

MAY 21, 2024 – GENERAL MEETING

Meeting called to order by Chairman Sutton at 8:45 A.M. in the Commission Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Dennert, Fjeldheim, Gage, Sutton, and Wiese. Commissioner Gage led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Commissioner Wiese moved to approve the agenda, seconded by Dennert. All members present voting aye. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT:

Dirk Rogers, Highway Superintendent gave the Commissioners an update on the Richmond Road Project.

SPECIAL EVENT ALCOHOL LICENSE HEARING:

Time and place, as advertised to consider applications for a Temporary Special Event Alcohol License. Moved by Commissioner Wiese, seconded by Gage to approve and authorize Chairman Sutton to sign the following application: Aberdeen Area Chamber of Commerce, Aberdeen, SD for Business After Hours to be held at Budget Furniture, LT 1 Budget Furniture – Schumaker SD NW 22-123-63 (Old Schumaker) Brown County, SD. Special Event Alcohol License effective July 11, 2024. All members present voting aye. Motion carried.

LANDFILL SCALE PROJECT PAYMENT:

Moved by Commissioner Wiese, seconded by Fjeldheim to approve and authorize Chairman Sutton to sign the Landfill Scale Project Payment to Webster Scale for \$173,297.23. All member present voting aye. Motion carried.

COURTROOM COMPRESSORS:

Judy Dosch, Building Superintendent and Randy Zens, Building Asst. Superintendent met with the Commission to discuss needing to replace compressors for the 3rd floor Courtroom. They presented 2 quotes to install two compressors: Woodman Refrigeration for \$11,576.00 and Jake's Heating & Cooling for \$12,750.00. Judy's recommendation was to go with Woodman Refrigeration. Moved by Commissioner Wiese, seconded by Dennert to accept the quote from Woodman Refrigeration for \$11,576.00 to install two compressors. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Dennert, seconded by Wiese to approve the May 14, 2024 General Meeting Minutes. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following claims/payroll:
Claims: Insurance: Insurance Plus \$176.00. Professional Fees: Brown County Treasurer \$23.20; Bridgeway Counseling Center, Inc \$5,000.00; Calleen Thorn Misterek \$83.30; Cass County, MN Sheriff's Office \$170.00; CGI, LLC \$220.63; Christy Griffin-Serr Law Office \$8,333.33; CIOX Health \$27.06; Cogley Law Office, Prof LLC \$8,333.33; Computer Forensic Resources \$4,749.55; Dependable Sanitation, Inc \$31,335.00; Dohrer Law Office, PC \$8,333.33; Houston Engineering, Inc \$17,167.06; Jerald M. McNeary \$8,333.33; Jeremy Lund - Siegel Barnett & Schutz, LLP \$8,333.33; John Noyes - Bantz, Gosch & Cremer \$8,333.33; Kristi Brandt \$86.25; Kuck Law Office \$8,333.33; Sanford Health \$2,374.00; Satellite Tracking of People, LLC \$1,628.25; Scotts Bluff County Sheriff's Office \$18.00; SD Dept of Health \$1,895.00; Taliaferro Law Firm, PC \$8,333.33; Thomson Reuters-West Payment Center \$291.80; Winona County Sheriff's Office \$80.00. Publishing: Gannett South Dakota LocaliQ \$22.76; Groton Daily Independent \$415.86; Lakota Times \$65.92; Mobridge Tribune \$13.23. Rentals: Pantorium Cleaners Inc \$103.68. Repairs & Maintenance: Dakota Supply Group \$824.22; Day County Treasurer \$886.09; Don Schlosser \$150.00; Gary's Engine and Repair \$139.50; K&S Plumbing, Inc \$2,177.73; Nardini Fire Equipment \$468.00; Nelson Sales & Service, LLC \$312.75; Olson's Pest Technicians \$190.00; Pierson Ford Lincoln, Inc \$879.35; Pomp's Tire Service, Inc \$18.00; SD Dept of Public Safety \$240.00; Sewer Duck \$85.00; Sound Decisions \$15.00; Steven Lust Automotive \$76.62. Supplies: Advance Auto Parts \$599.79; Amazon Capital Services, Inc \$168.85; Avera LTC Pharmacy Aberdeen \$688.26; Black Book \$235.00; Century Business Products \$698.17; Cole Paper Inc \$1,528.26; Dakota Electronics \$44.00; Erin Spencer \$100.00; Geffdog Designs \$320.18; GovConnection, Inc \$170.80; Jebro Inc \$17,991.91; Leidholdt Tool Sales, LLC \$258.00;

Menards \$68.91; Midstates Group \$262.46; Performance Oil \$431.94; Pheasantland Industries \$6,840.00; Plumbing & Heating Wholesale, Inc \$78.99; Pomp's Tire Service, Inc \$159.04; Pro Ag Supply, Inc \$171.60; Sander's Sew-N-Vac \$699.00; Shop 4-H/National 4-H Council \$60.85; Sound Decisions \$109.99; Steven Lust Automotive \$53.95; Thomson Reuters-West Payment Center \$1,951.46; WEB Water Bottling Company \$27.75. Travel & Conference: Lynn Heupel \$219.38; Mariann Malsom \$435.20; Patricia VanMeter \$169.32; Sara Swisher \$143.00. Utilities: A-1 Sanitation & Recycling \$283.45; CenturyLink \$666.70; City of Aberdeen Treasurer \$519.47; Dependable Sanitation, Inc \$532.00; James Valley Communication \$209.10; Northwestern Energy \$786.01; NVC \$3,755.52; Verizon Wireless \$5,084.40. Improvements Other Than Buildings: Webster Scale \$173,297.23.

Payroll: Commission \$4,753.89; Elections \$4,271.62; Auditor \$9,850.83; Treasurer \$17,284.76; SA \$35,602.59; Maintenance \$11,635.07; Assessor \$15,370.29; Register of Deeds \$10,406.85; VSO \$4,485.23; GIS \$2,790.90; IT \$9,322.67; HR \$5,128.08; Sheriff \$52,556.75; Jail \$67,318.77; Coroner \$1,121.85; Court Security \$7,202.86; JDC \$32,058.63; Welfare \$2,466.75; Museum \$12,442.05; Parks/Fairgrounds \$6,584.82; Fair Board \$4,336.33; 4-H \$830.80; Weed \$5,204.97; Planning & Zoning \$7,635.85; Highway \$59,172.64; Dispatch \$33,049.64; Emergency \$5,208.68; 24/7 Sobriety \$2,879.37; Landfill \$21,794.16; Meal Benefits \$390.00; FICA \$26,942.49; Medicare \$6,301.09 and Discovery (HSA) \$1,739.78. All members present voting aye. Motion carried.

HR REPORT:

Moved by Commissioner Wiese, seconded by Gage to approve the following Human Resource Report submitted by Human Resources Director, Allison Tunheim:

- Resignation of Emmanuel Muniz, Brown County Jail Detention Officer, FT – effective May 16, 2024. Request to fill.
- Resignation of Kandi Shantz, Brown County Jail Control Room Attendant, PT – effective May 15, 2024. Request to fill.
- Hiring of Kirsten Bluestone as Brown County Sheriff's Office Records Technician, FT; starting wage \$19.29/hr. – effective June 3, 2024.

All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Commissioner Wiese, seconded by Fjeldheim to approve and authorize the Chairman to sign the following Lease Agreements: Dacotah Bank for lease of the Club House on June 22, 2024 for Employee Appreciation Event; Heidi Klein for lease of the Richmond Lake Youth Camp on June 20-23, 2024 for a Family Reunion; CEF of SD for lease of the Richmond Lake Youth Camp on July 15-21, 2024. All members present voting aye. Motion carried.

TEMPORARY SPECIAL EVENT ALCOHOL LICENSE PERMIT HEARING:

Moved by Commissioner Fjeldheim, seconded by Wiese to authorize advertising public hearing for the following Special Alcohol License Permit: Richmond Lake Association, Aberdeen SD for Poker Run to be held at Richmond Pavilion, Richmond Resort Outlot 2 in the NE ¼ Section 25-T124N-R65W Brown County, SD on June 11, 2024. (Special License effective July 20, 2024). All members present voting aye. Motion carried.

SURPLUS SHERIFF'S VEHICLE:

Moved by Commissioner Wiese, seconded by Gage to declare 2018 Ford Explorer Surplus Property and be traded in for \$2000.00 credit at Karl's Emergency Vehicles in Des Moines, IA. All members present voting aye. Motion carried.

CLAIM ASSIGNMENTS:

Moved by Commissioner Dennert, seconded by Wiese to authorize and approve the Auditor sign the Claim Assignments against individuals to Credit Collections Bureau for the purpose of collecting liens. All members present voting aye. Motion carried.

AUDITORS REPORT OF ACCOUNTS FOR APRIL 2024:

Moved by Commissioner Fjeldheim, seconded by Wiese to approve the Auditor's Report of Accounts for April 2024 as follows: Total Cash and Checks on Hand \$7,700.00; Total Checking Account Balances \$43,782,661.67; Total Savings Account Balances \$1,950,447.42; Total Certificates of Deposit \$6,313,982.63; Grand Total Cash & Balances \$52,054,791.72. General Fund Cash and Investment Balances by Funds: General Fund \$19,476,755.53;

Road & Bridge Fund \$5,109,452.80; Road & Bridge Fund-restricted \$231,883.27; 911 Service \$598,249.65; Emergency & Disaster \$153,052.78; Domestic Abuse \$670.00; Grant \$32.11; SA Grants \$50,230.63; Truancy Court \$135.68; 24/7 Sobriety \$83,028.85; ROD M&P \$90,682.62; Rural Access Infrastructure \$383,322.39; TIF Debt Service \$482,617.76; Landfill + cash change \$6,562,366.03; Landfill – restricted \$1,766,062.21; Trust and Agency Funds \$19,064,194.89; Grand Total General Fund Cash & Investments \$52,054,791.72. All members present voting aye. Motion carried.

VEHICLE TRANSFER:

Moved by Commissioner Wiese, seconded by Dennert to approve of the transfer of 2013 Ford Explorer from Brown County Sheriff's Office to Brown County Assessor's Office. All members present voting aye. Motion carried.

RECESS:

Chairman Sutton motioned to recess for the Rededication of the Freedom Shrine by the Exchange Club.

Chairman Sutton called the meeting back to order.

OTHER BUSINESS: none

EXECUTIVE SESSION:

Moved by Commissioner Wiese, seconded by Gage to go into Executive Session for Personnel per SDCL 1-25-2. All members present voting aye. Motion carried. The chair declared the executive session closed with no action taken.

ADJOURNMENT:

Moved by Commissioner Wiese, seconded by Fjeldheim to adjourn the Brown County Commission at 10:07 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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