

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, January 20, 2009**

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 20, 2009 with the following members present: Donald Larson, Alan Gregg, Mary Negstad and Deanna Santema. Commissioner Falken was absent for personal reasons.

## **CALL TO ORDER**

Chairperson Larson called the meeting to order.

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

## **CONSENT AGENDA**

Motion by Gregg, seconded by Negstad to approve the Consent Agenda as amended. Roll call vote: Gregg "aye," Negstad "aye," Santema "aye," Larson "aye." Motion carried.

The Consent Agenda consisted of the agenda for the January 20, 2009 Commission meeting, and the minutes from the January 13, 2009 Commission meeting.

Travel/Education Requests: Jon Kieckhefer to attend the McCook County Crop Production and Outlook meeting in Salem, SD on January 14, 2009; Rose Stee to attend the Annual Plan of Work meeting in Madison, SD on January 26, 2009; Bob Mans and Glen Nachtigal to attend the Annual State Weed and Pest Conference in Rapid City, SD February 18-20, 2009; Gary Egeberg and Lawrence Barnett to attend the Annual State Weed and Pest Conference in Rapid City, SD February 17-20, 2009; Robert Hill to attend the American Planning Association Annual Conference in Minneapolis, MN April 25-29, 2009; Joyce Dragseth to attend the SDAAO District 5 meeting in Salem, SD on January 21, 2009; and Charles Umberger and Shawn Hostler to attend a Basic Spanish for Law Enforcement course in Johnston, IA May 18-21, 2009.

Personnel Action Notices: routine step increase for Charles Umberger from \$18.06 to \$18.42; routine step increase for Robert Olson from \$16.87 to \$17.17; routine step increase for Ryan Thompson from \$13.97 to \$14.25; and routine step increase for Fabian Ysker from \$13.70 to \$13.98.

## **ROUTINE BUSINESS**

Motion by Santema, seconded by Negstad to approve a 2009 claim to the Brookings Postmaster for postage to mail the 2008 tax notices in the amount of \$3,147.69. Roll call vote: Negstad "aye," Santema "aye," Gregg "aye," Larson "aye." Motion carried.

Motion by Gregg, seconded by Negstad to approve the following 2008 claims. Roll call vote: Santema "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

4-H Revolving Fund #3c6899, Fleet & Travel Bill, \$306.74; A&B Business, Maint Agreement, \$834.65, Monthly Maintenance Fee, \$36.88, Copier Maintenance, \$94.15; Ace Hardware, Drill Chuck, \$14.99; Advance Auto Parts, Air Filter, \$16.19; Advance Foundation, 2008 Yearly Donation, \$30,000.00; Allegra Print & Imaging, Business Cards, \$156.40, Lamination Inv #72081, \$9.81; Alltel, Juv Block Grant Cell Phone Bill, \$46.09; Anderson Oil, Diesel, \$942.00; AT&T, Phone Service, \$84.03, Monthly Statement, \$49.94; Boyer Trucks, Water Filters, \$136.14; Brkgs Area Chamber, Will Punch Card, \$100.00; Brkgs Daily Register, Publishing, \$42.90, Publishing, \$1,645.05; Brkgs. City Utilities, E911, \$400.00, Utilities, \$2,560.60, BCSO Telephone, \$391.16, Jail Utilities, \$1,221.18,

10mb Fiber/DSL Line Access, \$1,753.96, Phone Charges Dec 2008, \$115.08, Monthly Statement, \$70.08, E911 Database, \$3,188.71, E911 Utilities, \$150.50, Water/Sewer/Electric/Phone, \$577.00, Water, \$43.00, Phone & Internet Service, \$70.79, Monthly Service, \$295.69, Phone Charges, \$75.06, Phone Service, \$249.27, Phone Service, \$114.75, Phone Service, \$10.00, Phone Charges, \$277.66; Brookings Engraving, Clock And Engraving, \$50.00; Brookings Township, Pocket Gopher Trapping, \$99.00; Brugger, Susan, Caarec02-374/Rec02-375, \$202.72; Burghardt Amateur Center, At100pro Antenna Tuner, \$559.90; Butler Machinery Co., Nuts/Bolts/Stock Filters/Strip, \$1,064.07; Career Learning Center, Cleaning/Supplies Comm Health, \$225.00; Central Business Supply, Print Cart/Pens/Calc Paper, \$523.18, 2 Boxes Computer Paper, \$55.98, Copier Maintenance, \$269.71, Supplies, \$366.51, Binders/Copy Paper/Pens, \$68.91, Office Supplies, \$2,010.79, Copier Maintenance Contract, \$8.80, Office Supplies, \$301.42, Meter Readings For Dec 2008, \$432.87; Century Business Product, Copier Supplies/Maintenance, \$63.98; City Of Brookings, Reimburse City For Laptop, \$1,674.98; Clark Printing Co Inc, Public Notice, \$47.40; Clites Electric Inc, Jail Repairs/Vent Fan & Light, \$393.13; Cook's Recycling, Regular Pick Up, \$83.36; Corcoran, Michael, 24/7 Sobriety Program Refund, \$25.00; Cover To Cover, Desk Reference, \$94.95; Curtis, Otis, 24/7 Sobriety Program Refund, \$20.00; Dakota Oil, 55 Gal Drum S Of Cpt 30, \$1,006.30; Dale's Alignment, Alignment Inv #41176, \$262.65; Ecowater Systems Of Bkgs, Salt Delivery, \$16.50; Egeberg, Gary, Mileage/Category 9 Recert Reg, \$161.44; Eichler, Ryan, Honorarium/Mileage, \$127.38; Eidsness Funeral Home, County Burial, \$2,300.00; Einspahr Auto Plaza, Dejong Vehicle Repair, \$140.89, 6a12 & 6a1 Oil Change/Maint, \$99.30; Electronic Security Equip, Stand Alone Battery Door Locks, \$1,200.00; Englin, Caleb, Honorarium, \$200.00; Estelline Community Oil, LP Gas For Bruce Shop, \$630.68; Everist, L.G. Inc., Sand For Salt Pile, \$3,608.30; Farmer's Imp & Irrig, O Rings Inv #152005, \$6.98; First Bank & Trust, Dec 2008 Statement, \$485.77; Foerster Wholesale Supply, Supplies, \$579.55, Jail Supplies, \$436.55, 5 Cases White 8.5 X 11 Paper, \$165.00, Colored Paper, \$30.00; Fricke, William, Witness Fees, \$34.80; G&K Services, Various Invoices, \$308.50; Glover, Alan, CAA 08m4012, \$176.00; Goodfellow, Todd, Repairs For Door, \$221.68; Graybar Electric Co Inc, Light Bulbs, \$189.35; Grunewaldt, Chad, Sheriff's Trust, \$794.78; Harold's Photo Centers, Digital Prints, \$14.04; Harold's Printing, 2008 Pay 2009 Tax Notices, \$1,720.15; Harold's Printing, Crops Clinic Reply Postcards, \$166.70; Hartford Steam Boiler, Boiler Inspection, \$50.00, Boiler Inspection, \$100.00; Hartsel, Patricia J., Transcript Sa Ordered, \$40.80, Transcript Sa Ordered, \$85.00; Harvey, Erin, Translation Services, \$75.00; Holm, Joanie, Jul-Dec 2008 Coroner Fees, \$1,500.00; Homestead Do-It Center, Blades/Screws/Door Knob, \$28.95; Hy-Vee Pharmacy, PMD, \$690.67; HyVee, Retirement Party Supplies, \$141.18; Integrated Business Soluti, Commission/Sheriff, \$2,160.00; Knapp Electric, Install Outlets/Cat 5 Wire, \$456.84; L&L Parts, Broom/6a2 & 6a7 Parts, \$52.68, Various Invoices, \$1,582.43; Lake Sinai Township, Pocket Gopher Trapping, \$48.00; Leeds Precision Instrument, Video Attachment U-Cmad3, \$219.88, Microscope/Trinocular, \$4,588.00; LexisNexis, Online Charges Dec 2008, \$150.00; Linweld, Welding Supplies, \$85.80; Locators & Supplies, Back Support, \$25.49; Lounsbery, Jeff, Honorarium/Mileage, \$259.20; Lowe's, Custodial Supplies, \$14.54, Various Invoices, \$324.56; Martin's Inc., Diesel/Chevmony/15-40/Chev1000, \$3,354.46; Master Burn, Oil Burner For Shop Inv 950706, \$9,810.00; MasterCard, Label Printer, \$527.84; McClanahan Court Reporting, Transcript Of Motion Hearing, \$18.80; McLeod's Printing & Office, Township Ann Mtg Packets, \$629.27; Mid-American Research, Orange Spray Clean/Scrub Pads, \$47.53; Midwest Glass, Door Replacement Sheriff Dept, \$15,365.00; Mills & Miller, Salt Inv 15635/15636/15655, \$4,709.02; Mills Property Management, December Janitorial, \$165.35; Minnehaha Co. Juvenile, Foster Care, \$1,170.00; Mobile Electronic Service, Mic & Transmitter, \$247.00; Moriarty Rentals, Cop Rent, \$300.00; Nat'l 4-H Council, Items For Shooting Sports, \$421.40; Nelson, Nancy J., CAA Juv08-059, \$540.00; Nortek Computers Inc, Epson Cartridges Inv #21935, \$92.94; Northwestern Public Serv, Natural Gas, \$2,754.90, Natural Gas, \$4,145.61, Extension/Courthouse Nat Gas, \$1,346.91; Office Systems Inc, Copier Maintenance, \$49.14, Supplies, \$102.28; Oslo Township, Pocket Gopher Trapping, \$245.25; Pitney-Bowes Inc., Qtly Charge Part Of Dec 2008, \$19.95, Quarterly Charge Oct-Dec 08, \$186.00; Prairie Graphics, Employee Shirts, \$170.00; Razor's Edge Lawn Care, Snow Removal/Snow Melt Dec 08, \$1,380.00; Redwood Co Sheriff's Dept, Service Of Papers Juv Matter, \$55.74; Reliance Telephone, Inmate Phone Cards, \$1,000.00; Rental Depot, The, Rent Scissor Lift, \$119.93; RFD, Publishing, \$59.40,

Publishing, \$52.63, Delinquent Tax Publishing, \$1,546.74, Comm/Drainage Board Minutes, \$550.50, Comm/Drainage Board Minutes, \$550.50; Rude's Funeral Home Inc, County Burial, \$2,300.00; Running's Supply Inc, Various Invoices, \$167.98, Faucet/Snowbrush/Weld, \$10.97; Schwenk, Terry, Cop Rent, \$100.00; SD Dept Of Transportation, Safety Conference Registration, \$80.00; SD Newspaper Service, Klavetter Open House Ads, \$190.56; SDSU, Sara Reed Translator Services, \$150.00; SDSU University Bookstore, Sturdy Boards/Adhesive Spray, \$489.15; Sinai Town, Water & Sewer, \$35.00; Sioux Falls Two Way Radio, Fix Radio For Dispatch Counsel, \$609.00; Sioux Valley Energy, Electricity, \$193.00; Slowey Crt Reporting, Inv Mi Hearings, \$125.00; Software Services Inc., Auditor, \$1,100.00; Speedy Cleaners, Rug Rental Service, \$50.60; Sprint, Monthly Service Charge, \$39.33; Stan Houston Company, Cartridge/Case/Dispenser/Bit, \$304.38; Stee, Rose Marie, Travel/Reg/Supplies/Postage, \$367.78; Sturdevant's Auto, Various Invoices, \$214.62, Supplies, \$20.50; Swiftel Center, Brkgs 4-H Winter Calf Show, \$1,737.00; Sutton Veterinary Clinic, K-9 Checkup & Boarding, \$130.39; Tangen, Laurie, Dec 2008 Travel Voucher, \$222.67; Torgrude, Lionel, Mileage Reimbursement, \$337.44; Tsp Inc, Invoice #0038485, \$4,794.85; Tyler Technologies, Cemetery Records Conv/Imp, \$1,750.00; Ups Store, To Intoximeters, \$7.77; Vandenberg Law Firm, CAA 08-270, \$180.00, CAA 08-602, \$600.00; Vander Haag's Inc, Hydraulics For New Truck, \$15,092.00; Verizon Business, Long Distance, \$262.57; Verizon Wireless, Cell Phone Charges Dec 08, \$131.31; Wagner Real Estate, Inspections, \$600.00; Walmart Community, Supplies/Finance Charges, \$302.42; Walmart Community, 3 Small Heaters, \$72.00; Walmart Community, Highlighters/Markers/Envelopes/Planners, \$33.08; West Payment Center, NW Reporter, \$159.50; Wheelco Trucks & Trailer, Fuel Additive/Silicon/Grease, \$236.30; White City, Water/Sewer/Electric, \$63.58; Xerox Corp., 2008 Service, \$256.79.

## **DEPARTMENT HEAD REPORTS**

Emergency Management Director, Todd Struwe, discussed the POD or Points of Dispensing meeting, planning for summer severe weather season, upcoming ICS classes, the upcoming county fire meeting, and the upcoming 911 meeting. Commissioner Gregg asked Struwe about digital technology with radio communications.

Extension Educator, Rose Stee, discussed the upcoming Crops Clinic and introduced new employee Serena Schweitzer. Stee also handed out information compiled by SDSU on the impact of extension.

Planning and Zoning Officer, Robert Hill, discussed the Public Utilities Commission Stipulation Agreement. Motion by Santema, seconded by Gregg to approve and authorize Chairperson Larson to sign the South Dakota Public Utilities Commission Docket EL08-001 Stipulation Agreement. Roll call vote: Gregg "aye," Negstad "aye," Santema "aye," Larson "aye." Motion carried.

Hill also discussed his department's 2008 Year End Report, and the Deer Creek Project near White, SD. Hill told the board that he is working with Emergency Management Director, Todd Struwe, and Jay Gilbertson with the East Dakota Water Development District on applying for a grant for a pipeline study. Hill also informed the board of upcoming leave he will be taking to be in Pierre, SD representing the Disabled American Veterans.

## **ROUTINE BUSINESS**

Deputy Finance Officer, Stacy Steffensen, presented the Finance Officer's Report.

Be it noted, the Register of Deeds Statements of Fees collected for month of May 2008 in the amount of \$27,822.50; for the month of June 2008 in the amount of \$23,612.00; for the month of July 2008 in the amount of \$26,862.00; for the month of August 2008 in the amount of \$24,251.50; for the month of September 2008 in the amount of \$26,095.50; for the month of October 2008 in

the amount of \$18,220.00; for the month of November 2008 in the amount of \$16,648.00; and for the month of December 2008 in the amount of \$20,809.00 were presented to the board.

Be it noted, the expenditure corrections for the month of December 2008 were presented. \$4,015.75 was transferred for expenditures to increase the highway budget due to work performed and supplies furnished for various non-highway departments.

### **SCHEDULED AGENDA ITEM**

The board heard a presentation by members of the YES (Youth Education and Skill) Center Building Committee on their proposed project. Jim Pickard, Randy Hanson and Nancy Swanson explained what the center's goals are. The center is designed in three parts. One will house 4H shooting sports and adult shooting activities. The second will house equine activities. And the third would be extension. It was the consensus of the board to support the concept of this project.

The board recessed as the Brookings County Board of Commissioners to convene as the Brookings County Drainage Board.

The board reconvened as the Brookings County Board of Commissioners.

### **REGULAR BUSINESS**

Motion by Santema, seconded by Negstad to approve and authorize Chairperson Larson to sign the Reports of Personnel Action in accordance with the State and Local Agreement between Brookings County and the State of South Dakota for Emergency Management Director, Todd Struwe, and for Deputy Emergency Management Director, David Swisher. Roll call vote: Santema "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

Motion by Gregg, seconded by Santema to approve and authorize Chairperson Larson to sign Agreement #09-04: a Memorandum of Understanding between Brookings County and the City of Brookings for Brookings County Geographic Information System Data. Roll call vote: Gregg "aye," Negstad "aye," Santema "aye," Larson "aye." Motion carried.

Commission Assistant and Human Resources Director, Stephanie Vogel, presented the Commission Assistant/Human Resources Report.

Vogel reported on the Dakota Abstract trial, the meeting with Extension representatives regarding the Memorandum of Understanding, and correspondences from the SDACC and Todd Kayes with First District Association of Local Governments.

Deputy States Attorney, Mark Kratochvil, discussed the Dakota Abstract trial.

### **COMMISSIONER'S REPORTS AND DISCUSSION**

Commissioner Santema reported a phone call she received from a concerned citizen regarding space needs issues.

Commissioner Gregg reported on his conversation with a citizen from Aurora who had concerns regarding the condition of the county road between Aurora and Highway 14 the night of January 3, 2009. Gregg also reported on the Weed and Pest Board meeting and the East Central Mental Health board meeting.

Commissioner Negstad reported on the meeting with Extension representatives regarding the YES facility, Domestic Abuse Shelter board meetings, and the meeting with Extension representatives regarding the Memorandum of Understanding. Negstad also said that she has had several conversations with concerned citizens regarding space needs issues.

Commissioner Larson reported on the Vision Brookings meeting, the Housing and Redevelopment meeting getting rescheduled, the meeting with Extension representatives regarding the Memorandum of Understanding, and a Growth Partnership board meeting. Larson suggested to the other board members that they get involved and possibly get on committees as the YES project moves forward. Sheriff Marty Stanwick commented that he has equipment for an indoor firing range that could possibly be donated to the YES facility. The space for the indoor range is currently being used by inmates, so the equipment is not being used.

### **ADJOURNMENT**

Motion by Gregg, seconded by Negstad to adjourn until 8:30 a.m. Tuesday, January 27, 2009. Roll call vote: Negstad "aye," Santema "aye," Gregg "aye," Larson "aye." Motion carried.

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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Stacy Steffensen  
Deputy Finance Officer  
Brookings County Finance Office