

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JULY 11, 2023

The Brookings County Board of County Commissioners met in regular session on Tuesday, July 11, 2023 with the following members present: Ryan Krogman, Larry Jensen, Michael Bartley, Kelly VanderWal and Shawn Hostler.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Bartley, seconded by Hostler to approve the agenda for the July 11, 2023 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the June 20, 2023 Commission Meeting.

Travel Requests: Richard Haugen to attend a G235 Emergency Planning Class on July 9th-11th in Pierre.

Personnel Action Notices: status change - FT Correctional Officer Aarick Dicke at \$23.01, effective June 17, 2023; new hire- BCOAC Membership Assistant Thomas Smith at \$18.68, effective June 22, 2023; new hire- BCOAC Membership Assistant Rebecca Sneer at \$18.65, effective June 22, 2023; new hire- BCOAC Membership Assistant Jonathan Sundet at \$18.65, effective June 22, 2023; voluntary resignation- Jae-Lynn Stulken, effective June 30, 2023; voluntary resignation- Leah Hendrickson, effective July 19, 2023.

Cellular Authorizations: D.J. Reker- Basic Usage at \$30/month; Tom Chester- High Usage at \$45/month; Susan Bjordal- Extensive Usage at \$75/month; Mark Brueggeman- High Usage at \$45/month.

Human Services Report: case #23-115 for utilities was denied; case #23-116 for utilities was denied; case #23-117 for utilities was denied; case #23-118 for medical was denied; case #23-119 for medical was denied; case #23-120 for medical was denied.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$589.08; AgFirst Farmers Coop, Patrol Vehicle Maint/Repairs, \$49.95; Alert Magazine, LLC-SD, Sheriffs Office Ad, \$135.00; Amazon Capital Services, Office/Jail Supplies/Uniforms, \$936.11; Apple Grove Investments LLC, Tax Certificates, \$2,552.88; Aragon, Antonio, Translation Services, \$37.50; Aragon, Martha A, Translation Services, \$150.00; AT&T Mobility, Nighthawk Mifi Mobile WIFI, \$69.04; Automatic Building Control, Booking Area Smoke Detector, \$124.30; Banner Associates, Professional Services-Samara Ave, \$3,152.20; Birmingham & Cwach Law Office, CAA Inv MI Hearing, \$413.25; Rusty Brandsrud, SDAAO Conference Meals, \$66.00; Brehmer, Jacob, SDAAO Conference Meals, \$66.00; Bremmon, Carmen, Court Services Translation, \$425.00; Brookings Area Transit, Veteran VA Rides, \$16.00; Brookings City Utilities, Water/Sewer/Electric/Telephone, \$200.34; Brookings County Sheriff, Investigations-Petty Cash, \$4.53; Brookings Domestic Abuse, 2nd Quarter 2023 Payment, \$1,993.50; Brookings Engraving, Name Plates For Placques, \$17.00; Capital One, Bounty, Vinegar, Dawn, Poster, Programming Materials, \$1,033.03; Century Business Products, Copier Contract, \$1,087.33; Cintas Corporation, Uniforms, \$130.82; City Of Brookings, County Landfill Charges, \$6.00; Civil Air Patrol Magazine, Magazine Ads, \$145.00; Clean Slate, Windowed Env For Front Office, \$225.00; Clubhouse Hotel & Suites, 3 Rooms-Spring Workshop, \$537.36; Dacotah Bank Center, Horse Practice Facility Rental, \$1,875.00; Dakota Mailing, Postage Machine Ink, \$154.86; Dell Marketing Lp, New Computer-School Resource Officer, \$1,324.78; Den-Wil Inc, July Community Health Rent, \$960.00; Ecolab Pest Elimination, Monthly Pest Control Service, \$186.75; Executive Mgmt Finance Office, May 2023 BIT Invoice, \$52.75; First Bank & Trust, Deputy Cards, \$1,285.06; Foerster Distributing, Janitorial Items For Courthous, \$100.00; Fox Law Firm, PLLC, CAA Inv MI Hearings, \$391.10; Ken Gabel, SDAAO Conference Meals, \$66.00; Jennifer Goldammer, Court Appointed Attorney, \$1,102.10; Golden West Industrial Supply, Evidence Supplies(Bags/Gloves), \$489.38; Guardian RFID, Inmate Wristband ID Supplies, \$1,645.00; Tim Haug, Steel Toe Work Boots, \$160.76; Hello Larsons Coffee Roastery, Meet&Greet In Volga, \$150.00; Hillyard/Sioux Falls, Jail Cleaning Supplies-Vacuum, \$1,075.47; Hireclick - Keloland Employment, Job Listings For Keloland Emp, \$259.00; Holiday Inn City Centre, SDAAO Conference Rooms, \$825.00; Hometown Service & Tire, LLC, Oil Change-2015 Jeep Cherokee, \$81.00; Cheyenne Hulstein, Honorarium-Horse Proj Education, \$271.40; Hy-Vee Food Store, Refreshments, Jury Meals, Supplies For Special Foods Wks, \$279.40; Intoximeters Inc, 24/7 Supplies/PBT Breathalyzer, \$1,275.00; IT Outlet Inc, Networking Hardware, \$11,816.21; J&T's Exhaust World, Exhaust Repair-Jail Vehicle, \$199.90; Jack's Uniforms & Equip., Protective Vest/New Deputy Equipment, \$378.12; Stacia Jackson, Court Appointed Attorney, \$11,627.80; Johnson Controls, CH Planned Service Agreement, \$16,660.68; Justice Fire & Safety, Jail Kitchen Fire Suppression, \$658.18; Katterhagen, Mark, Involuntary MI Hearing, \$15.00; Kibble Equipment LLC, Filter, \$140.68; Lincoln County Auditor, Multiple Mental Illness Exp, \$1,388.37; Darcy Lockwood, Involuntary MI Hearing, \$15.00; Lodge At Deadwood, 3 Rooms (For 3 Nights)-SA Conf, \$972.00; Lyle Signs Inc, Signs, \$2,723.95; Marco, Barracuda Essentials Compliance, \$7,263.40; Maximum Promotions, US Flags/SD Flags/Pow Flags, \$391.20; Donald Mccarty, Court Appointed Attorney, \$6,424.66; Mediacom LLC, Courthouse WIFI, \$156.90; Midwest Contracting, Structure/Approach Grading, \$561,194.55; Midwest Glass, Rain Drip For South Gun Range, \$56.54; Nancy J Nelson, Court Appointed Attorney, \$6,193.16; North American Banking Co, Postage Machine Rental, \$360.00; Northwestern Energy, June Natural Gas Usage, Monthly Utilities/Fees, Natural Gas Usage, Highway Shop, \$1,091.65; Office Peeps Inc, Office Chairs-New Jail, Chairmats/Paper/Printer Toner, Staples, \$2,821.82; Razors Edge Grounds Keeping, Fertilizer/Mowing/Maintenance, \$1,330.00; Rc First Aid,

First Aid Kit Refills, \$96.50; Reserve Account, Postage, \$5,000.00; Rick Ribstein, Court Appointed Attorney, \$6,592.15; Robby's Auto Shop, Transport Vehicle-Jail Repairs, Patrol Vehicle Maint/Repairs, \$577.69; Devlin Rue, Boot Reimbursement, \$164.99; Running's Supply Inc, Water Softener Salt, Bolts/Hardware/Softener Salt, \$318.17; Sanford Health, Coroner Fees, \$4,748.00; SDSU Extension Service, Fleet & Travel Charges, \$79.64; SDVSOA, Membership Dues/Conference Reg, \$200.00; SHI International Corp, Wasabi Cloud Storage, New Computer Equipment, \$7,627.80; Shop 4-H/National 4-H Council, Achievement Days Awards/Apparel, \$538.80; Streicher's, Deputy Equipment:SO/Jail, \$8,098.87; Jack Thompson, SDAAO Conference Meals, \$66.00; Town Of Sinai, Sewer & Garbage, \$64.00; Trinity Services Group, Inc, Inmate Meal Services, \$13,661.34; Neal Trooien, Zoning Meeting Mileage, \$99.12; Steven Ust, Inspections, \$2,300.00; Verizon Wireless, Monthly Fees-Patrol Tablets, Monthly Charges, \$602.73; Walburg, Duane, Animal Control Mileage, \$127.68; Merritt Warren, Reimbursement For RSO Cert, \$60.00; Wells Fargo, Wells Fargo, \$3,447.44; Wiemer Enterprises LLC DBA Valley Restaurant, Annual Volunteer Dinner Meal, \$610.00; Yankton County Sheriff, Service Of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$270.00; Youngberg Law, MI CAA Compensation&Expenses, \$214.00; Brian Zielinski, Court Appointed Attorney, \$2,279.70.

Be It Noted Items

The following individual is a BCOAC Volunteer and is to be listed in the minutes for work comp purposes: Merrit Warren

Department Head Reports

Highway Superintendent Brian Gustad said the country club box culvert is completed and they are waiting for the asphalt to be completed. Gustad said the substantial completion date is August 15th and final completion is scheduled for September 15th.

Gustad said Prahm Construction finished their work on the Bruce bridge project. He said they are waiting for the guardrail transitions. He said the completion date was last year, but they are still within their working day limits.

Gustad said they worked with Sheriff Stanwick and installed several spinning reflective markers to stop signs to warn drivers of the stop signs in several locations in the county.

Gustad said he met with BMU and the City of Brookings to discuss the project near 20th Street & 34th Avenue.

Sheriff Marty Stanwick said he identified four other intersections to put up the spinning reflective markers, but the state controls those stop signs because they are adjacent to state roads.

County Development Robert Hill updated the board on upcoming dates.

REGULAR BUSINESS

Motion by Bartley, seconded by Hostler to approve and authorize Chairperson Krogman to sign Resolution #23-25: a resolution authorizing Brookings County to apply for Community Development Block Grant on behalf of Brookings Behavioral Health and Wellness for their facility expansion project. Background information was provided by Commissioner Bartley.

Roll call vote: Jensen “aye,” Hostler “aye,” VanderWal “aye,” Bartley “aye,” Krogman “aye.” Motion carried.

RESOLUTION #23-25

**A RESOLUTION AUTHORIZING BROOKINGS COUNTY
TO APPLY FOR COMMUNITY DEVELOPMENT BLOCK GRANT ON BEHALF
OF BROOKINGS BEHAVIORAL HEALTH AND WELLNESS FOR THEIR FACILITY EXPANSION PROJECT**

WHEREAS Brookings County is applying on behalf of the Brookings Behavioral Health and Wellness located in Brookings, South Dakota which expects to be the recipient of a Community Development Block Grant from the U.S. Department of Housing and Urban Development as administered by the State of South Dakota for the Brookings Behavioral Health and Wellness facility expansion project, and

WHEREAS Brookings County is required to designate a project certifying officer for the purpose of signing required documents pertaining to this grant,

NOW THEREFORE, BE IT RESOLVED, that the Executive Officer for the Brookings Behavioral Health and Wellness be hereby designated as the official for the purpose of signing CDBG grant agreements, contracts, correspondence, pay requests, and other required documents, and

WHEREAS Brookings County is required to designate an environmental certifying officer for the purpose of signing required environmental documents pertaining to this grant,

AND BE IT FURTHER RESOLVED that the Brookings County Board of Commissioners Chair be hereby designated as the County’s environmental certifying officer for the purpose of signing environmental reports, correspondence and other required documents and forms.

This resolution is effective immediately upon passage.

Dated this 11th day of July 2023.

Ryan Krogman
Brookings County Commission Chairperson

ATTEST:

Lori Schultz
Brookings County Finance Officer

Motion by VanderWal, seconded by Hostler to approve and authorize Chairperson Krogman to sign Resolution #23-26: a resolution listing uncollectible distress warrants. Background information was provided by Finance Officer Lori Schultz.

Roll call vote: Hostler “aye,” VanderWal “aye,” Bartley “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

RESOLUTION #23-26

A RESOLUTION LISTING UNCOLLECTIBLE DISTRESS WARRANTS

WHEREAS, South Dakota Codified Law (SDCL) 10-22-30 requires the County Finance Officer to present a list of all distress warrants returned by the Sheriff as uncollectible to the Board of County Commissioners. The board as examined such returns and, is satisfied with reports from Sheriff’s and Finance Officer that the taxes described in any such warrant cannot be collected.

NOW THEREFORE, BE IT RESOLVED by the Brookings County Commissioners, at a regular meeting July 11, 2023 direct the County Finance Officer to put uncollectible mobile homes on the uncollectible list until

it is determined either by the Board of County Commissioners or the County Finance Officer that such taxes have become or may have become collectable. There will be a complete listing of all uncollectible mobile homes and buildings on leased sites on file in the Brookings County Finance Office.

Adopted this 11th day of July 2023.

Ryan Krogman
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Lori Schultz
Brookings County Finance Office

Motion by Hostler, seconded by Bartley to approve and authorize Chairperson Krogman to sign Resolution #23-27: a resolution proclaiming July 29, 2023 as the Korean War/Korean Defense Veterans Appreciation Day in Brookings County.

Roll call vote: VanderWal “aye,” Bartley “aye,” Jensen “aye,” Hostler “aye,” Krogman “aye.” Motion carried.

RESOLUTION #23-27
A RESOLUTION PROCLAIMING JULY 29, 2023
AS THE KOREAN WAR/KOREAN DEFENSE VETERANS
APPRECIATION DAY IN BROOKINGS COUNTY

WHEREAS, on June 25, 1950, communist Democratic People’s Republic of Korea initiated the Korean War by invading the Republic of Korea with approximately 135,000 troops; and

WHEREAS, after three years of bitter fighting, hostilities ended with the signing of an armistice at Panmunjom on July 27, 1953; and

WHEREAS, the Korean peninsula has remained in a state of war for the past seventy years; and

WHEREAS, approximately twenty-six thousand South Dakotan’s were deployed to serve in the Korean War among nearly two million members of the United States Armed Forces, serving beside members of the armed forces of the Republic of Korea and twenty other members of the United Nations, to defend freedom and democracy of the Republic of Korea; and

WHEREAS, one hundred and sixty South Dakota State residents and seven residents from Brookings County were killed in action between 1950 and 1953; and

WHEREAS, residents of south Dakota have been deployed as active duty service members to provide continued support to the Republic of Korea since the armistice was signed:

THEREFORE, BE IT RESOLVED BY THE BROOKINGS COUNTY COMMISSION that July 29th, 2023, be declared Korean War / Korean Defense Veterans Appreciation Day in Brookings County.

Dated this 11th day of July 2023.

Ryan Krogman
Chairperson, Brookings County Commission

ATTEST:

Lori Schultz
Brookings County Finance Officer

Motion by Jensen, seconded by Hostler to approve and authorize Chairperson Krogman to sign Abatement #23-15: an abatement application made by Teresa Ritzer for parcel #40999-00006-157-00 in the amount of \$29.13.

All members voted “aye.” Motion carried.

Motion by VanderWal, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #23-41: an inmate housing agreement between the Brookings County Sheriff’s Office and Roberts County Detention Center. Background information was provided by Sheriff Marty Stanwick.

Roll call vote: Bartley “aye,” Jensen “aye,” Hostler “aye,” VanderWal “aye,” Krogman “aye.” Motion carried.

Motion by Bartley, seconded by Hostler to approve and authorize Chairperson Krogman to sign Agreement #23-42: an agreement for voluntary right of way donation between Brookings County and Klint and April Willert. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by VanderWal, seconded by Jensen to approve a request to fill vacancy for a full-time female Correctional Officer in the Sheriff’s Office. Commission Department Director Stacy Steffensen said there was a resignation yesterday and asked the board if they could advertise for two full-time female Correctional Officers.

Motion by Bartley, seconded by Hostler to amend the motion to approve two full-time female Correctional Officers in the Sheriff’s Department. All members voted “aye.” Amendment carried. All members voted “aye.” Main motion as amended carried.

Motion by VanderWal, seconded by Hostler to approve accrued vacation and sick leave payouts for Elected Officials as of June 30, 2023. The total payout amount is \$51,339.73.

Roll call vote: Jensen “aye,” Hostler “aye,” VanderWal “aye,” Bartley “aye,” Krogman “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said there are two opportunities to join meetings with the State DOT regarding the 2023 Local Federal Bridge Program and notable changes to the 2023 Bridge Improvement Grant (BIG) program. She said the first meeting is Tuesday, July 11th at 2:00 p.m. and the second meeting is Tuesday, July 18th at 9:00 a.m.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS’ REPORTS & DISCUSSION ITEMS

Commissioner VanderWal attended budget hearings; walked in the Brookings 4th of July parade; and attended the Samara Avenue Project Meeting.

Commissioner Bartley attended budget hearings.

Commissioner Jensen attended the Quarterly Strategic Planning Meeting; attended budget hearings; attended the Conservation District Meeting; and attended the Samara Avenue Project Meeting.

Commissioner Hostler attended budget hearings; attended a Domestic Abuse Shelter Meeting; and attended a Public Affairs Meeting.

Commissioner Krogman attended a Brookings Health Board Meeting and attended a BATA Meeting.

EXECUTIVE SESSION

Motion by VanderWal, seconded by Jensen to enter into Executive Session at 9:06 a.m., in accordance with SDCL 1-25-2(1)(3), personnel and consulting with legal counsel.

All members voted "aye." Motion carried.

Motion by Hostler, seconded by Jensen to come out of Executive Session 9:32 a.m. All members voted "aye." Motion carried.

SCHEDULED AGENDA ITEM

Project Managers with designArc, Inc. Matthew Weiss and Hermela Aboye gave a presentation on the courthouse roof project and alternatives.

Weiss said the preliminary budget for a roof replacement would be estimated at \$268,750.00 with development costs at \$83,187.50. He said it would be a combined total of \$351,937.50.

Weiss encouraged the board to improve the drainage around the roof. Currently, Weiss said there are nine roof drains and it's not keeping up, which creates a pool of water. He suggested they add additional roof drains for \$6,000 per drain.

Weiss also encouraged the board to do tuckpointing of the cupola for \$16,800 and window rehab for \$21,800. Weiss said the total for all work, including development costs is just under \$419,000.

Motion by Krogman, seconded by Bartley to accept the courthouse project with the roof replacement only, which includes additional roof drains and development costs at \$351,937.50. Roll call vote: Hostler "aye," VanderWal "aye," Bartley "aye," Jensen "aye," Krogman "aye." Motion carried.

EXECUTIVE SESSION

Motion by Hostler, seconded by Jensen to enter into Executive Session at 9:58 a.m., in accordance with SDCL 1-25-2(1)(3), personnel and consulting with legal counsel. All members voted "aye." Motion carried.

Motion by Hostler, seconded by Bartley to come out of Executive Session at 11:25 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Hostler to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, July 25, 2023 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 aid 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 Specialist
Brookings County

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