

Brookings City/County Joint Powers Board Meeting Thursday, May 13, 2021

The Joint Powers Board met in regular session on Thursday, May 13, 2021 with the following members present: Lee Ann Pierce, Angela Boersma, Jacob Meshke and Mike Struck.

Chairwoman Pierce called the meeting to order at 8:45 a.m. and a quorum was established.

Be it noted, Pierce said an agreement between the city and county was made to allow City Community Development Director Mike Struck and Assistant City Manager Jake Meshke act as proxies for Councilmembers Nick Wendell and Leah Brink.

Motion by Boersma, seconded by Struck to approve the agenda for the May 13, 2021 Joint Powers Board Meeting as amended. All members voted “aye.” Motion carried.

Be it noted, discussion on adjusting the start time of upcoming meetings was added to the agenda.

Motion by Boersma, seconded by Struck to approve the minutes from the February 11, 2021 Joint Powers Board Meeting. All members voted “aye.” Motion carried.

Assistant City Manager Jacob Meshke presented the FY2022 Government Center budget. Meshke said \$35,000 is budgeted in FY2022 for maintenance of the building. County IT Specialist Shawn Plowman said he and City IT Manager Don Goff put together a plan for annual maintenance of all the technology. Plowman said currently, they have been going through each room of the building and making sure all of the equipment is working as it should. He said they would like to contract with an AV company to provide an annual health check of the AV systems, ensuring he and Goff didn't overlook something. Plowman said the cost to that vendor would be \$4,000.

Meshke said they set aside \$25,000 for buildings and maintenance. City Community Development Director Mike Struck said there are some issues with drainage on the north side of the building between the building and the side walk. Struck said the piping that was installed does not jet the water out like it should resulting in a root issue. Building Services Administrator Jared Thomas said they are looking at putting in a direct boring. City Manager Paul Briseno asked about the timeline and cost. Thomas said they are still in the planning stages.

Meshke said they are budgeting \$25,000 for the veneer project on the main stairwell and \$14,000 for new parking lot lights in the south parking lot. Pierce asked if they need some trees in the boulevard that sits on Front Street. She said city code must be met. Struck said he would have to take a look at the space again and see where the appropriate place for trees would be.

Meshke said they are budgeting \$19,000 for IT furniture and equipment needs. Plowman said they will be improving the interior and exterior cameras for security purposes.

Meshke said he does expect some capital upgrades within the next few years so the board will need to be ready for that. County Commissioner Angela Boersma suggested they reach out and see if they would be eligible for some of the COVID-19 relief funds for the upcoming capital improvements.

Motion by Boersma, seconded by Struck to approve the FY22 Government Center budget. All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen said Commissioner Pierce wanted her to look into adding extra security for the doors and windows of the building. She said she received a few different quotes from Safe N Secure, but after visiting with them they decided that the upgrades to the cameras was more beneficial than adding extra security on the doors and windows.

Struck suggested they look at adding peep holes to the safe rooms. He said it's minor and inexpensive.

The board discussed the Joint Powers Agreement revisions. City Manager Paul Briseno said he went through the agreement and passed it on to City Attorney Steve Britzman. Britzman said once he reviews the agreement, he will get that agreement circulated to the board members.

The board discussed changing the time of the Joint Powers Board Meeting. Pierce said they changed the time of the meeting for Councilor Member Leah Brink and asked the board if they wanted to change the meeting time back to 8:30 a.m. By consensus, the board agreed to meeting at 8:30 a.m. quarterly.

Steffensen said it was brought to her attention that the foundation on the north stair well from first floor to the basement is breaking and falling into the stairwell. Thomas said it's not the foundation, its salt deposits. Boersma said they need to look into purchasing a concrete splash block to fix that problem.

Motion by Struck, seconded by Boersma to adjourn. The next regular scheduled Joint Powers Board Meeting is August 12, 2021 at 8:30 a.m.

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Jenna Byrd
Senior Finance Assistant
Brookings County

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