

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, March 3, 2009

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 3, 2009 with the following members present: Donald Larson, Alan Gregg, Mary Negstad, Deanna Santema and Dennis Falken.

CALL TO ORDER

Chairperson Larson called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

The agenda for the March 3, 2009 commission meeting was approved without objection from the board.

CONSENT AGENDA

The consent agenda was approved without objection from the board.

The consent agenda consisted of the minutes from the February 24, 2009 commission meeting.

Travel/Education Requests: Michael Giegling to attend a Criminal Patrol Tactics for Rural Officers class June 29-July 1, 2009 in Johnston, IA; Jon Pike to attend a DARE in-service July 27-28, 2009 in Pierre, SD.

Personnel Action Notices: routine step increase for Randy Ribstein from \$18.46 to \$18.78; routine step increase for Candace Stamp from \$17.13 to \$17.47; routine step increase for Cara Caylor from \$16.15 to \$16.47; voluntary resignation notice of Matt Archer.

ROUTINE BUSINESS

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

4-H Revolving Fund #3c6899, State Car, \$12.92; A&B Business, Maintenance Agreement, \$270.84, So Copier Maint Contract, \$214.60, Copier Maint Contract, \$35.27, Maint Contract, \$40.09, Copier Main Inv #Cnin125691, \$184.61; Adair Asset Management LLC, Cert 0600137 Red Cert624, \$4,804.45, Cert 0500126 Red Cert623, \$5,943.25, Cert 080138 Red Cert 625, \$3,370.23, Cert 08-65 Red Cert 622, \$2,246.57; Alltel, Juvenile Block Grant Cell Phone, \$52.99, Cell Phone, \$26.22, Custodial Cell Phones, \$79.07, Monthly Statement, \$78.80, Phone Charges, \$88.49; Bonde Signs, 6a3 New Crown Vic Striping, \$375.00; Bosworth, Robert, Witness Fees, \$20.00; Boyer Trucks, 2009 Sterling Truck, \$103,786.00; Brkgs Area Chamber, 2008 Membership Investment, \$635.42, 2009 YP Membership, \$15.00, 2009 YP Memberships, \$30.00; Brkgs. City Utilities, E911 Database, \$309.46; Brookings Health System, Blood Testing, \$4,033.00; Brookings Register, Subscription Renewal, \$138.21, Subscription Renewal, \$138.21; Central Business Supply, Ink Cartridges And Tape, \$34.59, Binders/Tape/Index Maker, \$99.74; Charm-Tex, Jail Supplies, \$102.90; , Supplies, \$607.94; Clites Electric Inc, Wire Door Openers, \$423.61; Cofell, Rich, Repair Zipper On Coat, \$31.80; De Castro Law Office PLLC, CAA Civ07-373, \$4,489.89; Dell Marketing LP, New Power

Supply Doe Office, \$65.95; Division Of Motor Vehicle, 09 Crown Vic Patrol Car Lic, \$13.00; Donald McCarty, CAA 08-630, \$1,002.99, CAA 08-487, \$1,127.62, CAA 09-004, \$632.14, CAA 08-711, \$356.55, CAA 07-836, \$216.00; Donna K Dietrich, Inv Mi Hearing, \$137.62; Doscher, Jessica, Witness Fees, \$55.52; Ecowater Systems Of Bkgs, Salt, \$148.50; Egeberg, Gary, Meals/Lodging Ann Convention, \$915.84; Electronic Security Equip, Work On Swing Gate Lock, \$90.00; Elshaug, Bonnie, Witness Fees, \$20.00; Executive Management Financial, Technology Access Fee, \$14.00; Gonzalez, Angela R., Witness Fees, \$25.18; Great Plains Psych Service, Psychological Evaluation, \$2,620.00; Harold's Printing, Complaint Form #18, \$159.65, Animal Ordinance Violation Notices, \$250.20; Holgate, Jeff, Witness Fees, \$55.52; Hy-Vee Food Store, Inmate Meals, \$10,128.98, Jury Meals, \$27.43; Hy-Vee Pharmacy, Inmate Meds, \$321.08; IBN Corporation, Software/Hardware Maint, \$789.48; Intoximeters Inc, Jail PBT, \$241.50; JCL Solutions, Jail Supplies, \$174.22; Jeromy J Pankratz, CAA 08-742, \$278.80; Kieckhefer, Jon, Feb 2009 Travel Voucher, \$43.66; Knapp Electric, Install Breakers - Oil Burner, \$299.69; Knudson, Terry, Witness Fees, \$20.00; Kohlenberg, Greg, Witness Fees, \$97.70; Kooistra, Nelva, Inv Mi Hearing, \$15.00; Larson, Russell, Witness Fees, \$32.58; Lopez, Alejandra, Witness Fees, \$20.00; M. Lee Smith Publishers LI, SD Employment Law Letter, \$327.00; M.E. McCann, CAA Cri08-0771, \$547.01; Mans, Bob, Annual Conference, \$105.00; Mastercard, Lodging/Memory, \$528.57; MCI, Long Distance Phone Calls, \$152.15; McKeever's Vending, Jail Supplies, \$631.04; Medema, Michael, Witness Fees, \$20.00; Midwest Glass, Automatic Doors & Interior, \$3,768.09; Midwest Micro Imaging Inc, Microfilm Scanned Documents, \$4,099.58; Nachtigal, Glen, Annual Conference, \$105.00; Namken, Tami, Witness Fees, \$55.52; Nortek Computers Inc, Hard Drive, \$69.00; Patricia J Hartsel, Transcript Sa Ordered, \$115.60; Pitney-Bowes Inc., Quarterly Charge, \$186.00, Postage Machine, \$1,782.00; Qwest, E911 Database, \$437.81; Randy Gross, Office Remodel - Front Office, \$5,009.30; Rehfuss, Cathy, Inv Mi Hearing, \$15.00; Reliance Telephone, Inmate Phone Cards, \$3,000.00; SD City Management Assoc, Associate Member, \$75.00; SD Continuing Legal, Dakota Disc Qtly Subscription, \$125.00; SD Dept Of Labor, Sheriff Trust, \$1,079.15; SD Dept Of Revenue, Excise Tax - Topeka Shiner, \$913.65; SDACC, 2009-2010 Directories, \$50.00; Seshrm, Seshrm Spring Conference, \$79.00; Shepherd Reporting, Mi Hearing, \$25.00; Sioux County Sheriff, Service Of Subpoena, \$33.72; Sioux Falls Two Way Radio, Maintenance Radio, \$118.89; Sioux Valley Cleaners Inc, WIC Office Cleaning, \$370.00; Sprint, Deputy Cell Phones, \$535.66; Stee, Rose Marie, February 2009 Travel Voucher, \$271.79; Stein, Kevin, Witness Fees, \$25.18; Susan Brugger, CAA Cr08-729, \$497.97; Tyler Technologies, Core Financials Training, \$2,254.75; Vandenberg Law, CAA 08m1442/07m3582, \$82.00; Verizon Wireless, 2 Lines W/Blackberry, \$180.83, Monthly Cell Phone Charges, \$100.51, 6a8 Wireless Card, \$218.27; Veurink, Brent Or Pam, Cert05153 Redcert 612, \$747.79; Wagner Re Appraisal & Bldg, Inspections, \$200.00; Walmart Community, Office/Meeting Supplies, \$52.48, Misc Meds, \$14.75, Jail Supplies On Credit Card, \$37.87; Wellmark Blue Cross, Annual Fee For Flex Cards, \$348.00; Woehlhaff, Rick, Witness Fees, \$55.52.

DEPARTMENT HEAD REPORTS

Highway Superintendent Larry Jensen reported on stimulus funding and possible projects that would be funded with those dollars. He informed the board that the Federal Highway Commission will act on the 34th Avenue project resolution at their March meeting. Jensen also reported on advertising for bids, load limits, and the Basin Electric Power Plant meeting in White, SD.

Planning, Zoning and Drainage Director Robert Hill updated the board on the Basin Electric Power Plant project; a drainage issue the board will hear later in the month; the pipeline committee and pipeline study; and the zoning meeting.

Weed and Pest Supervisor Gary Egeberg reported on the Weed and Pest Conference; grant money for weed control that the county will receive; and the bid opening.

Equalization Director Joyce Dragseth introduced the new appraiser, Jacob Brehmer, to the board. She also informed the board that assessment notices had been mailed and that she has several meetings coming up in the next few weeks. There was discussion on how the economy will be affecting property values and legislation in Pierre that will affect the Equalization Office.

Extension Educator Jon Kieckhefer updated the board on the extension's "Plans of Work" guidelines, new worker training, a conference at SDSU, Little I and Master Gardener training. The board and Kieckhefer also discussed structural issues at the extension office.

Emergency Management Director Todd Struwe updated the board on the Secretary of Public Safety's presentation he attended in Watertown, SD; state training courses that will be held in Brookings; and Homeland Security funding.

REGULAR BUSINESS

Motion by Falken, seconded by Negstad to approve and authorize Chairperson Larson to sign Agreement 09-10: an agreement between Burn & McDonnell and Brookings County for GIS data. Roll call vote: Negstad "aye," Santema "aye," Falken "aye," Gregg "aye," Larson "aye." Motion carried.

Be it noted, the following volunteers are now listed as active members for the CERT team roster: Helen Thune, B.J. Curtis, Mary DeLeeuw, Donald Richards, and Allison Richards.

The board held discussion on the Brookings Area Transit Authority bus barn appraisal and purchase. Brenda Schweitzer and Steven Rames with BATA and Jackie Mattheis with the South Dakota Department of Transportation discussed the appraisal and the county's possible purchase of the current building, as well as funding for a new facility. Commissioner Falken said that the county's purchase of the building is the issue and the board needs to decide if it is a value to the county or not, if the board says they don't want the building, the possibility of a new facility is done.

Bruce Lindholm with the South Dakota Department of Transportation joined the discussion via telephone. There was additional discussion on the purchase of the current BATA bus barn and the time frame on when the county would need to make a decision on that purchase. The board directed Highway Superintendent Larry Jensen and Weed and Pest Supervisor Gary Egeberg to report on what use they may have for the building. The board will have additional discussion and possible action on this matter at their March 17, 2009 meeting.

Motion by Negstad, seconded by Santema to approve and authorize Chairperson Larson to sign a Request to Fill Vacancy for an Appraiser I position in the Director of Equalization Office. Commissioner Falken noted that the board will need to look at whether or not the county can afford to fill these types of vacancies in the future with the economy in the condition that it is in. Roll call vote: Santema "aye," Falken "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

The board held discussion on Agreement 09-11: a Memorandum of Understanding between the Brookings County Register of Deeds Office and Complete Closing Services, Inc. Background information was given by Commission Assistant Stephanie Vogel and Deputy States Attorney Mark Kratochvil.

Register of Deeds Beverly Chapman discussed the charges set forth in the MOU and that she feels \$13,852.25 is due and payable to Brookings County for rent, utilities and digital copies Complete Closing Services, Inc. received from Brookings County.

Attorney Richard Helsper representing Complete Closing Services, Inc. says that they have been presented with that amount and it is an agreeable figure.

Helsper and Kratochvil were directed to revise the original Memorandum of Understanding to bring back to the board for approval at a later date.

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

Be it noted, an updated GIS map price list was presented to the board.

Vogel discussed an invitation to the Hampton Inn's open house and ribbon cutting and a drainage hearing scheduled for March 17, 2009. Commissioner Negstad noted that she will be absent from the March 17, 2009 meeting. Vogel also presented information on a court's opinion on forming subcommittees to do work and report back to the full board and that it does not violate open meeting laws. She also gave the commissioners news articles that Chairperson Larson had asked to be distributed, a copy of the SDACC Legislative Update, and information on a Pennington County court case regarding court space needs. Vogel stated that she will only be sending out a public notice on the board's upcoming meetings this week because there is no board meeting on March 10, 2009. She also discussed the upcoming 8-County meeting in Lake Norden, the Leadership Brookings schedule for touring the county and a meeting she had with Brookings City Finance Officer Rita Thompson and Deputy County Finance Officer Stacy Steffensen regarding the city's tax calculations.

Deputy States Attorney Mark Kratochvil had no report.

COMMISSIONER'S REPORTS AND DISCUSSION

Commissioner Gregg had no report.

Commissioner Negstad reported on the Abuse Shelter meeting and a phone call from a concerned citizen.

Commissioner Santema reported on the BATA meeting and the Brookings City Council meeting, including their discussion on the city's Master Drainage Plan and the BATA presentation on the possibility of building a new bus barn.

Commissioner Falken reported on the Basin Electric Power meeting in White, SD and a meeting he had with Brookings City Manager Jeff Weldon regarding the 911 budget.

Commissioner Larson commented on the 911 budgeting process and the statewide radio presentation in Watertown, SD.

ADJOURNMENT

There being no further business, Chairperson Larson declared the meeting adjourned until 8:30 a.m. Tuesday, March 17, 2009.

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.

Stacy Steffensen
Deputy Finance Officer
Brookings County Finance Office