertification on November 20th in Pierre; Dane Larsen & Kevin Murfield to attend Coroner Training on October 2nd in Sioux Falls; Bart Sweebe to attend Mental Health First Aid Instructor Training on September 17th-19th in Sioux Falls; Robert Hill to attend a Scoping Session for an upcoming TTX on August 30th in Yankton.

Personnel Action Notices: new hire- Full-time Maintenance Worker Rick Mofle at \$15.18, effective August 20, 2018; new hire- Full-time Correctional Officer Tom Bond at \$17.54, effective August 20, 2018; new hire- Part-time Correctional Officer Daniel Fraser at \$17.54, effective August 2, 2018; new hire- Full-time Maintenance Worker Terrance Heidemann at \$15.18, effective August 13, 2018; routine step increase- Alex Berkness to \$18.99, effective August 1, 2018; routine step increase- Mike Erickson to \$23.91, effective September 1, 2018; voluntary resignation- Austin Kreutner, effective August 31, 2018.

Cellular Authorizations: Brianna Palomaki- High Usage at \$45/month and Extensive Usage at \$60/month.

Human Services Report: case #18-107 for medication at Lewis was approved; case #18-109 for medication at Brothers Pharmacy was approved; case #18-109 for medication at Lewis Drug was approved; case #18-078 for BMU was approved.

ROUTINE BUSINESS

Approval of Claims

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

605 Custom Design LLC, Polo Shirts for Employees, \$387.00; A&B Business Inc, Copier Maintenance, \$105.74; Alertsense Inc, Alertsense Core IPaws One Yr, \$1,750.00; Anthony Teesdale, Crt Appt Attorney, \$3,680.10; Aragon, Martha A, Translation Services, \$37.50; Banner Associates, Preservation, Construction, \$4,204.45; Beacon Hill Rifle & Pistol, 2018 Gun Range Membership Dues, \$50.00; BEDC, Comm of Excellence App Funding, \$1,000.00; Brookings City Utilities, COP Disconnect Amount, \$423.68; Brookings Health System, Replace Lost Check, \$2,436.25; Brookings Health System, Sane Kit/Exams, \$1,949.00; Brookings Powersports, UTV Repairs & Maintenance, \$603.66; Brosnan Farms, Collection, \$6,170.08; Brothers Pharmacy, COP Medication, \$154.10; Bryan Haberer, Collection, \$918.84; Buseth, Vicki, SDACES Mileage/Per Diem, \$165.48; Century Link, Local Phones, \$135.30; City of Brookings, Mar, Apr, May 2018 E911, \$79,843.85; Creative Culture Insignia, Retirement Badge, \$117.00; Den-Wil Inc, Comm Health Aug/Sept Rent, \$1,754.00; Donald McCarty, Crt Appt Attorney, \$279.90; Eidsness Funeral Home, Coroner Services, \$232.50; Express Services Inc, Human Services Temp Employee, \$555.45; Fishback Ins Agency, Notary Recertification, \$50.00; Fite, Pierce & Ronning Law, Crt Appt Attorney, \$554.60; Foerster Office & Supply, Janitorial Supplies, \$1,173.90; Foerster Testing Limited, Core Testing, Gravel Testing, \$3,100.00; Fox & Youngberg PC, CAA Inv MI Hearings, \$367.14; Gass Law, PC, Crt Appt Attorney, \$1,006.95; Graybar Electric Co Inc, Repair Flag Spotlight-Crthouse, \$14.42; Hy-Vee Food Store, Inmate Meals, Mtg Refreshments, \$15,355.00; INA Group Llc, Tax Certificate, \$719.08; Jackrabbit Tire & Service, 2002 Chevy Pickup Repairs, \$665.09; Jennifer Goldammer, Crt Appt Attorney, \$1,969.30; Johnson Feed Inc, Road Salt, \$6,287.57; Kibble Equipment Llc, O Ring, Filter Kit, \$199.64; Konard O Hauffe DDS PC, Inmate Medical, \$666.32; Kristin A Woodall, Transcripts, \$468.00; L.G. Everist, Inc, Sand, Rock, \$8,119.30; Lewis Drug, COP Medication, \$385.98; Lincoln County Auditor, MI Hearings, Evaluations, \$517.50; Locators & Supplies, Winter Jacket, Gauntlet Gloves, \$141.58; Lutheran Social Services, Arise Youth Center, \$189.80; M&T Fire & Safety Inc, Trauma Kit & First Aid Kits, \$579.80; Marco, Barracuda Essentials 5yr Lic, \$2,641.21; McKeever's Vending, Inmate Commissary, \$359.24; Nancy J Nelson, Crt Appt Attorney, \$4,503.80; Northwestern Energy, Natural Gas Usage, \$33.92; Office Peeps Inc, Office Supplies, \$558.68; Outlaw Graphics, Sponsor Banner, 4H Back Drop, \$1,295.00; Patricia J Hartsel, Transcripts, \$318.60; Penn Co Mental Health, Mental Illness Charges, \$195.32; RDO Equipment Co, 2018 John Deere Wheel Loader, \$223,766.30; Reed T Mahlke, Crt Appt Attorney, \$705.00; Rick Ribstein, Crt Appt Attorney, \$1,684.52; Rude's Funeral Home Inc, Coroner Calls, \$675.00; Running's Supply Inc, 10 Recurve Bows, Supplies, \$240.03; Safety Benefits Inc, Safety & Loss Conf Registration, \$130.00; Sanford Health, Coroner Services, \$2,358.50; SD Dept of Revenue, Ethyl Alcohol Test, \$70.00; SD Dept of Revenue, Sheriff Trust, \$4,134.21; SD Dept of Transportation, Bridge Inspections, Engineering, \$8,140.72; SD Newspaper Service, Job Advertising, \$612.41; SDACO, July 2018 ROD Relief Fund, \$958.00; Secretary of State, Notary Recertification, \$30.00; Sioux Valley Cleaners Inc, Aug WIC Janitorial, \$460.00; Southpaw Defense, Enhanced Conceal Carry Class, \$400.00; Steven

Ust, Building Inspections, \$1,100.00; Terry D Wiczorek PC, Crt Appt Attorney, \$1,978.70; US Postal Service, Postage for Hasler Machine, \$10,000.00; Vandenberg Law, Crt Appt Attorney, \$1,128.00; Vantek Communications Inc, North Repeater Sept Fee, \$100.00; Verizon Wireless, Wireless Service, \$40.01; Walmart Community, Office & Meeting Supplies, \$159.52; Wells Fargo, Credit Card Charges, \$5,663.10; Witchey, Kristen, Per Diem, \$21.00.

Cell Phone Reimbursements: Bartley, Michael, \$75.00; Anderson, Jeffrey G, \$75.00; Birk, Richard, \$105.00; Biteler, David, \$30.00; Suzanne Bjordal, \$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; Heidemann, Terrance, \$30.00; 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; Kristin Heismeyer, \$75.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Christopher Lilla, \$105.00; Littlecott, Laura, \$45.00; Mccrea, Don, \$15.00; Rick Mofle, \$30.00; Molengraaf, John, \$30.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; 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; Michael Taylor, \$105.00; Umberger, Charles, \$45.00; Witchey, Kristen, \$75.00.

Fire Premium Refunds: Brookings Fire Dept, \$79,496.69; Estelline Fire Dept, \$2,026.69; Sinai Fire Dept, \$2,235.12; Arlington Fire Dept, \$2,362.47; Astoria Fire Dept, \$531.45; Aurora Fire Dept, \$5,569.44; Badger Fire Dept, \$501.77; Bruce Fire Dept, \$3,610.20; Elkton Fire Dept, \$6,245.15; Hendricks Fire Dept, \$1,555.42; Toronto Fire Dept, \$1,036.01; Volga Fire Dept, \$9,786.24; White Fire Dept, \$8,604.40.

Department Head Reports

Weed & Pest Supervisor Misty Moser said she will be traveling to the South Dakota Weed & Pest Control Commission Meeting on September 11th-12th in Pierre. Moser said there's a weed tour September 13th. They will be looking at the southwest portion of Brookings County.

Pierce asked what the county's policy is on spraying. Moser said they are strictly spot spraying the ditches.

Veterans & Human Services Director Michael Holzhauser thanked everyone for their assistance in the office while they hire a deputy director.

County Development Director Robert Hill said he attended a Joint Jurisdiction Meeting; met with Jay Gilbertson to discuss the mining portion of the Joint Jurisdiction ordinance; and attended a First Net Radio Presentation.

Hill discussed upcoming dates with the board.

Brookings County Outdoor Adventure Center Director Kristin Heismeyer said the dynamic filters in the gun range HVAC system are being replaced. Heismeyer said they've had some great meetings with Game, Fish and Parks about gun range reimbursement. She also said they are looking at setting up a power meter to track the usage, which will be sent in to Game, Fish and Parks for reimbursement.

Heismeyer discussed training courses. She said the National Archery & Schools Program and Hunt Safe will be conducting courses at the BCOAC.

Heismeyer said the Archery Tag will be delivered this week. She said they are hoping to have that ready by October 1st.

Finance Officer Vicki Buseth said the online surplus sale brought in \$109,695.75. Buseth said they would like to relist the following items on the online auction: 1989 Ford C8000, 2000 Cat 950F Loader, wood desk, 3- metal desks, scotch laminator, 11-filing cabinets.

By consensus, the board directed Buseth to relist those items on the website.

Sheriff Martin Stanwick said there are 27 inmates in jail and 147 individuals participating on the 24/7 program. Stanwick thanked the volunteer fire departments for their willingness to help the Sheriff's Office. He said they've helped his office with the missing girl from Volga and the 17 year old runaway.

Stanwick asked about the detention center project building permit. Commission Department Director Stacy Steffensen said the county's information for the State Historic Preservation Office was submitted Friday, August 24th. She said the review process is handled as an internal office review. She said she hopes to hear back by the end of September.

Highway Superintendent Richard Birk said he met with Banner Associates and Commissioner Jensen and Krogman to discuss the water issues on 34th Avenue.

Birk said there's a pre-construction meeting on September 5th about the Safety Grant they received back in 2013. He said they will be putting the rumble strips on north 77 and south on highway 24 that turns into 324.

Birk said they haven't received any applicants for the mechanic position.

REGULAR BUSINESS

Motion by Miller, seconded by Bartley to approve and authorize Chairperson Pierce to sign Resolution #18-34: a resolution to continue support for the First District Association of Local Governments during fiscal year 2019.

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

RESOLUTION #18-34

A RESOLUTION TO CONTINUE SUPPORT FOR THE FRIST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS DURING FISCAL YEAR 2019

(October 1, 2018 - September 30, 2019)

The Brookings County Board of County Commissioners, having adopted and signed a Joint Cooperative Agreement on the 6th day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2019 (October 1, 2018 - September 30, 2019). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$44,179.93 to the First District Association of Local Governments during the aforementioned Fiscal Year 2019 period.

ADOPTION:

Adopted this 4th day of September, 2018

Lee Ann Pierce
Chair
Brookings County Commission

ATTEST:
Vicki Buseth
Brookings County Auditor

Todd Kays
First District Association of Local Governments

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-88: the State of South Dakota Department of Public Safety, Office of Emergency Management 2019 State and Local Agreement. Background information was provided by County Development Director Robert Hill.

All members voted “aye.” Motion carried.

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-89: an agreement between the City of Brookings Street Department, the Brookings County Highway Department, and BlackStrap, Inc. of Neligh, NE for snow and ice removal salt. Background information was provided by Highway Superintendent Richard Birk.

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

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-90: 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 Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-91: a contract for house demolition and site clearing for the Brookings City & County Government Center south parking lot between Brookings County, the City of Brookings and VJ Ahlers Excavating, Inc.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Pierce to sign Agreement #18-92 as amended: a Contract for Private Development Tax Increment Finance District Two, Brookings County, SD by and between Prairie AquaTech Manufacturing, LLC and Brookings County. Background information was provided by Deputy States Attorney Steve Britzman.

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

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-93: an agreement for use and restoration of haul roads by and between Brookings

County and Coyote Ridge Wind, LLC. Background information was provided by Highway Superintendent Richard Birk and County Development Director Robert Hill.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report.

Steffensen said they received a letter from BEDC Executive Director Al Heuton regarding the Communities of Excellence Program. Steffensen said Brookings has been selected to participate in the next group of communities that will undergo this improvement process.

Steffensen said the Mental Health Task Force is conducting a countywide needs assessment survey focused on identifying mental health strengths, issues and concerns.

Steffensen said the 2019 Delta Dental rate increased 4.4% from 2018.

Steffensen discussed upcoming dates.

SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., the board held a public hearing on Resolution #18-26: the Provisional Budget for FY2019.

Motion by Miller, seconded by Bartley to approve and authorize all Commissioners to sign Resolution #18-26: the Provisional Budget for FY2019.

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

Commission Department Director Stacy Steffensen provided background information. Steffensen said the Annual Budget will be approved September 25th.

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

RESOLUTION #18-26 ADOPTION OF THE 2019 PROVISIONAL BUDGET FOR BROOKINGS COUNTY, SOUTH DAKOTA

WHEREAS, SDCL 7-21-5 through 13 provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all charges, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such provisional budget and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE PROVISIONAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES for Brookings County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2019 and ending December 31, 2019 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 4th day of September, 2018. The Provisional Budget so adopted is available for public inspection during normal business hours at the office of the County Finance Officer, Brookings

County, South Dakota. The accompanying taxes are levied by Brookings County for the year January 1, 2019 through December 31, 2019.

<u>COUNTY LEVIES</u>	<u>DOLLARS</u>	<u>\$1,000</u>
General Fund	\$12,029,576	\$3.895
County Building Fund	\$ 306,063	\$0.099
<u>Jail Expansion</u>	<u>\$ 500,000</u>	<u>\$0.162</u>
TOTAL	\$12,835,639	\$4.156

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

<u>Lee Ann Pierce</u>	Chairperson
<u>Michael Bartley</u>	Vice-Chairperson
<u>Stephne Miller</u>	Commissioner
<u>Ryan Krogman</u>	Commissioner
<u>Larry Jensen</u>	Commissioner

ATTEST:

Vicki Buseth
Brookings County Finance Officer

REGULAR BUSINESS

Commission Department Director Stacy Steffensen continued with her report. Steffensen discussed upcoming dates.

Deputy States Attorney Steve Britzman discussed the Medary Monument with the board. Britzman said he has been researching the chain of title; the ownership of the monument. He said the monument itself, the structure, does not appear to lie within the former Highway 77 right-of-way. He said the intersecting street does have a right-of-way that covers the parking area.

Britzman said a quiet title action could be commenced to clear that up. Pierce asked if the county has been maintaining the area. Jensen said the neighbor has been doing the maintenance.

By consensus, the board agreed to allow Britzman to move forward with the quiet title action process.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Jensen attended the Conservation District tour; met with Banner Associates to discuss the water concerns on 34th Avenue; and attended the BCOAC Advisory Board Meeting.

Commissioner Miller attended the Conservation District tour.

Commissioner Krogman attended the Conservation District tour; attended a BATA meeting; met with Banner Associates to discuss the water concerns on 34th Avenue; and attended the BCOAC Advisory Board Meeting.

Commissioner Bartley attended the Conservation District tour.

Commissioner Pierce attended the Conservation District tour; attended the Joint Jurisdiction Area Meeting; and attended and reported on the White House Intergovernmental Conference in Washington D.C.

Chairperson Pierce declared a recess.

SCHEDULED AGENDA ITEM

As scheduled at 11:00 a.m., the board held a public hearing on the 5-Year Highway Road & Bridge Plan.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Pierce to sign the 5-Year Highway Road & Bridge Plan.

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

Bartley asked what the detour routes will be when they work on the two bridges on south Highway 77. Birk said traffic will go south towards the Nunda/Ward road and over to the interstate and then north towards the Sinai exit. Pierce asked when those bridges will be constructed. Birk said it's been turned over to the State to bid the projects. He said construction will begin in 2019.

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

ADJOURNMENT

Motion by Krogman, seconded by Bartley to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, September 18, 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.

Jenna Byrd
Finance Assistant II
Brookings County

Published once at the approximate cost of_____.