

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, OCTOBER 20, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, October 20, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman.

CALL TO ORDER

Chairperson Bartley called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Jensen, seconded by Boersma to approve the agenda for the October 20, 2020 Commission Meeting. All members voted "aye." Motion carried.

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 October 6, 2020 Commission Meeting and the minutes from the October 15, 2020 Commission Meeting.

Travel Requests: Mandi Cramer, Amy Christensen and Paige Petersen to attend a Northeast South Dakota Family Violence Prevention Conference on October 28th & October 29th virtually.

Personnel Action Notices: voluntary resignation- Vicki Buseth, effective November 13, 2020; annual review- Jere Hieb to \$24.51, effective November 1, 2020.

Cellular Authorizations: Lori Schultz- Extensive Usage at \$60/month and Data Plan at \$45/month.

Human Services Report: case #20-103 for utilities was approved; case #20-104 for utilities was approved; case #20-105 for utilities was approved; case #20-107 for rent was approved; case #20-108 for utilities was approved; case #20-109 for utilities was approved; case #20-110 for rent was approved; case #20-111 for utilities was denied.

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 Contract, \$366.79; AAA Collections, Inc, Executions, \$1,844.74; Agfirst Farmers Coop, Tank Lease, \$318.58; Allegra Print & Imaging, Envelopes, \$944.18; Alphamedia USA LLC, Sales Blitz Package, \$420.00; Aragon, Martha A, Translation Services, \$62.50; Architecture Incorporate, Professional Services, \$2,322.50; Ronald Arp, Execution, \$2,744.60; Aurora Auto Body & Glass, Patrol Vehicle Fuel/Repairs, \$764.25; Avera Medical Group, Inmate Medical, \$368.26; Axon Enterprise Inc, Tazer Cartridges, \$482.25; Jordyn Bangasser, Court Appointed Attorney, \$936.70; Bowes Construction, Patching, \$105,787.50; Brookings City Utilities, Sheriffs Utilities, Det Utilities, Telephone/Internet Service, Water For Truck Shed, Cop Utilities, Phone Lines, \$13,415.39; Brookings County Finance, Delinquent Taxes/Advance Taxes, \$2,507.98; Brookings Credit Bureau, Executions, \$1,492.82; Brookings Health System, September Blood Alcohol Test, \$6,429.00; Brookings Property Manag, Cop Rent, \$1,300.00; Brookings Register, Publication, \$638.09; Brookings-Deuel Rws, Water At Bruce Shop, \$23.40; Brothers Pharmacy, Employee Flu Shots, \$112.00; Buhls Of Brookings Clean, 3 Rugs, \$38.90; Butler Machinery Co, Parts, \$164.20; Carquest Auto, Vehicle Parts, \$1,006.19; Century Business Product, Copier Contract, \$1,409.44; Chapman, Beverly, SDACO Convention Travel, \$54.72; CHS, Diesel, \$18,417.81; City Of Brookings, Animal Control Unclaimed Pet, \$120.00; City Of White, Water/Sewer/Electric, \$87.38; Clark Engineering, Engineering For Overlay, \$400.00; Cody, Denise, MI Hearing, \$15.00; Coles Petroleum Products, Execution, \$354.51; Colonial Research, Citra Burst, \$729.24; Cook's Wastepaper & Recy, Detention Center Garbage/ Oct Single Stream Service/ Highway Dept Garbage, \$450.44; Cook's Wastepaper & Recy, Courthouse/BCOAC Services, \$447.56; Courtesy Plumbing Inc, Plumbing Parts, \$9.95; Dakota Data Shred, Equipment Rental/ Pickup, \$72.16; Dakota Fluid Power Inc, Compressor, \$10,185.55; Dean Schaefer Court Repo, MI Hearing Court Reporting, \$210.00; Den-Wil Inc, Oct Community Health Rent, \$960.00; Driveline Service Inc, Driveline On Truck, \$575.26; Fastenal Company, HVAC Filters, \$337.11; First Bank & Trust, October Bill, \$3,473.83; Foerster Distributing, Items For Courthouse, \$109.50; Colin Galvin, Sobriety Program, \$4.00; Gass Law, Pc, Court Appointed Attorney, \$1,348.85; Roger R Gerlach, Execution, \$9,726.74; Jennifer Goldammer, Court Appointed Attorney, \$1,493.80; Grainger, Drum Lifter, \$303.38; Patricia J Hartsel, Transcriptions, \$406.60; Konard O Hauffe Dds Pc, Inmate Dental, \$296.00; Hawley Insurance Service, Notary Renewal, \$50.00; Henry Carlson Company, Jail Expansion&Remodel Project, \$227,498.00; Hill, Robert, Mileage For SDACC Conf, \$92.40; Hillyard/Sioux Falls, Janitorial Items For BCOAC, \$142.02; Tim Hogan, Court Appointed Attorney, \$2,366.85; Indeed Inc, September Job Listings, \$3.03; Info Cubic LLC, Background Checks, \$206.20; Interstate Telecom. Coop, Extension Phones, \$376.19; Intoximeters Inc, Jail-Pbt Test Tubes, \$1,875.00; Jebro Inc., Oil Fog Seal, \$93,470.95; Johnson Controls, Courthouse Chiller Replacement, \$42,313.00; Katterhagen, Mark, Inv Mi Hearing, \$15.00; Kennedy Pier Knoff Loftu, Inv MI Hearing, \$106.70; Kibble Equipment Llc, Sleeve, \$506.88; Kingbrook Rural Water, Sinai Water, \$33.00; L&L Auto & Truck Parts, Splash Guard, \$393.78; Lar-Jo's, Important Doc Envelopes, \$234.00; Lewis Drug Store, Sept Bill, \$1,159.85; Lewno, Lucy, Inv MI Hearing, \$283.00; Lowe's, Light Bulbs & Tapes, Yellow Striping, Febreze, Lamp, \$185.27; M&T Fire & Safety Inc, Pump Plumbing, Truck Lighting, \$1,669.04; Maple Leaf Press Inc, Targets For Range, \$215.90; Martin Oil Company, Mobil Cmp Shop, \$300.00; Mckeever's Vending, Inmate Commisary, \$369.40; Mcleod's Printing & Office, Deputy Citations, \$333.97; Mediacom LLC, Oct Law Library Int Service, \$144.79; Louis Medicine Horn, 24/7 Sobriety Program, \$12.00; Midwest Glass, Rock Chip On Window, \$50.00; Nancy J Nelson, Court Appointed Attorney, \$4,053.63; Newegg Business Inc, Headphones, \$39.99; Niklason Masonry, Medary Monument Repair, \$6,800.00; Northwestern Energy, Truck Shop/Highway Shop, Heat For Truck Shed, Det Center Heat, \$127.23; Office Peeps Inc,

Paper, Envelope Sealer, Pens/ Appt Book, Batteries, Wipes, \$262.03; Prochem Dynamics Llc, Jail Cleaning Supplies, \$731.24; Qualified Presort Serv, Postage, \$56.35; RDO Equipment Co, Inventory, V Belt, O Ring, \$3,218.52; Reliance Telephone, Phone Card Transactions, \$2,000.00; RFD Newspapers Inc, Publications, \$797.02; Rick Ribstein, Court Appointed Attorney, \$1,451.45; Rockmount Research & All, Welding Supplies, \$1,447.94; Rogers Warehouse, Ammo For The Range, \$1,219.93; Running's Supply Inc, Rimfire, Touch-N-Foam, Brass, Tape Measure, Blade Kit, \$1,914.40; Safe Harbor, Family Violence Prevention Con, \$150.00; Sanford Health, Autopsy, \$2,353.00; Satellite Tracking Of Pets, Blutag Active, \$1,092.00; Bryan Schreur, Meal Reimbursement, \$200.00; Sd Attorney General's Of, 24/7 Participation Fee Payment, \$4,391.00; SDACO, Rod Mod&Pres Relief Fund, \$1,232.00; Sdsu Extension Service, Motor Pool Van For Achv Days, \$62.73; Secretary Of State, Notary Renewal-Christensen, \$30.00; Kade Shriver, 24/7 Sobriety Program, \$9.00; Sioux Falls Kenworth Inc, Brake Clutch, Air Spring, Core, \$2,490.20; Sioux Valley Energy, Electric, \$271.00; Southpaw Defense, Enhanced Conceal Carry Class, \$450.00; Steffensen, Stacy, County Tour Reimbursement, \$90.86; Sturdevant's Auto Parts, Core Return, Hitch Pin, Sensor, \$242.68; Anthony Teesdale, Court Appointed Attorney, \$1,884.45; Thomson Reuters - West, September Charges, \$360.50; Titan Machinery, Returned Switch, Switch, \$28.73; Town & Country Shopper, Public Notice-Soil Conservatio, \$32.00; Town Of Sinai, Sewer&Garbage, \$64.00; Transource, Air Spring, Level Sensor, \$1,039.38; Travs Outfitter, Deputy Equipment, \$773.24; Steven Ust, Inspections, \$1,900.00; Van Diest Supply Company, Planview Chem, \$1,241.60; Vandenberg Law, Court Appointed Attorney, \$2,583.75; Walburg, Duane, Animal Control Mileage, \$29.82; Charles Wallowingbull, 24/7 Sobriety Program, \$22.00; Walmart Community, Cookies, Cups, Mix, \$38.28; Wheelco Truck & Trailer, Inventory, Drum, Brake, \$926.99; Terry D Wieczorek Pc, Court Appointed Attorney, \$146.25; Kristin A Woodall, Transcript, \$209.00.

Department Head Reports

Highway Superintendent Brian Gustad updated the board on the structures on south Highway 77.

Gustad said his crew is currently mounting snow plow equipment.

Gustad said they received the SDDOT Bid Concurrence for the structure north of Bruce over the Sioux River.

Pierce asked how many small structures the department did this year. Gustad said they intended on doing two structures this year but the production of those culverts was delayed until mid-June/July. He said that would have put them right at harvest time.

Gustad said 40 culverts have been installed this year.

County Development Director Robert Hill attended a PPCC Meeting. Hill said his office is creating a book with all the updates and changes made to the zoning ordinances.

Hill discussed upcoming dates with the board.

Hill said they are looking for volunteers to help drive veterans down to the VA.

BCOAC Director Dustin Huber updated the board on the attendance at the facility as well as events that have been going on.

Veterans & Human Services Director Michael Holzhauser said they do have a shortage of DAV van drivers. Holzhauser said they've seen an increase in utility and rent requests.

Holzhauser attended and discussed the Housing Board Meeting.

Finance Officer Vicki Buseth said they have received 5,222 absentee ballots. Buseth said they've received \$1,115,216,000 so far in CARES Act money.

Finance Officer's Report

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

September

Total amount of deposits in bank.....\$27,139,942.29
Total amount of actual cash: Currency.....\$3,682.00
Coins.....\$3.14
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days....\$91,643.71
Itemized list of all other items.....\$9,600.68
TOTAL.....\$27,244,871.82

Commission/HR: \$26,122.33; Finance Office: \$29,928.25; States Attorney: \$37,970.82; Equalization: \$26,505.32; Register of Deeds: \$12,711.60; Veterans/Welfare: \$9,384.80; Sheriff's Office: \$150,777.85; Coroner: \$461.54; Community Health: \$4,839.62; Extension: \$2,861.61; Weed: \$5,367.19; Planning/Zoning: \$8,638.74; Highway: \$70,412.42; Emergency Management: \$5,832.60; BCOAC: \$8,017.02; Technology: \$12,510.00.

AFLAC: \$3,844.26; Aveis: \$1,310.04; Office of Child Support: \$1,342.00; Delta Dental: \$5,903.50; Flex One: \$2,027.96; Principal Life Insurance: \$1,758.12; Local Teamsters: \$1,105.00; SDRS: \$47,886.70; SDRS Supplemental: \$1,975.00; EFTPS: \$92,880.42; Wellmark: \$97,331.46; AFLAC Group/CAIC Primary: \$246.66.

Be it noted, the expenditure adjustments for the month of September 2020 were presented to the board. \$2,123.57 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 September 2020 in the amount of \$46,819.50 was presented to the board.

Motion by Boersma, seconded by Krogman to approve the following transfer as per budget appropriations for the fourth quarter 2020: from General Fund 101-4-911-4290 to Highway Road & Bridge Fund 201-3-371-000 in the amount of \$750,000.

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

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-59: a plat of Lot 1 of Weiss's Addition in the NW ¼ of Section 24, Township 109 North, Range 52 West of the 5th P.M. in Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Jensen, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-60: a plat of Lot 1 of Dahl Addition in the SW ¼ of Section 2, T110N, R51W of the P.M. Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Krogman, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-61: a plat of Lots 1 and 2 of Oppelt Addition in the NW ¼ of Section 3, 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 Boersma, seconded by Pierce to approve and authorize Chairperson Bartley to sign Agreement #20-55: a retail sales agreement between Brookings County and AVI Systems, Inc. for audio upgrades in Courtroom A at the Brookings County Courthouse. Background information was provided by IT Support Specialist Shawn Plowman.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-56: a retail sales agreement between Brookings County and AVI Systems, Inc. for audio upgrades in Courtroom B at the Brookings County Courthouse. Background information was provided by IT Support Specialist Shawn Plowman.

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

Motion by Pierce, seconded by Krogman to approve an automatic supplement in the Emergency Management Department for reimbursement from a Homeland Security grant to GL line 226-4-222-4390, receipt #519893, in the amount of \$4,088.

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

Approval of Board Appointments

Motion by Krogman, seconded by Boersma to appoint Mary Anne Krogh to the Brookings Health System Board of Trustees for a three year term to begin January 1, 2021.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to appoint Debra Ford, Ronda Houtman, Ronny Parmely, Jennifer Pickard, Laura Stern and Richard Waldner to the Extension Board for a one year term to begin January 10, 2021.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to appoint Joel Foster to the Brookings County 4-H Promotion & Expansion Committee for a two year term to begin January 1, 2021.

Commissioner Bartley said the other vacant position will be re-advertised.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to appoint Chad Ford to the Planning & Zoning Commission, representing District 2, for a 4 year term to begin January 1, 2021 and to appoint Spencar Diedrich to the Planning & Zoning Commission, representing District 4, for a 4 year term to begin January 1, 2021.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to appoint Joel Ripley to the Weed & Pest Board for a three year term to begin January 1, 2021.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to appoint Andy Dupraz, Terry Wendt, Arden Sigl and Tim Reed to the BCOAC Advisory Board for a one year term to begin January 1, 2021.

Commissioner Bartley said the OAC Archery Range volunteer position remains vacant and will be re-advertised. Pierce asked why this board only has a one year term. Commission Department Director Stacy Steffensen said the by-laws state one year which would need to be changed. Krogman suggested that the Advisory Board discuss this and bring a recommendation back to the Commission.

All members voted “aye.” Motion carried.

Commissioner Bartley said one position remains vacant for the First District Planning Board. He said that position will be re-advertised.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen included information on the I-29 20th Street South Interchange Project. She said the deadline to submit comments is Thursday, November 19th.

Steffensen said she met with representatives from the City of Volga about the Samara Avenue Project. She said they will be drafting a RFP to get engineering services for that project.

Steffensen also discussed upcoming dates with the board.

States Attorney Dan Nelson said they will be having their first jury trial since the pandemic.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended the Public Affairs Meeting; attended a Leader Round Table meeting; and attended the Special Commission Meeting.

Commissioner Boersma attended the Special Commission Meeting; attended a Samara Avenue Meeting with Commissioner Jensen, Commission Department Director Stacy Steffensen and City of Volga officials; attended the ‘Back the Blue’ Appreciation Event; and attended a Brookings Behavioral Health & Wellness Meeting.

Commissioner Krogman attended a BATA Meeting.

Commissioner Jensen attended the Special Commission Meeting; attended the County Planning & Zoning Meeting; and attended the Samara Avenue Meeting.

Commissioner Bartley attended a Jail Expansion Construction Meeting and attended a Zoom Meeting with the OLLI Group.

ADJOURNMENT

Motion by Boersma, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Thursday, November 5, 2020 at 8:30 a.m.

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Brookings County

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