

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, NOVEMBER 5, 2020

The Brookings County Board of County Commissioners met in regular session on Thursday, November 5, 2020 with the following members present: Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman. Michael Bartley was absent.

CALL TO ORDER

Vice-Chairperson Larry Jensen called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Boersma, seconded by Krogman to approve the agenda for the November 5, 2020 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the October 20, 2020 Commission Meeting.

Personnel Action Notices: voluntary resignation without notice- Alex Stuefen, effective October 22, 2020; annual review- Peggy Steen to \$21.63, effective November 1, 2020; annual review- Justin Johnson to \$16.51, effective November 1, 2020.

Human Services Report: case #20-106 for rent was approved; case #20-1112 for rent was approved; case #20-114 for utilities was approved; case #20-115 for rent was approved; case #20-117 for funeral was approved; case #20-118 for utilities was approved.

ROUTINE BUSINESS

Approval of Claims

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

A To Z World Languages Inc, Interpreter Fees, \$30.00; A&B Business Inc, Copier Contract, \$493.01; Allegra Print & Imaging, Voter List, \$123.68; Aragon, Martha A, Translation Services, \$112.50; AT&T Mobility, Sheriff Phones, Nighthawk Mifi Mobile, \$440.44; Aurora Auto Body & Glass, Patrol Vehicle Repairs, \$125.00; Avera Medical Group, Inmate Medical, \$148.64; Avera Medical Group - ABS, Inmate Medical, \$50.00; Avera Occupational Medicin, TPA Services, \$60.55; Avera St. Luke's Hospital, Mental Health Hold, \$2,250.00; Banner Associates, Design/Construction, \$2,274.34;

Banner Associates, Professional Services Medary, \$3,497.50; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$10,037.00; Bowne Gravel Llc, Clay For Shouldering, \$15,762.80; Brookings Area CTC, Jail CPR Cert Cards, \$60.00; Brookings City Utilities, Cop Utilities, \$306.66; Brookings County Finance, Replenish Petty Cash-State Att, \$18.00; Brookings Engraving, Engraving On Plaques, \$27.50; Brookings Health System, Inmate Medical, \$7,307.44; Brookings Property Managem, COP Rent, \$650.00; Brookings Public Library, Library Services-3rd & 4th Quarter, \$8,750.00; Century Business Products, Copier Contract, \$139.81; Century Link, Sheriff-Inv161083687, \$146.68; Civic Plus, Annual Fee Renewal, \$7,284.94; Compass Counseling & Asses, Psychosexual Assessment, \$1,800.00; Darcy Lockwood, Inv MI Hearing, \$15.00; Dave's Collision Repair, Windshield Repair, \$66.00; Digital Dolphin Supplies, Printer Supplies, \$218.00; Donald Mccarty, Court Appointed Attorney, \$1,304.65; Ecolab Pest Elimination, Pest Control-Jail, \$87.87; Econo Lodge Inn & Suites, 12 Days Of Lodging, \$623.88; Executive Mgmt Finance Off, Microfilm Storage, Technology Access Fee, \$75.46; Foerster Distributing, Janitorial Jail Supplies, \$499.78; Friedrich, Cliff, Work Boots, \$223.64; Gass Law, Pc, Court Appointed Attorney, \$825.60; Hometown Service & Tire, LLC, Patrol Vehicle Repairs, \$605.68; Hungerford Chiropractic Pc, Instant Drug Testing, \$60.00; Hy-Vee Food Store, Inmate Meals, Refreshments-Zoning Meeting, \$18,614.18; Jackrabbit Sports Properti, Jackrabbit Sports Sponsorship, \$1,000.00; Katterhagen, Mark, Inv MI Hearing, \$15.00; Keith Muhl, Cop Rent, \$650.00; Kibble Equipment LLC, Quick Coupler Plug, \$38.96; Konard O Hauffe Dds Pc, Inmate Dental, \$106.00; Kuhler Funeral Home, County Burial, \$3,000.00; Lewis & Clark Behavioral Health, BMI Intake, \$736.00; Lewno, Lucy, Inv MI Hearing, \$166.50; Lincoln County Auditor, Mental Illness Expenses, \$1,199.40; Locators & Supplies, Coat, Clothing, \$353.48; Maximum Promotions, Fabric Backdrop, \$1,285.00; Mckeever's Vending, Inmate Commisary, \$439.60; Nancy J Nelson, Court Appointed Attorney, \$1,499.62; National 4-H Council - Sup, Awards And Programming Material, Recognition Event Award, \$613.46; Northwestern Energy, Natural Gas Usage, \$229.37; Office Peeps Inc, Pen, Counterfeit Detector, Binder, Paper For Office, Calculator Tape, Ink Cartridge, Labels, Chair Mat, Paper, Folder Files, Mouse, Calendar Desk Pad, \$748.10; Outlaw Graphics, Signage For Parking Lot, \$172.50; Patricia J Hartsel, Transcripts, \$99.40; Pharmchem Inc, Sweat Patch Analysis, \$142.75; Prairie Graphics, Sport Tek Dri Mesh Polo, \$35.50; Razors Edge Grounds Keeping, Aug Grounds Maintenance, Mow, \$2,405.00; RC First Aid, Meds, Jail Otc Supplies, \$78.50; Rick Ribstein, Court Appointed Attorney, \$17,141.09; Safe Harbor, Nesd Conference, \$150.00; Safe-N-Secure, Courthouse Door Locks, HID Cards, Ink For Card Printer, \$3,122.94; Schaffer Law Office, Prof, Professional Services, \$87.50; SD Dept Of Transportation, Bridge Inspections, \$122,458.25; Sioux Valley Cleaners Inc, Janitorial For WIC, \$442.00; Southpaw Defense, Basic Pistol Class, \$405.00; Teree A Nesvold, Court Appointed Attorney, \$3,016.70; Terry D Wiczorek Pc, Court Appointed Attorney, \$284.90; Thomson Reuters - West, SD Codified Laws, \$58.38; Tim Hogan, Court Appointed Attorney, \$1,780.30; Trane Us Inc, Gun Range Mau Reset, \$123.00; Van Diest Supply Company, Rodeo And Premier, \$280.60; Vandenberg Law, Court Appointed Attorney, \$460.75; Verizon Wireless, Highway Phone, Hot Spots-Election, \$616.15; Walburg, Duane, Animal Control Mileage, \$10.50; Walmart Community, Supplies, \$4.68; Walmart Community, Recognition Event&Office Supplies, \$278.26; Wells Fargo, Wells Fargo, \$1,654.83; Yankton County Sheriff, MI Civil Papers, \$50.00; Yankton County Treasurer, Mental Illness Charges, \$490.00; Cell Phone Reimbursement: Thomas Chester, \$30.00; Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Jennifer Beller, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Rusty Brandsrud, \$30.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; Jeffrey Conrad, \$30.00; Cliff Friedrich, \$45.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Brian Gustad, \$105.00; 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; Huber, Dustin, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Benjamin Kleinjan, \$105.00; Larry Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Eric Mette, \$75.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Dan C Nelson, \$105.00; Paige Petersen, \$105.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Tara Rodriguez, \$30.00; Bryan Schreur, \$30.00; Schultz, Lori, \$105.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Cody Sunderland, \$30.00; Sweebe, Bart, \$105.00; Witchey, Kristen, \$45.00.

Department Head Reports

Highway Superintendent Brian Gustad updated the board on the bridges south on Highway 77. Gustad said the weather has been cooperating so they've been able to get more work done on the bridges. Gustad said the road could be opened mid to late next week.

Gustad said the department switched to winter hours, which is Monday through Friday 7:00 a.m. to 3:30 p.m.

Gustad said the crew worked on the railroad crossing on County Road 1 with a railroad flagger present.

Gustad said he is still waiting for the SDDOT and striping contractor to come back with a price reduction for the county's portion of the costs. Krogman said the crew was pulled off and asked if they've gone back to finish it. Gustad said yes, they finished striping.

Sheriff Marty Stanwick said there are 28 inmates in jail.

Stanwick said there they've seen an increase in deer accidents/reports.

Stanwick said his department was on standby during Election Day. He said everything went well. Stanwick said everyone in magistrate court must wear a mask, now.

Finance Officer Vicki Buseth said Election Day really went well for Brookings County. Buseth thanked IT Specialist Shawn Plowman for helping Election Day, as well as Sheriff Marty Stanwick and States Attorney Dan Nelson.

Buseth said they finished the tax season.

Director of Equalization Jacob Brehmer said all five certified appraisers have been out in the field for the past month.

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve and authorize Vice-Chairperson Jensen to sign Resolution # 20-62: a resolution to rescind the burn ban enacted on October 15, 2020. Background information was provided by Sheriff Martin Stanwick and County Development Deputy Director Richard Haugen.

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

RESOLUTION #20-62

A RESOLUTION DECLARING A FIRE DANGER EMERGENCY IN BROOKINGS COUNTY AND PROHIBITING OPEN BURNING

WHEREAS, due to the lack of current moisture in Brookings County, a fire danger emergency now exists within Brookings County, South Dakota.

NOW THEREFORE BE IT RESOLVED by the Brookings County Board of County Commissioners that a fire danger emergency is hereby declared and until this resolution be otherwise rescinded by the Brookings County Board of County Commissioners, all open burning as defined in Ordinance #2009-02, without a prior written permit, is hereby prohibited within the boundaries of Brookings County, South Dakota, exclusive of any incorporated municipality within the county.

BE IT FURTHER RESOLVED that this resolution is declared to be necessary for the immediate preservation of public safety in accordance with the provisions of SDCL 7-18A-8 and is effective immediately and shall continue in force and affect until rescinded by the Brookings County Board of County Commissioners.

Passed and approved this 15th day of October, 2020.

Larry Jensen
Vice-Chairperson
Brookings County Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Resolution #20-63: a resolution authorizing the removal of five NSF checks dating back to 2015 from the Treasurer's Records.

Background information was provided by Finance Officer Vicki Buseth.

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

RESOLUTION #20-63

A RESOLUTION AUTHORIZING THE REMOVAL OF FIVE NSF CHECKS DATING BACK TO 2015 FROM THE TREASURER'S RECORDS.

WHEREAS, South Dakota Codified Law (SDCL) 7-11-4.2 requires the County Finance Officer to present a list of all uncollectable non-sufficient fund checks to the Board of County Commissioners. The board has examined such returns and, is satisfied with report from the Finance Officer that the non-sufficient funds cannot be collected.

NOW THEREFORE, BE IT RESOLVED by the Brookings County Commissioners, at a regular meeting November 5th, 2020 to direct the County Finance Officer to remove these items as an asset of Brookings County.

Adopted this 5th day of November, 2020

Larry Jensen
Vice-Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth

Brookings County Finance Officer

Motion by Pierce, seconded by Krogman to approve Abatement #20-32: an abatement application made by Dale Patrick for parcel #37525-00000-004-00 in the amount of \$531.57.

Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Boersma, seconded by Krogman to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-57: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-220-089, project #BRO 8006(00)21-1, PCN 08AK.

Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-58: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-301-110, project #BRO 8006(00)21-2, PCN 08AL.

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

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-59: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-306-110, project #BRO 8006(00)21-3, PCN 08AM.

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

Motion by Boersma, seconded by Krogman to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-60: an agreement between Brookings County, the City of Brookings and Johnson Feeds, Inc. for supplying road salt. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Pierce, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-61: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Afton Township. 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 Vice-Chairperson Jensen to sign Agreement #20-62: an application for occupancy of right-of-way of county highways made by Jesse Hall in Laketon Township.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-63: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Medary Township.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #20-64: an application for occupancy of right-of-way of county highways made by Dale Josephsen in Winsor Township.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Vice-Chairperson Jensen to sign a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve a request for funding from the "Christmas, Kids and Cops" program.

Motion by Krogman, seconded by Boersma to amend the motion to fund \$500 to the "Christmas, Kids and Cops" program.

Voice vote on amendment: All members voted "aye." Amendment carried.

Voice vote on motion as amended: All members voted "aye." Main motion as amended carried.

Motion by Pierce, seconded by Boersma to un-assign \$500,000 from Assigned Fund Balance - Administration Building to the Assigned Fund Balance - Detention Center Project in the General Fund.

All members voted "aye." Motion carried.

Motion by Boersma seconded by Krogman to un-assign \$1,300,000 from Fund Balance Reserved BIG - Rivers Bridges to Restricted Fund Balance - Road Purposes in the Road & Bridge Fund.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to un-assign \$660,000 from assigned for Basin Bridge to Restricted Fund Balance - Road Purposes in the Road & Bridge Fund.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to assign \$11,800 from Restricted Fund Balance - Road Purposes to Assigned Fund Balance - Sinai Bridge in the Road & Bridge Fund.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to assign \$1,100,000 from Restricted Fund Balance - Road Purposes to Assigned Fund Balance - Bruce Bridge in the Road & Bridge Fund.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve the canvas of the 2020 General Election.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said as of now, three meetings are scheduled for December 2020. She asked the board if they wanted to keep all three dates or eliminate one of the meeting dates.

By consensus, the board agreed to meet December 1st and December 22nd of 2020.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson discussed the 2020 ballot measures that were recently passed by South Dakota voters.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended a Public Affairs Meeting; Attended Focus 2020 that focused on leadership; met BEDC Director Andrew Sloss; attended the District 7 Forum; attended a Drainage Board Meeting; attended a BEDC Meeting; attended the City Planning & Zoning Meeting; and attended Department Head Reviews.

Commissioner Boersma participated in Leadership Brookings; met BEDC Director Andrew Sloss; judged a County employee Halloween contest at the City/County Government Center Building; attended Department Head Reviews.

Commissioner Krogman attended a Brookings County Commission Townhall Meeting; met with Commissioner Jensen and BCOAC Director Dustin Huber to discuss future plans for the facility; attended a BEDC Meeting; attended a Brookings Health Board Meeting via zoom; attended a BATA Meeting; met BEDC Director Andrew Sloss; attended Department Head Reviews.

Commissioner Jensen attended a BCOAC Advisory Board Meeting; attended a Township Meeting to discuss the County Culvert Program; and attended Department Head Reviews.

ADJOURNMENT

Motion by Krogman, seconded by Boersma to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, November 17, 2020 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
Senior Finance Assistant
Brookings County

Published once at the approximate cost of_____.