

# BROOKINGS COUNTY COMMISSION MEETING

## TUESDAY, JULY 25, 2023

The Brookings County Board of County Commissioners met in regular session on Tuesday, July 25<sup>th</sup>, 2023, with the following members present: Ryan Krogman, Larry Jensen, Mike 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.

### CITIZEN INVITATION

Brookings City resident Jeanette Gibbons encouraged everyone to go see the film Sound of Freedom.

### APPROVAL OF AGENDA

Motion by Hostler, seconded by VanderWal to approve the agenda for the July 25, 2023, Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(1)(3)(4), personnel, consulting with legal counsel and contract negotiations was added to the Executive Session.

### CONSENT AGENDA

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

Travel Requests: Courtney Steffen to attend the South Dakota Veterans Council meeting on July 19<sup>th</sup> in Sisseton; Courtney Steffen & Matt Pillar to attend a Purple Heart Recognition Dinner on August 7<sup>th</sup> in DeSmet; Commissioners & Department Heads and/or designees to attend the SDACC & SDACO Fall Convention on September 11<sup>th</sup> -13<sup>th</sup> in Sioux Falls; Robert Hill & Richard Haugen to attend the South Dakota Emergency Management Association Annual Conference on September 13<sup>th</sup> - 14<sup>th</sup> in Deadwood.

Personnel Action Notices: annual review- Austin Oxner to \$82,890, effective July 1, 2023; annual review- Abigail Jensen to \$23.22, effective July 1, 2023; annual review- Paul Ness to \$26.15, effective July 1, 2023; new hire- Part-time Correctional Officer William Noll at \$23.01, effective July 10, 2023; new hire- Part-time Correctional Officer Bobby Smith at \$23.01, effective July 10, 2023; voluntary resignation- Peyton Schaeffer, effective July 12, 2023; voluntary resignation- Faith VanMeveren, effective July 24, 2023; voluntary resignation- Jeremiah Loft, effective July 31, 2023;

annual review- Anna Brutty at \$23.47, effective August 1, 2023; annual review- Melanie Kindt at \$21.88, effective August 1, 2023.

Human Services Report: case #23-139 for utilities was approved; case #23-140 for rent was denied; case #23-141 for utilities was denied.

## ROUTINE BUSINESS

### *Approval of Claims*

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

605 Custom Design LLC, New Hire Outerwear, 3 Laptop Bags, 1 Backpack, \$277.00; A&B Business Inc, Copier Contract, \$140.47; Access Health-Brookings, Deputy Hire Exam, \$89.00; AgFirst Farmers Coop, Patrol Vehicle Maint/Repairs, \$46.90; Allegra Print & Imaging, Envelopes, \$337.41; Alphamedia USA LLC, Radio Ads, \$1,200.00; Amazon Capital Services, Front Office/Jail/Deputy Supplies, \$779.00; AMP Electric Construction, Repair Courthouse Lights, \$126.12; Apple Grove Investments, Tax Certificates, \$2,091.71; Aragon, Martha A, Translation Services, \$37.50; Aurora Fire Department, Commission Projects Partial Funding, \$102,184.99; Auto Value Parts Stores, Fleet, Ignition, \$169.87; Avera Medical Group, Inmate Lienable Clinical Visit, \$14.00; Axon Enterprise Inc, Body Camera Dock, \$1,500.30; Banner Associates, Professional Services, \$2,588.00; Birmingham & Cwach Law, CAA Inv MI Hearing, \$402.55; Bobcat Of Brookings, Bolt, \$3.47; Boyer Trucks, Sensor, Ring, \$61.27; Brookings Area Transit, Veteran VA Rides, \$30.00; Brookings City Utilities, Water For Truck Shed, BCOAC Utilities/Irrigation, Courthouse, Lawn Irrigation, Monthly Utilities/Fees, COP Utilities, Water/Sewer/Electric, Tele, Phone Service/Upgrades, \$29,556.24; Brookings Domestic Abuse, 2023 Funding, \$45,000.00; Brookings Health System, June Blood Alcohol Testing, April Blood Alcohol Testing, New Deputy Exam, Inmate, \$17,485.30; Brookings Register, Severe Weather Ad, Publications, \$926.14; Dave Bublitz, Boots, \$191.65; Michael Buckholtz, 24/7 Sobriety Program Refund, \$43.00; Buhls Of Brookings Cleaning, 2 Rugs For Building, Rugs/Supplies X3, Rug Rental, \$601.00; C&R Supply Inc, Spray Nozzle & Wind Meter, \$262.14; Carquest Auto, Spark Plug Battery, \$136.06; Century Business Products, Copier Contract, \$148.00; Certified Languages International, Translation Services, \$92.40; CHS, Monthly Statement, \$45,518.56; City Of Brookings, Landfill Charges, Safety Picnic Supplies, Root, Shared Gov Center Costs, \$22,248.17; Cook's Wastepaper & Rec, July 2023 Courthouse/BCOAC Service, Garbage/Waste Utilities, Recycling, \$396.76; Dacotah Bank Center, 4-H Horse Show Labor/Equipment, \$724.00; Dakota Data Shred, Paper Shredding Services, 2023 Equipment Rental 4/1-6/20, \$70.16; Dean Schaefer Court Reporting, Inv MI Hearings Court Reporting, \$60.00; Designarc Group, Courthouse Roof Replacement, \$4,593.75; Duininck, Patching, Rap, \$448,017.43; Einspahr Auto Plaza, Patrol Vehicle Maint/Repairs, Moulding, \$199.47; Fastenal Company, Filters For Courthouse, \$154.28; First Bank & Trust, Deputy Debit Cards, \$1,159.52; First District Association, FY23 4th Quarter Dues, \$12,431.25; Fite & Pierce Law Office, Court Appointed Attorney, \$2,623.00; Franz Digital, 21x100 RL 36x Coated Paper, \$85.69; Freightliner Truck Center, Condenser, Tube, Terminal, \$205.08; Galls, Deputy Equipment, \$363.85; Jennifer Goldammer, Court Appointed Attorney, \$668.75; Richard Haugen, 2 Breakfast, 2 Lunch, 2 Dinner, \$80.00; Hireclick - Keloland Employment, Job Listings, \$259.00; Tim Hogan, Court Appointed Attorney, \$5,806.61; Hungerford Chiropractic, Instant Drug Testing, \$210.00; Hy-Vee Food Store, Supplies For Arts Festival, Jury Meals/Regreshments, \$119.36; Info Cubic LLC, Employment Screenings, \$966.90; Innovative Office Solutions, US Flags, SD Flags, \$507.39; Inter-Lakes Community Action, 3rd Quarter Comm Service Work, \$4,135.25; Interstate Telecom. Coop,

Extension Phones, \$394.33; Intoximeters Inc, 24/7 Supplies, \$2,250.00; Jackrabbit Tire & Service, Tire Repair On Kubota, \$34.74; Stacia Jackson, Court Appointed Attorney, \$695.50; Kimball Midwest, Cotter Pin, Steel Bushing, \$978.44; L&L Auto & Truck Parts, Cap, Slack, Gasket, \$124.01; L.G. Everist Inc, Sand, Quartzite, \$3,258.64; Lewis Drug Store, Inmate Lienable Medications, \$3,919.40; Lowe's, Bird Feeder, Crack Seal, All-Purp Ancr, Full Motion Tv, Boards, Supplies, \$367.19; Mediacom LLC, July Law Library Int Service, Courthouse Wifi, \$323.80; Carla Merchen, Replacement Jury Duty Check, \$11.68; Minnehaha County JDC, JDC Costs, \$1,946.49; Sandra Namken, Honorarium- Special Foods Judge, \$192.84; National Test Systems, 24/7 Supplies, UA Kits, \$2,425.00; Nancy J Nelson, Court Appointed Attorney, \$1,560.06; Northwestern Energy, Natural Gas Usage, July Natural Gas Bill, Monthly Utilities/Fees, \$1,332.72; Nutrien Ag Solutions, Inc, Graslan L, \$11,000.00; Office Peeps Inc, Table/Installation, Paper, Chair Mat, Paper, Thermal Paper, Pens, \$4,090.34; Pharmchem Inc, Drug Patch Analysis, \$31.95; Pitney Bowes, Postage Machine Rental, \$114.00; Prochem Dynamics LLC, Jail Janitorial/Kitch Supplies, \$1,321.59; South Dakota Public Health, June Blood Tests/Lab Services, \$1,880.00; Qualified Presort Service, Mail Pick-Up, \$44.91; Pam Raeder, Honorarium- Special Foods Judge, \$150.00; Razors Edge Grounds Keeping, Mowing/Sprayer/Fertilizer, June CH Grounds Maintenance, \$2,402.50; RFD Newspapers Inc, Publications, \$1,491.84; Robby's Auto Shop, Patrol Vehicle Maint/Repairs, \$240.00; Running's Supply Inc, Striping Paint For Courthouse, Drano, Belts For Retrival System, Cap, Adaptor, Pipe, Chain, Kit, \$1,687.85; Satellite Tracking Of People, GPS Monitoring, \$1,592.25; Karly Schaubman, Honorarium Replacement Check, \$50.00; SD Attorney General's Office, 24/7 Sobriety Program, \$3,447.00; SD Newspaper Service, Job Listings, \$116.70; SDACO, Register Of Deeds Modernization, \$682.00; Sioux Valley Energy, Electric, \$250.00; Skinner Striping, Re-Seal Asphalt Around Building, \$10,177.88; Southpaw Defense, Purchase NRA Pistol Books, \$496.68; Sundem, Deb, Honorarium- Special Foods Judge, \$209.16; Teesdale Law Office PLLC, Court Appointed Attorney, \$5,534.00; Thomson Reuters - West, SD Codified Law Update, June Information Charges, \$1,260.92; Creighton A Thurman, CAA Inv MI Hearing, \$283.60; Transource, Belt, Clamp, Filter, Clutch, Ring, \$1,280.62; Trinity Services Group, Inc, Inmate Meal Services, \$3,406.49; Truenorth Steel, Galv, \$1,436.44; Steven Ust, Inspections, \$900.00; Vandenberg Law, Court Appointed Attorney, \$10,015.00; Coty Verhoek, 24/7 Sobriety Program Refund, \$16.00; Walburg, Duane, Animal Control Mileage, \$91.56; Erin Weinkauff, Replacement Jury Duty Check, \$20.08; Wheelco Truck & Trailer, Cartridge, Filters, Spring, \$1,920.43; Kristin A Woodall, Transcripts, \$418.35; Youngberg Law, MI CAA Compensation&Expenses, \$107.00; Kara Zaug, Honorarium- Special Foods Judge, \$150.00.

### ***Department Head Reports***

Highway Superintendent Brian Gustad updated the board on different projects going on throughout the county. Gustad said his crew has been busy patching County Roads 40 & 42 where culverts were previously replaced.

Gustad said they installed spinning reflective markers on stop signs at intersections he and Sheriff Marty Stanwick identified as needing them.

Sheriff Marty Stanwick said there are 41 inmates in jail and 147 individuals participating in the 24/7 program. Stanwick said they are still looking for a Deputy Sheriff. He said it's been difficult to fill the position. Stanwick said he reached out to other agencies to see what they are doing and discovered that two counties have lifted their residency requirements.

Stanwick said he doesn't have anything in his policy that requires them to be a resident of Brookings County, but he said it has been an unwritten policy that deputies must be a resident of the county. Stanwick said he is just bringing it to the board's attention. Jensen asked if there is

anything in policy about response times. Stanwick said the norm is to be within a half hour but there isn't anything in writing.

Stanwick said they will be holding a National Night Out in Volga on Tuesday, August 1<sup>st</sup>. He said this will be in addition to the National Night Out in Brookings.

VanderWal asked if there were any updates on the Aurora corner. Stanwick said he hasn't heard any updates.

**Finance Officer's Report**

The Finance Officer's Reports for the month of June was presented to the board.  
June 2023

Total amount of deposits in bank.....	\$33,994,553.87
Total amount of cash: Currency.....	\$6,111.00
Coins.....	\$1.78
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days....	\$61,164.57
Itemized list of all other items.....	\$86,826.07
TOTAL.....	\$34,148,657.29

Commission/HR/Veterans: \$44,270.20; Finance Office: \$34,206.46; States Attorney/Welfare: \$47,613.33; Equalization: \$30,255.17; Register of Deeds: \$15,114.30; Sheriff's Office: \$212,543.22; Coroner: \$813.54; Community Health: \$2,831.41; Extension: \$2,866.28; Weed: \$8,587.01; Planning/Zoning: \$9,919.82; Highway: \$103,192.78; Emergency Management: \$6,834.70; BCOAC: \$11,558.23; Technology: \$15,498.41.

AFLAC: \$4,371.07; Avesis: \$1,694.11; Office of Child Support: \$399.00; Delta Dental: \$7,675.36; Flex One: \$1,949.98; Principal Life Insurance: \$1,674.17; Local Teamsters: \$1,333.00; SDRS: \$65,232.30; SDRS Supplemental: \$5,799.00; EFTPS: \$117,512.82; Wellmark: \$118,200.14; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$11,612.69.

Be it noted, the expenditure adjustments for the month of May 2023 were presented to the board. \$7,231.60 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 expenditure adjustments for the month of June 2023 were presented to the board. \$3,537.14 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 June 2023 in the amount of \$35,124.00 was presented to the board.

Deputy Director Richard Haugen discussed upcoming dates with the board.

**REGULAR BUSINESS**

Motion by VanderWal, seconded by Jensen to approve for recording purposes and authorize Chairperson Krogman to sign Resolution #23-28: a plat of Lots 2B and 2C of Block 1 in Country Club Estates in the SE ¼ of the NE ¼ of Section 28, T109N, R50W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by Deputy Director Richard Haugen.

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

Motion by Jensen, seconded by Hostler to approve and authorize Chairperson Krogman to sign Resolution #23-29: a Local Federal Bridge Program Resolution Authorizing Submission of Applications. Background information was provided by Highway Superintendent Brian Gustad.

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

**RESOLUTION #23-29**  
**A LOCAL FEDERAL BRIDGE PROGRAM**  
**RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Brookings County wishes to submit an application(s) for consideration of award for the Local Federal Bridge Program:

STRUCTURE NUMBER(S) AND LOCATION(S):

- SN 06-140-021 on 468<sup>th</sup> Avenue, 13.9 N and 3.0 W of Brookings
- SN 06-160-017 on 470<sup>th</sup> Avenue, 14.3 N and 1.0 W of Brookings
- SN 06-190-041 on 473<sup>rd</sup> Avenue, 3.4 N and 5.0 W of White
- SN 06-209-100 on 206<sup>th</sup> Street, 2.5 S and 3.1 W of White
- SN 06-210-198 on 475<sup>th</sup> Avenue, 1.8 S and 1.0 W of Aurora
- SN 06-248-040 on 200<sup>th</sup> Street, 3.0 N and 0.8 E of White

And WHEREAS, NA certifies that the project(s) are listed in the county’s Five-Year County Highway and Bridge Improvement Plan;

And WHEREAS, Brookings County agrees to pay the NA% match on the Bridge Improvement Grant funds and/or 0.0% match on the Local Federal Bridge funds;

And WHEREAS, Brookings County hereby authorizes the Bridge Improvement Grant and Local Federal Bridge application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant and/or Local Federal Bridge application(s).

Vote of Commissioners/Council:                      Yes   5                        No   0  

Dated at Brookings, SD, this 28<sup>th</sup> day of July, 2023.

Lori Schultz  
County Finance Office

Ryan Krogman  
Chairman

Motion by Hostler, seconded by Bartley to approve and authorize Chairperson Krogman to sign Resolution #23-30: a Bridge Improvement Grant Program Resolution Authorizing Submission of Applications. Background information was provided by Highway Superintendent Brian Gustad.

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

**RESOLUTION #23-30**  
A BRIDGE GRANT PROGRAM RESOLUTION  
AUTHORIZING SUBMISSION OF APPLICATIONS

WHEREAS, Brookings County wishes to submit an application(s) for consideration of award for the Bridge Improvement Grant Programs:

STRUCTURE NUMBER(S) AND LOCATION(S):

SN 06-170-101 on 471<sup>st</sup> Avenue, 5.9 N of Brookings

SN 06-170-218 on 471<sup>st</sup> Avenue, 5.8 S of Brookings

SN 06-307-140 on 210<sup>th</sup> Street, 7.0 N and 1.3 W of Elkton

and WHEREAS, Brookings County certifies that the project(s) are listed in the county’s Five-Year County Highway and Bridge Improvement Plan\*;

and WHEREAS, Brookings County agrees to pay the 20% match on the Bridge Improvement Grant funds and/or 0.0% match on the Local Federal Bridge funds;

and WHEREAS, Brookings County hereby authorizes the Bridge Improvement Grant and Local Federal bridge application(s) and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant and/or Local Federal Bridge application(s).

Vote of Commissioners/Council:    Yes   5              No   0  

Dated at Brookings, SD, this 25<sup>th</sup> day of July, 2023.

ATTEST:

Lori Schultz  
County Finance Office

Ryan Krogman  
Chairperson

Motion by Bartley, seconded by VanderWal to approve and authorize Chairperson Krogman to sign Agreement #23-43: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement - Local Administration, PCN 09GT. Background information was provided by Highway Superintendent Brian Gustad.

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 #23-44: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement - Local Administration, PCN 09GU. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by VanderWal, seconded by Hostler to approve the Call for Bids and plans for the new Highway Shop in Bruce that was destroyed by the derecho May 2022. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by VanderWal, seconded by Bartley to approve the Call for Bids for the courthouse roof replacement project. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Hostler to approve and authorize Chairperson Krogman to sign a Request to Fill Vacancy for a full-time male correctional officer. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by VanderWal, seconded by Hostler to declare the following items as surplus property to be disposed of. Background information was provided by Finance Specialist Jenna Byrd.

<b>Asset #</b>	<b>Description</b>	<b>Serial Number</b>	<b>Sell/Dispose/Transfer</b>
16-023	Dell Optiplex 3020	CBYPP52	DISPOSE
14-064	Dell Optiplex 3020	9YSBQ22	DISPOSE
16-039	Dell Inspiron 3650	8XQX382	DISPOSE
19-034	Dell Optiplex 5070	6GW84Z2	DISPOSE
14-049	Getac Mobile Data Tablet	NA	DISPOSE
14-050	Getac Mobile Data Tablet	NA	DISPOSE
14-051	Getac Mobile Data Tablet	NA	DISPOSE
14-052	Getac Mobile Data Tablet	NA	DISPOSE
14-053	Getac Mobile Data Tablet	NA	DISPOSE
14-054	Getac Mobile Data Tablet	NA	DISPOSE
14-055	Getac Mobile Data Tablet	NA	DISPOSE
17-083	Dell Optiplex 3050	NA	DISPOSE
18-032	Dell Optiplex 5060	NA	DISPOSE
17-132	Lenovo M600 Desktop	NA	DISPOSE
80024	Infinity -WF-36 Scanner	00199936146E	DISPOSE
12-005	Ricoh MPC 2352 Copier	W412L100124	DISPOSE
NA	NEXIA BIAMP Amplifier	2100540	DISPOSE
NA	Cisco Band Server	FOC2535Y285	DISPOSE
16-012	Dell Optiplex 3020	8ZCTN52	DISPOSE
NA	Dell Optiplex	JG5VH02	DISPOSE
12-033	Dell Optiplex 390	7R2DVV1	DISPOSE
12-041	Dell Optiplex 390	48HPTV1	DISPOSE
12-036	Dell Optiplex 390	7RZCVV1	DISPOSE
NA	HP Desktop	2UB54206L5	DISPOSE
79025	Jetbook 9400A Computer	3511H300210M00822	DISPOSE
80009	Epson TM375U Printer	JAX0002165	DISPOSE
NA	Epson Printer	J9QG016797	DISPOSE
15-021	Epson TMH00DIV Printer	P5TF134303	DISPOSE
80010	Epson TM375U Printer	JAX0002166	DISPOSE
NA	Epson Receipt Printer	J9QG016887	DISPOSE

NA	Epson Receipt Printer	J9QG016790	DISPOSE
NA	Epson Receipt Printer	J9QG016797	DISPOSE
NA	Epson Receipt Printer	J9QG016798	DISPOSE
NA	Epson Receipt Printer	J9QG016888	DISPOSE
NA	HP LaserJet	CNDFG12894	DISPOSE
NA	HP OfficeJet Pro 8600	CN3BGFJYP	DISPOSE
NA	HP OfficeJet Pro 8600 Printer	CNC46100Z3	DISPOSE
13-010	Storage Server	CS1252ZFH00099	DISPOSE
17-005	Lenovo S510 Security Camera	PC0EL8F7	DISPOSE
14-069	Ruckus -Wireless Bridge	4412550000927	DISPOSE
10-052	Kyocera 420i Copier	QWG0604704	DISPOSE
15-008	Kyocera 3051CI Copier	L854907741	DISPOSE
NA	Misc AV Hardware	NA	DISPOSE
NA	HP LaserJet	CNDFG12894	DISPOSE
NA	HP OfficeJet Pro 8600	CN3BGFJYP	DISPOSE
NA	HP OfficeJet Pro 8600 Printer Base	CNC46100Z3	DISPOSE
17-133	Lenovo M79 Desktop	MJ03U0MW	DISPOSE
12-043	Hewlet Packard POE Switch	CN212ZS002	DISPOSE
80017	Epson Receipt Printer	JAX0002054	DISPOSE
17-118	HP Laptop	5CB2102BPD	DISPOSE
7--	Keri 4-door controllers		DISPOSE
4 --	Keri 2-door controllers		DISPOSE
13 --	IP cameras		DISPOSE
12 -	rolling chairs		DISPOSE
NA	Wood Desk	NA	SELL
1 --	NVR		DISPOSE
NA	HP LaserJet 400	JPBDQ15567	SELL

All members voted “aye.” Motion carried.

The board discussed Ordinance #2021-04: an ordinance establishing the requirements, fees, and regulations for the issuance of alcoholic beverage licenses within Brookings County.

Steffensen said the Finance Office received three requests for special event licenses for events this fall at Bennett Barn. Steffensen said the entity who’s applying has already been issued two special event licenses, and the current ordinance only allows for three per year.

She asked the board if they are interested in increasing the number of licenses that can be issued to one entity each year. Steffensen recommended they set a fee for these types of licenses because notices must be published which is a cost to the county.

Bartley asked Sheriff Marty Stanwick if there have been any issues in the county with these types of licenses. Stanwick said no, there have been no issues. Krogman said his concern with increasing the number of licenses is it may open the door for an entity to take their alcohol beverage license and hold a special event in the county every weekend.

Bartley asked Finance Officer Lori Schultz what she recommends the limit be. Schultz said she recommends the board set a limit of six licenses and set a fee of \$150 per license.

By consensus, the board approved staff putting a First Reading of the amended ordinance on the agenda for the next meeting.

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



States Attorney Dan Nelson had nothing to report.

### COMMISSIONERS' REPORTS & DISCUSSION ITEMS

Commissioner VanderWal attended a BIC Client Luncheon.

Commissioner Bartley attended a BEDC Meeting.

Commissioner Jensen attended an E-911 Meeting.

Commissioner Hostler attended a BEDC Meeting.

Commissioner Krogman attended the BIC Client Luncheon; attended a PPCC/POD Meeting; attended an E-911 Meeting and met with a landowner.

### EXECUTIVE SESSION

Motion by Jensen, seconded by Hostler to enter into Executive Session at 9:45 a.m., in accordance with SDCL 1-25-2(1)(3)(4), personnel, consulting with legal counsel and contract negotiations.

Motion by Hostler, seconded by Jensen to come out of Executive Session at 10:35 a.m. All members voted "aye." Motion carried. No action was taken.

### BUDGET DISCUSSION

Commission Department Director Stacy Steffenson updated the board on 2024 budget.

### ADJOURNMENT

Motion by Jensen, seconded by Bartley to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, August 8, 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 aids and the need to provide appropriate access, and will provide alternative formats and accessible locations with the Americans with Disabilities Act.

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Jenna Byrd  
Finance Specialist  
Brookings County

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