

SEPTEMBER 16, 2025 – 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, Dinger, Gage and Sutton. Commissioner Wiese was absent. Auditor Heupel led the Pledge of Allegiance.

MOMENT OF SILENCE:

A Moment of Silence was held in remembrance of Carl Wright; he worked at the Brown County Landfill for over 40 years.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Senator Perry shared with the Commission that he just attended the International Legislative Forum in Deadwood, SD, that included people from South Dakota, North Dakota, Minnesota and Manitoba, Canada that has been meeting since Red River Flooding (over 25 years ago). One of the topics discussed was on farming issues due to tariffs. On Thursday there will be a SD Public Broadcasting Town Hall in Pierre. On the following Monday, he will be attending the final Property Tax Task Force meeting in Pierre, then on Tuesday there is a special session regarding the prison reset.

Scott Sunberg with Hub City Radio added that the theme for September 18th is Separation of Powers Town Hall and the system of checks and balances work in South Dakota.

REQUEST USE OF GREEN SPACE FOR MUSEUM FALL FESTIVAL:

Patricia Kendall, Museum Director met with the Commission to ask permission to use the Courthouse Green Space between the State's Attorney/BC Jail and Annex again this year for their Fall Festival and allow for a canopy to be pitched to provide some shade for the lawn games. Commissioner Dennert asked Patricia to tell a little bit more about the event. She shared that it will be held on Saturday, September 27th from 11am – 3pm; they will have Live Music, Pumpkin Decorating, Lawn Games, Living History Booth, etc. Moved by Commission Dinger, seconded by Gage to approve the request for use of the Courthouse Green Space and pitching a canopy. All members present voting aye. Motion carried.

Patricia shared some “Did You Know” tidbits about the Museum for the Commission to have as the Museum continues on the campaigning efforts for the Expansion Project to the Dacotah Prairie Museum.

REQUEST FOR PROPOSALS FOR RODEO STOCK PROVIDER 2026-2028:

Rachel Kippley, Fair/Fairgrounds/Parks Manager met with the Commission to get approval to publish notice requesting proposals for Rodeo Stock Providers for the 2026-2028 Fairs. The bid opening will be held on Tuesday, October 21, 2025. They want to get a turnkey crew that comes in and does everything, the Fair Board will retain the sponsorship and work on the payouts for the athletes. Commissioner Dennert asked if there were any differences between this request and the last one. Rachel stated the only difference was not providing 4-7 Fair Board members because Bailey Pro didn't need them and the Fair Board has plenty of other things to do. Chairman Sutton stated that at least one if not both nights of the Rodeo were sold out again this year, it is a popular event. Senator Perry shared that Rodeo is the #1 Sport in South Dakota. Moved by Commissioner Dinger, seconded by Dennert to approve publishing the RFP for Rodeo Stock Provider for the 2026, 2027 and 2028 Brown County Fair. All members present voting aye. Motion carried

FAIR UPDATE:

Rachel Kippley, Fair/Fairgrounds/Parks Manager shared preliminary numbers for the 2025 Brown County Fair. The Grandstand Event Revenue was \$955,217.50; Booth Rent Revenue \$137,128.00; Other Revenue comes to \$665,132.46 at this time but some things can still change. Rachel also discussed Fairground Alcohol Licensing, she reported a net profit of \$53,782.51. She also shared that there are 6 openings on the Fair Board, if anyone wants to apply.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – DRAWDOWN REQUEST #8:

Moved by Commissioner Dennert, seconded by Gage to approve and authorize Chairman Sutton to sign the Drawdown Request #8 for a total of \$6,000.00. All members present voting aye. Motion carried.

ORDINANCE #310 – FIRST READING:

Moved by Commissioner Dinger, seconded by Gage to approve the First Reading of Proposed Ordinance #310. Applicant Paul Larson to rezone from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its current use: Description of property: Proposed Lot 1, “Paul Larson First Addition” in the E1/2 of the SE1/4 of Section 6-T122N-R63W of the 5th P.M., Brown County, South Dakota (13653 389th Avenue; Warner Twp.). All members present voting aye. Motion carried.

APPLICATIONS FOR OCCUPANCY:

Moved by Commissioner Dinger, seconded by Gage to approve the application submitted by Scott Hansen for occupancy of Brown County 100th Street, Section 6, T128-R61, Brown County, South Dakota to install drain tile (Contractor: KW Drilling Services). All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Gage to approve the following applications submitted by Northern Electric: occupancy of Brown County 382nd Ave./Brown County Rd. 2, South ½ of NW ¼, Section 19-T124N-R64W, Brown County, South Dakota to bury primary electrical (Contractor: K & H Electrical); Brown County Highway 21, Section 12-T-122N-R61W, Brown County, South Dakota for primary electrical (Contractor: K & H Electrical); Brown County Highway 18, NW ¼, Section 7-T123N-R61W, Brown County, South Dakota for primary electrical (Contractor: Schmidt Construction). All members present voting aye. Motion carried.

HIGHWAY UPDATE:

Commissioner Dennert asked about Brown County 21 being paved. Matt Heupel, Highway Foreman stated that it is scheduled to be paved yet this Fall. Matt also shared that they opened the gates on the Jim River and Crow Creek and everything is going well, flowing as it should.

QUOTES FOR 24/7 BUILDING ROOF:

Judy Dosch, Building Superintendent and Randy Zens, Building Assistant Superintendent met with the Commission regarding the quotes for replacing the roof on the 24/7 Building. They received three quotes: Huff Construction for \$89,311.91, which included 4” insulation; North Central Steel for \$96,518.83 with 3” insulation, add an additional \$8,000.00 for 4” insulation and colored roof; Steel Structures for \$43,300 with 3” insulation, add an addition \$800.00 for 4” insulation and \$400.00 for colored roof. After some discussion, Commissioner Dinger moved to accept the quote from Steel Structures in the amount of \$44,100.00 to do the roof with no color but 4” insulation. Seconded by Dennert. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Dennert, seconded by Gage to approve the General Meeting Minutes of September 2, 2025. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Commissioner Gage, seconded by Dinger to approve the following claims/payroll:

Claims: Insurance: Alliant Insurance Services, Inc. \$3,040.00. Professional Fees: Aberdeen ED \$221.30; Alcohol Monitoring Systems, Inc \$1,174.40; Best Western Ramkota Hotel-Aberdeen \$13,058.55; Blackburn & Stevens, Prof, LLC \$240.78; Boyce Law Firm \$150.00; Certified Languages International LLC \$1,854.60; CGI, LLC \$337.50; Cogley Law Office, Prof LLC \$24.00; Day County \$7,790.00; Dohrer Law Office, PC \$5,799.15; Emergency Services Marketing Corp, Inc \$6,589.00; Helms & Associates \$2,360.00; IMEG Corp \$3,683.67; ISI, LLC \$120.00; Kennedy Pier Loftus & Reynolds, LLP \$444.00; Kristi Brandt \$103.50; Kuck Law Office \$6,444.00; Language Line Services, Inc \$1,561.22; LexisNexis Risk Data Mgt, LLC \$200.00; Lincoln County Auditor \$72.00; Medical Waste Transport, Inc \$166.20; Minnehaha County Auditor \$210.68; Network Center, Inc \$3,057.77; Northeastern Mental Health Center \$3,225.00; PharmChem \$1,487.70; Renville County Sheriff’s Office \$75.00; Sanford Health Occupational Medicine \$939.00; Sanford Health \$3,092.84; Schneider Geospatial, LLC \$3,060.00; SD Dept of Transportation \$929.25; SDSU Extension 4-H Programs \$30.00; Sewer Duck, Inc \$85.00; Taliaferro Law Firm, PC \$2,484.00; Taylor Bell \$1,062.50; Thomson Reuters – West Payment Center \$595.49; Tyler Technologies, Inc \$580.00; Vosika Fencing \$1,750.00; Yankton County Sheriff’s Office \$100.00; Yankton County Treasurer \$314.50. Publishing: Aanenson Media, LLC \$5,495.00; AlphaMedia-Watertown

\$4,300.00; DRG Media Group \$2,242.00; Groton Daily Independent \$217.95; Hub City Radio \$1,200.00; i3G Media \$3,090.00; KSJB/KSJZ Radio \$3,000.00; McQuillen Creative Group, Inc \$2,881.30; Southwest Messenger Press, Inc \$97.44; The Watertown Current \$1,230.40. Rentals: Dakota Electronics LLC \$111.00; Implecho LLC \$2,975.00; Linde Gas & Equipment Inc \$63.18; Pantorium Cleaners Inc \$259.20; Vestis \$266.48. Repairs & Maintenance: Ace Refrigeration, LLC \$454.92; Amazon Capital Services, Inc \$29.00; Crawford Trucks & Equipment \$5,809.77; Custom Installation Solutions \$17,100.00; Dakota Doors Inc \$244.59; Day County Treasurer \$3,070.60; Diesel Machinery, Inc \$8,000.00; EcoLab Pest Elimination Division \$118.47; Gary's Auto Body & Accessories \$2,523.43; Hoven Auto Repair, Inc \$406.86; Jake's Heating & Cooling \$8,150.40; K&S Plumbing, Inc \$1,934.84; Know Inc, LLC \$5,125.00; Leidholt Electric, LLC \$719.03; Olson's Pest Technicians \$260.00; Overhead Door \$1,988.98; Pantorium Cleaners Inc \$281.20; Pierson Ford Lincoln, Inc \$53.29; Pomp's Tire Service, Inc \$357.63; RDO Equipment Co \$5,916.09; Safety Service \$216.90; Sanitation Products Inc. \$40.79; Schwan Welding \$1,688.10; Sewer Duck, Inc \$501.50; Sherwin Williams \$27.95; Steven Lust Automotive \$243.03; Titan Machinery \$3,901.24; Transource Truck & Equipment, Inc \$13,176.06. Supplies: Agtegra Cooperative \$51,211.85; Amazon Capital Services, Inc \$1,182.09; Auto Value Aberdeen \$1,523.78; Avera LTC Pharmacy Aberdeen \$33.74; Bimbo Foods USA, Inc \$671.75; Bob Barker Company Inc \$178.62; Brown County Fair Foundation \$7,019.82; Butler Machinery Company \$2,582.28; Central Network Retail Group LLC \$149.76; Century Business Products \$8,330.73; Christina M. Flack \$857.95; Coca-Cola Bottling Company High Country \$2,816.50; Cole Paper Inc \$4,127.44; Crawford Trucks & Equipment \$12,363.08; Crescent Electric Supply Co \$11.14; Dakota Doors Inc \$235.09; Dakota Electronics LLC \$1,185.95; Dakota Fluid Power, Inc \$939.09; Dakota Supply Group \$486.67; Day County \$30.00; Dohrer Law Office, PC \$116.74; East Side Jersey Dairy Inc \$1,329.82; Ellwein Brothers Inc \$18,901.60; Full Circle Ag \$1,422.14; Geffdog Designs \$157.98; GovConnection, Inc \$849.63; Hall Sand & Gravel, Inc \$1,426.72; Hoven Auto Repair, Inc \$98.00; Jensen Rock & Sand Inc \$59,456.70; Johnson Brothers of South Dakota, Inc. \$1,498.70; Kessler's \$250.39; Kuck Law Office \$97.90; LabSource, Inc \$1,922.24; Lang's Audio, TV & Appliance \$819.99; Leidholdt Tool Sales, LLC \$240.79; Lien Transportation Company \$334,003.50; Linde Gas & Equipment Inc \$193.40; Marco Technologies, LLC \$132.65; Matheson Tri-Gas, Inc \$274.97; Menards \$163.29; Midstates Group \$316.00; Montgomery's Furniture Inc \$3,671.72; Nelson Sales & Service, LLC \$85.86; Pantorium Cleaners Inc \$92.00; Pauer Sound, LLC \$111.51; Performance Oil \$117.52; Pierson Ford Lincoln, Inc \$36.00; Pitney Bowes Global Financial Services LLC \$1,046.10; Porter Distributing \$385.15; RDO Equipment Co \$3,258.19; Runnings \$1,355.38; Safety Service \$442.40; Sanitation Products Inc. \$541.07; Schwan Welding \$84.72; Sherwin Williams 286.11; Shop 4-H/National 4-H Council \$68.45; Stan Houston Equipment Company, Inc \$155.00; Thomson Reuters – West Payment Center \$842.90; Transource Truck & Equipment, Inc \$6,665.03; Tri-State Water \$58.50; Ultimate Upholstery Solutions, LLC \$78.98; US Foods \$10,943.22; Vineskills, Inc. \$1,875.00. Travel & Conference: Becca Tullar \$280.00; Bryan Gordon \$14.00; Caden Galbraith \$14.00; Cedar Shore Resort \$224.00; CGI, LLC \$5.60; Heartland Association of Fairs, Festivals & Events \$245.00; Kyle Couchey \$14.00; Linda Marcuson \$20.00; Lynn Heupel \$295.60; Mariann Malsom \$264.00; Michael Wiese \$250.30; Neil Bittner \$28.00; Patricia VanMeter \$232.40; Ramkota Hotel & Conference Center – Pierre \$600.00; Scott Kolb \$14.00. Utilities: City of Aberdeen Treasurer \$2,509.53; City of Hecla \$164.42; Leidholt Electric, LLC \$17.99; Northern Electric \$7,798.45; Northwestern Energy \$19,533.38; NVC \$260.00; T-Mobile USA Inc \$577.86; Town of Frederick \$77.00; Verizon Wireless \$600.29; WEB Water Development Association, Inc \$122.49. Other: SD Assoc of County Officials \$756.00; SD Dept of Agriculture & Natural Resources \$7,571.17. Payroll: Commission \$4,896.51; Elections \$1,945.88; Auditor/Welfare \$11,570.89; Treasurer \$18,764.33; SA \$36,312.10; Public Defender \$8,761.01; Maintenance \$12,772.55; Assessor \$16,581.76; Register of Deeds \$10,905.91; VSO \$4,741.87; GIS \$2,946.49; IT \$9,855.68; HR \$5,419.28; Sheriff \$55,897.96; Jail \$74,104.60; Coroner (Voucher) \$1,500.00; Court Security \$8,200.34; JDC \$30,303.60; Museum \$12,654.64; Parks/Fairgrounds \$10,198.15; Fair Board \$6,148.67; 4-H \$1,904.79; Weed \$6,373.37; Planning & Zoning \$8,178.60; Highway \$57,382.48; Dispatch \$36,333.35; Emergency \$5,498.56; 24/7 Sobriety \$2,494.02; Landfill \$19,477.07; Meal Benefits \$168.00; FICA \$28,485.79; Medicare \$6,661.96; HSA \$2,309.40. All members present voting aye. Motion carried.

HR REPORT:

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

- Resignation of Alexis Kane as Brown County Jail Cook; FT – effective September 2, 2025.
Request to fill.

- Hiring of Kristine Hulshof as Brown County Jail Detention Officer; FT, starting wage \$21.93/hr. – effective September 16, 2025.
- Hiring of Annie King as Brown County State’s Attorney Legal Assistant; FT, starting wage \$20.87/hr. – effective September 15, 2025.

All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Gage, seconded by Dennert to approve the following Travel Requests: Dirk Rogers, Highway Superintendent to attend County Convention in Pierre on September 8-9, 2025 and Midwest Pavement Preservation Alliance in Omaha, NE on September 16-18, 2025; Karly Winter, SA to attend Fall Attorney General’s Conference on Rules of Evidence in Pierre on September 17-19, 2025 All members present voting aye. Motion carried.

LANDFILL TONNAGE REPORT FOR AUGUST:

Moved by Commissioner Dennert, seconded by Dinger to acknowledge the Landfill Tonnage Report for August 2025. All members present voting aye. Motion carried.

CLAIM ASSIGNMENTS:

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

ABATEMENT:

Moved by Commissioner Gage, seconded by Dinger to approve the following abatement: For Tax Yr. 24PY25 – Parcel #2299 - \$117.54. All members present voting aye. Motion carried.

OTHER BUSINESS:

Chairman Sutton shared that Brown County was awarded at the Gold Level for the Loss Control/Safety Achievement Award on behalf of the South Dakota Public Assurance Alliance (SDPAA) and SDML Workers’ Compensation Fund for 2025. Brown County has the most Gold Awards in South Dakota at 27.

Senator Perry referenced the Charlie Kirk incident and wanted to take a moment and Thank the Commission for their Public Service and the importance of what they do; granted we don’t have the same type of pressures in our environment, but we don’t want to take things for granted and that what the Commission is doing is important and to thank them.

EXECUTIVE SESSION:

Moved by Commissioner Gage, seconded by Dennert 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 Dennert, seconded by Dinger to adjourn the Brown County Commission at 10:32 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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