

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, June 21, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 21, 2022 with the following members present: Angie Boersma, Lee Ann Pierce, Michael Bartley and Larry Jensen. Ryan Krogman was absent.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Pierce, seconded by Jensen to approve the agenda for the June 21, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, SDCL 1-2-5(3), consulting with legal counsel was added to Executive Session.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the June 9, 2022 Commission Meeting.

Travel Requests: Dan Nelson to attend a National District Attorney Association Conference on June 5th -10th in Sioux Falls; Jenna Byrd, Lori Shultz, Jennifer Beller, Kim Laabs, Shawn Plowman, Eric Mette, Connie Seward and Doris Knutson to assist at polling locations on June 6th-7th and November 7th-8th in Brookings; Brian Gustad to attend a Local Roads Conference on October 17th-20th in Rapid City.

Personnel Action Notices: status change- to full-time Correctional Officer Danica Thor at \$20.24, effective June 4, 2022; new hire- part-time Correctional Officer Trevor Donbroski at \$19.45, effective June 7, 2022; annual review- Courtney Steffen to \$25.71, effective July 1, 2022; annual review- Mikala Fischer to \$18.12, effective July 1, 2022.

Human Services Report: case #22-097 for medical was denied; case #22-117 for medical was denied; case #22-123 for medical was denied; case #22-125 for medical was denied; case #22-140 for medical was denied; case #22-134 for medical was denied; case #22-136 for medical was denied; case #22-137 for medical was denied.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$398.77; AgFirst Farmers COOP, Graslan, Gopher Bait, Gas, Patrol Vehicle Maint/Repairs, \$10,654.53; Allegra Print & Imaging, Prints For Voting, Patrol Business Cards, \$583.04; AT&T Mobility, Monthly Utilities, \$208.48; Aurora Auto Body & Glass, Patrol Fuel, \$127.14; Jordyn Bangasser, Court Appointed Attorney, \$590.85; Banner Associates, Volga Samara Ave Reconstruction, Design/5 Year Plan, Professional Services, \$13,195.50; Jennifer Beller, Election Mileage, \$13.65; Bobcat Of Brookings, Clip, Window, Glass, \$917.14; Bowes Construction, Patching, \$68,176.90; Rusty Brandsrud, NCRAAO, \$94.00; Brehmer, Jacob, NCRAAO, \$94.00; Brookings Auto Mall Inc, 2022 Silverado/Superintendent, Patrol Vehicle Maint/Repairs, \$40,068.11; Brookings City Utilities, BCOAC, Water For Truck Shed, Monthly Utilities, Water/Sewer/Elec/Tele, Ch/Comm Health/1921 Bldg, Phone Service, \$15,813.90; Brookings County Sheriff, GPS Monitoring, \$215.00; Brookings Engraving, Name Plate, \$12.50; Brookings Health System, May Blood Alcohol Testing, \$4,754.86; Brookings Register, Publications, \$854.43; Brookings-Deuel Rws, Water At Bruce Shop, \$30.20; Buhls Of Brookings Cleaners, 3 Rugs, Rug Rental, Jail Janitorial Supplies, \$350.40; Jenna Byrd, 200 Miles Of Travel 6/7election, \$84.00; Capital One, Programming Materials, \$78.64; Carquest Auto Parts Store, Truck Belt/Oil Seal/Oil Filter, \$570.97; Century Business Products, Copier Contract, \$559.01; Certified Languages Int, Translation Services, \$29.70; CHS, Diesel, \$48,768.68; Cintas Corporation, Uniforms, \$287.40; City Of Brookings Landfill, Bruce Shop/Brookings Roof, \$5,533.57; City Of Brookings, 20th St Interchange Project, \$132,715.88; City Of White, White Sewer/Elect/Water, \$86.62; Cook's Wastepaper & Recycling, CH\BCOAC Service, Brookings/White, Garbage/Waste Utilities, June Single Stream Service, \$531.00; Creative Printing, 1000 Envelopes, \$131.41; Cummins Sales And Service, Seal, O Ring, \$45.97; DA Services Inc, Courthouse Floors, \$2,800.00; Dakota Alignment & Framing, Alignment, \$2,334.47; Dakota Data Shred, Shredding Pick Up, Paper Shredding Services, \$114.08; Dakota Fluid Power Inc, Weed Dept, \$37.90; Dustin Davis, 24/7 Sobriety Program Refund, \$61.00; Department Of Health, Blood Tests, \$125.00; DVL Fire And Safety, Fire Extinguisher Recharges, \$46.00; Ecolab Pest Elimination, Monthly Pest Service, \$165.00; Einspahr Auto Plaza, Patrol Vehicle Maint/Repairs, Glass, \$1,588.15; Election Systems & Software, Activation Card Thermal, \$270.40; Empire Investments 6 LLC, Tax Certificates, \$3,283.14; First Bank & Trust, Deputy Debit Cards, \$623.13; Foerster Distributing, Items For Courthouse, \$335.50; Forrest Holdings Inc, Tax Certificates, \$1,650.89; Fulcrum Biometrics Inc, Fingerprint Livescan, \$749.00; Ken Gabel, NCRAAO, \$94.00; Graybar Electric Co Inc, Lighting Shop, \$175.20; Richard Haugen, Ft Pierre-Code Enforcement Trn, \$38.00; Henry Carlson Company, Jail Expansion & Remodel Proj, \$311,360.00; Tim Hogan, Court Appointed Attorney, \$894.78; Holzhauser, Michael, Replace Check, \$105.00; Hometown Service & Tire, Patrol Vehicle Maint/Repairs, \$71.00; Hungerford Chiropractic, Instant Drug Testing, \$150.00; I State Truck Center, Tank Surge/Bushing/Spring, \$529.66; Info Cubic LLC, 2022 Employment Screenings, \$798.95; Innovative Office Solution, State Of SD Flag, \$258.34; Interstate Telecom. Coop, Extension Phones, \$382.58; J&L Machine And Welding, Dump Trailer Repair, \$3,709.38; Stacia Jackson, Court Appointed Attorney, \$782.75; Johnson Controls, Planned Service Agreement, \$16,175.16; Katterhagen, Mark, Involuntary MI Hearing, \$12.00; L&L Auto & Truck Parts, Lamp, \$59.80; L.G. Everist Inc, Pea Rock, \$3,556.79; Kimberly Laabs, Travel 6/7 Election, \$37.80; Michael Lepley, 24/7 Sobriety Program Refund, \$90.00; Lewis & Clark Behavioral, BMI Intake, \$184.00; Lewno, Lucy, Involuntary Mi Hearing, \$112.25; Lowe's, Lowe's, Shop, \$411.10; Martin Oil Company, Dyed Diesel For Courthouse, \$1,308.05; Matheson Tri-Gas Inc, Welding Supplies, \$364.69; Donald Mccarty, Court Appointed Attorney, \$1,262.25; Mcgrath North Mullin & Kratz Pc LLO, Prof Services Through May 31, \$7,657.00; Mediacom LLC, June Law Library, \$136.90;

Midwest Glass, Window Repairs, \$1,178.83; Minnehaha County Auditor, Inv MI Cost Reimbursement, \$110.00; Robert Moline, 24/7 Sobriety Program Refund, \$113.00; National 4-H Council, Summer Event Awards & Apparel, \$142.12; Dan C Nelson, Washington DC Per Diem, \$1,830.31; Nancy J Nelson, Court Appointed Attorney, \$1,807.90; Teree A Nesvold, Court Appointed Attorney, \$17,087.40; Northwestern Energy, Heat For Truck Shed, Truck/Highway Shop, Natural Gas Usage, \$302.42; Office Of Child & Family, 1st Quarter Public Health Nurs, \$5,580.00; Office Peeps Inc, Copier Paper, Batteries, Clips, Paper, Thermal, Tape, Pencil Lead, Laminating Film, Conf Room Table/Toner/Paper, \$5,400.55; Pictometry International, 1st Payment For 2022 Flyover, \$39,170.00; Pitney Bowes Global Financial Services, Sendpro Postage Meter Contract, \$303.18; Prairie Graphics, Shirts For Maintenance Crew, Uniforms, \$244.27; Prochem Dynamics LLC, Mop Buckets For Gov Center/SO, \$306.80; Proline Inc, Brake Kleen, \$604.00; Prussman Contracting Co, Remove Bruce Shop After Storm, \$1,185.75; South Dakota Public Health, May Blood Tests/Lab Services, \$2,660.00; Qualified Presort Service, Mail Pick-Up, \$62.96; Razors Edge Grounds Keeping, Landscape Maintenance, Mowing, April/May CH Grounds Maint, \$4,815.00; RC First Aid, Fill First Aid Kits, \$54.50; Rdo Equipment Co, Window/Antenna/Repair Motor Gr, \$932.20; Rental Depot, Lift Rental To Fix Shop Roof, \$929.95; RFD Newspapers Inc, Publications, \$1,220.04; Running's Supply Inc, Weed Killer, Generator Gate&Janitorial Item, Gloves/Chain/Clevis, \$654.19; Safe-N-Secure, New Alarm Battery, \$39.08; Satellite Tracking Of People, GPS Monitoring, \$1,261.00; Schneider Geospatial LLC, Quarterly Billing, \$2,955.00; SD Attorney General's Office, 24/7 Sobriety Program, \$4,608.00; SD Dept Of Transportation, Inspections/Intersections, \$35,083.76; SD Newspaper Service, Job Listings, \$681.70; SDACO, ROD Moderniz&Pres Relief Fund, \$798.00; SDSU Printing Services, Envelopes, \$126.75; Sioux Valley Energy, Electric, \$268.96; Southpaw Defense, Basic Pistol Class, Enhanced Concealed Carry, \$765.00; Reid Squires, NCRAAO, \$134.00; Sturdevant's Auto Parts, Parts, Shop Tools/Coolant Hose, \$64.40; Styf, Rosalie, 6/7/22 Election, \$75.00; Teesdale Law Office PLLC, Court Appointed Attorney, \$1,186.75; Jack Thompson, NCRAAO, \$134.00; Thomson Reuters - West, West Information Charges, May Billing Period, \$1,574.40; Town Of Sinai, Sewer/Garbage, \$64.00; Transource, Hose Assembly/Oil Pan/Switch, \$2,175.12; Trinity Services Group, LLC, Inmate Meal Services, \$14,352.23; Two Way Solutions Inc, New Jail Radios, \$4,989.90; Verizon Wireless, Patrol Car Sim Cards, \$692.21; Wellmark Blue Cross Blue Shield, FSA & HRA Admin Fee, \$2.00; WW Tire Service Inc, Tires, \$878.82; Yankton County Treasurer, Mental Illness Charges, \$97.20; Brian Zielinski, Court Appointed Attorney, \$4,416.53.

Department Head Reports

County Development Deputy Director Richard Haugen said they had moderate weather move through the county. He said he was in to make statements on the county's website.

Highway Superintendent Brian Gustad said they're still having issues with folks dragging trees and other storm debris into the county's right-of-way.

Gustad said he attended the Highway Superintendents Meeting in Pierre.

He updated the board on the Sinai bridge and said the east approach is complete.

Gustad said they began repair work on the Sinai shop. He said it has been completed and they did a really good job. Gustad said he called in an electrician to sign off on the electrical components. He said they have a heating contractor coming out to check the heating tubes now that the structural repairs have been made.

Gustad said he met with the City of White maintenance staff to discuss manholes on Brookings County Road 25 thru White.

Jensen asked about the Bruce shop. Gustad said he's working on getting things together.

Gustad said a claim was just paid today for a new truck, but it was ordered last year. He said if he was to order another pickup, he would get it next year. Gustad asked the board for permission to get it ordered. By consensus, the board agreed to let Gustad order the new truck.

Director of Equalization Jacob Brehmer said they will need to re-write Resolution #20-34 due to legislation changing the rules on Discretionary Formula (Senate Bill 162).

Sheriff Marty Stanwick said they have 24 Brookings County inmates, 5 inmates from Moody County and 4 female inmates from Lake County.

Stanwick thanked the Highway Department for putting up the two speed radars up on the south side of Lake Poinsett.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held a public hearing on the Second Reading of Ordinance #22-03: an ordinance amending 2007-02 Revised Subdivision Ordinance for Brookings, County, South Dakota, and providing for the administration, enforcement and amendment thereof, pursuant to SDCL 11-2, and amendments thereof.

Motion by Bartley, seconded by Jensen to approve and authorize Chairperson Boersma to sign Ordinance #22-03: an ordinance amending 2007-02 Revised Subdivision Ordinance for Brookings, County, South Dakota, and providing for the administration, enforcement and amendment thereof, pursuant to SDCL 11-2, and amendments thereof.

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

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

ORDINANCE #22-03

AN ORDINANCE AMENDING 2007-02 REVISED SUBDIVISION ORDINANCE FOR BROOKINGS COUNTY, SOUTH DAKOTA, AND PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENT THEREOF, PURSUANT TO SDCL 11-2, AND AMENDMENTS THEREOF.

WHEREAS, the Board of County Commissioners has appointed a County Planning Commission, hereinafter referred to as the Planning Commission, to recommend appropriate regulations to be enforced therein, and

WHEREAS, the Planning Commission has recommended amendments to the 2007-02 Revised Subdivision Ordinance pertaining to Brookings County, and

WHEREAS, the Planning Commission has given reasonable consideration, among other things, to the character of the subdivision regulations and their suitability,

WHEREAS, the Planning Commission has made preliminary report and submitted it to the Board of County Commissioners, and

WHEREAS, the Board of County Commissioners has given due public notice of a hearing relating to such, and has held such public hearings, and

WHEREAS, all requirements of SDCL 11-2, with regard to the preparation of these revised Regulations and subsequent action of the Board of County Commissioners, has been met; and

WHEREAS, the Brookings County, South Dakota, Board of County Commissioners deems it necessary for the purpose of promoting the health, safety, and the general welfare of the County, to adopt a Revised Subdivision Ordinance.

THEREFORE BE IT ORDAINED that the 2007 Revised Subdivision Ordinance is hereby amended as attached here to by the Board of County Commissioners, Brookings County South Dakota.

Adopted this 21st day of June 2022

Brookings County:

First Reading: May 24, 2022

Second Reading: June 21, 2022

Adopted: June 21, 2022

Publication: June 30, 2022

Effective Date: July 21, 2022

Angie Boersma

Chairman, Brookings County
Board of County Commissioners

ATTEST:

Lori Schultz

Brookings County Finance Officer

Department Head Reports Continued

Finance Officer's Report

The Finance Officer's Report for the month of May 2022 was presented to the board.

May 2022

Total amount of deposits in banks.....\$34,956,808.25

Total amount of actual cash: Currency.....\$10,760.00

Coins.....\$5.33

Total amount of checks in treasurer's possession not exceeding 3 days..... 127,229.89

Itemized list of all other items.....\$26,072.37

TOTAL.....\$35,120,875.84

Commissioner/HR: \$36,828.92; Elections: \$4,179.00; Finance Office: \$30,938.98; States Attorney/Welfare: \$45,689.32; Equalization: \$27,434.00; Register of Deeds: \$13,719.21; Sheriff's Office: \$183,243.71; Coroner: \$683.86; Community Health: \$2,445.95; Extension: \$3,016.00; Weed: \$6,652.22; Planning/Zoning: \$10,283.96; Highway: \$81,205.64; Emergency Management: \$6,297.40; BCOAC: \$11,376.13; Technology: \$13,929.83.

AFLAC: \$3,571.92; Avesis: \$1,644.33; Office of Child Support: \$399.00; Delta Dental: \$7,271.08; Flex One: \$1,655.00; Principal Life Insurance: \$1,702.75; Local Teamsters: \$1,171.00; SDRS: \$56,140.20; SDRS Supplemental: \$4,605.00; EFTPS: \$104,914.15; Wellmark: \$112,219.58; AFLAC Group/CAIC Primary: \$215.54.

Be it noted, the expenditure adjustments for the month of May 2022 were presented to the board. \$8,170.66 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 May 2022 in the amount of \$37,064.50 was presented to the County Commission.

Motion by Pierce, seconded by Bartley to approve the second quarter General Fund transfers as per budget appropriations.

From General Fund 101-4-911-4294 to Highway & Bridge Fund 201-3-371-0000 in the amount of \$419,988.50.

From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$38,112.50.

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

REGULAR BUSINESS

First Reading of Ordinance #22-04: an ordinance authorizing rezoning of “Portion of Outlot 15 of Outlots 15-16-17-18 inclusive of W ½ S ½ NE ¼ of Section 11, T109N, R50W (Medary Township),” that portion of Outlot 15 to be rezoned will be known as “Lot A of Outlot 15 in the W ½ of the S ½ of the NE ¼ of Section 11, T109N, R50W of the 5th P.M., Brookings, County, South Dakota.

The Second Reading is scheduled for Tuesday, July 19, 2022 at 9:00 a.m.

Motion by Jensen, seconded by Pierce to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-22: a plat of Block 1, Rennich Addition in the Northeast ¼ of Section 21, T112N, R49W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Bartley, seconded by Pierce to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-23: a plat of Lot 1 of GTK Addition in the E ½ of Section 8 and the W ½ of Section 9, T109N, R51W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Jensen, seconded by Pierce to approve for recording purposes and authorize Chairperson Boersma to sign Resolution #22-24: a plat of Tract 1 of Crevier’s Addition in the North ½ of the Northeast ¼ of Section 22, Township 109N, R48W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Bartley, seconded by Jensen to approve Agreement #22-64: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Medary Township.

Background information was provided by Highway Superintendent Brian Gustad

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve Agreement #22-65: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Richland Township.

Background information was provided by Highway Superintendent Brian Gustad

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Jensen to approve Agreement #22-66: an agreement for provision of limited professional services between Brookings County and Architecture, Incorporated for Government Center desk modifications.

Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Bartley, seconded by Jensen to accept the Brookings County Housing Study. Pierce asked why they take action on this. Boersma said both groups who helped fund it need to take action on it for them to receive final payment. Pierce said she disagrees with some of the findings that were made as relates to the joint jurisdiction area. She said everything that relates to housing in the joint jurisdiction area is exactly what the city wants and not anything with the county or what would be best for the citizens who don't live in the city. Pierce said she doesn't care that she gets paid, she just doesn't want to vote saying she agrees with what was put in the study. Boersma asked Pierce to elaborate.

Pierce said when they talk about housing in the joint jurisdiction area, it is her firm belief that is the area where they can allow alternate housing opportunities for people. She said that's not addressed in the study.

Bartley said they are at a disadvantage because Commissioner Krogman is not here and was part of that study group.

Motion by Pierce, seconded by Jensen to table accepting the Brookings County Housing Study until the July 5, 2022 Commission meeting. All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Bartley to approve a culvert project funding request from Preston Township in the amount of \$7,245 as part of the county's township assistance program. Background information was provided by Highway Superintendent Brian Gustad.

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

Motion by Jensen, seconded by Bartley to approve a request from Katera Voss (Midway Camp) to conduct a fireworks display on Saturday, June 25, 2022 at dusk at Midway Camp, 46576 211th Street, Volga, SD. Background information as 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 County Development Director Robert Hill would like to establish budget authority within the PPCC/POD budget line that will be created in the Emergency Management budget for 2022. By consensus, the board agreed to allow Hill to spend up to \$500. Steffensen discussed upcoming dates.

States Attorney Dan Nelson said he was asked by South Dakota legislatures to testify before the summer committee about juvenile justice and what they're doing in Brookings County.

COMMISSIONER'S REPORTS & DISCUSSION ITEMS

Commissioner Pierce attended the Joint Jurisdiction Meeting; attended budget hearings; attended the housing study presentation; picked out 9 trees for the courthouse; and attended a meeting via zoom with Human Services Assistant Heather Murfield and the Helpline Center Network of Care Partner Agency and went through the MOU.

Commissioner Bartley attended the Joint Jurisdiction Meeting; attended budget hearings; attended the housing study presentation; attended a Jail Meeting; and attended the BCOAC Volunteer Appreciation Celebration.

Commissioner Jensen attended the Joint Jurisdiction Meeting; attended budget hearings; attended the housing study presentation; attended a funding request meeting with the Fire Chiefs Association; attended a Jail Meeting; and attended the BCOAC Volunteer Appreciation Celebration.

Commissioner Boersma attended a PPCC/POD Meeting; attended a BEDC Board Meeting; attended the Joint Jurisdiction Meeting via online; attended budget hearings; attended the housing study presentation; attended a BEDC Board Meeting; spoke to the Leadership SD State Government Cohort; attended the NACo Arts & Culture Commission Meeting; and attended a Brookings Behavioral Health and Wellness Meeting.

EXECUTIVE SESSION

Motion by Pierce, seconded by Jensen to enter into Executive Session at 10:00 a.m. in accordance with SDCL 1-25-2(1)(3), personnel and consulting with legal counsel. All members voted "aye." Motion carried.

Motion by Jensen, seconded by Pierce to come out of Executive Session at 11:20 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Jensen to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, July 5, 2022 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
Senior Finance Assistant
Brookings County

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