

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, AUGUST 4, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 4, 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 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Krogman, seconded by Jensen to approve the agenda for the August 4, 2020 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-25-2(4), contract negotiations was added to the Executive Session.

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 July 21, 2020 Commission Meeting.

Travel Requests: Reid Squires to attend an Ag Land Adjustments Workshop on July 30th in Aberdeen.

Personnel Action Notices: voluntary resignation- Mitchell Lang, effective July 21, 2020; position change to full-time Highway Equipment Operator, Jay Wulf at \$18.34, effective August 3, 2020; annual review - Melissa Walsh to \$19.59, effective August 1, 2020.

Human Services Report: case #20-064 for rent/lodging was approved; case #065 for rent was approved; case #20-070 for a funeral 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, \$481.46; AAA Collections, Collections, \$3,524.46; Andrew Erickson, Boot Reimbursement, \$100.00; Anthony Teesdale, Court Appointed Attorney, \$941.30; Aragon, Antonio, Translation, \$87.50; At&T Mobility, Nighthawk Mifi Mobile, Mobile Services,

\$440.44; Avera Medical Grou, Inmate Medical, \$979.26; Avera Occupational, TPA Services, \$60.55; Avera Patient Finance, Inmate Medical, \$40.00; Ban-Koe Systems In, Safe N Secure Monitoring, \$771.00; Blue Earth County, Service Of Civil Papers, \$65.00; Bowes Construction, Overlay Project, \$1,189,729.88; BPRO Inc, Epollbook Support, \$4,800.00; Brookings County Finance, Delinquent Taxes, \$799.63; Brookings Health System, Inmate Medical, \$7,988.83; Brookings Powerspo, Utv Repairs, \$130.95; Bryan Schreur, Boot Reimbursement, \$100.00; Buhls Of Brookings, Rug Cleaning, \$23.70; Bunker Auto Inc, Snowmobile Recovery, \$1,196.46; Catie Kleindl, Honorarium-Virtual Contest Jud, \$100.00; Century Link, Inv 130904818, \$159.42; Christy Nicolaisen, Collection, \$1,444.49; Concrete Materials, Pea Rock, \$13848.34; Darcy Lockwood, Inv MI Hearing, \$21.00; Dave's Collision R, Paint Hood, \$1,275.00; Den-Wil Inc, Community Health Rent, \$960.00; Department Of Moto, Kenworth Trailer Fees, \$21.20; Econo Lodge Inn &, 5 Nights Of Lodging, \$218.55; Einspahr Auto Plaz, Patrol Vehicle Maint, \$134.63; Election Systems &, Maintenance And License, Coding & Layout Charge Ballot, \$7,958.49; Executive Mgmt Fin, Technology Access Fee, \$56.25; First District Ass, 4th Qtr Pymt, \$11,376.34; Fite, Pierce & Ron, Court Appointed Attorney, \$3,074.20; Foerster Distribut, Janitorial Jail Supplies, Items For Courthouse, \$503.95; Gina Vanderwal, Honorarium-Fashion Revue Judge, \$50.00; Hill, Robert, Reimbursements, \$137.73; Hillyard/Sioux Fal, Janitorial Items For Bcoac, \$454.49; Hy-Vee Food Store, Inmate Meals, Refreshments- Zoning Meeting, \$18,980.28; Intoximeters Inc, Jail Pbt Test Tubes, \$205.25; Jennifer Goldammer, Court Appointed Attorney, \$811.20; Kara Zaug, Honorarium-Virtual Contest Jud, \$100.00; Karly Schaubman, Honorarium-Fashion Revue Judge, \$50.00; Katterhagen, Mark, Inv MI Hearing, \$21.00; KCH Law, Inv MI Hearing K.H., \$196.50; Kennedy Pier Knoff, Inv MI Hearing J.K., \$97.00; Lewis & Clark Behavior, BMI Intake, \$356.00; Lewno, Lucy, Inv MI Hearing, \$277.25; Marie Robbins, Honorarium-Fashion Revue Judge, \$50.00; Mcgrath North Mull, Prof Services Through 6/30/20, \$62.00; Mckeever's Vending, Inmate Commissary, \$412.68; Michaels Fence, Gate Repair, \$414.28; Michelle Vanderwal, Honorarium-Photography Judge, \$55.88; Mid States Audio I, Courtroom Microphone, \$242.25; Minnehaha County A, Inv Mi Reimbursement, \$245.26; Minnehaha County J, JDC Costs, \$473.80; Nancy J Nelson, Court Appointed Attorney, \$1,838.15; National Test Syst, Ua Test Kits, \$2,600.84; Newegg Business In, Multiple Invoices, \$1,810.43; Office Of Child & Family Services, Community Health Nurse, \$2,671.05; Office Peeps Inc, Paper, Envelopes, Printer Repair, Ink Cartridges, Hanging Folders, \$877.27; Olson Apts, Rent, \$480.00; One Office Solutio, Office & Jail Supplies, \$429.98; Outlaw Graphics, Detention Center Sign, \$256.00; Pam Raeder, Honorarium-Virtual Contest Jud, \$100.00; Pictometry Interna, 2nd Pymt 2019 Flyover, \$38,589.00; Prochem Dynamics LLC, Jail Cleaning Supplies, \$64.90; Prussman Contracting, Culvert Work, \$1,234.20; Reed T Mahlke, Court Appointed Attorney, \$1,328.90; Reliance Telephone, Phone Card Transactions, \$2,000.00; Richard-Ewing Equi, Jail/Dryer Repair, \$536.90; Rick Ribstein, Court Appointed Attorney, \$167.10; Rude's Funeral Hom, County Burial, \$3,000.00; Sadie Vanderwal, Honorarium-Fashion Revue Judge, \$50.00; Safe-N-Secure, Programming Fire Alarms, \$268.07; Sanford Health, Autopsy's, \$7,323.96; Sanford Laboratori, Sanford Lab Bill, \$303.00; SD Dept Of Rev, Monthly MV/Birth & Death Fees/Human Services Center/Blood Tests, \$658039.94; SD Dept Of Transpo, 471st St, \$158247.83; SD State Treasurer, Cell Phones/Wit/Jury/Supplies, \$690.80; SDEMA, Membership Dues, \$90.00; Steven Ust, Inspections, \$1,300.00; Sundem, Deb, Honorarium-Virtual Contest Jud, \$100.00; Teree A Nesvold, Court Appointed Attorney, \$5,793.60; Thomson Reuters -, Codified Law Books, 2020 Law Update, Inv 842705836, \$677.24; Tim Hogan, Court Appointed Attorney, \$2,862.75; Two Way Solutions, Deputy Radios/Patrol Vehicles, Deputy/Jail Batteries, \$217.49; Van Diest Supply C, 4-D Amine, \$2,150.00; Vandenberg Law, Court Appointed Attorney, \$1,624.75; Verizon Wireless, Deputy Tablet, Phone Bill, \$236.25; Walburg, Duane, Animal Control Mileage, \$128.10; Water Works LLC, Salt Bags, \$99.80; Wells Fargo, July Bill, \$1900.08; Cell

Phone Reimbursements: Thomas Chester, \$30.00; Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey, \$75.00; Jennifer Beller, \$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 Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; 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; Ap, \$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; Dennis Carmichael, \$30.00.

Department Head Reports

Highway Superintendent Brian Gustad updated the board on the structures south on Highway 77. Gustad said the Department of Transportation is doing an epoxy deck seal project on County Roads 46 and 26.

Gustad said the 2020 chip seal commenced on Wednesday, July 29th. He said they've received several rock chip complaints. Gustad said the contractor is doing everything they can to eliminate loose gravel.

Gustad said they submitted three Big Grant applications for Preliminary Engineering to the SDDOT and those will be considered by the end of August.

Gustad said the 2020 asphalt surfacing project is finished.

Gustad discussed quotes he received for a side dump trailer. He asked the board for permission to order a new one. By consensus, the board gave Gustad approval to go ahead and purchase a side dump trailer.

Pierce asked Gustad if there have been more complaints of rock chips than prior years. Gustad said they are to broom it off within 24 hours of laying it down. He said they are trying to limit the amount of rock being put down on the roads.

Sheriff Martin Stanwick said they're struggling with isolation due to COVID-19 but staff has been handling it well. Stanwick said they had a busy weekend with injury accidents and Aurora Gala Days.

Stanwick discussed pre-trial inmate costs with the board. Stanwick said his issue is with pre-trial holds and wants to know what they can do to speed the process up. Currently, Stanwick said the county has spent \$160,277 on four inmates who have each been in jail for over a year.

Stanwick said security over at the courthouse has been going well.

Pierce said she is always concerned about pre-trial detention. She said she realizes there is little control other than being vocal about it. She said she's hoping States Attorney Dan Nelson is arguing in front of the court to move cases along.

States Attorney Dan Nelson said he can assure everyone that he is doing everything he can to move these cases along; he can only move as fast as the defense attorneys and the court. Nelson said he is working as hard as he can to move these people through the system by doing it in a way where they are holding them accountable.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., City Engineer Jackie Lanning updated the board on the 20th Street South BUILD project.

Lanning said the consultants are working on the preferred alignment design. Looking west on 20th Street South, Lanning said they are proposing 3- 12' lanes wide with curb and gutter on both sides of the road, and 8' of shared-use path. She said there would be a center turn lane. Looking east on 20th Street South, Lanning said the SDDOT is proposing 2-12' lanes with 2- 8' shoulders without a center turn lane. She said there would be curb and gutter all the way to 34th Avenue.

Lanning said the SDDOT staff is designing the pavement thicknesses for the 20th Street South BUILD Project. Lanning said for the ramps and the bridge over the interstate, the SDDOT is looking at 8" of concrete pavement on 5" of gravel base course. She said they have requested that the County and the City select the type of pavement they prefer for their respective segments. Lanning said the SDDOT is recommending concrete pavement for the segment of 20th Street South approximately 660' west of the southbound ramps to 660' east of the northbound ramps.

Jensen asked if the City has made a decision on what they will be using for their section. Lanning said they are looking at concrete. Bartley asked Highway Superintendent Brian Gustad for comments. Gustad said he is not comfortable making a decision until he sees the cost. He said both types of pavement have benefits.

Pierce asked what the longevity is for both concrete and asphalt. Lanning said concrete can go 40 years and asphalt roads can go a lot longer than that because you can chip-seal and mill and overlay. Lanning said both are good pavements. Pierce asked Gustad if the costs are pretty similar, what he would recommend: concrete or asphalt. Gustad said asphalt because he can maintain it. Gustad said concrete maintenance would need to be contracted out because they don't have the equipment or knowledge to do it. Gustad said there's potential growth to the east of the interstate; he asked Lanning if they would ever annex that area of 34th Avenue into the city.

Boersma said the 2040 Comprehensive Plan for the City of Brookings includes the gravel pit area, east of 34th Avenue, as low density residential. She said there's potential growth right there. Pierce asked if the county went with concrete, would there be potential for the city, county and state to bid out the maintenance work. Lanning said she thinks that would work because you could get a better price.

Motion by Krogman, seconded by Jensen to approve 8" of concrete pavement on 5" of gravel base course. Krogman said looking into the future, if city limits were to expand it makes more sense to keep it consistent with what the city is doing. Bartley said he too likes consistency on both sides of the interstate.

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

Department Head Reports Continued

Finance Officer Vicki Buseth said the office continues to stay very busy. She said they are preparing for the November Election and the county surplus sale.

Bartley asked if the state will be mailing everyone an absentee ballot application. Senior Finance Assistant Jenna Byrd said no, they already mailed every registered voter an absentee ballot application at the June Primary, which allowed voters to request a ballot for the General Election as well. Jensen asked if all of the vote centers will be open for the General Election. Byrd said she anticipates it looking very similar to the Primary Election. She said there will be a vote center in

the City of Aurora, City of Elkton, City of White, City of Bruce, City of Volga and three in the City of Brookings.

Pierce asked Byrd when absentee voting begins. Byrd said Friday, September 18th. Pierce asked when the deadline is for voter registration. Byrd said the deadline to register is Monday, October 19th.

County Development Director Robert Hill updated the board on the census. Hill said he attended a USDOT GPAC Meeting online and attended the City/County Safety Week picnic at the BCOAC.

Hill said Kent Johnson from Banners Associates said that he has been contacted by a concerned landowner about the study that's going on in Medary Township. Hill said their survey crew finished the survey of the property and one of the next steps is to visit with NRCS's local hydrology/hydraulics expert in Huron to analyze wetland easement impacts.

Hill discussed upcoming dates with the board.

BCOAC Director Dustin Huber updated the board on attendance at the facility, as well as activities that have been going on.

Huber said there have been tractors and trailers parking in the lot so signs will be ordered letting people know they cannot park overnight.

Weed & Pest Supervisor Misty Moser said they've finished spraying the first run. She said they are now working on spraying cattails.

REGULAR BUSINESS

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-41: an Easement for Use of County Road Right-of-Way made by Golden Dakota Farms, LLC in Parnell Township.

Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-42: an Easement for Use of County Road Right-of-Way made by Golden Dakota Farms, LLC in Elkton Township.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Boersma, to approve and authorize Chairperson Bartley to sign Agreement #20-43: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Oslo Township.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Pierce to declare 5-HP Printers (CNDF381375, VNB3C35370, CNB9J19677, JPB971629), Laser Jet 400 Printer (CNDF381375), 34- Dell Desktop (DK40P22, DK51P22, DK8TN22, BNS0CP1, 2N3LXV1, 3492XV1, 3PMLHK1, B9353F1, J1DHW52, 5V7MQ02, 48HPTV1, 4HHT6V1, 48KPTV1, 1VNQ432, 48JQTV1, B454332, 4FZWVH1, 5CG5LS1, F5RFCX1, F5QJCX1, 4DG7691, 7P8HQ02, HR5LDG1, DLR4DC1, F5RGCX1, 92JQL02, F5RHGX1, F5QHGX1, 6XGHN1, 71Q79Z1, 48HQTV1, JGTRH02, 16D7LS1), Lenovo (MG00EMPY), 14- Monitors, 4- Dell Laptops (D9BMHP1, 76CFGV1, 6WJK3L1, 6WJK3L1, 3DKZCF1), GW Laptop (0036481787), 3- Dell Servers (3L4X4V1, GG5DBG1, C916R91), Partially Disassembled HP Printer (M452), 1 box of wires/cables, 2 boxes of keyboards, 1 box old touch panels and receivers, various ink/toner cartridges, IBM Personal Wheelwriter Typewriter 6781, pub table, 5- fronts of lockers, HP Laser Jet 4100 Printer (USBNG41433) as surplus property to be destroyed; 3- wooden chairs, 2011 Chevy Tahoe (1GNSK2E05BR256423- ASSET #11-015), 2012 Chevy Impala (2G1WD5E3XC1241337- ASSET #12-009), 2006 Dodge Durango (1D4HB38N66F158771- ASSET #79190) as surplus property to be sold online; a Hoover Techtronic Floorcare Vacuum- #UH72011 as surplus property to be transferred from the Brookings County Extension to Community Health.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen asked the board when they would like to tour the county's roads and bridges. The board decided on Tuesday, September 29th.

Steffensen said the SDACC Fall Convention is scheduled for September 13th-15th.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Jensen attended the Safety Picnic; attended the BCOAC Advisory Board Meeting; attended an Intergovernmental Meeting; and attended a 20th Street Overpass Meeting.

Commissioner Krogman attended a BATA Meeting via Zoom; attended the BCOAC Advisory Board Meeting; attended a Quarterly Strategic Planning Meeting.

Commissioner Boersma met with Commission Department Director Stacy Steffensen and Dallas Willman from Architecture Incorporated to look at upgrades for the Finance Office; attended the Safety Picnic; and attended a Domestic Abuse Shelter Meeting.

Commissioner Pierce attended a BEDC Meeting; attended the Joint Powers Board Meeting; and attended the Safety Picnic.

Commissioner Bartley attended the Safety Picnic; participated in several COVID-19 calls; and attended the Aurora Gala Days.

EXECUTIVE SESSION

Motion by Pierce, seconded by Krogman to enter into Executive Session at 10:22 a.m., in accordance with SDCL 1-25-2(4), contract negotiations. All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to come out of Executive Session at 11:18 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Jensen to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, August 18, 2020 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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