

Brookings City/County Joint Powers Board Meeting Thursday, February 11, 2021

The Joint Powers Board met in regular session on Thursday, February 11, 2021 with the following members present: Lee Ann Pierce, Angela Boersma, and Leah Brink (present virtually). Nick Wendell was absent.

Council Member Leah Brink called the meeting to order at 8:45 a.m. and a quorum was established.

Motion by Boersma, seconded by Pierce to approve the agenda for the February 11, 2021 Joint Powers Board Meeting. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Pierce to appoint Lee Ann Pierce as Chairperson for 2021 and Leah Brink as Vice-chairperson for 2021. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Brink to approve the minutes from the November 12, 2020 Joint Powers Board Meeting. All members voted "aye." Motion carried.

City Manager Paul Briseno updated the board on the 2020 year-end budget. Briseno said they came under budget for FY2020. He said contract services were down due to them cancelling their IT contract. Briseno said they went over budget in the supplies line, insurance line and the furniture and equipment line.

Briseno said he and Commission Department Director Stacy Steffensen will look into why the cost of insurance increased to almost \$1,500 and present the findings during a future meeting.

Motion by Brink, seconded by Boersma to approve the use of the first floor lobby for absentee voting March 23rd-April 12th, 2021 for the City/School Election. All members voted "aye." Motion carried.

Motion by Boersma, seconded by Brink to approve the purchase of spare poles for the west parking lot of the City/County building. Building Services Administrator Jared Thomas said he was speaking on behalf of City Engineer Jackie Lanning. Thomas said they received an insurance reimbursement of \$2,500 for a light pole that was damaged in the parking lot. He said they are recommending the purchase of three (3) spare poles at a cost of \$6,000. Thomas said BMU would store the spare poles. Boersma asked if there was a cost savings for purchasing three poles. Briseno said no, but manufacturers change the design every other year and their fear is that the design will change so they'd like to keep three on hand.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Brink to seek quotes for the addition of light poles for the south parking lot. Thomas said they are looking for permission to get a quote for the poles. Pierce asked if those will go up as soon as weather permits. Thomas said they would get quotes now so they can budget for the expense in FY2022. Boersma asked about placement. She asked if they

would have to do any concrete changes. Thomas said they did install conduit under the parking lot to be able to run power.

All members voted “aye.” Motion carried.

Thomas updated the board on the veneer improvement project. Thomas said they began work last week but ran out of materials so the work will commence next week.

Thomas said they are trying to figure out a good solution on the center staircase. Boersma and Thomas will review the staircase after the meeting. Boersma asked if any pictures were taken of the veneer before they fixed it. Thomas said no, but he will do that before they commence work again.

Briseno updated the board on the IT Request for Proposal. Briseno said they completed the RFP and sent it to City Attorney Steve Britzman for review. Briseno said the RFP should be sent out February 15th.

Other business was discussed by the board. Pierce said she watched what happened to the United States Capitol on January 6, 2021, and wants them to start thinking about the City/County building as it relates to windows being broken out or someone breaking into the building.

Steffensen said she will have a conversation with Safe N Secure and see what it would cost to add another layer of security.

Motion by Brink, seconded by Boersma to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Thursday, May 13, 2021 at 8:45 a.m.

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Published once at the approximate cost of_____.