

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, MAY 5, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 5, 2020 with the following members present: Michael Bartley, Larry Jensen, Angela Boersma and Ryan Krogman. Lee Ann Pierce was present via telephone.

CALL TO ORDER

Chairperson Bartley 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 Boersma to approve the agenda for the May 5, 2020 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Boersma, seconded by Jensen 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 April 14, 2020 Equalization Board Meeting and the minutes from the April 21, 2020 Commission Meeting.

Travel Requests: Robert Hill to attend the American Planners Association Conference digitally on April 29th-May 1st in Brookings; Manual Langstraat to attend a Taser Instructor Re-Certification class on June 15th in Huron.

Personnel Action Notices: voluntary resignation- Donald (DJ) Reker, effective April 24, 2020; position change- Full-time Finance Assistant II Kimberly Laabs to \$18.34, effective April 27, 2020; new hire- Temporary Seasonal Laborer Colin Walth at \$15.87, effective April 28, 2020.

Cellular Authorizations: Kristen Witchev- Data Plan at \$45/month; Jennifer Beller- Basic Usage at \$30/month and Data Plan at \$45/month; Dennis Carmichael- Basic Usage at \$30/month.

Human Services Report: case #20-023 for rent was approved.

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, \$372.72; Ag-News, Publishing, \$99.00; Alex Luke, Scissorlift Rental, \$95.85; Allegra Print & Imaging, Record Books, \$168.10; Allegra Print & Imaging, Murfield/Chester Bus Cards, \$160.33; Alphamedia Usa LLC, Blitz Package, \$420.00; Amp Electric Construction, Front Lobby Cam/Intercom, \$283.52; Ap 5/05/2020, Steel Toe Boots, \$202.34; Aragon, Martha A, Translation, \$37.50; Atco International, Shop Supplies, \$190.30; Aurora Auto Body & Glass I, Patrol Veh Repairs 6a33, \$1,168.20; Boarman Kroos Vogel Group, Det Center Exp, \$76,143.30; Bob Barker Company, Misc Jail Supplies, \$4,610.55; Brookings County Finance, Advance Tax, \$997.51; Brookings Register, 12 Month Sub, \$188.00; Brookings Utilities, BCOAC Irrigation, \$1,574.30; Century Business Products, Copier Contract, \$120.42; Century Link, April 15 Invoice1490020044, \$144.95; City of Brookings, Summer Rec/Park Brochures Adv/Building Utilities, \$13,236.28; Civil Air Patrol Magazine, 12 Month Renewal, \$145.00; Donald Mccarty, Crt Appt Atty, \$2,128.20; Ecolab Pest Elimination, Pest Control, \$87.87; Emergency Service Marketing, Year 1 of 3 Agreement, \$3,758.00; Empire Investments LLC, Tax Certificates, \$1,617.81; Empire Investments LLC, Tax Certificates, \$47,737.70; Empire Investments LLC, Tax Certificates, \$990.04; Empire Investments LLC, Tax Certificates, \$619.94; Empire Investments LLC, Tax Certificates, \$2,074.24; Empire Investments LLC, Tax Certificates, \$2,593.17; ESEind, Inc, Bruce Camera, \$163.20; Executive Mgmt Finance Off, Bit Technology Fees, \$55.00; Foerster Distributing, Janitorial Supplies, \$24.00; Gass Law, Pc, Crt Appt Atty, \$746.90; Gopher Sign Company, Inventory Posts, \$1,337.70; Grainger, Outside Shop Dispensers, \$905.00; Hometown Service & Tire, L, 2016 Ford Maint., \$615.68; Hy-Vee Food Store, Zoning Mtg Refreshments/Inmate Meals/MSHA, \$17,532.91; Interstate Telecom. Coop, Phones,Domain,Advertising, \$370.81; Jackrabbit Sports Properti, Sponsorship, \$1,000.00; Jennifer Goldammer, Crt Appt Atty, \$17,880.10; Jordyn Bangasser, Crt App Attorney, \$489.85; Keltek, Patrol Vehic Equip, \$40.07; Kennedy Pier Knoff Loftus, Caa Inv Mi Hearing, \$384.30; Kibble Equipment LLC, Parts, \$197.14; Kimball Midwest, 7890038 Shop, \$683.25; L&L Auto & Truck Parts, Patrol Vehicle Parts, \$175.00; Locators & Supplies, Safety Shirts, \$256.96; Lowe's, Lowe's, \$353.73; Lyle Signs Inc, Firemarkers, \$62.05; M&T Fire & Safety Inc, Patrol Car Speaker, \$260.00; Mckeever's Vending, Inmate Commisary, \$275.92; Mcleod's Printing & Office, Feebook #38, \$754.56; Medary Village, Rent, \$490.00; Minnehaha County Auditor, MI Cost Reimbursement, \$72.86; Northwestern Energy, Natural Gas Usage, \$666.39; Office Peeps Inc, Ink Cartrdgs, Moistener, Label, \$1,189.65; One Office Solution, Office/Jail Paper/Supplies, \$2.94; Otis Elevator Company, Service 1/1/20-12/31/20, \$6,695.24; Outlaw Graphics, Security Signs/Patrol Graphics, \$210.00; Prochem Dynamics LLC, Jail Cleaning Supplies, \$1,696.05; Razors Edge Grounds Keepin, Ice Melt/Sand, Landscape Maint, \$350.00; Rfd Newspapers Inc, Publications, \$3,138.92; Rick Ribstein, Crt Appt Atty, \$3,729.10; Running's Supply Inc, Running's Supply Inc Invoices, \$713.39; Safe-N-Secure, Monitor Replacement/Intercom/Camera-1921 Prkg Lot, \$3,573.79; Sanford Health, Sanford Health-Autopsy, \$2,730.00; Sanford Laboratories, Sanford Laboratories, \$1,743.00; SDSU Extension Service, Temp Summer Assistants, \$14,500.00; Shi International Corp, Office 365, \$9,480.00; Sioux Valley Cleaners Inc, Wic Janitorial, \$460.00; Southpaw Defense, Enhanced Concealed Carry Contr, \$360.00; Teree A Nesvold, Crt Appt Atty, \$8,980.85; Terry D Wiczorek Pc, Crt Appt Atty, \$1,480.67; The Road Guy Const. Co. In, Kenworth T-800, \$47,000.00; Thomson Reuters, West 3/1/20-3/31/20, \$1,056.92; Tim Hogan, Crt Appt Atty, \$1,767.65; Titan Machinery, Gas Strut 0675, \$60.23; Town & Country Shopper, Ad, \$65.00; Two Way Solutions Inc, Handheld Radio Batteries, \$194.97; Uline, Nitrile Gloves, \$37.17; Ups Store, Invoice 10066, \$9.99; Valley Motorsports, Atv's Brake Pads, \$227.70; Verizon Wireless, Verizon Inv:9852050850, \$40.01; Walmart Community, Supplies, \$46.11; Wells Fargo, Wells Fargo, \$1,591.37.

May Cell Phone Reimbursements: Thomas Chester, \$30.00; 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; Huber, Dustin, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Benjamin Kleinjan, \$105.00; Larry Klingbale, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; 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; Tara Rodriguez, \$30.00; 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, \$45.00.

Department Head Reports

Highway Superintendent Brian Gustad said he spoke with Prahm Construction regarding the bridges south on Highway 77. He said they continue to work on them.

Finance Officer Vicki Buseth said they collected over \$20 million in property taxes. She also said they transferred over 1,000 vehicles into South Dakota. Buseth said absentee voting has also been busy.

Buseth said they received \$900,624.32 in wind tower money. She said the townships receive 15%, the county receives 35%, and the schools get 50% of the wind tower money.

Bartley thanked Buseth and the staff for their hard work during this pandemic.

County Development Director Robert Hill said he received project notification for the 20th Street Overpass project. Hill said he and his staff attended an American Planning Association National Conference digitally.

Hill said there is a County Planning & Zoning Meeting tonight.

Hill discussed upcoming dates with the board.

Pierce asked Hill about what's going on with the census. Hill said as the communities start opening up the census will resume. Pierce said it might be helpful to put something on social media about how people can complete the census questions.

BCOAC Director Dustin Huber introduced himself to the board. Huber said they've been busy cleaning and organizing the facility. Huber said he would like to revisit the generator at some point to ensure everyone is on the same page.

Huber said he is getting in touch with all of the service providers to introduce himself.

Huber thanked his part-time staff for all of their hard work.

Register of Deeds Bev Chapman presented the FY2019 Annual Report. Pierce said she works with a lot of Registers of Deeds offices and commended Chapman on the quality of work she and her staff provide to the citizens of Brookings County.

Weed & Pest Supervisor Misty Moser said they will begin spraying once the weather gets nice again.

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-19: a resolution closing the Vote Center Site in Arlington, South Dakota for the June 2, 2020 Primary Election. Senior Finance Assistant Jenna Byrd said she was unsuccessful in finding enough election workers to run the polling location in Arlington.

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

RESOLUTION #20-19

A RESOLUTION CLOSING THE VOTE CENTER SITE IN ARLINGTON, SD FOR THE JUNE 2, 2020 PRIMARY ELECTION

WHEREAS, the Trinity Lutheran Church located in Arlington, SD is currently a Vote Center for Brookings County;

WHEREAS, the Brookings County Board of County Commissioners is required by SDCL 12-14-1 to establish the polling places for countywide elections;

WHEREAS, due to the COVID-19 pandemic, there are not enough election workers available to use that facility as a Vote Center site during the June 2, 2020 Primary Election.

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Vote Center location in Arlington, SD be closed for the June 2, 2020 Primary Election only.

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
County Finance Officer

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-20: a resolution authorizing the purchase of a 2021 Mack Truck based upon the price established through the Spink County, South Dakota bid process. Background information was provided by Highway Superintendent Brian Gustad.

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

RESOLUTION #20-20

A RESOLUTION AUTHORIZING THE PURCHASE OF 2021 MACK TRUCK BASED UPON THE PRICE ESTABLISHED THROUGH SPINK COUNTY, SOUTH DAKOTA BID PROCESS

WHEREAS, the Brookings County Highway Department will need new 2021 Mack Truck; and

WHEREAS, Spink County has recently gone through a competitive bidding process for 2021 Mack Truck, such bidding process culminating in the bids being opened on October 1, 2019

WHEREAS, TranSource Truck & Equipment, was the lowest responsible bidder under such Spink County, South Dakota, bid process and, TranSource Truck & Equipment is willing to sell to Brookings County

under the same terms and options as available to Spink 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 2021 Mack Truck, with TranSource Truck & Equipment based upon the bid price, or less, as established through the competitive bidding process of Spink County, South Dakota.

Passed this 5th day of May, 2020

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-18: an agreement to provide for the striping and continuing maintenance of county roads within Brookings County.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-19: a State of South Dakota Department of Transportation Joint Powers Agreement for Weed Spraying Services by County. Background information was provided by Weed & Pest Supervisor Misty Moser.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-20: a State of South Dakota Department of Health Division of Family and Community Health Sub-Recipient Agreement.

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

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held a public hearing on Resolution #20-18: a supplemental budget resolution.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-18: 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: Jensen “aye,” Pierce “aye,” Boersma “aye,” Krogman “aye,” Bartley “aye.”
Motion carried.

RESOLUTION #20-18
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 5th day of May, 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 purpose of providing budget to conduct the indispensable functions of government.

FROM:	301-2-274-1300:	Restricted Fund Balance	\$91,894.64
TO:	301-4-161-4296:	Administrative Building	\$91,894.64

Dated this 16th day of April, 2020

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

REGULAR BUSINESS

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-21: an application for occupancy of right-of-way of county highways made by Big Sioux Community Water System in Trenton Township.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-22: an application of right-of-way of county highways made by Interstate Telecommunications Coop (ITC) in Richland and Lake Hendricks Townships. Background information was provided by Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to declare a 2000 Sterling Truck as surplus to be sold. Background information was provided by Highway Superintendent Brian Gustad.

Gustad said he would like to bring his equipment to surplus and sell at a live farm auction. Krogman asked if there would be an increase cost to the County doing it this way. Pierce said there is a lot of time between now and then, and they could try and sell it on the online auction. Jensen

asked that taxpayers in Brookings County know about the live auction and have an opportunity to bid. Pierce asked Byrd if there is a fee the county has to pay to use the online surplus auction.

Krogman said he likes Pierce's idea; try to sell the truck on the online auction at a price the highway department wants and if it doesn't sell then go a different route.

All members voted "aye." Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:05 a.m., the board held a public hearing on an application for a liquor license made by SVK Properties.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign an application for a liquor license made by SVK Properties.

Chairperson Bartley opened the public hearing and called for proponents.

SVK Properties owner Todd Voss said he was there for any questions that the board might have for him.

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

Commissioner Pierce asked if the business will have regular operating hours. Voss said the facility will be a place for reunions, receptions and other gatherings so the hours will be limited. Commissioner Krogman said they have stings regularly for underages, and if there is a violation license holders have to come back in front of the board and have a public hearing for the license.

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

SCHEDULED AGENDA ITEM

Motion by Boersma, seconded by Krogman to approve the closure of a portion of 6th Avenue for the Brookings Farmers' Market.

Market Manager Louise Snodgrass was present for any questions that the board might have. She said they do have a strict safety mitigation policy set in place to keep everyone safe.

Boersma asked if any efforts have been made to minimize cash handling practices. Snodgrass said they do have a plan in place if people want to pay in cash.

Bartley thanked Snodgrass for doing her homework on how to keep everyone safe at the Market.

All members voted "aye." Motion carried.

REGULAR BUSINESS

The board discussed reopening county facilities to the public.

Motion by Boersma, seconded by Jensen to reopen county facilities. Bartley said they've had conversations with the City of Brookings on how to go about opening the facility to the public. He said conversations were had about opening the City/County building on May 18th.

Commission Department Director Stacy Steffensen said they met with all of the department heads and each individual department will be coming up with their own internal policy. She said everyone was comfortable with opening the facility back up on Monday, May 18th having safety measures in place.

Pierce asked if it would be appropriate to take action that sets May 18th as the date to reopen subject to the city agreeing to that date. Krogman agreed and said the employees need to be given a heads up on when the facility will be open so they can make needed arrangements.

Krogman said the BCOAC will be doing a soft opening that will allow members only to start coming in May 6th and open the rest of the building to the public on May 18th.

Motion by Bartley, seconded by Krogman to amend the main motion to open the BCOAC to members only on May 6th and open county offices and allow the public to go to the BCOAC on Monday, May 18th. All members voted “aye.” Amendment carried. On the main motion as amended all members voted “aye.” Main motion as amended carried.

Commission Department Director Stacy Steffensen said budget hearings will be scheduled for Thursday, June 18th. Steffensen said the Chamber is doing a virtual Post-Legislative Luncheon on May 12th and asked if the board wanted to participate in that.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report. Commissioner Pierce asked if Nelson would report on the JDAI Meeting. Nelson said there hasn't been much movement.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Jensen attended the Extension Board Meeting and attended a BCOAC Advisory Board Meeting.

Commissioner Krogman attended a BCOAC Advisory Board Meeting; attended a BATA Meeting; attended a Brookings Health Board Meeting; and attended BCOAC Meeting.

Commissioner Boersma discussed the Medary Monument; and attended an ICAP Caucus Meeting;

Commissioner Pierce attended the BEDC Meeting; attended a JDAI Meeting; and watched an online presentation on the 20th Street Overpass project.

Commissioner Bartley attended the daily Governor's briefings; attended a Local COVID-19 Committee Meeting; and attended the Department Head Meeting.

ADJOURNMENT

Motion by Boersma, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, May 19, 2020 at 8:30 a.m.

It is the policy of Brookings County not to discriminate against the Handicapped of Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Senior Finance Assistant
Brookings County

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