

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, November 24, 2009**

The Brookings County Board of County Commissioners met in regular session on Tuesday, November 24, 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 November 24, 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 November 17, 2009 commission meeting.

Welfare Matters: case #09-149 for lot rent was approved; case #09-150 for utilities and mortgage was approved; case #09-135 for Brookings Hospital was denied; case #09-132 for Brookings Hospital was denied; case #09-130 for Brookings Hospital was denied; case #09-020 for Brookings Hospital was approved.

Travel/Education Requests: Laurie Tangen to attend FCS FEU Training December 7, 2009 in Sioux Falls, SD; Jon Kieckhefer to attend the Planning Meeting for the 2010 SDSU Field School November 23, 2009 in Beresford, SD, to attend the Miner County Calf Show November 27, 2009 in Howard, SD, and to attend the Cattle Producer Meeting December 8, 2009 in Madison, SD.

Personnel Action Notices: routine step increase-Marci Gebers to \$17.71.

## **ROUTINE BUSINESS**

Motion by Gregg, 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 Use, \$88.80; A&B Business, Copier Maint, \$38.81, Ricoh Printer, \$1,000.00, Copier Maint, \$40.57; Alltel, Cell Phone/Early Termination, \$284.96, Cell Phone Service, \$56.12, Cell Phone Service, \$130.24; Anderson Oil, Diesel, \$1,260.24; Asche, Matthew, Office Rent/Utilities/Email, \$190.00; AT&T, Phone Service, \$49.30; Avera Queen of Peace, Employee Drug Testing, \$226.50; B&L Sullivan Inc, Sheriff Trust, \$2,032.47; Banner Associates, Bridge Inspection, \$715.80; Bierschbach Equipment, Saw Rental, \$859.10; Boyer Trucks, Wire/Connector for Plow, \$27.41; Brookings City Utilities, E911 Database, \$309.46, Water, \$124.52, E911, \$400.00, Phone and Fax, \$76.33, Phone & Internet Service, \$73.16; Brookings County Finance, Delinquent Tax, \$675.63, Delinquent Tax, \$200.00, Advance Tax, \$1,009.46, Advance Tax, \$3,870.68, Delinquent Tax, \$767.39; Brookings Health System, PMD, \$294.10, PMD, \$660.50; Brookings Public Library, 4th Qtr Library Services, \$6,250.00; Brookings Register, Legal Publishing, \$76.59, Pub Minutes/Budget/Tax Notice, \$1,150.05, Detrimental Use Publishing, \$180.00, Publishing, \$152.73; Central Business Supply, Copier Maint, \$5.60, Batteries/Calculator

Paper, \$72.96, Office Supplies, \$98.54, Ink Cartridges, \$58.98; Chemco Inc, Supplies, \$1,342.00; City of Brookings Landfill, Yard Clean Up, \$20.80; Clark Printing Co Inc, Public Notices, \$84.00; Codington County Auditor, 8 County Meeting Registration, \$42.50; Cook's Recycling, Garbage Pick Up, \$98.36, Garbage Pick Up, \$87.52; Cummings, Jessica, Sheriff Trust, \$817.19; Dakota Riggers & Tool Inc, Chain/Clevis, \$166.80; Dakotaland Enterprises Inc, COP Rent, \$240.00; Dale's Alignment, Alignment/Straighten Plow, \$220.87, 6A17 Front Alignment, \$51.50; Division of Motor Vehicle, Weed Title Transfer/Plates, \$14.00; Donna K Dietrich, Inv MI Hearing, \$137.64; Egeberg, Gary, October Mileage, \$59.20, District Mtg Registration, \$36.00; Electronic Security Equip, Jail Intercom/Door Lock, \$800.00, Jail Voice Notification System, \$650.00; Everist, L.G. Inc, Ballast/Crushed Quartzite, \$485.83; First Bank & Trust, BCSO Credit Card, \$958.81; Foerster Office & Supply, Copy Paper, \$330.00, Hand Sanitizer/Dispenser, \$41.00; Frederiksen, Beth, Interview Mileage, \$10.36; GP Auto, Bearing Spindle, \$32.25; Graham Tire North, 6A17 & Crown Vic Tires, \$587.02; Graybar Electric Co Inc, Light Fixture for Break Room, \$25.00; Harold's Photo Centers, 6A4 Pictures Developing, \$39.80; Hogan, Tim, CAA CRI 09-0474, \$1,645.21; Hy-Vee Food Store, Inmate Meals/OTC Meds, \$10,304.60, Jury Meals, \$21.31; Hy-Vee Pharmacy, PMD, \$1,641.84; JCL Solutions, Cleaning Supplies, \$176.73; Jensen, Larry, Mileage & Meals for Meeting, \$294.62; Jensen, Randy J, Zoning Mtg Mileage, \$10.73; Kidwiler, Mary, Zoning/Pipeline Mtgs Mileage, \$8.88; Kleinjan, Darrel, Zoning Mtg Mileage, \$14.80; Knutson, Duane, Zoning Mtg Mileage, \$3.33; Kooistra, Nelva, Inv MI Hearing, \$15.00; L&L Parts, Various Parts/Supplies, \$1,021.08, Parts, \$42.76; Larson, Gavin, Transport Per Diem, \$52.00; Lewis Drug Store, PMD, \$192.01; Locators & Supplies, Safety Clothing, \$839.71; Loomis, Robb, Zoning/Pipeline Mtgs Mileage, \$26.64; M&T Fire & Safety Inc, Misc Meds, \$72.75, 1st Aid Products, \$133.25; M.E. McCann, CAA 09-239, \$644.07; Martin's Inc, Oil/Gas/Diesel/Parts Cleaner, \$19,835.34; McDaniel, Joyce, Translation Services, \$50.00; MCI, Long Distance Calls, \$103.95; McKeever's Vending, Supplies, \$167.38; McLeod's Printing & Office, Laser Check Stock, \$246.22; MedTox Laboratories, Inc, Drug Screening, \$150.00; Meridian Grain LLC, Road Salt, \$5,756.56; Micro Computer, Install Printer on Laptop, \$40.00; NACRC, Membership Dues, \$135.00; Nancy J Nelson, CAA Crim 09M-2934, \$279.62; National Assn of County Planners, 1 Year Membership, \$35.00; Nelson, Darrell, Zoning Mtg Mileage, \$6.66; Northern Truck Equipment, Idler Shaft and Sprockets, \$915.59; Northwestern Energy, Natural Gas/Shop & Office, \$238.40, Natural Gas, \$1,114.96; Office Depot, Office Supplies, \$102.13; Office Systems Inc, Ink Cartridges/Copy Paper, \$866.95, Supplies, \$62.72, Jail Copier Maint, \$46.38; Parmely, Ronny, Interview Mileage, \$7.40; Patricia J Hartsel, Transcript SA Ordered, \$133.00; Pike, Gloria, Mileage, \$4.07, Interview Mileage, \$4.07; Prussman Contracting Co, Remove Bridge/Replace Culvert, \$2,063.46; Rehfuss, Cathy, Inv MI Hearing, \$15.00; Rick Ribstein, CAA Cri 09-466, \$258.31; Robbins, Jeff, Zoning/Pipeline Mtgs Mileage, \$59.57; Rochel, Robert, Zoning Mtg Mileage, \$14.43; Running's Supply Inc, Supplies, \$97.10; Schuneman Equipment Co, Parts, \$397.13; SD Building Officials' Assn, 1 Yr Membership, \$55.00; SD Continuing Legal, Criminal Pattern Jury Instruct, \$45.00; SD Federal Prop. Agency, Supplies, \$85.50, 2004 Chevy Pickup, \$12,950.00; SDACC, CLERP Payment, \$10,550.74; Sinai City, Water/Sewer/Garbage, \$49.00; Sioux Falls Two Way Radio, 6A17 Radios, \$205.99; Speedy Cleaners, Rug Rental Service, \$32.80, Rugs, \$46.40; Stanwick, Martin E, Sheriff's Conference Per Diem, \$26.00; Sturdevant's Auto, Supplies, \$83.87, Supplies, \$103.66; Susan Brugger, CAA CR 09-451, \$381.30, CAA CR 09-468, \$487.90; Torgrude, Lionel, Mileage, \$303.24; Town & Country Shopper, Public Notice, \$24.00, Property Tax Notice, \$36.00; Vandenberg Law, CAA Juv 09-7275, \$307.50; Verizon Business, 6-1 Long Distance, \$316.51; Volga City, COP Rent, \$199.46; Wagner RE Appraisal & Bldg, Inspections, \$900.00; Weber, Judy L, Transcripts in Poor Relief, \$72.50; Wells Fargo Home Mortgage, COP Mtg Pmt, \$300.00; West Government Services, Oct 09 Contract, \$118.50; West Payment Center, October Info Charges, \$948.57, SDCL Books, \$61.00; Wheelco Trucks & Trailer, Parts, \$1,177.65; White City, Bulk Water, \$7.00.

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

Be it noted, the Register of Deeds Statement of Fees collected for the month of October 2009 in the amount of \$23,125.50 was presented to the board.

Steffensen also reported on the Election Workshop held November 18-20, 2009 in Pierre, SD.

## REGULAR BUSINESS

The board discussed the funding request from the YES Center for a Space Study and Layout Design of the Research and Technology Center. Commission Assistant Stephanie Vogel said that a revised proposal was submitted that only included the expense of remodeling the R&T Center for the county's needs at a cost of \$3600. She said that if approved this expense would come out of the commission's professional services line and there is sufficient budget left to fund it.

Commissioner Santema wanted to clarify that the Volunteer Service Bank and RSVP are different entities. She said that she had watched the city council's proceedings from last week and questioned their timeline on when they'll need the current County Resource Center space at the Swiftel Center. Commissioner Larson said that he believes when the county acts, they will act. Commissioner Gregg, a member of the Swiftel Center Board, said that the plans depend on whether the county agrees to move, but it is still looking like a 3-5 year project if everything goes as planned. He also noted that the plans he has seen do incorporate the county's space in the Swiftel Center.

Commissioner Santema said that the county wouldn't be doing anything if the city didn't want the county's space. She wanted to make sure that this proposal is just for the study of the R&T Center and that it wouldn't lock the county into moving. Commissioner Larson said that the county would be sharing the costs, along with Mills Construction, Inc., to see how it would work to update the R&T Center to facilitate the office space for the county that is currently located in the Swiftel Center.

Commissioner Negstad said that she attended the city council's meeting last week to see what their plans were for remodeling the county's space and it seemed to her that their remodeling costs would be minimal compared to the costs the county will have in remodeling the R&T Center. She wants to discuss what the city thinks the county's space is worth and what the county thinks the space is worth. Commissioner Falken said that they need to decide if the county is willing to do something so the city can have the space at the Swiftel center and it's up to the board to say if it's willing to do this and he believes the study will tell them what their costs will be. Then he said there's the issue of the YES Center and their need for currently occupied space in the R&T Center. Falken said he doesn't want to spend the money on the study if the county doesn't intend on moving if the study shows it will work to do so. He also said that if the city wants the county facility at the Swiftel Center, then what are they going to do for the county. Falken said that it shouldn't be money spent by the county to remodel the R&T Center. He said the ideal thing is to include the YES Center along with the county offices, it's a good fit and the R&T Center is a good location, but they have to determine how to make it work. He said that the county doesn't know what the costs will be even above the remodeling, whether they'll swap buildings with the city or lease each others' space, and he needs those questions answered. But Falken said he believes the city needs to come with a plan on how to transition the county out of the Swiftel Center and them in. Commissioner Negstad agreed saying it's a complex situation made even more difficult due to the federal dollars and stipulations attached to the R&T Center.

Commissioner Falken also said that it's possible that someone may come in and want to rent to the available space at the R&T Center, then that option is gone. He believes the best option is for the county to own the city's building and the city to own the county's building.

Commissioner Santema said that she's not prepared to take action on the proposed study until they have more information. She said that the city and county need to work together on this, but that the county is also fine where they're at and if the city needs that space, then the next move is theirs. Commissioner Gregg said that he's confused why the city isn't interested in partnering on this study and doesn't believe the county should be spending any money on plans or remodeling. He said the city wants the county's space, so they should be selling the county on the R&T Center space.

Commissioner Falken agreed, but said that they have to start somewhere and the \$3600 for the study would tell them what the county's costs would be if they relocated to the R&T Center. He also noted that the proposal is only good for 30 days. He said that he's not opposed to moving forward with it, but wants a plan beyond the study. Commissioner Larson said that the question

before the board today is if they want to find out what it would cost to make a move to the R&T Center and if it's a feasible option. He said that at some point they're going to have to find out what it's going to cost and then they can have discussions with the city.

Commissioner Falken said that they should set up a meeting with YES Center representatives and the city and explain that the county would like to consider the move to the R&T Center, but doesn't want to spend \$3600 until they know how this works into the city's future plans. Falken also said that he's not so concerned about what the city will pay the county for the current Resource Center, but thinks the county should be able to go to another building without it costing a thing and try to get to a break-even situation for both the county and city. Commissioner Larson said that the only way to make a revenue neutral transaction is if the county can find out what the costs of remodeling the R&T Center will be.

Motion by Santema to table action on the proposal for a feasibility study of the Research & Technology Building by Mills Construction, Inc. for potential county office space until December 22, 2009, seconded by Negstad.

Commissioner Negstad called the question. Roll call vote on the question: Negstad "aye," Santema "aye," Falken "no," Gregg "no," Larson "no." Question failed.

Commissioner Santema accepted a friendly amendment to her motion to table by Commissioner Falken. Falken said that he would like to add that a joint meeting with the city and the YES Center representatives be held prior to the December 22, 2009 commission meeting.

Roll call vote on the motion to table: Santema "aye," Falken "aye," Gregg "aye," Negstad "aye," Larson "aye." Motion carried.

The board discussed a request from Todd Kays, Executive Director of First District Association of Local Governments, for Brookings County to fully fund the District's 2010 budget request which would be an additional \$1,411. Commissioner Falken said that staff was directed to put all non-mandated programs back to the 2009 funding levels when budgeting for 2010. However, because First District's funding request is based on a dues structure and population, Falken said their requesting the additional \$1,411.

Commissioner Negstad said that all other non-mandated programs were held to the 2009 levels, why should they make an exception for First District. Commissioner Larson said that this is because First District's request is based on a dues structure. Commissioner Falken said a due is a due and this would be the county's cost to be a member of First District.

Motion by Falken, seconded by Gregg to support the full funding of the First District Association of Local Governments for 2010. Roll call vote: Falken "aye," Gregg "aye," Negstad "abstain," Santema "aye," Larson "aye." Motion carried.

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

The board discussed Administrative Leave days for November 27<sup>th</sup> and December 24<sup>th</sup> to coincide with the State of South Dakota Administrative days off.

Commissioner Gregg had to leave the meeting for personal reasons.

Motion by Falken, seconded by Larson to declare county offices closed on Thursday, December 24, 2009 from 12:00 p.m. to 5:00 p.m. and all regular employees will be provided four (4) hours of administrative leave. Roll call vote: Negstad "no," Santema "aye," Falken "aye," Larson "aye." Motion carried.

Vogel also discussed correspondence from the Department of Energy and from Senator Tim Johnson's aide Matt Astleford, the upcoming WILL Luncheon, a 'thank you' from SDLTAP, and the NACo conference in March 2010. She also updated the board on the SHRM Leadership Conference, management performance reviews and the completion of open enrollment for county employees.

Deputy State's Attorney Mark Kratochvil updated the board on a South Dakota Supreme Court appeal.

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

Commissioner Negstad reported on the Brookings City Council meeting and the ICAP meeting.

Commissioner Santema reported on the Transportation Meeting and the 34/20 Meeting.

Commissioner Falken reported on the Law Enforcement Standards and Training Commission Meeting, the quarterly work comp meeting, and the 911 rules hearing. Falken also requested that they have someone give a presentation to the board on the differences between design/build and general contractors as the county still considers their options for their administrative space needs. He also discussed the S-curves south of Brookings and plans to improve that part of the road.

Commissioner Larson had no report.

### **EXECUTIVE SESSION**

Motion by Negstad, seconded by Falken to enter into Executive Session at 10: 08 a.m. for personnel reasons. Roll call vote: Santema "aye," Falken "aye," Negstad "aye," Larson "aye." Motion carried. The board came out of Executive Session at 10:33 a.m. No action was taken.

### **ADJOURNMENT**

There being no further business, Chairperson Larson declared the meeting adjourned until 8:30 a.m. Tuesday, December 1, 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

Published once at the total approximate cost of \_\_\_\_\_.