

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, NOVEMBER 1, 2016

The Brookings County Board of County Commissioners met in regular session on Tuesday, November 1, 2016 with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, Lee Ann Pierce and Tom Yseth.

CALL TO ORDER

Chairperson Krogman called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

The agenda for the November 1, 2016 Commission Meeting was approved without objection.

CONSENT AGENDA

Motion by Yseth, seconded by Jensen to approve the consent agenda. Motion carried. The consent agenda consisted of the minutes from the October 18th Commission Meeting and the minutes from the October 25, 2016 Commission Meeting.

Travel Requests: Jeff Anderson & Mike Scott to attend the 31st Annual North Regional LTAP Conference on October 18th-20th in Rapid City; Misty Moser to attend a District Meeting on November 4th in Watertown; Bart Sweebe & Manny Langstraat to attend a Mental Health First Aid Training on November 27th-December 2nd in Pierre; Michael Holzhauser to attend a SDDVA Mini Conference on December 8th in Yankton.

Personnel Action Notices: routine step increase- Sofia Camacho-Erosa to \$17.33, effective April 1, 2016; routine step increase- Gregory Enz to \$19.51, effective April 1, 2016; routine step increase- Ethan Bergt to \$17.33, effective June 1, 2016; routine step increase- Adam Lehnertz to \$17.33, effective June 1, 2016; routine step increase- Andrew Erickson to \$18.03, effective September 1, 2016; routine step increase- Kristen McCrea to \$17.33, effective October 1, 2016; routine step increase- Susan Taylor to \$16.44, effective September 1, 2016; routine step increase- Jeff Anderson to \$27.66, effective November 1, 2016; routine step increase- Jere Hieb to \$20.98, effective November 1, 2016.

Human Services Report: case #16-174 for County Burial was approved; case #16-159 for Brookings Utilities was denied; case #16-160 for County Burial was approved; case #16-167 for Brookings Utilities was denied; case #16-173 for rent was approved; case #16-175 for rent was approved; case #16-105 for Brookings Health System was approved; case #16-117 for Avera McKennan was approved; case #16-129 for Brookings Health System was approved; case #16-144 for Avera McKennan was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Miller, seconded by Yseth to approve the following claims. Motion carried.

Action Process Serving, Service of Summons, \$33.20; Allegra Print & Imaging, Window Envelopes, \$401.58; AMP Electric Construction, Lights & Ballast for Jail, \$280.58; Aragon, Antonio, Translation Services, \$100.00; Archeology Laboratory, Records Search, \$2,528.11; Aurora Auto Body & Glass, Tow to SF, \$875.00; Avera McKennan Hospital, COP Medical, Mental Health Hold, Inmate Medical, \$12,984.74; Avera Medical Group, Inmate Medical, \$557.60; Avera Occupational Medicine, Drug Tests, \$113.80; Badger Fire Dept, Fire Truck Funding, \$16,000.00; Banner Associates, Engineering Services, \$10,121.92; Booster Advertising Agency, Collection, \$3,209.71; Bremmon, Carmen, Translation Services, \$1,800.00; Brookings City Utilities, COP Utilities, \$122.14; Brookings Health System, ER Investigation, COP Medical, Blood Alcohol Testing, \$13,805.26; Brost, Todd, COP Rent, \$350.00; Brothers Pharmacy, Inmate Meds, \$4,299.61; Buhls of Brookings Cleaner, Rogs, Mops, \$130.20; C&R Supply Inc, Water Tank, Hoop Set, \$4,220.00; Cabana Banners, Banner for Hobo Day Parade, \$256.00; Central Business Supply, Yellow Paper- Sample Ballots, Ink, Office Supplies, \$1,275.15; Central Properties / BMO Harris, Tax Certificate, \$2,954.68; Central Properties / BMO Harris, Tax Certificate, \$3,702.19; Century Business Products, Copier Supplies, Maintenance, \$70.20; City of Brookings, Joint Bldg Costs, \$8,857.31; Civil Air Patrol Magazine, Ad in SD Wings Magazine, \$145.00; Clean Slate, Animal Control Notices, \$110.00; Compass Counseling & Assesment, Psychosexual Assessment, \$1,800.00; Donald McCarty, Court Appt Atty, \$1,688.20; DS Solutions Inc, Test Desk - Ballots, \$175.00; Eidsness Funeral Home, County Burial, \$2,781.15; Ekeren, Marv, Inv Mental Illness Hearing, \$37.50; ESEind, Inc, Repair & Maintenance for Jail, \$815.00; ESRI, Annual Renewal, \$7,450.00; Executive Mgmt Finance Office, Tech Access Fee Sept 2016, \$59.00; Fishback Ins Agency, Notary Bond, \$50.00; Fite, Pierce & Ronning Law, Court Appt Atty, \$3,155.60; Foerster Office & Supply, Yellow Paper, Kleenex, \$152.00; Forrest Holdings Inc, Tax Certificates, \$5,398.17; Gass Law, PC, Court Appt Atty, \$5,439.17; Hill, Robert, FEMA Course & IAEM Conf Travel, \$806.22; Hometown Service & Tire, LLC, Vehicle Sensor, \$59.99; Hy-Vee Food Store, Meeting Supplies, Inmate Meals, Jury Meals, \$17,178.05; Ina Group LLC, Tax Certificate, \$4,783.42; Jennifer Goldammer, Court Appt Atty, \$5,414.20; Jennifer Goldammer, Mental Health Board Time, \$427.50; Katterhagen, Mark, Inv Mental Illness Hearing, \$37.50; Kingbrook Rural Water, Water Invoice, \$33.00; Kristin A Woodall, Transcripts, \$252.20; Lewno, Lucy, Inv Mental Illness Hearing, \$217.96; Master Burn, Cleaned Shop Furnace, \$319.50; Matthew Bender, SD Court Rules, \$95.08; McGrath North Mullin & Kratz, Services through Sept 2016, \$6,433.96; MCI, Long Distance Sept/Oct, \$40.96; McKeever's Vending, Inmate Commissary, \$930.76; Medtox Laboratories, Inc, Drug Screen, \$105.00; Midwest Management/BMO Harris, Tax Certificate, \$1,324.49; Moriarty Rentals, COP Rent, \$550.00; Mr. V's Professional Body Shop, Vehicle Repair, \$536.80; NACCTFO, Dues, \$75.00; Nancy J Nelson, County Mental Health Board, Court Appt Atty, \$966.00; Newegg Business Inc, Supplies, Label Writers, \$577.91; Northwestern Energy, Natural Gas, \$29.34; Office Peeps Inc, Calculator Paper, Supplies, \$297.54; Pat Beck, Court Reporting Services, \$69.45; Patricia J Hartsel, Transcripts, \$232.80; Prairie Graphics, Sheriff's Office Pens, \$526.45; Qualified Presort Service, Work from 10/1-10/15, \$18.80; Redwood Toxicology Laboratory, 24/7 Supplies, \$3,032.18; Reed T Mahlke, Court Appt Atty, \$9,270.01; RFD Newspapers Inc, Legal Notices, Minutes, \$7,877.26; Rude's Funeral Home Inc, Coroner Services, County Burial, \$3,340.00; Sanford Health, Drug Screen, Autopsy, \$2,385.00; SD Attorney General's Office, 24/7 Fee 10/1-15/16, \$119.00; SD

Attorney General's Office, 24/7 Fees 10/1-15/16, \$2,039.00; SD Dept of Labor, Collection, \$888.35; SD Dept of Revenue, Collection, \$296.00; SD Dept of Revenue, Ethyl Alcohol Tests, \$105.00; SD Dept of Transportation, Bridge Inspections, \$2,189.53; SD Planners Association, Conference Registration, \$100.00; SD Sheriff's Association, Maintenance Fee Savin/Zuercher, \$880.00; Secretary of State, Notary Filing Fee, \$30.00; Sheraton Sioux Falls, Convention Lodging, \$83.00; Sioux Valley Cleaners Inc, Oct Janitorial WIC, \$460.00; Steven Ust, Building Inspections, \$1,300.00; Store Supply Warehouse, Hooks for Wire Grid, \$13.84; Terry D Wieczorek PC, Court Appt Atty, \$1,464.41; The Exchange, Glock Magazines, \$75.00; Thomson Reuters - West, West Info, SD Court Rules, Quinlan, \$2,058.69; Tim Hogan, Court Appt Atty, \$1,985.14; Tyler Technologies, Contract Recording Analysis, \$280.00; UPS Store, Shipping, \$23.18; Vandenberg Law, Court Appt Atty, \$1,794.00; Vantek Communications Inc, North Repeater Fee, \$100.00; Verizon Wireless, Tablet Wireless, Mobile Data, \$320.08; Walburg, Duane, Animal Control Mileage 10/1-14, \$39.90; Wallaroo Properties, Tax Certificate, \$4,278.53; Walmart Community, Investigation-Meds, Office Supplies, \$117.16; Wells Fargo, Wells Fargo CC Charges, \$1,824.16; Yankton County Sheriff, Service of Process, \$150.00; Yankton County Treasurer, MI Hearings, \$371.75

November Cell Phone Reimbursements: Anderson, Jeffrey G, \$75.00; Birk, Richard, \$105.00; Biteler, David, \$30.00; Bjordal, Suzanne, \$60.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; DeJong, Darren, \$60.00; Doremus, Sean, \$30.00; Friedrich, Cliff, \$45.00; Gengler, Michael, \$30.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Haider, Darin, \$60.00; Haugen, Richard, \$45.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Howard, Abigail, \$105.00; Jensen, Larry, \$75.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Lilla, Christopher, \$105.00; Littlecott, Laura, \$45.00; McCrea, Don, \$15.00; Miller, Stephne, \$75.00; Molengraaf, John, \$30.00; Moser, Misty, \$75.00; Nesvold, Teree, \$105.00; Page, Zach, \$30.00; Pierce, Irene, \$45.00; Pierce, Lee Ann, \$75.00; Pike, Jon, \$60.00; Plowman, Shawn, \$90.00; Scheer, Aaron, \$30.00; Scott, Michael, \$45.00; Sebring, Scott, \$105.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Stoltenburg, Michael, \$15.00; Sweebe, Bart, \$105.00; Umberger, Charles, \$45.00; Witchey, Kristen, \$75.00; Yseth, Tom, \$75.00.

Department Head Reports

County Development Director Robert Hill said a wind energy development was granted a Conditional Use Permit, the name of the development will be Coyote Ridge.

Hill said he and Sheriff Martin Stanwick attended a Homeland Security Meeting in Mitchell. Hill participated in a conference call with the USDOT on an upcoming rules making issue and attended a First Responders meeting at the BEPC Deer Creek Station near White. Hill also attended the International Association of Emergency Managers Conference.

Hill said he, the Sheriff's Department, and SGT Pike gave a briefing to Valero staff on County level response matters. Hill also said he toured the Novita plant and attended the South Dakota Planners Association Conference in Sioux Falls.

Hill discussed upcoming dates.

Hill also discussed a building permit for a residence next to the gun club on Highway 14.

Veterans & Human Services Director Michael Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings. Holzhauser said there has been an increase in rent requests.

Finance Officer Vicki Buseth said they've been busy collecting the second half of property taxes. Buseth said 3,092 absentee ballots have been requested so far.

Buseth said a ballot scanner test will be conducted later in the morning.

Sheriff Martin Stanwick said the last couple of weeks have been busy. Stanwick said they had a health booth at First Lutheran Church and talked to people about scams. Stanwick said there is an IRS scam in the area now that, when the scammer calls, the caller identification says Brookings Police Department.

Stanwick said he attended an Active Shooter Training in Elkton. Stanwick also toured Basin Electric. Stanwick said he discussed the Jail Expansion with the Brookings Rotary Club & the Methodist Church.

Stanwick said they have 45 inmates in jail. Stanwick discussed the East Central Behavioral Meeting.

Highway Superintendent Richard Birk said he attended the open house for the Brookings Street Department Maintenance Facility.

Birk said they've finished the 468th Northern Sky Dairy project.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board recognized local veterans who served in the Korean War by dedicating Ambassador of Peace medals to each of them.

Department Head Reports Continued

Weed Supervisor Misty Moser said all of equipment has been winterized.

REGULAR BUSINESS

Motion by Miller, seconded by Yseth to approve Principal Life Insurance as the County's life insurance provider starting January 1, 2017. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye." Motion carried.

Motion by Jensen, seconded by Miller to approve funding for the "Christmas, Kids, and Cops" program. Commission Department Director Stacy Steffensen provided background information.

Motion amended by Pierce, seconded by Jensen to contribute \$500 to the program. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye." Amendment carried.

Motion by Pierce, seconded by Yseth to appoint Michael VandeWeerd to the Planning & Zoning Board representing District 2 for a 4-year term to begin January 1, 2016. Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye." Motion carried.

Motion by Pierce, seconded by Yseth to appoint Darrell Nelson to the Planning & Zoning Board representing District 4 for a 4-year term to begin January 1, 2016. Roll call vote: Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.

Motion by Yseth, seconded by Jensen to appoint Sheila Anderson to the Brookings Health System Board of Trustees for a 3-year term to begin January 1, 2016. Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.” Motion carried.

Motion by Miller, seconded by Jensen to appoint Jason Meusburger to the Housing and Redevelopment Commission for a 5-year term to begin January 1, 2016. Roll call vote: Miller “aye,” Jensen “aye,” Pierce “aye,” Yseth “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Yseth to appoint Randy Meyer to the Weed & Pest Board filling the position of city resident for a 3-year term to begin January 1, 2016. Roll call vote: Jensen “aye,” Pierce “aye,” Yseth “aye,” Miller “aye,” Krogman “aye.” Motion carried.

Motion by Miller, seconded by Jensen to appoint Timothy Bauer to the Weed & Pest Board for a 3-year term to begin January 1, 2016.

Miller said Timothy Bauer continually goes to all of the District Meetings so they can get a grant. Pierce said the board met resident Layne Mostad and saw his farm and what he does as relates to conservation efforts. Pierce said Mostad is an expert on weed spraying, a conservationist, and would go to all of the meetings. Pierce said Bauer has done a great job on the Weed & Pest Board.

Roll call vote: Pierce “no,” Yseth “aye,” Miller “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Yseth to table the Extension Board Appointments until the first meeting in December.

Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.” Motion carried.

Motion by Yseth, seconded by Miller to appoint Shafiqur Rahman to the Human Rights Commission for a 3-year term to begin January 1, 2016.

Pierce said they often have no applicants for volunteer board appointments and is concerned with the board only looking at re-appointing people because they don't want to hurt someone's feelings. She said they don't get new ideas or new energy if they don't look at involving more people throughout county government. Miller said it is a slap in the face not to re-appoint the people who want to serve again. Pierce said she has nothing against the incumbent.

Roll call vote: Miller “aye,” Jensen “aye,” Pierce “no,” Yseth “aye,” Krogman “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen discussed the employee calendar with the board. Steffensen also discussed upcoming dates with the board.

Chief Deputy States Attorney Abigail Howard discussed the ECBH Quarterly Stakeholder Meeting. Howard said a needs assessment for mental health may be the first step.

Howard said they continue to work on ordinances.

Howard said she and Judge Giles were nominated for the Albert Einstein Outstanding Drug Court Team Member award.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the City Work Session on Mental Health; toured Novita; attended the Lake Park Sub-Committee Meeting; attended the Think Local Showcase; attended the Hobo Day Parade; attended the Planning Conference; toured the City Planning & Zoning building in Sioux Falls; attended the ribbon cutting for the City Highway Shop; and attended the City/County Health Fair.

Commissioner Jensen attended and discussed the BATA Meeting; attended the E-911 Meeting; attended the Think Local Showcase; attended the Hobo Day Parade; attended the Extension Board Meeting; attended the Executive Session; attended the Planning & Zoning Session in Sioux Falls; and attended the City/County Health Fair.

Commissioner Miller attended the City Work Session on Mental Health; toured Novita; attended the Think Local Showcase; attended the President's Breakfast; attended the Hobo Day Parade; attended the Extension Board Meeting; attended the Executive Session; attended the Planning & Zoning Session in Sioux Falls; and attended the City/County Health Fair.

Commissioner Yseth attended the City Work Session on Mental Health; toured Novita; attended a Growth Partnership Meeting; attended the Hobo Day Parade; attended the Executive Session; attended a meeting on Economic Development; attended a Hospital Board Meeting.

Commissioner Krogman attended the E-911 Meeting; attended a Housing Board Meeting; attended the Brookings Affordable Task Force Meeting; attended the Think Local Showcase; and attended the Hobo Day Parade.

EXECUTIVE SESSION

Motion by Miller, seconded by Jensen to enter into Executive Session at 10:35 a.m., in accordance with SDCL 1-25-2(4),(1), contract negotiations and personnel. Motion carried. The board came out of Executive Session at 11:18 a.m. No action was taken.

Chairperson Krogman declared a recess until 1:00 p.m.

EXECUTIVE SESSION

The board entered into Executive Session at 1:00 p.m., in accordance with SDCL 1-25-2(1), personnel. The board came out of Executive Session at 4:11 p.m. No action was taken.

ADJOURNMENT

Motion by Yseth, seconded by Jensen to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, November 15, 2016 at 8:30 a.m.

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Jenna Peterson
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Brookings County

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