

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, AUGUST 2, 2022

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 2, 2022 with the following members present: Angie Boersma, Ryan Krogman, Lee Ann Pierce, Michael Bartley and Larry Jensen.

CALL TO ORDER

Chairperson Boersma called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Bartley, seconded by Jensen to approve the agenda for the August 2, 2022 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, the 9:00 a.m. scheduled agenda item was removed from the agenda. Commission Department Director Stacy Steffensen said the applicant asked that it be removed from the agenda.

CONSENT AGENDA

Motion by Pierce, seconded by Krogman to approve the consent agenda. Roll call vote: Pierce "aye," Bartley "aye," Jensen "aye," Krogman "aye," Boersma "aye." Motion carried. The consent agenda consisted of the minutes from the August 2, 2022 Commission Meeting.

Travel Requests: Jacob Brehmer, Reid Squires, Jennifer Beller and Christine Kreutner to attend SDACES Conference on August 18th in Oacoma; all Commissioners and Department Heads and/or designees to attend SDACC Fall Convention on September 11th-13th in Pierre; Kristi Kruse to attend the WILL Luncheon on September 14th in Brookings.

Personnel Action Notices: annual review- Melissa Walsh to \$22.77, effective August 1, 2022; status change- Full-time Finance Assistant Maggie Harkness at \$22.32, effective August 15, 2022.

Human Services Report: case #22-164 for burial was approved; case #22-165 for rent was approved; case #22-166 for utilities was approved; case #22-167 for emergency was approved; case #22-169 for vision was denied.

ROUTINE BUSINESS

Approval of Claims

Motion by Krogman, seconded by Jensen to approve the following claims. Roll call vote: Bartley "aye," Jensen "aye," Krogman "aye," Pierce "aye," Boersma "aye." Motion carried.

605 Custom Design LLC, Uniforms For Staff, \$116.00; A&B Business Inc, Copier Contract, \$654.53; AgFirst Farmers COOP, Patrol Vehicle/Maint Repairs, Propane For Outside Shops, \$3,772.02; Amazon Capital Services, Jail/Deputy Supplies, Monthly Charges, Office Supplies, \$451.78; American Trust Insurance, Notary Renewal-Murfield, \$50.00; Aragon, Antonio, Translation Services, \$125.00; Aragon, Martha A, Translation Services, \$37.50; Architecture Incorporation, Prof Services Reception Desk, \$1,703.75; AT&T Mobility, Nighthawk Mifi Mobile Wifi, \$40.04; B&B Auto Service, Patrol Vehicle Maint/Repairs, \$48.95; Banner Associates, Design/Replacement, \$26,056.20; Vanessa Barkl, Honorarium-Fashion Revue Judge, \$65.96; Bauman Electric Inc, Bruce Shop Diesel, \$1,175.83; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$957.00; Carrie Boyd, Honorarium-Dog Show Judge, \$138.64; Mickeala Boyd, Honorarium-Dog Show Judge, \$100.00; Bozied Oil Co Inc, Patrol Vehicle Car Washes, Police Chief Interviews, \$313.00; Caitlyn Brandt, Honorarium-Fashion Revue Judge, \$50.00; Bremmon, Carmen, Court Services Translation Services, \$325.00; Brookings Credit Bureau, Overpayment Reimbursement, \$1,031.40; Brookings Health System, June Blood Alcohol Testing, \$4,400.00; Brookings Inn, Shelter, \$100.00; Bruna Electric, Sinai Shop Damage, \$887.20; C&R Supply Inc, Replace Wiring On Kubota/Speed, Repair Parts 3505, \$841.46; Capital One, Capital One, \$141.79; Carquest Auto, Oil Change Supplies/Shop Towel, \$875.93; Century Business Products, Copier Contract, \$1,851.15; Certified Languages Int, Translation Services, \$37.95; CHS, Diesel/Gas, \$60,830.21; City Of Brookings, E-911 Month March-May, State Auditor Check, Flowers For Gov Center Planter, 20th St Interchange Proj, Shared Gov Center Costs, \$243,561.77; Courtesy Plumbing Inc, Jail Maint/Repairs, \$39.50; Creative Product Sourcing, Dare Supplies, \$1,637.87; Den-Wil Inc, Aug Community Health Rent, \$960.00; Doubletree By Hilton Deadwood At Cadillac Jack, NCRAAO Conference Rooms, \$2,219.44; Ecolab Pest Elimination, Monthly Pest Services, Pest Control, \$337.87; Einspahr Auto Plaza, Patrol Vehicle Maint/Repairs, \$52.11; Empire Investments 3 LLC, Tax Certificates, \$792.91; Empire Investments LLC, Tax Certificates, \$3,497.31; Empire Investments 7 LLC, Tax Certificates, \$772.63; Executive Mgmt Finance, June Billing, \$42.50; First District Association, 4th Quarter Dues For FY22, \$12,069.15; Fite & Pierce Law Office, Court Appointed Attorney, \$4,453.60; Foerster Distributing, Jail Janitorial Supplies, \$68.00; Jennifer Goldammer, Court Appointed Attorney, \$2,417.25; Guarantee Roofing & Sheet Metal Of SD, Roof Repair On Highway Dept, \$217,403.00; Patricia J Hartsel, Transcripts, \$346.80; Heartland Funeral Home, COP Burial, \$2,000.00; Janet Heiden, Honorarium-Fashion Revue Judge, \$98.72; Hendricks Farmers Lumber, Posts To Fence, \$1,694.94; Tim Hogan, Court Appointed Attorney, \$4,954.95; Hometown Service & Tire, Patrol Vehicle Maint/Repairs, \$107.00; Horn Law Office, Prof. LLC, CAA Inv MI Hearing, \$232.30; Hy-Vee Food Store, Cake And Ice -RSO Appreciation, Refreshments, Jury Meals/Refreshments, \$82.41; I29 Truck Shop, Pro Par Hub Cap, \$8.50; Kimball Midwest, Shop, \$231.15; L.G. Everist Inc, Quartzite, Culvert, \$4,479.70; Lake County Treasurer, Registration For 10-County Mtg, \$140.00; Lewis & Clark Behavioral, BMI Intake, \$184.00; Lewno, Lucy, Inv MI Hearing, \$165.03; Darcy Lockwood, Inv MI Hearing, \$15.00; M&T Fire & Safety Inc, Patrol Vehicle Speakers, \$345.00; Donald McCarty, Court Appointed Attorney, \$5,741.55; Mediacom LLC, Courthouse Wifi, \$283.80; Minnehaha County JDC, JDC Costs, \$3,598.00; Motorola Solutions Inc, Charger, Microphone, \$4,428.00; Sandra Namken, Honorarium-Special Foods Judge, \$185.28; National 4-H Council - Supply Service, Custom Blet Buckle/Alumni Tumb, \$281.70; National Test Systems, 24/7 Supplies/UA Kits, \$2,425.00; Nancy J Nelson, Court Appointed Attorney, \$1,843.25; Teree A Nesvold, Court Appointed Attorney, \$1,560.45; North American Banking, Postage Machine Rental, \$360.00; Northwestern Energy, Heat For Truck Shed, Truck/Highway Shop, \$45.01; Office Peeps Inc, Cardstock/Mailing Labels,

Paper/Colored Paper/Pens/Stapler, Char, Paper, \$1,103.93; Outlaw Graphics, Decals For Speed Trailer, \$7.00; Pennington County Jail, Inmate Shuttle, \$138.41; Pharmchem Inc, Drug Patch Analysis, \$157.25; Pitney Bowes, Postage Machine Rental, \$114.00; Prochem Dynamics LLC, Jail Janitorial Supplies, \$1,673.15; Questions & Solutions Engineering Inc, Det Center Expansion Commission, \$316.00; Pam Raeder, Honorarium-Special Foods Judge, \$198.72; Rick Ribstein, Court Appointed Attorney, \$1,318.05; Roden Rentals, COP Rent, \$500.00; Ryde Investment Group LLC, Tax Certificates, \$31,367.83; Safe-N-Secure, More ID Cards, \$563.27; SD Sheriff's Association, Savin Fees, \$1,760.00; Secretary Of State, Notary Renewal-Murfield, \$30.00; Sioux Valley Cleaners Inc, July Janitorial For WIC, \$442.00; Sioux Valley Energy, COP Utilities, \$295.00; Sundem, Deb, Honorarium-Special Foods Judge, \$150.00; Teesdale Law Office PLLC, Court Appointed Attorney, \$2,590.65; Thomson Reuters - West, West Information Charges, SD Codified Law Update, \$505.67; Tonia Thornton, Meal Reimbursement, \$69.00; Titan Machinery, Rear Differential/Sensor Return, \$6,940.14; Town Of Sinai, Sewer, \$64.00; Trinity Services Group, LLC, Inmate Meal Services, \$6,638.51; Two Way Solutions Inc, Derecho Damage Assessment, \$295.00; Steven Ust, Inspections, \$1,900.00; Gina Vanderwal, Honorarium-Fashion Revue Judge, \$54.20; Verizon Wireless, Monthly Utilities/Deputy Tablets, Monthly Charges, \$440.13; Walburg, Duane, Animal Control Mileage, \$139.86; Wells Fargo, Wells Fargo, \$2,189.51; Kristin A Woodall, Transcripts, \$704.60; Kara Zaug, Honorarium-Special Foods Judge, \$198.72.

Department Head Reports

Highway Superintendent Brian Gustad said his crew has been gravelling near the Sinai area. Gustad said the Sinai bridge is now open. He said the final check list items were remedied.

Gustad said he met with BMU and Banner Associates at 34th Avenue to discuss the final design and geo-technical findings. Gustad said 44th street south was also discussed.

Gustad said Guaranteed Roofing was on site last week to do a final walk thru. He said they have a couple of items to take care of.

Gustad said he met with Alton Township, Bangor Township, Eureka Township and Oakwood Township to discuss funding requests for culverts.

Gustad said his crew will be working on fog sealing the chip seal routes this week.

Pierce thanked Gustad for his work on the Sinai bridge. She said she's received quite a few compliments from the folks who live in that area and use the bridge.

County Development Director Robert Hill said there was a FEMA briefing over at the fire station. Hill said he attended the NACo National Convention.

Hill said there were eight (8) landowner meetings regarding the Medary Township drainage issue. Hill said a lot of good discussions have taken place in those meetings.

Hill said the County Veterans Service Office set up a 'cleanup' out in the township.

Hill discussed upcoming dates.

Weed & Pest Supervisor Misty Moser said they've finished spraying townships and county roads. She said they are now busy working on cleaning up the ditches and thistles. She said they will be spraying cattails to keep them away from the road edge.

Moser said she's not sure when they will begin fall spraying. Pierce asked if the spray chemical kills milkweed. Moser said no, it will not kill milkweed.

Sheriff Marty Stanwick said the open house for phase 2 was successful. He said they had about 150 people come thru. Stanwick said there are 28 Brookings County inmates, 4 inmates from

Moody County and 1 inmate from Lake County. He said they've collected approximately \$51,000, but billed over \$100,000. He said that will help offset inmate costs.

Stanwick said they've collected \$21,000 from the Stellar kiosk, which helps with inmate costs. Stanwick said they've had 587 calls for service since January. Pierce asked if that number includes animal related calls. Stanwick said no, those numbers are tracked separately.

Bartley said the calls for service have steadily increased in the City of Volga. Bartley asked at what point do towns look at getting their own police department. Stanwick said the City of Volga most likely won't start their own police department because it costs too much money. He said he leaves it up to the council to decide whether or not they want to increase the hours.

REGULAR BUSINESS

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Boersma sign Agreement #22-78: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Sterling and Oakwood Townships.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to approve a payment to Bangor Township for a culvert project in the amount of \$9,816.40. Background information was provided by Highway Superintendent Brian Gustad. Pierce asked if this would have qualified for the new culvert monies. Gustad said yes, it would have qualified. Pierce asked if they could use that money instead of the county culvert money. Commission Department Director Stacy Steffensen said no. She said it's a process and there are steps that need to take place before they can just spend the new culvert monies.

Roll call vote: Jensen "aye," Krogman "aye," Pierce "aye," Bartley "aye," Boersma "aye." Motion carried.

Motion by Pierce, seconded by Krogman to approve a payment to the Arlington Volunteer Fire Department from long term funds in the amount of \$22,790.

Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Krogman "aye," Pierce "aye," Bartley "aye," Jensen "aye," Boersma "aye." Motion carried.

Motion Jensen, seconded by Bartley to approve a request to close a portion of Samara Avenue on Saturday, September 10th at 9:00 a.m. for a Veterans Suicide Awareness Walk. Background information was provided by Commission Department Director Stacy Steffensen and Commissioner Jensen.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said Habitat for Humanity submitted an ARPA funding request of \$200,000. She said an ARPA Meeting is scheduled for Tuesday, August 30th at 8:30 a.m.

SCHEDULED AGENDA ITEM

Motion by Krogman, seconded by Jensen to approve a Special Events License for Andrea Diedrich/Jay Street Pub.

Chairperson Boersma opened the public hearing and called for proponents. Owner Andrea Diedrich said they will be bartending at a wedding at Bennett Barn on October 8, 2022.

Chairperson Boersma called for opponents. Hearing none, Chairperson Boersma closed the public hearing.

Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Jensen “aye,” Boersma “aye.” Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:10 a.m., Joseph Munson and Justin Bucker with Banner Associates were present to discuss the project on 34th Avenue. Munson said this project will convey water from Bel Brands USA south along 34th Avenue and nearing 20th street south/214th street.

Munson said construction season will be in 2023.

Motion by Pierce, seconded by Jensen to approve an application for occupancy of right-of-way of county highways made by Brookings Municipal Utilities in Aurora Township (County Road 21/34th Avenue).

All members voted “aye.” Motion carried.

Chad Bachman and Even Henningsen with Brookings Municipal Utilities were present to discuss the project on 44th street south. Bachman said this project would upgrade the aging sewer system from the City of Brookings to the Brookings Wastewater Treatment Plant. He said the first phase would be Western Avenue going east and main street going north on old highway 77. Bachman said he knows structure 06-150-215 will be under construction next year and would like to do this project in conjunction with that project. He said it’s going to be very disruptive for the public and would like to get it done in the same year.

Krogman said it’s good planning to get both projects done at the same time and thanked them for communicating.

Motion by Krogman, seconded by Jensen to approve an application for occupancy of right-of-way of county highways made by Brookings Municipal Utilities in Medary Township (County Road 12/44th Street South).

All members voted “aye.” Motion carried.

REGULAR BUSINESS

The board held discussion on the 2023 budget. Commission Department Director Stacy Steffensen said they have \$82,228.00 to put into budget lines to balance the budget out. Pierce suggested they put it in the contingency fund. Bartley said he supports that idea as long as it doesn’t exceed the 5% requirement. Boersma said she also supports that idea.

Commission Department Director Stacy Steffensen continued with her Commission Department Director’s Report.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson said his office will be attending National Night Out.

COMMISSIONERS’ REPORTS & DISCUSSION ITEMS

Commissioner Pierce attended the open house for the jail.

Commissioner Bartley attended a construction meeting for the jail project and attended the open house for the jail.

Commissioner Jensen attended a construction meeting for the jail; met with Highway Superintendent Brian Gustad at 34th Avenue to discuss that project; attended a BCOAC Advisory Board Meeting; participated in the Bruce Honey Days parade; and attended the open house for the jail.

Commissioner Krogman attended an E-911 Board Meeting; attended a Brookings Housing Board Meeting; and attended a BCOAC Advisory Board Meeting.

Commissioner Boersma attended a Brookings Behavioral Health & Wellness Board Meeting; attended the City of Brookings' ARPA study session; attended the NACo National Convention; attended NACo's Next Gen Meeting; attended an E-911 Board Meeting; attended a BEDC Board Meeting; attended a BEDC City Economic Development Focus Group Process; and attended the open house for the jail.

ADJOURNMENT

Motion by Bartley, seconded by Krogman to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, August 16, 2022, at 8:30 a.m.

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