

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, NOVEMBER 16, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, November 16, 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 Krogman, seconded by Bartley to approve the agenda for the November 16, 2021, Commission Meeting. Executive session in accordance with SDCL 1-25-2(3), consulting with legal counsel and 1-25-2(4), contract negotiations, were added to the agenda. All members voted "aye." Motion carried.

CONSENT AGENDA

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

Travel Requests: Robert Hill to attend the Tri-State Emergency Management Association meeting, November 17, 2021, in Sioux Falls.

Personnel Action Notices: Greg Enz - routine step increase to \$23.95, effective April 1, 2021; Morgan Jessen - routine step increase to \$19.27, effective June 1, 2021; Jessica McDermott - routine step increase to \$19.27, effective June 1, 2021; Andrew Erickson - routine step increase to \$20.02, effective July 1, 2021; Faith VanMeveren - routine step increase to \$19.27; effective July 1, 2021; Marci Gebers - new hire as part time Sheriff's Deputy at \$25.22, effective November 2, 2021; Charles Wilderson - new hire as Sheriff's Deputy at \$25.22, effective November 5, 2021; Eileen Aberle - voluntary resignation, effective November 12, 2021; Tim Haug - new hire as Equipment Operator at \$18.89, effective November 22, 2021; Jim Sampson - routine step increase to \$28.97, effective December 1, 2021; Sue Bjordal - promotion to full time Detention Center Nurse at \$30.02, effective January 1, 2022; Mark Brueggeman - new hire as temporary Sheriff's Deputy at \$25.22, effective November 10, 2021.

Cellular Authorizations: Darren DeJong - basic usage at \$30.00/month; Marci Gebers - basic usage at \$30.00/month; Charles Wilderson - basic usage at \$30.00/month.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$279.18; Abm Manufacturing Llc, Replacement Salt Shield, \$85.00; Abra - Brookings, Windshield Replacement, \$542.77; Agfirst Farmers Coop, Cylinder, \$20.66; Allied 100, Aed Equipment, \$3,374.60; Alphamedia USA LLC, Publications, \$1,840.00; Amazon Capital Services, New Jail Hand Truck, \$269.98; Aragon, Martha A, Translation Services, \$75.00; ARS, A Tecta American Company, Repair Pitch Pan Over Gun Range, \$160.00; Assn Of SD County Weed, District Meeting Reimbursement, \$40.00; AT&T Mobility, Nighthawk Mifi Mobile Wifi, Patrol Cars Monthly Fees, \$483.72; Aurora Auto Body & Glass, Patrol Maint/Fuel, \$453.05; Avera Occupational Medicine, TPA Services, \$209.00; Jordyn Bangasser, Court Appointed Attorney, \$811.80; Bowes Construction, Asphalt 33B Intersection, \$2,115.75; Brookings Area Chamber, Lunch With A Legislator, \$125.00; Brookings Auto Mall Inc, Patrol Vehicle Maint, \$74.44; Brookings City Utilities, Phone Service, CH/Lawn Irrigation/Comm Health, BCOAC, Tele & Internet Service, Water For Truck Shed, Monthly Charges, \$14,517.50; Brookings Engraving, Plaques/Year Tags/Engraving, \$268.00; Brookings Health System, Nov Blood Alcohol Testing, \$9,375.85; Brookings Register, Publications, \$687.90; Brookings-Deuel Rws, Water At Bruce Shop, \$23.50; Brothers Pharmacy, Employee Flu Shots, \$304.00; Buhls Of Brookings Cleaning, 3 Rugs, Rug Rental, Monthly Fees, \$180.60; Capital One, Office Supplies, Batteries For The Shop, \$314.25; Carquest Auto Parts Store, Oil Filet, Sway Bar Link, Batt, \$261.59; Century Business Products, Copier Contract, \$732.15; Century Link, Monthly Fees, \$137.57; Christmas Kids & Cops, Donation Program, \$500.00; Chs, Diesel, \$8,833.58; Cintas Corporation, Uniforms, \$170.54; City Of Brookings Landfill, Tires/Garbage, \$838.68; City Of Brookings, October Landfill Charges, 20th St Interchange, \$7,393.52; City Of White, Water/Sewer/Electric, \$86.03; Civic Plus, Annual Fee Renewal, \$7,649.19; Civil Design Inc, Intersection Design, \$360.00; Colonial Research, Citra Burst, \$427.10; Cook's Wastepaper & Rec, Single Stream Service, Brookings/White, November Services, \$627.30; Courtesy Plumbing Inc, Camera Inspection, \$321.30; Department Of Health, November Blood Tests, \$3,580.00; Department of Revenue, Monthly Charges, \$607,623.80; Diamond Mowers Inc, Spindle, \$2,980.33; Digital Dolphin Supplies, SO/Jail Ink Cartridges, \$227.94; Dr Mark Bontreger Inc, Psychological Evaluation, \$295.00; Duinink, Asphalt Patching, \$228,164.60; Ed M. Feld Equipment Co, NFPA Compressor Service Contra, \$1,600.00; Eidsness Funeral Home, Coroner Fees, \$195.00; Einspahr Auto Plaza, Patrol Vehicle Repairs, \$164.95; Empire Investments 2 LLC, Tax Certificates, \$10,981.73; Exclusively Expo, Pipe & Drape, \$1,754.25; Fastenal Company, Filters For Courthouse, Prefilters For Gun Range, Air Filters, Die Set, Jail Air Filters, \$1,975.93; First Bank & Trust, Monthly Fees, \$2,041.52; Foerster Distributing, Jail Cleaning Supplies, \$279.00; Fox & Youngberg Pc, CAA Inv MI Hearings, \$581.53; Jennifer Goldammer, Court Appointed Attorney, \$1,347.20; Graham Tire North, Tires, \$7,637.28; Guardian CPI, Property Vacuum Packaging System, \$19,565.00; Brian Gustad, Boot Allowance, \$250.00; Harloff Company, Locking System, \$3,622.00; Richard Haugen, Travel To Rapid City, \$88.00; Henry Carlson Company, Jail Expansion&Remodel Project, \$699,542.00; Hill, Robert, IAEM Annual Conference, Oacoma & Rapid City, \$1,909.85; Hillyard/Sioux Falls, Janitorial Items For Courthouse, Custodial Supplies, \$910.79; Tim Hogan, Court Appointed Attorney, \$1,014.06; Hungerford Chiropractic, Instant Drug Testing, \$180.00; I State Truck Center, Connector/Harness Kit, \$24.63; Indeed Inc, September Job Listings, \$614.74; Info Cubic LLC, Employment Screenings, \$650.95; Interstate Telecom. Coop, Extension Phones, \$371.89; Stacia Jackson, Court Appointed Attorney, \$1,029.60; Jensen, Jimmy III, Gravel-40,000tons, \$50,000.00; Jensen, Larry, Mileage To Rapid City, \$344.92; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kimball Midwest, Shop Supplies, \$727.60; Kingbrook Rural Water, Sinai Water, \$40.45; L&L Auto & Truck Parts, Coolant/Solenoid/Hose/Fitting, Air Tank/Jail Key Fob Battery, \$875.17; L.G. Everist Inc, Crushed Quartzite, \$1,347.09; Lewno, Lucy, Inv MI Hearing, \$166.53; Locators & Supplies, Coat, \$89.88; Darcy Lockwood, Inv MI Hearing, \$15.00; Lycox Enterprises Inc, Quick Attach For Ripper Mount, \$1,164.00; Reed T Mahlke, Court Appointed Attorney, \$909.95; Mcleod's Printing & Office, Fee Book, \$786.26; Mediacom LLC, November Law Library, \$144.79; Midwest Alarm Company, Fire Alarm Monitoring Annual, \$300.96; Midwest Glass, Repair, \$272.36; Minnehaha County Auditor, Inv MI Cost Reimbursement, \$396.00; Mix Dry Cleaners, Vest Dry Cleaning, \$75.00; Move Creative Grandstand, Gold

Package Ann. License Fee, \$899.00; NASP, Inc, Line Tape For Archery Range, \$400.00; Nancy J Nelson, Court Appointed Attorney, Mental Health Commitment Chair, \$2,415.60; Teree A Nesvold, Court Appointed Attorney, \$3,197.70; Newegg Business Inc, Privacy Filters/It Items, \$589.08; Norix Group Inc, New Jail Construction, \$1,055.03; Northwestern Energy, Heat For Truck Shed, Natural Gas Usage, \$265.94; Office Peeps Inc, Desk Pad Calendar, Paper, Bubble Mailers, Paperclips, Clasp Envelopes, Toner, Paper, \$1,075.19; Pennington County Jail, Transport, \$236.64; Jennifer Pickard, Mileage For Ext Board Meeting, \$12.60; Prairie Aquatech Manufacturer, Volga TIF Property Tax Payment, \$874.23; Prairie Graphics, Correctional Officer Uniform, \$2,988.85; Precision Kiosk Technology, 24/7 PBT Kiosk, \$1,350.00; Premier Police Training, Jail Certs & Deputies Manuals, \$310.00; Preston Township, Gopher Bounty Program, \$217.50; Prussman Contracting Co, Move Excavator, \$870.00; Quadiant Leasing USA, Postage Machine Lease Payoff, \$4,563.00; Qualified Presort Service, Mail Pickup, \$48.03; RDO Equipment Co, Hydra Inventory/Hitch/Plow, \$380,405.90; Rental Depot, Rotary Hammer, \$39.95; RFD Newspapers Inc, Publications, \$1,660.50; Rick Ribstein, Court Appointed Attorney, \$3,131.83; Running's Supply Inc, Ammo, Shower Heads, Plastic, Blades For Weed Eaters/Towels, Shop, \$361.39; Satellite Tracking Of People, GPS Monthly Fees, \$474.50; SD Newspaper Service, Job Listings, \$745.46; SD Public Assurance Alliance, Motor Grader, \$697.85; SD State Treasurer, SD State Treasurer, \$1,003.72; SDACO, ROD Modernization&Preservation, \$1,026.00; Sioux Valley Energy, Electric, \$286.00; Snap-On Tools, Plier Wrench, \$262.14; Southpaw Defense, Basic Pistol Class, Enhanced Concealed Carry Class, \$540.00; Spyderweb Targets, Front Panels For Spyderweb, \$1,500.00; Stan Houston Company, Shop, \$43.00; State Bar Of South Dakota, Kleinjan, Oxner, Nelson-2022 Bar Dues, \$1,495.00; Sterzinger Construction, Crushing At Jensen Pit-40,000T, \$158,800.00; Sturdevant's Auto Parts, Mirror, Stop&Tail Kit, Polar Green 50/50, \$152.20; Team Laboratory Chemical, Road Patch, \$4,648.00; Thomson Reuters - West, Information Charges #845263823, \$1,487.03; Tiger Medical, Medical Equipment, \$2,004.76; Titan Machinery, Rent To Own Excavator, \$6,525.00; Town & Country Shopper, Publications, \$356.00; Transource, Sensor/Valve/Kit/Tires, \$1,564.45; Two Way Solutions Inc, Quarterly Maintenance Contract, \$780.00; UPS Store, Exchange Cards, \$49.99; Steven Ust, Inspections, \$900.00; Vandenberg Law, Court Appointed Attorney, \$1,163.25; Volga Township, Gopher Bounty Program, \$142.50; Walburg, Duane, Animal Control, \$236.88; Wheelco Truck & Trailer, Repair Parts/Relay Valve/Filter, \$879.22.

Department Head Reports

County Development Director Robert Hill discussed the Big Sioux River diversion issue in Medary Township. He updated the board on the tabletop exercise he did with the City of Brookings that involved a Six Mile Creek scenario. Hill also updated the board on the upcoming LEPC meeting and the December 9, 2021, PPCC after-action review.

Weed & Pest Supervisor Misty Moser provided the board with a proposed vehicle replacement schedule. She also discussed the gopher bounty program.

Highway Superintendent Brian Gustad discussed a right-of-way application from ITC. By consensus, the board gave permission to allow ITC to do the work now and officially approve the application at their December 7, 2021, meeting.

Sheriff Marty Stanwick said they currently have 31 inmates in jail, which he considers full capacity, and 70 participants on the 24/7 program. He said he will be giving a presentation on fraud and scams in Elkton on November 17th. Stanwick wanted to commend his staff. He said they are short-handed right now and deputies are working 12-hours shifts and are also working overtime.

Finance Officer's Report

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

October 2021

Total amount of deposits in bank.....\$44,130,239.81
Total amount of actual cash: Currency.....\$11,305.00
Coins..... \$3.24
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days... \$1,694,981.86
Itemized list of all other items.....\$14,658.94
TOTAL.....\$45,851,188.85

Commissioner/HR: \$47,508.19; Finance Office: \$43,892.74; States Attorney: \$66,180.48; Equalization: \$34,350.48; Register of Deeds: \$19,739.58; Sheriff's Office: \$232,239.16; Coroner: \$1,010.79; Community Health: \$3,548.16; Extension: \$4,749.18; Weed: \$5,974.41; Planning/Zoning: \$13,585.95; Highway: \$110,996.97; Emergency Management: \$9,072.38; BCOAC: \$15,926.90; Technology: \$19,884.90.

AFLAC: \$3,893.18; Avesis: \$1,375.05; Office of Child Support: \$965.00; Delta Dental: \$6,122.00; Flex One: \$1,617.70; Principal Life Insurance: \$1,534.88; Local Teamsters: \$750.00; SDRS: \$73,476.92; SDRS Supplemental: \$2,835.00; EFTPS: \$144,408.93; Wellmark: \$94,963.61; AFLAC Group/CAIC Primary: \$215.54.

Be it noted, the expenditure adjustments for the month of October 2021 were presented to the board. \$5,598.07 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 October 2021 in the amount of \$46,652.00 was presented to the board.

REGULAR BUSINESS

Motion by Bartley, seconded by Boersma to approve for recording purposes and authorize Chairperson Jensen to sign Resolution #21-49: a plat of Lots 1, 2 and 3 of Freyberg Addition in the E ½ of Section 29, T110N, R48W, of the 5th P.M., Brookings County, South Dakota.

Background information was provided by County Development Director Robert Hill.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Resolution #21-50: a resolution to rescind the burn ban enacted on June 15, 2021.

Commissioner Pierce said she is concerned about rescinding the burn ban now when there are red flag warnings around us, and high winds expected over the next few days. Commissioner Jensen said most people call in to dispatch with controlled burns and they can discourage them if the weather conditions are not favorable.

Roll call vote: Pierce "no," Boersma "aye," Krogman "aye," Bartley "aye," Jensen "aye."
Motion carried.

RESOLUTION #21-50
A RESOLUTION TO RESCIND THE BURN BAN
ENACTED ON JUNE 15, 2021

WHEREAS, due to extremely dry conditions in Brookings County, the Brookings County Commission enacted a resolution declaring a fire danger emergency in Brookings County and prohibited open burning as defined by Brookings County Ordinance #2009-02;

WHEREAS, the rural fire departments and law enforcement have observed that conditions in Brookings County have improved due to recent precipitation;

WHEREAS, Resolution #21-25 enacting the fire danger emergency remains in place until rescinded by the Brookings County Board of County Commissioners;

THEREFORE BE IT RESOLVED, that the Brookings County Commission rescinds the declaration of a fire danger emergency and ban on open burning.

Passed and approved this 16th day of November 2021.

Larry Jensen

Chairperson
Brookings County
Board of County Commissioners

ATTEST:

Lori Schultz

Finance Officer
Brookings County

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-129: a letter of contract between Brookings County and Banner Associates, Inc. for engineering and environmental services - Medary Township Big Sioux River Diversion Channel Dike Reestablishment - Amendment 2.

Hill provided background information. Commissioner Pierce discussed how landowners would be contacted. She said that if all landowners do not want to work with the county to get the Big Sioux back in its original channel, the project may be finished.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-130: an agreement between Brookings County and BKV Group, Inc. - Additional Service Memo 2. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Boersma, seconded by Bartley to approve PCO #058 for the Detention Center Expansion Project in the amount of \$3,979 for UPS load testing. Steffensen provided background information. Krogman asked about using contingency rather than this being a change order. Boersma said that typically when there is a mismatch in scope, which this was between QSE doing the commissioning of the project and Engelstad Electric, it would be contingency.

Motion to amend by Pierce, seconded by Boersma to request this amount be paid for out of contingency. All members voted “aye.” Roll call vote on the main motion as amended: Bartley “aye,” Pierce “aye,” Boersma “aye,” Krogman “aye,” Jensen “aye.” Main motion as amended carried.

Motion by Boersma, seconded by Krogman to approve adding wi-fi capabilities to courtrooms A & B at the Brookings County Courthouse. Background information was provided by Commissioner Pierce.

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

Motion by Boersma, seconded by Pierce to approve the Volunteer Firefighter & Honor Guard policy. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve a \$500 payment to the Brookings County 4-H Livestock Judging Team for travel to the National 4-H Livestock Judging Competition. Steffensen provided background information.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign a request to fill vacancy for a Maintenance Supervisor in the Commission Department. Commissioner Pierce asked to see the job description prior to approving. Motion to table action until after the Executive Session by Krogman, seconded by Bartley so the job description could be reviewed.

All members voted “aye.” Motion to table carried.

Motion by Pierce, seconded by Boersma to approve a request to fill vacancy for a Human Services Assistant in the State’s Attorney’s office. All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented her report. She discussed the October General Fund surplus analysis, the Safety & Risk conference she recently attended, the one-year RenoDry report and the new Director for ICAP. Steffensen asked if there was interest from the board to draft a letter of support for a proposed passenger rail line in South Dakota. The consensus was to not do a letter of support or a resolution of support at this time. Steffensen also discussed upcoming dates. Steffensen also noted that BCOAC Director Dustin Huber submitted a written report.

State’s Attorney Dan Nelson had no report.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce took part in department head reviews, attended the joint jurisdiction planning meeting, attended a Public Affairs meeting, and discussed upcoming Chamber events; attended the Medary Township drainage meeting, the Commission planning retreat, and the 10-County meeting.

Commissioner Bartley took part in department head reviews, attended the joint jurisdiction planning meeting, attended a detention center meeting, attended the Commission planning retreat, the 4-H Awards Banquet, the 10-County meeting, and the Veteran’s Day ceremony at Swiftel Center.

Commissioner Krogman took part in department head reviews, attended a housing study management team meeting and will be attending the first technical committee meeting for the housing study, attended the Commission planning retreat, and the POET Bioproducts Institute groundbreaking at the Research Park.

Commissioner Boersma took part in department head reviews, attended the Commission planning retreat, the 10-County meeting, and the tailgating event at USD. She also attended a Brookings Behavioral Health and Wellness meeting and discussed the number of crisis service calls.

Commissioner Jensen took part in department head reviews and attended the Medary Township drainage meeting, the Commission planning retreat, the 4-H Awards Banquet, and the 10-County meeting.

EXECUTIVE SESSION

Motion by Pierce, seconded by Boersma to enter into Executive Session at 9:32 a.m., in accordance with SDCL 1-25-2(1)(3)(4), personnel, consulting with legal counsel and contract negotiations. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to come out of Executive Session at 12:06 p.m. All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to remove the Maintenance Supervisor vacancy request from the table. All members voted “aye.” Motion carried.

Steffensen reviewed the job description with the board. All members voted “aye” on the original motion.

ADJOURNMENT

Motion by Krogman, seconded by Bartley to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, December 7, 2021, at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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