

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, SEPTEMBER 24, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 24, 2019 with the following members present: Michael Bartley, Larry Jensen, Angela Boersma and Ryan Krogman. Lee Ann Pierce was 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 Krogman, seconded by Jensen to approve the agenda for the September 24, 2019 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(1), personnel was added to the Executive Session.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the September 3, 2019 Commission Meeting.

Travel Requests: Martin Stanwick & Bart Sweebe to attend the Territory Sheriff's Association Fall Conference September 30th-October 3rd in Pierre; Brian Gustad to attend a Local Road Conference on October 15th-16th in Rapid City; Robert Hill to attend an Integrated Warning Team Meeting on October 24th in Garretson; Jeremy Kriese to attend a Firearms Instructor Course October 27th-November 1st in Pierre; Laura Littlecott & Stacy Steffensen to attend the Safety & Loss Control Training Conference November 20th-21st in Mitchell.

Personnel Action Notices: voluntary resignation- Nick Strasburg, effective August 22, 2019; voluntary resignation without notice- Katherine Bogue, effective August 30, 2019; routine step increase- Eileen Aberle to \$21.55, effective September 1, 2019; routine step increase- Susan Taylor to \$18.29, effective September 1, 2019; routine step increase- Kristen Witchey to \$25.91, effective September 1, 2019; promotion- Alex Berkness to \$20.31 as Heavy Equipment Operator, effective September 2, 2019; new hire- Part-time Correctional Officer Anna Sells at \$17.80, effective September 5, 2019; new hire- Part-time Correctional Officer Kalea Vandeweile at \$17.80, effective Septmeber 5, 2019; new hire- Full-time Truck Driver Cameron Smith for the Highway & Weed Department at \$15.41, effective September 11, 2019; new hire- Part-time Correctional Officer Lisa Walterman at \$17.80, effective September 11, 2019; routine step increase- Shawn Plowman to \$29.36, effective October 1, 2019; retirement- Randy Ribstein, effective November 30, 2019.

Human Services: case #19-115 for rent was approved; case #19-121 for utilities was approved; case #19-122 for utilities was approved; case #19-123 for utilities was approved; case #19-124 for utilities was approved; case 19-125 for rent was approved; case #19-126 for utilities was approved.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contracts, \$391.73; Eileen Aberle, Per Diem - County Convention, \$280.44; AgFirst Farmers Coop, Patrol Vehicle Repairs, Chemicals, \$14,235.07; Allegra Print & Imaging, Envelopes, Color Copies, \$278.60; Alphamedia USA Llc, SDSU Coupon Book, \$475.00; AMP Electric Construction, Exit Lights-County Storage, \$132.80; Aragon, Antonio, Translation Services, \$50.00; AT&T Mobility, Wireless Service, \$360.66; Aurora Auto Body & Glass, Patrol Vehicle Repairs, Fuel, \$338.79; Avera Medical Group, Inmate Medical, \$834.18; Avera Occupational Medicine, TPA Services - August, \$181.65; Axon Enterprise Inc, Taser Equipment - Patrol, \$651.00; B&H Contractors of South Dakota, Gravel, \$1,127.52; Banner Associates, Professional Services, \$9,100.40; Best Western of Huron, SD State Fair Lodging, \$517.50; Bobcat of Brookings, Rent Skid Steer, \$624.00; Bowes Construction, Asphalt Pick Up, \$4,410.68; Boyer Trucks, Bumper, Spring, Oil Cap, \$1,571.39; Bozied Oil Co Inc, Patrol Car Washes, \$224.00; Brash Llc, COP Rent, \$650.00; Brock White Company, Fabric Roll, \$400.00; Brookings City Utilities, Utilities, Phone Service, \$13,651.51; Brookings County Finance, Delinquent Taxes, \$1,105.69; Brookings Health System, Replace Voided Check, \$1,332.37; Brookings Health System, August Blood Alcohol Testing, \$7,543.50; Brookings Health System, Inmate Medical, \$1,057.40; Brookings Register, Advertising, Notices, Publishing, \$2,021.47; Brookings-Deuel RWS, Bruce Shop Utilities, \$18.00; Brothers Pharmacy, Inmate Rx Medical, \$906.06; Buhls of Brookings Cleaners, Rug Rental Service, \$280.55; Butler Machinery Co, Motor Assembly, Solenoid, \$387.17; BX Civil & Construction Inc, Preservation Grant Payments, \$12,286.74; C&R Supply Inc, ATV Electric Motor, \$278.42; Carquest Auto, Shop/Vehicle Supplies, \$1,111.22; Century Business Products, Copier Contract, \$2,142.34; Certified Languages International, Translation Services, \$36.30; Amy Christensen, Child Abuse Conf Registration, \$59.00; Cintas Corporation, Laundry Services, \$445.69; City of Brookings Landfill, Disposal, \$85.05; City of Brookings, Joint Building Costs, \$4,228.08; City of Volga, COP Utilities, \$508.58; City of White, White Shop Utilities, \$79.57; Civic Plus, Annual Fees Website Hosting, \$6,938.04; Clark Equipment Co dba Bobcat, Skid Steer, \$74,938.15; Compass Counseling & Assessment, Psychosexual Assessments, \$2,450.00; Concrete Materials Inc, Pea Rock, \$1,659.10; Cook's Wastepaper & Recycling, Commercial Service, \$839.03; Creative Product Sourcing, Dare T-Shirts, \$1,701.45; Credit Collections Bureau, Collection Execution, \$9,395.90; Dakota Data Shred, Special Pickup, \$139.93; Dakota Diesel Service, Turbo, \$1,100.00; Dale's Alignment, Repair, Remove Replace Hangers, \$5,728.86; Dell Marketing LP, Desktop Computers, \$2,793.08; Dept of Legislative Audit, 2017 Audit 2nd Payment, \$15,823.50; Digital Dolphin Supplies, Sheriff Office Supplies, \$55.98; Duininck, Class D Type 1 Rap, \$3,621.45; DVL Fire and Safety, Fire Extinguisher Repair, \$46.00; Eidsness Funeral Home, Coroner Fees, \$295.00; Executive Mgmt Finance Office, Tech Access Fee, \$53.00; Fastenal Company, Bolts, Shop Supplies, \$48.77; Faulk County Sheriff, Inmate Housing, \$2,040.00; First Bank & Trust, First Bank & Trust CC Charges, \$1,122.60; Fite, Pierce & Ronning

Law, Crt Appt Attorney, \$10,189.00; Flint Hills Resources, LP, Road Oil, \$102,793.96; Foerster Office & Supply, Jail Supplies, \$457.50; Fox & Youngberg PC, CAA Inv MI Hearings, \$582.46; Gass Law, PC, Crt Appt Attorney, \$3,004.30; Geotek Engineering Inc, Earthwork Test, \$774.00; Jennifer Goldammer, Crt Appt Attorney, \$6,825.62; Graham Tire North, Tires, \$3,500.00; Gross, Linda, Postage, \$6.30; Guarantee Roofing & Sheet, Courthouse Roof Repair, \$4,704.09; Patricia J Hartsel, Transcripts, \$805.80; Richard Haugen, Per Diem - FEMA G557 & EM Conf, \$140.00; Hillyard/Sioux Falls, Jail, Cleaning Supplies, \$335.95; Tim Hogan, Crt Appt Attorney, \$4,517.10; Hometown Service & Tire, Flat Repair, Mower Tires, \$125.00; Hy-Vee Food Store, Supplies, Inmate Meals, Refreshments, \$21,765.43; Indeed Inc, Job Postings, \$969.29; Innovative Office Solutions, Treas Daily Balance Book, \$826.44; Interstate Telecom Coop, Phone Service, \$392.68; Jackrabbit Tire & Service, Front End Alignment, \$50.47; Katterhagen, Mark, Inv Mental Illness Hearing, \$15.00; Keltek, Patrol Vehicle Equipment, \$145.21; Kennedy Pier Knoff Loftus, CAA Inv Mental Illness Hearing, \$423.40; Kimball Midwest, Shop, \$432.34; Kingbrook Rural Water, Sinai Shop Utilities, \$33.00; Kirkvold Oil Company, Tire Swaps, \$4,179.34; Benjamin Kleinjan, NDAA Fee, \$75.00; L&L Auto & Truck Parts, Brake & Hydraulic Hoses, \$122.93; Lewis & Clark Behavioral, BMI Intake, \$178.00; Lewno, Lucy, Inv Mental Illness Hearing, \$166.50; L. G. Everist, Inc, Crushed Quartzite, \$614.38; Lincoln County Auditor, Mental Illness Charges, \$2,071.35; Lincoln County Sheriff, Service of JUV Papers, \$100.00; Locators & Supplies, Sweatshirt, Marking Paint, \$292.67; Darcy Lockwood, Inv Mental Illness Hearing, \$15.00; Lowe's, Caulk, \$282.68; Lyle Signs Inc, Firemarkers, \$125.99; M&M Service, Patrol Vehicle Repairs, \$379.53; M&T Fire & Safety Inc, Reflective Vests-Patrol, \$200.00; Martin's Inc, Gas, Oil, DEF, Diesel, \$33,194.37; Matheson Tri-Gas Inc, Welding Supplies, \$224.97; Donald McCarty, Crt Appt Attorney, \$5,666.25; McKeever's Vending, Inmate Commissary, \$555.56; Mediacom Llc, Sept Law Library Internet, \$144.79; Millborn Seeds Inc., Grass Seed, \$75.00; Minnehaha County JDC, JDC Costs, \$7,130.00; Moriarty Rentals, COP Rent, \$650.00; Dan C Nelson, NDAA Conf Airfare,Registration, Mental Health Summit Per Diem, \$1,517.00; Nancy J Nelson, Crt Appt Attorney, \$5,861.50; Nancy J Nelson, Mental Health Brd Chair, \$164.35; Newegg Business Inc, Laptop - P&Z, \$614.98; Northeastern Dental Center, Inmate Dental, \$201.00; Northwestern Energy, Natural Gas Utilities, \$240.29; Office Peeps Inc, Office Supplies, Calendars, \$1,622.26; One Source, Background Checks, \$328.25; Party Depot, Achievement Days Supplies, \$15.91; Pharmchem Inc, Sweat Patch Analysis, \$513.90; Lee Ann Pierce, NACO Conv Reimbursement, \$516.70; Pitney Bowes Global Finance, Rental Charges, \$303.18; Prairie Graphics, Jacket/Embroidery, \$77.50; Prochem Dynamics Llc, Supplies, \$294.25; Prussman Contracting Co, Sign Stands, Culverts, \$20,242.92; Qualified Presort Service, Mail Service, \$42.36; Ramkota Inn, SSAAO Assessor School Lodging, \$1,425.00; Razors Edge Grounds Keeping, Mowing, Landscaping, \$1,777.50; RC First Aid, Jail Medical Supplies, \$71.00; RDO Equipment Co, O Ring, Supplies, \$1,212.81; Redwood Toxicology Laboratory, Drug Patches/ Supplies, \$2,424.78; Rental Depot, Hammer Drill, \$241.85; RFD Newspapers Inc, Notices, Publishing, \$6,281.06; Rick Ribstein, Crt Appt Attorney, \$5,025.28; Running's Supply Inc, Supplies, \$390.23; Safety Benefits Inc, Reg for Safety & Loss Conference, \$130.00; Sanford Health, Inmate Medical, \$72.84; Satellite Tracking of People, GPS Tracking, \$913.25; Schaffer Law Office, Prof, Professional Services, \$2,189.95; The Schneider Corporation, Quarterly Billing, \$2,565.00; SD Attorney General's Office, 24/7, SCRAM Fees, \$5,439.00; SD Dept of Public Safety, Teletype Service, \$2,340.00; SD Dept of Revenue, Sheriff Trust, \$443.44; SD Dept of Transportation, Grant, \$27,648.39; SD Local Transportation Association, Registration Local Road Conf, \$100.00; SD Public Assurance Alliance, Dispatch Center Contents, \$106.98; SD Sheriff's Association, Fall Conference, \$230.00; SD State Treasurer, Unclaimed Checks, \$779.40; SDACO, ROD Relief Fund, \$920.00; Sinai Coop Elevator, Diesel, \$937.40; Sioux Equipment, Repair Lift, \$449.16; Sioux Valley Energy, Electric, \$245.00; Sturdevant's Auto Parts, Shop/Vehicle

Supplies, \$35.70; Subway, LEPC Meeting Meals, \$93.50; Anthony Teesdale, Crt Appt Attorney, \$3,595.55; Thomson Reuters - West, West Info Charges, \$1,072.38; Town & Country Shopper, Notice, Advertising, \$352.00; Town of Sinai, Sewer/Garbage Service, \$64.00; Trane US Inc, Clean Condensor, Fan Switch, \$1,187.00; Transource, Inventory Fuel Filters, \$145.87; UPS Store, Shipping, \$18.67; Steven Ust, Building Inspections, \$2,900.00; Vandenberg Law, Crt Appt Attorney, \$2,922.05; Ver Beek Law Prof, Llc, CAA Inv Mental Illness Hearing, \$151.90; Verizon Wireless, Wireless Service, \$40.01; Walburg, Duane, Animal Control Mileage, \$131.88; Walmart Community, Janitor/Office Supplies, \$223.21; Wheelco Truck & Trailer, Shop, Vehicle Supplies, \$862.13; Terry D Wiczorek PC, Crt Appt Attorney, \$1,210.36; WW Tire Service Inc, Tire Repairs, \$436.50; Yankton County Treasurer, Mental Illness Charges, \$120.00; SD Dept of Revenue, September Remittance, \$574,664.46; James Sampson, Payroll Correction, \$4,630.98.

Employee Recognition of Milestone Anniversaries

Laura Littlecott- 5 years in July; Alex Berkness- 5 years in August; Bart Sweebe- 15 years in September; and Susan Taylor- 5 years in September.

Department Head Reports

Highway Superintendent Brian Gustad said his department began chip sealing on August 26th. Gustad said on September 5th, they had a pre-construction meeting for structure #06-050-220-U. Gustad said his department finished site cleanup and the signage has been placed. He said they plan on patching back in the asphalt when time allows.

Gustad discussed the flooding event. He said County Road 14 south of Sinai is still closed.

Gustad updated the board on the Deer Creek Station Bridge. He said Bowes Construction has completed site grading and their asphalt work has yet to be completed as Graves Construction plans to be on site the week of September 23rd to remove/replace failed grout. He said the bridge will be completed by November 1st.

Gustad said Lead Foreman Jeff Anderson held a pre-construction meeting for structure #06-100-070-U. He provided the board with a tentative timeline; demolition of existing structure and grade set up will be October 3rd-8th with site clean-up on October 14th-18th. Krogman asked what the detour route will be. Gustad said they will re-route them to County Road 7. He hopes to keep them on county roads versus township roads.

Sheriff Martin Stanwick said there are 40 inmates in jail and 157 individuals participating in the 24/7 program. Stanwick said the inmate that was transported to Faulk County is now back in the Brookings County Detention Center.

Stanwick informed the board that he is running out of money in his budget. He said the number of inmates has been increasing, along with the number of meals they give to the inmates. Stanwick said meals alone cost him about \$25,000 a month. Pierce asked Stanwick why the budget will be short when the meals are contracted out. Stanwick said there's been an increase of inmates from last year and those inmates are staying a lot longer.

Stanwick thanked the Highway Department for putting up the road closure signs so quickly when they were dealing with all the flooding. Stanwick said only three vehicles went into the water.

Jail Administrator Bart Sweebe said the daily population for inmates last year was 34 inmates; today it's 38 inmates per day. Stanwick said the highway patrol has a trooper that only does drug interdictions. He said that is another change from last year. Sweebe said they do have a

lot of correctional officers but they can't always help them when they're needed. He said they need a bigger pool to pull from. Sweebe asked the board for permission to hire six more correctional officers; three woman and three men. Stanwick said they are also busy with civilians and attorneys. Sweebe said it's hard to staff because a lot of them have other jobs and school.

By consensus, the board approved hiring six additional correctional officers; three male and three female.

Director of Equalization Jacob Brehmer said due to the flooding event, he sent out a press release to inform the public to call the Equalization Office, or through 211, to set up a time for one of their appraisers' to come and take a look at the flood damage to their property. Brehmer said property owners could see a \$10,000 decrease in value because of the damage. Brehmer said so far, 113 individuals have contacted his office through 211, and his office has visited 40 homes. He said he made a list of all the owners and will re-check their homes in the future to see if the value needs to go back up.

Krogman said he appreciates Brehmer reaching out to the surrounding communities now versus later down the road making the process more difficult.

County Development Director Robert Hill said an emergency management briefing was conducted in Bushnell on September 9th. Hill said he drove to Pierre that evening to attend the South Dakota Emergency Management Association Conference in Pierre.

Hill said County Development Deputy Director Richard Haugen attended the South Dakota Emergency Management Association Conference in Pierre on September 8th-12th, and received FEMA Training on Monday September 9th.

Hill said National Preparedness Day was September 13th. He said that event went very well. Hill said he attended the SDACC Conference in Pierre on September 16th-17th.

4-H Youth Program Advisor Sonia Mack discussed different events that happened over the year. Mack discussed Progressive Ag Safety Day, 4-H Shooting Sports, 4-H Camp at Lake Poinsett, the 4-H Horse Show, Cloverbud Day Camp, 4-H Greenhorn Camp, Special Foods Contest, Fashion Revue Contest, Public Presentation Contest, Achievement Days, and the State Fair.

Mack said 4-H concludes on September 30th and the new 4-H year begins on October 1st.

Mack said 4-H Recognition Awards night will be Tuesday, November 12th at 6:30 p.m.

SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., the board held a public hearing for the FY 2020 Annual Budget.

Motion by Boersma, seconded by Krogman to approve the amendments to the FY2020 Annual Budget.

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

Commission Department Director Stacy Steffensen read the changes from the FY2020 Provisional Budget to the FY2020 Annual Budget.

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

General Fund	\$12,518,975	\$3.939
County Building Fund	\$318,201	\$0.100
Jail Expansion	\$ 500,000	\$0.157
TOTAL	\$13,337,176	\$4.196

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

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

ATTEST:

Vicki Buseth
Brookings County Finance Officer

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #19-43: a plat of Lot 10A, Black 2, Sunset Point Addition in Government Lots 3 & 4 of 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.

Department Head Reports Continued

Finance Officer Vicki Buseth said they received funding from the DOT Bridge & Special Funding program in the amount of \$1,166,008.59. Highway Superintendent Brian Gustad said that money has to be spent within three years for road and bridges, and it has to be on the 5-year plan.

Buseth said an auction will be held by the South Dakota School and Public Lands in the Chambers on Thursday, September 26th.

Finance Officer’s Report

Finance Officer Vicki Buseth presented the Finance Officer’s Report for August 2019.

August 2019

Total amount of deposits in bank.....	\$25,649,307.88
Total amount of actual cash: Currency.....	\$17,416.00
Coins.....	\$4.62
Total amount of checks/drafts in Treasurer’s possession not exceeding 3 days..	\$82,744.16
Itemized list of all other items.....	\$40,173.15
TOTAL.....	\$25,789,645.81

Commissioner/HR: \$25,525.44; Finance Office: \$20,461.41; State Attorney: \$26,612.16; Equalization: \$18,200.48; Register of Deeds: \$8,524.89; Veterans/Welfare: \$6,202.43; Sheriff’s Office: \$98,337.10; Coroner: \$426.22; Community Health: \$3,513.26; Extension: \$2,494.42; Weed:

\$6,954.63; Planning/Zoning: \$5,575.79; Highway: \$47,580.04; Emergency Management: \$3,887.36; BCOAC: \$6,979.05.

AFLAC: \$3,502.58; Avesis: \$1,409.74; Office of Child Support: \$1,342.00; Delta Dental: \$5,777.36; Flex One: \$1,658.56; Principal Life Insurance: \$1,793.49; Garnishments: \$148.17; Local Teamsters: \$1,169.00; SDRS: \$45,069.49; SDRS Supplemental: \$1,766.00; EFTPS: \$87,491.85; Wellmark: \$107,387.93; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$11,183.42; AFLAC Group/CAIC Primary: \$295.78.

Be it noted, the expenditure adjustments for the month of August 2019 were presented to the board. \$6,476.72 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 August 2019 in the amount of \$37,816.00 was presented to the board.

Finance Assistant II Jenna Byrd updated the board on the public surplus sale. Byrd said the sale went for ten days beginning August 26th. She said six items sold totaling \$2,634.00. Byrd asked for the board's permission to relist two items and take the rest of the items to the landfill.

By consensus, the board gave Byrd permission to relist the upright vacuum and the 25" area vacuum, and take the rest of the items to the landfill.

SCHEDULED AGENDA ITEM

As scheduled at 9:45 a.m., Mayor of Elkton David Landsman discussed parcel #34425-02200-004-00 in Elkton Town, Lot 4 Block 22 in the subdivision entitled Blocks 14 to 26.

Landsman said the City of Elkton pushed to have this property condemned; they paid to bulldoze it down. Landsman said they would pay for the back taxes in the amount of \$4,423.88.

Director of Equalization Jacob Brehmer said the value of this land is \$10,000.

Motion by Krogman, seconded by Jensen to sell parcel #34425-02200-004-00 in Elkton Town, Lot 4 Block 22 in the subdivision entitled Blocks 14 to 20 to the City of Elkton for \$4,423.88.

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

Department Head Reports Continued

County Development Director Robert Hill provided the board with the Local Emergency Management Performance Grant 2020 Briefing. Hill said the LEMPG provides a single funding, operating, and reporting instrument for the accomplishment of agreed upon activities and products. He said the agreement acknowledges that preparedness, mitigation, response, and recovery activities apply to and are required for natural manmade, and technological disasters in South Dakota.

Census Update

Hill updated the board on the 2020 census. He said the committee is getting started. Hill said he has some funds available that will be spent on advertising for the towns and townships.

REGULAR BUSINESS

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Resolution #19-44: a resolution to continue support for the First District Association of Local Governments during fiscal year 2020 (October 1, 2019- September 30, 2020).

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

RESOLUTION #19-44

A RESOLUTION TO CONTINUE SUPPORT FOR THE FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS DURING FISCAL YEAR 2020 (October 1, 2019 - September 30, 2020)

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 2020 (October 1, 2019 - September 30, 2020). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$45,505.33 to the First District Association of Local Governments during the aforementioned Fiscal Year 2020 period.

ADOPTION:

Adopted this 24th day of September, 2019

Michael Bartley
Chair, Brookings County Commission

ATTEST:

Vicki Buseth
Brookings County Auditor

Todd Kays
First District Association of Local Governments

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #19-45: a resolution authorizing the purchase of construction equipment from State of South Dakota- contract 17286, bid process.

Background information was provided by Highway Superintendent Brian Gustad.

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

RESOLUTION #19-45

A RESOLUTION AUTHORIZING THE PURCHASE CONSTRUCTION EQUIPMENT FROM STATE OF SOUTH DAKOTA-CONTRACT 17286, BID PROCESS

WHEREAS, Brookings County Highway Department will need one BOBCAT SKID STEER LOADER;
and

WHEREAS, STATE OF SOUTH DAKOTA, has recently gone through a competitive bidding process for CONSTRUCTION EQUIPMENT, such bidding process culminating in the bids being opened on MARCH 1, 2019;

WHEREAS, CLARK EQUIPMENT COMPANY, was the lowest responsible bidder under such STATE OF SOUTH DAKOTA-CONTRACT 17286, bid process and CLARK EQUIPMENT COMPANY is willing to provide equipment to BROOKINGS COUNTY under the same terms and options as available to STATE OF SOUTH DAKOTA-CONTRACT 17286, 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 BOBCAT SKID STEER LOADER, based upon the bid price, or less, as established through the competitive bidding process of STATE OF SOUTH DAKOTA-CONTRACT 17286, with the unit and specifications as follows:

Passed this 24th day of September 24, 2019.

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #19-46: 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.

Background information was provided by Highway Superintendent Brian Gustad.

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

RESOLUTION #19-46
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 PAYLOADER; 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 PAYLOADER 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 24th day of September, 2019.

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-63: the 2019 Brookings County Hazardous Materials Plan.

Background information was provided by County Development Director Robert Hill.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-64: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Laketon Township.

Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #19-65: an application for occupancy of right-of-way of county highways made by the City of Elkton.

Background information was provided by Highway Superintendent Brian Gustad.
All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign a Request of Fill Vacancy for a part-time 4-H Program Assistant in the 4-H Office.
Background information was provided by Commission Department Director Stacy Steffensen.
All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for a part-time Membership Assistant at the Brookings County Outdoor Adventure Center.

Background information was provided by Commissioner Krogman.
All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to declare a 2013 Ford Explorer as surplus property to be sold via online auction.

Background information was provided by Finance Assistant II Jenna Byrd.
All members voted “aye.” Motion carried.

The board discussed Samara Avenue in the City of Volga.

Commission Department Director Stacy Steffensen asked the board if there was any interest to participate in a future upgrade project on Samara Avenue with the City of Volga, not knowing exactly what that might look like yet. Highway Superintendent Brian Gustad said the City of Volga has been developing the west side of Volga and would like to take over the one mile stretch of County Road 5. He said after the project is done, they would maintain that portion of the road for eternity. Gustad said his department has been chip sealing that portion of the road. Jensen asked how far south the new development will go. Gustad said that is also up for discussion because there is potential development south on Samara Avenue. By consensus the board agreed to continue the conversations with the City of Volga.

The board reviewed the strategic plan.

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

Steffensen said a number of Notices of Awards for BIG program projects were awarded to Brookings County. Highway Superintendent Brian Gustad said one project was denied, but seven other projects were awarded.

Steffensen said the board received a letter from landowner Roger Sunde regarding the land near the culverts at the outlet to Lake Sinai.

Steffensen said the Hobo day parade will begin at 9:30 a.m. October 5th.

Steffensen discussed the proposed 2020 Commission calendar with the board.

Chairperson Bartley declared a 5 minute recess.

SCHEDULED AGENDA ITEM

As scheduled at 10:30 a.m., the board was updated on the jail remodel from BKV Group Architects Bruce Swartzman, Aaron Johnson, David Horner and Lance Munson with Construction Engineers.

REGULAR BUSINESS

States Attorney Dan Nelson said he's been working with Finance Officer Vicki Buseth and Commission Department Director Stacy Steffensen on two quit claim deeds.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Boersma attended the SDACC Convention; attended the Mental Health Coalition Meeting; and attended the Employee Mixer at Good Roots Farm & Gardens.

Commissioner Krogman attended the SDACC Convention and attended the BCOAC Advisory Board Meeting.

Commissioner Jensen attended the SDACC Convention; attended the Delta Chi Supper Event; attended the Chamber Mixer; attended the Conservation District Breakfast; and attended the BCOAC Advisory Board Meeting.

Commissioner Bartley attended an open house for Brookings Health and Wellness, formerly known as East Central Behavioral Health; attended a White House Meeting in Washington DC; and attended a Joint Jurisdiction Committee Meeting.

EXECUTIVE SESSION

Motion by Krogman, seconded by Boersma to enter into Executive Session at 11:20 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 Krogman to come out of Executive Session at 11:59 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Boersma to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, October 8, 2019 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