

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, AUGUST 22, 2023

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 22, 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.

CITIZEN INVITATION

Brookings County resident Jeanette Gibbons said she had attended the candlelit vigil for Kyla Red Bear. She said that event should have never happened in Brookings County.

Brookings County resident Lori Schultz invited the public to the CO2 Pipeline Debate on August 22, 2023, at the Dacotah Bank Center. Doors open at 5:30 p.m.

APPROVAL OF AGENDA

Motion by Jensen, seconded by Hostler to approve the agenda for the August 22, 2023, Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(1), personnel, was added to the Executive Session.

CONSENT AGENDA

Motion by Jensen, seconded by Bartley 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 August 8, 2023, Commission Meeting.

Travel Requests: Matthew Fee, Ethan Heitkamp, and Donald Reker to attend Law Enforcement Training/Basic Officer Training on August 21st - November 12th in Pierre; Sonia Mack to attend Beadle County Judging on August 8th in Huron; Sonia Mack to attend State Fair Event Preparation on August 16th in Watertown; Misty Moser to work at the Weed & Pest Booth at the State Fair on August 31st in Huron; and Jennifer Beller to participate in the NACo High Performance Leadership Course.

Personnel Action Notice: annual review- John Austin to \$25.67, effective August 1, 2023; annual review- Maggie Harkness to \$23.91, effective August 1, 2023; annual review- Jay Wulf to \$22.77, effective August 1, 2023; new hire- Part-time Correctional Officer Alyssa Norgaard at \$23.01, effective August 8, 2023; new hire- Part-time Correctional Officer Sara Mikulec at \$23.01,

effective August 9, 2023; new hire- Full-time Correctional Officer Heather Nielsen at \$23.01, effective August 24, 2023.

Human Services Report: case #23-166 for burial was approved; case #23-167 for vision was approved; case #23-172 for rent 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.

A&B Business Inc, Copier Contract, \$329.94; AgFirst Farmers COOP, Propane Cylinders, Patrol Vehicle Maint/Repairs, \$119.63; Allegra Print & Imaging, Deputy Business Cards, \$89.69; Aragon, Martha A, Translation Services, \$150.00; Arlington Fire Dept, Fire Premium Refund, \$3,054.30; Astoria Fire Dept, Fire Premium Refund, \$692.32; Aurora Fire Dept, Fire Premium Refund, \$9,264.50; Badger Fire Dept, Fire Premium Refund, \$657.70; Banner Associates, Professional Services-Samara Ave, Work On Mult Bridges, \$28,811.98; Bauer, Tim, Weed Board Meeting Mileage, \$11.22; Bierschbach Equipment, Bridge Project, \$620.00; Lisa Brandt, Honorarium-Display Exhibits Judge, \$85.70; Bremmon, Carmen, Translator Fees Deputy/Jail, \$100.00; Brookings Area Transit, Veteran VA Rides, \$30.00; Brookings City Utilities, Water For Truck Shed, Water/Sewer/Electric/Telephone, Phone Service, Courthouse/Lawn Irrigation, Utilities, Irrigation/Fees, Monthly Utilities/Fees, \$26,190.06; Brookings Fire Dept, Fire Premium Refund, \$113,896.90; Brookings Health System, SFPD Agency Assist, Huron PD, July Blood Alcohol Testing, \$9,912.35; Brookings Register, Publications, \$594.29; Bruce Fire Dept, Fire Premium Refund, \$4,824.31; Brutty's Underground Sprinklers, Fixed Leaks, Added Sprinklers, \$6,366.75; Buhls Of Brookings Cleaning, Rug Rental, 2 Rugs For Building, Rugs/Supplies, \$226.60; Butler Machinery Co, Fluid Sample, \$951.00; C&R Supply Inc, Clamp, Teflon, Misc Supplies, \$298.70; Capital One, Insect Repellent, \$21.25; Carquest Auto Parts Store, Grease/Multimeter/Filters, \$1,164.27; Century Business Products, Copier Contract, \$166.63; Certified Languages Int, Translation Services, \$56.10; CHS, Gas, Diesel For White/Brookings, \$40,568.51; Cintas Corporation, Uniforms, \$436.26; City Of Brookings Landfill, DEMG, \$7.82; City Of Brookings, Unclaimed Dogs, \$625.00; City Of White, Utilities For White Shop, \$80.61; Cook's Wastepaper & Recycling, Aug 2023 Recycling, White/Brookings, Aug Courthouse/BCOAC Service, Garbage/Waste Utilities, \$996.47; Creative Product Sourcing, DARE Supplies, \$1,694.39; Dakota Data Shred, Shredding Pick-Up, Paper Shredding Services, \$296.45; Mary Deleeuw Christianson, Honorarium-Display Exhibits Judge, \$67.85; Designarc Group, Courthouse Roof Replacement, \$19,250.00; Duininck, Rap, \$8,396.47; Ecolab Pest Elimination, Monthly Pest Control Service, \$186.75; Jim Effling, Honorarium-Rabbit Show Judge, \$160.70; Election Source, Collapsible Voting Box, \$96.11; Election Systems & Software, Warranties & Lic Renewals, \$6,523.13; Elkton Fire Dept, Fire Premium Refund, \$8,246.55; Estelline Fire Dept, Fire Premium Refund, \$2,598.59; Executive Mgmt Finance, June Bit, \$52.75; Feldhaus, Maria, Honorarium-Display Exhibits Judge, \$112.22; Wayne Fischer, Honorarium-Poultry Show Judge, \$180.60; Flint Hills Resources, Lp, Asphalt, \$91,670.15; Foerster Distributing, Janitorial Items For Courthouse, \$156.00; Fox Law Firm, PLLC, CAA Inv MI Hearings, \$162.88; Freightliner Truck Center, Brake Cleaner, Insulator, \$123.90; Collin Geppert, Honorarium-Beef Show Judge, \$174.48; Jennifer Goldammer, Court Appointed Attorney, \$968.35; Brian Gustad, Room Charge For NACE Conference, \$1,067.85; Patricia J Hartsel, Grand Jury Transcripts, \$454.75; Hendricks Fire Dept, Fire Premium Refund, \$2,149.12; Hill, Robert, NACO Annual Conference Reg, \$2,716.89; Hillyard/Sioux Falls, Janitorial For Courthouse, Jail Janitorial Supplies, \$687.35; Hometown Service & Tire, Tire Repair-Patrol Vehicle, \$35.00; Hungerford Chiropractic, Instant Drug Testing, \$175.00; I29 Truck Shop, Brake Drum, \$129.99; IAEM, Membership Dues, \$199.00; Info Cubic LLC, 2023 Employment Screenings, \$412.90; Innovative Office Solutions, 4 Pow MIA Flags-Gov Center, \$358.50; Interstate All Battery, Batteries For Courthouse, \$28.70; Interstate Telecom. Coop, Extension Phones, \$386.70; Intoximeters Inc, 24/7 Supplies, \$650.00; J&P Roofing Systems Inc, Roof Repair, \$1,044.90; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kibble

Equipment LLC, Switch, Grip Freight, \$341.06; Kimball Midwest, Parts, \$715.24; Kingbrook Rural Water, Water, \$72.00; Morgan Kohl, Honorarium-Dairy Show Judge, \$209.16; Konexus, Inc, Alertsense Core Ipaws -1 Year, \$2,013.00; Caden Krogman, Honorarium-Night Watchman, \$150.00; L&L Auto & Truck Parts, Lens, Rope, Ozzymat, Belt, Valve, Fitting, Hold Down, Patrol Vehicle Maint/Repairs, \$244.58; L.G. Everist Inc, Quartzite, Backfill, \$1,187.71; Dayton Landmark, Honorarium-Display Exhibit Judge, \$71.42; Val Larson, Inv MI Hearing, \$15.00; Lewis & Clark Behavioral, BMI Intake, \$213.00; Lewis Drug Store, Inmate Liable Medications, \$2,233.08; Lowe's, Coupler, Handy File, Step, Heads For Landscape Sprinkler, \$129.90; Lyle Signs Inc, Die Cut, \$86.01; Brayton Mack, Honorarium-Night Watchman, \$150.00; Matheson Tri-Gas Inc, Cylinders/Materials/Wheel, \$568.80; Mediacom LLC, Courthouse WIFI, \$176.90; Bailey Merry, Honorarium-Companion Animal, \$128.04; Midwest Glass, Door Repairs-So, \$172.99; Minnehaha County JDC, JDC Costs Inv#4185, \$2,224.56; Mix Dry Cleaners, Deputy Uniforms:Sewing Patches, \$24.00; Sandra Namken, Honorarium-Display Exhibits Judge, \$92.84; Nancy J Nelson, Court Appointed Attorney, \$982.26; Newegg Business Inc, Earpieces, Docks For New Phone, \$656.05; Northern Truck Equipment, SFI037873, \$3,798.47; Northwestern Energy, Natural Gas Bill Aug 2023, Brookings, BCOAC/CH Natural Gas Usage, Monthly Utilites/Fees, \$1,103.97; Nutrien Ag Solutions, Inc, Chemical For Bruce City, \$353.00; Office Peeps Inc, Toner, Desk Pieces/Install/Design Fee, AAA Batteries-Gov Center, Deskpads, \$1,683.59; Olson, Steve, Weed Board Meeting Mileage, \$20.40; William Olson, 24/7 Participation Refund, \$43.00; Pharmchem Inc, Drug Patch Analysis, \$127.80; Prahm Construction, Inc, Structure Improvements & Guardrail, \$76,520.78; Prairie States, Erosion Stone, \$6,544.80; South Dakota Public Health, July Blood Tests/Lab Services, \$2,080.00; Qualified Presort Service, Mail Pick-Up, \$45.53; Pam Raeder, Honorarium-Display Exhibits Judge, \$50.00; Razors Edge Grounds Keeping, July CH Grounds Maintenance, Mowing, \$1,275.00; Rc First Aid, Medical Supplies, \$50.50; RDO Equipment Co, Sensor/Plug, \$101.79; RFD Newspapers Inc, Publications, \$849.53; Rick Ribstein, Court Appointed Attorney, \$5,272.58; Robby's Auto Shop, Patrol Vehicle Maint/Repairs, \$591.97; Ethan Rops, Honorarium-Poultry Showmanship, \$162.72; Rude's Funeral Home Inc, COP Burial, \$3,000.00; Brad Ruden, Honorarium-Display Exhibits Judge, \$62.24; Running's Supply Inc, Starter Rope For Little Engine, Shop Supplies, Sand, EQP Supplies, Ammo, \$499.64; Safe-N-Secure, Alarm Monitoring, New Alarm, \$706.06; Sanford Health, Sane Exam, \$1,020.00; Sara Sargeant, Honorarium-Sheep Show Judge, \$150.00; Satellite Tracking Of People, Gps Monitoring, \$1,176.50; Rochelle Schmidt, Honorarium-Display Exhibits Judge, \$114.26; Schultz, Lori, 10 County Meeting Mileage, \$28.56; SD Attorney General's Office, 24/7 Participation, \$3,554.00; SD Dept Of Revenue, Sheriff Trust-Leech #23-05, \$200.00; SDACO, ROD Modernization&Preservation, \$664.00; SDSU Extension Service, Fleet & Travel Charges 6/5-6/7, Fall Conference Registration, \$230.04; Sign Solutions USA, Channel Extr, \$980.80; Sinai Fire Dept, Fire Premium Refund, \$2,826.97; Sioux Falls Kenworth Inc, Eqp Supplies, \$310.86; Sioux Valley Energy, Sinai, Bruce, Sandpile, New St, \$501.00; Ida Slocum, Honorarium-Display Exhibits Judge, \$57.14; Kay Solberg, Honorarium-Display Exhibits Judge, \$109.16; State 4-H Office Fair Passes, Weekly Parking/Adult Admission, \$70.00; Sterzinger Construction, Crushed 10,000, \$75,000.00; Sturdevant's Auto Parts, Trailer Lights Adaptor, Toggle, \$26.48; Sundem, Deb, Honorarium-Display Exhibits Judge, \$50.00; Tangen, Laurie, Honorarium-Display Exhibits Judge, \$63.26; Dawn Taylor, Honorarium-Rabbit Showmanship, \$88.26; The Road Guy Const. Co., Chip Seal, \$87,897.50; Thomson Reuters - West, 7/1-7/31 Information Charges, \$1,235.93; Toronto Fire Dept, Fire Premium Refund, \$1,411.49; Town & Country Shopper, Achievement Days Advertising, Advertisements, \$1,162.50; Town Of Sinai, Sewer/Garbage, \$64.00; Transource, Parts, \$1,635.40; Tri Technical Systems, Support For The Point Of Sale, \$660.00; Trinity Services Group, Inc, Inmate Meal Services, \$7,473.64; Two Way Solutions Inc, Quarterly Maintenance Contract, Mobile Cable, \$1,309.97; Steven Ust, Inspections, \$1,000.00; Vandenberg Law, Court Appointed Attorney, \$1,284.00; Vander Haag's Inc, Air Tank, \$242.00; Alicia Vanderwal, Honorarium-Display Exhibits Judge, \$56.12; Gina Vanderwal, Honorarium-Display Exhibits Judge, \$55.10; Vanderwal, Jeff, Honorarium-Goat Show/Swine Judge, \$343.86; Michelle Vanderwal, Honorarium-Display Exhibits Judge, \$56.12; Volga Fire Dept, Fire Premium Refund, \$14,126.61; Sarah Vos, Honorarium-Display Exhibits Judge, \$50.00; White Fire Dept, Fire Premium Refund, \$11,500.98; Kristin A Woodall, Grand Jury Transcript, \$17.55; WW Tire Service Inc, Towmax Vanguard, \$158.00; Yankton County Sheriff, Service Of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$124.30; Young Door Service Inc, Misc Repairs, \$1,368.00; Brian Zielinski, Court Appointed Attorney, \$4,095.18.

Department Head Reports

Highway Superintendent Brian Gustad said the 34th Avenue work continues north of 8th Street and again work continues on Main Avenue South.

Gustad said there will be some asphalt work to do because of the train accident in Elkton.

Sheriff Marty Stanwick said there are 46 inmates in jail and 146 individuals participating on the 24/7 program. Stanwick thanked the highway department for coming out to the train accident and putting up barricades. He said that was a big help.

Stanwick said he has three deputies at the Academy and is down one deputy, but the staff has been doing a good job.

County Development Director Robert attended a Tri-State Meeting; conducted an IPAWS Test; and attended a local planning meeting at Valero. Hill said he too was called out to the train accident in Elkton.

Weed & Pest Supervisor Misty Moser said the 2022 Can-Am Outlander started on fire July 3rd. Moser said no one was hurt. She said Roelofsen's had a 4-wheeler on hand for \$8,400.00. Moser said the insurance check will cover everything except \$1,600.00.

Moser said the crew will be working on spraying county roads, DOT, and townships for the second run.

Finance Officer's Report

The Finance Office's Report was presented to the board for the month of July 2023.

July 2023

Total amount of deposits in bank.....	\$32,463,985.79
Total amount of actual cash: Currency.....	\$3,640.00
Coins.....	\$2.16
Checks/drafts in Treasurer's possession not exceeding 3 days....	\$49,420.55
Itemized list of all other items.....	\$87,257.26
TOTAL.....	\$32,604,305.76

Commission/HR/Veterans: \$43,946.21; Finance Office: \$47,833.87; States Attorney/Welfare: \$45,336.81; Equalization: \$30,255.17; Coroner: \$813.54, Community Health: \$2,804.60; Extension: \$3,249.18; Weed: \$8,558.48; Planning/Zoning: \$11,642.88; Highway: \$87,144.31; Emergency Management: \$6,834.70; BCOAC: \$12,526.41; Technology: \$15,498.40.

AFLAC: \$4,398.88; Avesis: \$1,720.05; Office of Child Support: \$399.00; Delta Dental: \$7,725.62; Flex One: \$1,949.98; Principal Life Insurance: \$1,667.26; Local Teamsters: \$1,388.00; SDRS: \$65,930.58; SDRS Supplemental: \$4,249.00 EFTPS: \$143,248.74; Wellmark: \$119,655.62.

Be it noted, \$8,757.13 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 July 2023 in the amount of \$37,570 was presented to the board.

Be it Noted Items

Be it noted, the following individual is a Brookings County Outdoor Adventure Center volunteer and is listed in the minutes for work comp purposes: Penny Jensen.

REGULAR BUSINESS

Motion by Bartley, seconded by Hostler to approve and authorize Chairperson Krogman to sign Agreement #23-47: an application for occupancy of right of way of county highways made by Sioux Vallery Energy in Sterling Township. Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by VanderWal, seconded by Jensen to approve the low bid of \$319,000 to Caliber, LLC of Lake Norden, South Dakota for the construction of the maintenance equipment storage building located in the City of Bruce. 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 a Letter of Funding Commitment for a Hazard Mitigation Grant. Background information was provided by County Development Director Robert Hill.

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

Motion by Hostler, seconded by Jensen to declare a Can-Am Outlander as surplus property to be disposed of. Background information was provided by Finance Specialist Jenna Byrd.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by VanderWal to allocate up to \$500,000 of additional funding for the Samara Avenue Project using Commission Project Funds. Background information was provided by Commission Department Director Stacy Steffensen.

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

Commission Department Director Stacy Steffensen discussed the Rural Access Infrastructure funds with the board. Steffensen said what she is hearing from some of the townships is that they do not have enough money to cover the full cost of the culverts before the 80% reimbursement. She said she needs direction from the board on thoughts on helping cover costs before projects start.

Steffensen explained how the Rural Access Infrastructure funds work. Steffensen said townships have to provide the county their 5-year plan by August 31st; then townships have to pass a resolution committing to 20% of the funding, and then they provide applications for each of the culvert projects they wish to do in the subsequent year. Steffensen said those applications are due

to the county by October 31st and the commission has until January 15th of the following year to approve those applications. Steffensen said they have to use the Rural Access Infrastructure funds for these types of culvert projects, and there's over \$1 million dollars to use with additional dollars coming from the state.

Krogman said one possible solution could be that when the board approves the project, they forward 50% of the cost to the township to help get them started. Bartley said he likes that idea but questioned whether or not that's allowed. Bartley said the state has all kinds of rules.

Krogman said the only thing that concerns him is that projects actually gets done if the money is provided ahead of time.

Steffensen said she will double check to find out what is allowed.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen said they received a letter from the Department of Health regarding the changes with WIC and Community Health. Steffensen said the State Nurses, who have been dividing their time between WIC and Community Health, will now be focusing on one area or the other. She said this allows them to be current on best practices, policies, and procedures. Steffensen said the County has one clerical position that helps with both areas, and we'll need some clarity on what the changes mean for that position. Steffensen said she will be scheduling meetings with state staff soon so they can all be on the same page as they move through the transition.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION ITEMS

Commissioner VanderWal attended the Conservation District Tour; attended the 10-County Meeting; attended a Joint Powers Board Meeting; attended a Valero Meeting at the Dacotah Bank Center; and attended the Brookings County DUI Court Commencement Ceremony.

Commissioner Bartley attended the Conservation District Tour; attended the 10-County Meeting; attended the CDI Golf Outing; attended the BEDC Board Meeting; and attended a Brookings Behavioral Health & Wellness Board Meeting.

Commissioner Jensen attended the Conservation District Tour and attended the CDI Golf Outing.

Commissioner Hostler attended the Conservation District Tour; attended a Joint Powers Board Meeting; and attended a BEDC Meeting.

Commissioner Krogman attended the CDI Golf Outing.

EXECUTIVE SESSION

Motion by VanderWal, seconded by Jensen to enter into Executive Session at 9:28 a.m., in accordance with SDCL 1-25-2(1)(6), personnel and security. All members voted "aye." Motion carried.

Motion by Jensen, seconded by Hostler to come out of Executive Session at 10:38 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by VanderWal, seconded by Hostler to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, September 5, 2023, at 8:30 a.m.

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Jenna Byrd
Finance Specialist
Brookings County

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