

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, MARCH 10, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 10, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman.

CALL TO ORDER

Chairperson Bartley called the meeting to order at 8:00 a.m.

EXECUTIVE SESSION

Motion by Jensen, seconded by Boersma to enter into Executive Session at 8:00 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to come out of Executive Session at 8:36 a.m. All members voted "aye." Motion carried.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Boersma, seconded by Krogman to approve the agenda for the March 10, 2020 Commission Meeting.

Motion by Pierce, seconded by Boersma to amend the agenda and remove Agreement #20-14: an American Institute of Architects agreement between Brookings County and Henry Carlson Construction, LLC for the Brookings County Detention Center Expansion and Remodel Project from the agenda.

Voice vote on amendment: all members voted "aye." Amendment carried. Voice vote on main motion as amended: all members voted "aye." Main motion as amended carried.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the February 18, 2020 Commission Meeting and the minutes from the February 21, 2020 Commission Meeting.

Travel Requests: Dan Nelson to attend a SDSAA Board Meeting on February 12th in Pierre; Dan Nelson to provide legislative testimony on February 26th in Pierre; Commissioners, Department Heads and/or Deputies to attend the Sioux Valley Commissioner Association (10-County) Meetings in March, May, August and November hosted by various counties quarterly; Kristen Witchey & Laura Littlecott to conduct ADA Compliance Reviews of polling locations on March 11th & 12th in Brookings; Commissioners & Detention Center Staff to attend a tour of the Minnehaha County Jail

on March 20th in Sioux Falls; Richard Haugen to attend a FEMA G191 Emergency Management Center/Incident Command System Interface Course on March 23rd-24th in Yankton; Sonia Mack to attend the 2020 SDAE4-HP Spring Conference and 4-H Professionals' Spring Training on March 30th-April 3rd in Rapid City; Kim Ellingson to attend a 4-H Online Training on April 6th in Sioux Falls; Jessica Hansen to attend a 4-H Online Training on April 6th in Sioux Falls; Jeremy Kriese to attend a Statewide Sex Offender Registry Conference on April 19th-21st in Deadwood; Jacob Brehmer to attend the 2020 Mid-Year Assessor School on July 6th-10th in Pierre.

Personnel Action Notices: annual review- Misty Moser to \$48,665, effective January 1, 2020; annual review- Lisa Radtke to \$22.49, effective February 19, 2020; annual review- Reid Squires to \$24.98, effective March 1, 2020; voluntary resignation- Laura Littlecott, effective March 20, 2020;

Cellular Authorizations: Tara Rodriguez- Basic Usage at \$30/month.

Human Services Report: case #20-013 for a funeral was approved; case #20-014 for rent was approved.

SPECIAL RECOGNITION

The board recognized Robert McGrath from the Local Emergency Planning Committee as he has retired from the committee.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$410.75; Alex Stuefen, Boot Allowance, \$202.34; Allegra Print & Imaging, Map Binding, \$5.00; Anthony Teesdale, Crt Appt Attorney, \$579.05; Aragon, Antonio, Translation Services, \$37.50; Aragon, Martha A, Translation Services, \$187.50; At&T Mobility, Mobile Service, \$720.72; Avera Medical Group, Inmate Medical, \$651.75; Axon Enterprise Inc, Fleet 2 Unlimited, \$13,932.00; Banner Associates, Design Services/Construction, \$20,219.50; Bauer, Tim, Meal Reimbursement Conference, \$55.24; Best Western Ramkota Inn, Lodging Weed & Pest Conference, \$459.95; Blackburn & Stevens Prof, CAA Inv Mental Illness Hearing, \$166.00; Blackstrap Inc, Road Salt, \$14,137.65; Boarman Kroos Vogel Group, Dentention Cntr Expansion, \$46,847.23; Brian Gustad, Reimburse Flight to NACE, \$485.70; Brookings Area Chamber, 2019 Pre-Legislative Luncheon, \$25.00; Brookings City Utilities, Phone Service, \$34.42; Brookings City Utilities, Utilities/Phone Service, \$7,508.93; Brookings Credit Bureau, Collection, \$993.20; Brookings Health System, January Blood Alcohol Tests, \$16,852.00; Brookings Register, Subscription, \$198.76; Buhls of Brookings Cleaners, Jail Supplies, \$81.80; Century Business Products, Copier Contract, \$1,028.07; Century Link, Phone Service, \$154.81; CHS, Diesel, \$17,675.18; Cintas Corporation, Laundry Services, \$243.79; City of Brookings, Animal Control Unclaimed Pets, \$60.00; City of Brookings, E911, \$81,316.23; City of Brookings, Interchange Civil Design Inc, \$6,338.75; City of Brookings, Joint Building Expenses, \$3,047.16; Codington County Auditor, 10 County Registration, \$84.00; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Concrete Materials Inc, Pea Rock, \$8,122.30; Creative Printing, Envelopes, \$105.59; Custom Truck Equipment Inc, Front Bumper, \$1,325.00; Dakota Fluid Power Inc, Preset Oil Meter, \$906.10; Darcy Lockwood, Inv Mental Illness Hearing, \$27.00; Dell Marketing LP, Poweredge R740 Server, \$19,132.38;

Den-Wil Inc, March Community Health Rent, \$960.00; East Central Behavioral Health, 2020 Budget Allocation, \$150,000.00; Eidsness Funeral Home, County Burial, \$3,000.00; Einspahr Auto Plaza, Commission Durango, \$26,722.00; Einspahr Auto Plaza, Oil, Sealant, \$62.22; Einspahr Auto Plaza, Three Patrol Trucks, \$83,384.00; Empire Investments Llc, Tax Certificates, \$780.81; Empire Investments Llc, Tax Certificates, \$692.72; Empire Investments Llc, Tax Certificates, \$2,965.00; Empire Investments Llc, Tax Certificates, \$2,399.63; Empire Investments Llc, Tax Certificates, \$11,254.72; Empire Investments Llc, Tax Certificates, \$12,813.01; Empire Investments Llc, Tax Certificates, \$2,743.40; ESEind, Inc, Comm Health 24/7 Monitoring, \$530.35; Executive Mgmt Finance Office, January 2020 Tech Access Fee, \$53.00; Express Collections, Collection, \$524.40; Faulk County Sheriff, Inmate Housing, \$595.00; Foerster Distributing, Jail Janitorial Supplies, \$806.30; Foerster Testing Limited, Brownlee Pit Testing, \$160.00; Ford, Deb, Extension Brd Mtg Mileage, \$20.16; Gass Law, PC, Crt Appt Attorney, \$2,011.95; Hometown Service & Tire, Llc, Vehicle Service, \$109.99; Hy-Vee Food Store, Inmate Meals, Jury Meals, Zoning Mtg Refreshments, \$27,835.31; Jackrabbit Sports Property, BCOAC Advertising, \$1,000.00; Jennifer Goldammer, Crt Appt Attorney, \$1,240.85; Jennifer Pickard, Extension Brd Mileage, \$12.60; Jordyn Bangasser, Crt Appt Attorney, \$932.21; Katterhagen, Mark, Inv Mental Illness Hearing, \$27.00; Kennedy Pier Knoff Loftus, CAA Inv Mental Illness Hearing, \$50.50; Kibble Equipment Llc, Screws, Adapter, Parts, \$582.59; Kimball Midwest, Shop Supplies, \$2,267.74; Konard O Hauffe DDS PC, Inmate Dental, \$574.00; Kyle's Tools, Shop Tools, \$3,716.69; L&L Auto & Truck Parts, Jail Vehicle Parts, \$5.98; L.G. Everist, Inc, Icing Sand, \$3,235.04; Laura Stern, Extension Brd Mileage, \$8.82; Lewis & Clark Behavioral Health, Mental Health Intakes, \$712.00; Lewno, Lucy, Inv Mental Illness Hearing, \$323.00; Light & Siren, Amber Light, Beacon, \$1,613.00; Lincoln County Auditor, Mental Illness Hearing Charges, \$1,740.75; Mack, Sonia, February Mileage-Programming, \$71.82; Marco, Agreement-5yr License, \$2,773.27; Martin Oil Company, Diesel Pump, Diesel, \$1,909.54; Matheson Tri-Gas Inc, Welding Supplies, \$755.22; McKeever's Vending, Inmate Commisary, \$1,123.64; Mediacom Llc, March Law Library Internet, \$136.90; Midco Business, BCOAC Advertising, \$72.00; Minnehaha County JDC, JDC Costs, \$10,897.40; Moriarty Rentals, COP Rent, \$595.00; Moser, Misty, Per Diem, Conference, \$72.00; Mr. V's Professional Body, Patrol Vehicle Repairs, \$181.00; Nancy J Nelson, Crt Appt Attorney, \$2,039.10; National Sheriff's Association, 2020 National Sheriff's Association Dues, \$129.00; Newegg Business Inc, UPS Battery, Election Laptops, \$10,980.78; Northwestern Energy, Natural Gas Utilities, \$3,135.51; Office Peeps Inc, Office Supplies, \$454.12; One Office Solution, Office Supplies, \$468.67; Parmely, Ronny, Extension Brd Mileage, \$11.76; Patricia J Hartsel, Transcripts, \$587.00; Pharmchem Inc, Sweat Patch Analysis, \$28.55; Plastic Works, Install Lining in Belly Dump, \$7,450.00; Prochem Dynamics Llc, Janitorial Supplies, \$222.06; Qualified Presort Service, 2020 Assessment Notice Mailing, \$966.95; RC First Aid, Jail Medical Inmate Supplies, \$53.75; RDO Equipment Co, Hydra Oil Inventory Item, \$3,661.20; Reed T Mahlke, Crt Appt Attorney, \$2,788.50; Rick Ribstein, Crt Appt Attorney, \$1,495.15; Robby's Auto Shop, Patrol Vehicle Maint/Repair, \$56.75; Running's Supply Inc, Supplies, \$1,236.84; Sanford Health, Inmate Medical, \$69.75; Schneider Geospatial Llc, Beacon Hosting, \$2,910.00; SD Dept of Transportation, Bridges, \$10,222.63; SD Law Review, Volume 65 Subscription, \$35.00; SD Newspaper Service, Job Postings, \$170.72; SD Public Assurance Alliance, JD Loader/Bucket, \$270.93; SDAAO, 2020 Mid-Yr School Registration, \$350.00; Sioux Valley Cleaners Inc, WIC Janitorial February, \$442.00; Steven Skeels, Property Tax Refund, \$899.94; Steven Ust, Building Inspections, \$2,100.00; Terry D Wiczorek PC, Crt Appt Attorney, \$3,543.22; The Exchange, BCOAC Guns, \$1,552.00; Thomson Reuters - West, West Info Charges, \$1,093.83; Tim Hogan, Crt Appt Attorney, \$3,875.15; Town & Country Shopper, 2020 Annual Mtg Publishing, \$168.00; Two Way Solutions Inc, Jail Radios, Antennae-Patrol, \$765.83; Tyler Technologies, Tyler Tech-Doc Pro Support, \$5,600.60; US Postal Service, Postage for Hasler Machine, \$10,000.00; Vander Haag's Inc, Fuse Box, \$125.00; Ver Beek Law Prof, Llc, CAA Inv Mental Illness Hearing, \$235.25; Verizon Wireless, Wireless Service, \$40.01; Walburg, Duane, Animal Control Mileage, \$114.66; Walmart Community, Office Supplies, \$115.37; Water Works Llc, Repair, \$67.50; Wells Fargo, Wells

Fargo CC Charges, \$2,184.83; Yankton County Sheriff, Service of Process, \$100.00; March Cell Phones: Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Rusty Brandsrud, \$30.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; Jeffrey Conrad, \$30.00; Friedrich, Cliff, \$45.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Brian Gustad, \$105.00; Haider, Darin, \$60.00; Richard Haugen, \$45.00; Heidemann, Terrance, \$30.00; Hieb, Jere, \$30.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Benjamin Kleinjan, \$105.00; Larry Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Littlecott, Laura, \$45.00; McCrea, Don, \$15.00; Eric Mette, \$75.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Dan C Nelson, \$105.00; Paige Petersen, \$105.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Bryan Schreur, \$30.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Cody Sunderland, \$30.00; Sweebe, Bart, \$105.00; Witchey, Kristen, \$75.00.

Finance Officer’s Report

Finance Officer Vicki Buseth presented the Auditor’s Account with the Treasurer for January 2020 with the board.

January 2020

<i>Total amount of deposits in banks.....</i>	<i>\$28,473,360.67</i>
<i>Total amount of actual cash: Currency.....</i>	<i>\$13,196.00</i>
<i>Coins.....</i>	<i>\$5.01</i>
<i>Total amount of checks/drafts in Treasurer’s possession not exceeding 3 days....</i>	<i>\$89,598.92</i>
<i>Itemized list of all other items.....</i>	<i>(\$157,292.31)</i>
<i>TOTAL.....</i>	<i>\$28,418,868.29</i>

Department Head Reports

Highway Superintendent Brian Gustad said he attended an Annual Miner Safety and Health Administration Training. Gustad said Brookings County was granted \$1,375,000 for the Big Sioux River bridge north of Bruce. He said this award was through the Bridge Improvement Grant Program. Gustad said this bridge will be replaced in its entirety; he will keep the board informed as it moves forward.

Gustad updated the board on the bridges south on county road 77. Gustad said the deck pour took place on the south structure so the contractor will be removing false work and anything that would be prone to flooding now that temps are above freezing. He said the work will commence as soon as the river levels allow on the north structure.

Gustad said staff was able to get out and perform crack sealing maintenance on county road 9 just outside of Brookings.

Gustad said annual load limits will go in effect March 16, 2020.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held a Public Hearing for a Supplemental Budget Resolution.

Motion by Pierce, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #20-07: a supplemental budget resolution.

Chairperson Bartley opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Bartley closed the public hearing.

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

Resolution #20-07
SUPPLEMENTAL BUDGET RESOLUTION

WHEREAS, the Brookings County Board of County Commissioners did authorize the County Finance Officer to publish a notice of hearing for the consideration of a proposed supplemental budget, and

WHEREAS, the time and place for consideration of such supplemental budget was given, and

WHEREAS, the adoption of said proposed supplemental budget was duly considered by the Board of County Commissioners on the 10th day of March, 2020, at 9:00 AM in the County Commission Chambers in a regularly scheduled meeting and any objections having been made before said Board to the adoption of such supplemental budget.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners within and for the County of Brookings, State of South Dakota, that the following supplemental budget be, and the same is, hereby approved for the purposed of providing budget to conduct the indispensable functions of government.

FROM:	250-2-274-1500:	Restricted Fund Balance- ROD Relief Fund	\$12,000
TO:	250-4-163-4290:	Other Current Expenditures	\$12,000

Dated this 10th day of March, 2020.

Chairperson: Michael Bartley
Vice-Chairperson: Larry Jensen
Commissioner: Lee Ann Pierce
Commissioner: Angela Boersma
Commissioner: Ryan Krogman

SCHEDULED AGENDA ITEM

Motion by Pierce, seconded by Krogman to approve a request from Isaac Wilde, Wilde Air Service, LLC to land airplanes on county roads.

Wilde said that he didn't need to use any county roads last year, but wanted this in place if there was a need this year.

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

Department Head Reports Continued

Highway Superintendent Brian Gustad continued with his report.

Gustad reviewed the 2019 Chip Seal program with the board. He said his recommendation is to award the bid to TopKote Inc. of Yankton, for the 2020 Chip Seal project. Gustad said their bid came in at \$184,941.72 for the entire project, which consists of 40.1 miles.

Gustad said he did not bid the fog seal work because they have the equipment to perform the work themselves.

Gustad asked the board for permission to purchase a 2020 Chevrolet Silverado 2500HD from Brookings Auto Mall rather than from a vendor listed on the state bid. He said he budgeted \$45,000 for a new truck; Brookings Auto Mall bid \$34,454 and State Bid was \$33,036. Gustad said he would like to purchase the vehicle locally. By consensus, the board gave Gustad approval to purchase the truck locally.

Pierce said the Drainage Ad Hoc Committee met and said they are looking at the drainage ways. Pierce asked how they handle county culverts. Gustad said they inspect each culvert once a year.

Krogman thanked Gustad for working hard to get the county the \$1.3 million grant from the BIG Grant Program.

Sheriff Martin Stanwick said his department will be better this year at ticketing people who go around barricades and get themselves stuck.

Stanwick said there are 41 inmates in jail with one inmate being housed in Faulk County due to safety concerns because of his charges.

Stanwick said there are 154 individuals participating on the 24/7 program.

Stanwick said they will begin screening over at the courthouse on Monday, April 6th.

Register of Deeds Beverly Chapman said the new Lektriever has been installed. She encouraged the board to come and take a look at it.

County Development Director Robert Hill said an LEPC Meeting was held on February 20th. Hill said he attended the NACo Legislative Conference in Washington DC.

Hill said County Development Deputy Director Richard Haugen conducted an EM briefing with the City of White. He said 1,000 sandbags were delivered to them.

Hill said a Joint Jurisdiction Area Planning Meeting was held on March 3rd and an EM briefing was given at the Towns and Townships Meeting on March 5th.

Hill discussed upcoming dates with the board.

Hill discussed the coronavirus with the board. Hill said South Dakota will see cases of it, along with Brookings County and every small town. Hill said it's no worse than the regular flu and to not panic but to be prepared.

Hill said citizens will be receiving a letter in the mail from the U.S. Census Bureau. Hill informed citizens to use a computer, login with the 10 digit code, and answer the questions. Hill said if the letter is thrown away, you will be visited by an employee from the U.S. Census Bureau.

Be It Noted

Volunteers with the Brookings County Outdoor Adventure Center are to be listed in the minutes for work comp purposes: Thomas Delaney, Dann Finn, Jay Hotchkiss, Shari Layman, Matt Olsen, Bruce Olson, Jason Overby, Jakob Petit, Drew Stauffer, Monte VandeKop and Paul Wiese.

REGULAR BUSINESS

Motion by Pierce, seconded by Boersma to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-08: a plat of Lot 11A in Cedar Pointe Addition in

Government Lot 3 of the NW ¼ of Section 28-T109N-R50W of the 5th P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Boersma, seconded by Krogman to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-09: a plat of Lots 1A and 2A of Goodfellow Addition in the N ½ of the NE ¼ of Section 18, T111N, R51W of the 5th P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #20-10: a resolution authorizing the purchase of concrete pipe based upon the price established through the Codington County, South Dakota bid process.

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

Resolution #20-10

A RESOLUTION AUTHORIZING THE PURCHASE OF CONCRETE PIPE BASED UPON THE PRICE ESTABLISHED THROUGH CODINGTON COUNTY, SOUTH DAKOTA BID PROCESS

WHEREAS, the Brookings County Highway Department will need new Concrete Pipe in 2020; and

WHEREAS, Codington County has recently gone through a competitive bidding process for reinforced concrete culverts, concrete box culverts, precast concrete bridge deck units and bridge beams, such bidding process culminating in the bids being opened on February 11, 2020

WHEREAS, Forterra Pipe & Precast, was the lowest responsible bidder under such Codington County, South Dakota, bid process and, Forterra Pipe & Precast is willing to sell to Brookings County under the same terms and options as available to Codington County, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase supplies or services from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to contract for reinforced concrete culverts, concrete box culverts, and precast concrete bridge deck units and bridge beams, with Forterra Pipe & Precast based upon the bid price, or less, as established through the competitive bidding process of Codington County, South Dakota.

Adopted this 10th day of March, 2020

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth

Brookings County Finance Officer

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-04: a Memorandum of Understanding between the City of Brookings and Brookings County regarding the participation in the cost and authorization of construction of an interstate interchange at 20th Street South on Interstate 29.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-05: an agreement between Brookings County and Bowes Construction for the 2020 Brookings County Surfacing Project.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to award the bid for ¾ crushed gravel to low bid on all items listed from Sterzinger Construction, Elkton, SD and Nitteberg Construction, Estelline, SD.

All members voted “aye.” Motion carried.

¾” Crushed Gravel

Contractor Name	Sterzinger Construction	Nitteberg Construction	Bowes Construction
North Part/40,000 ton	\$6.60/ton	\$6.60/ton	\$5.50/ton
Location	Highway 30	Estelline	White Exit
South Part/40,000 ton	\$6.50/ton	-	-
Location	By Skyview	-	-

Motion by Pierce, seconded by Boersma to award the bid for HR class asphalt to low bid on all items listed from Bowes, Construction, Brookings, SD.

All members voted “aye.” Motion carried.

HR Class Asphalt

Contractor Name	Bowes Construction
Quartzite	\$55.00/ton

Motion by Krogman, seconded by Boersma to award the bid for natural cover aggregate to low bid on all items listed from Johnson Brothers, Madison, SD and Concrete Materials, Corson, SD.

All members voted “aye.” Motion carried.

Natural Cover Aggregate

Contractor Name	Concrete Materials	Johnson Brothers	Bowes Construction
Price Per Ton to Include Royalty	\$11.60/ton	\$11.00/ton \$19.96/ton Delivered	\$124.65
Pit Location	Corson	Rutland	-

Motion by Jensen, seconded by Krogman to award the bid for road oil to low bid on all items listed from Flint Hills Resources, LP, Marshall, MN and Jebro, Inc., Sioux City, IA.

All members voted “aye.” Motion carried.

Road Oil

Contractor Name	Flint Hills	Jebro, Inc.
Asphalt Cutback (MC-3000)	\$582.88	\$579.31
CRS2-P Emulsion	\$488.58	\$509.53
CSS1H-3:1 Emulsion	-	\$379.53

Motion by Krogman, seconded by Boersma to award the bid for asphalt patching to low bid on all items listed from Bowes Construction, Brookings, SD.

All members voted “aye.” Motion carried.

Asphalt Patching

Contractor Name	Bowes Construction
5,000 Ton Asphalt Delivered & Placed	\$124.65/ton
Bid Bond	Included

Motion by Jensen, seconded by Krogman to award the bid for equipment rentals to low bid on all items listed from Prussman Contracting, Brookings, SD, Titan Rentals, Sioux Falls, SD, Bowes Construction, Brookings, SD, and Rounds Construction, Inc., Brookings, SD.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to award the bid for the 2020 chip sealing miles of Brookings County roads to TopKote, Inc., Yankton, SD.

All members voted “aye.” Motion carried.

2020 Chip Sealing Miles of Brookings County Roads

Contractor Name/City	Road Guy Construction Yankton, SD	TopKote Inc. Yankton, SD	Bituminous Paving Inc. Ortonville, MN	Jensen Rock & Sand Inc. Mobridge, SD
Grand Total	\$185,696.00	\$184,941.72	\$228,394.96	\$186,333.44
Bid Bond %	Included	Included	Included	Included

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-06: a purchase agreement between Brookings County and Sterzinger Construction of Elkton, SD for $\frac{3}{4}$ crushed gravel.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-07: a purchase agreement between Brookings County and Nitteberg Construction of Estelline, SD for $\frac{3}{4}$ crushed gravel.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-08: a purchase Agreement between Brookings County and Bowes Construction of Brookings, SD for HR class asphalt.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-09: a purchase agreement between Brookings County and Johnson Brothers, Rutland, SD for natural cover aggregate.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-10: a purchase agreement between Brookings County and Concrete Materials, Corson, SD for natural cover aggregate.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-11: a purchase agreement between Brookings County and Flint Hills, Marshall, MN for road oil.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-12: a purchase agreement between Brookings County and Jebro, Inc., Sioux City, IA for road oil.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-13: a purchase agreement between Brookings County and Bowes Construction, Inc. of Brookings, SD for asphalt patching.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Pierce to approve Abatement #20-01: an abatement request made by Ricky and Andrea Lemke for parcel #31275-00300-003-00 in the amount of \$52.37. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Pierce, seconded by Boersma to approve Abatement #20-02: an abatement made by Blake A. Larson for parcel #31225-00000-018-00 in the amount of \$69.66.

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

Motion by Boersma, seconded by Krogman to approve Abatement #20-03: an abatement request made by Jon R. Pike for parcel #31226-00000-021-00 in the amount of \$61.26.

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

Motion by Pierce, seconded by Krogman to approve Abatement #20-04: an abatement request made by Brookings Municipal Utilities/City of Brookings for parcel #40245-00100-004-00 in the amount of \$1,413.17. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Boersma, seconded by Jensen to approve Abatement #20-06: an abatement request made by Valley Communications, Inc. for parcel #36525-00300-005-00 in the amount of \$1,107.82. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Krogman, seconded by Boersma to approve Abatement #20-07: an abatement request made by Adam H. and Stephani M. Buchholtz for parcel #31050-01400-001-00 in the amount of \$66.20. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Krogman, seconded by Boersma to approve Abatement #20-08: an abatement request made by Kari R. Stevens for parcel #31226-00000-010-00 in the amount of \$53.85.

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

Motion by Jensen, seconded by Krogman to approve Abatement #20-12: an abatement request made by S.H. Investments, LLC for parcel #36550-00100-004-00 in the amount of \$459.93. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Boersma, seconded by Pierce to approve Abatement #20-24: an abatement request made by Danny L. Skordahl for parcel #12140-10950-333-10 in the amount of \$255.61. Background information was provided by Director of Equalization Jacob Brehmer.

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

Motion by Krogman, seconded by Boersma to approve Abatement #20-25: an abatement request for a property tax exemption for parcel #32150-02800-004-00 in the amount of \$1,254.62. Background information was provided by Finance Officer Vicki Buseth.

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

Motion by Krogman, seconded by Boersma to approve Abatement #20-26: an abatement request for a property tax exemption for parcel #19980-11148-202-00 in the amount of \$517.56.

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

Motion by Krogman, seconded by Jensen to approve an Automatic Supplement in the Sheriff’s Office for reimbursement from the Courthouse Security Grant to G 101-4-212-4268, receipt #00496344, in the amount of \$2,960.93.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for temporary election workers in the Finance Office.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for an HR Specialist in the Commission Department.

All members voted “aye.” Motion carried.

SCHEDULED AGENDA ITEM

Motion by Krogman, seconded by Boersma to enter into Executive Session at 10:00 a.m., in accordance with SDCL 1-25-2(1), personnel. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Boersma to come out of Executive Session at 11:24 a.m. All members voted “aye.” Motion carried.

Commissioner Krogman left the meeting at 11:24 a.m.

REGULAR BUSINESS

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

Steffensen said Equalization Boards are scheduled for Tuesday, April 14th at 8:30 a.m.

Steffensen said the City of Volga would like direction from the Commission on the proposed Samara Avenue project. Pierce asked Steffensen to reach out to the City of Volga and Banner Associates and schedule them for a future commission meeting so they can hear what Volga is proposing.

Steffensen discussed the Coronavirus with the board. Steffensen said many organizations are making plans in the event that the virus hits the area. She said a county policy is in place for inclement weather, but asked what it would look like for a pandemic. She asked if it would be administrative leave or if employees would have to use sick leave or vacation. Pierce asked Steffensen to reach out to the department heads and see what that would look like for each of their offices to be closed.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson said JDAI has approached county and local stakeholders and proposed a grant funded position that would allow the States Attorney’s office to defer juveniles to a program that would be run through the Boys & Girls Club. He said this would be for higher level offenses. Nelson said it’s a three year agreement at a cost of \$60,000 per year. Pierce said the county commission will see this agreement on a future agenda.

Pierce asked Nelson if it would be possible for someone in his office to create a checklist for townships to follow when holding township meetings.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended and discussed the Public Affairs Meeting.

Commissioner Boersma deferred her report until the next regular scheduled meeting.

Commissioner Jensen reviewed candidates for the BCOAC Director position; attended a BCOAC Advisory Board Meeting; attended the Conservation District Board Meeting; attended the Weed & Pest Meeting; attended the County Annual Weed & Pest Board Meeting in conjunction to the Towns & Townships Meeting; and reviewed additional candidates for the BCOAC Director position.

Commissioner Bartley deferred his report until the next regular scheduled meeting.

ADJOURNMENT

Motion by Jensen, seconded by Boersma to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, March 24, 2020 at 8:30 a.m.

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Jenna Byrd
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Brookings County

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