

JANUARY 13, 2026 – GENERAL MEETING

Meeting called to order by Lynn Heupel, Brown County Auditor at 8:45 A.M. in the Commission Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Drew Dennert, Kyler Dinger, Mike Wiese, Mike Gage, and Duane Sutton. Commissioner Dennert led the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

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

PUBLIC COMMENT: None

SOUTH DAKOTA OPEN MEETING LAWS:

Per SDCL 1-25-13, Brown County Commission reviewed and acknowledged the Conducting the Public's Business in Public guide that was prepared by S.D. Attorney General's Office in partnership with S.D. NewsMedia Association. Chairman Sutton shared the guide is available for review at the Brown County Auditor's Office during normal business hours.

LIABILITY INSURANCE QUOTES:

Brown County Commission reviewed the quotes provided by S.D. Public Assurance Alliance for Liability Insurance. Moved by Commissioner Wiese to remain with the \$1 Million Policy, seconded by Gage. All members present voting aye. Motion carried.

SURPLUS PROPERTY – TREASURER:

Patty VanMeter, Treasurer requested to surplus the following items and dispose of them at the Landfill: 8 HP 400pf Intel Core Desktop Computers; 2 flat panel 22" monitors; 1 HP P3015 printer; 1 SII label printer. Moved by Commissioner Wiese, seconded by Dinger to approve declaring the items above as surplus and be taken to the Landfill. All members present voting aye. Motion carried.

SURPLUS PROPERTY – SHERIFF'S OFFICE/DIVE TEAM:

Jon Lemke, Chief Deputy Sheriff requested to surplus the following items then sell and have proceeds go back to the Dive Team: 1994 Ford Ambulance (as is with Brown County decals removed) and a Stryker Power-Pro XT Cot. Moved by Commissioner Wiese, seconded by Gage to declare these items surplus, authorize selling the items and the proceeds to go to the Dive Team. All members present voting aye. Motion carried.

BROWN COUNTY MENTAL HEALTH BOARD:

Moved by Commissioner Dennert, seconded by Wiese to approve appointing Patti Salo to the Brown County Mental Health Board. All members present voting aye. Motion carried.

CENTENNIAL VILLAGE REPORT FOR 2025:

Moved by Commissioner Wiese, seconded by Dennert to acknowledge receipt of the Centennial Village Report for 2025 Brown County Fair. Centennial Village was short by \$9,868.50 of total due for 2025, the Commission agreed to allow them to make payments, over the next three years along with the amount due each year from the Fair. All members present voting aye. Motion carried.

NEW OPIOID FUND TRANSFER:

Moved by Commissioner Wiese, seconded by Gage to approve cash transfer from General Fund in the amount of \$40,956.81 to the new Opioid Fund per Department of Legislative Audits. All members present voting aye. Motion carried.

CONSOLIDATED EQUALIZATION BOARD FOR 2026:

Commissioners Gage, Sutton and Dinger volunteered to sit on the Consolidated Equalization Board for 2026.

Commissioner Gage brought the following Resolution:

RESOLUTION #2026-10

A RESOLUTION TO ESTABLISH CONSOLIDATED BOARD OF EQUALIZATION
PURSUANT TO SDCL 10-11-66 THROUGH 10-11-77

BE IT RESOLVED that a Consolidated Board of Equalization as authorized by SDCL 10-11-66 shall be established pursuant to the Resolution of the Governing Boards of Brown County, City of Aberdeen and the Aberdeen School District 6-1. The Consolidated Board of Equalization was created by this Resolution and shall be authorized to exercise all powers contained in SDCL 10-11.

BE IT FURTHER RESOLVED that three members from the Brown County Commission, one member from the Aberdeen City Council and one member from the Aberdeen School District 6-1 School Board shall constitute a Consolidated Board of Equalization as provided by SDCL 10-11-66.

BE IT FURTHER RESOLVED that the Brown County Commission, Aberdeen City Council, and the Aberdeen School District 6-1 shall be responsible for the per diem, salary, and mileage costs of the respective members that serve on the Consolidated Board of Equalization. Brown County Commission shall be responsible for the ordinary and customary expenses associated with the equalization of property including appeals to the State Board of Equalization. The financial responsibilities contained in this Resolution shall remain unless either the Brown County Commission, Aberdeen City Council, or Aberdeen School District 6-1 shall request that they be modified prior to February 1st of each year.

THIS RESOLUTION shall be binding upon the Brown County Commission, Aberdeen City Council and Aberdeen School District 6-1 School Board adopting this Resolution according to law.

Seconded by Commissioner Dinger.

Roll call vote: Commissioner Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution Adopted.

NWENERGY PUBLIC SERVICE ENERGY CONVERSION FACILITY COMMITTEE:

Moved by Commissioner Dinger, seconded by Dennert to appoint Chairman Sutton to the Temporary Committee for the NWEnergy Public Service Energy Conversion Facility. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Wiese, seconded by Gage to approve the Reorganization Meeting Minutes of January 6, 2026. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Commissioner Dennert, seconded by Wiese to approve the following Claims/Payroll:

CLAIMS: Professional Fees: Active Data Systems \$18,448.50; Alcohol Monitoring Systems, Inc. \$2,003.20; BMI \$446.00; CGI, LLC \$2,550.00; Cogley Law Office, Prof LLC \$ 7,488.00; Dohrer Law Office, PC \$3,322.20; Fox Law Firm, PLLC \$222.00; Language Line Services, Inc \$491.32; Lenling Law Office, Prof. LLC \$2,250.00; LexisNexis Risk Data Mgt, LLC \$200.00; Lincoln County Auditor \$318.00; Mark Katterhagen \$30.00; MOCIC \$150.00; Network Center, Inc \$3,057.77; PharmChem, Inc \$2,574.00; Sanford Health Occupational Medicine \$982.00; Sanford Health \$42.25; SD Assoc of County Hwy Superintendents \$600.00; State of South Dakota PMB 0112 87.17; Taliaferro Law Firm, PC \$3,060.16; Thomson Reuters – West Payment Center \$595.49; Valerie Larson \$30.00; Valstone Corporation Inc \$7,250.00. Publishing: Groton Daily Independent \$293.71; McQuillen Creative Group, Inc \$522.95. Rentals: Vestis \$321.76. Repairs & Maintenance: Auto Value Aberdeen \$134.99; Big Scoop Snow Removal \$726.67; Butler Machinery Company \$2,213.87; Crawford Trucks & Equipment \$4,960.00; Dakota Fluid Power, Inc \$12.50; Election Systems & Software \$7,281.22; Graham Tire Inc \$45.35; House of Glass \$50.26; Hoven Auto Repair, Inc \$1,313.92; Jake's Heating & Cooling \$656.63; Leidholt Electric, LLC \$477.50; Lenslock Inc \$33,967.00; Meister Mowing LLC \$1,810.71; Midwest Pump & Tank \$134.47; RDO Equipment Co \$4,122.00; Safety Service \$40.69; Schwan Welding \$4,317.30; Transource Truck & Equipment, Inc \$13.25. Supplies: Agtegra Cooperative \$37,919.99; Amazon Capital Services, Inc \$2,353.29; Auto Value Aberdeen \$333.42; Brown County Fair Foundation \$150.00; Butler Machinery Company \$1,926.81; Central Network Retail Group LLC \$4,698.81; Century Business Products \$338.67; Cole Paper Inc \$338.27; Cornwell Drug \$12.00; Crawford Trucks & Equipment \$7,883.07; Dakota Fluid Power, Inc \$3,707.88; Doll Distributing LLC \$165.00; Fox Law Firm, PLLC \$3.57; Geffdog Designs \$454.12; Graham Tire Inc \$1,035.30; Hoven Auto Repair, Inc \$112.00; Interstate Battery System of South Dakota \$615.80; Kessler's \$43.11; LabSource, Inc \$813.72; Laser Printer Checks \$317.44; LB's Dive Shop LLC \$1,266.40; Linde Gas & Equipment Inc \$177.80; Menards \$237.49; Midwest Pump & Tank \$589.07; NVC \$33.03; Performance Oil \$96.81; Porter Distributing \$282.00; RDO Equipment Co \$6,843.40; Rixstine Recognition \$32.96; Runnings \$3,202.93; Safety Service \$1,226.85; Schwan Welding \$24.00; Transource Truck & Equipment, Inc \$2,321.59; Tri-State Water \$86.60; Volk Upholstery \$40.00; Zastrow's Sales & Service \$66.60. Travel & Conference: Brian Koens \$152.00; CGI, LLC \$65.80; Kent Karlen \$19.00; Lenling Law Office, Prof. LLC \$80.00; Makendra

Ochsner \$38.00; Neil Bittner \$19.00; Professional Development Academy, LLC \$500.00; SDAE4-HP \$200.00. Utilities: AT&T Mobility \$43.73; Big Scoop Snow Removal \$363.33; City of Aberdeen Treasurer \$1,564.96; Economy Propane, LLC \$2,801.60; Northwestern Energy \$7,426.45; NVC \$195.54; Richmond Lake Sanitary District \$1,200.00; T-Mobile USA Inc \$527.66; Town of Frederick \$79.79; WEB Water Development Association, Inc \$122.23. Other: Andax Industries LLC \$332.98; SD Assoc of County Officials \$886.00; SD Dept of Agriculture & Natural Resources \$4,080.72.

PAYROLL: Commission \$5,165.81; Elections \$2,050.39; Auditor/Welfare \$12,097.84; Treasurer \$18,251.33; SA \$38,134.90; Public Defender \$10,265.71; Maintenance \$13,765.48; Assessor \$17,506.93; Register of Deeds \$11,511.05; VSO \$5,006.26; GIS \$3,110.76; IT \$10,616.94; HR \$5,803.70; Sheriff \$75,181.46; Jail \$106,599.09; Coroner (Voucher) \$2,100.00; Court Security \$8,867.62; JDC \$45,418.79; Museum \$14,610.49; Parks/Fairgrounds \$7,966.34; Fair Board \$4,858.36; 4-H \$881.60; Weed \$1,245.44; Planning & Zoning \$8,510.51; Highway \$53,496.75; Dispatch \$56,460.85; Emergency \$5,968.89; 24/7 Sobriety \$3,057.14; Landfill \$19,296.51; Meal Benefits \$42.00; FICA \$33,814.82; Medicare \$7,908.28, HSA \$2,360.72. All members present voting aye. Motion carried.

HR REPORT:

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

- Last day of internship for Mayson Coyle, Brown County State's Attorney Intern; effective December 19, 2025.
- Employment ending for Abigail Rang, Brown County 911 Communications Officer, FT; effective January 8, 2026. Request to fill.
- Hiring of Matthew Muth as Brown County 911 Communications Officer, FT; starting wage \$23.73/hr. – effective January 12, 2026.
- Hiring of Brianna Chaviano as Brown County 911 Communications Officer, FT; starting wage \$23.73/hr. – effective January 12, 2026.
- Hiring of Kristen Hamiel as Brown County 911 Communications Officer, FT; starting wage \$23.73/hr. – effective January 20, 2026.
- Hiring of Tyler Kampa as Brown County JDC Detention Officer, FT; starting wage \$22.59/hr. – effective January 20, 2026.

All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Wiese, seconded by Gage to approve the following Travel Requests: Jon Lemke, Keith Baker, Wes Graff – Sheriff's Office to retrieve new Patrol Cars in Des Moines, IA on January 29, 2026. Derek Hoefert, Deputy Sheriff to attend Instructor Development Training in Rapid City on February 9-13, 2026. All members present voting aye. Motion carried.

OTHER BUSINESS:

Chairman Sutton shared that their goal is have new revisions to the Ordinance #302 -Wind Energy Systems on the website for review by the end of the week and have Final Reading on January 27th.

EXECUTIVE SESSION:

Moved by Commissioner Dinger, seconded by Dennert to go into Executive Session per SDCL 1-25-2 for Legal. All members present voting aye. Motion carried.

Chairman Sutton declared the Executive Session closed with No Action taken.

ADJOURNMENT:

Moved by Commissioner Dennert, seconded by Wiese to adjourn the Brown County Commission at 9:18 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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