

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, December 31, 2013**

The Brookings County Board of County Commissioners met in regular session on Tuesday, December 31, 2013 with the following members present: Stephne Miller, Donald Larson, Dennis Falken, Tom Yseth and Ryan Krogman by telephone.

## **CALL TO ORDER**

Chairperson Miller called the meeting to order.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

## **APPROVAL OF AGENDA**

The agenda for the December 31, 2013 Commission Meeting was approved without objection from the board.

## **CONSENT AGENDA**

The consent agenda was approved without objection from the board.

The consent agenda consisted of the minutes from the December 10, 2013 and December 19, 2013 Commission Meetings.

Personnel Action Notices: Jordon Hansen-voluntary resignation effective December 24, 2013; Larry Klingbile-satisfactory performance review, at top of wage scale; Marty Stanwick-satisfactory performance review, at top of wage scale; Clyde Calhoon-satisfactory performance review, at top of wage scale; Richard Birk-annual performance based increase to \$63,348 effective January 1, 2014; Beverly Chapman-annual performance based increase to \$61,724 effective January 1, 2014; Stephanie Ellwein-annual performance based increase to \$77,636 effective January 1, 2014; Vicki Buseth-annual performance based increase to \$70,460 effective January 1, 2014; Michael Holzhauser-annual performance based increase to \$61,698 effective January 1, 2014; Robert Hill-annual performance based increase to \$63,908 effective January 1, 2014; Joyce Dragseth-annual performance based increase to \$67,132 effective January 1, 2014; Gary Egeberg-annual performance based increase to \$46,254 effective January 1, 2014; Belinda Kruse-routine step increase and market adjustment to \$16.59 effective January 1, 2014; Shawn Hostler-routine step increase and market adjustment to \$25.16 effective January 1, 2014; Tammy Hanson-routine step increase and market adjustment to \$20.30 effective January 1, 2014; Jean Stuebner-routine step increase and market adjustment to \$18.51 effective January 1, 2014; Jacqueline Anderson-routine step increase to \$16.10 effective September 1, 2013.

Travel/Education Requests: Katie Krogman to travel to Sioux Falls on January 14<sup>th</sup>, 2014 to attend an Alice Dendinger presentation; Department Heads to travel to Pierre to attend legislative meetings, hearings the committee meetings during the 2014 legislative session; Richard Birk to travel to Baton Rouge, LA, April 13-17, 2014 to attend the NACE National Convention; Richard Birk to travel to Deadwood, SD, January 9-10, 2014 to attend the Dakota Asphalt Pavement Association's 18<sup>th</sup> Annual Meeting; Michael Holzhauser to travel to Sioux Falls to the VA Medical Center to get a PIV card on December 30<sup>th</sup>, 2013.

Welfare Matters: case #12-210 for Avera Heart Hospital was approved; case #13-144 for Avera McKennan Hospital was approved; case #13-180 for Brookings Utilities was approved; case #13-181 for Brookings Utilities was approved; case #13-190 for Avera McKennan Hospital was denied; case #13-192 for rent was approved; case #13-191 for Avera McKennan was denied.

## ROUTINE BUSINESS

Motion by Falken, seconded by Yseth to approve the following claims. Roll call vote: Yseth "aye," Krogman "aye," Falken "aye," Larson "aye," Miller "aye." Motion carried.

Paid 12/30/13: Qualified Presort, Postage for Tax Notices, \$6,000.00.

Paid 12/31/13: A&B Business, Inc., Copier Maint, \$39.98, Copier Maint, \$66.30, Copier Maint, \$59.40, Copier Maint, \$254.71, Copier Maint, \$64.57, Copier Maint, \$41.66, Copier Maint, \$355.47, Copier Maint, \$135.83; Adamski, Tara, CAA, \$475.52; AgFirst Farmers Coop, Chemical Gift Card, \$25.00; Allegra Print & Imaging, Time/Equipment Cards, \$601.05; ATCO International, Supplies, \$188.00; Avera Heart Hospital, COP Medical, \$12,339.62; Avera McKennan Hospital, COP Medical, \$941.00; Banner Associates, Engineering Fees, \$10,619.50; Barthel, Jon, Fuel Reimburse, \$20.00; Bauer, Tim, Weed Board Mtg Mileage, \$8.14; Bowes Construction, Crushed Gravel Picked Up, \$7,235.31; Bozied Oil Co, Inc., Car Washes, \$202.00; Broadacre Rentals, COP Rent, \$350.00; Brookings Area Chamber, Day at the Capitol Shirts, \$90.00; Brookings City Utilities, Monthly Service, \$271.37, Water, \$69.64, Phone and Internet Service, \$42.35, Utilities, \$576.64; Brookings County Finance, Delinquent Taxes, \$915.63; Brookings Health System, November Blood Testing, \$2,748.90, Employee Health Screenings, \$1,150.00; Brookings Register, Publishing, \$1,117.41, Legal Publishing, \$36.99, Bid Notice for Pup, \$23.60; Brookings Utilities, COP Utilities, \$173.92, COP Utilities, \$223.90; Brothers Pharmacy, COP Medical, \$14.57; Brown and Saenger, Election Supplies, \$187.63; Kim E Callies, Transcripts, \$166.00; Central Business Supply, Office Supplies/Copy Paper, \$301.79, Lesro Amherst Side Chair, \$370.00; Century Business Product, Copier Supplies/Maint, \$71.92; Claritus, Ink Cartridge Refills, \$158.74; Cody, Denise, Inv MI Hearing, \$22.50; Cook's Wastepaper & Recycling, December Service, \$109.18, December Service, \$214.78, Commercial Service, \$167.48, Regular/White Shop Pick Up, \$125.12; Cretex Concrete Products, Stockpile Invoice, \$59,107.30; Cummins Central Power LLC, Generator Repair Work, \$400.10; Dakota Psychological Service, Psychosexual Assessment, \$2,120.00; Dell Marketing LP, Computers, \$1,903.77; Den-Wil Inc., December Rent, \$835.00; Einspahr Auto Plaza, Repairs, \$1,134.39; Eirinberg, James A., CAA, \$1,600.80; Exchange, The, Remington 12 Gauge, \$345.00; Executive Mgmt Finance Office, November Technology Access Fee, \$24.00; Falken, Dennis, Mileage, \$72.52; First Bank & Trust, Credit Card Charges, \$327.04; Foerster Office & Supply, Assessment Papers, \$24.00, Assessment Paper, \$60.00, Towels/Cups/Tissue, \$604.70, Misc Janitor Supplies, \$94.55; Forrest Holdings Inc, Tax Cert Redemption, \$790.95, Tax Cert Redemption, \$1,148.56, Tax Cert Redemption, \$3,621.39, Tax Cert Redemption, \$2,107.85; Fox & Youngberg PC, CAA Inv MI Hearing, \$196.24; G&K Services, Laundry Service, \$152.88; Jared Gass, CAA, \$262.38; Jennifer Goldammer, CAA, \$336.80, CAA, \$549.62; Good-Lite, 2 Vision Machines W/Charts, \$554.47; Gulbranson Rentals, COP Rent, \$650.00; Patricia J Hartsel, Transcripts, \$41.80, Transcripts, \$57.00, Transcripts, \$10.00, Transcripts, \$163.40, Transcripts, \$38.40, Transcripts, \$272.00; Hill, Robert, Per Diem/Keys/SDEMA Dues, \$269.00; Tim Hogan, CAA, \$727.54, CAA, \$592.56; Holzhauser, Michael, Mileage/Per Diem, \$628.40, Mileage/Per Diem, \$250.56; Hungerford Chiropractic, Drug Test/New Hire Physicals, \$22.00; Hy-Vee Food Store, Inmate Rations, \$9,151.49, Zoning Mtg Refreshments, \$7.79; Hy-Vee Pharmacy, PMD, \$305.87; INA Group LLC, Tax Cert Redemption, \$632.01, Tax Cert Redemption, \$725.10, Tax Cert Redemption, \$1,021.00; Intoximeters Inc., PBT Repairs/Supplies, \$483.40; JBar Construction, Highway Shop Remodeling, \$13,236.63; L&L Auto & Truck Parts, Gloves/Wiper Blades/Accessory, \$39.94, Parts/Supplies, \$863.80; L.G. Everist Inc., Icing Sand, \$1,178.87; Lake Hendricks Township, Township Grant Funding, \$18,592.00; Lewis & Clark Behavioral, November BMI Hearings, \$320.00; Lewno, Lucy, Inv MI Hearing, \$172.96; Lincoln County Auditor, MI Expenses, \$320.45; Lowe's, Refrigerator/Supplies, \$1,238.93; M&T Fire & Safety, Inc., First Aid Kit Refills, \$71.00; Mack, Sonia, Nov/Dec Travel/Membership, \$312.83; Martin's, Inc., Hose/Diesel/Gasoline, \$36,488.21; McCandless, Joshua, Tax Cert Redemption, \$1,160.45; M.E. McCann, CAA, \$447.38; McKeever's Vending, Inmate Commissary, \$734.76; McLeod's Printing & Office, Assessment Cards, \$107.50, PT-24 Forms, \$156.85; Michael Todd & Company, Heavy Duty Mesh Flags, \$699.65; Midwest Management/BMO Harris, Tax Cert Redemption, \$2,289.36, Tax Cert Redemption, \$2,331.03, Tax Cert Redemption, \$1,845.43; Mills & Miller, Salt, \$3,404.42; Minnehaha County Auditor, Inv MI Reimburse, \$68.00, Inv MI Reimburse, \$202.50; Myers & Billion

LLP, Inv MI Commitment, \$109.86; NACVSO, Membership Renewal, \$30.00; National 4-H Council, Leader Certs and Pins, \$105.11; Nancy J Nelson, CAA, \$75.60, CAA, \$394.80, CAA, \$277.20, CAA, \$1,044.96, CAA, \$693.84; Northwestern Energy, Natural Gas, \$398.67, Natural Gas, \$1,930.44, Natural Gas, \$355.87; Office Peeps Inc, Paper Rolls/Calculator Ribbons, \$41.64; Olson, Steve, Weed Board Mtg Mileage, \$14.80; Pennington County Sheriff, Transport, \$83.40; Pheasantland Industries, Reg Mobile Home Decals, \$221.67; Prairie Graphics, Employee Shirts, \$31.00; Q-Set Inc, Transcripts, \$218.75, Transcripts, \$350.00; Rainbow Car Wash, Car Wash, \$8.49; Razor's Edge Lawn Care, Fall Clean Up/Snow Removal, \$1,475.00; Redwood Toxicology Labor, UA Testing Kits, \$367.03; RFD, Publishing, \$1,639.60, Legal Publishing, \$40.38, Bid Letting for Pup, \$54.28; Rick Ribstein, CAA, \$1,029.02, CAA, \$1,215.50, CAA, \$1,170.20, CAA, \$537.16; Estate of Jane Riechers, Advance Taxes, \$61.62; SD Assn of Co Weed Superintendents, Annual Dues, \$50.00; SD Dept of Health, Flu Shots, \$63.00; SD Dept of Revenue, HIV Testing, \$148.00, Sheriff Trust, \$203.22; SD Dept of Transportation, Pavement Marking/Hist Bridge, \$68,832.42; SDAAO, SDAAO Membership Dues, \$275.00; SDSU Work Study, Wages and Admin Fee, \$176.34; Shepherd Reporting, MI Hearings, \$75.00, MI Hearing, \$30.00; Sinai Coop Elevator, Dyed Diesel Sinai Shop, \$1,742.54; Sioux River Bicycle & Fitness, Repair Fitness Room Equip, \$121.89; Smilemakers, Stickers, \$96.98; Smith Supplies, Misc Nuts and Bolts, \$143.00; Snap-On Tools, Hand Soap for Shop, \$19.95; Speedy Cleaners, Rug Rental Service, \$35.80, Rugs, \$55.60; State 4-H Office, Poultry Bands/Livestock Tags, \$365.50; Swanda, Karen, Inv MI Hearing, \$22.50; Swiftel Center, December Maint, \$1,577.00; Thomson Reuters - West, November Info Charges, \$1,261.35; Town & Country Shopper, Publish Gopher Bounty Info, \$105.00; Vandenberg Law, CAA, \$1,092.00, CAA, \$336.00; VandeWeerd, LeRoy, COP Rent, \$500.00; Vantek Communications, Inc., North Repeater December Fee, \$100.00; Verizon Wireless, Deputy Laptop Wireless, \$240.14; Volga Township, Gopher Bounty Program, \$229.50; Wagner Building Inspection, Inspections, \$1,800.00; Walburg, Duane, Animal Control Mileage, \$54.00; Walmart Community, USB Flash Drive/HD Case/HD, \$183.94; Wells Fargo, Credit Card Charges, \$706.02; Wheelco Truck & Trailer, Diesel Additive/Filter, \$148.42; Terry D Wiczorek PC, CAA, \$263.38; WW Tire Service, Inc., Service Call, \$192.00; Yankton County Sheriff, Service of Process, \$25.00; Yankton County Treasurer, MI Hearings, \$339.75, Various Juror/Witness Payments, \$1,059.76.

### *Department Head Reports*

Highway Superintendent Richard Birk discussed the pup trailer bid. He said the equipment cannot be picked up until 2014 and asked the board for approval to hold a supplemental budget hearing so it can be paid for out of the road and bridge reserves rather than the 2014 budget. Commission Assistant Stephanie Ellwein said they are holding a supplemental budget hearing for other highway projects and this could be done at the same time. By consensus the board agreed to have a supplemental budget hearing for the pup trailer in 2014.

Birk said snow removal is normal. He said they're out cleaning the roads, but don't seem to make any progress. Birk said he hopes to start putting the specs together for new equipment purchases in 2014. He said the box culvert projects will be done in the spring, but he's coordinating efforts now so when the weather allows the projects will move more quickly.

Larson asked about a culvert on County Road 7 just south of 208<sup>th</sup> Street. He said there is a culvert there that is old and has a tremendous amount of truck traffic on it. Birk said just north of Highway 14 on County Road 7 everything has been replaced because they're doing an overlay next summer. He also noted that the box culvert on County Road 40 will be done first because of load limits on that road.

Finance Officer Vicki Busetth updated the board on the tax certificate sale held on December 16<sup>th</sup>. She said there were six buyers and they sold \$214,000 in back taxes. Busetth said tax notices have been printed and will be mailed out this week. She said the office is also working on other year-end items.



Ellwein asked if Novita has reached their financial closing yet. Novita's Vice-President of Project Development Rick Eggebrecht said they have not yet. Ellwein said they need to let the county know as soon as that happens so the county can receive the grant funding that is being held pending that closing.

Motion by Larson, seconded by Yseth to approve for filing purposes and authorize Chairperson Miller to sign Resolution #13-73: a plat of Wastell's Addition located in the Northwest ¼, Section 22, T110N, R49W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill. Roll call vote: Krogman "aye," Falken "aye," Larson "aye," Yseth "aye," Miller "aye." Motion carried.

Motion by Yseth, seconded by Krogman to approve for filing purposes and authorize Chairperson Miller to sign Resolution #13-74: a plat of Steffensen Conservation Easement Tract 2 in the SE ¼ of Section 8-T112N-R51W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by Hill. Roll call vote: Falken "aye," Larson "aye," Yseth "aye," Krogman "aye," Miller "aye." Motion carried.

Motion by Falken, seconded by Yseth to approve and authorize Chairperson Miller to sign Agreement #13-74: a juvenile detention agreement between Minnehaha County, Volunteers of America-Dakotas, and Brookings County. Background information was provided by Falken. Roll call vote: Larson "aye," Yseth "aye," Krogman "aye," Falken "aye," Miller "aye." Motion carried.

Motion by Falken, seconded by Krogman to approve and authorize Chairperson Miller to sign Agreement #13-75: a 2012 State Homeland Security Program Grant Reimbursement agreement. Background information was provided by Ellwein. Roll call vote: Yseth "aye," Krogman "aye," Falken "aye," Larson "aye," Miller "aye." Motion carried.

Motion by Yseth, seconded by Falken to approve and authorize Chairperson Miller to sign Resolution #13-75: a resolution authorizing contingency transfers for FY2013. Background information was provided by Ellwein. Roll call vote: Krogman "aye," Falken "aye," Larson "aye," Yseth "aye," Miller "aye." Motion carried.

#### **Resolution #13-75 Contingency Transfers**

WHEREAS, the Brookings County Board of County Commissioners did approve a line for contingency transfers in the 2013 annual budget, and

WHEREAS, the Brookings County Board of County Commissioners finds it necessary to transfer from said contingency line.

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 amount(s) and item(s) be transferred:

FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-441-4220 (Professional Services & Fees) <i>Behavioral Health</i>	\$ 2,500
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-441-4221 (MI Liable) <i>Behavioral Health</i>	\$ 2,500
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-130-4222 (Adult Defense) <i>Judicial</i>	\$ 85,000

FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-130-4230 (Blood Tests)	\$ 5,000
	<i>Judicial</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-130-4290 (Court Case Expense)	\$ 3,000
	<i>Judicial</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-130-4226 (Transcripts)	\$ 1,000
	<i>Judicial</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-151-4220 (Professional Services)	\$ 6,000
	<i>States Attorney</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-151-4110 (Salaries)	\$ 30,000
	<i>States Attorney</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-166-4290 (Other)	\$ 1
	<i>Predatory Animals</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-211-4110 (Salaries)	\$ 30,000
	<i>Sheriff</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	226-4-222-4390 (Communication Equipment)	\$ 30,000
	<i>Emergency Management</i>	
FROM:	General Fund contingency line 101-4-112-4290	
TO:	101-4-911-4290 (Emergency Management)	\$ 30,000
	<i>Transfers Out</i>	

Total Contingencies \$225,001

Stephne Miller  
Chairperson  
Brookings County Commission

ATTEST:

Vicki Buseth  
Finance Officer

**PUBLIC HEARING**

As scheduled at 9:30 a.m. the board held a public hearing on the application for sale of alcoholic beverages outside of municipalities. Chairperson Miller opened the public hearing and called for proponents and opponents. Chairperson Miller closed the public hearing. Motion by Krogman, seconded by Yseth to approve two, one-day Special Malt Beverage Retailers' Licenses for

the Poinsett Pounders Snowmobile Club, which will be located at 19630 459<sup>th</sup> Ave in Section 1 of Laketon Township, Brookings County on Saturday, January 18<sup>th</sup>, 2014 and Sunday, January 19<sup>th</sup>, 2014. Roll call vote: Falken "aye," Larson "aye," Yseth "aye," Krogman "aye," Miller "aye." Motion carried.

### **REGULAR BUSINESS CONTINUED**

Motion by Falken, seconded by Larson to transfer cash from budget line 101-4-221-4291 in the amount of \$35,821.86 to fund 759, the Brookings County Fire Trust. Background information was provided by Ellwein. Roll call vote: Larson "aye," Yseth "aye," Krogman "aye," Falken "aye," Miller "aye." Motion carried.

Motion by Yseth, seconded by Krogman to transfer cash from budget line 101-4-911-4290 in the amount of \$30,000 to fund 226, the Emergency Management Fund. Background information was provided by Ellwein. Roll call vote: Yseth "aye," Krogman "aye," Falken "aye," Larson "aye," Miller "aye." Motion carried.

Motion by Krogman, seconded by Yseth to approve the following volunteer board appointment: Jeff Robbins to the Brookings County Planning & Zoning Board representing District 3, for a term to run from January 2014 to December 2017. Miller said he is the current president and does a nice job on the board. Roll call vote: Krogman "aye," Falken "aye," Larson "aye," Yseth "aye," Miller "aye." Motion carried.

Motion by Larson, seconded by Yseth to approve the following volunteer board appointment: Darrel Nelson to the Brookings County Planning & Zoning Board representing District 4, for a term to run from January 2014 to December 2017. Roll call vote: Falken "aye," Larson "aye," Yseth "aye," Krogman "aye," Miller "aye." Motion carried.

Motion by Larson, seconded by Yseth to unassign \$1.5 million from assigned fund balance for the courthouse remodel project to unassigned fund balance. Roll call vote: Larson "aye," Yseth "aye," Krogman "aye," Falken "aye," Miller "aye." Motion carried.

Commission Assistant Ellwein reviewed options to designate money to get the General Fund surplus under 40% for the end of FY2013. Larson said they need to get to a level they are all comfortable with. He said he is comfortable with option 3 which would put them at approximately 28.83%. Falken asked if they need to decide where the money will be designated today. Ellwein said the amount and what it will be designated for have to be decided on today. Falken said he's more comfortable being over 30% and not cutting themselves short. Yseth discussed the cost estimates for the Novita and 34<sup>th</sup> Avenue road projects and how much they would need to designate to cover those costs. Falken said they can control the costs of these projects and they can't continue to push them down the road into the future. Highway Superintendent Richard Birk reminded the board that what they have are engineering estimates, not firm construction costs. He said he doesn't anticipate there being a large difference, but there could be. Ellwein said the board won't be spending these funds before March, so the funds will be in the budget during the time of the year when there is the most strain on operating cash before revenues start coming in. Yseth said they can undesignate too. Ellwein said it just takes a motion by the board to undesignate any funds. Yseth said he's comfortable with whatever they board decides to do. He said just because it's designated doesn't mean they have to spend it, they have a lot of flexibility and they are a responsible board.

Ellwein said they do need to decide how much to designate and which project lines they want it in. She said they could create separate lines for the Novita and 34<sup>th</sup> Avenue projects. Krogman said keeping it in the current 'designated for economic development highway projects' gives them more flexibility. He said they know they have the two projects that they're looking at doing. Larson agreed that the money should go into that line. Krogman suggested putting \$250,000 into the Highway Projects line. He said there had previously been \$750,000 in the line for

emergency-type issues. Krogman said he would like a 5-year or 10-year strategic plan so he has a better idea of where they may need funds in the future, but they don't have that right now. He said if they add to the pot they're making sure money is there if any major projects come up. But he also noted that they can easily redesignate funds too.

Motion by Falken to assign \$3.25 million of unassigned fund balance for economic development highway projects, seconded by Yseth. Falken said this is a fantastic position to be in; knowing they have the money to do these projects. Miller thanked the employees for helping to keep the county fiscally strong and former commissioners for also allowing them to be in this position. Roll call vote: Yseth "aye," Krogman "aye," Falken "aye," Larson "aye," Miller "aye." Motion carried.

Motion by Falken, seconded by Yseth to approve changes to the following personnel policies: Policy 9.2.1 (2) termination of employment, Policy 9.2.1 (3) maximum accumulation, Policy 9.2.3 (4) gym reimbursement, Policy 9.7 same sex marriage benefits. Roll call vote: Krogman "aye," Falken "aye," Larson "aye," Yseth "aye," Miller "aye." Motion carried.

Motion by Larson, seconded by Krogman to approve the revised Sergeant Investigator job description. Background information was provided by Ellwein. Roll call vote: Falken "aye," Larson "aye," Yseth "aye," Krogman "aye," Miller "aye." Motion carried.

Commission Assistant/Human Resources Director Stephanie Ellwein presented the Commission/HR report.

Ellwein discussed correspondences that were received. She said they commission meetings will start broadcasting live on January 7<sup>th</sup> on Swiftel channel 19. The board discussed when and how many times they will replay each meeting.

Ellwein also said they received quotes from the Chiesman Center for Democracy to mediate the commission's strategic planning session and the 4H summit. She said she believes they have a good understanding of the multiple issues surrounding the 4H summit. Ellwein said they were available on February 10<sup>th</sup>, the date the board had talked about. Falken said he thinks it's important to have the facilitator. Ellwein said the Chiesman information said they would get a list of stakeholders prior to the summit and send out a survey ahead of the meeting to get ideas on what the issues are. She said they also want to get ideas from the commission on what they want out of the summit. Ellwein said the cost quote for the summit is \$4,365. Larson said he believes the Chiesman Center will be very professional and they know what they're doing. He said he would certainly go with a consensus to retain them for both the 4H summit and the commission's future strategic planning session. Falken said he doesn't want the 4H summit to be a discussion only on relocation and space needs. He wants to know the future and where the 4H representatives want to take the program. Yseth said if they can get all the different entities together, get a good history and then get a goal outcome, which should be what is best for the youth of Brookings County. Larson said that he hopes the 4H folks see that the commission is willing to spend \$4,000 to \$5,000 to facilitate this and understand the merits of the 4H program. Falken said he wants to keep the February 10<sup>th</sup> date at 6:00 p.m. Krogman agreed that to have better participation they have to have the meeting in the evening. By consensus, the board agreed to retain the Chiesman Center for Democracy to assist in mediating the 4H summit and the commission's future strategic planning session.

Ellwein reminded the board that the holiday social was Tuesday, January 7<sup>th</sup> at the VFW.

## **COMMISSIONER'S REPORTS & DISCUSSION**

Commissioner Yseth reported on the Chamber's legislative preview, the East Brookings Business and Industry meeting, the Leadership Brookings round table discussion and the Growth Partnership Board meeting.

Commissioner Krogman reported on the BEDC meeting, the Hospital Board's legislative luncheon, the Hospital Board meeting and the Leadership Brookings round table discussion.

Commissioner Falken reported on the Chamber's legislative preview, the State 911 meeting in Pierre, the Leadership Brookings round table discussion and the Planning & Zoning meeting.

Commissioner Larson reported on the Chamber's legislative preview, the Leadership Brookings round table discussion, the East Brookings Business and Industry meeting and a reception at the Dykhouse Center at SDSU. He also reported on the EPA Local Government Advisory Committee meeting. Larson wished everyone a happy and prosperous new year.

Commissioner Miller reported on the county's holiday potluck, the Chamber's legislative preview and tour of Wooden Legs Brewery, and the East Brookings Business and Industry meeting. She also reported on the Executive Board meeting of the Extension Board, the Leadership Brookings round table discussion and the Domestic Abuse Shelter meeting.

### **ADJOURNMENT**

There being no further business, Chairperson Miller declared the meeting adjourned until 9:00 a.m. Tuesday, January 7<sup>th</sup>, 2014.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in 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.

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Stacy Steffensen  
Deputy Finance Officer  
Brookings County Finance Office

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