

JANUARY 6, 2026 – REORGANIZATION 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 Sutton led the Pledge of Allegiance.

ELECTION OF CHAIRMAN FOR 2026:

Auditor Heupel called for nominations for the 2026 Chairperson of the Brown County Board of Commissioners. pursuant to SDCL 7-8-15. Commissioner Gage nominated Commissioner Sutton as 2026 Chairman, which was seconded by Wiese. Commissioner Dennert moved that nominations cease, and a unanimous ballot be cast for Commissioner Sutton as 2026 Chairman of the Brown County Board of Commissioners, seconded by Wiese. All members present voting aye. Motion carried.

ELECTION OF VICE-CHAIRMAN FOR 2026:

Chairman Sutton called for nominations for the 2026 Vice-Chairperson of the Brown County Board of Commissioners. Commissioner Dinger nominated Commissioner Gage as 2026 Vice-Chairman, which was seconded by Dennert. Commissioner Wiese moved that nominations cease, and a unanimous ballot be cast for Commissioner Gage as 2026 Vice-Chairman of the Brown County Board of Commissioners, seconded by Dinger. All members present voting aye. Motion carried.

APPROVAL OF THE AGENDA:

Moved by Commissioner Wiese, seconded by Dennert to approve the agenda for the January 6, 2026 meeting. All members present voting aye. Motion carried.

2026 COMMITTEE APPOINTMENTS:

Moved by Commissioner Dinger, seconded by Dennert that 2026 Commission Committee Appointments be as follows: Commissioner Dennert: Brown County Mental Health Board; County Buildings; GROW SD NESDCAP; Fair Board Liaison; Legislative Contract; NE Mental Health Center Board, Weed & Pest Board Liaison and Alternate for Union Negotiations. Commissioner Dinger: Aberdeen/Brown County Regional RR Authority; Airport Board; CART; Farm Service Agency (FSA) Representative; Northeast Council of Government (NECOG) Board and Sick Leave Bank. Commissioner Gage: 4-H Leader's Association/Promotion & Expansion Liaison; Brown County Mental Health Board; Juvenile Detention Alternative Initiative (JDAI); Planning & Zoning Board Liaison; Risk Management Committee; Senior Citizens Board and Alternate for Legislative Contact. Commissioner Sutton: Aberdeen Development Corporation; Centennial Village Liaison; Dacotah Prairie Museum Board Liaison; Edwards Preserve Nature Area; Fair Board Liaison; SD Association of County Commissioners (SDACC) Catastrophic Legal Board; SD Public Assurance Alliance and Alternate for the 4-H Leader's Association/Promotion & Expansion. Commissioner Wiese: Aberdeen Development Corporation; Glacial Lakes; Local Emergency Performance Committee (LEPC); Range Fire Suppression; Union Negotiations; Welfare Liaison and Alternate for the Aberdeen/Brown County Regional Railroad Authority. All members present voting aye. Motion carried.

EXPENSE POLICY – BROWN COUNTY BOARDS:

Moved by Commissioner Dennert seconded by Wiese approve the following expense policy for County Boards: Dacotah Prairie Museum and Fair Board – No Per Diem; Planning and Zoning Board - \$75.00 for each meeting attended and if reside outside City Limits of Aberdeen, paid mileage at .725 cents per mile and have expenses paid for by Brown County Planning and Zoning Department if attend the State Conference; Weed & Pest Board - \$50.00 for each meeting attended and if reside outside City Limits of Aberdeen, paid mileage at .725 cents per mile. All members present voting aye. Motion carried.

ADA COORDINATORS:

Moved by Commissioner Wiese, seconded by Dennert to approve Judy Dosch, Building Superintendent and Randy Zens, Assistant Building Superintendent as the ADA Coordinators. All members present voting aye. Motion carried.

BANK DEPOSITORIES/INVESTMENT POLICY:

Commissioner Wiese brought the following resolution:

RESOLUTION #2026-01

WHEREAS, the nature of tax collections and other revenue is such that cash on deposit in the County's depositories at times exceeds the requirement for current expenditures; and

WHEREAS, it is in the best interest of the County to invest these monies not required for immediate expenditure. NOW, THEREFORE, BE IT RESOLVED, that the Brown County Treasurer is hereby directed to invest Brown County public funds at the highest rate of interest possible at said time on available monies at financial institutions [Dacotah Bank; Dacotah Bank, East Branch; Dacotah Bank, Groton Branch; First National Bank of Frederick; First Savings of Beresford, Hecla Branch; Bank North Warner, Warner Branch; Bank North Warner, Aberdeen Branch; Plains Commerce Bank; US Bank; Great Plains and CortTrust (Swanson)] as designated by the Brown County Commission, and

FURTHER, to furnish quarterly reports detailing same, as authorized by SDCL 4-5-8.

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Gage.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

OFFICIAL NEWSPAPERS:

Moved by Commissioner Wiese, seconded by Dinger to designate Aberdeen Insider (McQuillen Creative Group) and Groton Independent as the official Brown County newspapers for 2025 (SDCL 7-18-3). All members present voting aye. Motion carried.

TAX DEED NOTICES:

Commissioner Wiese brought the following resolution:

RESOLUTION #2026-02

WHEREAS, Brown County has acquired tax certificates on property with delinquent real estate taxes for which tax deeds and notices can be served.

THEREFORE, BE IT RESOLVED, that the Brown County Commission authorizes the County Treasurer, Patty VanMeter to request States Attorney, Karly Winter, and States Attorney Office personnel to act as agents to process said tax deeds and notices.

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Gage.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

VOLUNTEERS FOR WORK COMP PURPOSES:

Moved by Commissioner Wiese, seconded by Gage to approve the following CERT TEAM VOLUNTEERS FOR 2026: Erin Bacon, Clayton Blachfod, Bethany Curtis, Scott Grebner, Joshua Halsey, Janet Herman, Tina Hubert, Weylin Hubert, Michele Johnson, Jason Kuntz, Brian LaCroix, Alexandra Little, Jared Little, Douglas Mayer, David McGuire, Cathy McNickle, Wendy Mehlhaff, Carla Meints, Trevor Meints, David Meyer, Maria Meyer, Mark Musel, Roberta Nichols, Gayle Opp, Cindy Pigors, Rick Pigors, Nancy Radke, Bryan L Rau, Trenia Rexinger, Mark Shishnia, Shane Schlichenmayer, Kim Schneider, Donna Sharp, Brian Sharp, Gretchan Sharp, Dale Smid, Pam Smid, Amanda L Steckelberg, Mike L Steckelberg, Sara Street, Lowell Swanson, Sara Swisher, Mike Ullrich, Jason Villhauer, Thomas Wanttie and Scott York. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Wiese to approve the following CHAPLAIN VOLUNTEERS: Kendall Aldinger and George Shaver. All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Dennert to approve the following CITIZENS CORP COUNCIL VOLUNTEERS for the following terms: Terms Expire: December 31, 2026 - Law Enforcement Representative: Dave Lunzman; American Red Cross Representative: Heather Allemang; Emergency Management Representative: Scott Meints; At Large Representative: Josh Halsey. Terms Expire: December 31, 2027 – Salvation Army Representative: Tony Jones; At Large Representatives: Becky Berreth, Brian Sharp and Thomas Wanttie. Terms Expire: All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Dinger to approve the following DIVE TEAM VOLUNTEERS: Trent Anderson; Casey Bade; Rodney Bade; Thomas Bentz; Clayton Blachford; Cody Bonn; Michael Dunbar; Mike Kost; Dave McGuire; Brenden Miller; Brett Toennies; and Jason Vilhauer. Team Leaders: Scott Meints & Dave Lunzman. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Wiese to approve the following FAIR BOARD VOLUNTEERS: Conald Burgard, Payton Carda, Aaron Dosch, Dylan Frey, Joel Green, Dwight Guthmiller, Nichole Hacker, Kevin Heinrich, Nicole Hansen, Samantha Hockenbrock, Jeff Kippley, Trevor Meints, Katie Moulsoff, Brodie Mueller, Terry Nash, Eric Pigors, Nancy Radke, Rhonda Retzlaff, Alemita Shelton, Dan Stevens, Jeff Swingler, and Joyce Voeller. All members present voting aye. Motion carried.

BOARD APPOINTMENTS:

Moved by Commissioner Wiese, seconded by Dinger to approve the following appointments to the Communications Council: County Commission Chairman: Duane Sutton and Vice-Chairman: Mike Gage, per agreement. Overseer of Communications Center: Dave Lunzman; Director: Kent Jones and Assistant Director: Sarah Jesz. All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Dennert to approve the following Dacotah Prairie Museum Board: Ginny Lewis, Past President-Term Expires December 27, 2027; Alan Neville, President-Term Expires December 31, 2028; Jennifer Dix, Vice-President-Term Expires December 31, 2026; Sadie Frey, Member-At-Large-Term Expires December 31, 2029; Elisa Sand, Member-At-Large-Term Expires December 31, 2029; Amy Bertsch, Member-At-Large-Term Expires December 31, 2030; Rose Kraft, Member-At-Large-Term Expires December 31, 2026. Commissioner Representative is Duane Sutton. All members present voting aye. Motion carried.

Moved by Commissioner Dinger, seconded by Gage to approve the 2026 Planning and Zoning Board which consists of Stan Beckler, David North, Dale Kurth, James Meyers, Carrie Weisenburger and Paul Johnson; Alternate is Joel Wiedebush. Commissioner Representative is Mike Gage. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Wiese to approve the 2026 Weed & Pest Board which consists of Dennis Feickert, Landen Ellingson, Troy Knecht and Tyler Bierman. Commissioner Representative is Drew Dennert. All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Gage to approve the 2026 4-H Promotion and Expansion Committee as follows: 4-H Adults: Kristin Johnson, Nathan Miller, and Sadie Frey; 4-H Youth: Tate Dosch, Norman Johnson, and Jada Volk; Non-4-H Adults: Becky Erickson, Mikayla Weisser and Lindsey VanderWal; Ag Representative: Connie Groop. Commissioner Representative is Mike Gage and Commission Sutton is the Alternate. All members present voting aye. Motion carried.

BLESSING:

Pastor Mike Waldrop with Aldersgate Gate Church did a blessing for the Commission.

RANGE FIRE SUPPRESSION ASSISTANCE:

Moved by Commissioner Dennert, seconded by Gage to approve the Range Fire Suppression Assistance members for 2026 be Scott Meints, Emergency Management Director and Patti Woods, Emergency Management Assistant. Commissioner Representative is Mike Wiese. All members present voting aye. Motion carried.

SAFETY COMMITTEE REPRESENTATIVES:

Moved by Commissioner Dennert, seconded by Wiese to approve the following members of the Safety Committee: Highway Superintendent, Dirk Rogers; Sheriff or Designated Representative, Dave Lunzman; Maintenance Superintendent, Judy Dosch; Landfill Manager, Mike Scott; Fairgrounds Manager, Rachel Kippley; Emergency Manager, Scott Meints and Record Keeper, Patti Woods. All members present voting aye. Motion carried.

SD PUBLIC ASSURANCE ALLIANCE REPRESENTATIVES:

Moved by Commission Dinger, seconded by Wiese to approve the SD Public Assurance Alliance Member Representative as Chairman Sutton and Alternate/County Auditor, Lynn Heupel. All members present voting aye. Motion carried.

HOMELAND SECURITY REGIONAL REVIEW BOARD:

Moved by Commissioner Wiese, seconded by Gage to appoint Scott Meints, Director of Emergency Management and Dave Lunzman, Sheriff to represent Brown County for the Homeland Security Regional Review Board. All members present voting aye. Motion carried.

HOUSING & REDEVELOPMENT COMMISSION OF BROWN COUNTY:

Moved by Commissioner Wiese, seconded by Gage to approve the following members of the Housing & Redevelopment Commission: Karl Albers, Chairman & Treasurer-Term Expires December 31, 2029; Kathy Zerr, Secretary-Term Expires December 31, 2030; Jeff Mitchell, Commissioner-Term Expires December 31, 2026; Clark Thares, Commissioner-Term Expires December 31, 2027 and Jaime Gab – Term Expires December 31, 2028, was appointed to complete Marty Sabolo terms who resigned on December 31, 2025. All members present voting aye. Motion carried.

REGIONAL RAILROAD AUTHORITY COMMISSION:

Moved by Commissioner Dinger, seconded by Wiese to appoint Commissioner Kyler Dinger as Brown County Representative and Commissioner Mike Wiese as the Alternate. All members present voting aye. Motion carried.

DEPT. OF EQUALIZATION (DOE) FEES:

Moved by Commissioner Wiese, seconded by Gage to approve the following fees for DOE: Copies: Rate is 25 cents per page. Receipt will be issued for each set of copies. Property owners may receive complimentary copies if they are of or about their own parcel. Proceeds will be deposited with the County Treasurer into the general fund.

Transfer of Mass information to a private outside entity: \$500 w/ taxes included. Information Technology downloads pertinent information from BC Connect or DEVNET to a flash drive, which is mailed to the requesting entity or uploaded to their site upon receipt of payment. Payment is deposited with the County Treasurer into the general fund. We typically get two of these requests annually but have had as many as four requests in a year. This will also include smaller data dumps that are sorted for the recipient.

Beacon Subscriptions: See below Web access agreement. We currently have 76 active paying Beacon accounts, accounting for \$19,105.28 received annually. This money is deposited with the County Treasurer into the general fund.

Tax estimates for real estate transfer closings: These are tax estimates we perform for our local title companies and realtors so they can calculate appropriate tax credits between buyers and sellers upon real estate transfers. If we receive a request to do a tax estimate, we will have it ready by five (5) days after we receive the request. These will be charged a total of \$25.00 (including sales tax) to perform the request. If the request is needed with less than 5 days-notice, the charge will be a total of \$40.00 (including sales tax). These fees will need to be paid at the time the estimates are returned to the customer, as we are not allowed to maintain accounts receivable status.

Website Access Agreement: The Brown County website provides real estate information from the convenience of a personal computer 24-hours a day, 7-days a week. Access is allowed by a username and password. There is a fee for access, which covers the expense to provide this service. Fees are based on the number of users and must be paid in advance. **Fee Schedule/Annual Fee: (Based on number of users):** 1-5 people/\$319.50; 6-10 people/\$511.20; 11 + people/\$766.80. Temporary User: 1 Month/\$106.50. \$26.63 Setup Fee. All members present voting aye. Motion carried.

FAIRGROUNDS RENTAL RATES:

Moved by Commissioner Wiese, seconded by Dennert to establish the following Fairgrounds rental rates:

WINTER STORAGE SPACE RENTAL: October 15 to April 1st - Prepaid Lease -No Refunds – Indoor storage is \$12.00 per linear foot for each unit, including trailer hitch and any overhang. All lengths will be rounded up to the next foot. Outdoor storage is a flat \$200 per item fee.

BARN RENTAL: Beef Barn \$300, Hog and Sheep Barn \$150, Open Class Sheep Barn \$100, West Sheep Barn \$100, Small Animal Barn \$100. Half price for days after 2.

CLUB HOUSE: 120' X 80' Per day \$400.00 and \$200 per day for days over two.

Wedding Rate is \$500 for 3 days (Friday 8 AM until Monday 8 AM) - \$50 each additional day needed for set-up or teardown. Clean-up additional \$100.00 if necessary.

EXPO ADDITION: 90' x 240'- Per day \$300.00 - Per day for days over two \$150.00 If fairgrounds personnel need to clean up after the activity cost will be as follows: Clean-up/Livestock Shows \$300.00 - Clean-up/Other Activities.....\$175.00

HOLUM EXPO BUILDING: 120' x 240' - Per day \$500.00 plus utilities - Per day for days over two \$250.00 plus utilities. If fairgrounds personnel need to clean-up after the activity cost will be as follows: Clean-up/Livestock Shows \$300.00 - Clean-up/Other Activities.... \$175.00

HORSE STALLS: Set up fee per stall - \$12.00; Overnight per stall - \$20.00.

CORRAL PANELS: Trailer per day -\$50.00 (Trailer holds 40 panels). Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

HORSE ARENA: 174' x 240' - \$75.00 per show. Smaller groups will be charged on an individual basis.

PORTABLE STAGE: 12' X 30' each or 12' X 60' for both - Not to go out of County-except for Governmental Agencies -Per event \$200.00/each. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

PEOPLE MOVERS: - \$100.00 per event. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost. Trailer required for transport out of town.

BLEACHERS: - Bleachers won't leave the fairgrounds. \$25 per set per event.

BENCHES, CHAIRS, TABLES, PICNIC TABLES, TRASH BARREL: \$3.00 per bench per event. \$2.00 per chair per event. \$10 per table per event. \$25.00 per picnic table per event, \$3.00 per trash barrel per event. Items will not go out of county. Lessee is liable for any damages occurring between pickup and return by lessee.

JERSEY BARRIERS: \$25.00 per barrier per event. Barriers will not go out of county. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

CAMPGROUND: (Non- Special Event): \$30.00 per day, \$180.00 per week, \$700 per month (up to 30 days) for pads with power, water and sewer drops. \$25.00 per day, \$150.00 per week, \$600 per month (up to 30 days) for pads with power and water. \$20.00 per day; \$120.00 per week; \$480.00 per month (up to 30 days) for primitive spots (no power, water or sewer). This includes sales tax. 232 pads with water and power and 36 with power, water, and sewer. All south campgrounds have both 50-amp and 30-amp plug-ins.

SPECIAL EVENT WEEKLY CAMPGROUND RATES: \$100 Primitive; \$200 Clover, Centennial, Go-Kart, Cottonwood, NEC, Back 40; and \$250 Evergreen, West Hill (availability based on event).

NON-PROFIT RENTAL POLICY: Rental of Brown County facilities or items: Any nonprofit entity interested in leasing an available facility from Brown County may at the time of completing the lease application request a reduced rate on the lease. The rate after adjustment will be fifty percent of the current rental rate. Each request for reduction must be indicated when filling out the application to be considered. Every request will be reviewed and approved on a case-by-case basis by the Brown County Commission.

A non-monetary form of reimbursement may be negotiated, such as volunteering for various responsibilities during the annual Brown County Fair. The Brown County Fair and Fairgrounds Manager can provide a list of tasks needed to be filled. The Lessee will sign a commitment form if agreeing to complete the task, and if not fulfilled, will be billed the amount that would have been charged at the time of leasing the facility or items. All members present voting aye. Motion carried.

RICHMOND YOUTH CAMP RENTAL RATES:

Moved by Commissioner Dinger, seconded by Wiese to establish the following Richmond Youth Camp rental rates:

Daily Rates:

- Lodge Only: \$250 per day
- Dorm Only: \$100 per dorm (3 dormitories available and each one sleeps 36)
- Infirmary Cabin: \$75 per day (Sleeps 8)
- Wedding Special: 3-day rental (Friday-Sunday, includes Lodge & Infirmary) \$500.00
2-day rental (Friday-Saturday, includes Lodge & Infirmary) \$400.00

Group Rates:

*Apply to camps or events with 2-night minimum

* Group Rates (30 people or less) include a multi-building discount:

- Lodge only \$250/night – Infirmary Cabin \$50 with Lodge Rental
- Lodge & 1 Dorm \$325/night
- Lodge & 2 Dorms \$400/night
- Lodge & 3 Dorms \$475/night

If over 30 people, additional individual rates apply beginning at 31st person:

Youth: \$7.00 per person per night (Age 17 and under)

Adult: \$10.00 per person per night (Ages 18 and older)

Deposit: A \$250.00 deposit is required to guarantee all dates. This deposit will only be refunded (or applied to total bill) if the camp is left in a clean and orderly manner and there is no damage. If the cost to clean and repair damage

exceed the amount of the deposit, any additional repairs or cleaning costs will be billed. Signed lease, deposit, and proof of insurance shall be sent to: Brown County Fair Office, 400 24th Ave. NW, Aberdeen, SD 57401

Cleanup: \$100.00 for the Lodge and \$100 for each of the dorms.

Absolutely No Pets allowed in any of the buildings!

For further information on Richmond Lake Youth Camp, please visit our web site:

<http://www.brown.sd.us/department/fairgrounds-parks/richmond-lake-youth-camp>

All members present voting aye. Motion carried.

POOR RELIEF RATES:

Moved by Commissioner Wiese, seconded by Gage to increase the amount for Rental & Utility Assistance effective for 2026: Family Size/Assistance Amount: 1 person/\$300.00; 2 people/\$350.00; 3 people/\$400.00; 4 people or more/\$450.00 is Maximum County will pay. All members present voting aye. Motion carried.

BROWN COUNTY PLANNING & ZONING APPLICATION FEES:

Commissioner Gage offered the following:

Resolution #2026-08

WHEREAS, Second Revision Brown County Ordinances, the Board of Brown County Commissioners may alter or amend the schedule of fees, charges, expenses and a collection procedure for building permits, zoning permits, certificates of zoning compliance, appeals and

WHEREAS, it has been determined that the Application Fee Schedule established by Resolution #06-24, be amended; and

WHEREAS, it has been determined that application fees will be as shown in:

PLANNING & ZONING

“TABLE 2026 - APPLICATION FEE SCHEDULE”

NOW, THEREFORE BE IT RESOLVED by authority of Chapter 4.26 Second Revision Brown County Ordinances, the following TABLE 2026 APPLICATION FEE SCHEDULE in the Planning/Zoning Department is hereby approved and adopted to be effective **January 06, 2026** as shown on:

PLANNING & ZONING

“TABLE 2026 - APPLICATION FEE SCHEDULE”

- APPEAL ZONING ORDINANCE - ADMINISTRATOR DECISION - \$300 (*to the Zoning BOA*)
- APPEAL ZONING BOARD OF ADJUSTMENT DECISION - \$300 (*to Circuit Court – paperwork prep*)
- APPEAL BOARD OF COMMISSIONERS DECISION - \$300 (*to Circuit Court – paperwork prep*)
- REZONE PARCEL APPLICATION - \$350 (P&Z Comm & County Comm)
- PRELIMINARY REVIEW PLAT APPLICATION - \$25 (P&Z Comm & County Comm)
- VACATION OF AN EXISTING PLAT APPLICATION - \$100 (P&Z Comm & County Comm)
- PRELIMINARY & FINAL PLAT APPLICATION (combined) - \$150 (P&Z Comm & County Comm)
- VARIANCE PETITION - GENERAL APPLICATION - \$125
- VARIANCE PETITION - STRUCTURE SETBACKS APPLICATION - \$125
- VARIANCE PETITION - SHELTERBELT SETBACKS APPLICATION - \$125
- VARIANCE PETITION - APPROACH SEPERATION DISTANCE APPLICATION - \$125
- CONCENTRATED ANIMAL FEEDING OPERATION (CAFO) - \$325
- CONDITIONAL USE PETITION (CUP) STANDARD APPLICATION - \$225
- CONDITIONAL USE PETITION (CUP) WIND ENERGY APPLICATION - \$500
- CONDITIONAL USE PETITION (CUP) DISTRICT OPTIONS APPLICATION - \$225
- CONDITIONAL USE PETITION (CUP) SOLAR ENERGY FARM APPLICATION - \$500
- CONDITIONAL USE PETITION (CUP) CANNABUS REGULATIONS APPLICATION - \$500
- CONDITIONAL USE PETITION (CUP) NEW COMMUNICATION TOWERS APPLICATION - \$225
- CONDITIONAL USE PETITION (CUP) PIPELINE OR ELECTRICAL TRANSMISSION LINE APP - \$500
- CONDITIONAL USE PETITION (CUP) NEW SIGN AND/OR SIGN STRUCTURE APPLICATION - \$225

Seconded by Commissioner Wiese.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

BROWN COUNTY PLANNING & ZONING PERMIT FEES:

Commissioner Wiese offered the following:

Resolution # 2026-09

WHEREAS, by authority of Chapter 4.26 Second Revision Brown County Ordinances, the Board of Brown County Commissioners may alter or amend the fee schedule, charges, expenses and collection procedure for Building, Zoning, or Construction Permits, and

WHEREAS, it has been determined that the fee schedule established by Resolution #07-24, be amended; and

WHEREAS, it has been determined that fees will be based upon the valuation of the project as shown in Table 2026 “Permit Fee Schedule”, and

WHEREAS, it has been determined that a minimum fee be set; and

WHEREAS, it has been determined that an *Administrative Fee* be applied when any construction has commenced prior to application, prior to approval, and/or prior to receiving a Permit; and

WHEREAS, it has been determined that a *Surcharge* be applied when any construction has commenced prior to application, prior to approval, and/or prior to receiving a Permit.

NOW, THEREFORE, BE IT RESOLVED by authority of Chapter 4.26 Second Revision Brown County Ordinances, the following fee schedule for Building, Zoning, or Construction Permits is hereby approved and adopted to be effective January 06, 2026 as shown on TABLE 2026 PERMIT FEE SCHEDULE:

PLANNING & ZONING

“TABLE 2026 PERMIT FEE SCHEDULE”

- Moving Permit - \$10
- Demolition Permit - \$10
- Sign: face replacement - \$20
- Sign: new construction set - \$100
- Fence Permit: (for inside community, not rural) - \$10
- Flood Plain Development Permit (FPDP) - \$20 / \$10 with other permits
- Zoning Permit - \$25.00 minimum fee for any construction from \$0 to \$10,000
- Zoning Permit - \$3.00 per \$1,000 of valuation of project construction after \$10,000
-
- Penalty - Administrative Fee: Failing to obtain a PERMIT prior to construction (\$50.00)
- Penalty - Surcharge: Construction commenced prior to an Approved Permit application.

(Penalty fee is equal to 1/2% times the total project valuation; ex: 0.50% x \$500,000 = \$2,500)

Seconded by Commissioner Gage.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

BROWN COUNTY WEED & PEST CONTROL APPLICATION COSTS–2026:

Moved by Commissioner Dinger, seconded by Dennert to establish the following Weed & Pest Control Application rates for 2026:

Private Acreage Spraying:

Labor & Equipment Charges: (1 hour minimum)

Labor Charge/Hour = \$35.00

Equipment Charge/Hour = \$65.00

Total Charges/Hour = \$100.00/hour + \$50.00 setup and travel fee/spray rig + chemical

Government Agency Costs/Acre Sprayed:

Labor & Equipment Charges: (1 hour minimum)

Labor Charge/Hour = \$35.00

Equipment Charge/Hour = \$55.00

Total Charges/Hour = \$90.00/hour + \$50.00 setup and travel fee/spray rig

Township R-O-W Spraying:

Labor & Equipment Charges: (1 hour minimum)

Townships are charged for hours on the job site. The Weed Board absorbs Labor & Equipment costs for travel time to and from the job site.

Labor Charge/Hour = \$35.00
Equipment Charge/Hour = \$45.00
 Total Charges/Hour = \$80.00/hour

Mosquito Control:

Labor & Equipment Charges: (1 hour minimum)

FOGGING:

Labor Charge/Hour = \$40.00
Equipment Charge/Hour = \$50.00
 Total Charges/Hour = \$90.00/hour + chemical

MISTING:

Labor Charge/Hour = \$40.00
Equipment Charge/Hour = \$50.00
 Total Charges/Hour = \$90.00/hour + \$30.00 setup and travel fee + chemical

All members present voting aye. Motion carried.

TRAVEL REIMBURSEMENT RATES:

Moved by Commissioner Wiese, seconded by Gage to approve the following Travel Reimbursement Rates for 2026: Reimbursement for use of personal vehicle for County business, as follows: All county employees and officials, except the Sheriff shall be paid for traveling expenses for each mile traveled in the discharge of their official duties at \$0.725 cents per mile. Miles to be determined by the assistance of Map Quest or similar web site; Odometer readings required for all destinations not available on web site; Odometer reading only required once to establish routine destination routes, i.e., per diem for board members. mileage rate of \$0.725/mile.

Meal Reimbursement Rates made only for County Travel:

	In-State	Out-of-State	Leave Before	Return After
Breakfast	\$16.00	\$20.00	5:31 AM	7:59 AM
Lunch	\$19.00	\$23.00	11:31 AM	12:59 PM
Dinner	\$28.00	\$32.00	5:31PM	7:59PM

Lodging reimbursed at actual cost, receipt required. (if possible, State Rate, as County Tax-Exempt) All members present voting aye. Motion carried.

DESIGNATION OF DEPUTIES:

Commissioner Dennert brought the following Resolution:

RESOLUTION #2026-03

WHEREAS, SDCL Chapter 7-7-20 mandates the designation of the number of deputies and clerks for various offices by the Board of County Commissioners,

THEREFORE, BE IT RESOLVED, that the following deputies and clerks are authorized at the discretion of the County Officials for County offices: Auditor - 2 Chief Deputies, 2 Senior Deputies; Treasurer - 1 Chief Deputy, 1 Revenue Specialist, 6 Deputies; Register of Deeds - 1 Chief Deputy, 3 Deputies. All extra help hired by County Officials must first be approved by the County Commission.

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Wiese.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

INTEREST POLICY:

Commissioner Wiese brought the following Resolution:

RESOLUTION #2026-04

WHEREAS, to approve the following Policy in regard to interest earned from deposits and investments: State law allows income from deposits and investments to be credited to either the General Fund or the fund making the investment.

WHEREAS, The County's policy is to credit all income from deposits and investments to the General Fund during the year, except for interest earned on specific certificates of deposits for the Solid Waste Fund.

THEREFORE, BE IT RESOLVED, USGAAP requires income from deposits and investments to be reported in the fund whose assets generated that income. Where the governing board has discretion to credit investment income to a fund other than the fund that provided the resources for investment, a transfer to the designated fund is reported when

authorized by the Commission. Fund transfers of investment earnings to the General Fund shall not occur in 2026, all funds shall receive the income generated from the assets of the fund.

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Gage.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

EXPENSE POLICY - ELECTION OFFICIALS:

Commissioner Wiese offered the following Resolution:

RESOLUTION #2026-05

WHEREAS, SDCL 12-15-11 states that each vote center superintendent and vote center deputy shall receive a fee to be established annually by resolution of the board of county commissioners at its first regular meeting each year. The person delivering the poll books and ballot boxes to the proper authority at the county seat shall receive the county rate for mileage as established pursuant to SDCL 7-7-24, for miles necessarily traveled in going to and returning from making the delivery.

WHEREAS, SDCL 12-15-1.3 states that in addition to the vote center election board, the person in charge of the election may appoint a person to be designated as the vote center assistant. The vote center assistant may not perform any of the duties of the vote center superintendent or vote center deputies unless specified by statute. The vote center assistant may assist with setting up the polling place, directing voters to the proper election board, and providing instruction on the use of the electronic ballot marking system.

THEREFORE, BE IT RESOLVED that the following rates will be paid to election workers:

Temporary Staff – Absentee	\$16.00 per hour
Election Training(s)	\$25.00 per person
Vote Center Superintendent – Day of Election	\$325.00 per person
Vote Center Deputies – Day of Election	\$300.00 per person
Absentee Board Members	\$16.00 per hour
Post Election Audit Board	\$18.00 per hour
State Rate will be paid for mileage	Currently \$0.70 per mile

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Dennert.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

VOTE CENTER LOCATIONS:

Commissioner Dinger offered the following Resolution:

RESOLUTION #2026-06

WHEREAS, as per SDCL 12-14-17, the Brown County Board of County Commissioners authorized the use of vote centers in lieu of precinct polling places; and

WHEREAS, as per SDCL 12-14-1, the Brown County Board of County Commissioners is required to establish the polling places for countywide elections; and

THEREFORE, BE IT RESOLVED, by the Brown County Board of Commissioners that the Vote Center locations are as follows:

- AmericInn Event Center (VC-1)
- Best Western Ramkota Hotel & Convention Center (VC-2)
- Brown County Courthouse Community Room (VC-3)
- Columbia Legion (VC-4)
- Westport Town Hall (VC-5)
- Warner Community Center (VC-6)
- Stratford Community Center (VC-7)
- Groton Community Center (VC-8)
- Claremont City Hall (VC-9)
- Hecla Community Center (VC-10)

Frederick Community Center (VC-11)

BE IT FURTHER RESOLVED that the Auditor's Office will be used as an Absentee Vote Center (VC-12) to process Absentee Ballots on Election Day and all other aspects of Resolution #108-13 shall remain in effect.

Dated this 6th day of January 2026.

Seconded by Commissioner Wiese.

Roll call vote: Commissioners Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

CLAIM ASSIGNMENTS:

Moved by Commissioner Wiese, seconded by Dinger to authorize Auditor Heupel to sign the Claim Assignments from Collection Agencies. All members present voting aye. Motion carried.

FAIR CONTRACTS:

Moved by Commissioner Dennert, seconded by Wiese to authorize Chairman to sign Fair Contracts for Booth Rent, Campers and Sponsorship Agreements for 2026 Fair as they are presented. All members present voting aye. Motion carried.

PUBLIC COMMENT: None

VETERAN'S SERVICE OFFICER SALARY REIMBURSEMENT AGREEMENT FOR 2026:

Moved by Commissioner Gage, seconded by Wiese to approve and authorize Chairman Sutton to sign the agreement with S.D. Department of Veteran's Affairs for reimbursement of salaries for County Veteran's Service Officer as prescribed under SDCL 33A-1-32. All members present voting aye. Motion carried.

LOCAL EMERGENCY MANAGEMENT PERFORMANCE GRANT:

Moved by Commissioner Wiese, seconded by Dennert to approve and authorize Chairman Sutton to sign the 1st quarter LEMPG Grant Report. All members present voting aye. Motion carried.

2026 EDMUNDS COUNTY JAIL HOUSING CONTRACT:

Moved by Commissioner Wiese, seconded by Dinger to approve and authorize Chairman Sutton to sign the 2026 Edmunds County Jail Housing Contract for \$110.00 per prisoner-day housed by Edmunds County. All members present voting aye. Motion carried.

REMITTANCE OF FEES COLLECTED TO THE COUNTY TREASURER POLICY

Commissioner Dennert brought the following resolution:

RESOLUTION #2026-07

A RESOLUTION ESTABLISHING A POLICY FOR REMITTANCE OF FEES COLLECTED TO THE COUNTY TREASURER

WHEREAS, Brown County departments collect various funds due to the County in the course of the administration of government.

WHEREAS, SDCL 7-11-1 designates the County Treasurer as the receiver of "all money belonging to the county from whatever source derived and other money which by law is directed to be paid to the treasurer."

WHEREAS, SDCL 7-23-6 requires "all treasurers, sheriffs, clerks, constables, and other officers chargeable with money belonging to any county" to "render their accounts to and ... pay into the county treasury any balance which may be due the county." *See also SDCL 7-12-19.1; 7-9-17;*

WHEREAS, the Counties desire to establish a policy for timely remittance to the treasurer of all funds received by departments of Brown County.

NOW, THEREFORE, BE IT RESOLVED, that the policy of Brown County shall be that all fees collected by any department of Brown County shall be remitted to the County Treasurer on or before the last day of the month in which such fees are collected.

Dated at Aberdeen, South Dakota, this 6th day of January, 2026.

Seconded by Commissioner Wiese.

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

MENTAL HEALTH BOARD:

Moved by Commissioner Dinger, seconded by Wiese to approve the following people being appointed to the Brown County Mental Health Board. Co-Chairs: Judge McNeece, Christy Serr; Public Defender and Staff; State's Attorney and Staff, Sally Swanson, Sherrie Scherbenske, Elsa Dennert and Diane Zahn. The motion passed with 4 votes; Commissioner Dennert abstained due to being related to one of the Board Members.

MINUTES:

Moved by Commissioner Wiese, seconded by Gage to approve the General Meeting Minutes of December 30, 2025. All members present voting aye. Motion carried.

CLAIMS:

Moved by Commissioner Dinger, seconded by Dennert to approve the following Claims: Professional Fees: Aberdeen Area Chamber of Commerce \$925.00; Aberdeen Area Human Resource Assoc \$100.00; Aberdeen ED \$113.54; Association of South Dakota County Weed & Pest Boards \$200.00; CenturyLink-Lumen \$203.47; Christy Griffin-Serr Law Office \$4,950.00; Cogley Law Office, Prof LLC \$6,564.00; Den Herder Law Firm \$174.00; DEVNET \$3,789.84; D-Ware, Inc \$4,900.00; Faulkton Area Medical Center \$111.47; Helms & Associates \$4,129.22; IAFE (International Assoc of Fairs & Expositions) \$950.00; IMEG Corp \$875.00; John Noyes – Bantz, Gosch & Cremer \$504.00; Kristi Brandt \$206.45; Kylee Boomsma \$1,620.00; Modern Day Health Care Prof LLC \$345.01; National District Attorneys Association \$181.00; PulsePoint Foundation \$8,000.00; RegistrationMax, LLC \$750.00; Sanford Health \$517.12; Schneider Geospatial, LLC \$3,237.60; SD Assoc of County Officials \$3,278.47; SD Assoc of Weed & Pest Supervisors \$75.00; SD Dept of Transportation \$4,329.79; SD Sheriff's Association \$1,649.03; SD State's Attorneys Association \$2,336.82; SD Assoc of Assessing Officers \$450.00; SDACC \$9,942.00; State Bar of South Dakota \$2,865.00; Taliaferro Law Firm, PC \$2,016.00; Taylor Bell \$97.40; Western States Sheriff's Association \$100.00; Yankton County Sheriff's Office \$50.00. Publishing: Groton Daily Independent \$362.29; McQuillen Creative Group, Inc \$13.01; Prevention Magazine \$300.00. Rentals: Dakota Electronics LLC \$4.50; Linde Gas & Equipment Inc \$246.41; Northern Electric \$1,200.00. Repairs & Maintenance: Butler Machinery Company \$2,662.86; Dakota Fluid Power, Inc \$195.26; Dakota Mailing & Shipping Equipment \$564.00; G & R Controls \$743.53; Gillund Enterprises \$15.00; Graham Tire Inc \$6,166.52; House of Glass \$14,151.59; Jake's Heating & Cooling \$172.50; K&S Plumbing, Inc \$6,706.06; Lawson Products, Inc \$44.07; Leidholt Electric, LLC \$2,446.74; Lien Transportation Company \$200.00; Olson's Pest Technicians \$260.00; Pomp's Tire Service, Inc \$100.00; Precision Kiosk Technologies \$3,000.00; RDO Equipment \$8,539.71; Safety Service \$235.00; Steel Structures of Aberdeen \$529.00; Transource \$10,562.35. Supplies: Amazon Capital Services, Inc \$644.02; Big State Industrial Supply Inc \$479.76; Cartney Bearing \$49.60; Century Business Products \$212.74; Cole Paper Inc \$2,396.36; Dakota Fluid Power, Inc \$101.57; Dakota Oil \$1,383.45; Fastenal Company \$208.17; Faulkton Drug \$205.86; Full Circle Ag \$1,166.44; Gellhaus & Gellhaus, P.C. \$80.00; Gillund Enterprises \$488.40; Graham Tire Inc \$1,009.05; Great Western Tire \$16,762.36; HF Jacobs & Son Const. Inc \$4,711.47; John Noyes – Bantz, Gosch, & Cremer \$5.12; Lawson Products, Inc \$492.55; Leidholdt Tool Sales, LLC \$560.86; Leidholt Electric, LLC \$196.78; LEM Inc \$9,962.90; Menards \$152.24; Pantorium Cleaners Inc \$92.00; Performance Oil \$986.75; Pierson Ford Lincoln, Inc \$86.54; Pitney Bowes Global Financial Services LLC \$25,000.00; Pomp's Tire Service, Inc \$767.00; Runnings \$85.32; Safety Service \$4,045.87; Sander's Sew-N-Vac \$221.94; Shop 4-H/National 4-H Council \$16.85; Stan Houston Equipment Company, Inc \$74.99; Steven Lust Automotive \$496.82; Transource \$2,912.54; US Foods \$11,054.41. Travel & Conference: Association of South Dakota County Weed & Pest Boards \$750.00; Drew Dennert \$492.80; Duane Sutton \$163.80; Erin Spencer \$14.00; Kyler Dinger \$165.90; National District Attorneys Association \$1,990.00; Neil Bittner \$14.00; Scott Kolb \$14.00. Utilities: AT&T Mobility \$142.69; CenturyLink \$345.87; Dependable Sanitation, Inc \$580.00; Montana-Dakota Utilities Co \$53.82; Northwestern Energy \$12,226.19; State of South Dakota PMB 0112 \$82.00. Other: NEOG \$27,749.62. Machinery & Equipment: Karl Chevrolet \$153,623.60. Worker's Compensation: SDML Workers' Compensation Fund \$216,017.00. All members present voting aye. Motion carried.

HR REPORT:

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

- Employment ending for Audrey Reineke, Brown County Museum Intern; effective December 31, 2025.

All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Gage, seconded by Wiese to approve the following Travel Requests: Lynn Heupel, Erin Kumpf and Sara Swisher – Auditor’s Office to attend SD Dept. of Legislative Audit Training in Mitchell on January 28, 2026; Kelsi Vinger, State’s Attorney’s Office to attend 2026 National Conference on Juvenile Justice in Minneapolis, MN on March 15-18, 2026. All members present voting aye. Motion carried.

LANDFILL TONNAGE REPORT:

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

OTHER BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Moved by Commissioner Dinger, seconded by Wiese to adjourn the Brown County Commission at 9:10 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

Published January 14-15, 2026 at the total approximate cost of \$ _____ and may be viewed free of charge at www.sdpublicnotices.com.