

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 7, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 7, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman.

CALL TO ORDER

Finance Assistant II Jenna Byrd called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Boersma, seconded by Krogman to approve the agenda for the January 7, 2020 Commission Meeting. All members voted "aye." Motion carried.

REORGANIZATION OF THE BOARD

Motion by Jensen, seconded by Boersma to appoint Michael Bartley as Chairperson for 2020. All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to appoint Larry Jensen as Vice-Chairperson for 2020. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Krogman, seconded by Boersma 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 December 31, 2019 Commission Meeting.

Travel Requests: Jacob Brehmer & Reid Squires to attend the District 5 Quarterly Meeting on January 15th in Howard.

Personnel Action Notices: new hire- Part-time Jail Nurse Tara Rodriguez at \$25.00, effective January 19, 2020; annual review- Heather Murfield to \$19.99, effective January 1, 2020; annual review- Matlock Christensen to \$22.35, effective January 1, 2020; annual review- Darin Haider to \$32.73, effective January 1, 2020; annual review- Tammy Hanson to \$25.00, effective January 1, 2020; annual review- Kristi Kruse to \$17.40, effective January 14, 2020.

ROUTINE BUSINESS

Approval of Claims

Motion by Jensen, seconded by Krogman to approve the following claims. Commissioner Pierce asked about the claim for Tyler Technologies. Commission Department Director Stacy Steffensen said that claim is for the software program maintenance agreement the county has with Tyler Technologies.

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

A&B Business Inc, Copier Maintenance Contract, \$61.01; Anesthesiology Associates, Inmate Medical, \$750.00; Anthony Teesdale, Crt Appt Attorney, \$1,736.75; Boarman Kroos Vogel Group, Detention Center Expansion, \$47,032.81; Brookings Area Chamber, 2019 Pre-Legislative Luncheon, \$25.00; Brookings Register, Delinquent Tax Publication, \$627.00; Cardiac Science Corporation, Battery, \$60.00; Century Business Product, Copier Contract, \$141.76; Century Link, Long Distance Service, \$130.66; City of Brookings, Joint Building Costs, \$12,703.40; Cloudcover USA Inc, Firewall Annual Maintenance, \$6,300.00; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Douglas County Court, Certified Copies of Conviction, \$2.00; DVL Fire and Safety, Annual Inspection of Fire Ext, \$433.25; Empire Investments Llc, Tax Certificate, \$1,224.12; Empire Investments Llc, Tax Certificate, \$2,357.24; Empire Investments Llc, Tax Certificate, \$2,705.84; Empire Investments Llc, Tax Certificate, \$3,255.36; First District Association, 1st Qtr Payment County Dues, \$11,376.34; Foerster Distributing, Janitorial Jail Supplies, \$330.00; Gass Law, Pc, Crt Appt Attorney, \$962.25; Jennifer Goldammer, Crt Appt Attorney, \$541.50; Johnson Controls, Service Agreement, \$16,371.00; Knight's Defense, Uniforms, \$1,900.84; Kristin A Woodall, Transcripts, \$4.80; Lincoln County Auditor, Mental Illness Charges, \$1,259.55; McLeod's Printing & Office, Check Stock, Envelopes, \$651.81; Mediacom Llc, January Law Library Internet, \$136.90; Mid-States Organized Crime, 2020 Subscription, \$150.00; Minnehaha County Auditor, Lien Payment, \$316.00; Motorola Solutions Inc, Radio System, \$5,401.75; Northwestern Energy, Natural Gas Usage, \$1,052.91; Oakwood Township, Gopher Bounty Program, \$168.00; Office Peeps Inc, Office Supplies, \$1,979.32; Oslo Township, Gopher Bounty Program, \$154.50; Outlaw Graphics, Window Graphic, \$55.00; Ramkota Inn, Em Conference, \$308.00; Rick Ribstein, Crt Appt Attorney, \$3,624.60; Running's Supply Inc, K9 Supplies, \$244.95; Schneider Geospatial Llc, Beacon Hosting, Maintenance, \$6,710.00; SD State's Attorneys Association, States Atty Base Dues, \$1,609.00; SDACC, Membership Dues, \$5,934.00; SDACO, Finance, ROD Yearly Dues, \$2,762.55; SDML Workers' Comp Fund, 2020 Renewal Billing, \$68,032.00; Sherman Township, Gopher Bounty Program, \$30.00; Teree A Nesvold, Crt Appt Attorney, \$1,463.00; Terry D Wiczorek Pc, Crt Appt Attorney, \$1,183.75; Thomson Reuters - West, West Info Charges, \$69.62; Tim Hogan, Crt Appt Attorney, \$5,609.69; Town & Country Shopper, Notices, Ads, \$620.00; Tyler Technologies, 2020 Tyler Technologies, \$69,369.24; Walmart Community, Office Supplies, \$34.07; Weed & Pest Conference, 2020 Conference, \$360.00; January Cell Phones: Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Bartley, Michael, \$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; Kristin Heismeyer, \$75.00; 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.

Department Head Reports

Highway Superintendent Brian Gustad said the transmission failed in one of their motor graders. He said in the meantime, they do have a loaner and a CAT motor grader. Gustad said they've been having electric issues with another one that's stationed in White. He said they also had a truck that went to Sioux Falls to repair some exhaust issues.

Gustad said they will be bidding asphalt next week for the 2020 overlay projects.

Sheriff Martin Stanwick thanked States Attorney Dan Nelson for the article on meth dealers and the THC oil boost in felony numbers.

Stanwick said there are 39 inmates in jail with one of those inmates still being in Faulk County.

Stanwick said his department dealt with a number of non-injury accidents and slide-ins during the recent weather event. He said he informed his deputies to start issuing tickets because they were all preventable. He said they're all over-driving the road conditions.

Stanwick said the judges are talking about screening everyone who walks into the courthouse. He said he will report back when he gets more information.

Stanwick said his department should be receiving a check for just over \$12,000 from SDSU for overtime work.

Stanwick said they received a grant from Avera Health for eight more AED's.

Stanwick said there are 164 individuals participating on the 24/7 program.

Finance Officer Vicki Buseth said tax notices should be mailed out next week from Qualified Presort. Buseth said they are working on end of year figures.

Pierce thanked Buseth for putting together a real estate valuations spreadsheet for two boards she sits on. She said it was really helpful.

County Development Director Robert Hill said a functional exercise was held at the United Living Center. Hill said the NACo High Performance Leadership Academy kicked off. Hill said he participated in a trial at the courthouse.

Hill said FEMA is at Lowe's this week giving tips on mitigation.

Hill said the County Planning & Zoning meeting is tonight at 6:30 p.m. with the Joint Jurisdiction Area regular meeting at 7:30 p.m.

Hill said the PPCC/POD Meeting will be held Thursday, January 9th.

Veterans & Human Services Director Michael Holzhauser thanked the board for re-appointing him as the County Veteran's Service Officer. Holzhauser discussed the veteran's cemetery and the request for funding. Bartley said he supports the request, but asked that Holzhauser reach out to the surrounding counties to see how much they are donating.

BCOAC Director Kristin Heismeyer said RSO David Clark was nominated for Volunteer of the Month award. Heismeyer said they will be removing one of the trees that sits in front of the building. She said it's interfering with the cameras.

Heismeyer discussed several activities that are going on inside and outside the facility. Heismeyer said BCOAC apparel is now available for purchase.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Todd Kays with First District Association of Local Governments presented an annual update.

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., Bob Foster, Chairman of the Board for Rolling Thunder South Dakota Chapter 2 and Chapter Member Leo Sterling asked the board for permission to donate and place a POW MIA bench by the Veterans Memorial on the courthouse lawn.

Foster said the major function of Rolling Thunder, Inc. is to educate the public that many American Prisoners of War were left behind after previous wars, and to protect future veterans from being left behind should they become Prisoners of War/Missing in Action.

Motion by Boersma, seconded by Krogman to approve the donation given by Rolling Thunder and to work with Steffensen on placement on the courthouse grounds. Roll call vote: Krogman "aye," Jensen "aye," Pierce "aye," Boersma "aye," Bartley "aye." Motion carried.

REGULAR BUSINESS

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Bartley to sign Resolution #20-01: a resolution setting meeting pay and per diem rates for volunteer county boards for 2020. Background information was provided by Commission Department Director Stacy Steffensen.

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

RESOLUTION #20-01

A RESOLUTION SETTING MEETING PAY AND PER DIEM RATES FOR VOLUNTEER COUNTY BOARDS FOR 2020

Be it resolved by the governing body of Brookings County, South Dakota:

That the official meeting pay and per diem rates are in effect for the year 2020 and become effective January 1, 2020

Meeting Pay:

Weed Board Members	\$35 per meeting
Zoning Board Members	\$50 per meeting
Extension Board Members	\$35 per meeting

Mileage

Reimbursed according to approved county policy which follows the current state rates.

Per Diem

Reimbursed according to approved county policy which follows the current state rates.

Passed and approved this 7th day of January, 2020

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
Finance Officer
Brookings County

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-02: a resolution setting the pay for election workers in 2020.

Pierce asked if the wage is set at a rate where they will get people to do the job. Steffensen said other counties are paying much more than what Brookings County pays. Finance Officer Vicki Buseth said she too thinks that the county needs to increase the wage.

Boersma said since this year is a federal election year they should consider addressing it now. Buseth said she will do some research and bring back some scenarios.

Motion by Boersma, seconded by Krogman to table until the January 21, 2020 Commission Meeting. Roll call vote: Pierce “aye,” Boersma “aye,” Krogman “aye,” Jensen “aye,” Bartley “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2020.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve the official depositories for Brookings County funds and moneys for 2020 as follows: Richland State Bank, Bankstar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dakotah Bank, Wells Fargo, Great Western Bank, and Metabank.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Boersma to remove a right-of-way certificate for BIG program project- structure 06-120-053 from the table. All members voted “aye.” Motion carried.

Highway Superintendent Brian Gustad said they did receive the voluntary right-of-way agreement but missed the deadline to submit to the packet. He said it will be ready to go for the January 21, 2020 Commission Meeting.

Motion by Boersma, seconded by Krogman to approve a right of way certificate for BIG program project-structure 06-120-053. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve the following board assignments and department liaisons for 2020. All members voted “aye.” Motion carried.

2020 BOARD APPOINTMENTS

2020

COMMITTEE/BOARD/APPOINTMENT

Boersma	4-H Promotion & Expansion Committee
Krogman	BCOAC Advisory Board
Jensen	BCOAC Advisory Board
Krogman	Brookings Area Transit Authority (BATA)
Krogman	Brookings County Regional Railroad Authority
Jensen	Brookings County Regional Railroad Authority
Pierce	Brookings Economic Development Corporation (BEDC)
Bartley	Brookings Economic Development Corp- Alternate
Jensen	Brookings County Extension Board
Steffensen	Communities of Excellence Representative
Pierce	Communities of Excellence- Alternate
Boersma	Domestic Abuse Shelter
Boersma	Brookings Behavioral Health & Wellness
Bartley	East Central Regional Communications Council (Chair)
Jensen	East Central Regional Communications Council (Vice-chair)
Bartley	First District Association of Local Governments
Krogman	Growth Partnership Board
Krogman	Hospital Board- Ex-Officio
Bartley	Housing & Redevelopment Commission- Ex-Officio (Chair)
Boersma	InterLakes Community Action- Governing Board (ICAP)
Pierce	Joint Jurisdiction Committee
Bartley	Joint Jurisdiction Committee
Bartley	Joint Powers Board
Pierce	Joint Powers Board
Jensen	Intergovernmental Meeting Group
Krogman	Intergovernmental Meeting Group
Boersma	Mental Health Community Coalition
Bartley	Local Emergency Planning Committee (LEPC) (Chair)
Bartley	Planning & Zoning Board Member
Jensen	Planning & Zoning Board- Alternate
Pierce	Public Affairs Committee
Jensen	Weed & Pest Board Member
Boersma	Youth & Family Services- Advisory Board for JDC
Dr. Richard Hieb	County Coroner
Sheriff Stanwick	Deputy County Coroner
All Deputies	Deputy County Coroners

DEPARTMENT LIAISONS

Krogman	BCOAC
Boersma	Community Health/WIC
Bartley	Emergency Management (Chair)
Jensen	Equalization
Jensen	Extension
Krogman	Finance Office

Bartley	Highway
Boersma	Register of Deeds
Jensen	Sheriff/Detention Center/Contract Law
Pierce	State's Attorney
Boersma	Veterans/Human Services
Jensen	Weed & Pest
Bartley	Zoning/Drainage (Planning & Zoning Commission appointee)

Commission Department Director Stacy Steffensen presented the Commission Department Director's report. Steffensen said there's an upcoming Pipeline Emergency Response training opportunity on Tuesday, February 4th at 11:30 a.m. at the Swiftel Center.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson said he would report back on the year-end statistics during the next County Commission Meeting.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce, Boersma, Krogman, Jensen and Bartley had nothing to report.

EXECUTIVE SESSION

Motion by Boersma, seconded by Krogman to enter into Executive Session at 9:42 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to come out of Executive Session at 10:48 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Boersma to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, January 21, 2020 at 8:30 a.m.

It is the policy of Brookings County, South Dakota 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.

Jenna Byrd
 Finance Assistant II
 Brookings County