

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, May 3, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 3, 2022 at 8:30 a.m. with the following members present: Angie Boersma, Ryan Krogman, Lee Ann Pierce, Michael Bartley and Larry Jensen.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

CITIZEN INVITATION

Brookings County resident Jeanette Gibbons expressed concerns with election fraud and the fraud tied to electronic pollbooks. Gibbons said she has requested a formal Freedom of Information Act (FOIA) to have our systems evaluated.

APPROVAL OF AGENDA

Motion by Krogman, seconded by Pierce to approve the agenda for the May 3, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(6), security was added to the agenda.

CONSENT AGENDA

Motion by Jensen, seconded by Krogman to approve the consent agenda. Roll call vote: Pierce "aye," Bartley "aye," Jensen "aye," Krogman "aye," Boersma "aye." Motion carried. The consent agenda consisted of the minutes from the April 12th Commission Meeting and the minutes from the April 19th Commission Meeting.

Travel Requests: Misty Moser to attend a 2022 Spring Mosquito Workshop on April 21st in Mitchell; Kim Laabs to attend an Election Software & Services Training on April 25th in Watertown; Commissioners and Department Heads to attend Chamber's Post Legislative Luncheon on April 27th in Brookings; Robert Hill to attend MGT 319 Medical Countermeasures: Point of Dispensing, Planning and Response Class on June 20th - 22nd in Pierre.

Personnel Action Notices: new hire- Temporary Election Worker Joyce Dragseth at \$14.00, effective April 20, 2022; new hire- Temporary Election Worker Doris Knutson at \$14.00, effective April 20, 2022; new hire- Temporary Election Worker Connie Seward at \$14.00, effective April 20, 2022; position change- FT Correctional Officer Andrew Foreman at \$19.45, effective April 23, 2022; position change- FT Correction Officer Tracy Johnson at \$19.45, effective April 23, 2022; annual review- James Gay to \$20.65, effective May 1, 2022; annual review- Maggie Harkness to \$21.06,

effective May 1, 2022; annual review- Richard Haugen to \$29.84, effective May 1, 2022; annual review- Randy Miller to \$19.84, effective May 1, 2022.

Human Services Report: case #22-041 for medical was denied; case #22-080 for mental health was denied; case #22-087 for rent was denied; case #22-088 for rent was approved; case #22-089 for rent was denied; case #22-090 for rent was approved; case #22-091 for vision was approved.

Volunteer RSO's for work comp purposes: Paul Vavra and Mark Penner.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$675.45; B&B Auto Service, Patrol Vehicle Maint/Repairs, \$52.13; Bierschbach Equipment, Rental Meter, \$3,702.00; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$3,540.00; Bozied Oil Co Inc, Yearly Patrol Carwashes, \$250.00; Rusty Brandsrud, SDAAO School Advanced Meal Pay, \$200.00; Brehmer, Jacob, School Advanced Meal Payment, \$200.00; Brock White Company, Road Saver, \$48,941.95; Brookings Co Conservation, Funding For Tractor, \$55,000.00; Brookings County Finance, Health Equity Check, \$202.87; Brookings County Food Pantry, 2022 Funding, \$6,000.00; Brookings Health System, Emergency Room-Sane Kit, \$549.00; Mark Bruggeman, Fuel Reimbursement, \$18.50; Butler Machinery Co, Seal O Ring, \$19.06; Capital One, Ammo, Cups, \$78.84; Century Business Products, Copier Contract, \$164.41; City Of Brookings, Gov Center Split Costs, E-911 Money Dec, Jan, Feb, Insurance Reimbursement, \$114,995.27; Civil Air Patrol Magazine, Civil Air Patrol Ads, \$145.00; Colonial Research, Citra Burst, \$465.59; Den-Wil Inc, May Comm Health Rent, \$960.00; Department Of Health, Blood Tests, \$80.00; Ecolab Pest Elimination, Pest Control, \$87.87; Einspahr Auto Plaza, Patrol Vehicle Repairs, \$54.71; Ekern Home Equipment Co, Serv @ Sinai Shop/Furnace Filter, \$648.86; Empire Investments 5 LLC, Tax Certificate, \$1,042.90; Executive Mgmt Finance, March Technology Access Fee, \$42.50; Foerster Testing Limited, Detention Center Work, \$1,097.50; Forrest Holdings Inc, Tax Certificate, \$1,824.13; Gillund Enterprises, Shop Supplies, \$945.84; Jennifer Goldammer, Court Appointed Attorney, \$665.05; Graham Tire North, Patrol Vehicle Maint/Repairs, \$775.48; Tim Hogan, Court Appointed Attorney, \$846.36; Hometown Service & Tire, Patrol Vehicle Repairs, \$360.00; Hy-Vee Food Store, Jury Meals/Refreshments, Extension Board Meeting Supplies, Refreshments, \$75.82; IMEG Corporation, Final Pymt Surfacing Proj/Des, \$2,500.00; Intoximeters Inc, PBT Tubes, \$1,250.00; Stacia Jackson, Court Appointed Attorney, \$502.80; Katterhagen, Mark, Inv MI Hearing, \$6.00; Kimball Midwest, Shop, \$75.28; L&L Auto & Truck Parts, Patrol Vehicle Maint/Repairs, \$17.49; L.G. Everist Inc, Pea Rock, \$25,110.42; Lewno, Lucy, Inv MI Hearing, \$112.25; Locators & Supplies, Paint For Marking Roads, \$449.94; Darcy Lockwood, Inv MI Hearing, \$6.00; Lyle Signs Inc, Yield Signs, Object Markers, \$1,530.75; Matheson Tri-Gas Inc, Welding Supplies, \$131.28; Donald Mccarty, Court Appointed Attorney, \$2,070.70; Midwest Glass, Screen Wire/Bulk, \$12.48; Moriarty Rentals, COP Rent, \$188.00; National Safety Council, Membership Renewal, \$650.00; Nancy J Nelson, Court Appointed Attorney, \$1,031.21; North American Banking, Postage Machine Rental, \$360.00; Northwestern Energy, Monthly Charges, Natural Gas Usage, \$6,790.43; Office Peeps Inc, 2 Boxes Paper, Box Of Tape, Toner, Office Supplies, Cleaning Supplies, Storage Boxes, Paper, Jail/SO Supplies, Copy Paper, \$918.97; Parmely, Ronny, Mileage For Ext Board Meeting, \$11.76;

Pharmchem Inc, Drug Patch Analysis, UA Kits, \$1,005.10; Jennifer Pickard, Mileage For Ext Board Meeting, \$12.60; Pitney Bowes, Postage Machine Rental, \$114.00; Prairie Graphics, Logo Headware, \$180.00; Prochem Dynamics LLC, Jail Supplies, \$1,683.18; Razors Edge Grounds Keeping, Ice Melt/Sand/Snow Removal, \$475.00; Rick Ribstein, Court Appointed Attorney, \$1,294.08; RNC Service Center, Patrol Vehicle Maint/Repairs, \$65.48; Ryde Investment Group LLC, Tax Certificate, \$769.34; SD Attorney General's Office, 24/7 Sobriety Program, \$5,230.00; SD Building Officials' Association, SDACE Registration, \$50.00; SDSU Extension Service, 4H Camp Registration, \$225.00; Sioux Valley Cleaners Inc, April Janitorial For WIC \$442.00; Southpaw Defense, Enhanced Concealed Carry Class, \$450.00; Stanwick, Martin, Meal Reimbursement, \$74.00; Laura Stern, Mileage For Ext Board Meeting, \$8.82; Anthony Teesdale, Court Appointed Attorney, \$5,573.06; Thomson Reuters - West, March Billing Period, \$1,177.08; Trane US Inc, Install 3 More 8" Heat Runs, \$1,868.00; Trinity Services Group, LLC, Inmate Meal Services, \$6,672.14; Steven Ust, Inspections, \$300.00; Vandenberg Law, Court Appointed Attorney, \$1,984.00; Susan Vanderwal, Mileage For Ext Board Meeting, \$12.60; Verizon Business, Monthly Charges, \$80.02; Walburg, Duane, Animal Control Mileage, \$163.80; Watertown Box Corporation, 500 Target Pads 24x25, \$968.00; Wellmark Blue Cross Blue Shield, FSA & HRA Admin Fee, \$5,404.40; Wells Fargo, \$2,043.10; Kristin A Woodall, Transcripts, \$735.00; Young Door Service Inc, Repair Door On Truck Shed, \$768.19; Brian Zielinski, Court Appointed Attorney, \$2,277.55.

Recognition of Employees' Anniversaries

Jean Stoebner - 25 years in April; Michelle Delaney - 10 years in May; Jeremy Kriese - 10 years in May; Misty Moser - 10 years in May.

Department Head Reports

BCOAC Director Dustin Huber updated the board on attendance and events held at the facility. Huber said they had money in the budget to seal coat for 2022 but decided to hold off until 2023.

Huber said he gave a tour to a group of travel counselors. Huber thanked the board for the purchase of the new vestibule.

County Development Deputy Director Richard Haugen said the monthly Planning & Zoning Meeting is tonight at 8:00 p.m. Haugen said they submitted the quarterly report for the Office of Emergency Management and submitted budgets for 2023.

Haugen said discussion and possible action on putting the PPCC/POD budget line underneath the Emergency Management Department will be on the May 24th agenda.

Haugen said the Joint City & County Planning Commission Meeting will be June 13th.

Highway Superintendent Brian Gustad said they are preparing roads with gravel. Gustad said he realizes with the rain in can make a mess but in the end the roads will be better.

Gustad said they've been busy cleaning out ditches and installing culverts.

Pierce said money is coming down from the federal government for infrastructure and said there was a webinar on a grant program that would provide opportunities for rural areas. She asked Gustad who should be watching for information on those programs. She asked who should be watching those webinars and coming back to the commission. Gustad said he is involved with the advisory council. He said there are still a lot of unknowns.

SCHEDULED AGENDA ITEM

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Boersma to sign a retail on/off sale malt beverage and SD farm wine license for Schade Vineyard.

Chairperson Boersma opened the public hearing and called for proponents. Owner Dillon Ringling said all of his staff is going through the training put on by the state. He said they are looking at purchasing a scanner to be able to scan driver's licenses. Sheriff Marty Stanwick said he doesn't have any concerns with Schade Vineyard.

Chairperson Boersma called for opponents. Hearing none, Chairperson Boersma closed the public hearing. Senior Finance Assistant Jenna Byrd said per county ordinance, when a business fails a compliance check, we schedule a public hearing to approve the alcohol license.

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

SCHEDULED AGENDA ITEM

Senior Finance Assistant Jenna Byrd said Owner Todd Voss could not make the public hearing due to a family emergency but said he submitted correspondence via email for the board to read.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Boersma to sign a retail on/off sale malt beverage and SD farm wine license for SVK Properties (Midway Camp). Pierce said per the county ordinance, when a business fails the compliance, they are to appear in person for the public hearing. Pierce suggested they table the matter until the next meeting.

Motion by Pierce, seconded by Bartley to table until the May 24th Commission Meeting.
All members voted "aye." Motion carried.

Department Head Reports Continued

Sheriff Marty Stanwick said there are 36 inmates in jail. He said booking has been really busy. Stanwick said there are 97 individuals participating on the 24/7 program. He said it will be nice once they get phase 2 done.

Stanwick said he has one contract with Moody County and is ready to send more contracts out. Pierce asked States Attorney Dan Nelson to review the contract and send it over to her for review.

Stanwick said there was an accident in Volga that involved a little girl being hit by a car. He said the Volga City Council has requested to do a traffic and pedestrian study. Stanwick said he's requested from the state some cameras to conduct the study. Stanwick asked the commission if they would also send a letter of support of a traffic and pedestrian study.

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., Human Services Assistant Heather Murfield discussed the Helpline Center Network of Care Partner Agency with the board. Program Director Shauna Batcheller was also present via telephone.

SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., Executive Director for Brookings Behavioral Health & Wellness Mary Jo Fishback gave a presentation on the history of the facility, where they are at now, and

future expansion plans for the facility. Fishback said they are planning for a \$3.6 million dollar project.

Pierce said this is a great way to use the ARPA funds.

Citizen Jeanette Gibbons spoke about the need for services.

Chairperson for the Brookings Behavior Health & Wellness board Carla Gatzke thanked the board for their support. Pierce said she supports the project and will support whatever the county decides to fund. Krogman said he appreciates the presentation. He said the board needs to get together and think about what dollar amount to give.

REGULAR BUSINESS

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Boersma to sign Resolution #22-15: FY2022 Contingency Transfers. Background information was provided by Commission Department Director Stacy Steffensen.

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

**Resolution #22-15
FY2022 Contingency Transfers**

WHEREAS, the Brookings County Board of County Commissioners did approve a line for contingency transfers in the 2022 annual budget, and

WHEREAS, the Brookings County Board of County Commissioners finds it necessary to transfer from said contingency line.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for the County of Brookings, State of South Dakota, that the following amount(s) and item(s) be transferred:

FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-612-4290 (Other)	\$55,000
	<i>Conservation District</i>	

Total Contingencies \$55,000

Angela Boersma, Chairperson
Brookings County

ATTEST:

Lori Schultz, Finance Officer
Brookings County

Motion by Bartley, seconded by Krogman to approve Abatement #22-36: an abatement application made by the City of Volga, for parcel #22047-11051-234-00 in the amount of \$38.24.

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

Motion by Jensen, seconded by Pierce to approve Abatement #22-37: an abatement application made by the Ritter Family Trust for parcel #11025-11252-061-30 for \$494.03.

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

Motion by Bartley, seconded by Krogman to approve Agreement #22-44: a master software license and service agreement between Brookings County and KNOWiNK. Background information was provided by Senior Finance Assistant Jenna Byrd.

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

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-45: an application for occupancy or right-of-way of county highways made by Sioux Valley Energy in Brookings Township.

Background information was provided by Manager of Engineering at Sioux Valley Energy Michele Nielson.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-46: an application for occupancy of right-of-way of county highways made by Brookings-Deuel Rural Water System in Sherman Township.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-47: an application for occupancy of right-of-way of county highways made by East River Electric Power Cooperative, Inc. in Brookings Township.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-48: an application for occupancy of right-of-way of county highways made by east River Electric Power Cooperative, Inc. in Brookings Township.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve the following retail on/off sale malt beverage and SD farm wine licenses, effective July 1, 2022 through June 30, 2023:

Brookings County Club; Cuzbins, LLC (The Boathouse); Good Roots Farm & Gardens; K&K Enterprises (Corner Gas & Goodies); Skyview Junction, LLC; Wagon Wheel Resort, LLC.

Background information was provided by Senior Finance Assistant Jenna Byrd.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve and authorize Chairperson Boersma to sign a request to fill vacancy for three full-time correctional officers.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve the Brookings County Grants Policy. Pierce said it would be nice for department heads to notify the commission prior to them submitting the grant.

Motion by Bartley, seconded by Pierce to table until the May 24th Commission Meeting. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to approve the Sheriff’s Office applying for a Highway Safety Grant. Background information as provided by Sheriff Marty Stanwick.
All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to advertise for a position on the Housing & Redevelopment Commission to fill an unexpired term through December 31, 2024. Background information was provided by Commissioner Krogman.
All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to declare a coin operated washer, coin operated dryer, 46-gallon water heater, 28 metal beds and a Comfort Aire window air conditioner as surplus property to be sold via online auction. Background information was provided by Senior Finance Assistant Jenna Byrd.
All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said the Joint Powers Board meeting is May 12th and Commissioner Pierce cannot attend. She said she’d like consensus to have Commissioner Jensen attend and vote in her place. By consensus, the board agreed to have Commissioner Jensen attend the Joint Powers Board Meeting on May 12th.
Steffensen reviewed the work plan and discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended the Chamber’s Annual Meeting; attended the ICAP Board Meeting; attended the Post Legislative Luncheon; attended the City of Brookings election recount.

Commissioner Bartley attended the Chamber’s Annual Meeting; attended the Jail Meeting; and watched the Safe Roads presentation.

Commissioner Jensen attended the Chamber’s Annual Meeting; attended the Jail Meeting; attended the Post Legislative Luncheon; attended the Elkton Fireman’s Feed.

Commissioner Krogman attended the County Housing & Redevelopment Commission meeting and attended Brookings Health Board meeting.

Commissioner Boersma attended the Chamber’s Annual Meeting; attended the BEDC Meeting and attended the E-911 Board Meeting.

EXECUTIVE SESSION

Motion by Bartley, seconded by Jensen to enter into Executive Session at 11:07 a.m., in accordance with SDCL 1-25-2(1)(4)(6), personnel, contract negotiations and security. All members voted “aye.” Motion carried.

Commissioner Bartley left during the Executive Session.

Motion by Krogman, seconded by Jensen to come out of Executive Session at 1:55 p.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Jensen, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, May 24, 2022 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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