

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, OCTOBER 4, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, October 4, 2022 with the following members present: Angie Boersma, Lee Ann Pierce, Michael Bartley and Larry Jensen. Ryan Krogman was absent.

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 Rick Weible requested to be put on the next meeting's agenda to help with an election improvement plan.

Brookings County resident Jeff Struwe said he concurs immensely with the election officials in Brookings County.

APPROVAL OF AGENDA

Motion by Bartley, seconded by Jensen to approve the agenda for the October 4, 2022 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA ITEMS

Motion by Jensen, seconded by Bartley to approve the consent agenda items as amended. Roll call vote: Pierce "aye," Bartley "aye," Jensen "aye," Boersma "aye." Motion carried.

Be it noted, a travel request to a Republican Luncheon was removed from the table.

The consent agenda items consisted of the minutes from September 20, 2022 Commission Meeting.

Travel Requests: Charles Wilderson & Anna Sells to attend an Active Shooter Incident Management Training on October 16th -19th in Mitchell; Robert Hill to attend the 2022 International Association of Emergency Managers Conference on November 11th -18th in Savannah, GA.

Personnel Action Notices: voluntary resignation - Carter Spear, effective September 25, 2022; voluntary resignation - Ally Pink, effective October 5, 2022.

Human Services Request: case #22-103 for mental health was approved; case #22-176 for burial was approved; case #22-177 for burial was approved; case #22-178 for utilities was approved; case #22-179 for vision was denied; case #22-180 for vision 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," Pierce "aye," Boersma "aye." Motion carried.

605 Custom Design LLC, Ladies PA Marled Cocoon Cardigan, \$42.00; A&B Business Inc, Copier Contract, \$578.69; Amazon Capital Services, Printer/Copier, Ink, Office Supplies, Jail Supplies, \$742.80; Anderson, Jeffrey G, Boot Reimbursement, \$234.29; Apple Grove Investments, Tax Certificates, \$11,050.59; Aragon, Antonio, Translation Services, \$75.00; Aragon, Martha A, Translation Services, \$112.50; AT&T Mobility, Nighthawk Mifi Mobile WIFI, \$80.08; Aurora Auto Body & Glass, Vehicle Repairs, \$4,936.24; Avera Mckennan Hospital, Mental Health, \$746.00; Axon Enterprise Inc, Deputy Equipment, \$262.00; Bauer, Tim, Mileage, \$9.24; Best Western Of Huron, Lodging For State Fair, \$438.00; Bowes Construction, Overly-2nd/Final Overlay Reque, \$945,859.00; Brookings Area Chamber, Leadership Bkgs Participant, WILL Luncheon, \$825.00; Brookings Domestic Abuse, 3rd Quarter 2022 Payment, \$3,320.00; Capital One, September Charges, \$197.21; Century Business Products, Copier Contract, \$7,769.48; Clubhouse Hotel & Suites, SDACC Conference, \$2,779.52; Dell Marketing Lp, Jail Monitors, Pc, \$6,251.40; Den-Wil Inc, Oct Comm Health Rent, \$960.00; Ecolab Pest Elimination, Monthly Pest Service, \$165.00; Eidsness Funeral Home, COP Burial, \$3,000.00; Einspahr Auto Plaza, Patrol Vehicle Maint/Repairs, \$155.95; Election Systems & Software, Ballots, Activation Card, \$6,513.54; Empire Investments 2 LLC, Tax Certificates, \$16,654.93; Empire Investments 4 LLC, Tax Certificates, \$8,935.95; Executive Mgmt Finance, Bit Connection, \$42.50; Foerster Distributing, Jail Janitorial Supplies, \$156.00; Forrest Holdings Inc, Tax Certificates, \$4,392.19; George Boom Funeral Home, COP Burial, \$3,000.00; Guardian CPI, Jail Supplies, \$470.06; Guardian Tax SD, LLC, Tax Certificates, \$7,724.87; Hill, Robert, Hotel For SDEMA Conference, \$141.12; Tim Hogan, Court Appointed Attorney, \$3,087.77; Hometown Service & Tire, Oil Change, \$71.00; Hy-Vee Food Store, Refreshments, Jury Meals/Refreshments, \$149.42; IMEG Corporation, Surfacing, \$27,657.17; Stacia Jackson, Court Appointed Attorney, \$6,255.35; L&L Auto & Truck Parts, Deputy Supplies, \$43.68; Lancaster Archery Supplies, Target Pins For Archery, \$136.00; Lewis Drug Store, PMD Medications, \$1,653.84; Light-O-Rama, SD Card For Addtl Songs, \$208.83; Mack, Sonia, State Meals/Lodging/Mileage, \$754.58; Mcgrath North Mullin & Kratz Pc LLO, Prof Services Thru 8/31/22, \$675.00; Mcleod's Printing & Office, Assessment Notices&Envelopes, Commercial Property Cards, \$1,114.80; Mediacom LLC, Courthouse WIFI, \$156.90; Michaels Fence & Supply, New Gate, Co Hwy Gate Opener, \$12,973.50; Midwest Glass, CH Furnished/Installed Aluminum, \$4,215.00; Mike's Professional Car Cleaning, Clean All Carpets/Large Rugs, \$988.25; Minnehaha County JDC, JDC Costs, \$257.00; Heather Murfield, Fall SDACW Conference, \$220.44; National 4-H Council, Office Supplies&Programming Materials, \$447.55; Nancy J Nelson, Commitments From 8/2/22, Court Appointed Attorney, \$2,548.23; Teree A Nesvold, Court Appointed Attorney, \$2,822.95; Nitteberg Construction, Gravel 40000 Ton, \$285,600.00; North American Banking, Postage Machine Rental, \$360.00; Northwestern Energy, Natural Gas Usage, Truck/Highway Shop, COP Utilities, Monthly Utilities, \$853.30; Nutrien Ag Solutions, Inc, Freelex, \$560.00; Office Of Fire Marshal, New Jail Boiler Inspection, \$250.00; Office Peeps Inc, Folder, Planner, Cartridge, Deputy Supplies, Phase 2 Jail Office Equip, Notary Stamps, \$27,455.89; Olson, Steve, Mileage, \$16.80; Lee Ann Pierce, Mileage-SDACC Convention, \$194.82; Prahm Construction, Inc, 2nd Pay Request, \$69,440.50; Running's Supply Inc, Maintenance Items, \$481.49; Schultz, Lori, Gas In The Durango, \$36.00; SDSU Extension Service, Fleet & Travel Charges, \$112.52; Sioux Valley Cleaners Inc, Sept Janitorial For WIC, \$442.00; Sioux Valley Energy, Electric, \$198.00; Steffensen, Stacy, SDACC Fall Convention,

\$220.82; Swiftel Center, 2022 Achievement Days, \$5,940.54; Teesdale Law Office PLLC, Court Appointed Attorney, \$1,262.50; Tires, Tires, Tires, Flat Tire Repair, \$20.00; Titan Machinery, Backhoe Bucket, \$1,200.00; Town Of Sinai, Sewer, \$64.00; Trane US Inc, Compressors/Fan Motor/Unexpect, \$7,764.13; Trinity Services Group, Inc, Inmate Meal Services, \$10,959.35; Two Way Solutions Inc, Programming, \$4,800.00; Steven Ust, Inspections, \$1,900.00; Verizon Wireless, Monthly Charges, \$124.05; Walburg, Duane, Animal Control Mileage, \$181.02; Wells Fargo, Wells Fargo, \$189.41; WW Tire Service Inc, Repair Tire, \$60.00; Brian Zielinski, Court Appointed Attorney, \$1,311.75.

Department Head Reports

4-H Youth Advisor Sonia Mack said she is a 4-H alumni and gave the commission a brief presentation of her background. Mack said the new 4-H year began October 1st and registration numbers have increased.

Highway Superintendent Brian Gustad said the striping crew showed up and is working on striping some of the previous projects they had with them.

County Development Director Robert Hill said there is a joint planning commission meeting tonight at 7:00 p.m. Hill said the Heartland Greenway Carbon Pipeline filed with the Public Utilities Commission. He asked the board for permission to apply for party status on this particular item. By doing this, Hill said the county would receive a copy of everything that's filed with the Public Utilities Commission. By consensus, the board gave Hill permission to apply for party status.

Finance Officer Lori Schultz said they've had over 400 absentee ballots cast so far. She said the deadline to get registered to vote is Monday, October 24th by 5:00 p.m. Schultz said six nursing homes/assisted living centers have requested assistance with voting. Schultz reminded the public that no campaign material can be within 100 feet of the City & County building while absentee voting is going on.

Schultz said second half property taxes are due Monday, October 31st.

Schultz said she would like to hire one more part-time election worker to help with elections. By consensus, the board agreed to hire one more part-time election worker.

SCHEDULED AGENDA ITEM

Motion by Jensen, seconded by Bartley to approve and authorize Chairperson Boersma to sign a Retail On/Off Sale Malt Beverage & SD Farm Wine license for Beach Bums, Inc. (dba Danceland Campground).

Background information was provided by Owner Paul Powers and Senior Finance Assistant Jenna Byrd.

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

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

Consent Agenda Items

Motion by Bartley, seconded by Jensen to approve a travel request to the Republican Luncheon on September 21st in Brookings. Pierce said this travel request is a political activity and isn't appropriate to ask for the county to pay for it.

Roll call vote: Pierce "no," Bartley "no," Jensen "no," Boersma "no." Motion failed.

SCHEDULED AGENDA ITEM

As scheduled at 9:05 a.m., John Mills and Jacob Mills with Mills Development were present to discuss the current condition of the 1921 Building parking lot. Mills said back in 2003, they purchased from the county the 1921 building, but not the parking lot. He said they have an easement agreement with the county for them to use the lot for their parking needs for the building. Mills said as a trade off to the county, they agreed to take care of the routine maintenance of that parking lot. He said they are responsible for seal coating, crack sealing and striping, and they have been doing that since the beginning of the agreement.

For the past two years, Mills said the parking lot has been used as a construction staging area for the new jail. As you would expect, Mills said there was substantial wear and tear of the parking lot that was not anticipated in the easement agreement.

Mills asked the board for the next round of maintenance to be covered and paid for by the county, and then going forward they would take care of it. Mills said they just did maintenance work on the parking lot in 2019.

Jensen said he did go take a look at the parking lot and there are some spots that need immediate attention. He said he spoke with Highway Superintendent Brian Gustad, and he said the highway department could take care of some of the work. Bartley asked Gustad when they would be able to take care of some of the immediate issues. Gustad said they could do it this fall.

Boersma said the county has a responsibility to get that parking lot back to the condition it was in prior to the construction of the new jail. Pierce said she has no objection with the county covering the seal coat.

Motion by Pierce, seconded by Jensen to assign \$20,000 in the 301 Fund for crack sealing, maintenance, and striping of the 1921 Building parking lot. All members voted "aye." Motion carried.

REGULAR BUSINESS

Motion by Pierce, seconded by Jensen to remove Agreement #22-90: an amended Brookings City and County Government Center Lawn Care & Snow Removal Agreement from the table. All members voted "aye." Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-90: an amended Brookings City and County Government Center Lawn Care & Snow Removal Agreement from the table. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Jensen, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-91: Amendment Number 1 to SDDOT Agreement #717431 - a 2020 Bridge Replacement Funding agreement. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Bartley, seconded by Pierce to approve and authorize Chairperson Boersma to sign Agreement #22-92: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-193-130, project number BRF 6050(00)23-1, PCN 0986. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Pierce, seconded by Jensen to approve and authorize Chairperson Boersma to sign Agreement #22-93: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-310-059, project number BRO 8006(00)23-2, PCN 0987.

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

Motion by Jensen, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-94: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-320-235, project number BRO 8006(00)23-3, PCN 0989.

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

Motion by Bartley, seconded by Jensen to approve Change Order #2 and the final payment for the 2022 Brookings County Surfacing Project. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Jensen, seconded by Bartley to approve Work Change Directive #1 for the structure modifications and guardrail project for structure #06-112-080. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Pierce, seconded by Bartley to direct the Brookings County Finance officer to refrain from taking tax need on a property that may not be in the best interest of Brookings County: parcel #40114-00500-000-01, certificate #180097, Christie Heights Addition, Tract 1, Block 5; drainage pond. Background information was provided by Finance Officer Lori Schultz.

All members voted “aye.” Motion carried.

The board reviewed a draft of the 214th Street Request for Proposals. Boersma said they will be looking for a hydrologic and hydraulic study and a feasibility study from civil engineering firms.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said City Manager Paul Briseno provided information on the cost estimate for the new or reconstruction of the city’s proposed law enforcement center. Steffensen said the City has requested the county assist with the one-third of the dispatch portion. Steffensen said the county’s portion would be almost \$860,000.

Bartley suggested they have a discussion with the E-911 Joint Powers Board. Boersma agrees with Bartley. She said it’s hard to designate funds for a project they haven’t seen or haven’t had input on. Boersma said she would like additional information from the City. Jensen said he thought the county was responsible for equipment and staffing, not a new building.

States Attorney Dan Nelson said he read through the agreement and doesn't think the agreement encompasses any future buildings. He said it encompasses existing communication responsibilities, not future building projects.

Steffensen said she will get this topic on the next E-911 Joint Powers Board.

Steffensen said the department heads would like to propose a committee of two commissioners and affected department heads meet to review the designs from Arc Inc. and develop a plan to move forward for the offices. Commissioners Boersma and Krogman were nominated.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISUCSSION

Commissioner Pierce attended the Legislative Forum; attended the County Commission Forum; and attended the Sheriff's Forum.

Commissioner Bartley attended several meetings with the 1st District Planning Association.

Commissioner Jensen attended a Strategic Planning Meeting; attended the Legislative Forum; attended a BCOAC Advisory Board Meeting; and participated in the County Commission Forum.

Commissioner Boersma attended a BEDC Meeting; moderated the Sheriff's Forum; and attended the County Commission Forum.

EXECUTIVE SESSION

Motion by Pierce, seconded by Jensen to enter into Executive Session at 10:00 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted "aye." Motion carried.

Motion by Pierce, seconded by Jensen to come out of Executive Session at 11:07 a.m. All members voted "aye," Motion carried. No action was taken.

ADJOURNMENT

Motion by Pierce, seconded by Bartley to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, October 18, 2022 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

