

Brookings County Commission Meeting

Tuesday, November 7, 2023

The Brookings County Board of County Commissioners met in regular session on Tuesday, November 7, 2023, with the following members present: Ryan Krogman, Larry Jensen, Michael Bartley and Shawn Hostler. Kelly VanderWal was absent.

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

None were present.

APPROVAL OF AGENDA

Motion by Bartley, seconded by Jensen to approve the agenda for the November 7, 2023, Commission Meeting as amended. All members voted "aye." Motion carried.

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

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the October 24, 2023, Commission Meeting.

Travel Requests: Dan Nelson to attend the States Attorney Convention - lobbyist interviews on September 14th and October 18th in Sioux Falls; Dan Nelson to attend National Institute for Trial Advocacy training, September 3rd - 9th in Boston, MA.

Personnel Action Notices: status change- Andrew Foreman to Corrections Corporal at \$23.47, effective October 21, 2023; status change- James Gay to Corrections Corporal at \$24.42, effective October 21, 2023; status change- Samantha Kruger to Corrections Corporal at \$24.42, effective October 21, 2023; status change- Lisa Waltermann to Corrections Corporal at \$24.42, effective October 21, 2023; voluntary resignation- Heather Neilsen, effective October 26, 2023; new hire- Jacob Hoffmeister as Deputy Sheriff at \$28.38, effective November 13, 2023.

Human Services Report: case #23-230 for utilities was approved; case #23-231 for rent was denied.

ROUTINE BUSINESS

Approval of Claims

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

1000 Bulbs, Wire, Bulbs, Lights, End Socket, \$1,052.86; A&B Business Inc, Copier Contract, \$728.46; Action Target, 190 Targets, \$74.10; Aragon, Martha A, Translation Services, \$212.50; Axon Enterprise Inc, Battery Packs, \$436.00; B&B Auto Service, Jail Vehicle Maint/Repairs, \$48.95; Ban-Koe Systems Inc, Replaces Faulty Smoke Head, \$120.54; Banner Associates, Professional Services, \$1,189.59; Boyer Trucks, Camshaft, \$56.09; Brookings Auto Mall Inc, 2022 Buick Windshield Replacement, \$329.00; Brookings Health System, PPCC/POD Meeting Lunches, \$194.28; Brookings Register, 5 Year Plan, \$35.15; Mark Bruggeman, Boot Reimbursement, \$233.62; Jenna Byrd, Meal Reimbursement, \$66.00; Capital One, Creamer/Water, \$21.60; Carquest Auto Parts Store, Filters/Blower Motor/Fuel/Oil, \$1,211.10; Century Business Products, Copier Contract, \$455.11; Century Link, Monthly Utilities/Fees, \$154.47; Amy Christensen, Lunch Reimb. Family Violence, \$28.00; City Of Brookings, I29@20th St Interchange Project, \$21,391.05; City Of Volga, COP Utilities, \$217.14; Compass Counseling & Assessments, 3 Psychosexual Assessments, \$6,750.00; Courtesy Plumbing Inc, Jail Repairs/Maintenance, \$52.20; Cramer, Mandi, Lunch Reimb. Family Violence, \$28.00; Datapilot, Software Maintenance Contract, \$2,295.00; Dell Marketing Lp, Computers, \$4,676.54; Den-Wil Inc, Nov Community Health Rent, \$960.00; Department Of Revenue, \$586,255.16; Deuel County Auditor, Sioux Valley Commissioner Meeting, \$112.00; Ecolab Pest Elimination, Monthly Pest Control Services, Pest Control, \$288.18; Equip Mechanical Support, Water Softener Maint-Jail, \$499.00; Executive Mgmt Finance, Sept Billing, \$52.75; Fite & Pierce Law Office, Court Appointed Attorney, \$2,420.30; Forrest Holdings Inc, Tax Certificate, \$1,496.58; Freightliner Truck Center, Style Valve, \$126.52; Galls, Jail Uniforms, \$119.23; Jennifer Goldammer, Court Appointed Attorney, \$3,815.50; Hillyard/Sioux Falls, Rugs For Finance, Jail Janitorial Supplies, \$3,200.78; Hometown Service & Tire, Jail Vehicle Maint/Repairs, \$35.00; Houdek Manufacturing, Volga TIF Property Tax Payment, \$22,857.91; Hughes County Finance Office, Juvenile Housing, \$1,180.00; Hy-Vee Food Store, Water/Refreshments, Jury Meals/Refreshments, \$54.28; Info Cubic LLC, Sept Employment Screenings, \$253.00; Stacia Jackson, Court Appointed Attorney, \$1,166.30; John D Knight, Court Appointed Attorney, \$8,095.00; Kibble Equipment LLC, Battery, \$354.02; L&L Auto & Truck Parts, Relay, Juice, Alarm, Bearing, \$422.77; Kimberly Larson, Meal Reimbursement, \$46.00; Law Enforcement Systems, Abandoned Vehicle Tags, \$166.00; Lewis Drug Store, Inmate Lienable Medications, \$4,943.11; L. G. Everist, Inc, Erosion Stone Crush Quartzite, \$967.07; Lincoln County Auditor, Multiple Mental Illness Expenses, \$1,466.46; Lowe's, Filter, \$56.99; Martin Oil Company, Case Delu, \$270.00; Donald McCarty, Court Appointed Attorney, \$4,730.80; Mcleod's Printing & Office Supply, Window Envelopes, Assessment Notices, \$1,148.80; Midwest Glass, Durango Windshield Replacement, \$562.73; Minnehaha County JDC, Juvenile Housing, \$1,668.42; Nancy J Nelson, Court Appointed Attorney, \$1,702.37; Teree A Nesvold, Court Appointed Attorney, \$952.30; North American Banking, Postage Machine Rental, \$360.00; Northern Truck Equipment, Switches, \$247.20; Office Peeps Inc, Pocket Files, Paper, Binder Clips, Post Its, Pens, Highlighters, Calc Paper, \$342.95; Parmely, Ronny, Mileage For Extension Board Mtg, \$14.28; Jennifer Pickard, Mileage For Extension Board Mtg, \$15.30; Prochem Dynamics LLC, Jail Janitorial Supplies, \$135.77; Razors Edge Grounds Keeping, Mowing, Landscape Maintenance, Sept CH Grounds Maintenance, \$3,237.50; RDO Equipment Co, Sensor, Harness, Air Filters, \$8,181.99; RFD Newspapers Inc, Publications, \$30.54; Running's Supply Inc, Filter, Power Equipment, Hose,

Jail/Patrol Supplies, \$317.80; Sanford Health, Coroner Costs, \$7,393.00; Schultz, Lori, Mileage/Meal Reimbursement, \$260.82; SD Dept Of Agriculture, Stormwater Construction, \$100.00; SD Dept Of Transportation, Bridge Inspections, \$434.89; SD Public Assurance Alliance, Liability Insurance, \$181,621.19; SDACC, Public Lands Counties Request, \$1,000.00; Sinai Fire Dept, Commission Projects Part Funding, \$59,041.00; Sioux Falls Kenworth Inc, O Ring Seal, Kit King Pin, Oil, \$1,141.71; Southpaw Defense, Enhanced Concealed Carry Class, \$405.00; SS Auto Sales & Detailing, Patrol Vehicle Detailing, \$450.00; Laura Stern, Mileage For Extension Board Mtg, \$10.71; Teesdale Law Office PLLC, Court Appointed Attorney, \$10,722.95; Trinity Services Group, Inc, Inmate Meal Services, \$11,438.25; Truenorth Steel, Culvert/Culvert Band, \$18,567.25; Steven Ust, Inspections, \$3,200.00; Susan Vanderwal, Mileage For Extension Board Mtg, \$15.30; Verizon Wireless, Monthly Utilities/Fees, \$442.21; Wagner Contracting, LLC, Fix Front Section Of Sidewalk, \$510.21; Walburg, Duane, Animal Control Mileage, \$107.10; Wegner Auto Company Inc, X2 New Patrol Vehicles, \$83,236.00; Wells Fargo, Finance Charges, \$44.71; Kristin A Woodall, Transcripts, \$412.15; WW Tire Service Inc, Jail Vehicle Maint/Repairs, Patrol Vehicle Maint/Repairs, \$806.88; Young Door Service Inc, White Shop Doors Maintenance, \$368.65.

Department Head Reports

Sheriff Martin Stanwick said there are 49 inmates in jail. Stanwick said the nurse's area will be put back together next week after the glycol leak. Stanwick said he has three employees graduating from the academy on November 17th. He said he did not put a travel request in yet but plans to attend the graduation.

Stanwick said their drug dog is eight years old and is trained on marijuana. Stanwick said the way the marijuana laws are now, it put the dog out of business. He said the General Attorney's office granted the county \$10,000 to help purchase a new dog.

Finance Officer Lori Schultz said she and two other staff members attended an Election Workshop in Pierre. Schultz said mobile home and property tax delinquent letters will be going out today. She said if you do not pay your property taxes by the end of November, your name will appear in the newspapers.

County Development Deputy Director Richard Haugen said they've been busy transitioning offices from second floor to first floor.

REGULAR BUSINESS

Motion by Hostler, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #23-69: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Oslo Township.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Hostler to approve the Weed & Pest Grant Application for FY2025.

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

Motion by Bartley, seconded by Jensen to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County in the amount of \$10,715.82 for

unbudgeted Volga TIF dollars to GL line 251-4721-4550. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

The board discussed designating the remaining \$99,000 of LATCF Funds. Commission Department Director Stacy Steffensen said the county received \$50,000 in 2022 and \$50,000 in 2023 in Local Assistance and Tribal Consistency Funds (LACTF). Steffensen said the board already approved \$1,000 of those funds to go to the NACo Initiative to establish a National Center for Public Lands Counties. She said the state auditors would like the board to designate the remaining \$99,000 for tracking purposes.

Steffensen said the board could spend the rest of the money on government services, which would include payroll.

Motion by Bartley, seconded by Hostler to spend \$99,000 in Local Assistance and Tribal Consistency Funds on payroll. Roll call vote: Hostler “aye,” Bartley “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Hostler to donate \$1,000 to the Christmas, Kids & Cops Program. Roll call vote: Bartley “aye,” Jensen “aye,” Hostler “aye,” Krogman “aye.” Motion carried.

Motion by Bartley, seconded by Jensen to approve the following Retail On-Sale Liquor and/or Retail On-Off Sale Wine & Cider License applications for FY2024:

Brookings Country Club: on-sale liquor license and on-off sale wine & cider license; Cuzbins, LLC (The Boathouse): on-sale liquor license; Danceland Campground: on-sale liquor license; Good Roots Farm & Gardens: on-off sale wine & cider license; Schade Vineyard, Inc: on-sale liquor license; Skyview Junction, LLC: on-sale liquor license; SVK Properties (Midway Place): on-sale liquor license; Wagon Wheel Resort, LLC: on-sale liquor license.

Background information was provided by Finance Specialist Jenna Byrd.

All members voted “aye.” Motion carried.

Volunteer Board Appointments

Motion by Hostler, seconded by Jensen to appoint Valorie Dupraz to the Extension Board for a 1-year term to begin January 10, 2024. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Hostler to appoint Kenneth Larson to the Extension Board for a 1-year term to begin January 10, 2024. All members voted “aye.” Motion carried.

Motion by Hostler, seconded by Bartley to approve and authorize Chairperson Krogman to sign a Request to Fill Vacancy for a full-time Female Correctional Officer.

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 4 full-time (2 male and 2 female) Corporal Correctional Officers.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said there were five townships who submitted both their five- year plan and resolution that's needed for the Rural Access Infrastructure FY2024 funding. She said she will bring those to the board for approval.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Bartley participated in a County Halloween Judging Contest.

Commissioner Jensen served at the Harvest Table and attended a meeting with Banner Associates to discuss 214th Street.

Commissioner Hostler attended a Domestic Abuse Shelter Meeting.

Commissioner Krogman attended a BATA Meeting and attended a Housing & Redevelopment Meeting.

SCHEDULED AGENDA ITEM

Motion by Jensen, seconded by Hostler to approve Ordinance #2023-03: an Ordinance Authorizing Rezoning of "S 710' of Block 1 Hanson Addition, located in N ½ NW ¼ and in Govt Lots 1, 2, and 3 and in Lots 9A and 10A of Camara Beach Addition, all in Section 15, T112N, R47W of the 5th P.M., Brookings County, South Dakota (Lake Hendricks Township)."

Chairperson Krogman opened the public hearing and called for proponents. County Development Deputy Director Richard Haugen said the County Planning & Zoning Commission approved this ordinance unanimously back in October. Applicants Jim and Jeanie Ness were present for questions.

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

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

Ordinance #2023-03

An Ordinance Authorizing Rezoning of "S 710' OF BLOCK 1 HANSON ADDITION, LOCATED IN N ½ NW ¼ and in Govt Lots 1, 2, and 3 and in Lots 9A and 10A of Camara Beach Addition, all in Section 15, T112N, R47W of the 5th P.M., Brookings County, South Dakota. (Lake Hendricks Township)"

WHEREAS, James A. and Jeanie Ness made an application to the Brookings County Planning and Zoning Commission to rezone property from Agricultural District to a Lake Park District.

WHEREAS, the Brookings County Planning and Zoning Commission recommended approval of the application to rezone the property on October 3, 2023;

WHEREAS, SDCL 11-2-30 requires the Brookings County Commission to adopt or reject the change.

THEREFORE BE IT ORDAINED, BY BROOKINGS COUNTY, SOUTH DAKOTA that the following property be rezoned from Agricultural District to a Lake Park District:

“S 710’ of Block 1 Hanson Addition, located in N ½ NW ¼ and in Govt Lots 1, 2, and 3 and in Lots 9A and 10A of Camara Beach Addition, all in Section 15, T112N, R47W of the 5th P.M., Brookings County, South Dakota (Lake Hendricks Township)”.

Dated this 7th day of November, 2023

Ryan Krogman
Chairman
Brookings County Commission

ATTEST:

Lori Schultz
Finance Officer
Brookings County

First Reading: October 24, 2023
Second Reading: November 7, 2023
Adopted: November 7, 2023
Publication Date: November 7, 2023
Effective Date: December 7, 2023

Chad Bachman, Supervisor, Water & Wastewater Plant & Engineering at BMU provided construction project updates. Bachman said the project south of town had its ups and downs and hiccups. He said the biggest question everyone wants to know is when the road will open back up again. Bachman said the only thing they are waiting for is the paving. He said they are hoping to start tomorrow but it all depends on the weather. Bachman said they want to make sure the final product is a good product.

Jensen asked what the anticipated date will be for opening 34th Avenue to Highway 14. Bachman said they are hoping to open that road by Thanksgiving.

Krogman asked if there are plans to recondition the township roads. Bachman said yes.

Bachman also noted that this was only Phase 2 of the interceptor replacement project. He said Phase 3 is on Western Avenue South from 44th Street South up to 32nd Street South.

EXECUTIVE SESSION

Motion by Jensen, seconded by Hostler to enter into Executive Session at 9:12 a.m., in accordance with SDCL 1-25-2(1)(6), personnel and security. All members voted “aye.” Motion carried.

Motion by Hostler, seconded by Jensen to come out of Executive Session at 10:16 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Hostler to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, November 21, 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 or 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
Finance Specialist
Brookings County

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