

# BROOKINGS COUNTY COMMISSION MEETING

Tuesday, March 8, 2005

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 8, 2005, with the following members present: Dennis Falken, Mary Negstad, Deanna Santema, and Emil Klavetter. Don Larson was absent attending the NACo Legislative Conference. Also present: Stephanie Vogel, Wm. Mark Kratochvil, Kelly Bakken, Ted Eggebraaten, Robert Hill, Richard Haugen, Joyce Dragseth, Todd Struwe, Martin Stanwick, Gary Heldt, Clyde Calhoon, Donna Ramsay, Brian Eclov, and Jill Fier.

## CALL TO ORDER

Chairperson Falken called the meeting to order.

## CONSENT AGENDA

Chairperson Falken declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the March 8, 2005 Commission Meeting, and the minutes from the March 1, 2005 Commission Meeting. Welfare Matters: Case # 05-032 for utilities was approved; Case # 05-030 for rent was approved; Case # 05-029 for hospital was denied; Case # 05-022 for hospital was denied. Travel/Education: Cyndi Ault & Larry Klingbille to go to Sioux Falls, SD on May 3-4, 2005 to attend the USPAP Classes. Jim Hagedorn to go to Ames, IA on March 13-18, 2005 to attend Arc IMS/Arc GIS Training.

## ROUTINE BUSINESS

Motion by Negstad, seconded by Klavetter, to approve the following claims. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes. A&B Business, copier \$6,639.00; Allied Oil & Service, tires \$220.48; Teresa Anderson, meals/motel \$83.28; ARAMSCO, EM Organizer \$468.75; Cyndi Ault, payroll advance \$500.00; Kelly Bakken, payroll advance \$500.00; Banner Associates, engineering fees \$71.26; Brian's Tint Plus, window privacy film \$147.69; Bkgs Area Chamber, membership dues \$55.00; Bkgs City Utilities, utilities \$8,331.13; Bkgs Clinic P.A., medical \$186.15; Bkgs Daily Register, subscription \$238.98; Bkgs-Deuel Rural Water, water \$142.50; Bkgs Domestic Shelter, marriage licenses \$4,095.00; Bkgs Engraving, plaque, name plate & tag \$102.00; Bkgs Fire Dept, fire foam \$5,823.64; Bkgs Hospital, blood tests \$2,746.00; Bkgs Hospital, medical \$5,598.65; Bkgs Inn, meeting room & meals \$162.72; Bkgs Public Library, 1<sup>st</sup> Qrtrly Payment \$6,250.00; Denise Brown, payroll advance \$500.00; Butler Machinery Co, filters \$997.68; CDW Government Inc, Back-up Power AS400 \$947.95; Clyde R. Calhoon, service fees \$60.00; Cellular One, telephone \$716.87; Central Business Supply, supplies \$212.28; Century Business Product, copier supplies \$35.19; Courtesy Plumbing, jail toilet \$86.04; Wendy Crevier, meals \$78.00; Dakota Tool & Surplus, parts \$20.94; Dept of Transportation, contracts \$41,604.54; Barb Dininger, mileage/motel \$393.92; East-Central MH/CD, counseling/evaluation \$395.00; East Central Multi-Dist, excel class \$85.00; East Dakota Water, monthly water conserv \$345.78; Educational Innov Inc, beads \$60.90; Einspahr Auto Plaza, heater repair \$247.85; Everist, L.G. Inc, sand/pea rock \$2,349.06; Exchange, grip extensions \$22.50; Farmer's Coop Company, lp gas \$8.50;

First Bank & Trust, execution \$340.74; Foerster Wholesale, paper \$107.52; G&K Services, laundry service \$242.31; Gall's Inc, command board \$225.71; Marisa Gustofson, meals/mileage/motel \$394.13; James Hagedorn, mileage/payroll advance \$530.40; Harold's Printing, visitor cards \$65.10; Patricia Hartsel, transcript \$14.00; Hauff Mid-America Sports, shirt \$40.00; Richard Haugen, payroll advance \$500.00; Gary Heldt, recertification/mileage/registration/meals/motel \$664.64; Robert Hill, postage/meals/fuel \$84.72; Justin D. Hyde, CAA \$3,494.64; Hy-Vee, health fail supplies \$72.12; Insty-Prints, lamination \$14.93; ITC, database \$713.45; Jack's Uniforms & Equip, tactical lights \$3,363.00; Jerome Johnson, transcripts \$278.80; Tony Kampmann, bond forfeiture order \$2,200.00; Emil Klavetter, mileage \$14.08; Mel Kloster, meals/mileage/registration \$358.88; Dale Kneebone, payroll advance \$500.00; L&L Parts, parts/filters \$206.91; Lee Lunt, meals/motel \$83.28; M.E. McCann, CAA \$114.57; Donald McCarty, CAA \$1,721.29; MCI, telephone \$144.79; MCI Worldcom, telephone \$295.37; M&T Inc, fire extinguishers & thermal imaging cameras \$36,078.50; Bob Mans, meals/mileage \$110.12; Mastercard, software/NACo registrations/registrations \$2,074.95; Mediacom, internet \$55.95; Mills Property Mngt, office/break room rent \$2,850.00; Dina Mittan, meals/mileage/motel \$350.84; Mix Dry Cleaners, dry cleaning \$ 20.00; Moore Medical Corp, first aid kit \$375.28; Mary Negstad, meals/mileage \$61.20; Nancy J. Nelson, CAA \$196.10; Olson & Johnson Internat, parts \$49.34; Robert Olson, payroll advance \$500.00; Otis Elevator Company, service contract \$930.34; Pennington County Jail, transport \$91.95; Bella Petersen, payroll advance \$500.00; Ramsdell's Fertilizer, LP Gas \$150.00; Dept of Revenue, MV/birth & death fees/blood tests/catastrophic poor/nurses payment/admin fees \$175,837.44; Jesse Ronning, CAA \$633.60; Running's Big R, supplies \$11.99; SD Assn. Co. Weed Bd., 2005 Annual Dues \$100.00; SD Federal Prop. Agency, supplies \$42.75; SDSU Ag-Bio Communication, Tree/Shrubs \$40.00; SDSU Coop Extension, Telpak Charges \$22.00; SDSU 4-H Foundation, 4-H bears \$37.10; SDSU Workstudy Acct., workstudy \$192.92; Securicor EMS Inc, monitoring \$258.94; Sherphardson Hardware Hank, fan/supplies \$31.87; Sinai Coop. Elevator, diesel fuel \$839.64; Sioux Falls Two Way Radio, pagers \$3,390.00; Sioux Valley Energy, utilities \$70.00; Smith Supplies, hardware \$101.38; Sprint, telephone \$49.88; Stan Houston Company, parts \$19.22; Martin Stanwick, meals/motel \$80.00; Rose Stee, supplies/registration/meals/mileage \$257.36; Sturdevant's Auto, parts \$39.43; Bart Sweebe, payroll advance \$500.00; Laurie Tangen, meals/mileage/supplies \$196.66; Krista Thompson, payroll advance \$500.00; Turning Point, foster care \$630.00; Verizon, telephone \$204.56; Wagner Real Estate, inspection fees \$600.00; Wal-Mart Community, supplies/USB hub \$215.92; Wheelco Brake & Supplies, parts \$42.90; ; Xerox, copier maintenance \$111.46; Yankton County Sheriff, service fee \$16.50; Juror/Witness Fees: Robert Anderson \$22.16; Nance Bohlen \$10.64; Lena Christie \$11.28; Brenda Conn \$10.64; Kayla Crawford-Fisher \$119.20; Lisa Dekraai \$10.64; Mary Dressen \$107.68; Kevin Duggan \$10.64; Jessica Garver \$11.92; Alice Gehrke \$11.28; Holly Herold \$101.28; George Holborn \$11.28; Guy Hollenbeck \$22.80; Reed Intermill \$106.40; Terry Jacobson \$11.28; Leroy Jensen \$10.64; Mary Ann Kapenstein \$103.84; Crystal Kezer \$101.28; Bang Kim \$10.64; Majorie Kjos \$11.28; Richard Klitzke \$20.88; David Knudsen \$11.28; Otis Knutson \$15.12; Aaron Laabs \$10.64; Angela Lafleur \$10.64; Scott Lamp \$102.56; Kathleen Langland \$19.60; Stacy Lindblom-Dreis \$11.28; Audrey Lorden \$13.20; Earl Lovro \$116.64; Daniel Mielke \$10.64; Ashley Moe \$10.64; Robyn Moran \$11.92; Renee Nordmeyer \$10.64; Cynthia Ostlie \$10.64; Dennis Quissel \$112.80; Cedric Raine \$24.72; Judy Reeter \$11.28; Lynn Riedesel \$107.68; Adam Ringgenberg \$11.92; David Schingoethe \$11.28; Lois Scholl \$17.68; Lamay Schumacher \$19.60; Darlene Schwartz \$10.64; Karen Scott \$12.56; Debra Simet \$11.92; Deanna Sneve \$13.20; Amanda Steilen \$11.92; Cara Sterbis \$10.64; Raymond Sturdevant \$10.64; Calvin Sween \$22.80; Scott Swenning \$15.12; Phyllis Tanke

\$11.28; Clarion Taylor \$10.64; Dennis Todey \$12.56; Diane Vandewal \$119.20; Stephanie Walker \$101.28; Shawn Weber \$11.28; Kari Wessel \$10.64; and Scott Zabler \$119.20.

Highway Superintendent, Ted Eggebraaten met with the board to discuss Highway matters and a crack sealer.

Zoning and Drainage Director, Robert Hill met with the board to introduce Office Assistant, Richard Haugen and to discuss addressing at Lake Campbell, Wind Energy Correspondence, a Zoning complaint/concerns, and to update the board on the Zoning Board meeting.

Director of Equalization, Joyce Dragseth met with the board to discuss Assessment notices, upcoming meetings, and personnel matters.

Emergency Management Director, Todd Struwe met with the board to discuss a press release and upcoming meetings.

Weed and Pest Supervisor, Gary Heldt met with the board to discuss the Annual Weed Board Meeting, the Annual Conference, a Mosquito Control Conference, Legislative Meeting, an upcoming Chemical Bid Opening, and personnel matters.

Sheriff, Martin Stanwick met with the board to discuss concerns with overweight trucks, RSVP update, Leadership Brookings, Electronic Monitoring, Work Release Program, and construction of the Parking Lot.

## **REGULAR BUSINESS**

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to discuss the 1921 Building Rental Space. Vogel updated the board on ADA requirements and the ADA Committee review.

Zoning and Drainage Director, Robert Hill met with the board to present the bids from the March 4, 2005 Bid Opening for the E-911 Rural Addressing Project. Sign-Up LTD, Webster City, IA \$63,222.50 (bid rejected: bid bond not 10 %;) United Rentals, Sioux Falls, SD \$118,250.00; Buskerud Construction, Dell Rapids, SD \$84,837.50; Construction Signing Corp., Sioux Falls, SD \$49,225.00; Dakota Traffic Services, Tea, SD \$62,562.50; Traffic Solutions, Sioux Falls, SD \$67,925.00; Shaun Jensen Construction, Brookings, SD \$56,512.00. Motion by Klavetter, seconded by Santema, to approve and award the E-911 Rural Addressing Project to Construction Signing Corp. of Sioux Falls, SD for the bid amount of \$49,225.00. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to discuss Personnel Matters, the CERT Roster, an Executive Session, and Correspondence from Excel Energy. Be it noted, the Board approved the following Personnel Action Notice: Annual Review: Mike Erickson from \$12.05 to \$12.49.

Motion by Negstad, seconded by Santema, to approve and authorize Chairperson Falken to sign the Request to Fill Vacancy for the Appraiser position in the Director of Equalization Department. Motion by Klavetter, seconded by Negstad, to delay action on the original motion until Tuesday, March 15, 2005. Roll Call Vote: Santema "Aye," Klavetter "Aye," Negstad "Aye," Falken "Aye." Motion to Delay Action passes.

Motion by Santema, seconded by Klavetter, to approve and authorize Chairperson Falken to sign the updated Appraiser II Job Description in the Director of Equalization Department. Roll Call Vote: Klavetter "Aye," Negstad "Aye," Santema "Aye," Falken "Aye." Motion passes.

Motion by Klavetter, seconded by Santema, to approve and authorize Chairperson Falken to sign the States Attorney Office Assistant Job Description. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Motion by Santema, seconded by Negstad, to approve and authorize Chairperson Falken to sign Resolution # 05-12 a Resolution Appointing a Victim/Witness Assistant. Role Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

## **RESOLUTION NO. 05-12**

### **A RESOLUTION APPOINTING A VICTIM/WITNESS ASSISTANT**

WHEREAS, pursuant to SDCL 22-1-10 the Board of County Commissioners is authorized to appoint, with the concurrence of the State's Attorney, a Victim/Witness Assistant; and

WHEREAS, the States Attorney has requested such appointment;

NOW THEREFORE CINDY SCHMIT is hereby appointed as the Brookings County Victim/Witness Assistant.

Dated this 8th day of March, 2005.

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Dennis Falken, Chairperson  
Brookings County Commission

ATTEST:

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Janet K. Willmott  
Brookings County Auditor

## **COMMISSIONER'S OPEN DISCUSSION**

Commissioner Klavetter reported on the Planning & Zoning Board Meetings.

Commissioner Santema reported on the Wind Energy Meeting.

Commissioner Negstad reported on the Wind Energy Meeting, the BATA Board Meeting, and the Domestic Abuse Shelter Meeting.

Commissioner Falken reported on a meeting with Mel Thorne, the Annual Weed Board Meeting, an IBS Progress Meeting, and updated the board on a request from the Brookings County Conservation District Board.

## **EXECUTIVE SESSION**

Motion by Klavetter, seconded by Negstad, to go into executive session at 9:32am. Roll Call Vote: Santema "Aye," Klavetter "Aye," Negstad "Aye," Falken "Aye." Motion passes. Chairperson Falken declared executive session over at 9:48am. Reason - Personnel Matters. No action at this time.

## **REGULAR BUSINESS**

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Falken to sign the updated Victim/Witness Assistant & Legal Assistant (Non-exempt, Grade 7) Job Description in the States Attorney's Department. Roll Call Vote: Klavetter "Aye," Negstad "Aye," Santema "Aye," Falken "Aye." Motion passes.

Commission Assistant/Human Resource Director, Stephanie Vogel met with the board to give an update on the Court House Sewer Gas Problems and on the Sound System for the County Commission Chambers.

## **ADJOURNMENT**

Chairperson Falken declared the meeting adjourned until 8:30am Tuesday, March 15, 2005.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in 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.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office