

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, SEPTEMBER 6, 2022**

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 6, 2022 with the following members present: Angie Boersma, Ryan Krogman, Lee Ann Pierce, Michael Bartley and Ryan Krogman.

### **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 Jeannette Gibbons said she attended the South Dakota Election-Cast Vote Records Legislative Hearing in Pierre. Gibbons said she requested from Finance Officer Lori Schultz and Senior Finance Assistant Jenna Byrd copies of the flash drive files for the November 2020 election and also the June 2022 primary election.

Brookings County resident Rick Weible said he believes they have good elections in Brookings County, but said South Dakota has weak residency interpretations.

Weible encouraged the board to look into purchasing Electionware, which will ensure the election is properly supervised.

### **APPROVAL OF AGENDA**

Motion by Pierce, seconded by Jensen to approve the agenda for the September 6, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, discussion and possible action to approve CardX alternative payment options in the Human Services Department was removed from the agenda.

### **CONSENT AGENDA**

Motion by Bartley, 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 August 16, 2022 Commission Meeting and the minutes from the August 30, 2022 Commission Meeting.

Travel Requests: Robert Hill & Richard Haugen to attend the 2022 South Dakota Emergency Management Association (SDEMA) Conference on September 12<sup>th</sup>-15<sup>th</sup> in Huron.

Personnel Action Notices: volunteer resignation- Katie Neuhaus, effective August 23, 2022; volunteer resignation- JaVier Mitchell, effective August 26, 2022; annual review- Alex Berkness at \$24.19, effective September 1, 2022; annual review- Darren DeJong to \$( ).

Human Services Report: case #22-174 for rent was denied.

## ROUTINE BUSINESS

### *Approval of Claims*

Motion by Jensen, 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, \$401.50; Eileen Aberle, Replacement Check, \$45.00; Allegra Print & Imaging, Pictures, \$67.10; Architecture Incorporation, Desk Modifications, \$1,543.75; Aurora Auto Body & Glass, Tow Bills, Patrol Vehicle Maint/Repairs, \$1,238.91; Austreim Landscaping In, Plant 9 Trees@ Courthouse Lawn, \$1,325.00; Avera Occupational Medicine, TPA Services, \$90.00; Axon Enterprise Inc, Patrol Vehicle Equipment, \$15.65; Jordyn Bangasser, Court Appointed Attorney, \$3,922.96; Banner Associates, Volga Samara Ave Reconstruction, Design, \$36,349.25; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$1,137.78; Brehmer, Jacob, SDAAO School-Advanced Meals, \$170.00; Brookings Engraving, Name Plates, \$37.50; Brookings Health System, July Blood Alcohol Testing, Inmate Liable Clinical Visit, \$18,993.22; Century Business Products, Copier Contract, \$384.39; Century Link, Monthly Charges, \$144.23; City Of Brookings, Safety Picnic Lunch, 20th St Interchange Proj, \$44,316.27; City Of Brookings, Shared Gov Center Costs, \$17,137.82; Courtesy Plumbing Inc, Jail Repairs/Maint, \$123.00; Creative Printing, 1000 Vital Record Envelopes, \$319.94; Dakota Mailing, Postage Machine Ink, \$154.05; Dell Marketing LP, ROD Computers, \$1,783.36; Den-Wil Inc, Sept Comm Health Rent, \$960.00; Ecolab Pest Elimination, Monthly Pest Service, Pest Control, \$250.00; Eidsness Funeral Home, Autopsy, \$382.50; Einspahr Auto Plaza, Patrol Vehicle/Maint Repairs, New Patrol Vehicle, \$37,852.81; Election Source, Future Voter Stickers, \$85.88; Fite & Pierce Law Office, Court Appointed Attorney, \$3,122.60; Foerster Distributing, Copy Paper, Jail Janitorial Supplies, \$211.00; Franz Digital, 36# Paper, \$130.41; Ken Gabel, SDAAO School-Advanced Meals, \$170.00; Gillund Enterprises, ALCO Grease, \$199.90; Jennifer Goldammer, Mental Health Commitments, \$4,611.95; Jennifer Goldammer, Court Appointed Attorney, \$1,540.60; Katelyn Grooters, 2022 Travel July-Spec Foods, \$16.80; Guarantee Roofing & Sheet Metal Of SD, Courthouse Roof Repair, \$538.67; Patricia J Hartsel, Transcripts, \$110.40; Nicole Hauck, 2022 Travel July-Spec Foods, \$20.16; Tim Hogan, Court Appointed Attorney, \$451.05; Hometown Service & Tire, Patrol/Jail Main/Repairs, \$2,666.84; Hy-Vee Food Store, Refreshments, Flowers/Cookies For Open House, Ziploc Bags, Buns & Pickles 4h, \$491.71; I29 Truck Shop, Exhaust Pipe Repair, \$139.91; Stacia Jackson, Court Appointed Attorney, \$868.60; Jimmy Johns #926, LEPC Meals, \$36.00; Kibble Equipment LLC, Repair Parts From May 19 Storm, \$970.52; Kimball Midwest, Shop, \$272.42; Konexus, Inc, Alertsense Core Ipaws, \$2,013.00; L&L Auto & Truck Parts, Deputy Supplies, \$270.00; Lewis Drug Inc, Medications, \$2,135.87; Lincoln County Auditor, Mental Illness Expenses, \$1,083.40; Lowe's, Supplies, 4 Sheets Of Plywood, \$535.95; Donald Mccarty, Court Appointed Attorney, \$393.90; Mcgrath North Mullin & Grath, Professional Services Thru7/31, \$837.00; Mcleod's Printing & Office, Citation Envelopes, Commercial Property Cards, \$156.46; Mediacom LLC, Courthouse WIFI, \$146.90; Motorola Solutions Inc, Deputy Equipment, \$153,083.38; Nancy J Nelson, Court Appointed Attorney, \$3,634.99; Teree A Nesvold, Court Appointed Attorney, \$3,916.78; North American Banking, Postage Machine Rental,

\$360.00; Northwestern Energy, Monthly Utilities, Natural Gas Usage, \$680.64; Nutrien Ag Solutions, Inc, Graslan, \$11,000.00; Office Peeps Inc, Highlighters, Pens, Toner, Desk, Office Supplies, Replacement Stamp Pad, 3 Desk Calendars, Desk Calendar/Paper/Postits/Toner, Wall Calendar, Office Supplies, New Jail Office Chairs, Toner/Paper/Highlighters, \$2,029.35; Oneneck It Solutions LLC, Cisco Umbrella Professional, \$2,272.00; Outlaw Graphics, Patrol Decals/New Jail Decals, \$839.00; PCS Mobile, Deputy Equipment, \$204.91; Plowman, Shawn, MS-ISAC Annual Conference Reim, \$1,601.75; Prairie Graphics, Patrol Hats, \$76.00; Prochem Dynamics LLC, Jail Janitorial Supplies, \$968.66; Prochem Dynamics LLC, Jail Janitorial Supplies, \$529.23; Professional Development, NACO High Perf Leadership Acad, \$1,645.00; Prussman Contracting Co, Mill & Overlay Truck Rental, \$4,151.25; Questions & Solutions Engineering, Det Center Exp Commissioning, \$1,017.00; Ramkota Hotel, Steffen/VSO Training, \$144.00; Ramsey County, Autopsy Fee, \$1,692.00; Raptor Enterprises, Inc, 3D Targets With Inserts And St, \$1,679.72; Razors Edge Grounds Keeping, July CH Grounds Maintenance, Mowing, \$1,475.00; Rental Depot, Rented 12 Tables For Cartridge, \$131.40; Rick Ribstein, Court Appointed Attorney, \$4,753.00; Dan Robbins, Tires For Panel Trailer, \$208.00; Robby's Auto Shop, Patrol Vehicle Maint/Repairs, \$1,054.61; Running's Supply Inc, Maintenance Items, \$149.78; Schultz, Lori, 10 County Meeting, \$33.60; SD Attorney General's Office, 24/7 Participation, \$3,355.00; SD Dept Of Transportation, Progress Billing, \$31,726.41; SDEMA, SDEMA Registration, \$200.00; SDSU Extension, Weekly Parking Pass/Admission, NEA4H/4H-Camp/Greenhorn Camp, \$190.36; Sioux Valley Cleaners Inc, August Janitorial For WIC, \$478.00; Sioux Valley Energy, Electric, \$193.00; Six Mile Nursery LLC, Trees For Courthouse Lawn, \$1,449.00; Southpaw Defense, Enhanced Concealed Carry Renew, \$139.50; Reid Squires, SDAAO School-Advanced Meals, \$170.00; Teesdale Law Office PLLC, Court Appointed Attorney, \$666.60; Jack Thompson, SDAAO School-Advanced Meals, \$170.00; Thomson Reuters - West, August Billing, \$1,201.08; Titan Machinery, Bucket For The Case Excavator, \$8,689.84; Town Of Sinai, Sewer, \$64.00; Trinity Services Group,, Inmate Meal Services, \$7,309.64; Steven Ust, Inspections, \$1,900.00; Verizon Wireless, Monthly Charges, \$40.01; Walburg, Duane, Animal Control Mileage, \$307.02; Wells Fargo, \$1,119.28.

### *Department Head Reports*

Highway Superintendent Brian Gustad updated the board on the Sinai Bridge. He said East River has relocated their poles. Gustad said BMU is working on a project and are now in the shop yard.

Gustad said he attended a pre-con meeting Aberdeen Region County Pavement Marking at Watertown SDDOT office. He said he is hoping they will have stripes this year.

Gustad said he was notified by Prahm Construction that they will begin the rehabilitation project on structure #06-112-080, located on 204<sup>th</sup> Street, south of Bruce between 466<sup>th</sup> Avenue & 464<sup>th</sup> Avenue. He said overall completion will be November 1<sup>st</sup>.

Pierce asked if there's been any more discussion with the city regarding the s-curves. She said it would be nice to only shut down the road once instead of two times. Gustad said by the time they get it designed and engineered; it would be too late. He said the timelines don't jive so he didn't discuss it any further with the city. Pierce said she would like to see this on the 5-year plan.

County Development Director Robert Hill updated the board on several meetings he attended. Hill said the PPCC has put out a proposal for Brookings County to submit for a grant.

Hill discussed upcoming dates.

Finance Officer Lori Schultz said legislative audit will be here to do the 2021 audit. Schultz said absentee voting begins Friday, September 23<sup>rd</sup>. Schultz reminded the public that no campaigning can happen within 100 feet of the building beginning September 23<sup>rd</sup>.

Pierce asked why the big matching grants is over budget in the 201 Fund. Commission Department Director Stacy Steffensen said its money set aside in fund balance and they need to do a supplemental budget.

Sheriff Marty Stanwick said there are 34 inmates in jail and 97 individuals participating in the 24/7 program.

**SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., the board held a public hearing and action on Resolution #22-45: adoption of the 2023 Provisional Budget for Brookings County, South Dakota.

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Boersma to sign Resolution #22-45: adoption of the 2023 Provisional Budget for Brookings County, South Dakota.

Chairperson Boersma opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Boersma closed the public hearing.

Background information was provided by Commission Department Director Stacy Steffensen.

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

**RESOLUTION #22-45**  
**ADOPTION OF THE 2023 PROVISIONAL BUDGET FOR**  
**BROOKINGS COUNTY, SOUTH DAKOTA**

WHEREAS, SDCL 7-21-5 through 13 provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all charges, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such provisional budget and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE PROVISIONAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES for Brookings County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2023 and ending December 31, 2023 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 6<sup>th</sup> day of September, 2022. The Provisional Budget so adopted is available for public inspection during normal business hours at the office of the County Finance Officer, Brookings County, South Dakota. The accompanying taxes are proposed to be levied by Brookings County for the year January 1, 2023, through December 31, 2023.

COUNTY LEVIES	DOLLARS	\$1,000
General Fund	\$13,839,347	\$4.027
County Building Fund	\$ 357,281	\$0.104
Jail Expansion	\$ 510,900	\$0.149
TOTAL	\$14,707,528	\$4.280

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

Angela Boersma	Chairperson
Ryan Krogman	Vice-Chairperson
Lee Ann Pierce	Commissioner
Michael Bartley	Commissioner
Larry Jensen	Commissioner

ATTEST:

Lori Schultz  
Brookings County Finance Officer

**REGULAR BUSINESS**

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-81: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Preston Township.

All members voted "aye." Motion carried.

Motion by Bartley, seconded by Jensen to approve and authorize Chairperson Boersma to sign Agreement #22-82: a State of South Dakota Department of Transportation Joint Powers and Funding Agreement for Bridge Replacement for structure #06-287-040, project number BRO-B 8006(56), PCN 08MJ. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-83: an agreement between Brookings County, the City of Brookings and Central Salt, LLC for supply of road salt. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-84: a State of South Dakota Department of Public Safety Office of Emergency Management 2023 Local Emergency Management Performance Grant.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-85: a South Dakota Opioid Settlement Memorandum of Understanding. Background information was provided by States Attorney Dan Nelson.

All members voted "aye." Motion carried.

Motion by Bartley, seconded by Krogman to authorize the use of Brookings County's \$6,822,340.73 allocation of American Rescue Plan Act Funds for eligible General Fund payroll expenses beginning January 1, 2022 until all funds are expended.

Boersma said she thinks it's important for the listening public to recognize the way we are approaching the allocation of ARPA dollars to payroll expenses complies with how legislative audit wants the county to do it. Boersma said those funds are being allocated into a special commission special fund so that the applicants for those funds can be used without all of the federal regulations.

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

Motion by Pierce, seconded by Jensen to approve \$1,200,000 to Brookings Behavioral Health and Wellness from the Commission's Projects budget line to be distributed in 2022.

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

Motion by Krogman, seconded by Bartley to approve \$100,000 to Inter-Lake Community Action Program from the Commission Project budget line to be distributed in 2022.

Motion by Pierce, seconded by Krogman to amend the motion to include that the dollars would be used for the building they are renovating in Madison, SD.

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

Motion by Jensen, seconded by Krogman to approve \$300,000 to United Way from the Commission Projects budget line to be distributed in 2022 for their building project.

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

Motion by Krogman, seconded by Jensen to approve \$287,000 to the Aurora Fire Department from the Commission Projects budget line.

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

Motion by Krogman, seconded by Jensen to approve \$48,052 to the Brookings Fire Department from the Commission Projects budget line.

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

Motion by Jensen, seconded by Bartley to approve \$394,000 to the Bruce Fire Department from the Commission Projects budget line.

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

Motion by Krogman, seconded by Bartley to approve \$400,000 to the Elkton Fire Department from the Commission Projects budget line.

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

Motion by Jensen, seconded by Krogman to approve \$319,884 to the Sinai Fire Department from the Commission Projects budget line.

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

Motion by Krogman, seconded by Pierce to approve \$394,000 to the Volga Fire Department from the Commission Projects budget line.

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

Motion by Bartley, seconded by Pierce to approve \$427,000 to the White Fire Department from the Commission Projects budget line.

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

Motion by Pierce, seconded by Jensen to approve \$14,375 for a generator at the East Fire Station from the Commission Projects budget line. Background information was provided by County Development Director Robert Hill.

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

#### **SCHEDULED AGENDA ITEM**

As scheduled at 9:15 a.m., the board held a public hearing and action on a Special Events License for GDWB LLC, Lemke’s Bar & Grill, September 10<sup>th</sup> at Bennett Barn.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Boersma to sign a one-day Special Events License for GDWB LLC, Lemke’s Bar & Grill, September 10<sup>th</sup> at Bennett Barn.

Chairperson Boersma opened the public hearing and called for proponents. Owner of Lemke’s Bar & Grill Weston Byrd said they were asked to bartend at a wedding on Saturday, September 10<sup>th</sup>.

Chairperson Boersma called for opponents. Hearing none, Chairperson Boersma closed the public hearing.

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

#### **REGULAR BUSINESS**

The board discussed the use of Ease of Access online forms in the Human Services Office.

Motion by Jensen, seconded by Krogman to appoint Tim Paulson to the Planning & Zoning Commission to fill an unexpired term ending December 31, 2025.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen asked the board for consensus to publish a supplemental budget public hearing for FY2022. By consensus, the board approved publishing a supplemental budget public hearing for FY2022.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen updated the board on the jail financials. She said the total cost to date is approximately \$17.7 million.

Steffensen said the state mileage reimbursement rate increased from \$0.42 to \$0.52. Steffensen said the commission passes a resolution at the first meeting of the year stating they will follow state rates. She said nothing else changed.

Steffensen said they received a letter from Minnehaha County discussing the need for upgrades at the Juvenile Detention Center facility. She said she wanted to make the board aware that they may ask for participation from the county.

Steffensen updated the board on the work plan. Boersma said they could add a request for proposal under number the 214<sup>th</sup> street project.

Pierce said when the new agreement comes around for the Juvenile Detention Center that they put a provision in there stating an annual meeting be scheduled. She said it's important to be part of the conversation because the cost will be substantial.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson said he's reviewed the Joint Jurisdiction Ordinance.

### COMMISSIONERS REPORTS & DISCUSSION ITEMS

Commissioner Pierce attended the JDAI Meeting; attended the County ARPA Meeting; and attended a Public Affairs Meeting. Pierce said the Legislative Forum is Saturday, September 24<sup>th</sup> and a County Candidate Forum is Saturday, October 1<sup>st</sup>.

Commissioner Bartley attended the County ARPA Meeting.

Commissioner Jensen attended the County ARPA Meeting; and attended a Special Meeting in the City of White regarding the ARPA funds.

Commissioner Krogman attended a BATA Meeting; attended a Brookings Health Board Meeting; and attended the County ARPA Meeting.

Commissioner Boersma attended a BEDC Meeting and attended the County ARPA Meeting.

### ADJOURNMENT

Motion by Krogman, seconded by Bartley to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, October 4, 2022 at 8:30 a.m.

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Jenna Byrd  
Senior Finance Assistant  
Brookings County



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