

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, October 20, 2009

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

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 October 20, 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 October 13, 2009 commission meeting.

Welfare Matters: case #09-122 for rent was denied; case #09-127 for back surgery—pre-authorization was denied; case #09-136 for rent was approved; case #09-032 for Brookings Hospital was denied; case #09-035A for rent was approved; case #09-028 for Sanford Medical Center was approved; case #09-141 for rent was approved.

Travel/Education Requests: Charles Umberger to attend FTO Training October 25, 2009 in Independence, Missouri and October 30, 2009 in Brookings, SD.

DEPARTMENT HEAD REPORTS

Director of Equalization Joyce Dragseth updated the board on assessors' school, new growth and building permits, information they've received that will affect ag land values for next year and Brown County's appeal of the 3M assessment in Aberdeen.

Highway Superintendent Larry Jensen updated the board on a box culvert project, wind towers, county and township road concerns with a plant being built in the county, and the Region Road Conference in Rapid City.

Extension Agent Jon Kieckhefer informed the board that fiber optics and wireless internet were installed at the County Resource Center and they may need to look at raising room rental rates to off-set those costs. He also updated the board on landscaping at the Resource Center, an upcoming Dairy Energy Efficiency workshop, the Annual Extension Conference and interviews and new hires.

Planning and Zoning Director Robert Hill updated the board on an Argus Leader interview, the Region Road Conference in Rapid City, and the upcoming public meeting on pipelines in Volga. He also informed the board that his office will be closed Friday afternoon.

Sheriff Marty Stanwick informed the board that his department is gearing up for Hobo Day weekend with additional staff. He also updated the board on inmate, 24/7, and SCRAM numbers. Stanwick said that he will be attending the Sheriff's Conference in Watertown, SD this week. He also said that his department is busy investigating a possible arson and he noted that the Civil Air Patrol had done training on locating individuals in need that wear a specific type of wrist band that emits a signal.

ROUTINE BUSINESS

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

Be it noted, the General Fund Surplus Cash Analysis as of September 30, 2009 was presented to the board.

GENERAL FUND SURPLUS ANALYSIS

The amount of General Fund dollars that counties can retain as surplus is restricted by SDCL 7-21-18.1 which states: "The total unreserved, undesignated fund balance of the general fund may not exceed forty percent of the total amount of all general fund appropriations contained in the budget for the next fiscal year. The total unreserved, undesignated fund balance of the general fund of the county as of March thirty-first and September thirtieth shall be published in the minutes of the proceedings of the board of county commissioners and reported to the Department of Legislative Audit. The report shall be on forms prescribed by the Department of Legislative Audit."

Brookings County

ASSETS:

10100	Cash	<u>8,185,896.09</u>
10200	Cash Change	<u>295.00</u>
10300	Petty Cash	<u>175.00</u>
10400	Interest Bearing Accounts	<u> </u>
10500	Savings Certificates	<u> </u>
10700	Restricted Cash in Banks	<u> </u>
1070001	NSF Checks	<u>507.01</u>
10800	Taxes Receivable--Current	<u>3,596,820.74</u>
10900	Estimated Uncollectible Taxes Receivable--Current	<u> </u>
11000	Taxes Receivable--Delinquent	<u>20,015.62</u>
	Estimated Uncollectible Taxes Receivable--	<u> </u>
11100	Delinquent	<u> </u>
11400	Judgment Receivable	<u> </u>
11700	Accounts Receivable	<u> </u>
11800	Estimated Uncollectible Accounts Receivable	<u> </u>
12800	Notes Receivable	<u> </u>
13100	Due from Other fund	<u> </u>
13200	Due from Other Government	<u> </u>
13300	Advance to Other Fund	<u> </u>
13500	Interest Receivable	<u> </u>
14100	Inventory of Supplies	<u> </u>

15100 Investments

TOTAL ASSETS

11,803,709.46

LIABILITIES AND EQUITY:

20100	Claims Payable	
20200	Accounts Payable	75.00
20800	Due to Other Funds	
20900	Due to Other Governments	
21600	Accrued Wages Payable	
21700	Payroll Withholding Payable	2.35
22300	Revenues Collected in Advance	
22400	Deferred Revenue	3,616,836.36

FUND BALANCES:

27102	Reserved for Inventory	
27103	Reserved for Advance to Other Funds	
27199	Reserved for Other Purposes (Specify) Election HAVA	867.26
27201	Designated for Next Year's Appropriations (one of the following) March - 3/4 of the current year September - 1/4 of current year + subsequent year December - subsequent year	
27202	Designated for Other Purposes (Specify) Highway	1,500,000.00
	Administrative Office Construction/Remodel	4,500,000.00
	Supplemental Budget Hearing 2008 Expenses	
27203	Designated for Capital Outlay Accumulations	
27209	Undesignated	2,185,928.49

TOTAL LIABILITIES AND EQUITY

11,803,709.46

Following Year General Fund Budget
(use current year for March analysis)

9,887,584.00

The unreserved, undesignated fund balance, account 27209,
divided by the following year General Fund budget
resulting in the fund balance percentage

22.11%

Be it noted, the Auditor's Account with the Treasurer for the month of September 2009 was presented to the board.

September 2009

Total amount of deposits in banks..... \$13,161,134.14

Total amount of actual cash: Currency..... \$2,913.00

Coins.....\$ 2.71

Total amount of checks/drafts in Treasurer's possession not exceeding 3 days... \$50,805.89

Itemized list of all other items..... \$6,328.17

TOTAL.....\$13,221,183.91

Be it noted, the Register of Deeds Statement of Fees Collected for September 2009 in the amount of \$27,829.50 was presented to the board.

REGULAR BUSINESS

Motion by Negstad, seconded by Falken to approve and authorize Chairperson Larson to sign Resolution #09-42: a resolution approving annexation of territories by the City of Brookings. Roll call vote: Gregg "aye," Negstad "aye," Falken "aye," Larson "aye." Motion carried.

RESOLUTION #09-42

A RESOLUTION APPROVING ANNEXATION
OF TERRITORIES BY THE CITY OF BROOKINGS

WHEREAS, the city of Brookings desires to annex the following described properties, to wit:

The north 1,580 feet of the east ½ of the NW ¼ of Section 2-T109N-R50W, excluding Lot C of Christie Addition and Outlots A, 1A, B and 1B in the NW ¼ of Section 2-T109N-R50W.

WHEREAS, pursuant to SDCL 9-4-5, such annexation is subject to review by the Board of County Commissioners.

THEREFORE, BE IT RESOLVED by the Brookings County Board of County Commissioners, that the annexation of the above described territories by the City of Brookings be and the same is hereby approved.

Dated this 20th day of October, 2009.

Don Larson, Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth, Brookings County Finance Officer

Motion by Negstad, seconded by Falken to approve and authorize Chairperson Larson to sign Abatement #09-11: an application made by Reed Intermill in the amount of \$118.88. Roll call vote: Negstad "aye," Falken "aye," Gregg "aye," Larson "aye." Motion carried.

Motion by Gregg, seconded by Negstad to approve and authorize Chairperson Larson to sign Abatement #09-12: an elderly and disabled tax freeze application in the amount of \$749.16. Roll call vote: Falken "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

Motion by Falken, seconded by Gregg to approve and authorize Chairperson Larson to sign Abatement #09-13: an elderly and disabled tax freeze application in the amount of \$848.18. Roll call vote: Gregg "aye," Negstad "aye," Falken "aye," Larson "aye." Motion carried.

Motion by Gregg, seconded by Falken to approve and authorize Chairperson Larson to sign Abatement #09-14: an elderly and disabled tax freeze application in the amount of \$655.56. Roll call vote: Negstad "aye," Falken "aye," Gregg "aye," Larson "aye." Motion carried.

Motion by Negstad, seconded by Falken to approve and authorize Chairperson Larson to sign Abatement #09-15: an elderly and disabled tax freeze application in the amount of \$1,178.94. Roll call vote: Falken "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

Motion by Gregg, seconded by Negstad to approve Personnel Policy 8.6: Portable Communication Devices Policy/Procedures. Commission Assistant Stephanie Vogel provided background information and recommended approval. The board and several department heads discussed the implementation of the policy. Roll call vote: Gregg "aye," Negstad "aye," Falken "aye," Larson "aye." Motion carried.

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

Vogel informed the board that there are cases of the flu and the H1N1 virus in the county. She also discussed the annual report of Brookings County Tax Increment Districts, the county's Pipeline Planning Grant work discussion in the 'Safe Pipelines' newsletter, and an update from the National Children's Study. Vogel also discussed the city/county co-location subcommittee meeting.

Deputy State's Attorney Mark Kratochvil informed the board that of the five properties recently sold at public auction, he has closed on 3 of those and the payments have been made.

COMMISSIONER'S REPORTS AND DISCUSSION

Commissioner Falken reported on the Chamber Mixer at the Innovation Village and the city/county co-location subcommittee meeting.

Commissioner Negstad reported on the Chamber Mixer at the Innovation Village.

Commissioner Gregg reported on the Weed & Pest Board meeting, the Chamber Mixer at the Innovation Village and the city/county co-location subcommittee meeting.

Commissioner Larson reported on the NACo Leadership meeting.

ADJOURNMENT

There being no further business, Chairperson Larson declared the meeting adjourned until 8:30 a.m. Tuesday, October 27, 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

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