

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, MAY 18, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 18, 2021 with the following members present: Larry Jensen, Angela Boersma, Lee Ann Pierce, Michael Bartley and Ryan Krogman.

CALL TO ORDER

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

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 18, 2021 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Bartley, seconded by Boersma to approve the consent agenda. Roll call vote: Pierce "aye," Bartley "aye," Krogman "aye," Boersma "aye," Jensen "aye." Motion carried.
The consent agenda consisted of the minutes from the May 4, 2021 Commission Meeting.

Travel Requests: Dan Nelson to attend a States Attorney Conference on May 5th-7th in Deadwood; Ben Kleinjan to attend a States Attorney Conference on May 5th-7th in Deadwood; Ken Gabel to take a CAA Exam on June 1st in Mitchell; Robert Hill to attend a Points of Dispensing (POD) Essentials course on June 27th-July 1st in Anniston, AL; Sonia Mack to attend a 4-H Camp on June 6th-8th in Lake Poinsett; Robert Hill to attend the 2021 International Association of Emergency Managers (IAEM) Conference on October 15th-22nd in Grand Rapids, MI.

Personnel Action Notices: annual review- Cody Sunderland to \$25.73, effective April 1, 2021; annual review- Richard Haugen to \$28.41, effective May 1, 2021; annual review- Jeremy Kriese to \$29.55, effective May 1, 2021; new hire- full-time Finance Assistant Angie Maher at \$17.57, effective May 10, 2021; new hire- temporary/seasonal ATV Driver Logan Steffensen at \$16.34, effective May 11, 2021.

Cellular Authorizations: Kirk Wiles- Basic Usage at \$30/month.

Human Services Report: case #21-057 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, \$573.61; AgFirst Farmers Coop, Oil And Filter Change, Propane, \$95.65; Ag-News, Subscription, \$99.00; Anita Harrison, SDAAO Conf Meal Payment, \$28.00; Anthony Teesdale, Court Appointed Attorney, \$1,035.30; Aragon, Martha A, Translation Services, \$62.50; AT&T Mobility, Monthly Sheriff Charges, Nighthawk Mifi Mobile Wifi, \$440.44; Avera Occupational Medici, Tpa Services 4/13/21, \$189.00; AVI Systems Inc, ITV Hearing Room, \$170.00; Banner Associates, Professional Services, \$3,258.50; Bauer, Tim, Weed&Pest Meeting, \$9.24; Biteler, David, Meal Reimbursements, \$76.00; Bob Barker Company, Inmate Supplies, \$199.32; Bobcat Of Brookings, Utility Frame, \$155.29; Boyer Trucks, Freon, \$170.00; Brehmer, Jacob, SDAAO Conf Meal Payment, Shipping Abstract, \$37.05; Brookings City Utilities, Telephone & Internet Service, Water For Truck Shed, Detention Center, Sheriffs Office Utilities, Water/Sewer/Electric/Telephone, BCOAC, CH/Lawn Irrigation/1921 Bldg, Phone Service, \$8,592.52; Brookings Engraving, Nameplate, \$10.00; Brookings Health System, April Blood Alcohol Testing, \$3,750.34; Brookings Register, Publications, \$1,365.36; Brookings-Deuel RWS, Water At Bruce Shop, \$27.00; Buhls Of Brookings Cleaner, Rugs, \$277.40; Carquest Auto, Battery For Trucks/Oil/Oil Change, Shop Tool/Alternator/Rapidfix, \$1,384.66; Century Business Products, Copier Contract, \$1,402.28; Chapman, Beverly, Spring Workshop, \$212.44; CHS, Diesel, \$18,149.22; City Of Brookings, Animal Control Fees, \$30.00; Clark Drew Construction, Fin Office Desk Modification, \$49,964.00; Clean Slate, Paper W/ Proofs, \$220.00; Colonial Research, Citra Burst, \$398.15; Concrete Materials Inc, Pea Rock, \$5,421.39; Cook's Wastepaper & Recycling, White/Brookings Shop, Courthouse/Bcoac Service, May 2021 Single Stream Service, Detention Center, \$559.36; Dakota Fluid Power Inc, Elbow/ Wing Coupler, \$641.92; Diesel Machinery Inc, V Belt/ Pulley/ Core, \$254.38; Donald Mccarty, Court Appointed Attorney, \$7,595.74; DVL Fire And Safety, LED Mini Bar Safety Light, \$436.90; Ecolab Pest Elimination, Pest Control, \$87.87; Eidsness Funeral Home, Coroner Fees, \$245.00; Einspahr Auto Plaza, Patrol Vehicle Oil Change, \$48.55; Emergency Service Marketing, lamresponding Subscription, \$3,408.00; Empire Investments 4 LLC, Tax Certificates, \$11,705.03; Empire Investments LLC, Tax Certificates, \$1,340.57; First Bank & Trust, Gas/Misc Charges, \$1,414.88; Fite, Pierce & Ronning Law, Court Appointed Attorney, \$217.80; Foerster Distributing, Copy Paper, Jail Supplies, Items For Courthouse, \$1,178.84; Forrest Holdings Inc, Tax Certificates, \$7,803.00; Geotek Engineering Inc, Testing 1.7 Miles N Of Bruce, \$5,312.50; Graybar Electric Co Inc, Bulbs For Courthouse, \$77.45; Hendricks Farmers Lumber, Fencing Material, \$301.30; Hillyard/Sioux Falls, Janitorial Items For CH, \$1,333.25; Hungerford Chiropractic PC, Instant Drug Testing, \$90.00; I State Truck Center, Clamp/Sensor/Throttle/Core, \$746.83; IMEG Corporation, Concrete Resurface, \$2,500.00; Info Cubic LLC, Employment Screenings, \$243.95; Interstate Telecom. Coop, BCOAC Extension Phones, \$384.43; Intoximeters Inc, Mouthpiece Set, \$650.00; Jackrabbit Sports Propert, Sponsorship, \$1,000.00; Jennifer Beller, Spring Workshop, \$26.00; Kennedy Pier Knoff Loftus, CAA Inv MI Hearing, \$128.70; Kevin Murfield, Meal Reimbursements, \$119.00; Kibble Equipment LLC, Hose Fitting, \$191.19; Kimball Midwest, Shop, \$418.54; Kingbrook Rural Water, Sinai Water, \$40.45; L&L Auto & Truck Parts, Fitting&Air Hose/Drill Bits, \$262.51; L.G. Everist Inc, Pea Rock/Rip Rap, \$6,991.82; Lewis Drug Store, Inmate Prescriptions, \$857.53; Lincoln County Auditor, Mental Illness Expenses, \$457.62; Lowe's, Janitor Supplies, \$153.82; Manatron Inc, Proval Plus Support/Maint, \$11,732.00; Matheson Tri-Gas Inc, Work Gloves/Walter Wheel, \$440.27; Mckeever's Vending, Inmate Commissary, \$240.96; Mediacom LLC, May Law Library Int Service, \$144.79; Midwest Tree Service, Trim Tree On 77 North, \$150.00; Miller, Dennis, Used 4-Wheel Farm Trailers, \$200.00; Minnehaha County Auditor, Inv MI Cost Reimbursement, \$268.83; Nancy J Nelson, Court Appointed Attorney, \$1,892.84; Newegg Business

Inc, Fingerprinting/Phone Parts, \$628.75; Northern Truck Equipment, Blade/Green Knob, \$317.43; Northwestern Energy, Detention Center Gas Usage, \$1,317.15; Office Peeps Inc, Toner, Pens, Adding Mach Paper, Pens, Paper, Desk Shelf, Office Supplies, American Flags For CH/HWY, Webcams/Printer Paper/Wired Monitor, Highlighters, \$672.84; Olson, Steve, Weed&Pest Board Meeting, \$16.80; Outlaw Graphics, Coroplast Sign, \$25.00; Patricia J Hartsel, Transcripts, \$377.40; Pennington County Jail, Transportation, \$138.41; Pharmchem Inc, Sweat Patch Analysis, \$85.65; Prairie Aquatech Manufact, Volga TIF Property Tax Payment, \$13,656.17; Prochem Dynamics LLC, Gloves, Odor Concentrate, \$1,905.96; Quadient Leasing USA, Inc, Postage Machine Lease 6/1-8/31, \$1,521.00; Qualified Presort Service, Postage, \$32.67; Razors Edge Grounds Keeping, April Courthouse Grounds Maint, Dethatching/Fertilizer/Landscape, \$1,456.00; RC First Aid, First Aid Kit Refills, \$48.50; RDO Equipment Co, Insert/Cool Guard Inventory, \$1,585.24; Redwood Mediation Service, MI Court Appointed Counsel, \$116.25; Reid Squires, SDAAO Conf Meal Payment, \$28.00; RFD Newspapers Inc, Publications, \$2,857.22; Rick Ribstein, Court Appointed Attorney, \$4,358.41; Running's Supply Inc, Janitor Supplies, Drill Bits, Zip Ties/Left Hand Bows, \$586.56; Rusty Brandsrud, SDAAO Conf Meal Payment, \$28.00; Ryde Investment Group LLC, Tax Certificates, \$4,329.73; Schultz, Lori, Spring Workshop, \$26.00; SD Association Of Code En, 2021 Membership Dues, \$40.00; SD Newspaper Service, Job Listings, \$1,268.42; SDACHS, Dues, \$350.00; SDACO, Rod Modernization&Preservation, \$1,044.00; SDSU Extension, Camp Chaperone Reigstrations, \$150.00; SFC Civil Constructors, Structure&Approach Grading, \$500,286.49; Sioux Valley Cleaners Inc, April Janitorial For WIC, \$478.00; Sioux Valley Energy, Electric, \$301.00; Southpaw Defense, Enhanced Class, \$334.80; Stanwick, Martin, Meal Reimbursements, \$88.00; Stern Custom Gunsmithing, Stock For AK-47, \$65.99; Steven Ust, Inspections, \$1,000.00; Sturdevant's Auto Parts, Gladhand/Tow Rope/Hardware, \$411.35; Swiftel Center, Meals For Pod Volunteers, \$576.85; Teree A Nesvold, Court Appointed Attorney, \$1,028.20; Terry D Wiczorek Pc, Court Appointed Attorney, \$232.90; Tim Hogan, Court Appointed Attorney, \$1,124.71; Titan Machinery, Tooth Bucket, \$325.25; Town & Country Shopper, Noxious Weed Notice/Pocket Gop, \$200.00; Town & Country Shopper, Prop Owner Notice, \$64.00; Transource, Wiring Harness, \$160.25; Two Way Solutions Inc, Quarterly Maintenance Contract, \$595.00; Vandenberg Law, Court Appointed Attorney, \$1,101.00; Vander Haag's Inc, Rear Differential, \$2,143.75; VK Properties, COP Rent, \$650.00; Walburg, Duane, Animal Control Mileage, \$173.88; Water Works LLC, Salt Delivery, \$119.76; Wheelco Truck & Trailer, Quick Release Valve/Shell Shock, \$145.87.

Department Head Reports

Highway Superintendent Brian Gustad said county crews installed culverts on 32nd Street South, 22nd Avenue South and Main Avenue.

Gustad said county crews completed gravel surfacing on County Road 16 southwest of Brookings in preparation for the construction of the Sinai bridge.

Gustad updated the board on the Bruce bridge. He said the deck will be poured May 25th.

Gustad updated the board on the County Road 23 project. He said the construction timeline is moving along quickly.

Finance Officer Lori Schultz said they received wind tower money. She said 35% stays with the county, 15% goes to the townships and 50% goes to the schools.

Schultz said the state put a motor vehicle kiosk in the Lewis Drug store.

County Development Director Robert Hill said he attended a Cannabis Ordinance Meeting via Zoom; attended a FEMA Flood Risk meeting; and attended a Big Sioux River Diversion Structure Project Coordination meeting.

Hill discussed upcoming dates with the board.

Finance Officer’s Report

Finance Office Lori Schultz presented the Finance Officer’s Report for April 2021.

April 2021

Total amount of deposits in bank.....	\$52,160,177.81
Total amount of actual cash: Currency.....	\$7,768.00
Coins.....	\$5.70
Total amount of checks/drafts in Treasurer’s possession not exceeding 3 days...	\$1,868,652.42
Itemized list of all other items.....	\$8,206.97
TOTAL.....	\$54,044,810.90

Commission/HR: \$41,565.63; Finance Office: \$41,418.89; States Attorney: \$51,671.45; Equalization: \$47,725.35; Register of Deeds: \$19,373.99; Veterans/Welfare: \$14,679.18; Sheriff’s Office: \$267,195.72; Coroner: \$1,010.79; Community Health: \$7,122.98; Extension: \$4,355.02; Weed: \$6,928.53; Planning/Zoning: \$14,809.16; Highway: \$116,007.43; Emergency Management: \$9,069.88; BCOAC: \$15,596.4; Technology: \$19,828.20.

AFLAC: \$3,721.12; Avesis: \$1,257.42; Office of Child Support: \$965.00; Delta Dental: \$5,773.48; Flex One: \$1,882.36; Principal Life Insurance: \$1,636.06; Local Teamsters: \$934.00; SDRS: \$73,271.52; SDRS Supplemental: \$2,675.00; EFTPS: 164,117.67; Wellmark: \$88,935.52; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$7,815.07; AFLAC Group/CAIC Primary: \$246.66.

Be it noted, the expenditure adjustments for the month of April 2021 were presented to the board. \$4,326.09 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted Items

Be it noted, the following are BCOAC RSO’s to be added to our volunteer list for work comp purposes: Donald Dolence, Kasper Frantzen, Kelly Harmelink.

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Mary Beth Fishback, Executive Director of Brookings Behavioral Health & Wellness gave an annual update.

REGULAR BUSINESS

Motion by Pierce, seconded by Krogman to approve for recording purposes and authorize Chairperson Jensen to sign Resolution #21-21: a plat of Lot 1 of Smyer Addition in the W ¼ of Section 25, T112N, R48W of the 5th P.M., Brookings County, South Dakota.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Resolution #21-22: a resolution authorizing the purchase of the 2021 John Deere 772G based upon the prices established through the State of Minnesota bid process. Background information was provided by Highway Superintendent Brian Gustad.

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

Resolution #21-22

**A RESOLUTION AUTHORIZING THE PURCHASE OF THE
2021 JOHN DEERE 772G BASED UPON THE PRICES ESTABLISHED
THROUGH THE STATE OF MINNESOTA BID PROCESS**

WHEREAS, the Brookings County Highway Department will need new 2021 MOTOR GRADER; and

WHEREAS, STATE OF MINNESOTA has recently gone through a competitive bidding process for 2021 JOHN DEERE 772G, such bidding process culminating in the bids being opened on August 2020.

WHEREAS, RDO Equipment Co, was the lowest responsible bidder under such STATE OF MINNESOTA, bid process and RDO Equipment Co is willing to sell to Brookings County under the same terms and options as available to STATE OF MINNESOTA, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, the pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase supplies or services from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to contract for 2021 John Deere 772G, with RDO Equipment Co based upon the bid price, or less, established through the competitive bidding process of STATE OF MINNESOTA.

Adopted this 18th day of May, 2021

Larry Jensen
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Lori Schultz
Brookings County Finance Officer

Motion by Bartley, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-75: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Medary Township.

All members voted “aye.” Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-76: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Argo Township.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Pierce to approve a request of \$500 for the Elkton Special Days Committee for their 4th of July fireworks display. Steffensen said this is an annual request and the commission has always given \$500.

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

Motion by Krogman, seconded by Bartley to approve a petition for a road district on West Oakwood Shoreline Drive. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for a Welder/Fabricator/Mechanic in the Highway Department.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve a fireworks display on Friday, June 11, 2021 as part of the Old Timer’s Day celebration in Volga.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve a statement of support for the Rapid City, Pierre & Eastern Railroad’s RAISE grant application. Background information was provided by Commissioner Krogman.

All members voted “aye.” Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director’s Report. Steffensen said Nancy Stewart with the Medary Chapter of the Daughters of the American Revolution said her group is ready to start doing their planting at the Medary Monument site. She said they’ve asked for two things: a plaque to be placed at the site and a flagpole. Steffensen said the plaque is not an issue but she said she has concerns on the flag, and who would raise and lower it when needed, as well as replacing the flag. The Commission agreed to have the plaque placed at the site, but also had concerns about the flag.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

COMMISSIONERS’ REPORTS & DISCUSSION

Commissioner Pierce attended the Public Affairs Meeting; attended the May 11th Work Session; and attended the Joint Powers Board Meeting.

Commissioner Bartley attended the First District Meeting; attended the May 11th Work Session; and attended the 10-County Meeting;

Commissioner Krogman attended the May 11th Work Session and attended the Medary Township Drainage Meeting.

Commissioner Boersma attended the May 11th Work Session; attended the 10-County Meeting; attended the Joint Powers Board Meeting; attended a BEDC Retreat Sub-committee Meeting; attended a NACO Next Gen Leadership Meeting; attended the Ivy Center Facilities Meeting; and attended a Brookings Behavioral Health & Wellness Meeting.

Commissioner Jensen met with Commission Department Director Stacy Steffensen, Highway Superintendent Brian Gustad and Commissioner Krogman to talk about the culvert grant program; attended a Conservation District Meeting; attended a Jail Meeting; attended the May 11th Work Session; attended the 10-County Meeting; and volunteered at the POD vaccination clinic.

EXECUTIVE SESSION

Motion by Boersma, seconded by Krogman to enter into Executive Session at 9:57 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Boersma to come out of Executive Session at 11:09 a.m. All members voted “aye.” Motion carried. No action was taken.

ADJOURNMENT

Motion by Bartley, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, June 1, 2021 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
Senior Finance Assistant
Brookings County

Published once at the approximate cost of_____.