

# BROOKINGS COUNTY COMMISSION MEETING

## TUESDAY, FEBRUARY 1, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, February 1, 2022, with the following members present: Angie Boersma, Ryan Krogman, Lee Ann Pierce, Mike Bartley and Ryan Krogman.

### CALL TO ORDER

Chairperson Boersma called the meeting to order 8:30 a.m.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### APPROVAL OF AGENDA

Motion by Pierce, seconded by Krogman to approve the agenda for the February 1, 2022, Commission Meeting as amended. All members voted "aye." Motion carried.

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

### RECOGNITION OF EMPLOYEES' ANNIVERSARIES

Richard Cofell- 15 years with the Highway Department in January.

Mike Giegling- 15 years with the Sheriff's Department in February.

### CONSENT AGENDA ITEMS

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

The consent agenda consisted of the minutes from the January 18, 2022, Commission Meeting.

Travel Requests: Dan Nelson to attend a legislative preparation on January 9<sup>th</sup> in Huron; Jacob Brehmer and Reid Squires to attend the District 5 Quarterly Meeting on January 26<sup>th</sup> in Salem; Courtney VanZanten to participate in a National Veterans Legal Services Program webinar on January 26<sup>th</sup>-27<sup>th</sup>; Sonia Mack to attend School Programming at the Cambridge Hutterite Colony February 3<sup>rd</sup>, February 17<sup>th</sup>, March 3<sup>rd</sup>, March 14<sup>th</sup>, April 7<sup>th</sup> and April 21<sup>st</sup> in Volga; Sonia Mack to attend Cloverbud Programming February 7<sup>th</sup>, March 7<sup>th</sup>, April 4<sup>th</sup> and April 25<sup>th</sup> in Toronto; Sonia Mack to attend 4-H Meetings on March 5<sup>th</sup>, March 30<sup>th</sup>, April 20<sup>th</sup> and April 30<sup>th</sup> in Watertown; Brandon Schultz to attend a Glock Armorer's Course on February 15<sup>th</sup> in Vermillion; Brian Gustad to attend the NACE Annual Conference on April 24<sup>th</sup>-27<sup>th</sup> in Buffalo, NY.

Personnel Action Notices: annual review- Taylor Hatlestad to \$17.17, effective February 1, 2022.

Cellular Authorizations: Dave Biteler- High Usage at \$45/month and Extensive Usage at \$60/month; Marci Gebers- High Usage at \$45/month; Devlin Rue- Basic Usage at \$30/month; Anna Sells- Basic Usage at \$30/month; Cody Sunderland- Extensive Usage at \$60/month.

Human Services Report: case #22-012 for utilities was approved; case #22-021 for prescription was denied; case #22-022 for rent was denied; case #22-023 for rent was denied.

## ROUTINE BUSINESS

### *Approval of Claims*

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

605 Custom Design LLC, Webstore Applied Coupon Codes, \$150.00; A&B Business Inc, Copier Contract, \$1,054.02; AED Market, Lifepak Battery Replacements, \$754.00; Amazon Capital Services, Deputy USB Charges, Monitor, Workstation, Clock, PPE, \$678.45; American Planning Association, Membership, \$338.00; American Trust Insurance, 3 Notary Renewals, \$150.00; Apple Grove Investments LLC, Tax Certificates, \$913.73; Aragon, Antonio, Translation Services, \$125.00; Aurora Auto Body & Glass, Patrol Vehicle Repair, \$490.76; Jordyn Bangasser, Court Appointed Attorney, \$1,158.30; Banner Associates, Professional Services, Volga Samara Ave Reconstruction, Design/Replacement, \$23,139.15; Blackstrap Inc, Salt, \$3,890.17; Boarman Kroos Vogel Group, Det Center Expan Prof Services, \$8,495.00; Brookings Area Chamber, 2022 Membership Dues, \$900.00; Brookings City Utilities, COP Utilities, \$119.46; Brookings County Historic, Annual Payment, \$5,000.00; Brookings County Sheriff, Replenish Det Center Petty Cas, \$89.35; Brookings Public Library, Library Services-1st Quarter, \$6,250.00; Brookings Register, Publications, \$188.00; Century Business Products, Copier Contract, \$147.90; City Of Brookings, Government Center Expenses, 2021 Int From ROD, Animal Control Fees, E911 Money, \$95,482.48; Clean Slate, Business Cards, \$63.00; Complete Plumbing, Fix Frozen Pipe, \$103.32; Cook's Wastepaper & Recycling, White/Brookings, \$181.58; Davis, Thomas, Rock Royalties, \$8,437.50; Den-Wil Inc, Feb Community Health Rent, \$960.00; Department Of Health, Blood Tests, \$40.00; Digital Dolphin Supplies, Front Office Printer Ink, \$379.98; DVL Fire And Safety, Annual Inspection, Recharge Fire Extinguisher, \$72.25; Ecolab Pest Elimination, Monthly Pest Service, Jail Pest Control, \$247.87; Einspahr Auto Plaza, Jail Vehicle Repairs, Patrol Vehicle Maint, \$775.09; Empire Investments 3 LLC, Tax Certificates, \$1,181.31; Empire Investments 4 LLC, Tax Certificates, \$2,110.66; Empire Investments 5 LLC, Tax Certificates, \$1,927.17; Empire Investments LLC, Tax Certificates, \$2,120.76; Empire Investments 7 LLC, Tax Certificates, \$3,703.32; Empire Investments 6 LLC, Tax Certificates, \$2,888.06; Fite, Pierce & Ronning Law, Court Appointed Attorney, \$7,973.17; Foerster Distributing, Copy Paper, Jail Supplies, \$357.99; Forrest Holdings Inc, Tax Certificates, \$1,254.93; Galls, New Jail Uniforms/Equipment, \$179.08; Jennifer Goldammer, Court Appointed Attorney, \$871.20; Tim Haug, Steel Toe Work Boots, \$250.00; Tim Hogan, Court Appointed Attorney, \$2,405.70; Huber, Dustin, Gun Show Booth, \$40.00; Hy-Vee Food Store, Refreshments, Inmate Rations/Retirement Cake, \$14,923.76; IMEG Corporation, Surfacing Project/Design, \$6,250.00; INA Group LLC, Tax Certificates, \$27,027.06; Inter-Lakes Community Action, 1st Quarter Comm Service Worker, \$5,111.75; Stacia Jackson, Court Appointed Attorney, \$2,395.80; Kennedy Pier Knoff Loftus, CAA

Inv MI Hearing, \$118.80; Bruce Kleckner, \$ Return For 85 Weed Truck, \$3,300.00; L.G. Everist Inc, Icing Sand, \$1,950.43; Lewis & Clark Behavioral, BMI Intake, \$552.00; Reed T Mahlke, Court Appointed Attorney, \$1,109.70; Mcgrath North Mullin & Kratz Pc LLO, Professional Services, \$224.00; Mcleod's Printing & Office, Township Packets & Law Books, \$693.60; Mediacom LLC, Courthouse Wifi, \$269.97; Dan C Nelson, Legislative Preparation, \$62.16; Nancy J Nelson, Court Appointed Attorney, \$3,197.53; Teree A Nesvold, Court Appointed Attorney, \$495.00; Northwestern Energy, Truck/Highway Shop, Natural Gas Usage, Monthly Utilities, COP Utilities, \$8,786.30; Office Peeps Inc, Calendar, Legal Guide, Staples, Jail/Front Office Supplies, \$274.27; Pharmchem Inc, Sweat Patch Analysis, \$94.35; Pitney Bowes, Postage Machine Rental, \$114.00; Prairie Graphics, Jail Deputy Uniforms, \$201.82; Prochem Dynamics LLC, Jail Supplies, \$4,549.12; Quality Spray Foam Application, Spray Foam Due To Pipe Freeze, \$752.76; Questions & Solutions Engineering Inc, Det Center Project Commissioning, \$2,282.00; Ray O'Herron Co Inc, Riot Gear-Homeland Sec Grant, \$3,597.80; Rick Ribstein, Court Appointed Attorney, \$2,812.71; Roelofsen Implement, Inc, 2020 Canam Outlander ATV, \$7,500.00; Running's Supply Inc, Jail Supplies, \$13.48; Ryde Investment Group LLC, Tax Certificates, \$1,185.97; Safe-N-Secure, New Access Cards, \$552.20; SD Attorney General's Office, 24/7 Sobriety Program, \$3,473.00; SD-\* Dept Of Revenue, Sheriff Trust- A&B Garage LLC, \$9,102.29; SD Public Assurance Alliance, Case Excavator/Lowboy Trailer, \$933.98; SDEMA, SD EM Membership Dues, \$90.00; SDSU Extension, Nues Green Tags, SDSU Motor Pool Charges, \$188.55; SDSU-SDLTAP, Registration For Asphalt Conf, \$250.00; Secretary Of State, 3 Notary Renewals, \$90.00; Sioux Valley Cleaners Inc, Jan Janitorial For Wic, \$460.00; Southpaw Defense, Concealed Carry Renewal Class, \$180.00; Stalker Radar, Deputy Equipment, \$7,110.00; Anthony Teesdale, Court Appointed Attorney, \$5,396.72; Thomson Reuters - West, December Billing Period, \$1,177.08; Town Of Sinai, Utilities, \$64.00; Trane Us Inc, 2022 Service Agreement, \$20,514.00; Trinity Services Group, Inc, Inmate Rations, \$9,664.36; Two Way Solutions Inc, Jail Radio Extenders, \$383.29; Steven Ust, Inspections, \$1,700.00; Verizon Wireless, Monthly Charges, \$40.01; Walburg, Duane, Animal Control Mileage, \$114.66; Walmart Community, Walmart Community, \$139.80; Water Works LLC, Salt, \$59.88; Wells Fargo, Wells Fargo, \$1,504.32; Kristin A Woodall, Transcripts, \$106.40; Brian Zielinski, Court Appointed Attorney, \$74.25.

### ***Department Head Reports***

Highway Superintendent Brian Gustad presented a 2021 Infrastructure Program report on major grants, preliminary grants, and preservation grants.

County Development Director Robert Hill said his office has given out 557 COVID-19 rapid test kits. Hill said overall, the county has given out roughly 1,000 kits. He said they have close to 200 kits left.

Sheriff Marty Stanwick said there are 25 inmates in jail. Stanwick said the inmate housing contract with Moody County starts today.

Stanwick said they have resumed the 24/7 program. Stanwick said he's working with Brookings Municipal Utilities on getting the proper documentation to get rebates with the type of lighting they put in the new jail.

### **REGULAR BUSINESS**

Motion by Pierce, seconded by Krogman to approve Abatement #22-09: an abatement request made by Shane Johnson Living Trust, parcel #2000-11150-193-00 in the amount of \$290.80.

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

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma to sign Agreement #22-07: a Brookings County Pictometry Purchase Agreement between Brookings County and Brookings Municipal Utilities. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-08: a Brookings County Pictometry Purchase Agreement between Brookings County and the City of Brookings.

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

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Boersma to sign Agreement #22-09: a Brookings County Pictometry Purchase Agreement between Brookings County and the East Central Regional Community Council (E-911).

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

Motion by Krogman, seconded by Jensen to approve weed chemical bids on all items listed. Background information was provided by Weed & Pest Supervisor Misty Moser.

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

	<b>Nutrien AG</b>	<b>AgFirst Farmers Co-op</b>	<b>Vandiest Supply</b>
Platoon 2, 4-D Amine	2.5 gal.- \$22.70 30 gal.- \$22.40 265 gal.- \$22.40	-	**Uses Hi-Dep 2,4-D - 2.5 gal. container- \$21.45 per gal.
Graslan L	2 gal.- \$44.05 per gal. 250 gal. tote- \$44.05 per gal.	250 gal. tote- \$40 a gal.	250 gal. tote- \$44.00 per 2 x 2
Toerdon 22k	2.5 gal. container- \$45.30	-	250 gal. tote- \$48.30 per 2.5 gal.
Freelexx	2.5 gal. container- \$25.50 per gal. 30 gal. drum- \$25.50 per gal. 250 gal. tote- \$25.50 per gal.	-	2.5 gal. container- \$25.50 per gal. 30 gal. drum- \$25.50 per gal. 250 gal. tote- \$25.50 per gal.

Motion by Jensen, seconded by Bartley to approve the bid letting for 2022 Bridge Improvement Grant Project BRF 6030(00)19-2, PCN 076E for structure number 06-112-080. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Boersma to sign a Request to Fill Vacancy for temporary election workers in the Finance Office. Background information was provided by Finance Officer Lori Schultz.

All members voted “aye.” Motion carried.

Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen presented the 2021 Year-End Review.

**SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., the board held a public hearing on Resolution #22-05: a resolution providing for at-large elections of county commissioners.

Motion by Bartley, seconded by Pierce to approve and authorize Chairperson Boersma to sign Resolution #22-05: a resolution providing for at-large elections of county commissioners.

Chairperson Boersma opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Boersma closed the public hearing.

Background information was provided by Commission Department Director Stacy Steffensen.

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

**RESOLUTION #22-05  
A RESOLUTION PROVIDING FOR AT LARGE ELECTIONS  
OF COUNTY COMMISSIONERS**

WHEREAS the Brookings County Commission at its meeting on February 1, 2022, pursuant to SDCL 7-8-10, must either establish the boundaries of County Commissioner districts or choose to have all County Commissioners run at large; and

WHEREAS, Brookings County has a long history of the County Commissioners running at large and it appears to be in the best interest of the County to continue in that manner.

THEREFORE, BE IT RESOLVED by the Brookings County Board of County Commissioners that all Brookings County Board of County Commissioners’ positions shall run and be elected at large.

Adopted this 1<sup>st</sup> day of February 2022.

Angela Boersma  
Chairperson  
Brookings County Commission

ATTEST

Lori Schultz  
Finance Officer  
Brookings County

**SCHEDULED AGENDA ITEM**

As scheduled at 9:05 a.m., Dwaine Chapel, CEO/Executive Director of Research Park at SDSU gave an update on the Research Park.

## REGULAR BUSINESS

Commission Department Director Stacy Steffensen continued with her report. Steffensen presented the 2021 Year-End Review.

## SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., Dave Jacobson, President of the Brookings County Firefighters Association requested \$80,000 for a new fire apparatus for the Aurora Fire Department.

Motion by Jensen, seconded by Krogman to approve an \$80,000 funding request for the Aurora Fire Department from the current year and long-term funds.

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

## REGULAR BUSINESS

Commission Department Director Stacy Steffensen continued with her report. She reviewed the Work Plan and the Strategic Plan. By consensus, the board authorized Steffensen to draft a letter of support for proposed legislation HB 1033 and SB 53. Steffensen discussed upcoming dates.

States Attorney Dan Nelson had nothing to report.

## COMMISSIONERS' REPORTS & DISCUSSION ITEMS

Commissioner Pierce attended Brookings Day at the Capitol via Zoom; met with City Manager Paul Briseno and Steve Meyer with Brookings Municipal Utilities regarding 34<sup>th</sup> Avenue; attended the Legislative Review via Zoom; attended a Domestic Abuse Shelter Board Meeting.

Pierce said she received a phone call from Project Manager Rich Uckert with Banner Associates about doing a “high-level overview” of what it would take to put 214<sup>th</sup> street together for the county.

Commissioner Bartley attended Brookings Day at the Capitol in Pierre and attended a Detention Center Meeting.

Commissioner Jensen attended Brookings Day at the Capitol; attended Brenda Schweitzer’s Retirement Party; and attended a BCOAC Advisory Board Meeting.

Commissioner Krogman attended an E-911 Meeting; attended a Brookings Housing Study update; attended Brenda Schweitzer’s Retirement Party; spoke to the Rotary Club about the Brookings Housing Study; attended a BATA Meeting; attended a BCOAC Advisory Board Meeting; and attended a Brookings Health Board Meeting.

Commissioner Boersma attended Brookings Day at the Capitol via Zoom; attended a NextGen Planning Meeting for the Legislative Conference and attended a Standing Committee Meeting.

## EXECUTIVE SESSION

Motion by Krogman, seconded by Jensen to enter into Executive Session at 10:02 a.m., in accordance with SDCL 1-25-2(1)(4)(6), personnel, contract negotiations and security information. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to come out of Executive Session at 11:12 a.m. All members voted “aye.” Motion carried. No action was taken.

### ADJOURNMENT

Motion by Bartley, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, February 22, 2022, 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 request 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  
Senior Finance Assistant  
Brookings County

Published once at the approximate cost of\_\_\_\_\_.