

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, SEPTEMBER 25, 2018**

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 25, 2018 with the following members present: Lee Ann Pierce, Michael Bartley, Stephne Miller, Ryan Krogman and Larry Jensen.

### **CALL TO ORDER**

Chairperson Pierce called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

Motion by Jensen, seconded by Bartley to approve the agenda for the September 25, 2018 Commission Meeting. All members voted "aye." Motion carried.

### **CONSENT AGENDA**

Motion by Krogman, seconded by Jensen to approve the consent agenda. Roll call vote: Jensen "aye," Miller "aye," Krogman "aye," Bartley "aye," Jensen "aye." Motion carried. The consent agenda consisted of the minutes from the September 4, 2018 Commission Meeting.

Travel Requests: Misty Moser to attend a SD Weed & Pest Commission Meeting and Weed Tour on September 11<sup>th</sup>-12<sup>th</sup> in Pierre; Jim Sampson to map all the fire hydrants on September 7<sup>th</sup> in Volga, Bruce, Sinai, Arlington, White, Elkton and Bushnell; Shawn Plowman to attend a technology convention on October 9<sup>th</sup> in Sioux Falls; Robert Hill, Richard Haugen and Rae Lynn Maher to attend the 2018 South Dakota Planners Association Annual Conference on October 17<sup>th</sup>-18<sup>th</sup> in Huron; Robert Hill to attend a Managing Public Information for All Hazards Incidents Training on December 16<sup>th</sup>-21<sup>st</sup> in Anniston, AL; Stacy Steffensen, Laura Littlecott and Michelle Delaney to attend Women in Leadership and Learning Conferences on October 3<sup>rd</sup> at McCrory Gardens, November 4<sup>th</sup> at Swiftel Center, February 13<sup>th</sup> at Swiftel Center, March 13<sup>th</sup> at Swiftel Center, April 10<sup>th</sup> at Swiftel Center and May 8<sup>th</sup> at Swiftel Center; Laura Littlecott to attend a workshop on Bacon and Business: Hiring Students on September 27<sup>th</sup> in Brookings.

Personnel Action Notices: routine step increase- William Hazzard to \$17.89, effective August 1, 2018; routine step increase- Sally Tolley to \$18.01, effective August 1, 2018; voluntary resignation- Hailey Kurtenbach, effective September 10, 2018; voluntary resignation- John Molengraaf, effective September 14, 2018; voluntary resignation- Michael Scott, effective September 20, 2018; routine step increase- Shawn Plowman, effective October 1, 2018; performance increase- Brianna Palomaki to \$65,068, effective September 24, 2018.

Human Services Report: case #18-110 for rent was approved; case #18-111 for utilities was approved; case #18-112 for BMU was approved; case #18-106 for rent was approved; case #18-03 for Avera was approved; case #18-113 for Brookings Health was approved; case #18-114 for Brookings Health was approved; case #18-115 for rent was approved; case #18-116 for rent was approved; case #18-117 for rent was approved; case #18-118 for utilities was approved.

## **ROUTINE BUSINESS**

### *Approval of Claims*

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

A&B Business Inc, Copier Contract, \$791.70; Advance Auto Parts, Wiper Blades, \$33.80; AgFirst Farmers Coop, Amine, 2-4, D Amine, \$4,730.91; Alphamedia USA LLC, BCOAC Montly Advertising Plan, \$595.00; Anderson Oil, White Diesel, \$1,394.46; Aragon, Antonio, Translation Services, \$50.00; Aragon, Martha A, Translation Services, \$100.00; Arrowwood Cedar Shore Resort, SDACES Lodging, \$189.90; Avera McKennan Hospital, Mental Health Hold, \$699.50; Avera Medical Group, Inmate Medical, \$585.52; Avera Medical Group - RAD, Inmate Medical, \$28.00; Avera Occupational Medicine, Drug Testing, \$236.00; Axon Enterprise Inc, Radio Flex Controller, \$150.00; Banner Associates, Engineering/Design Services, \$10,135.00; Barnett, Rita, Yearly Storage Rent, \$200.00; Best Western of Huron, State Fair Lodging, \$490.50; Bobcat of Brookings, Bristle, \$637.12; Thomas Bond, Work Boots, \$85.19; Bowes Construction, Gravel, Tack Oil, Asphalt Pick, \$22,342.12; Boyer Trucks, Condenser, Air Tank, \$488.92; Brehmer, Jacob, Per Diem for School, \$171.00; Brookings Area Chamber, WILL Conf Season Passes, \$327.00; Brookings City Utilities, Utilities, Welfare, \$9,679.78; Brookings City Utilities, Truck Shed Water, \$123.07; Brookings County Finance, Delinquent Taxes, \$515.93; Brookings Health System, Court Case Expenses, Blood Testing, Mental Health Holds, \$8,295.45; Brookings Register, Legal Notices, Publications, \$1,792.61; Brookings-Deuel RWS, Bruce Shop Water Utilities, \$18.00; Brothers Pharmacy, Inmate Medical, \$1,171.58; Buhls of Brookings Cleaners, Rug Rental Service, \$141.90; Buseth, Vicki, Mileage, Per Diem, Convention, \$175.44; Butler Machinery Co, Parts, Supplies, \$1,089.50; Carquest Auto, Supplies, Parts, \$366.89; Central Business Supply, Office Supplies, \$581.50; Century Business Products, Copier Maintenance, \$888.96; Certified Laboratories, Shop Supplies, \$132.12; Chapman, Beverly, Mileage, Per Diem SDACO Conv, \$181.44; Charm-Tex, Inmate Supplies, \$723.46; Cintas Corporation, Laundry Service, \$381.24; City of Brookings Landfill, Tires, \$38.00; City of White, White Shop Utilities, \$70.74; Clean Slate, Letterhead, \$140.00; Cook's Wastepaper & Recycling, Garbage Service, \$788.04; Courtesy Plumbing Inc, Repair Utility Area Cell Blk, \$107.87; Doremus, Sean, Per Diem-Firearm Dev Course, \$15.00; Duininck, Overlay, \$1,410,511.07; Einspahr Auto Plaza, Oil Changes, \$87.52; The Exchange, Glock 17 W/Magazines, \$500.00; Express Services Inc, Human Services Temp Employee, \$1,388.63; Farmer's Imp & Irrigation, Gear Fluid, \$22.38; Fastenal Company, Supplies, Filters, \$122.11; Fergen's Clothing & Shoes, Alter Uniform, \$16.00; First Bank & Trust, Fuel, Travel, Supplies, Postage, \$342.42; Fishback Ins Agency, Notary Bonds, \$100.00; Fite, Pierce & Ronning Law, Crt Appt Attorney, \$9,428.20; Foerster Office & Supply, Jail Supplies, \$503.00; Forterra Pipe and Precast, Slab Beams 141-180, \$120,920.00; Gass Law, PC, Crt Appt Attorney, \$1,522.45; Jennifer Goldammer, Crt Appt Attorney, \$1,029.30; Graham Tire North, Tires, \$782.26; Konard O Hauffe DDS PC, Inmate Medical, \$141.43; Kristin Heismeyer, Toilet Batteries, Ear Plugs, \$196.32; Dennis Hetrick, NRA Basic Pistol, \$200.00; Holzhauser, Michael, NACO Per Diem, Shuttle, Lodging, \$1,393.45; Hometown Service & Tire, Tires, Repair, \$1,024.60; Hy-Vee Food

Store, Jury Meals, Zoning Mtg, \$24.36; Indeed Inc, Job Postings, \$919.79; Katterhagen, Mark, Inv Mental Illness Hearings, \$30.00; Kibble Equipment LLC, Oil Filter, Fitting, Supplies, \$42.88; The King Corporation, Replace Security Tracks Keypad, \$820.00; Kingbrook Rural Water, Water Utilities, \$33.00; Kittelson, Joan, Inv Mental Illness Hearing, \$15.00; Benjamin L. Kleinjan, Crt Appt Attorney, \$3,934.76; Kriese, Jeremy, Per Diem - LEO Seminar, \$30.00; Krogman, Ryan, Per Diem Fall Convention, \$166.44; L&L Auto & Truck Parts, Shop Supplies, Tools, Filters, \$465.31; Langstraat, Manual, Per Diem, K9 Orientation, \$194.00; Dana Larson, Inv Mental Illness Hearing, \$50.00; Cole Lemme, COP Rent, \$650.00; Lewis & Clark Behavioral, BMI Intake, \$330.00; Lewno, Lucy, Inv Mental Illness Hearing, \$166.47; L. G. Everist, Inc, Sealing, Crushed Quartzite, \$7,237.66; Christopher Lilla, Per Diem for School, \$171.00; Lincoln County Auditor, Mental Illness Charges, \$823.20; Locators & Supplies, Sweatshirt, \$64.25; Darcy Lockwood, Inv Mental Illness Hearing, \$15.00; Lowe's, Lumber, Tools, Supplies, \$87.20; Martin's Inc, Grease, Gas Fill, \$19,875.87; Master Blaster Inc, Repair Shop Pressure Washer, \$1,313.23; Donald McCarty, Crt Appt Attorney, \$592.20; McKeever's Vending, Inmate Commissary, \$237.68; McLeod's Printing & Offic, JUV Citation Books, \$53.58; Mediacom LLC, Law Library Internet-Sept, \$139.57; MES Companies, Repair Controller in Jail, \$126.00; Midstates Flooring, Replace Basement Carpet, \$1,595.00; Midwest Glass, Windshield Repair, Glass, \$1,963.90; Mills Property Management, COP First Month Rent, \$290.00; Mr. V's Professional Body, Vehicle, Windshield Repair, \$2,027.43; National 4-H Council - Supply, 4H Supplies, \$365.35; National Public Safety Inc, 2019 Ntnl Directory Law Enforcement, \$149.00; Newegg Business Inc, Laptop, Computers, Printer, \$1,944.18; North Central Internation, Tube Assy Weed Dept, \$344.32; Northwestern Energy, Natural Gas, \$260.76; Office Depot Inc, Office Supplies, \$75.23; Office Peeps Inc, Office Supplies, \$614.61; Old Dominion Brush, Broom Core, \$769.66; One Source, Background Checks, \$159.25; PCS Mobile, Tablet Batteries, \$180.00; Pharmchem Inc, Patches, Sweat Patch Analysis, \$1,147.95; Lee Ann Pierce, Reimbursement DC Trip, \$1,095.44; Pitney Bowes Global Financial, Postage Service, Meter Rental, \$303.18; Pomp's Tire Service Inc, Tires, \$316.00; Porter's Toys for Big Boys, Replacement Check, \$164.99; Prochem Dynamics LLC, Inmate Supplies, \$585.56; Qualified Presort Service, Mail Service, \$34.13; Razor's Edge Lawncare, August Mowing, Edging, \$700.00; Razor's Edge Lawncare, August Lawn Care, \$1,150.00; RDO Equipment Co, Window, \$512.73; RFD Newspapers Inc, Legal Notices, Publications, \$4,506.56; Ribstein, Randy, Work Boots, \$250.00; River City Supply LLC, Tablecloths, \$618.71; Rolling Thunder - Chapter, POW/MIA Flags, \$180.00; Running's Supply Inc, Tools, Supplies, Trail Cam, \$594.09; Safe-N-Secure, Door Access Cards, Cameras, \$2,537.40; Sampson, Jim, Mileage-Hydrant Mapping, \$45.78; Sanford Health, Replacement Check, \$53.93; Satellite Tracking of People, GPS Tracking, \$318.50; Schaffer Law Office, Prof, Legal Services - Jail Expansion, \$3,867.50; The Schneider Corporation, Quarterly Billing-Beacon, \$2,565.00; SD Atty General's Office, Airline Billing, Legal Service, \$1,218.60; SD CLE Inc, Dakota Disc/Fastcase Subscription, \$500.00; SD Dept of Transportation, Soil Testing, \$49.70; SD Planners Association, Conference Registration, \$240.00; SD Public Assurance Alliance, 2019 Mack Truck Insurance, \$93.16; SDACO, 2018 Tax Deed Manual, \$50.00; SDACO, ROD Relief Fund Aug 2018, \$1,032.00; SDSU Workstudy, SDSU Workstudy, \$488.99; Secretary of State, Notary Bond, \$60.00; Sinai Coop Elevator, Diesel, \$1,335.60; Sioux Valley Energy, Shop Utilities, \$239.00; Sioux Valley School Dist, Facility Rental Agreement, \$50.00; Siouxland Oral & Maxillofacial, Inmate Medical, \$666.32; Southland Court Apartment, COP First Month Rent, \$650.00; Reid Squires, Per Diem for School, \$171.00; Steffensen, Stacy, Mileage, Per Diem Convention, \$181.44; Sturdevant's Auto Parts, Alternator, Parts, Supplies, \$175.39; Sturdevant's Auto Parts, Supplies, Parts, \$164.56; Sunshine Inn, COP First Month Rent, \$375.00; Swiftel Center, 4H Achievement Days, \$4,024.63; Thomson Reuters - West, Datatbase Charges, \$1,459.35; Town of Sinai, Utilities, \$64.00; Trane US Inc, Dynamic Electronic Filter, \$5,121.71;

Transource, Air Cylinder, 2019 Truck, \$115,846.04; Mike Twedt, COP Rent, \$650.00; Tyler Technologies, Tax Billing Training, \$250.00; Steven Ust, Building Inspections, \$2,500.00; Verizon Wireless, Wireless Service, \$360.09; VJ Ahlers Excavating Inc, Low Boy Rental, \$446.43; Walburg, Duane, Animal Control Mileage, \$23.10; Walmart Community, Supplies, \$29.17; Wells Fargo, Wells Fargo Credit Card Charge, \$2,303.51; Wheelco Truck & Trailer, Valve, Air Panel, \$333.13; Terry D Wiczorek PC, Crt Appt Attorney, \$341.80; Witchey, Kristen, Per Diem Convention, \$15.00; Yankton County Sheriff, Service of Process, \$100.00; Yankton County Treasurer, Mental Illness Charges, \$237.50; SD Dept of Revenue, September Remittance, \$548,452.12.

### *Department Head Reports*

4-H Youth Advisor Sonia Mack submitted a report to the board of all the events that happened during the summer. Bartley said he enjoyed the format at the Swiftel Center for Achievement Days. Miller said she too liked the format for Achievement Days and Mack's summary report of all the events that took place during the summer months.

Brookings County Outdoor Adventure Center Director Kristin Heismeyer said they've made security improvements to the locker room and archery range. Heismeyer said Archery Tag arrived and will begin October 4<sup>th</sup>. She said they've added 6 new range safety officers to their team.

Heismeyer said the facility will now be open one Sunday a month for the public. She said they've added 21 new memberships in the last two weeks.

Veterans & Human Services Director Michael Holzhauser introduced Veteran's & Human Services Deputy Director Eileen Aberle to the board.

Director of Equalization Chris Lilla said they completed the commercial/apartment review and the lake review. He said they've started on building permits.

County Development Director Robert Hill said he attended the SDACC Conference in Pierre and attended the SDEMA Conference in Sioux Falls. Hill said the FEMA training in Alabama was cancelled due to Hurricane Florence. Hill said they conducted a Full Scale Exercise in Bruce.

Hill discussed upcoming dates with the board.

Hill said the basement of the Brookings City/County Government Center is now the storm shelter for the public.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., States Attorney Teree Nesvold gave a Drug Court presentation to the board.

The Drug Court team members consists of Magistrate Judge Abigail Howard- Drug Court Judge, Teree Nesvold- Drug Court Prosecutor, Jared Gass- Drug Court Defense Attorney, Darren DeJong- Brookings County Sheriff's Department, Derrick Powers- Brookings City Police Department, Kisa Opp- Drug Court Probation Officer, Christina Fousek- Counselor, LLS and Courtney Eschenbaum- Drug Court Coordinator.

### *Department Head Reports Continued*

Sheriff Martin Stanwick said Jail Administrator Bart Sweebe is now able to train others on mental illness first aid. Stanwick said States Attorney Teree Nesvold has taken a lead role on Crisis Intervention Training.

Stanwick said one of his deputy's was involved in a traffic accident resulting in the vehicle being totaled. Stanwick asked the board if he could purchase a new patrol vehicle. He said he could need \$12,000 in contingency. Jensen said he would rather see a new vehicle than a used car with high mileage. Bartley asked if a new vehicle was in the budget for next year. Stanwick said yes. Krogman asked what the cost would be for a new patrol car. Stanwick said a new car costs \$32,000 and insurance is giving them \$20,000. By consensus, the board agreed to allow Stanwick to move forward with the purchase of a new vehicle.

**SCHEDULED AGENDA ITEM**

As scheduled at 9:30 a.m., the board held a public hearing on the FY2019 Annual Budget. Motion by Miller, seconded by Bartley to approve the amendments to the FY2019 Provisional Budget.

Chairperson Pierce opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Pierce closed the public hearing. Background information was provided by Commission Department Director Stacy Steffensen. The changes were read as follows:

**2019 Provisional Budget Changes**

Budget Line Item	Description	Department	From	To	Revenues	Expenses
Current Property Tax Levy	Tax Amount Change - Utilities & Growth	101-311	12,029,576	12,028,960	-616	
Board of County Commissioners	Insurance Changes	101-111	580,150	573,497		-6,653
Finance	Insurance Changes	101-143	603,285	595,967		-7,318
States Attorney	Insurance Changes	101-151	746,543	739,277		-7,266
County Building	Insurance Changes	101-161	466,128	464,928		-1,200
Director of Equalization	Insurance Changes	101-162	535,403	530,542		-4,861
Register of Deeds	Insurance Changes	101-163	225,431	223,071		-2,360
Veterans Service Officer	Insurance Changes	101-165	95,554	94,977		-577
Technology	Insurance Changes	101-171	447,853	444,607		-3,246
Human Resources	Insurance Changes	101-172	121,691	120,742		-949
Sheriff	Insurance Changes	101-211	1,738,063	1,723,045		-15,018
County Jail	Insurance Changes	101-212	1,335,569	1,328,982		-6,587
Enhanced 911	Difference in requested amount	101-225	140,000	135,426		-4,574
Welfare	Insurance Changes	101-411	231,336	229,693		-1,643
Community Health	Insurance Changes	101-421	75,410	74,717		-693
BCOAC	Insurance Changes	101-528	311,157	309,641		-1,516
Weed	Insurance Changes	101-615	348,794	347,106		-1,688
Planning & Zoning	Insurance Changes	101-711	208,733	206,256		-2,477
						0
			<b>General Fund</b>	<b>Total Changes</b>	<b>-616</b>	<b>-68,626</b>
				<b>Net Change</b>	<b>-68,010</b>	

Road & Bridge	Insurance Changes	201-311	7,851,040	7,844,268		-6,772
			<b>Road &amp; Bridge Fund</b>	<b>Total Changes</b>	<b>0</b>	<b>-6,772</b>
				<b>Net Change</b>	<b>-6,772</b>	

Emergency Management	Insurance Changes	226-222	116,886	116,190		-696
			<b>EM Fund</b>	<b>Total Changes</b>	<b>0</b>	<b>-696</b>
				<b>Net Change</b>	<b>-696</b>	

Sobriety Program	Insurance Changes	248-212	72,946	72,424		-522
			<b>24/7 Fund</b>	<b>Total Changes</b>	<b>0</b>	<b>-522</b>
				<b>Net Change</b>	<b>-522</b>	

Current Property Tax Levy	Tax Amount Change - Utilities & Growth	301-311	306,063	306,051	-12	
			<b>Building Fund</b>	<b>Total Changes</b>	<b>-12</b>	<b>0</b>
				<b>Net Change</b>	<b>-12</b>	

Cash Applied	General Fund	101	270,337	198,716		71,621
Cash Applied	Road & Bridge Fund	201	1,886,922	1,880,150		6,772
Cash Applied	Emergency Management	226	-12,214	-12,910		696
Cash Applied	Sobriety Fund	248	12,946	12,424		522
Cash Applied	Building Fund	301	662,530	662,542		-12

Less 5% - General Fund			729,677	726,066		3,611
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Roll call vote: Krogman “aye,” Bartley “aye,” Jensen “aye,” Miller “aye,” Jensen “aye.” Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Pierce to sign Resolution #18-35: a resolution approving the FY2019 Annual Budget. Commissioner Bartley thanked Commission Department Director Stacy Steffensen and Finance Officer Vicki Buseth for their hard work on the budget.

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

**RESOLUTION #18-35**  
**ADOPTION OF THE 2019 ANNUAL BUDGET FOR**  
**BROOKINGS COUNTY, SOUTH DAKOTA**

WHEREAS, SDCL 7-25-5 through 13 provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all charges, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such Provisional Budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES for Brookings County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2019 and ending December 31, 2019 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 25<sup>th</sup> day of September, 2018. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Finance Officer, Brookings County, South Dakota. The accompanying taxes are levied by Brookings County for the year January 1, 2019 through December 31, 2019.

<u>COUNTY LEVIES</u>	<u>DOLLARS</u>	<u>\$1,000</u>
General Fund	\$12,028,960	\$3.888
County Building Fund	\$306,051	\$0.099
Jail Expansion	\$500,000	\$0.162
TOTAL	\$12,835,011	\$4.149

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

<u>Lee Ann Pierce</u>	Chairperson
<u>Michael Bartley</u>	Vice-Chairperson
<u>Ryan Krogman</u>	Commissioner
<u>Stephne Miller</u>	Commissioner
<u>Larry Jensen</u>	Commissioner

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

*Department Head Reports*

Highway Superintendent Richard Birk said a pre-construction meeting was held for the Highway 77 rumble strip safety project, and that project will start September 24<sup>th</sup>. Birk said Oak Lake and Winsor Township completed their culvert projects. He said Oslo Township is not done with their culvert project.

Birk said the crews started chip sealing for 2018. He also said he and Lead Foreman Jeff Anderson met with Colin and Doug from Banner Associates, Inc. to look over the deck replacement job on Highway 16 and the river bridge repair done on Highway 16 southwest of Brookings.

Birk informed the board that he will be retiring at the end of the year.

Finance Officer Vicki Buseth said they've had 175 people absentee vote so far. She said Senior Finance Assistant Jennifer Beller attended the Full Scale Exercise in Bruce with County Development Director Robert Hill.

Finance Assistant Jenna Byrd said she is looking for consensus from the board to allow Habitat Restore to pick up the following items that did not sell on the public online auction: metal desk, wood desk, large cabinet, shelf unit, and metal rack.

By consensus, the board agreed to donate the items that did not sell on auction to Habitat Restore.

### ***Finance Officer's Report***

Finance Officer Vicki Buseth presented the Finance Officer's Report for August 2018.

#### ***August 2018***

Total amount of deposits in banks.....	\$24,511,010.91
Total amount of actual cash: Currency.....	\$4,987.00
Coins.....	\$3.08
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	\$75,808.14
Itemized list of all other items.....	\$33,838.95
TOTAL.....	\$24,625,648.08

Commissioner/HR: \$15,764.73; Technology: \$5,828.62; Finance Office: \$19,768.47; States Attorney: \$29,971.93; Equalization: \$18,343.82; Register of Deeds: \$8,296.96; Veterans/Welfare: \$3,646.14; Sheriff's Office: \$91,442.25; Coroner: \$426.22; Community Health: \$3,599.34; Extension: \$2,403.38; Weed: \$6,835.17; Planning/Zoning: \$5,675.04; Highway: \$47,559.19; Emergency Management: \$3,823.52; BCOAC: \$6,917.96.

AFLAC: \$2,985.52; Avesis: \$1,319.99; Office of Child Support: \$776.00; Delta Dental: \$5,200.06; Flex One: \$1,896.76; Principal Life Insurance: \$1,898.36; Garnishments: \$552.82; Local Teamsters: \$1,122.00; SDRS: \$43,419.38; SDRS Supplemental: \$1,849.00; EFTPS: \$83,607.62; Wellmark: \$105,010.81; AFLAC Group/CAIC Primary: \$324.86.

Be it noted, the expenditure adjustments for the month of August 2018 were presented to the board. \$8,138.05 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 August 2018 in the amount of \$39,823.50 was presented to the board.

### **REGULAR BUSINESS**

The board held the First Reading of Ordinance #2018-05: an ordinance authorizing rezoning of "N528' of the S921' of the W445.5' of the SW ¼ of Section 2, T111N, R48W of the 5<sup>th</sup> P.M., Brookings County, South Dakota (Sherman Township)" from an Agricultural District to a Commercial/Industrial District.

The Second Reading will be Tuesday, October 16, 2018 at 9:30 a.m.



Motion by Krogman, seconded by Miller to approve for recording purposes and authorize Chairperson Pierce to sign Resolution #18-36: a plat of Lot 1 of Lake Poinsett Substation Addition in the SW ¼ of Section 18, Township 112 North, Range 52 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.  
All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve for recording purposes and authorize Chairperson Pierce to sign Resolution #18-37: a plat of Tract 1 of Bobcat Addition in a portion of Gov’t Lots 1 and 2 (N ½ NE ¼) of Section 6, Township 110 North, Range 47 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve for recording purposes and to authorize Chairperson Pierce to sign Resolution #18-38: a plat of Lot 1, Telkamp Addition in the SW ¼ of Section 8, T110N, R49W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve for recording purposes and to authorize Chairperson Pierce to sign Resolution #18-39: a plat of Lot 1, Telkamp Addition in the NW ¼ of Section 17, T110N, R49W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Pierce to sign Resolution #18-40: a resolution authorizing an amendment to the agreement for use and restoration of haul roads between the County of Brookings and Coyote Ridge Wind, LLC. Background information was provided by Highway Superintendent Richard Birk.

All members voted “aye.” Motion carried.

**RESOLUTION NO. 18-40**  
**A RESOLUTION AUTHORIZING AMENDMENT TO THE AGREEMENT**  
**FOR USE AND RESTORATION OF HAUL ROADS BETWEEN**  
**THE COUNTY OF BROOKINGS AND COYOTE RIDGE WIND, LLC**

BE IT RESOLVED by the Brookings County Commission as follows:

WHEREAS, Brookings County approved an Agreement for Use and Restoration of Haul Roads on September 4, 2018; and

WHEREAS, Brookings County now desires to amend the above-mentioned Agreement for Use and Restoration of Haul Roads to include the following additional haul roads:

Streets

202<sup>nd</sup> Street from 480<sup>th</sup> Ave to 481<sup>st</sup> Ave

202<sup>nd</sup> Street from 482<sup>nd</sup> Ave east to where it turns north to D11 & D12

204<sup>th</sup> Street from 482<sup>nd</sup> Ave to 481<sup>st</sup> Ave

Avenues

481<sup>st</sup> Ave from G3 entrance north to 200<sup>th</sup> Street

482<sup>nd</sup> Ave from 202<sup>nd</sup> Street to 201<sup>st</sup> Street

481<sup>st</sup> Ave from 204<sup>th</sup> Street north to B2 entrance

NOW THEREFORE, IT IS HEREBY RESOLVED by the Brookings County Commission that Amendment to the Agreement for Use and Restoration of Haul Roads to include the additional roads as described above is approved.

Passed and approved on the 25<sup>th</sup> day of September, 2018.

COUNTY OF BROOKINGS:

Lee Ann Pierce

Its: Chairperson

ATTEST:

Vicki Buseth

Brookings County Finance Officer

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Pierce to sign Agreement #18-94: an agreement between Brookings County and First District Association of Local Governments for the development of the Pre-Disaster Mitigation Plan. Background information was provided by County Development Director Robert Hill.

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

Motion by Miller, seconded by Jensen to approve a request from the Brookings County Firefighter's Association to spend \$22,000 from their Reserve Account for the purchase of a 2010 International 8600 water tender for the City of Hendricks Fire Department. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Krogman, seconded by Miller to approve and authorize Chairperson Pierce to sign a Request to Fill Vacancy for two part-time membership assistants at the Brookings County Outdoor Adventure Center. Background information was provided by Brookings County Outdoor Adventure Center Director Kristin Heismeyer.

All members voted "aye." Motion carried.

Motion by Miller, seconded by Jensen to appoint an alternate to the Brookings Economic Development Corporation Board. Pierce said she's been unable to attend a few of the meetings, and it was suggested that the county appoint an alternate who can vote.

Motion to amend the main motion by Krogman, seconded by Jensen to appoint Commissioner Bartley as an alternate to the Brookings Economic Development Corporation Board.

All members voted "aye." Amendment carried. Main motion: all members voted "aye." Main motion as amended carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen reported meetings she attended at the fall convention in Pierre. Steffensen said she is looking for a consensus from the board to allow employees to receive up to a \$100 payment for taking part in the health fair clinic. She said this has been done for a number of years now. By consensus, the board agreed to allow employees to receive up to \$100 for taking part in the health fair clinic.

Steffensen said there is an upcoming candidate forum with those running for District 7 House and Senate, as well as Brookings County States Attorney. She said that forum is Saturday, October 6<sup>th</sup> at 1:30 p.m.

Steffensen discussed the department head review process with the board.

States Attorney Teree Nesvold said they've started Crisis Intervention Training and she is the chair for that committee. Nesvold said she is working with the UJS System on starting up a program called HOPE Court.

### **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Jensen attended the SDACC Annual Conference; attended Aurora's Fireman Feed; and attended the BCOAC Advisory Board Meeting.

Commissioner Miller attended the SDACC Annual Conference; attended a Domestic Abuse Budget Meeting; attended John Molengraaf's Retirement Party; and sat in on an interview about the Jail Expansion Project with the SDSU Collegian.

Commissioner Krogman attended a BATA Meeting; attended the Daktronics Open House; attended a City Development Meeting; attended the SDACC Annual Conference; and attended a BEDC Meeting.

Commissioner Bartley attended the SDACC Annual Conference.

Commissioner Pierce attended the SDACC Annual Conference; attended the Book Festival; and attended the Full Scale Exercise in Bruce. Pierce said she and Commissioner Krogman would volunteer to create a sub-committee to look into the county's health insurance options prior to union negotiations next year.

### **ADJOURNMENT**

Motion by Jensen, seconded by Krogman to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, October 2, 2018 at 8:30 a.m.

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Jenna Byrd

Finance Assistant II  
Brookings County, South Dakota

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