

**FEBRUARY 18, 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, Sutton and Wiese. Commissioner Dennert led the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

Chairman Sutton shared that Dacotah Prairie Museum Expansion was going to be postponed a week so to scratch item #6 from the agenda. Commissioner Wiese moved to approve the amended agenda, seconded by Dennert. All members present voting aye. Motion carried.

**OPPORTUNITY FOR PUBLIC COMMENT: None**

**ORDINANCE #289 – FIRST READING**

Moved by Commissioner Gage, seconded by Wiese to approve the First Reading of Proposed Ordinance #289. Applicant Donald Johnson, Owners: Donald & David Johnston to rezone from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring these parcels into compliance for their current use: Description of property: Lot 1 & 2, “Johnston Subdivision” in the SE1/4 of Section 24-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, South Dakota (39996 134th Street & 13385 400<sup>th</sup> Avenue, Henry Twp.). All members present voting aye. Motion carried.

**BID OPENING FOR SMALL ANIMAL BARN:**

Time and place as advertised to open, read and consider sealed bids for project to build a 5,000 square foot Small Animal Barn at the Brown County Fairgrounds Bids were received from the following:

<b>Company</b>	<b>Base Bid</b>	<b>Sponsorship</b>	<b>Ending Bid</b>
Quest	\$145,300.00	N/A	\$145,300.00
Mega Construction	\$116,101.44	\$11,101.44	\$105,000.00
North Central Steel	\$128,372.00	N/A	\$128,372.00
JH Construction	\$112,800.00	\$10,000.00	\$102,800.00

Rachel Kippley, Fair/Fairgrounds/Parks Manager asked to defer the decision for a week so that she could review them in more detail. Moved by Commissioner Wiese, seconded by Dennert to defer awarding the bid for a week. All members present voting aye. Motion carried.

**CAMPING PROCEDURES:**

Rachel Kippley, Fair/Fairgrounds/Parks Manager shared the updated Brown County Fair Camping Procedures from the Fair Board with the Commission. The changes are due to the large waiting list for people wanting camping spots at the Fair. The biggest change was regarding the campsites that sit empty (without a camper, tent or means of overnight accommodations) for two years without notice to the Brown County Fair Office will be revoked, however Leasee may exercise the transfer option. Merely parking a vehicle on the site does not constitute overnight accommodations. Moved by Commissioner Wiese to acknowledge the procedures, seconded by Dinger. All members present voting aye. Motion carried. (A copy of the procedures are available at the Brown County Fair Office).

**GOLF CART RULES & REGULATIONS:**

Rachel Kippley, Fair/Fairgrounds/Parks Manager shared with the Commission new rules and regulations for golf carts the week of the Brown County Fair that the Fair Board came up with. The use of personal golf carts is not allowed in the core/restricted areas of the Brown County Fairgrounds during the Brown County Fair. Only those carts authorized by the Brown County Fair will be allowed to operate in these areas on the fairgrounds. Chairman Sutton questioned about the use of other vehicles, such as ATV’s. Rachel stated she would add those to the document as well. Moved by Commissioner Wiese to acknowledge the Golf Cart Rules & Regulations, seconded by Commissioner Gage. All members present voting aye. (A copy of the rules & regulations are available at the Brown County Fair Office).

**FAIR CONTRACTS:**

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the following Fair Contracts for approval by the Brown County Commission:

- Home Clean Home by Maria was revised to add cleaning the Club House floors and bathrooms due to the events planned inside the Club House. For \$21,000.00 for the week. Moved by Commissioner Dennert, seconded by Wiese to approve the amended contract for Home Clean Home by Maria. All members present voting aye. Motion carried.
- Hub City Radio for sponsorship of Jumbotron/Screens in the amount of \$15,000.00 and advertising in the amount of \$15,000.00; then County will pay \$17,000.00 for additional advertising. Moved by Commissioner Gage, seconded by Dinger to approve the contract with Hub City Radio. All members present voting aye. Motion carried.
- Lizzy Hofer Band for \$8,000.00 which includes 4 performances in the Climate Control Tent and 2 performances in the Club House. Moved by Commissioner Dennert, seconded by Gage to approve the contract with Lizzy Hofer Band. All members present voting aye. Motion carried.

#### UPDATES:

Rachel Kippley, Fair/Fairgrounds/Parks Manager informed the Commission that she is gathering quotes to replace windows in the third dormitory at the Richmond Youth Camp, they are ranging around \$17-18 thousand. They had budgeted \$15,000 for a new roof but no leakage is showing so can work on updating windows instead. Rachel also shared that they had a sprinkler issue in the Expo Building, this is the second one already this year, the first one was \$2,600.00 to repair so, this one will be the same if not more. If it happens again, they will be looking at having to replace all the piping and compressor, etc.

#### MINUTES:

Moved by Commissioner Gage, seconded by Wiese to approve the General Meeting Minutes of February 11, 2025. All members present voting aye. Motion carried.

#### CLAIMS:

Moved by Commissioner Dennert, seconded by Dinger to approve the following claims:

Claims: Insurance: SD Public Assurance Alliance \$111.34. Professional Fees: Avera St. Luke's Hospital \$1,018.24; Dakota Group LLC \$2,500.00; Dependable Sanitation, Inc \$27,622.80; Dial-A-Move \$611.29; Dohrer Law Office, PC \$430.50; IMEG Corp \$300.00; Kristi Brandt \$28.75; Kuck Law Office \$2,028.00; Lenling Law Office, Prof. LLC \$270.00; Mobridge Tribune \$16.17; Network Center, Inc \$8,947.00; Northern Plains Psychological Associates, LLC \$300.00; Sanford Health Occupational Medicine \$779.00; Sanford Health \$5,253.00; Sara Zahn \$303.80; SD Dept of Health \$2,645.00; SD Dept of Revenue \$1,954.89. Publishing: Groton Daily Independent \$93.19; McQuillen Creative Group, Inc \$493.78. Radios/Rentals: Vestis \$266.48. Repairs & Maintenance: Aberdeen Chrysler Center \$320.00; B&B Contracting \$4,299.50; Dakota Doors Inc \$1,996.17; Diamond Mowers LLC \$16.73; Gillund Enterprises \$6.00; Heartland Heating and Cooling, LLC \$5,506.74; Lien Transportation Company \$377.50; Meister Mowing LLC \$412.50; NVC \$560.35; Pheasantland Industries \$60.31; Pomp's Tire Service Inc \$622.91; Safety Service \$731.75; Schwan Welding \$2,065.00; Sewer Duck Inc \$600.00; Steven Lust Automotive \$286.33; Western States Fire Protection Co \$2,664.00. Supplies: Aberdeen Chrysler Center \$31.55; Advanced Auto Parts \$972.57; Amazon Capital Services, Inc \$176.32; Burdette Security & Technologies, LLC \$360.00; Central Network Retail Group LLC \$34.26; Century Business Products \$475.28; Cole Paper Inc \$971.54; Dacotah Prairie Museum \$39.51; Dakota Electronics LLC \$36.00; Diamond Mowers LLC \$713.10; Gillund Enterprises \$270.00; Kuck Law Office \$59.49; LabSource, Inc \$351.68; Napa Central \$53.98; NVC \$28.56; Performance Oil \$122.04; Pheasantland Industries \$1,829.50; Radiotronics, Inc \$168.00; Runnings \$247.40; Safety Service \$2,900.00; Schwan Welding \$3,070.46; Steven Lust Automotive \$69.90; Thomson Reuters – West Payment \$1,951.46; WEB Water Bottling Company \$26.25. Travel & Conference: City of Groton \$369.36; Dave Lunzman \$56.00; Hamlin County, SD \$40.00; Karpel Solutions \$650.00; Lenling Law Office, Prof. LLC \$40.00; Midwest Motels of Mitchell \$516.00; Ramkota Hotel & Conference Center \$116.00; Relentless LLC \$699.00. Utilities: CenturyLink \$577.41; City of Aberdeen Treasurer \$443.65; City of Hecla \$239.66; Economy Propane, LLC \$3,799.55; James Valley Telecommunications \$209.10; Northern Electric \$1,293.50; Northwestern Energy \$4,308.99; NVC \$3,225.42; State of South Dakota PMB 0112 \$116.90; Verizon Wireless \$2,420.83; WEB Water Development Association, Inc \$116.53. Other: Avera Addiction Care Center \$25,000.00; City of Aberdeen – Ride Line \$1,000.00; Groton Community Transit, Inc \$1,000.00; SD Association of County Officials \$724.00; SD Dept of Revenue \$795,340.98; Warner Library \$1,000.00. All members present voting aye. Motion carried.

#### HR REPORT:

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

- Hiring of Shane Kilgore as Brown County Building Service Worker, PT; starting wage \$16.48/hr. – effective February 18, 2025.

All members present voting aye. Motion carried.

#### LANDFILL TONNAGE REPORT:

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

#### CLAIM ASSIGNMENTS:

Moved by Commissioner Gage, seconded by Dennert 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.

#### ABATEMENTS:

Moved by Commissioner Wiese, seconded by Dinger to approve the following abatement or refund: Abatements for Tax Yr. 24PY25: Parcel #18808 - \$1,945.41; Parcel #21375 - \$209.03. All members present voting aye. Motion carried.

#### DECEMBER 2024 AUDITOR REPORT OF ACCOUNTS:

Moved by Commissioner Dennert, seconded by Dinger to approve the Auditor's Report of Accounts for December 2024: Total Cash and Checks on Hand \$7,700.00; Total Checking Account Balances \$21,082,950.91; Total Savings Account Balances \$1,190,447.42; Total Certificates of Deposit \$8,398,681.71; Grand Total Cash & Balances \$30,679,780.04; General Fund Cash and Investment Balances by Funds: General Fund \$20,506,282.00; Road & Bridge Fund \$600,447.12; Road & Bridge Fund-restricted \$231,883.27; 911 Service \$488,433.91; Emergency & Disaster \$71,439.53; Domestic Abuse \$491.80; Grant \$32.11; SA Grants \$122,670.89; Truancy Court \$135.68; 24/7 Sobriety \$29,856.60; ROD M&P \$103,247.36; Rural Access Infrastructure \$551,894.22; TIF Debt Service \$58,170.08; Landfill + cash change \$6,823,795.87; Landfill – restricted \$1,894,495.06; Trust and Agency Funds \$1,322,882.87; Grand Total General Fund Cash & Investments \$30,679,780.04. All members present voting aye. Motion carried.

#### TRAVEL REQUESTS:

Moved by Commissioner Gage, seconded by Dinger to approve the following Travel Requests: Derek Hoefert & Josh Lee from Sheriff's Office to attend Interdiction Academy at West Fargo Police Department on July 14, 2025; Wes Graff & Josh Lee from Sheriff's Office to attend SD Narcotics Officers Assoc. Conference in Deadwood on April 30 – May 2, 2025; Derek Hoefert from Sheriff's Office to attend Proactive Patrol Tactics for Rural Areas Training at Aberdeen Police Department on March 4-5, 2025. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Commissioner Wiese seconded by Gage to approve and authorize Chairman Sutton to sign the following Lease Agreements: Rustin Schone for lease of Club House on June 27-30, 2025 for a wedding; Elyce Kastigar for lease of Richmond Lake Youth Camp on July 18-20,2025 for a wedding. All members present voting aye. Motion carried.

#### COMMITMENT LETTER FOR FEMA HAZARD MITIGATION:

Moved by Commissioner Dennert, seconded by Wiese to approve and authorize Chairman Sutton to sign the Commitment Letter to confirm that Brown County has agreed to participate in the FEMA Hazard Mitigation plan. All members present voting aye. Motion carried.

OTHER BUSINESS: None

#### EXECUTIVE SESSION:

Moved by Commissioner Wiese, seconded by Dinger to go into Executive Session for Contracts, Personnel and Legal 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 Dennert to adjourn the Brown County Commission at 10:06 a.m.  
All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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