

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JUNE 4, 2019

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 4, 2019 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.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Boersma to approve the agenda for the June 4, 2019 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Jensen, 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 May 21, 2019 Commission Meeting.

Travel Requests: Dan Nelson to attend a State's Attorney Conference on May 1st - 3rd in Deadwood; Michael Taylor to attend a State's Attorney Conference on May 1st-3rd in Deadwood; Rae Lynn Maher to attend CRMCS Training on May 30th in Sioux Falls; Robert Hill to attend CRMCS Training on June 5th in Yankton; Sonia Mack to attend 4-H Camp on June 5th-7th at Lake Poinsett; Sonia Mack to attend the State 4-H Horse Show on July 22nd-24th in Huron; Sonia Mack to attend Safety Day on July 18th in Watertown; Sonia Mack to attend the State Fair on August 27th-September 2nd in Huron; Richard Haugen to attend Floodplain-2 Dimensional Modeling using HEC-RAS on June 25th-27th in Pierre; Richard Haugen to attend FEMA Course G775 on July 15th-17th in Pierre; Richard Haugen to attend South Dakota Building Officials Summer Training on July 18th-19th in Pierre; Reid Squires, Jere Hieb & Rusty Brandsrud to attend SDAAO Annual Assessors School on August 18th-23rd in Pierre; Finance Office Employees to attend a new Motor Vehicle System Training on June 17th in Watertown and June 18th-19th in Sioux Falls.

Personnel Action Notices: routine step increase- Gary Egeberg to \$15.71, effective May 1, 2019; routine step increase- Nick Strasburg to \$15.71, effective May 1, 2019; routine step increase- Brock Swartos to \$15.71, effective May 1, 2019; new hire- Part-time Correctional Officer James Gay at \$17.80, effective May 17, 2019; new hire- Part-time Correctional Officer Chris Heismeyer at \$17.80, effective May 17, 2019; new hire- Temporary/Seasonal BCOAC Intern Amanda Miller at \$11.00, effective May 23, 2019; routine step increase- Mike Giegling to \$28.05, effective June 1, 2019; new hire- Deputy States Attorney II Benjamin Kleinjan at \$88,276.00, effective June 3, 2019.

Human Services Report: case #19-070 for rent was approved; case #19-071 for medical was approved; case #19-072 for medical was approved; case #19-074 for utilities was approved.

ROUTINE BUSINESS

Approval of Claims

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

605 Custom Design LLC, County Jackets & Shirts, \$111.00; A&B Business Inc, Copier Contract, \$271.44; Agterra Technologies Inc, Annual License, \$580.16; Airgas USA Llc, Safety Glasses, \$113.24; Allegra Print & Imaging, Color Copies, \$52.80; Anthony Teesdale, Crt Appt Attorney, \$4,673.94; Avera Heart Hospital of SD, Care of Poor Medical, \$5,632.09; Avera McKennan Hospital, Mental Health Holds, \$2,317.75; Avera Occupational Medicine, TPA Services, \$121.10; Axon Enterprise Inc, Patrol Vehicle Equipment, \$260.00; Battle Armor Designs, Llc, Culvert Cleaner, \$3,439.00; Bauer, Tim, Board Mtg Mileage, \$9.24; Benco Products, Inc, Kubota Spray System, \$2,976.96; Boarman Kroos Vogel Group, Detention Center Expansion, \$24,257.88; Bozied Oil Co Inc, Car Washes, \$250.00; Brock White Company, Fabric, \$3,600.00; Brookings Engraving, Nameplate, \$10.00; Brookings Health System, Inmate Medical, \$1,332.37; Brookings Police Dept, Training Tuition, \$25.00; Buseth, Vicki, Spring Workshop & 10 County, \$80.52; C&R Supply Inc, Ford Pickup Spray System, \$7,611.29; Century Link, Long Distance Service, \$23.49; City of Brookings, 2018 Park & Rec Fall & Winter, \$155.00; City of Volga, Care of Poor Utilities, \$279.00; Colonial Research, Shop Supplies, \$369.76; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Concrete Materials Inc, Cold Mix, \$1,026.30; Dan C Nelson, States Atty Lodging Reimburse, \$226.00; Darcy Lockwood, Inv Mental Illness Hearing, \$30.00; Dave's Collision Repair, Jeep Windshield Replacement, \$250.00; Dennis Hetrick, Enhanced Conceal Carry Class, \$180.00; Den-Wil Inc, Comm Health Rent, Garbage, \$1,352.01; Department of Motor Vehicles, Hwy Plate & Mailing Fees, \$11.20; DVL Fire and Safety, Fire Extinguisher Maintenance, \$2,119.35; Empire Investments 2 Llc, Tax Certificate, \$2,157.52; Empire Investments 4 Llc, Tax Certificate, \$4,873.77; Executive Mgmt Finance Office, Technology Access Fee, \$29.75; Fastenal Company, Shop Supplies, \$101.54; First Bank & Trust, Bond Payment, \$60,823.51; Foerster Office & Supply, Supplies, \$368.00; Gass Law, Pc, Crt Appt Attorney, \$3,145.70; Gass Law, Pc, Sheriff Trust Execution, \$576.92; Hamlin Building Center, Shop Supplies, \$510.65; Harmelink & Fox Law Office, CAA Inv MI Hearing, \$183.10; Heather Murfield, Meal Reimbursement, \$64.00; Hillyard/Sioux Falls, Tissue, Paper Towels, \$179.42; Hometown Service & Tire, Llc, Patrol Vehicle Repair, \$153.47; Hungerford Chiropractic Pc, Instant Drug Testing, \$60.00; Hy-Vee Food Store, Inmate Meals, Refreshments, \$16,119.43; Innovative Office Solutions, State and US Flags, \$304.44; J&T's Exhaust World, Coolant Lines, \$15.00; Jennifer Goldammer, Crt Appt Attorney, \$1,803.20; Katterhagen, Mark, Inv Mental Illness Hearing, \$30.00; Kerri Cook-Huber, Inv Mental Illness Hearing, \$100.00; Kibble Equipment Llc, Shop Parts, Supplies, \$218.17; Knight's Defense, Patrol Uniforms, \$949.88; L&L Auto & Truck Parts, Supplies, \$17.00; Lacroix, Heather, CAA Inv Mental Illness Hearing, \$277.75; Lewno, Lucy, Inv Mental Illness Hearing, \$231.50; Maher, Rae Lynn, Per Diem Mitchell, \$11.00; Manatron Inc, Proval Plus Support/Maintenance, \$10,742.87; McGrath North Mullin & Kratz Pc, Professional Services, \$93.00; McKeever's Vending, Inmate Commisary, \$232.00; Midwest Glass, Replace Battery, Test Handicap, \$73.47; Moody County Auditor, Reimburse for MI Payments, \$388.35; Nancy J Nelson, Crt Appt Attorney, \$1,311.00; Northern Truck Equipment, O Ring Cover - Shop, \$49.63; Northwestern

Energy, Natural Gas Utilities, \$948.46; Office Peeps Inc, Office Supplies, \$1,448.95; Olson, Steve, Board Mtg Mileage, \$16.80; One Office Solution, Office Paper, Jail Paper, \$369.90; Patricia J Hartsel, Transcripts, \$47.40; PCS Mobile, New Patrol Vehicle Equipment, \$919.23; Pitney Bowes Global Finance, Double Tape Sheets, Red Ink, \$113.03; Ramkota Inn, Lodging, \$415.96; RC First Aid, First Aid Kit Refills, \$82.50; Reed T Mahlke, Crt Appt Attorney, \$5,315.25; RFD Newspapers Inc, Summer Hours Advertising, \$527.37; Rick Ribstein, Crt Appt Attorney, \$661.50; Ron's Auto Repair, Care of Poor Rent, \$450.00; Rude's Funeral Home Inc, Removal & Transport Mileage, \$240.00; Running's Supply Inc, Youth Arrows, Buttresses, \$4,725.50; Sanford Health, Inmate Medical, \$170.38; Sioux Valley Cleaners Inc, WIC Janitorial, \$460.00; Snap-On Tools, Shop Tool, \$136.95; Special Days Committee, Fireworks Display Donation, \$500.00; Steffensen, Stacy, 10 County Mtg Reg, Mileage, \$34.52; Steven Ust, Building Inspections, \$200.00; Subway, LEPC Meeting Meals, \$110.00; Terry D Wiczorek Pc, Crt Appt Attorney, \$1,570.47; Thomson Reuters - West, West Info Charges, \$1,097.38; Tim Hogan, Crt Appt Attorney, \$1,852.70; Two Way Solutions Inc, Patrol Car Equipment, \$250.48; Vandenberg Law, Crt Appt Attorney, \$5,381.00; Vantek Communications Inc, North Repeater Fee-June, \$100.00; Verizon Wireless, Wireless Service, \$40.01; Walburg, Duane, Animal Control Mileage, \$73.08; Walmart Community, Supplies, \$362.43; Wells Fargo, Credit Card Charges, \$3,654.73; Witchey, Kristen, Spring Workshop Per Diem, \$21.00; Yankton County Sheriff, Service of Process, \$50.00; Young Door Service Inc, Repair Door, \$383.14; Cell Phone Reimbursements: Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; Jeffrey Conrad, \$30.00; DeJong, Darren, \$60.00; Becky Eggebrecht, \$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; Larry Klingbille, \$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; 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; Michael Taylor, \$105.00; Witchey, Kristen, \$75.00.

Department Head Reports

Highway Superintendent Brian Gustad said Bowes Construction started paving County Road 8. Gustad said he attended the First District Meeting in Flandreau and met with US Fish & Wildlife to discuss drainage located around County Road 4 and County Road 14.

Gustad said the state closed Highway 14 west of Volga so they put a temporary closure sign on County Road 8 to keep traffic off.

Sheriff Martin Stanwick said there are 25 inmates in jail and 123 individuals participating in the 24/7 program. Stanwick said transitional housing needs to be looked at in the near future. He said it's an issue that the City of Brookings and Brookings County needs to tackle. Stanwick said he helps roughly 12-15 families a year with motel stays and food; he can only do so much.

SCHEDULED AGENDA ITEM

As scheduled at 8:45 a.m., Mary Deleeuw, Employer Support of the Guard and Reserve, presented Jail Administrator Bart Sweebe with a Patriotic Award.

Department Head Reports Continued

BCOAC Director Kristin Heismeyer said one of the part-time Membership Assistant's had to resign due to an emergency. She asked the board for permission to advertise for that position immediately.

Heismeyer discussed some repairs being done at the facility.

By consensus, the board agreed to start advertising for a part-time Membership Assistant.

Weed & Pest Supervisor Misty Moser said the Weed Tour will be June 12th.

Moser discussed Graslan L with the board. Moser said she spoke with three individuals who hay ditches in the county. She said the waiting period when using Graslan L is 30 days; similar to 2-4D. She said the individuals are okay with using the Graslan L.

Moser said the county bid Graslan L on DOT rights-of-way so that chemical has to be used on those ditches. SDSU Extension Weed Science Coordinator Paul Johnson said it is legal to hay it and graze it; if the manure is going to a field for soybeans, it could cause injury due to carryover. Johnson said there are no concerns for food and fiber. He said it is more effective than using 2-4D. Jensen said there would be residual in the soil.

Krogman asked if a public notice needs to be done so farmers know to wait the 30 days before haying. Moser said she will post it on the county website, Brookings Register and the Shopper.

Bartley directed Moser to notify landowners by letter and arrange an interview with the Brookings Register.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held a public hearing on Resolution #19-16: a resolution and order to vacation.

Commissioner Pierce recused herself from the scheduled agenda item.

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Resolution #19-16: a resolution and order to vacation.

Chairperson Bartley opened the public hearing and called for proponents.

Attorney Jesse Ronning, the attorney representing the two petitioners, would like to vacate a portion of the highway known as 1st Avenue East located in the plat of entitled: 1st Addition, Lake Poinsett Heights Subdivision in Lot 2, Section 5, Township 112, Range 52, West of the 5th P.M., in Brookings County, South Dakota. Ronning said 1st Avenue East has not been used for some time and the public interest would be better served by the proposed vacation of that portion of 1st Avenue East that runs between lots 56, 57, 58 and lots 63, 64, and 65.

Ronning said there will still be access to the back lots. Krogman asked if the ownership is given directly to them. Ronning said that is the position they are taking. He said the petitioners would also be paying property taxes on it. Krogman said he doesn't see a problem with it, but isn't sure how the ownership all works.

Ronning reference SDCL 31-3-10.

Chairperson Bartley called for opponents. Hearing none, Chairperson Bartley closed the public hearing.

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

RESOLUTION #19-16
RESOLUTION AND ORDER TO VACATION
OF THE FOLLOWING LEGAL DESCRIPTION:

Lot Fifty-eight (58) of First Addition Lake Poinsett Heights Subdivision in Government Lot Two (2) of Section Five (5), Township One Hundred Twelve (112) North, Range Fifty-Two (52) West of the 5th P.M.,
Brookings County, South Dakota.

Lot Sixty-three (63) of First Addition Lake Poinsett Heights Subdivision in Government Lot Two (2) of Section Five (5), Township One Hundred Twelve (112) North, Range Fifty-Two (52) West of the 5th P.M.,
Brookings County, South Dakota.

BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF THE COUNTY OF BROOKINGS, SOUTH DAKOTA, AS FOLLOWS:

That after an examination of the avenue designated at 1st Avenue East located in Laketon Township in the plat entitled 1st Addition, Lake Poinsett Heights Subdivision and the Petition of four voters of Laketon Township for vacation of a portion of that highway known as 1st Avenue East, located between Lots 56, 57, 58, 63, 64 and 65, as described above; “Notice of Hearing” of said Petition having been published in the Brookings Register and Volga Tribune once per week for 2 weeks prior to this date, namely May 16, 2019 and May 23, 2019, with hearing therein scheduled for the 4th day of June, 2019 at 9:00 a.m. and no one having objected or appeared to appear to object to said Petition, and it appearing that the public interest would be better served by the proposed vacating of said avenue in question and it is further appearing that all the requirements of law regarding vacation have been complied with.

NOW THEREFORE, pursuant to SDCL Chapter 31-3 the vacation of 1st Avenue East, located in the plat entitled: 1st Addition, Lake Poinsett Heights Subdivision, located between Lots 56, 57, 58, 63 and 65, as described above; is hereby ordered. Said plat is recorded in Book 4 of Plats, Page 28. It was recorded in the Brookings County Register of Deeds office on September 1, 1922, at 8:00 a.m.

The above and forgoing Resolution and Order was moved for adoption by Commissioner Krogman, seconded by Commissioner Boersma, and all present voted aye and none voted nay whereby the Chairperson declared the same to be duly passed.

Dated at Brookings, South Dakota, this 4th day of June, 2019.

Michael Bartley
Chairperson of Brookings County
Commissioners, Brookings County, South Dakota

Vicki Buseth
County Finance Office

SCHEDULED AGENDA ITEM

As scheduled at 9:10 a.m., the board held a public hearing on new Retail On/Off Sale Malt Beverage & SD Farm Wine license for Good Roots Farm and Gardens.

Motion by Boersma, seconded by Krogman to approve a new Retail On/Off Sale Malt Beverage & SD Farm Wine license for Good Roots Farm and Gardens.

Chairperson Bartley opened the public hearing and called for proponents.

Owner Bill Ross and Kitchen Manager Louise Snodgrass said they are an event farm and barn, and will be hosting pizza nights every Sunday evening. Ross said they would like to be able to supply beer and wine at their events.

Chairperson Bartley called for opponents. Hearing none, Chairperson Bartley closed the public hearing.

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

SCHEDULED AGENDA ITEM

As scheduled at 9:15 a.m., 4-H Youth Advisor Sonia Mack discussed the Extension/4-H Department Budget for 2020 with the board.

Department Head Reports Continued

4-H Youth Advisor Sonia Mack discussed upcoming events with the board. Mack said there are 325 4-H members.

SCHEDULED AGENDA ITEM

As scheduled at 9:30 a.m., Jeff Schaefer with Legislative Audit reviewed the 2017 Audit Report with the board. Schaefer said Brookings County had no deficiencies.

Department Head Reports Continued

Finance Officer Vicki Buseth said they've been working on budgets. Buseth said the mobile home sale will be the end of June.

County Development Director Robert Hill said he attended a Meeting at the Brookings Gun Club. Hill said the radio study did come back and the county will need two repeaters; one in Bruce and one in White. Hill said he will put discussion/possible action for the purchase of the repeaters on the next agenda.

Hill discussed upcoming dates with the board.

Veterans & Human Services Director Michael Holzhauser said they have had a dozen applicants for DAV drivers. Holzhauser said he will be requesting funding for a new DAV van. He said the DAV van is purchased locally and then given to the VA who maintains it and insures it.

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-32: a State of South Dakota, Department of Health, Division of Family and Community Health Sub-Recipient Agreement.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-33: an application for occupancy of right-of-way of county highways made by Shane Johnson in Sterling Township. Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-34: an application for occupancy of right-of-way of county highways made by Wanzek Construction, Inc. in Sherman Township.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-35: an application for occupancy of right-of-way of county highways made by Wanzek Construction, Inc. in Sherman Township.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #19-36: an application for occupancy of right-of-way of county highways made by Wanzek Construction, Inc. in Sherman Township.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve the renewal of a Retail On/Off Sale Malt Beverage & SD Farm Wine license for Smokin's Pub N Grub for licensing year 2019-2020.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Boersma to authorize a fireworks display at Meadow Creek Golf Course, Volga, on Friday, June 7th at dusk. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for a Facility Worker at the Brookings County Outdoor Adventure Center.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to appoint Matthew Rhodes to the Brookings Human Rights Commission.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve the Credentials Voting Form for the 2019 NACo National Convention. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said three companies attended the mandatory pre-proposal meeting

for the jail expansion project. She said the Construction Manager At-Risk Request for Proposals are due Thursday, June 6th.

Steffensen said they've been advertising the Housing Board opening as 'open until filled.' She encouraged the board to let her know if they know of anyone who would be a good fit for the position.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson introduced Deputy States Attorney II Benjamin Kleinjan to the board.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the BEDC Meeting; attended the Pre-proposal Meeting for the Jail Expansion Project; and attended the 20th Street Interchange Meeting. Pierce asked the board for permission to draft a letter of support for the 20th Street Interchange project.

Commissioner Boersma attended the 10-County Meeting; attended the Pre-proposal Meeting for the Jail Expansion Project; attended the Domestic Abuse Shelter Meeting; and attended a Mental Health Task Force Meeting.

Commissioner Krogman attended the 10-County Meeting and attended the Pre-proposal Meeting for the Jail Expansion Project.

Commissioner Jensen attended the 10-County meeting attended the Pre-proposal Meeting for the Jail Expansion Project.

Commissioner Bartley attended the 10-County Meeting.

EXECUTIVE SESSION

Motion by Krogman, seconded by Boersma to enter into Executive Session at 10:01 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 Krogman to come out of Executive Session at 10:28 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Krogman, seconded by Pierce to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, June 18, 2019 at 8:30 a.m.

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Finance Assistant II
Brookings County

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