

Joint Meeting of the Brookings County Planning & Zoning Commission and the Brookings County Commission

Tuesday, September 7, 2021

The Brookings County Planning & Zoning Commission met in joint session with the Brookings County Board of County Commissioners on Tuesday, September 7, 2021 with the following members present: Larry Jensen, Angela Boersma, Lee Ann Pierce, Michael Bartley, Ryan Krogman, Darrel Kleinjan, Spencar Diedrich, Kyle Vanderwal, Neal Trooien, Randy Jensen, and alternates Roger Erickson, and Dale Storhaug. Absent was: Chad Ford, Brian Gatzke, and Michael McHugh.

CALL TO ORDER

County Commission Chairperson Jensen called the meeting to order at 8:00 AM

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CONVENE AS BROOKINGS COUNTY PLANNING & ZONING COMMISSION AND THE BROOKINGS COUNTY BOARD OF COUNTY COMMISSIONERS

APPROVAL OF AGENDA

Motion by Randy Jensen, seconded by Kyle Vanderwal to approve the agenda for the September 7, 2021 Joint Meeting of the Brookings County Planning & Zoning Commission and the Brookings County Commissioners.

All members voted "aye." Motion carried.

Motion by Ryan Krogman, seconded by Michael Bartley to approve the agenda for the September 7, 2021 Joint Meeting of the Brookings County Planning & Zoning Commission and the Brookings County Commissioners.

All members voted "aye." Motion carried.

County Commissioner Angela Boersma arrived at the meeting at 8:03 a.m.

REGULAR BUSINESS

Joint Public Hearing of Ordinance 2021-08: An ordinance to amend Article IV Chapter 4.02 "Commercial/Industrial Districts" Section 4.02.02 adopted by ordinance 2018-03. An ordinance to add Article III, Section 3.03.02 "Prohibited Uses." An ordinance to add Article V, "General Requirements." An ordinance to add an Article II, "Definitions."

Planning & Zoning Commission Chairperson Darrel Kleinjan opened the public hearing and called for proponents and opponents. Hearing none, Kleinjan closed the public hearing.

Motion by Spencar Diedrich, seconded by Roger Erickson to recommend approval of Ordinance #2021-08: an ordinance to amend Article IV Chapter 4.02 "Commercial/Industrial Districts" Section 4.02.02 adopted by ordinance 2018-03. An ordinance to add Article III, Section

3.03.02 “Prohibited Uses.” An ordinance to add Article V, “General Requirements.” An ordinance to add an Article II, “Definitions.”

Roll call vote: Bartley “aye,” Diedrich “aye,” Vanderwal “aye,” Trooien “aye,” Jensen “aye,” Erickson “aye,” Storhaug “aye,” Kleinjan “aye.” Motion carried.

The Brookings County Board of County Commissioners held the First Reading of Ordinance #2021-08: An ordinance to amend Article IV Chapter 4.02 “Commercial/Industrial Districts” Section 4.02.02 adopted by ordinance 2018-03. An ordinance to add Article III, Section 3.03.02 “Prohibited Uses.” An ordinance to add Article V, “General Requirements.” An ordinance to add an Article II, “Definitions.”

County Commissioner Lee Ann Pierce noted corrections to the proposed Ordinance. The second reading will be held on September 21, 2021 at 10:00 a.m.

ADJOURNMENT

Motion by Kyle Vanderwal, seconded by Randy Jensen to adjourn. All members voted “aye.” Motion carried.

The Brookings County Board of County Commissioners continued with their meeting.

CONSENT AGENDA

Motion by Pierce, seconded by Boersma to approve the consent agenda. Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.” Motion carried.

The consent agenda consisted of the minutes from August 10, 2021 Commission Study Session and the minutes from the August 17, 2021 Commission Meeting.

Travel Requests: Devlin Rue to attend Law Enforcement Training Academy on August 23rd-November 22nd in Pierre; Marty Stanwick & Bart Sweebe to attend Sheriff/Jail Training on September 22nd-23rd in Pierre; Sue Bjordal & Tara Rodriguez to attend New Tech Training for Urine Drug Screening on September 23rd in Sioux Falls; Robert Hill to attend the 2021 South Dakota Safety & Health Conference on October 6th in Sioux Falls; Kristen Witchey & Stacy Steffensen to attend the Safety & Loss Control Training Conference on November 3rd-4th in Pierre; Commissioners/Department Heads to attend the Fall Convention on September 12th-15th in Rapid City; Kristen Witchey to attend the 2021 SD SHRM Conference on September 15th-17th in Sioux Falls.

Personnel Action Notices: annual review- Jay Wulf to \$19.27, effective August 1, 2021; voluntary resignation- James Donnelly, effective August 17, 2021; termination- Anita Harrison, effective August 17, 2021; position change- to full-time Mechanic, Fabricator/Welder Johnathon Austin at \$21.83, effective August 30, 2021; annual review- Alex Berkness to \$22.42, effective September 1, 2021; annual review- Susan Taylor to \$20.18, effective September 1, 2021; voluntary resignation- Don McCrea, effective September 4, 2021; voluntary resignation- Dennis Carmichael, effective September 9, 2021; new hire- part-time Male Correctional Officer Jackson Knight at \$18.89, effective August 16, 2021; status change- to full-time Male Correctional Officer Matthew Fee at \$19.27, effective October 1, 2021; status change- to full-time Male Correctional Officer Travis Terwey at \$18.89, effective October 1, 2021; retirement- Jim Sampson, effective December 31, 2021.

Human Services Report: case #21-081 for a funeral was approved; case #21-083 for medical was denied; case #21-084 for rent was denied; case #21-085 for medical was denied; case #21-086 for medical was denied; #21-087 for medical was denied; case #21-088 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

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

605 Custom Design LLC, Uniforms, \$208.75; A&B Business Inc, Copier Contract, \$744.85; Action Target, Targets, \$202.95; AMP Electric Construction, Front Entry Light Repairs, \$131.15; Aragon, Martha A, Translation Services, \$150.00; AT&T Mobility, Monthly Fees, \$400.40; Jordyn Bangasser, Court Appointed Attorney, \$1,079.88; Banner Associates, Professional Services, Design, Bidding, Construction, \$16,971.25; Robert Baquet, Mileage Refund, \$1,000.00; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$6,960.00; Angela Boersma, Washington Reimbursement, \$2,255.52; Rusty Brandsrud, SDAAO Advanced Meal Payment, \$200.00; Bremmon, Carmen, Translation Services, \$575.00; Brookings Credit Bureau, Bureau Fees For Jail Costs, \$350.00; Brookings-Deuel RWS, Water At Bruce Shop, \$30.50; Buhls Of Brookings Cleaning, Tablecloths/Banners Cleaned, \$100.60; Capital One, Capital One, \$302.96; Century Business Products, Copier Contract, \$134.30; Century Link, Monthly Fees, \$137.26; City Of Brookings Landfill, Ticket# 219606, \$10.08; City Of Brookings, Citco Building Costs, 20th St Interchange, Summer Safety Picnic, \$56,127.13; Civil Design Inc, Intersection Design, \$2,032.50; Connecting Point, Support Contract, \$1,390.00; Cook's Wastepaper & Rec, White/Brookings Shop, Singlestream Service, \$183.71; Courtesy Plumbing Inc, SO/Jail Repairs, \$401.03; Eidsness Funeral Home, COP Burial, \$3,000.00; Empire Investments 2 LLC, Tax Certificates, \$2,288.44; Empire Investments LLC, Tax Certificates, \$2,806.48; Executive Mgmt Finance, BIT Access, \$73.25; First Bank & Trust, Monthly Charges, \$856.74; Fite, Pierce & Ronning, Court Appointed Attorney, \$495.00; Fix It Shop Locksmith, 2 New Sets Of Keys, \$54.00; Foerster Distributing, Jail Janitorial Supplies, \$543.00; Fox & Youngberg Pc, Caa Inv MI Hearings, \$768.80; Jennifer Goldammer, Court Appointed Attorney, \$1,447.65; Patricia J Hartsel, Transcripts, \$302.60; Hill Alterations, Deputy Uniforms, \$41.00; Hodges Badge Company Inc, Purple Ribbons, \$1,410.50; Tim Hogan, Court Appointed Attorney, \$5,632.77; Hometown Service & Tire, Oil Change, Jail/Patrol Car Maintenance/Repairs, \$1,592.71; Hy-Vee Food Store, Refreshments, Jury Meals, Inmate Rations, \$21,499.63; Info Cubic LLC, July Employment Screenings, \$561.75; Stacia Jackson, Court Appointed Attorney, \$4,365.65; Katterhagen, Mark, Inv MI Hearing, \$30.00; Kimball Midwest, Shop, \$367.42; Lewno, Lucy, Inv MI Hearing, \$331.52; Lincoln County Auditor, Mental Illness Expenses, \$59.40; Darcy Lockwood, Inv MI Hearing, \$30.00; Donald Mccarty, Court Appointed Attorney, \$6,607.05; Mediacom LLC, Sept Law Library Int Service, \$136.90; Randy Miller, Steel Toe Work Boots Reimbursement, \$175.70; Moriarty Rentals, Cop Rent, \$225.00; National Association Office, Virtual Conference Registration, \$200.00; Nancy J Nelson, Court Appointed Attorney, \$239.58; Newbold, Inc, New Targets For Gun Range, \$778.98; Northwestern Energy, Truck/Highway Shop, Natural Gas Usage, \$107.20; Office Peeps Inc, Replace Broken Chair, Desk Calendars, Correction Tape, Toner, Tape, Index Cards, Monthly Wall Calendar, Printer Paper, Envelopes, Permanent Markers, Printer Paper, Pens, Postits, Highlighters, \$1,406.99; Oneneck It Solutions LLC, Umbrella Cloud Security, \$2,272.00; Outlaw Graphics, Patrol Vehicle Graphics Removal, \$150.00; Pacific Outdoor Product, Deposit On Supermax 10, \$6,122.50; Pictometry International, Imagery License Payment, \$38,589.00; Prairie Graphics, Sport-Tek Mesh

Polo, \$35.50; Precision Kiosk Technology, PBT Kiosk Monthly Fees, \$1,350.00; Prochem Dynamics LLC, Jail Cleaning Supplies, \$1,176.34; Prussman Contracting Co, Bridge Clean Out, \$637.50; Questions & Solutions, Det Center Expansion Commission, \$1,157.00; Rental Depot, Rented Tables For Cartridge Co, \$65.70; Rick Ribstein, Court Appointed Attorney, \$2,326.92; Running's Supply Inc, Wood Shavings, \$46.32; Safety Benefits Inc, Safety&Loss Conf Registration, \$130.00; Schultz, Lori, Spider Spray, \$4.99; SD Dept Of Transportation, Structure Work, \$16,401.52; SD Planners Association, SD Planners Conference, \$160.00; Sheila Mennenga, Watertown, 2021 State SHRM Conference, \$249.00; Sioux Valley Cleaners Inc, Janitorial For WIC, \$460.00; Southpaw Defense, Enhanced Concealed Carry Class, \$337.50; Anthony Teesdale, Court Appointed Attorney, \$2,325.17; Town Of Sinai, Sewer & Garbage, \$64.00; Trane Us Inc, New Compressor, \$3,668.00; Steven Ust, Inspections, \$1,400.00; Valley Restaurant, Township Meeting Catering, \$787.50; Van Diest Supply Company, Graslan/Amine, \$22,347.50; Vandenberg Law, Court Appointed Attorney, \$668.25; Verizon Wireless, Monthly Charges, \$40.01; Walburg, Duane, Animal Control Mileage, \$42.42; Wells Fargo, Wells Fargo, \$1,768.29; Terry D Wiczorek Pc, Court Appointed Attorney, \$869.70; Yankton County Sheriff, Service Of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$470.30.

Department Head Reports

Highway Superintendent Brian Gustad said they've been mowing areas of cattails and willows. Gustad said there was a pre-construction meeting on August 23rd for the Sinai bridge. He said he worked collaboratively with Medary Township to ensure there was still access for emergency operation vehicles since the bridge is closed.

Gustad said they have been hauling gravel to various roads in the county.

County Development Director Robert Hill presented population changes from the 2010 census to the 2020 census. Hill said September is National Preparedness Month and the county will be hosting an event September 30th from 12:00 p.m. to 4:00 p.m. on 1st floor of the City/County building.

Sheriff Marty Stanwick said he received food service RFPs from three different companies and asked the board for permission to move forward with Trinity Services Group. Pierce asked how these rates compare to the rates they are currently paying. Jail Administrator Bart Sweebe said there will be a cost savings of about \$118,000.

By consensus the board agreed to move forward with Trinity Services Group and will take action on the 3-year contract during a future meeting.

Stanwick asked if it was still okay to increase the full time jail staff, adding three additional full-time correctional officers on October 1st. By consensus, the board agreed to move forward with hiring three the additional full-time employees.

REGULAR BUSINESS

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-94: a State of South Dakota Department of Public Safety Office of Emergency Management 2022 Local Emergency Management Performance Grant.

Background information was provided by County Development Director Robert Hill.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-95: a Guardian RFID System agreement. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-96: a South Dakota Department of Transportation Agreement for use and restoration of detour and/or wet weather detour. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-97: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Trenton Township.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-98: an application for occupancy of right of way of county highways made by Brookings-Deuel Rural Water System in Brookings Township.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-99: an application for occupancy of right of way of county highways made by Brookings-Deuel Rural Water System in Sterling Township.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-100: an application for occupancy of right of way of county highways made by Interstate Telecommunications Coop in Laketon. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-101: an application for occupancy of right of way of county highways made by Interstate Telecommunications Coop in Laketon.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-102: an application for occupancy of right of way of county highways made by Interstate Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-103: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-104: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-105: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-106: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-107: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-108: a FMV lease agreement between Brookings County and Dakota Mailing for lease of a postage machine. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Bartley seconded by Krogman to approve Change Order #007 for the Detention Center Remodel & Expansion Project in the amount of \$24,260. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Boersma, seconded by Krogman to approve Argo Township’s culvert grant application in the amount of \$8,569.30. Background information was provided by Commission Department Director Stacy Steffensen. Pierce asked when they plan to do the work. Highway Superintendent Brian Gustad said they have the culverts on hand and the work will be done this year.

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

Motion by Pierce, seconded by Boersma to automatically supplement for unanticipated expense incurred and reimbursement made to Brookings County in the amount of \$410 for reimbursement for SDAAO school registration, receipt #564803, GL line 101-4-162-4270. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Pierce, seconded by Krogman to approve paying \$10,000 to the Brookings Economic Development Corporation to conduct a housing study of the smaller communities in Brookings County as part of their overall RFP. Background information was provided by Commissioner Krogman.

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

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., the board held a public hearing on Resolution #21-39: adoption of the 2022 Provisional Budget for Brookings County, South Dakota.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Resolution #21-39: adoption of the 2022 Provisional Budget for Brookings County, South Dakota.

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

Background information was provided by Commission Department Director Stacy Steffensen.

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

RESOLUTION #21-39 ADOPTION OF THE 2022 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, 2022 and ending December 31, 2022 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 7th day of September, 2021. 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 proposed to be levied by Brookings County for the year January 1, 2022 through December 31, 2022.

<u>COUNTY LEVIES</u>	<u>DOLLARS</u>	<u>\$1,000</u>
General Fund	\$13,286,697	\$4.203
County Building Fund	\$ 338,687	\$0.107

Jail Expansion	\$ 500,000	\$0.158
TOTAL	\$14,125,384	\$4.468

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

Larry Jensen	Chairperson
Angela Boersma	Vice-Chairperson
Lee Ann Pierce	Commissioner
Ryan Krogman	Commissioner
Michael Bartley	Commissioner

ATTEST:

Lori Schultz
Brookings County Finance Officer

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to sell the 2013 140MC AWD Cat Motor Grader (Asset #0921) with Wing (Asset #0932W) by sealed bids. Senior Finance Assistant Jenna Byrd said the governing board shall appoint three real property owners of the political subdivision to appraise the value of such property. Such real property owners shall file a report of the appraisal with the fiscal officer of the political subdivision.

Pierce asked why they are doing sealed bids and not the online auction. Gustad said they have a guaranteed bid of \$116,000 offered by RDO Equipment Company. He said they are guaranteed the money by going through this process. Pierce said she is worried they won't get enough people to bid on it by going through the sealed bid process. She said the online public auction reaches more people.

Byrd said they can set a reserve on the public online auction of what the board wants for the item. She said if the bid comes in lower than the reserve, then the board will decide whether or not they want to accept the offer.

SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., the board held the second reading and public hearing on Ordinance #21-05: an ordinance amending Ordinance #21-02: an Ordinance Establishing a County Housing & Redevelopment Commission for the Administration of HUD section Eight (8) Existing Certificate, Voucher, Moderate Rehabilitation and Other Related Housing Programs.

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Jensen to sign Ordinance #21-02: an Ordinance Establishing a County Housing & Redevelopment Commission for the Administration of HUD section Eight (8) Existing Certificate, Voucher, Moderate Rehabilitation and Other Related Housing Programs.

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

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

Ordinance #21-05
An Ordinance Amending Ordinance #21-01:
An Ordinance Establishing a County Housing and Redevelopment Commission for the

Administration of HUD Section Eight (8) Existing Certificate, Voucher,
Moderate Rehabilitation and Other Related Housing Programs

Be it ordained by the County Commission of County of Brookings, South Dakota, as follows, to-wit:

Article I
Brookings County Housing and Redevelopment Commission

Section 1. Created

There is hereby created and established in and for the County of Brookings a County Housing and Redevelopment Commission to administer, contract, control and supervise HUD Section Eight (8) Existing Certificate, Voucher, Moderate Rehabilitation and other related housing programs through the use of municipal, county and federal funds, and to exercise any and all powers conferred by SDCL Chapters 11-7 and 11-7A.

Section 2. Composition & Appointment

The Housing and Redevelopment Commission shall be composed of five (5) commissioners. The members shall be made up of at least one (1) resident of the City of Brookings, at least one (1) resident that resides outside the City of Brookings and one (1) County Commissioner. The members shall be appointed by the Chairperson of the Board of County Commissioners, with the approval of the County Commission.

Section 3. Terms

The members shall be appointed for five (5) year terms, beginning January 1st of each year. Each vacancy in an unexpired term shall be filled in the same manner in which the original appointments were made.

Section 4. Ex-Officio Members

The Brookings County State's Attorney or their appointed designee shall be assigned as an ex-officio member of the Housing and Redevelopment Commission.

Section 5. Meetings

The Housing and Redevelopment Commission shall hold meetings as necessary to complete such business as from time to time may come before it. Official meetings shall be in accordance with SDCL 1-25-1. Special meetings may be called at any time by the Chairperson by giving at least twenty-four (24) hours advance notice in accordance with SDCL 1-25-1.1.

Section 6. Quorum of Commission/Officers/Rules

The powers of the Housing and Redevelopment Commission shall be vested in the commissioners thereof in office at any time; a majority of whom shall constitute a quorum for all purposes. Each commission shall select a Chairperson, a Secretary and a Treasurer from among its commissioners, who shall hold their offices respectively for one (1) year and until their successors have been appointed. The Commission shall adopt such by-laws and other rules for the conduct of its affairs as it deems appropriate.

Section 7. Expenses of Commissioners

No commissioner shall receive compensation for their services, but each commissioner shall be entitled to receive necessary expenses, including traveling expenses, incurred in the performance of their duties based upon current state rates.

Section 8. Commission as Body Corporate/General Powers

The Housing & Redevelopment Commission shall be a public body corporate and politic, exercising public and essential governmental functions, and shall have all the powers necessary or convenient to carry out the purposes set forth herein, together with the powers granted by SDCL Chapter 11-7 and 11-7A, inclusive, but the Commission shall not have the power to levy or collect taxes or special assessments. The Housing and Redevelopment Commission shall have the power and authority to superintend, manage,

administer and control federal housing programs within its jurisdiction, including the power to contract with individuals, public or private firms, to administer said housing program on behalf of the Commission.

Section 9. Collection of Funds

All funds and revenues derived from the operation of the Housing & Redevelopment Commission may be collected by the Brookings County Finance Office, or such other officer as shall be appointed by such Commission.

Section 10. Reporting

In accordance with SDCL 11-7-106, the Commission shall keep an accurate account of all its activities and of all its receipts and expenditures and shall annually in the month of January make a report thereof to the auditor-general and to the Brookings County Board of County Commissioners.

Article II

This ordinance is intended to amend Ordinance #21-01, to the extent such ordinance is inconsistent with this ordinance it is hereby repealed. All other ordinances in conflict herewith are hereby repealed.

This ordinance is based upon Resolution #91-10, adopted by the Brookings County Board of County Commissioners on March 19, 1991 and Resolution #91-11, adopted by the Brookings County Board of County Commissioners on April 2, 1991. The housing needs addressed in those Resolutions continue today and those Resolutions remain in effect.

Dated this 7th day of September, 2021.

Larry Jensen
Chairperson
Brookings County Commission

ATTEST:

Lori Schultz
Brookings County Finance Officer

FIRST READING: Tuesday, August 3, 2021
SECOND READING: Tuesday, September 7, 2021
ADOPTED: Tuesday, September 7, 2021
PUBLICATION DATE: Thursday, September 16, 2021
EFFECTIVE DATE: Wednesday, October 6, 2021

REGULAR BUSINESS

The board continued their discussion on how to sell the motor grader. Boersma said she is in favor of the online auction because it widens the net of bidders and there is no real urgency of getting rid of this motor grader.

All members voted “nay.” Motion failed

Motion by Boersma, seconded by Krogman to sell the 2013 140MC AWD Cat Motor Grader (Asset #0921) with Wing (Asset #0932W) via online public auction.

All members voted “aye.” Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:45 a.m., Jordan Brown with East River Electric was present to discuss power poles for the Sinai Bridge project.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-93: a Brookings County force account agreement (utility) between Brookings County and East River Electric Power Cooperative, Inc.

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

REGULAR BUSINESS

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Jensen to approve a Request to Fill Vacancy for an Appraiser in the Equalization Department.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to approve a Request to Fill Vacancy for a temporary Deputy Sheriff.

All members voted “aye.” Motion carried.

Sheriff Marty Stanwick asked the board for consensus to move forward on advertising for a Deputy Sheriff, as he is anticipating a resignation. By consensus, the board agreed to authorize advertising for the position when the resignation comes in.

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to approve a Request to Fill Vacancy for a GIS Technician in the Commission Department.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said she will work with Highway Superintendent Brian Gustad on drafting a letter to all township supervisors asking them if they want the county do their culvert inventory.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson said the judges have opted to go back to COVID protocols.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended the 10-County Meeting via zoom; met with City Manager Paul Briseno, City Attorney Steve Britzman, States Attorney Dan Nelson and County Development Director Robert Hill to discuss the medical cannabis licensing issue in the joint jurisdictional area; attended the Optimist Respect for Law Enforcement Breakfast; attended the Conservation Tour; and attended the Legislative Luncheon with Senator Thune.

Commissioner Bartley attended the 10-County Meeting; attended the Optimist Respect for Law Enforcement Breakfast; attended the Conservation Tour; attended a Detention Center Meeting; and attended the Legislative Luncheon with Senator Thune.

Commissioner Krogman attended a BATA Meeting; attended a BCOAC Advisory Board Meeting; attended the Optimist Respect for Law Enforcement Breakfast; attended the Conservation Tour; and attended a BATA Capital Committee Meeting.

Commissioner Boersma attended a BEDC Board Meeting; attended a NACo Next Gen Symposium Meeting; attended a BEDC Meeting; attended the Optimist Respect for Law Enforcement Breakfast; attended the Conservation Tour; attended the Legislative Luncheon with Senator Thune; and attended a Connect 2140 meeting.

Commissioner Jensen attended a 10-County Meeting; attended a Detention Center Meeting; attended a BCOAC Advisory Board Meeting; attended the Optimist Respect for Law Enforcement Breakfast; attended the Conservation Tour; and attended a Conservation District Meeting.

EXECUTIVE SESSION

Motion by Boersma, seconded by Krogman to enter into Executive Session at 10:14 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to come out of Executive Session at 11:57 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Boersma, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meet is Tuesday, September 21, 2021 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 at the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Jenna Byrd
Senior Finance Assistant
Brookings County

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