

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 22, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 22, 2019 with the following members present: Michael Bartley, Larry Jensen, Ryan Krogman, Lee Ann Pierce and Angela Boersma.

CALL TO ORDER

Chairperson Bartley 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 22, 2019 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Krogman, seconded by Jensen to approve the consent agenda. Roll call vote: Boersma "aye," Pierce "aye," Krogman "aye," Jensen "aye," Bartley "aye." Motion carried. The consent agenda consisted of the minutes from the January 8, 2019 Commission Meeting and the minutes from the January 15, 2019 Commission Meeting.

Travel Requests: all Commissioners, Department Heads and/or their designees to travel during the 2019 Legislative Session in Pierre; Vicki Buseth and Jennifer Beller to attend an Annual Report Workshop on January 24th in Mitchell; Misty Moser to help with the SDDA Booth at Farm Show on January 23rd in Sioux Falls; Misty Moser to travel for paperwork for Kabota on January 25th in Sioux Falls; Misty Moser to attend Farm & Home Show on February 7th in Watertown; Brian Gustad to attend a 2019 South Dakota Asphalt Conference on February 27th-28th in Pierre.

Personnel Action Notices: temporary position ended- Steve Britzman, effective December 31, 2018; voluntary resignation- Sean Doremus, effective January 1, 2019; routine step increase- Rich Cofell to \$22.58, effective January 1, 2019; routine step increase- Darin Haider to \$31.16, effective January 1, 2019; new hire- Full-time Administrative Assistant in Register of Deeds at \$16.56, effective January 14, 2019; status change- Full-time Legal Assistant Amy Christensen at \$20.57, effective January 21, 2019; status change- Full-time Office Manager Matt Christensen in Sheriff's Office at \$21.28, effective January 21, 2019; status change- Full-time Victim/Witness Assistant Amber Morlock at \$23.94, effective January 21, 2019; new hire- Full-time IT Support Technician Eric Mette at \$19.14, effective January 30, 2019; status change- Full-time Correctional Officer Maggie Harkness at \$17.80, effective January 21, 2019.

Human Services Report: case #19-001 for rent was approved; case #19-002 for utilities was approved; case #19-003 for rent was approved; case #19-004 for utilities was approved; case #19-005 for rent was approved; case #19-006 for medical was denied; case #19-007 for medical/pharmacy was approved.

ROUTINE BUSINESS

Approval of Claims

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

605 Custom Design LLC, Employee Shirts/Jackets, \$270.00; A&B Business Inc, Copier Contract, \$1,325.55; AgFirst Farmers Coop, Propane, \$17.84; Allegra Print & Imaging, Chamber Mixer Postcards, Postage, \$310.16; Alphamedia USA LLC, Final Pmt Advertising Contract, \$595.00; Anderson Oil, White Diesel, \$1,277.50; Avera Medical Group, Inmate Medical, \$357.61; Avera Occupational Medicine, December Drug Testing, \$59.00; Banner Associates, Engineering, Design, \$4,865.00; Blackstrap Inc, Road Salt, \$1,708.56; Blinds by Nancy, Privacy Blind, \$180.00; Bozied Oil Co Inc, Fuel, Car Washes, \$577.53; BRBA, 2019 Exhibitor Registration, \$450.00; Brookings Area Transit, 2019 Budget Allocation, \$55,000.00; Brookings City Utilities, Utilities, Phone, \$8,777.99; Brookings Co Conservation, 2019 Budget Allocation, \$25,000.00; Brookings County Historic Society, 2019 Budget Allocation, \$5,000.00; Brookings Domestic Abuse, Nov & Dec 2018, \$1,416.50; Brookings Engraving, Name Plates, \$24.00; Brookings Health System, Inmate Medical, Blood Alcohol Testing, \$9,337.43; Brookings Register, Advertising, Publishing, \$2,135.87; Brookings-Deuel RWS, Utilitites, \$21.30; Brothers Pharmacy, Inmate Medical, \$1,742.21; Buhls of Brookings Cleaners, Rug Rental Service, \$158.50; Carquest Auto, Shop Supplies, AC Recovery Machine, \$8,268.05; Century Business Products, Copier Maintenance, \$435.91; Cintas Corporation, Laundry Service, \$516.04; City of Brookings, Joint Building Expenses, Park & Rec Ad, \$11,094.52; City of White, Shop Utilities, \$81.95; Brenda K Colombe, Audit Services, \$80.00; Cook's Wastepaper & Recycling, Commercial Service, \$817.91; Cummins Central Power LLC, Generator Inspection, \$423.13; Dakota Data Shred, Equipment Rental, \$66.40; Dataspec Inc, State Solution Yearly Fee, \$449.00; Dean Schaefer Court Reporting, INV MI Hearings Crt Reporting, \$180.00; Department of Health, Blood Testing, \$465.00; Einspahr Auto Plaza, Oil Change, \$64.09; Empire Investments 2 LLC, Tax Certificates, \$5,850.98; Empire Investments 3 LLC, Tax Certificate, \$781.31; Empire Investments 4 LLC, Tax Certificate, \$1,496.31; Empire Investments 5 LLC, Tax Certificate, \$8,203.13; First Bank & Trust, Fuel, Supplies, Postage, \$1,359.04; Fishback Ins Agency, Notary Renewals, \$100.00; Foerster Office & Supply, Jail Supplies, \$141.90; Graybar Electric Co Inc, Lights, \$84.96; Patricia J Hartsel, Transcripts, \$5.20; Hy-Vee Food Store, Cake for Retirement, Inmate Meals, \$17,439.00; I29 Truck Shop, Repairs Black Intl Truck, \$893.90; Idemia Identity & Security, 2019 Maintenance Agreement, \$4,705.00; Ina Group LLC, Tax Certificate, \$1,936.87; Indeed Inc, Job Postings, \$721.67; Inter-Lakes Community Action, Comm Service Worker 1st Qtr, \$3,921.50; Interstate Telecom. Coop, Phone & Internet Service, \$362.09; Intoximeters Inc, PBT's, \$2,070.25; Johnson Controls, Security & Alarm Check, \$627.91; Kibble Equipment LLC, Shop, Equipment Supplies, \$161.33; Kingbrook Rural Water, Water Utility Service, \$33.00; Benjamin L. Kleinjan, Crt Appt Attorney, \$925.20; Knapp Electric, Hook up Diesel Pump, \$170.81; L&L Auto & Truck Parts, Supplies, \$1,155.58; Lewis & Clark Behavioral, Behavioral MI Intake, \$165.00; Lewno, Lucy, Involuntary MI Hearing, \$81.50; Lowe's, Tools, \$492.05; M&T Fire & Safety Inc, First Aid Kit Refill, \$53.50; Reed T Mahlke, Crt Appt Attorney, \$1,184.40; Martin's Inc, Grease, Diesel, \$1,114.62; Matheson Tri-Gas Inc, Welder &

Supplies, \$5,416.52; Donald McCarty, Crt Appt Attorney, \$1,729.60; Melby Photography, Comm & Dept Head Pictures, \$690.00; Mid-States Organized Crime, 2019 Annual Membership, \$150.00; Minnehaha County JDC, Minnehaha County JDC Costs, \$10,098.00; Moriarty Rentals, Care of Poor Rent, \$650.00; Mr. V's Professional Body, Vehicle Repair, \$366.95; NDAA Insurance Services, Professional Liability Insurance, \$3,917.00; Dan C Nelson, 2019 Bar Dues, \$415.00; Northwestern Energy, Utilities, \$3,454.59; Office Peeps Inc, Supplies, \$642.35; One Source, Background Checks, \$229.00; Oslo Township, Contract - Partial Pmt Culvert, \$6,250.00; Party Depot, Retirement Party Supplies, \$74.91; Pfeifer's, 2019 Kubota Utility Vehicle, \$18,200.00; Pharmchem Inc, Sweat Patch Analysis, \$399.70; PPM LLC, Care of Poor Rent, \$380.00; Prairie Graphics, Coronor Jacket Embroidery, \$12.00; Qualified Presort Service, Mail Service, \$32.32; Quality Inn, Care of Poor Lodging, \$500.00; Razors Edge Grounds Keeping, Snow Removal, \$4,427.54; Redwood Toxicology Laboratory, U/A Kits, \$1,647.64; Reliance Telephone, Inmate Phone Cards, \$500.00; Research Park at SDSU, 2019 Budget Allocation, \$65,000.00; Rick Ribstein, Crt Appt Attorney, \$2,681.93; Running's Supply Inc, Supplies, \$1,243.23; Ryde Investment Group LLC, Tax Certificate, \$1,604.76; Satellite Tracking of People, SCRAM, \$676.00; Schaffer Law Office, Prof, Legal Services, \$1,365.00; SD Attorney General's Office, 24/7-SCRAM Fees & Participation, \$2,618.00; SD Dept of Labor, Unemployment, \$2,364.00; SD Dept of Revenue, Sheriff Trust, \$130.86; SD Federal Prop. Agency, Inventory-Culvert, Shop Tools, \$204.50; SD Public Assurance Alliance, Dump Truck Coverage, \$504.45; SD Sheriff's Association, 2019 Dues, \$1,458.95; SDACHS, SDACHS/NACE Dues, \$275.00; SDACO, ROD Relief Fund Dec 2018, \$818.00; Secretary of State, Notary Renewals, \$60.00; SHI International Corp, Adobe Acrobat Professional, \$1,885.00; Sioux Valley Energy, Electric Utilities, \$230.00; Sturdevant's Auto Parts, Shop Supplies, Batteries, \$147.25; Michael Taylor, 2019 Bar Dues, \$415.00; Anthony Teesdale, Crt Appt Attorney, \$2,641.30; Thomson Reuters - West, West Info Charges, Codified Law Books, \$1,961.25; Town & Country Shopper, Retirement Ad, \$67.50; Town of Sinai, Garbage/Sewer, \$64.00; UPS Store, Laminating, Passes, \$277.08; UPS Store, Watertown, Sheriff Trust, \$310.24; Steven Ust, Building Inspections, \$200.00; Vandenberg Law, Crt Appt Attorney, \$1,997.50; Verizon Wireless, Mobile Data, \$320.08; VS/ADRDL, Rabies Testing, \$63.00; Walburg, Duane, Animal Control Mileage, \$15.12; Walmart Community, Supplies, \$123.68; Wegner Auto Company Inc., 2019 Dodge Durango, \$32,271.00; Wheelco Truck & Trailer, Total Power, \$884.16; Terry D Wieczorek PC, Crt Appt Attorney, \$1,953.50; Yankton County Sheriff, Service of Process, \$100.00; SD Dept of Revenue, January Remittance, \$326,015.22

Department Head Reports

Highway Superintendent Brian Gustad said they will begin work on the two bridges south on Highway 77 February 25, 2019. Gustad said the road will be closed from February to possibly the end of November.

Finance Officer Vicki Buseth said the audit has been completed. She said they will be back in near the end of February to give their report. Buseth said property tax notices were mailed last week.

Finance Officer's Report

Finance Officer Vicki Buseth presented the Finance Officer's Report for December 2018.

December 2018

Total amount of deposits in bank.....	\$25,127,445.64
Total amount of actual cash: Currency.....	\$3,017.00
Coins.....	\$0.61
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days....	\$40,399.22
Itemized list of all other items.....	\$36,082.21
TOTAL.....	\$25,206,944.68

Commissioner/HR: \$17,248.04; Technology: \$6,203.77; Finance Office: \$19,634.51; States Attorney: \$29,162.58; Equalization \$18,383.22; Register of Deeds: \$6,087.49; Veterans/Welfare: \$6,049.64; Sheriff's Office: \$91,749.58; Coroner: \$426.22; Community Health: \$3,457.73; Extension: \$2,294.94; Weed: \$2,306.86; Planning/Zoning: \$5,447.79; Highway: \$48,851.53; Emergency Management: \$3,822.00; BCOAC: \$6,156.32.

AFLAC: \$2,788.16; Aveis: \$1,337.94; Office of Child Support: \$776.00; Delta Dental: \$5,508.76; Flex One: \$1,930.10; Principal Life Insurance: \$1,655.68; Local Teamsters: \$1,095.00; SDRS: \$44,110.38; SDRS Supplemental: \$1,849.00; EFTPS: \$83,902.10; Wellmark: \$105,488.33; AFLAC Group/CAIC Primary: \$324.86.

Be it noted, the expenditure adjustments for the month of December 2018 were presented to the board. \$7,619.33 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted, the Register of Deeds Statement of Fees collected for the month of December 2018 in the amount of \$31,957.50 was presented to the board.

BCOAC Director Kristin Heismeyer said they had some door issues over the weekend, which caused alarms to go off. She said that issue should be resolved today.

Heismeyer said league started last night. She also said a self-defense class started, and that will be a trial run.

Heismeyer said they established a joint marketing promotional piece and membership discount with Beacon Hill, Brookings Pistol & Rifle Club and the Big Sioux Bowmen Archery Club.

4-H Youth Advisor Sonia Mack said they kicked off a new robotics program. She said she continues to work on programming for the hutterite colonies. Mack said for years 2017-2018, the Community Service project state wide was called Blanket Buddies, which is an effort to make blankets for different organizations who are in need. She said Brookings County made the most blankets. She said this years' service project is called Soles for Souls.

Community Health Nurse Jen Burns said they continue to provide supplemental nutritional foods, nutrition education, support, and referrals to clients, to local Brookings County resources. She said they also continue to offer immunizations to children, and the flu vaccine to children six months and older through adult. Burns said they participated in a Brookings POD exercise, which focused on providing a free flu vaccine to SDSU students. She said they were able to vaccinate over 900 students.

Burns said in July, the staff will be traveling to Pierre for three days to attend the Office of Child and Family Services all staff conference.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Cindy Foster and Pam Bryan with AT&T gave a presentation on FirstNet. FirstNet is helping to make communications for first responders easier, safer, faster and more efficient.

Department Head Reports Continued

County Development Director Robert Hill said he assisted the local Boy Scout Troop in learning about Emergency Management; attended the City Council meeting with Luke Muller; attended the Planning Meeting; attended the Joint Jurisdictional Area Planning Meeting; attended a PPCC/POD Meeting; attended the Brookings County Firefighter Association Meeting; attended a Texas A&M Extension Management 310 Jurisdictional Threat and Hazard Identification and Risk Assessment; attended Brookings Day at the Capitol; and attended an E-911 Meeting.

Hill said he had a conference call with the NRCS on Friday to discuss setting up a meeting with Medary Township and the County Commission. He said NRCS plans to do some research and will contact him about setting up a meeting.

Hill discussed with the board about the Planning Commission going paperless. Hill said twelve (12) tablets would be purchased at a cost of approximately \$2,046.56. Hill said he could absorb the cost with his budget, but may need a supplemental budget at the end of the year. Pierce asked how much they would save in postage. Hill said they would break even in two years. Boersma asked if the estimate covered both the devices and the drop-box subscription. IT Specialist Shawn Plowman said the estimate covers twelve (12) tablets and cases. He said that does not include the drop-box subscription. Plowman said he is looking at switching from drop-box to box.com. By consensus, the board agreed to move forward with the purchase of twelve tablets.

REGULAR BUSINESS

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #19-03: a resolution setting weight limit enforcements on Brookings County highways. Commissioner Pierce said during the spring thaw period is a difficult element to prove when there's a weight violation in court.

Motion by Pierce, seconded by Krogman to amend paragraph three in the resolution to read the limits on Brookings County highway shall be set as seven (7) ton per axle on all asphalt surface roads when limit signs are in place.

Roll call vote on amendment: Krogman "aye," Jensen "aye," Boersma "aye," Pierce "aye," Bartley "aye." Amendment carried. Roll call vote on main motion as amended: Jensen "aye," Boersma "aye," Pierce "aye," Krogman "aye," Bartley "aye." Main motion carried.

RESOLUTION #19-03 A RESOLUTION SETTING WEIGHT LIMIT ENFORCEMENTS ON BROOKINGS COUNTY HIGHWAYS

WHEREAS, Seasonal climatic changes can be detrimental to our highways, and

WHEREAS, the Brookings County Board of County Commissioners, desires the enforcement of weight limitation of Brookings County roads as set forth and posted by the Brookings County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED: The limits on Brookings County highway shall be set as seven (7) per ton axle, on all asphalt surface roads when limit signs are in place; and

That the South Dakota Highway Patrol be and hereby is authorized and requested to enforce weight limitations on Brookings County roads.

BE IT FURTHER RESOLVED that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Vote of Brookings County Commission

Dated this 22nd day of January, 2019

Michael Bartley
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth
County Finance Officer

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #19-04: a resolution appointing an applicant agent for the Hazard Mitigation Grant Program.

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

RESOLUTION #19-04
APPOINTMENT OF APPLICANT AGENT
FOR THE HAZARD MITIGATION GRANT PROGRAM (HMGP)

WHEREAS, the Brookings County (Applicant) is submitting a Hazard Mitigation Grant project to the Federal Emergency Management Agency and the State of South Dakota; and

WHEREAS, the Brookings County (Applicant) is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents;

NOW THEREFORE BE IT RESOLVED that the Brookings County (Applicant) appoints Michael Bartley as the authorized Applicant Agent. Date this 22nd day of January, 2019.

Appointing Authority

Name: Brookings County Commission
Title: Stacy Steffensen, Commission Department Director
Signed Stacy Steffensen

Appointed Agent

Name: Michael Bartley
Title: Chairperson
Signed Michael Bartley

Motion by Jensen, seconded by Krogman to remove Resolution #18-51: a resolution modifying the Brookings County Highway system due to the review of primary county highway system from the table. All members voted "aye." Motion carried.

Highway Superintendent Brian Gustad said they are still gathering information with the City of Brookings. He said the resolution is not ready for approval.

Motion by Pierce, seconded by Boersma to table Resolution #18-51 until March 26, 2019. Roll call vote: Pierce "aye," Krogman "aye," Jensen "aye," Boersma "aye," Bartley "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-02 a Memorandum of Understanding between SDSU Extension and Brookings County.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-03: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to authorize the Finance Office to issue distress warrants to the Sheriff's Office for collection, in accordance with SDCL 10-22-31. Background information was provided by Finance Officer Vicki Buseth.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve cell phone reimbursements for 2019. Commissioner Pierce said she still thinks the county pays too much for cell phone reimbursements. She said some of them receive more than what their plan costs.

Roll call vote: Jensen "aye," Boersma "aye," Pierce "no," Krogman "aye," Bartley "aye." Motion carried.

County Cell Phone Reimbursements

Eileen Aberle- \$45.00; Jeff Anderson- \$75.00; Michael Bartley- \$75.00; David Biteler- \$30.00; Suzanne Bjordal \$30.00; Angela Boersma- \$75.00; Jacob Brehmer- \$30.00; Dave Bublitz- \$45.00; Vicki Buseth- \$105.00; Beverly Chapman- \$105.00; Darren DeJong- \$60.00; Cliff Friedrich- \$45.00; Mike Giegling- \$30.00; Linda Gross- \$30.00; Brian Gustad- \$105.00; Darin Haider- \$60.00; Richard Haugen- \$45.00; Terry Heidemann- \$30.00; Kristin Heismery- \$75.00; Jere Hieb- \$30.00; Richard Hieb- \$30.00; Robert Hill- \$105.00; Michael Holzhauser- \$105.00; Larry Jensen- \$75.00; Justin Johnson- \$30.00; Larry Klingbile- \$30.00; Jeremy Kriese- \$30.00; Ryan Krogman- \$75.00; Manual Langstraat- \$30.00; Dane Larsen- \$30.00; Laura Littlecott- \$45.00; Don McCrea- \$15.00; Misty Moser- \$75.00; Kevin Murfield- \$30.00; Dan Nelson- \$105.00; Lee Ann Pierce- \$75.00; Jon Pike- \$60.00; Shawn Plowman- \$90.00; Scott Sebring- \$105.00; Reid Squires- \$30.00; Martin Stanwick- \$105.00; Stacy Steffensen- \$105.00; Bart Sweebe- \$105.00; Michael Taylor- \$105.00; Chuck Umberger- \$45.00; Kristen Witchey- \$75.00.

Motion by Krogman, seconded by Jensen to approve and publish the rates/salaries for County employees for fiscal year 2019.

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

2019 Brookings County Employee Wages

Eileen Aberle- \$21.13; Logan Ackerman- \$17.80; Jeffery Anderson- \$30.16; Michael Andresen- \$16.35; Gregory Archer- \$15.41; Michael Bartley \$17,744.22; Jennifer Beller- \$20.31; Alexander Berkness- \$19.27; David Biteler- \$23.47; Suzanne Bjordal \$25.00; Angela Boersma- \$17,744.22; Katherine Bogue- \$17.80; Thomas Bond- \$17.80; Jacob Brehmer- \$25.23; David Bublitz- \$20.57; Vicki Buseth- \$77,916.02; Jenna Byrd- \$18.89; Beverly Chapman- \$72,479.94; Craig Chapman- \$21.55; Amy Christensen- \$20.57; Matt Christensen- \$21.01; Richard Cofell- \$22.58; Lynn Cramer- \$23.17; Darren DeJong- \$28.22; Michelle Delaney- \$20.05; Wesley Dixon- \$18.16; Cole Dummermuth- \$15.41; Gary Egeberg- \$15.48; Becky Eggebrecht- \$25.00; Kimberly Ellingson- \$18.16; Gregory Enz- \$21.28; Michael Erickson- \$24.27; Daniel Fraser- \$17.80; Clifford Friedrich- \$28.05; Michael Giegling- \$27.50; Linda Gross- \$22.58; Nathan Gubbels- \$17.80; Brian Gustad- \$71,488.04; Darin Haider- \$30.54; Kathryn Hanson- \$22.58; Tammy Hanson- \$24.27; Margaret Harkness- \$17.80; Richard Haugen- \$25.23; William Hazzard II- \$18.16; Terrance Heidemann- \$15.41; Kristin Heismeyer- \$54,225.86; Jere Hieb- \$22.87; Richard Hieb- \$6,000.00; Robert Hill- \$72,479.94; Michael Holzhauser- \$72,479.94; Zachariah Hulderson- \$17.80; Larry Jensen- \$17,744.22; Justin Johnson- \$15.41; Vance Jones- \$15.71; Richard Kelley- \$18.16; Melanie Kindt- \$16.89; Larry Klingbile- \$24.27; Anita Klitzke- \$20.86; Dale Kneebone- \$24.27; David Knutson- \$19.14; Jeremy Kriese- \$24.91; Ryan Krogman- \$17,744.22; Kristi Kruse- \$16.56; Kimberly Laabs- \$16.56; Dayton Landmark- \$17.80; Mitchell Lang- \$16.35; Manuel Langstraat- \$23.94; Dane Larsen- \$22.12; Adam Lehnertz- \$15.41; Kathryn Lembcke- \$17.80; Shelly Lenander- \$11.50; Laura Littlecott- \$26.96; Alexander Luke- \$15.41; Rae Lynn Maher- \$21.28; Don McCrea- \$22.56; Dennis Miller- \$26.09; Amber Morlock- \$22.56; Misty Moser- \$46,320.82; Christopher Mulhair- \$21.13; Heather Murfield- \$18.52; Kevin Murfield- \$22.12; Daniel Nelson- \$101,924.94; Paul Ness- \$19.66; Nick Norgaard- \$20.05; Paige Petersen- \$11.00; Lee Ann Pierce- \$17,744.22; Jon Pike- \$32.41; Shawn Plowman- \$28.78; Randy Ribstein- \$24.27; Katriona Roy- \$15.41; Devlin Rue- \$17.80; James Sampson- \$25.74; Lori Schultz- \$24.27; Scott Sebring- \$77,916.02; Reid Squires- \$19.91; Martin Stanwick- \$96,793.84; Peggy Steen- \$20.19; Stacy Steffensen- \$74,029.02; Jean Stoebner- \$21.01; Nick Strasburg- \$15.18; Brock Swartos- \$15.48; Don Swartos- \$22.58; Bart Sweebe- \$72,479.94; Tiffany Sylvers- \$18.16; Michael Taylor- \$86,544.90; Susan Taylor- \$17.93; Danica Thor- \$18.16; Tonia Thornton- \$19.27; Sally Tolley- \$18.29; Charles Umberger- \$28.05; Duane Walburg- \$25.83; Melissa Walsh- \$18.29; Kristen Witchey- \$25.40.

Motion by Boersma, seconded by Krogman to declare two water heaters as surplus property to be disposed of. Background information was provided by Sheriff Martin Stanwick.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to appoint Paul Wiese as an Archery Range Committee member to the Brookings County Outdoor Adventure Center Advisory Board.

All members voted “aye.” Motion carried.

The board discussed the updated Work Plan for Brookings County.

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

Steffensen said Chief Erickson has been working with the insurance company on the equipment at the dispatch center, and the insurance company will pay \$134,000 of the \$164,000 expense. She said the county will be responsible for approximately \$10,000.

Steffensen said Youth in Government Day is Tuesday, February 12th.
Steffensen discussed other upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Jensen attended a BCOAC Advisory Board Meeting; reviewed Director of Equalization applications; attended Brookings Day at the Legislature; attended an E-911 Meeting; and attended the Chamber Mixer Event at the BCOAC.

Commissioner Krogman attended a BCOAC Advisory Board Meeting; reviewed Director of Equalization applications; attended Brookings Day at the Legislature; and attended the Chamber Mixer at the BCOAC.

Commissioner Boersma attended an ICAP Board Meeting.

Commissioner Pierce attended the JJA Meeting; attended the Chamber Reception for David Merhib; attended the Chamber Mixer at the BCOAC.

Commissioner Bartley attended a Leader Round Table; attended a JJA Meeting; attended the PPCC/POD Meeting; attended the Chamber Reception for David Merhib; attended the Volga Fire Department Feed; reviewed Director of Equalization reviews; attended Brookings Day at the Legislature; attended an E-911 Meeting;

EXECUTIVE SESSION

Motion by Jensen, seconded by Boersma to enter into Executive Session at 10:35 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 12:06 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Jensen, seconded by Krogman to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, February 5, 2019 at 8:30 a.m.

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Jenna Byrd
Finance Assistant II

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