

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, OCTOBER 19, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, October 19, 2021 with the following members present: Larry Jensen, Angie Boersma, Lee Ann Pierce, Ryan Krogman and Michael Bartley.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Bartley to approve the agenda for the October 19, 2021 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, an Executive Session in accordance with SDCL 1-25-2(1), personnel was added to the agenda.

CONSENT AGENDA

Motion by Bartley, seconded by Boersma to approve the consent agenda. Roll call vote: Pierce "aye," Bartley "aye," Krogman "aye," Boersma "aye," Jensen "aye." Motion carried. The consent agenda consisted of the minutes from the October 5, 2021 Commission Meeting.

Travel Requests: Dan Nelson to attend Buthe hearings on August 19th and September 23rd in Sioux Falls; Jacob Brehmer & Reid Squires to attend the District 5 Quarterly Meeting in Madison; Austin Oxner to attend a Problem Solving Court Conference on November 3rd in Sioux Falls and November 5th in Rapid City; Robert Hill to attend NACo's 2021 Fall Board Meeting & Large Urban County Caucus Symposium on December 1st-4th in Atlanta, GA.

Human Services Report: case #21-064 for medical was denied; case #21-079 for medical was denied; case #21-089 for rent was denied; case #21-091 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$368.84; AT&T Mobility, Nighthawk Mifi Mobile, \$80.08; Argo Township, 50% Match Culvert Project, \$8,500.87; Aurora Auto Body & Glass, Patrol Vehicle Maint, \$309.89; Axon Enterprise Inc, Evidence.Com, \$194.99; Banner Associates, Design/ Prep For

Big Grants, \$8,430.80; Best Western Ramkota In, Fall Convention, \$1,515.00; Bobcat Of Brookings, Screws For Weed Eater Blades, \$7.80; Bobcat Of Brookings, Mower Rental/Bridge/Post Pounders, \$875.00; Brehmer, Jacob, Measuring Wheels Reimb., \$138.39; Brookings City Utilities, Water/Sewer/Tele/Elec, Ch/1921 Bldg/Irrigation/Comm Health, Fire Alarm/Elev Phone/Phone Service, Water For Truck Shed, Monthly Fees/Utilities, BCOAC, COP Utilities, Telephone & Internet Service, \$12,853.14; Brookings Health System, October Blood Alcohol Testing, \$8,693.97; Brookings Health System, Emergency Room Sane Kit, \$532.77; Brookings Public Library, 4th Quarter Services, \$4,375.00; Brookings Register, Publications, \$1,443.01; Buhls Of Brookings Cleaners, Jail Supplies, 3 Rugs, Tablecloth & Banner Cleaning, \$236.15; Butler Machinery Co, Solenoid, \$235.19; Capital One, Office Supplies, \$170.50; Carahsoft Tehcnology Co, Network Security Enterprise, \$21,330.00; Carquest Auto, Fuses For Door System, \$3.45; Carquest Auto Parts Store, U Joint, Oil&Filters, Brake Ho, \$2,221.65; Century Business Products, Copier Contract, \$529.11; CHS, Diesel, \$19,895.77; Cintas Corporation, Uniforms, \$170.54; City Of Brookings Landfill, Ticket# 225332, \$5.05; City Of Brookings, 20th St Interchange, \$7,417.89; City Of White, Water/Sewer/Electric, \$87.63; Cook's Wastepaper & Rec, Monthly Fees, \$402.37; Creative Product Sourcing, Dare Supplies, \$2,305.48; Dakota Alignment & Fram, Alignment, \$190.64; Dakota Data Shred, Shred Bin Pick Up, Equipment Rental, \$84.80; Dale's Alignment, Front Camber Adjustment Bushin, \$175.10; Dean Schaefer Court Reporting, Inv MI Hearing Court Reporting, \$234.00; Department Of Health, October Blood Tests/Lab Serv, \$2,075.00; Einspahr Auto Plaza, Pump Assembly/Core Return, Jail Vehicle Maint, \$355.71; Empire Investments 2 LLC, Tax Certificates, \$1,955.87; Empire Investments LLC, Tax Certificates, \$3,097.88; Kaitlyn Engelmeyer, 24/7 Sobriety Program, \$250.00; Executive Mgmt Finance, Aug 2021 Access, \$73.25; Flint Hills Resources, Road Oil For Fog Seal, \$56,243.18; Foerster Distributing, Janitor Supplies, Can Liners For Courthouse, Jail Supplies, Jail Janitorial Supplies, \$713.10; Foerster Testing Limited, Jail Project, \$406.90; Forterra Pipe And Precast, Box Culvert, \$59,994.70; Glacial Lakes Radiator, Radiator, \$1,250.00; Jennifer Goldammer, Mental Healh 1/1-6/31, \$1,415.70; Graham Tire North, AB Tires, \$900.00; Guarantee Roofing & Sheet Metal, Courthouse Roof Repair, \$388.58; Richard Haugen, SD EMA Meals, \$102.00; Henry Carlson Company, Jail Exp & Remodel Proj, \$970,499.00; Hill, Robert, Weather Radio, Meals, Fuel, \$149.95; Tim Hogan, Court Appointed Attorney, \$2,133.96; Horn Law Office, Prof., Caa Inv Mi Hearing, \$178.20; Hungerford Chiropractic, Instant Drug Testing, \$120.00; I State Truck Center, Clint Line/Parts, \$1,718.28; Indeed Inc, September Job Listings, \$1,237.55; Info Cubic LLC, Sept 2021 Employment Screening, \$311.00; Intek Cleaning & Restor, Carpet Cleaning, \$101.18; Interstate Telecom. Co, Extension Phones, \$399.91; Stacia Jackson, Court Appointed Attorney, \$1,045.49; Jerke Construction Co, Crane Rental, \$11,471.45; Tonya Kabris, 24/7 Sobriety Program, \$6.00; Katterhagen, Mark, Inv MI Hearing, \$36.00; Kennedy Pier Knoff Loft, CAA Inv MI Hearing, \$128.70; Kiesler's Police Supply, Duty Gun, \$448.50; Kimball Midwest, Shop, \$143.77; Kingbrook Rural Water, Sinai Water, \$36.00; L&L Auto & Truck Parts, Fuse, U Bolt, Filter & Oil, Batteries/Patrol Car Window, \$342.19; L.G. Everist Inc, Crushed Quartzite, \$13,678.44; Lewno, Lucy, Inv MI Hearing, \$327.28; Locators & Supplies, Gloves, \$118.08; Darcy Lockwood, Inv MI Hearing, \$36.00; Lowe's, Tools/Hooks/Hardware Bows, Glade, Clorox, Xpower, Silicone, \$235.31; Reed T Mahlke, Court Appointed Attorney, \$2,366.10; Matheson Tri-Gas Inc, Sweatband, Shop, \$230.99; Maximum Promotions, Rope For Highway Flagpole, \$114.60; Donald Mccarty, Court Appointed Attorney, \$1,678.10; Mediacom LLC, October Law Library Int Serv, \$136.90; Luke Mielke, 24/7 Sobriety Program, \$26.00; , Erin Weikauf: Replacement Ck, \$20.08; Nasp, Inc, Archery Range Tape/Dvd, \$93.50; National 4-H Council, Recognition Event Supp&Program, \$790.06; National Test Systems, UA Test Kits, \$2,525.00; Dan C Nelson, Mileage, \$97.44; Nancy J Nelson, Court Appointed Attorney, \$222.75; Newegg Business Inc, Technology Items, \$2,416.85; North American International,

Livestock Judging Contest Registry, \$150.00; Northwestern Energy, Natural Gas Usage, Heat For Truck Shed, \$119.45; Office Peeps Inc, Batteries, Binder, Calendar, File Folders, Office Supplies, Envelopes, Binders, Tones, 6a2 Desk Repair, Printer Toner, \$575.09; Pharmchem Inc, Drug Patch Kits, \$605.50; Precision Kiosk Technol, Monthly Usage Fees, \$1,350.00; Prochem Dynamics LLC, Old & New Jail Supplies, \$35,200.27; Prussman Contracting Co, Contracted Work, \$6,946.20; Qualified Presort Service, Postage, \$47.34; Questions & Solutions Engineering, Det Center Exp Commissioning, \$4,169.00; Rabbit Rentals, COP Rent, \$415.00; Ramkota Hotel, SDAAO School Rooms, State Veteran Serv Officer School, \$706.00; Ramkota Hotel, Sd Ema Conf Watertown Lodging, \$308.00; Razors Edge Grounds Keeping, Sept Courthouse Grounds Maint, Mow/Fertilizer, \$2,370.00; Rc First Aid, First Aid Kit Refills, \$74.50; RDO Equipment Co, Elbow, Hose, Cool Guard, \$3,336.96; Joel Ripley, Payroll Error, \$36.94; Running's Supply Inc, Tools, Fencing, Chain, Toilet, Ammo & Glue For Arrows/Bow Rack, \$980.76; Satellite Tracking Of People, Monthly Fees, \$494.00; SD Attorney General's Office, 24/7 Sobriety Program, \$3,670.00; SD Dept Of Labor, Reemployment Assistance, \$528.93; SD Dept Of Transportati, Transportation Work, \$4,465.14; SD Newspaper Service, Jobs Listings, \$1,247.08; SDACO, ROD Modernization&Preservation, \$980.00; SDSU Extension Service, SDSU Motor Pool Charge, \$44.88; SDSU Extension Service, Fall Conference Registration, \$100.00; SFC Civil Constructors, Final Structure & Approach Grade, \$219,248.28; Sioux Falls Kenworth In, Sensor, \$191.50; Sioux Valley Energy, Electric, \$274.00; Southpaw Defense, Enhanced Concealed Carry, \$220.05; Dawn Stone, 24/7 Sobriety Program Refund, \$124.00; Sturdevant's Auto Parts, Antifreeze, Gladhand, Lite, \$60.35; Swiftel Center, Space Rental/Set Up For Jury, \$504.00; Anthony Teesdale, Court Appointed Attorney, \$2,815.42; The Tessman Company, Pallet Of Ice Melt, \$549.50; Thomson Reuters - West, 9/1-9/30 Billing Period, \$1,115.71; Titan Machinery, Boom Cyl Head, \$258.57; Town & Country Shopper, Ads For General Info, \$130.00; Transource, Valve Parts, Repair Distributo, \$21,845.11; Vollan Oil Company, Tire Repair, \$953.00; Walburg, Duane, Animal Control Mileage, \$136.92; Wheelco Truck & Trailer, Shop, \$389.52; Yankton County Treasurer, Mental Illness Charges, \$269.80.

Recognition of Employee Anniversaries

Suzanne Bjordal- 5 years with the Sheriff's Office; Michael Erickson- 20 years with the Highway Department.

Department Head Reports

Highway Superintendent Brian Gustad updated the board on the Sinai bridge. He said the center pier sheet pile was installed and the crew was working on excavating and dewatering. Gustad said his crew installed a culvert near the intersection of County Road 28 and County Road 31 near Elkton, and at the intersection of County Road 28 and County Road 33, south of Elkton.

Gustad said a pre-construction meeting was held for their 2021 asphalt patching with Duininck, Inc. Gustad said the Midwest Striping crew began striping 2021 chip seal routes and the additional asphalt on 18A.

Gustad said the Sign Tech completed the culvert inventory in six townships and has logged 70 hours. He said it takes roughly 12 hours per township.

4-H Youth Advisor Sonia Mack said a lot of members were recognized at the state fair and other state events.

Mack introduced Raesa Zelinsky to the board. Zelinsky is a Senior 4-H member and a member of the Livestock Judging Team.

BCOAC Director Dustin Huber updated the board on attendance and events/meetings being held at the facility.

Weed & Pest Supervisor Misty Moser said she will be attending a District Meeting on November 3rd in Redfield. Moser said the gopher program will be ending November 12th. Moser said they are done spraying

County Development Deputy Director Richard Haugen said they've had a busy month on the zoning side of things.

Sheriff Marty Stanwick said they had a bad incident on Interstate 29 involving cattle. Stanwick said they've been having issues in Volga with a Tik-Tok challenge involving loosening of lug nuts. Stanwick said there are 26 inmates in jail and 70 individuals participating on the 24/7 program.

Finance Officer's Report

The Finance Officer's Report for September 2021 was included in the packet.

September 2021

Total amount of deposits in bank.....\$29,901,986.37
Total amount of actual cash: Currency.....\$3,488.00
Coins..... \$5.13
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.... \$103,782.33
Itemized list of all other items.....\$6,706.66
TOTAL.....\$30,220,391.65

Commissioner/HR: \$31,774.10; Finance Office: \$29,465.29; States Attorney: \$43,838.89; Equalization: \$23,311.91; Register of Deeds: \$13,259.73; Sheriff's Office: \$148,853.06; Coroner: \$683.86; Community Health: \$2,195.20; Extension: \$2,919.41; Weed: \$5,144.82; Planning/Zoning: \$9,252.46; Highway: \$73,717.67; Emergency Management: \$6,114.92; BCOAC: 9,949.48; Technology: \$13,306.20.

AFLAC: \$3,764.86; Avesis: \$1,395.82; Office of Child Support: \$965.00; Delta Dental: \$6,200.94; Flex One: \$1,658.70; Principal Life Insurance: \$1,506.19; Local Teamsters: \$814.00; SDRS: \$48,797.62; SDRS Supplemental: \$2,835.00; EFTPS: \$92,605.99; Wellmark: \$92,712.86; AFLAC Group/CAIC Primary: \$215.54.

Be it noted, the expenditure adjustments for the month of September 2021 were presented to the board. \$5,569.60 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 Register of Deeds Statement of Fees collected for the month of September 2021 in the amount of \$47,879.50 was presented to the board.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Brookings County Firefighter's Association President Dave Jacobson requested long term funds for a 2003 Ford F550 4x4 cab for the Bruce Fire Department.

Motion by Bartley, seconded by Krogman to approve a request for \$28,000 for the Bruce Fire Department of a 2003 Ford F550 4 x 4 crew cab.

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

REGULAR BUSINESS

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Resolution #21-46: a plat of Lots 1, 2, 3 and 4 of Lot B of Haffner Addition in Government Lots 2 and 3 in the SE ¼ of the SW ¼ of Section 22, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign Resolution #21-47: a resolution for the State Department of Agriculture & Natural Resources Solid Waste Permit for a Construction & Demolition Debris Site by Willmott Gravel.

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

Resolution #21-47

A Resolution for a State Department of Agriculture & Natural Resources Solid Waste Permit for a Construction & Demolition Debris Site by Willmott Gravel

WHEREAS, Willmott Gravel desires to establish a construction demolition and debris disposal facility for the purpose of solid waste management; and

WHEREAS, the Brookings County Planning & Zoning Commission approved a conditional use permit for the proposed facility at their October 5, 2021 regular monthly meeting; and

WHEREAS, the siting of this proposed facility is not in conflict with any established zoning laws or ordinances; and

WHEREAS, Willmott Gravel will file a solid waste application with the South Dakota Department of Agriculture and Natural Resources (DANR); and

WHEREAS, DANR will review that application to determine that the facility can be operated within the South Dakota laws and regulations; and

WHEREAS, DANR will recommend the approval of the permit with conditions adequate to safeguard the environment; and

WHEREAS, the Board of Minerals and Environment will review, modify, approve, or deny the permit if the tentative recommendations and/or conditions of the permit are contested by any interested party; and

WHEREAS, the County Commission of Brookings County is required by South Dakota law SDCL 34A-6-103 to approve of a solid waste facility prior to the issuance of a solid waste permit;

IT IS THEREFORE RESOLVED that the County Commission of Brookings County hereby approves construction and operation of the proposed facility to be operated under the terms of a solid waste permit to be issued by the Board of Minerals and Environment.

Approved this 19th day of October, 2021.

Larry Jensen
Chairperson
Brookings County Commission

ATTEST:

Lori Schultz
Finance Officer
Brookings County

Motion by Boersma, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-122: a Food Services Agreement between Brookings County and Trinity Services Group, Inc. Background information was provided by Sheriff Marty Stanwick.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-123: a native unprocessed material agreement- Davis Pit/Thomas A. Davis.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-124: a native unprocessed material agreement- Davis Pit/Philip Davis.

Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Bartley, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-125: a lease agreement for fiber optic windows between Brookings County and Swiftel Communications from the Government Center to the Sheriff’s Department. Background information was provided by IT Manager Shawn Plowman.

Pierce asked if the county’s insurance provider has looked at the insurance terms in the contract. Plowman said he is not aware. Steffensen said the board can table the agreement so that the insurance provider can look at the terms.

Motion by Pierce, seconded by Krogman to table Agreement #21-125: a lease agreement for fiber optic windows between Brookings County and Swiftel Communications from the Government Center to the Sheriff’s Department to the November 2, 2021, Commission Meeting.

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

Motion by Pierce, seconded by Krogman to table Agreement #21-126: a lease agreement for fiber optic windows between Brookings County and Swiftel Communications from the Government Center to the Brookings County Highway Department to the November 2, 2021, Commission Meeting.

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

Motion by Bartley, seconded by Boersma to approve Change Order #008 for the Brookings County Detention Center Expansion & Remodel Project in the amount of \$25,023. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for a full-time jail nurse. Background information was provided by Sheriff Marty Stanwick.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Boersma to declare a Hamilton Beach microwave as surplus property to be destroyed and a Kel-Tec CMR-30 firearm and Walther P22 firearm as surplus property to be traded-in. Background information was provided by BCOAC Director Dustin Huber.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Bartley to approve a payment of \$2,000 to the South Dakota Association of County Commissioners for Eide Bailly’s consulting services for American Rescue Plan Act funds. Background information was provided by Commission Department Director Stacy Steffensen.

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

Commission Department Director Stacy Steffensen discussed funds left in a veteran’s assistance account. Steffensen said at the last meeting, Finance Officer Lori Schultz discussed closing down that checking account and putting the money into the general fund. She said the account had \$346.58 and has been in existence since the 90’s. Steffensen said it never looked to be county funded. Funds came from donations from individuals and different organizations.

Motion by Pierce, seconded by Bartley to cut a check to the DAV program in the amount of \$346.58 to be used for distribution to needy veterans.

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

Commission Department Director Stacy Steffensen updated the board on HB1259 culvert inventory process. Steffensen said they haven’t received official word yet from Parnell Township on wanting the county to conduct their culvert inventory process, but every other township has asked to have the county conduct their inventories.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen asked for consensus to publish a notice to do a supplemental budget for the interchange project and for additional dollars in the 304 Fund. By consensus, the board gave Steffensen permission to publish the notice.

Steffensen updated the board on the county health insurance plan. She said premiums are going down in FY2022. There is a slight increase in dental insurance and vision insurance premiums are staying the same.

Steffensen said the Brookings County 5-Year Road and Bridge Plan was approved by the Department of Transportation.

Steffensen presented the Veterans Service Officer's report.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the county road tour and attended the Chamber Public Affair's Meeting. Pierce said she received an invitation from the East Brookings Business Association to talk about what's going on with the interchange project and 214th street.

Commissioner Bartley attended a County Planning & Zoning Meeting; attended the county road tour; attended a BEDC Strategic Planning Session; and attended a Leader Round Table.

Commissioner Krogman attended the county road tour; met with BATA, Brookings School District and City of Brookings to talk about the proposed bus barn; and attended a zoom meeting with a consultant for a housing study.

Commissioner Boersma attended a Dusty Johnson Luncheon; attended the county road tour; attended a study session with Brookings Behavioral Health & Wellness; attended a BEDC Strategic Planning Session; attended the NextGen Symposium for NACo in Logan, Utah; attended the NACo WIR Meeting; and attended a Brookings Behavioral Health & Wellness Board Meeting.

Commissioner Jensen attended a Dusty Johnson Luncheon; attended the county road tour; and attended a PPCC/POD Meeting.

EXECUTIVE SESSION

Motion by Boersma, seconded by Krogman to enter into Executive Session in accordance with SDCL 1-25-2(1), personnel at 9:46 a.m. All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to come out of Executive Session at 10:43 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Krogman to adjourn. All members voted "aye." Motion carried. The next regular scheduled meet is Tuesday, November 2, 2021, 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 consistent with the Americans with Disabilities Act.

Jenna Byrd
Senior Finance Assistant
Brookings County

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