

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, MAY 7, 2019**

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 7, 2019 with the following members present: Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman. Michael Bartley was absent.

### **CALL TO ORDER**

Vice-Chairperson Jensen called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

Motion by Pierce seconded by Krogman to approve the agenda for the May 7, 2019 Commission Meeting as amended. All members voted "aye." Motion carried.

Be it noted, an Executive Session in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations was added to the agenda.

Be it noted, the minutes from the May 2, 2019 Commission Meeting was also added to the agenda.

### **CONSENT AGENDA**

Motion by Krogman, seconded by Pierce to approve the consent agenda. All members voted "aye." Motion carried. The consent agenda consisted of the minutes from the April 23, 2019 Commission Meeting and the minutes from the May 2, 2019 Commission Meeting.

Travel Requests: Eileen Aberle and Michael Holzhauser to attend VA training on May 9<sup>th</sup> in Sioux Falls; Robert Hill to attend a Tri-State Emergency Management Association Meeting on May 15<sup>th</sup> in Sioux Falls; Rae Lynn Maher to attend EM 101 class on May 20<sup>th</sup> in Mitchell; Robert Hill to attend an Access and Functional Needs Preparedness Planning for Rural Communities class, May 22<sup>nd</sup>-23<sup>rd</sup> in Pierre.

Personnel Action Notices: routine step increase- Zachary Hulderson to \$18.16, effective February 1, 2019; routine step increase- Craig Chapman to \$21.98, effective April 1, 2019; termination- Amber Morlock, effective April 22, 2019; new hire- Full-Time Appraiser Rusty Brandsrud at \$19.14, effective April 26, 2019; new hire- Part-Time BCOAC Membership Assistant Jamie Bohaboj at \$15.41, effective April 29, 2019; new hire- Part-Time Correctional Officer Andrew Erickson at \$17.80, effective May 1, 2019.

Human Services Report: case #19-028, #19-039, #19-040, #19-042 for mental health were approved; case #19-038, #19-035, #19-034, #19-039 were approved.

## ROUTINE BUSINESS

### *Approval of Claims*

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

A to Z World Languages Inc, Translation Services, \$240.00; A&B Business Inc, Copier Contract, \$380.70; Allegra Print & Imaging, 4H Record Books, \$418.10; American Stamp & Marking, Notary Stamp, \$31.26; Americinn, EM Training, FEMA Course, \$114.00; Anthony Teesdale, Crt Appointed Attorney, \$1,130.72; Aragon, Antonio, Translation Services, \$112.50; Aragon, Martha A, Translation Services, \$50.00; At&T Mobility, Wireless Service, \$210.76; Avera McKennan Hospital, Mental Health Holds, \$4,218.00; Benjamin L. Kleinjan, Crt Appointed Attorney, \$972.35; Boarman Kroos Vogel Group, Detention Center Professional Services, \$22,134.65; Bozied Oil Co Inc, Patrol Car Washes, \$249.00; Brookings Auto Mall Inc, Vehicle Repair, \$113.85; Brookings Engraving, Signature Stamps, Nameplate, \$121.98; Brookings Health System, Mental Health Holds, \$6,933.48; Brookings Register, 12 Month Subscriptions, \$376.00; Century Business Products, Copier Contract, \$651.30; Century Link, Long Distance Service, \$276.63; Cintas Corporation, Laundry Service, \$501.29; City of Brookings, Park & Rec Advertising, \$230.00; City of White, Shop Utilities, \$73.24; Clean Slate, Letterhead, Envelopes, \$408.00; Courtesy Plumbing Inc, Repairs, \$91.80; DA Services Inc, Terazzo Floor Cleaning, \$2,500.00; Darcy Lockwood, Inv Mental Illness Hearing, \$18.00; Den-Wil Inc, Comm Health Office May Rent, \$877.00; Department of Motor Vehicles, Kubota - Title, Plate, Mailing, \$21.20; Donald McCarty, Crt Appointed Attorney, \$1,199.45; Ecowater Systems of Brookings, Salt, \$89.80; Eidsness Funeral Home, Removal & Transport Mileage, \$237.50; Empire Investments 4 Llc, Tax Certificates, \$22,807.99; Empire Investments 5 Llc, Tax Certificates, \$2,213.65; Empire Investments Llc, Tax Certificates, \$1,263.64; Executive Mgmt Finance Office, March Tech Access Fee, \$29.75; Fastenal Company, Shop Supplies, \$124.50; Fite, Pierce & Ronning Law, Crt Appointed Attorney, \$256.50; Gass Law, Pc, Crt Appointed Attorney, \$5,640.43; Homestead Do-It Center, Deputy Supplies, \$6.45; Hometown Service & Tire, Llc, Patrol Vehicle Repair, \$1,580.43; Hy-Vee Food Store, Inmate Meals, Supplies, \$20,116.38; Ina Group Llc, Tax Certificates, \$2,755.67; Innovative Office Solution, SD & US Flags, \$83.66; J&T's Exhaust World, Coolant Lines, \$55.00; Katterhagen, Mark, Inv Mental Illness Hearing, \$18.00; Kirkvold Oil Company, Spare Tire, \$1,713.65; Konard O Hauffe Dds PC, Inmate Dental, \$353.00; Kriese, Jeremy, Boot Reumbursement, \$81.94; Kristin A Woodall, Transcripts, \$3.60; L&L Auto & Truck Parts, Supplies, Parts, \$169.99; L. G. Everist, Inc, Icing Sand, \$1,497.91; Lewno, Lucy, Inv Mental Illness Hearing, \$176.50; Lincoln County Auditor, Mental Illness Charges, \$1,087.75; Locators & Supplies, Coat, \$63.55; Lyle Signs Inc, Object Markers & Posts, \$3,065.00; Mack, Sonia, April Travel, \$393.82; Macksteel, Supplies, \$756.42; McGrath North Mullin & Krantz Pc, Professional Services, \$248.00; McKeever's Vending, Inmate Commisary, \$499.44; Mcleod's Printing & Office, Deputy Citations, \$802.60; Michael Todd & Company, Mesh Flags, \$1,553.08; N Bob Pesall, Crt Appointed Attorney, \$3,691.94; Nancy J Nelson, Crt Appointed Attorney, \$1,511.45; National Safety Council, Membership Renewal, \$650.00; National Sheriff's Association, Sheriff's Association Dues, \$115.00; Northwestern Energy, Natural Gas Utilities, \$2,225.53; Office Peeps Inc, Office Supplies, \$4,424.77; Outlaw Graphics, Patrol Vehicle Decals, \$1,035.00; Patricia J Hartsel, Transcripts, \$56.40; Ramsey County, Autopsy Supplies, \$26.98; RC First Aid, Jail Medical Supplies, \$82.25; Redwood Toxicology Laboratory, Drug Patches, \$392.16; Reed T Mahlke, Crt Appointed Attorney, \$656.75; RFD Newspapers Inc, Publishing, \$3,509.47; Rick Ribstein, Crt Appointed Attorney, \$354.50; Running's

Supply Inc, Supplies, \$864.84; Sanford Health, Coroner Reimbursement, \$1,789.15; Sanford Health, Inmate Medical, \$44.51; SD Attorney General's Office, 24/7 Participation, \$147.00; SD Attorney General's Office, 24/7 Scram Fees, \$2,149.00; SD Dept of Revenue, IAAO 5 Course Certification, \$440.00; Sinai Coop Elevator, Sinai Diesel, \$1,285.20; Sioux Valley Cleaners Inc, April WIC Janitorial, \$460.00; Terry D Wieczorek PC, Crt Appointed Attorney, \$1,805.58; Thomson Reuters - West, West Info Charges, \$244.15; Tim Hogan, Crt Appointed Attorney, \$5,716.10; Timothy J Cummings, Crt Appointed Attorney, \$2,455.00; Two Way Solutions Inc, Jail/SO Radio Mics, \$573.91; Uncle Sam Jam, County Contribution, \$1,500.00; US Postal Service, Postage, \$10,000.00; Vandenberg Law, Crt Appointed Attorney, \$403.75; Vantek Communications Inc, North Repeater Fee May, \$100.00; Verizon Wireless, Wireless Service, \$40.01; Walburg, Duane, Animal Control Mileage, \$215.46; Walmart Community, Supplies, \$404.35; Wells Fargo, Wells Fargo Credit Card, \$5,124.28; Young Door Service Inc, Weed Bldg Repair, Remotes, \$3,094.23; Cell Phone Reimbursements: Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$75.00; Bartley, Michael, \$75.00; Biteler, David, \$30.00; Suzanne Bjordal, \$30.00; Angela Boersma, \$75.00; Brehmer, Jacob, \$105.00; Dave Bublitz, \$45.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; DeJong, Darren J., \$60.00; Friedrich, Cliff, \$45.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Brian Gustad, \$105.00; Haider, Darin, \$60.00; Richard Haugen, \$45.00; Heidemann, Terrance, \$30.00; Kristin Heismeyer, \$75.00; Hieb, Jere, \$30.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Holzhauser, Michael, \$105.00; Jensen, Larry, \$75.00; Justin Johnson, \$30.00; Larry Klingbile, \$30.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Dane Larsen, \$30.00; Littlecott, Laura, \$45.00; Mccrea, Don, \$15.00; Eric Mette, \$75.00; Moser, Misty, \$75.00; Kevin Murfield, \$30.00; Dan Nelson, \$105.00; Lee Ann Pierce, \$75.00; Jon Pike, \$60.00; Plowman, Shawn, \$90.00; Sebring, Scott, \$105.00; Reid Squires, \$30.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Sweebe, Bart, \$105.00; Michael Taylor, \$105.00; Witchey, Kristen, \$75.00.

### *Department Head Reports*

Highway Superintendent Brian Gustad said County Road 14 is still closed. He said they had a preconstruction meeting for Preservation Grants on structures #06-150-219, #06-220-190, and #06-176-050.

Gustad said he met with Banner to discuss the BIG grant program and the road and bridge plan.

Gustad said they are planning on pulling road limit signs May 10<sup>th</sup>. He referenced SDCL 32-22-24. Gustad said he's been looking at manure pipe encroachments. He said he's been updating those permits.

Krogman asked about the south side of Lake Campbell. Gustad said it's starting to erode into the asphalt, but it's a Moody County road. He said they are aware of it though.

Sheriff Martin Stanwick said there are 27 inmates in jail and 117 individuals participating on the 24/7 program. He says that program continues to stay busy. Stanwick said two dairies in Brookings County were burglarized.

Stanwick said this week is National Correctional Officer's Week. Stanwick publicly recognized and thanked his correctional officers.

Jensen asked how the meeting went with the Department of Transportation and Highway Patrol. He asked if the corner of Highway 14 and 476<sup>th</sup> Avenue, the Aurora corner, was discussed. Jensen said there was another accident at that corner. Stanwick said there is another meeting coming up.

Finance Officer Vicki Buseth said the office collected over \$20 million dollars in property taxes in April. Buseth said the Department of Motor Vehicles made an error to all “K and L” renewal postcards. She said the state will correct that and send out new postcards.

BCOAC Director Kristin Heismeyer presented to the board the Conservation Summit Executive Summary from Game, Fish and Parks. Heismeyer also discussed a part-time intern position that GF&P will pay half of the salary for. Heismeyer said they would be a City employee and the county would reimburse the city back for 25% of their wages at the end of summer. She asked the board for permission to sign the Agreement. States Attorney Dan Nelson said she should wait on signing the agreement until his office has a chance to review the document.

Heismeyer discussed revenue and expenses with the board.

County Development Director Robert Hill said he turned a claim in for public assistance for approximately \$437,000. Hill said 19 out of 23 townships filed their damage assessment paperwork.

### **SCHEDULED AGENDA ITEM**

Motion by Pierce, seconded by Boersma to remove Resolution #18-51: a resolution modifying the Brookings County Highway System due to the review of the primary highway system, from the table. All members voted “aye.” Motion carried.

The board held a public hearing on Resolution #18-51: a resolution modifying the Brookings County Highway System due to the review of the primary county highway system.

Vice-Chairperson Jensen opened the public hearing and called for proponents and opponents. Hearing none, Vice-Chairperson Jensen closed the public hearing.

A Motion by Jensen, seconded by Krogman on December 18, 2018 to approve and authorize Chairperson Bartley to sign Resolution #18-51: a resolution modifying the Brookings County Highway System due to the review of the primary county highway system. States Attorney Dan Nelson said the board needs to amend the motion because the document submitted is an updated version of the old document.

Motion by Boersma, seconded by Krogman to amend the motion to include the updated version of the document submitted. Roll call vote on amendment: Boersma “aye,” Krogman “aye,” Pierce “aye,” Jensen “aye.” Amendment carried.

Roll call vote on main motion as amended: Krogman “aye,” Pierce “aye,” Boersma “aye,” Jensen “aye.” Main motion as amended carried.

### **RESOLUTION NO. #18-51**

WHEREAS, Brookings County would like to modify its Highway System due to the review of the primary county highway system.

WHEREAS, the changes in Brookings County’s Highway System are in accordance with the South Dakota Department of Transportation’s “Policy and Procedures for County Highway System Revisions” adopted 6/18/2009 and SDCL 31-12-2.

THEREFORE, BE IT RESOLVED by the Brookings County Board of County Commissioners that the following changes be made to the Brookings County Highway System.

## Delete from the Primary County Highway System:

- 1. 472<sup>nd</sup> Ave** **approximately 8.998 miles**  
Starting at the northeast corner of T 110 N, R 50 W, Section 13, heading north approximately 8.998 miles to the northeast corner of T 112 N, R 50 W, Section 36.  
• Deleted from the State Highway System by resolution #12487 in 1972. Erroneous marking by State DOT
- 2. 472<sup>nd</sup> Ave** **approximately 3.061 miles**  
Starting at the northeast corner of T 112 N, R 50 W, Section 24, heading north approximately 3.061 miles to the northeast corner of T 112 N, R 50 W, Section 1.  
• Deleted from the State Highway System by resolution #12487 in 1972. Erroneous marking by State DOT
- 3. 22<sup>nd</sup> Ave** **approximately .396 miles**  
Starting at the northeast corner of T 110 N, R 50 W, Section 24, heading north approximately .396 mile.  
• Deleted from the State Highway System by resolution #12487 in 1972. Erroneous marking by State DOT
- 4. 473 Ave/210<sup>th</sup> St** **approximately 1.973 miles**  
Starting at the northeast corner of T 110 N, R 49 W, Section 19, heading north approximately 1.003 miles to the intersection with 210<sup>th</sup> St. Then head east approximately .970 miles to the northeast corner of T 110 N, R 49 W, Section 17.  
• City of Brookings Resolution #19-032 declaring Jurisdictional change
- 5. Main Ave** **approximately 1.994 miles**  
Starting at the midsection of T 110 N, R 50 W, Section 26, at the intersection of 5<sup>th</sup> St. then heading south approximately 1.994 miles to the intersection of 20<sup>th</sup> St. S.  
• Located inside Brookings City Limits.
- 6. 8th St** **approximately 1.249**  
Starting approximately .256 miles east of the northwest corner of T 110 N, R 50 W, Section 34 at the city limits, heading east approximately 1.249 miles to the intersection of Main Ave.  
• Located inside Brookings City Limits.
- 7. Northwest Ave** **approximately .084 miles**  
Starting at approximately 600ft east of the corner of the northwest  $\frac{1}{4}$  of the southwest  $\frac{1}{4}$  T 109 N, R 52 W, Section 14, at the intersection of 2<sup>nd</sup> St. W. in Sinai, then heading east approximately .084 miles.  
• Located inside Sinai City Limits
- 8. Northeast Ave** **approximately .048 miles**  
Starting at the corner of the northeast  $\frac{1}{4}$  of the southwest  $\frac{1}{4}$ , T 109 N, R 52 W, Section 14 at the intersection of 4<sup>th</sup> St. in Sinai, then heading west approximately .048 miles.  
• Located inside Sinai City Limits
- 9. 201<sup>st</sup> St/479<sup>th</sup> Ave** **approximately 2.010**  
Starting at the northeast corner of T 112 N, R 49 W, Section 36, heading east approximately 1.013 miles to the intersection with 479<sup>th</sup> Ave. Then head north on 479<sup>th</sup> Ave approximately .997 miles to the northeast corner of T 112 N, R 48 W, Section 30, to the intersection of 200<sup>th</sup> St.  
• Jurisdictional transfer between Oak Lake Township and Brookings County.
- 10. 488<sup>th</sup> Ave** **approximately .460 miles**

Starting at the corner of the southeast  $\frac{1}{4}$  of the southwest  $\frac{1}{4}$  of T 112 N, R 47 W, Section 10, heading north approximately .460 miles.

- Deleted from the State Highway System by Resolution #1648 in 1926

**11. Railway St** **approximately .755 miles**

Starting at the northeast corner of T 111 N, R 51 W, Section 12 heading southwest approximately .597 miles to

Walters St then head east approximately .158 miles.

- Located inside Bruce City limits.

**12. 465B Ave** **approximately 1.002 miles**

Starting at the midsection of T 111 N, R 51 W, Section 12, at the intersection of 203<sup>rd</sup> St, then heading south approximately 1.002 miles to the intersection of 204<sup>th</sup> St.

- Located inside Bruce City limits.

**13. 196<sup>th</sup> St** **approximately .219 miles**

Starting at the northeast corner of T 112 N, R 52 W, Section 3 at the intersection of 450<sup>th</sup> Ave, then heading west approximately .219 miles.

- Deleted from the State Highway System by Resolution #6334 in 1948

**14. S. Lake Dr** **approximately 1.448 miles**

Starting approximately 2,125ft north of the southwest corner of T 112 N, R 52 W, Section 4, then heading north easterly approximately 1.448 miles to the county line.

- Deleted from the State Highway System by Resolution #6334 in 1948

**Add to the Primary County Highway System:**

**15. 471<sup>st</sup> Ave** **approximately 14.536 miles**

Starting at the northeast corner of T 112 N, R 50 W, Section 2 at the county line, then heading south approximately 14.536 miles.

**16. 466<sup>th</sup> Ave** **approximately .450 miles**

Starting at approximately 350ft south of the northeast corner of T 111 N, R 51 W, Section 12 at the intersection of Railway St. then heading south approximately .450 miles to the intersection of Walter St. in Bruce.

**17. 217<sup>th</sup> St/ 4<sup>th</sup> St** **approximately .900 miles**

Starting at the southwest corner of T 109 N, R 52 W, Section 13 then heading west approximately .543 miles to the intersection of 4<sup>th</sup> St in Sinai, then heading north approximately .357 miles to the intersection of Main St.

**18. 213<sup>th</sup> St** **approximately 3.009 miles**

Starting at the northwest corner of T 110 N, R 49 W, Section 32 at the intersection 473<sup>rd</sup> Ave, then heading east approximately 3.009 miles.

**19. 207<sup>th</sup> St** **approximately 1.995 miles**

Starting at the northwest corner of T 111 N, R 48 W, Section 35 at the intersection 482<sup>nd</sup> Ave, then heading east approximately 1.995 miles.

**20. 207<sup>th</sup> St** **approximately 1.684 miles**

Starting at the northwest corner of T 111 N, R 47 W, Section 33 at the intersection 486<sup>th</sup> Ave, then heading east approximately 1.684 miles.

**21. 487<sup>th</sup> Ave** **approximately .996 miles**

Starting at the northwest corner of T 111 N, R 47 W, Section 9 at the intersection SD 30, then heading north approximately .996 miles.

The routes being deleted and added to the primary county highway system is due to a review of the primary county highway system in Brookings County.

Adopted this 7<sup>th</sup> day of May, 2019.

Larry Jensen  
Vice-Chairperson, Brookings County  
Board of County Commissioners

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

*Department Head Reports Continued*

County Development Director Robert Hill said Severe Weather Week was held April 22<sup>nd</sup>-26<sup>th</sup>. Hill said he attended a Joint Jurisdiction Committee Meeting and an E-911 Meeting.

Hill discussed upcoming dates with the board. Pierce asked Hill if he's heard anything back from Medary Township. Hill said he reached out to them but has not heard anything back.

**REGULAR BUSINESS**

Motion by Pierce, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #19-27: an agreement for voluntary right-of-way donation made by Joel L. Koch (Koch & sons Farms, Inc.), 21008 484<sup>th</sup> Ave., Elkton.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Vice-Chairperson Jensen to sign Agreement #19-28: an agreement for voluntary right-of-way donation made by Philip T. Davis (So Dak Holding, LLC), 2830 E 3725 N, Layton, OH.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign Agreement #19-29: an application for occupancy of right-of-way of county highways made by Clark Engineering for North Western Energy in Brookings Township.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve Abatement #19-17: an abatement application made by the City of Brookings for parcel #40960-11049-302-10 in the amount of \$13,365.62.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Krogman to approve Abatement #19-23: an abatement application made by Daniel J Carter for parcel #40381-00800-001-00 in the amount of \$165.52 for 2018, \$167.62 for 2017, and \$171.86 for 2016.

All members voted "aye." Motion carried.

**SCHEDULED AGENDA ITEM**

Pat Tingle, Chairperson of the Aurora Gala Days Committee, asked the board for permission to close a portion of Broadway Avenue (County Road 23) in the City of Aurora for Gala Days on August 3, 2019. Tingle said he sought approval from Novita, Valero, Ag First and the City of Aurora. Sheriff Martin Stanwick said he has no problems with closing the road.

Motion by Pierce, seconded by Krogman to approve closing a portion of Broadway Avenue (County Road 23) in the City of Aurora for Gala Days on August 3, 2019. All members voted “aye.” Motion carried.

**REGULAR BUSINESS**

Motion by Boersma, seconded by Krogman to approve Abatement #19-24: an abatement application made by Karen Korkow for parcel #40385-00200-005-05 in the amount of \$589.80. All members voted “aye.”

Motion by Pierce, seconded by Boersma to approve Abatement #19-25: an abatement application made by Shad Swedlund for parcel #11150-11252-053-45 in the amount of \$777.46. All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to correct the minutes from March 12, 2019: ¾ Crushed Gravel bid by Sterzinger Construction should be North Part/40,000 ton - \$4.85; South Part/40,000 ton - \$4.75. All members voted “aye.” Motion carried.

	<b>Sterzinger Construction</b>
North Part/40,000 ton	\$4.85
Location	NW ¼ Sec. 8 LH TWP
South Part/40,000 ton	\$4.75
Location	NW ¼ Sec. 9 Elkton TWP

**SCHEDULED AGENDA ITEM**

Motion by Pierce, seconded by Krogman to allow Isaac Wilde to land an airplane on county roads.

Isaac Wilde, Owner of Wilde Air Service, LLC, asked the board for permission to land his airplane on county roads while applying dry fertilizer for farmers in the area. Wilde said there are not a lot of airports in Brookings County; the cheaper they can get to the fields, the cheaper it is for their customer. Wilde said they are taking extra precautions.

Pierce asked how long the portion of road would be closed for take-off and landing. Wilde said it takes roughly five minutes so it shouldn’t affect traffic too much. Wilde said he wouldn’t land during busy times.

States Attorney Dan Nelson asked if someone will be monitoring the entry way. Wilde said they will have people stationed at both ends of the road explaining to drivers what is going on. All members voted “aye.” Motion carried.

**REGULAR BUSINESS**



Motion by Pierce, seconded by Boersma to approve and authorize Vice-Chairperson Jensen to sign a Request to Fill Vacancy for an office Coordinator in the State's Attorney's Office. Background information was provided by States Attorney Dan Nelson.

All members voted "aye." Motion carried.

Motion by Pierce, seconded by Boersma to approve the Request for Proposals for Construction Manager at Risk for the jail expansion project. Background information was provided by Commissioner Boersma and Commission Department Director Stacy Steffensen.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said the County's appointee to the City's Human Rights Commission, Shafiqur Rahman, resigned his position effective April 20, 2019. She asked the board when they would like to re-advertise for the position. By consensus, the board agreed to re-advertise for the position right away to go until the end of the year.

IT Specialist Shawn Plowman said they will be updating the Incode software. Plowman said the State's Attorney's Office and Sheriff's Department are moving to Evidence.com, which is an online evidence storage system.

States Attorney Dan Nelson discussed the online evidence storage with the board. Nelson said he attended the State Attorney's Association Conference in Deadwood, SD and was re-elected to the Board of Directors. Nelson discussed CBD oil with the board. He said it used to be classified as a controlled substance, but has since been removed from the list.

## **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Pierce attended a Joint Jurisdiction Meeting; attended the BEDC Annual Retreat; met with Commissioner Boersma and Commission Department Director Stacy Steffensen to work on the RFP; attended the special County Commission Meeting; and toured the jail in Olivia, MN.

Commissioner Boersma attended a Rural Housing Summit in Centerville, SD; attended a Mental Health Task Force Meeting; attended the Brookings Fire Department Feed; worked on the RFP with Commissioner Pierce and Steffensen; attended the special County Commission Meeting; and toured the jail in Olivia, MN.

Commissioner Krogman attended a BATA Meeting; met with Commissioner of School & Public Lands Ryan Brunner to discuss potential land for a bus garage for BATA; attended a BCOAC Advisory Board Meeting; attended a Brookings Health System Meeting; attended an Affordable Housing Discussion; and toured the jail in Olivia, MN.

Commissioner Jensen attended the Elkton Fire Department Feed; attended an E-911 Meeting; attended a BCOAC Advisory Board Meeting; attended the Brookings Fire Department Feed; attended a Conservation Board Meeting; attended the special County Commission Meeting; attended an Extension Board Meeting; and toured the jail in Olivia, MN.

## **EXECUTIVE SESSION**

Motion by Pierce, seconded by Krogman to enter into Executive Session at 10:07 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members voted “aye.” Motion carried. Motion by Krogman, seconded by Pierce to come out of Executive Session at 10:46 a.m. All members voted “aye.” Motion carried.

**ADJOURNMENT**

Motion by Krogman, seconded by Boersma to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, May 21, 2019 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of 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.

---

Jenna Byrd  
Finance Assistant II  
Brookings County

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