

## JANUARY 3, 2017 -REORGANIZATION MEETING

This being the reorganization meeting of the Brown County Commission for year 2017, said Board convened at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota. Present were Commissioners Nancy Hansen, Rachel Kippley, Tom Fischbach, Doug Fjeldheim and Duane Sutton.

Father Richard Zephier, St. Mark's Episcopal Church led the Pledge of Allegiance and opened with Prayer.

Maxine Fischer, Brown County Auditor called for nominations for Brown County Commission Chairman for year 2017, pursuant to SDCL 7-8-15.

Commissioner Fischbach nominated Rachel Kippley for Chair. Moved by Fischbach, seconded by Fjeldheim that nominations cease and a unanimous ballot be cast for Rachel Kippley, 2017 Chair. All members present voting aye. Motion carried.

Commissioner Hansen nominated Doug Fjeldheim for Vice Chair. Moved by Fischbach, seconded by Hansen that nominations cease and a unanimous ballot be cast for Doug Fjeldheim, 2017 Vice Chair. All members present voting aye. Motion carried.

### MINUTES:

Moved by Sutton, seconded by Hansen to approve the Joint City/County Meeting minutes and the General Meeting minutes of December 27, 2016. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Fischbach to approve the following claims:

Workman's Comp: SDML Worker's Compensation Fund \$146,666.00.

Professional Fees: Aberdeen Area Chamber of Commerce \$325.00; SD Assoc. of County Commissioners \$6,711.00; SD Assoc. of County Officials \$3,082.17; Tyler Technologies \$22,427.22.

Repairs & Maintenance: Honeywell \$25,568.10; Interstate Power Systems \$2,212.00.

Supplies: A & B Business \$134.28; BLR \$1,073.98; Civic Research Institute \$179.95; Dakota Mailing & Shipping \$687.08; Pitney Bowes \$126.00.

Utilities: AT & T \$69.99; NWPS \$106.93. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve request to fill vacancy for part-time correctional officer in JDC at \$13.42 per hour
- Approve moving Tobias Stugelmayer and Michael Arnoldy to PT Maintenance 2<sup>nd</sup> year @ \$10.89 per hour, effective January 1, 2017 All members present voting aye. Motion carried.

### BONUS DAYS/JULY COMMISSION MEETING:

Moved Hansen, seconded by Fjeldheim to approve Good Friday (April 14) and the day after Thanksgiving (November 24) as fiscal year 2017 bonus days off; and further state that the Commission will meet Wednesday, July 5, 2017, as the 4<sup>th</sup> of July falls on Tuesday. All members present voting aye. Motion carried.

### PERSONNEL:

Moved by Hansen, seconded by Sutton to appoint Dirk Rogers as Highway Superintendent, retro-active from March 17, 2016 – December 31, 2016; and further appoint Dirk Rogers as Highway Superintendent, per SDCL 31-11-1 for a two-year term, effective January 1, 2017 – December 31, 2018. All members present voting aye. Motion carried.

## 2017 SALARY SCHEDULE:

Moved by Sutton, seconded by Hansen to approve the following salaries, effective December 18, 2016: Annually States Attorney Chris White 79,694.16; Sheriff Mark Milbrandt 72,187.96 (plus \$500 per pay period to oversee Communications Center); Auditor Maxine Fischer, Treasurer Sheila Enderson, Register of Deeds Carol Sherman 58,233.24; Commissioners (plus county paid portion of optional insurance coverage) Nancy Hansen 20,750.86, Rachel Kippley, Tom Fischbach, Duane Sutton, Doug Fjeldheim 21,335.86; Deputy States Attorney's Ryan Vogel 66,500.00, Karly Winter 60,000.00, Ernest Thompson 54,897.52, Jodi Brown 17,233.84 (Victims Assistance) 33,000.00 (SVAWA Grant), Larry Lovrien 26,000.00; Victims Specialist Brittany O'Day 48,880.00; Building Superintendent Judy Dosch 53,155.70; Chief Information Officer Paul Sivertsen 106,100.02; Commission Assistant/Human Resource Director Gary Vetter 62,889.58; Communications Director/Deputy Sheriff John McQuillen 60,732.62; Director of Equalization Mary Worlie 57,784.22; EM Director Scott Meints 59,595.64; Fair Board Manager Derek Ricci 47,476.00; Fairgrounds Superintendent Kurt Smith 48,516.78; GIS Coordinator Scott Madsen 59,838.22; Highway Superintendent Dirk Rogers 69,275.44; Juvenile Detention Supervisor Brian Bahr 43,040.00; Landfill Manager Mike Scott 60,853.26; Museum Director Sue Gates 47,674.12; Planning/Zoning/E911 Rural Addressing Director C Scott Bader 48,516.52; Sheriff/JDC Nurse Tanya Mitchener 53,040.00; Veterans Service Officer Aaron Walberg 48,830.08; Welfare Director Clifford Rhodes 52,540.02; Chief Deputy Sheriff Tom Schmitt 66,316.64. Weed Supervisor Chris Hemen 41,040.00. Coroner and Deputies: Michael Carlsen, Allie Ryckman, Devin Rogers, Daniel McCoy \$150.00 per call. Blood Draw: Harmony Mattson, Pamela Smid \$50.00 per draw. On Call Nurse: \$15.00 per phone call, \$35.00 per one hour or less physical visit, \$25.00 per hour over one hour physical visit: Pamela Smid, Jennifer Kamin, Harmony Mattson. Per Meeting: Darwin Bettmann, Stanley Beckler, Patrick Keatts, David North, Jerry Streckfuss, Dale Kurth, Dennis Weidebush, Mark Hoven, Duane Jark, Troy Knecht \$40.00 per meeting. Per Hour: Assistant Landfill Manager Don Fischer 20.48. Deputy Director of Equalization Gene Loeschke, Russell Metz 23.41. Chief Office Deputies (Auditor, Treasurer, Register of Deeds) Lynn Heupel, Dorene Borchard, Patricia VanMeter, Roberta Nichols 23.41. Veterans Service Assistant Kathy Schlecht 23.41. Highway Shop Foreman Mark Wendt 24.26. Highway Department Assistant Kendell Titze 23.41. Human Resource Assistant Erin Doering 23.41. Assistant Communications Director James Petrich 20.85. Assistant Emergency Management Director Patti Woods 20.85. Appraisers: Sarah Swenson 17.32, Barry Kusler 20.61, Kathy Fischer 22.39. Technology Support Specialist: Joseph Adam 21.62, Cory Lane 22.05. Chief Office Deputies (Sheriff, Welfare, States Attorney, Director of Equalization) Polly Rush, Roxy Hilgenberg 20.56, Kathy Neitzel 20.81, Penny Hart 24.01. Legal Secretary I Jessica Rychlik 16.06. Legal Secretary II Tracy Madsen, Kristina Vetter 17.28. Office Deputies, Museum Curators, Secretaries/Clerks Becky Desens 14.84, David Engraf 15.11, Patricia Kendall 15.37, Catharina McNickle 15.64, Sonje Oban 15.84, Tracy Engquist, Cindy Woodford 16.24, Andrew Janusz 16.65, Sara Swisher, Mariann Malsom, JoAnn Sheffield 16.83, Jackie Ormand 16.88, Lora Schaunaman 17.13, Cindy Meyers 17.18, Sandra Green 17.33, Jolene Forsting 17.38, Sherri Rawstern 17.63. Clerk, Secretary, Maintenance, Parts Sarah Hartje 14.56, Bill Rohrbach 14.83, Cindy Eppard 16.34, Monte Podoll 16.90. Sheriff Department Clerical & Cooks Nicole Tveit 15.37, Sandy Woytassek 15.70, Teresa Mann, Kristin Barstad 17.05, Sandy Mielke, Jesse Milbrandt 18.37. Dispatchers Christine Richards, Miranda Graves 16.14, Derek Jangula, Aaron Gasser, Dawn Allam 16.78, Jonathan Waller, Cory Erhardt 17.13, Erin Bacon 18.46, Tonya Walth 19.45, Melony Flinn 19.60, Sara Jesz 19.65, Sheila Anderson 20.10. Highway Seasonal Les Schaible 12.73. Fairgrounds/Landfill/Maintenance Labor Grade 3 Dan Schlosser 16.25, Mickey Schulz 17.26, John Weig 19.04. Highway Labor Grade 3 John Florey, Troy Grote, Mike Rohrbach 17.89, Kyle Kost 18.07, Tray Mercer, Dean Zimmerman 18.17, Dennis VanHeerde 18.42, Glen Neumiller 18.37, Kevin Ernst, Charles Gruenstein 18.46, Larry Hardy 19.42, Fairgrounds/Landfill Labor Grade 4 Austin Hoffman 17.17, Terry Lout 17.89, Randy Kutter 18.50, Nyle Jenson 19.43. Highway Labor Grade 4 Jeremy Eppard 18.12, Matt Heupel 18.41, Dana Breske 18.70, Brad Nehlich 18.93. Highway Labor Grade 5 Gerald Lehrkamp 18.61, Nicholas Juenger 18.80, Casey Jensen 18.90, Bryan Owens 19.00, David Bruckner 20.60. Highway Mechanics Labor Grade A (with cdl)/Outside Shop Foreman Eugene Pence Jr 20.28, Kurt Pigors 20.37, Daryl Lloyd 20.56, Paul

Wipf 20.76, Deputy Sheriff Brandon Black 20.27, Keith Baker 20.61, Linn Kamin, Jonathan Lemke 20.95, Wes Graff 21.29, Ross Erickson 22.28, Ben Smith, Nathan Smith 22.69, Damian Bahr 23.49, Craig Nelson 23.54, Brian Koens 23.59, Terrence Evans 23.64, Scott Kolb 24.24. Home Detention Supervisor/Assistant JDC Supervisor Danica Hillestad 18.03, Brenda Hammrich 21.14. Correctional Officers (Adult and JDC) Scott Richards, Tanner Podoll, Crystal Hammer, Rachel Wilson, Wyatt Youngblom, Jacob Schrupp, Quincy Bad Moccasin, Andrea Merrell 15.83, Jaclyn Nagel, Justin Yablonski, Elise Westfall, Cameron Refsland 16.17, Christeen Krahll 16.51, John Clark, James Harpel, Ermelinda Marcuson, Ryan McClain, Brandon Mills 17.18, Stacie Wasem, Adelaide Mouna 17.53, Jennifer White 17.87, Joseph Embury 18.56, Michael Ernst 19.22, Samiuela Mouna 19.27, Russ Ochsner, Kristal Koens 19.52, Cindy Mitchell, Jeffrey Kirnan 19.57. Part time employees – per hour: Logan Gauer 9.26, Michael Arnoldy, Tobias Stugelmayer, Bob Heupel 10.17, Tammie Niemann 11.21, Richard Schooley 11.38, Richard Burns, Paul Swanson 11.44, Marianne Marttila-Klipfel, Mary Baird 13.08, Julie Hermansen, Robert Baumgartner, Maggie Bell, Brian Marcuson, Doreen Howell, Charlie Tveit, Abby Jung, Carol Wolf, Margarita Okunsaya, Anne Weig, Breanne Bjerke, Henry Fulda, Donna Olson, Curtis Kline 13.42, Vaughn Ayala, Robert Caputo, Mari Flack 14.27, Tom Lammon, Jeff Hayes, Steven Ramsdell, John Ness, Keith Enderson, Michael Lout, Peter Hesla, Cindy Jung, William Winter 15.11, Robert Retzer, Merv Heaton, Jerod Blair 16.66, Diane Lehr 16.70. Differential Pay: Correctional Officers, Deputy Sheriffs, Dispatchers: 4:00 P.M. to 8:00 A.M. Monday thru Thursday \$1.00 per hour, 4:00 P.M. Friday to 8:00 A.M. Monday \$1.50 per hour. Dispatchers for Training at Terminals: \$0.30 per hour all shifts. Highway employees when pulling train \$0.80 per hour. NOTE: All overtime calculated on base pay. GUARDS: \$100 per day for each round trip less than 400 miles; \$125 per day for each round trip over 400 miles – Neil Bittner, Brock Schiferl, Daniel Harvey, David Hunter, Jamie Milbrandt, Brenda Schmitt, Fred Schmidt, Eric Voigt, Rebecca Hill, Drew Ottenbacher, Jeff Carlson, Eldon Reich, Jarrod Zaruba, Nick Cochrane, Amy Lake-Harmon, Curtis Kline, Dan Studelska, Mayme Baker, Kyle Stoddard. All members present voting aye. Motion carried.

#### OFFICIAL NEWSPAPERS:

Moved by Fjeldheim, seconded by Fischbach to designate the following as the official Brown County newspapers for year 2017 (SDCL 7-18-3): Aberdeen American News, Aberdeen, SD; The Groton Independent, Groton, SD; Dakota Press, Groton, SD. All members present voting aye. Motion carried.

#### DEPOSITORIES:

Moved by Hansen, seconded by Fjeldheim to designate the following as official depositories for Brown County public funds for year 2017 (SDCL 7-2-13), with funds deposited in the name of Sheila Enderson, Brown County Treasurer: Dacotah Bank; US Bank; First Savings of Beresford, Hecla Branch of Hecla; First State Bank of Warner; First State Bank of Warner, Aberdeen Branch; First State Bank of Claremont, Columbia Branch; First State Bank of Claremont, Claremont Branch; First National Bank of Frederick; Plains Commerce Bank; Great Western Bank; Great Plains Bank; CorTrust. All members present voting aye. Motion carried.

#### COMMISSION COMMITTEE ASSIGNMENTS:

Moved by Fischbach, seconded by Hansen to approve the following Commission Committee assignments for 2017: Tom Fischbach - Range Fire Suppression, LEPC, County Buildings, Union Negotiations, Aberdeen/Brown County Regional Railroad Authority Commission, Grow SD (NESDCAP), FSA Representative; Duane Sutton - Aberdeen Development Corporation, NECOG, CART, Fair Board, SD Public Assurance Alliance, Dacotah Prairie Museum Board, Liason 4-H Leaders Association/Promotion & Expansion Committee, SDACC Catastrophic Legal Board; Nancy Hansen - Union Negotiations, Senior Citizens Board, Liaison to Welfare, NE Mental Health Board; Doug Fjeldheim Airport Board, NECOG, Glacial Lakes, Sick Leave Bank; Rachel Kippley: Weed & Pest Control Board, Fair Board, Risk Management Committee, Legislative Contact, Planning & Zoning Board, JDAI (Juvenile Detention Alternative Initiative), Alternate for Aberdeen/Brown County Regional Railroad Authority Commission. The States Attorney will assist in conducting labor negotiations. All members present voting aye. Motion carried

**BOARD APPOINTMENTS:**

Moved by Fjeldheim, seconded by Fischbach to appoint the following CERT Members: Nicholas Huber, Weylin Huber, Kieth Hughes, Charla Imrie, Jason Kuntz, Alexandra Little, Jared Little, Rachel McCleary, Gary Veter, Tom Waletich, Janice Waltman, Pam Wiscarson; and further remove Rich Kezar from the active CERT Member list. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Hansen to appoint the following Citizens Corp Council Members: Roland Moerke, Mark Stoks, Paul Bohling and Freddie Robinson, term effective January 1, 2017 – December 31, 2019. All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Hansen to approve the following Brown County Dive Team Members: Trent Anderson, Rodney Bade, Cody Bonn, Mike Kost, Dave McGuire, Brett Toennies, and Jason Vilhauer. All members present voting aye. Motion carried.

Moved by Hansen, seconded by Fischbach to approve the following 4-H 2017 Promotion and Expansion Committee: (4-H Volunteers) Heather Basham, Brad Sharp, Sheryl Erickson; (4-H Youth) Dan Sharp, Trey Wright; (Non 4-H Adults) Ashley Smith, Adam Franken; (Ag Representative) Gary Sharp; (Commission Liaison) Gary Vetter. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to appoint Jo Miller, Rick Pigors, Jan Schile, Sara Schumacher and Jayson Tollefson to 2<sup>nd</sup> term (2017-2019) on the Brown County Fair Board. All members present voting aye. Motion carried.

**VOLUNTEERS/WORKER COMPENSATION:**

Moved by Fjeldheim, seconded by Sutton to list the following volunteers for work comp purposes (CERT, Citizens Corp, Dive Team, Fair, Museum, 4-H Promotion/Expansion): John Adams, Marie Adams, Joe Akkerman, Terry Anderson, Trent Anderson, Marty Axlund, Erin Bacon, Rodney Bade, Richard Bakeberg, Garrid Baldwin, Diana Banker, Tom Barstad, Heather Basham, Becky Berreth, Christopher Beusch, Betty Beyer, Chad Bierman, Sandra Bierman, Evelyn Blum, Jan Bohling, Paul Bohling, Cody Bonn, Gayle Bortnem, Donna Bratland, Robert Bray, Mercedes Buchanan, Becky Burdick, Ross Burdick, Conald Burgard, Tom Carlson, Nancy Clark-North, Michael Connelly, Luanne Cunningham, Ryan Cunningham, Kathleen Daly, Val Daschel, Casey Dennert, Douglas DeVore, Kaye DeYoung, David Didreckson, Marvin Dreesen, Ken Dulik, Joseph Dulik, Carolyn, Eaton, Wes Elliott, Janet Elsen, Darin Emery, Curtis Erickson, Jan Erickson, Kristie Erickson, Sheryl Erickson, Melissa Erlenbusch, Adam Franken, Don Ganje, Allen Gates, Susan Gerlach, Steve Gisi, JoEllen Gonsoir, Scott R Grebner, Joshua Halsey, Gerald Helm, Pat Helm, Janet Herman, Trixie Hettich, Carmel Heyd, Bill Hild, Mary Jo Hild, Nicholas Huber, Weylin Huber, Kieth Hughes, Richard Humphries, Randy Imberi, Charla Imrie, Michele Johnson, Brian Johnson, Zach Kern, Chris Kiesz, Lee Koch, Michael Kost, Ron Kost, Kasia Kramer, Laura Kramp, Jason Duntz, Brian LaCroix, Marilyn Lahr, Alexandra Little, Jared Little, Dana Locken, Greg Markley, Tim Mattern, Douglas Mayer, Gretchen Mayer, Mike McCafferty, Rachel McCleary, Dave McGuire, Wendy Mehlhaff, Carla Meints, Trevor Meints, David Meyer, Maria Meyer, Janice Miller, Jo Miller, Roland Moerke, Joseph Muller, Gordon Nelson, Evelyn Nikolas, Jerry Ochsner, Gayle Opp, Barb Paepke, Tom Paepke, Jason Pettigrew, Cindy Pigors, Rick Pigors, Lois Pletten, Nancy Radke, Jean Rahja, Bryan Rau, Chris Rawstern, Douglas Reiersen, Bonnie Robinson, Freddie Robinson, Mike Russell, Caroline Schli, Ken Santema, Jorge Sasieta, Jean Schaffer, Neil Schaubman, Cindy Schick, Jan Schile, Lois Schleder, Jacie Schley, Deb Schlosser, Kimberly Schneider, Nancy Schrenk, Sara Schumacher, Brad Sharp, Brian Sharp, Dan Sharp, Donna Sharp, Gary Sharp, Gretchen Sharp, Dale Smid, Ashley Smith, Ray Sorenson, Mark Stoks, Kelly Streich, Jesse Swallow, Jeff Swank, Karen Swank, Chip Swanson, Lowell Swanson, Marian Swanson, Ryan Swenson, Stu Swenson, Linda Thurston, Brett Toennies, Jayson Tollefson, James Torbert, Karen Treeby, Brandon Ullrich, Mike Ullrich, Jason Vilhauer, Tom Waletich, Janice Waltman, Pat Waltman, Alisha Warrey, Kim Weaver, Kathy



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Webb, Todd Weber, Casey Weismantel, Pam Wiscarson, Cara Wollman, Brianna Woods, Tom Woods, Chad Wright, Amy Wright, Trey Wright. All members present voting aye. Motion carried.

**FSA DOCUMENTATION:**

Moved by Sutton, seconded by Hansen to confirm appointment made January 15, 2008 of Tom Fischbach as the authorized Brown County representative for all FSA documents regarding County owned property. All members present voting aye. Motion carried.

**HOUSING AND REDEVELOPMENT COMMISSION:**

Moved by Hansen, seconded by Fischbach to appoint Duane Sutton to the Housing and Redevelopment Commission of Brown County, effective July 10, 2016 – July 9, 2021. All members present voting aye. Motion carried.

**DESIGNATION OF DEPUTIES:**

Commissioner Fischbach offered the following Resolution:

**RESOLUTION #1-17**

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 - 1 Chief Deputy, 3 Deputies, 1 part-time employee; Treasurer - 2 Chief Deputies, 5 Deputies, 1 part-time Clerk; Register of Deeds - 1 Chief Deputy, 4 Deputies, 1 Clerk. All extra help hired by County Officials must first be approved by the County Commission.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**INVESTMENT POLICY:**

Commissioner Sutton offered the following Resolution:

**RESOLUTION #2-17**

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, as designated by the Brown County Commission, and

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

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**INTEREST POLICY:**

Moved by Sutton, seconded by Fischbach 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. The County's policy is to credit all income from deposits and investments to the General Fund, except for interest earned on specific certificates of deposits and financial assurance savings account of the Solid Waste Fund. 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. Accordingly, in 2017 fund transfers of investment earnings to the General Fund shall occur in all funds except Fund #201 Highway. All members present voting aye. Motion carried.

#### EXPENSE POLICY:

Moved by Fischbach, seconded by Hansen to set the following expense rates for Brown County employees for year 2017:

Meal reimbursement made only for out of County travel

|           | In-State       | Out-of-State   |
|-----------|----------------|----------------|
| Breakfast | \$ 6.00        | \$10.00        |
| Lunch     | \$11.00        | \$14.00        |
| Dinner    | <u>\$15.00</u> | <u>\$21.00</u> |
|           | \$32.00        | \$45.00        |

Qualifying time for meal allowances:

Breakfast - leave before 5:31 a.m. - return after 7:59 a.m.

Lunch - leave before 11:30 a.m. - return after 12:59 p.m.

Dinner - leave before 5:31 p.m. - return after 7:59 p.m.

Lodging reimbursed at actual cost, receipt required (if possible have direct billing, as County tax exempt).

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 47 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. All members present voting aye. Motion carried.

#### EXPENSE POLICY - ELECTION OFFICIALS:

Moved by Sutton, seconded by Fjeldheim to set fee of \$180.00 for vote center officials working on Election Day, \$80.00 for absentee ballot officials working on Election Day, \$20.00 for vote center officials attending Election Schools, \$5.00 for use of personal cell phone on election day (maximum \$5.00 per vote center), and to set minimum mileage at five miles when claimed by vote center/absentee ballot official. All members present voting aye. Motion carried.

#### EXPENSE POLICY FOR BROWN COUNTY BOARDS:

Moved by Sutton, seconded by Fjeldheim to set the following policy for the boards appointed by the Brown County Commission. Dacotah Prairie Museum Board – No per diem - Maximum two three-year terms. Fair Board – No per diem – Maximum two three-year terms. Planning/Zoning Board - \$40.00 per meeting attended, plus mileage per County policy, if reside out of Aberdeen City – Five-year terms – No term limit per January 1, 2004 Commission Minutes. Weed & Pest Control Board - \$40.00 per meeting attended, plus mileage per County policy, if reside out of Aberdeen City – Three year terms – No term limit. Appointments to fill vacated positions on a board will be for the remainder of the term of the position vacated. If the remainder of the term is over one-half of the regular term, this appointment will count as a full term regarding term limits. Appointees to all boards shall not receive pay or other forms of benefit or benefits that extend beyond the termination or expiration of their appointment to a county board. All members present voting aye. Motion carried.

# TAX DEED NOTICES:

Commissioner Hansen offered the following Resolution:

## RESOLUTION #3-17

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, Sheila Enderson to request States Attorney Chris White and States Attorney Office personnel to act as agents to process said tax deeds and notices.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

## FAIRGROUNDS RENTAL RATES:

Moved by Fjeldheim, seconded by Fischbach to establish the following Fairgrounds rental rates:

### FAIRGROUNDS RENTAL RATES - EFFECTIVE JANUARY 1, 2017

Storage Space Rental: October 15 to April 1<sup>st</sup> - Prepaid Lease -No Refunds - \$8.00 per linear foot for each unit, including trailer hitch and any overhang. All lengths will be rounded to the nearest foot.

Barn Rental: Brown County will no longer rent out barns prior to horse racing.

Club House : 120' X 80' Per day \$350.00 - Per day for days over two \$175.00 - Clean-up additional \$75.00. Activities obtaining a Special Malt Beverage License - \$35.00 per keg (or equivalent), with proof from wholesaler, excluding Fair Activities, Race Track and Horse Racing.

Expo Addition: 90' x 240'- Per day \$300.00 - Per day for days over two \$150.00 If fairgrounds personnel needs to clean up after the activity..... Clean-up/horse 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 needs to clean-up after the activity.....Clean-up/horse shows and bull riding \$300.00 - Clean-up/other Activities....\$175.00

Horse Stalls: Set up fee - per stall. \$12.00

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: Not to go out of County-except for Governmental Agencies -Per event \$100.00 Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

People Movers - \$75.00 per event. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

Bleachers - Brown County will no longer rent out the bleachers.

Benches: \$3.00 per bench per event. Benches 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.

Picnic Tables: \$25.00 per table. Picnic tables 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.

Campgrounds: \$20.00 per day or \$130.00 per week for pads with power and water. \$23.00 per day or \$150.00 per week for pads with power, water and sewer drops. This includes a 5% State 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. All members present voting aye. Motion carried.

## YOUTH CAMP RENTAL RATES:

Moved by Fjeldheim, seconded by Hansen to establish the following rental rates:

### RICHMOND YOUTH CAMP RENTAL RATES

EFFECTIVE JANUARY 1, 2017

Booking fee in the amount of \$100.00 and proof of insurance must be submitted at least 30 days prior to date of occupancy.

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Dorm only: \$80.00 per dorm per night.

Lodge Only: \$150.00 per day

Youth Groups: \$5.00 per person per day (Ages 17 and under.)

Adult Groups: If under 30 people will pay daily rates. If over 30 people \$7.00 per person per day. (Ages 18 and older)

Deposit: A \$100.00 deposit is required to guarantee all dates. This deposit will only be refunded if the camp is left in a clean and orderly manner and there is no damage done to the camp. If the cleaning costs and damage costs 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 the Brown County Auditor at 25 Market Street, Ste. 1, Aberdeen, SD 57401.

Cleanup: \$50.00 for the Lodge and \$100.00 for the dorms.

Absolutely no pets allowed in any of the buildings. All members present voting aye. Motion carried.

#### ABATEMENTS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following abatements: Dennis Jones @ \$410.39 (discretionary formula missed); Alex Jones @ \$17.14 (fire damage); Michael Quandt @ \$253.19 (assessment error); Randy Bauer @ \$51.03 (fire damage); Maple River Lodging LLC @ \$159.93 (house gone); Justin Reinbold @ \$1,013.52 (assessment error); Rapid City, Pierre Eastern Railroad @ \$156.80 (railroad tax credits); BNSF Railroad @ \$43,625.73 (railroad tax credits). All members present voting aye. Motion carried.

#### WELFARE GUIDELINES APPENDIX C:

Moved by Sutton, seconded by Hansen to do additional research prior to amending Appendix C of the Brown County Welfare Guidelines. All members present voting aye. Motion carried.

#### SURPLUS PROPERTY:

Moved by Fischbach, seconded by Sutton to declare scrap metal from the Highway Department and Maintenance Department surplus for purpose of sale. All members present voting aye. Motion carried.

#### TMS CONTRACT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign year 2 of 5 year contract with TMS (Theatrical Media Services, Inc) to provide sound, lighting, stage roof and 4 spotlights for the 2017 Brown County Fair @ \$19,500.00. All members present voting aye. Motion carried.

#### LED PROJECT (SA, SHERIFF, JAIL):

Moved by Hansen, seconded by Fjeldheim to amend December 13, 2016 motion to award LED Project – correcting rejected bid price submitted by Muth Electric from \$500,000.00 to \$263,125.00 (time on faxed adjustment was prior to bid opening and mailed copy received prior to contract signatures), per SDCL 5-18A-5(6). All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Sutton to approve and authorize Chair sign Contract with Ladner Electric, Inc. for installation of LED Light Fixtures in State's Attorney Offices, Sheriff Department, and Jail. All members present voting aye. Motion carried.

#### PHASE III PROJECT CHANGE ORDER #2:

Moved by Sutton, seconded by Fischbach to approve and authorize Chair sign Change Order #2 for the Brown County Jail Phase III Project, increasing total bid by \$1,556.35 (total bid @ \$1,991,438.27). All members present voting aye. Motion carried.

#### EQUIPMENT PURCHASE:

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Sheriff Department purchase the 2006 Chevrolet Express Cargo Van (currently being rented for prisoner transports) from the State of SD for \$1,710.00. All members present voting aye. Motion carried.

MEMORANDUM SDSU 4-H:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign Memorandum of Understanding between SDSU Extension to provide guidance and active assistance to the 4-H Advisor; and further that Brown County reimburse SDSU \$18,870.00 for cost share of 4-H Advisor 2017 salary. All members present voting aye. Motion carried.

INMATE HOUSING AGREEMENT:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign agreement with Walworth County for housing Brown County inmates at the Walworth County Jail if overcrowding exists in Brown County in amount of \$95.00 per adult prisoner day and \$195.00 per Juvenile prisoner day. All members present voting aye. Motion carried.

PARTIAL PAYMENTS:

Moved by Fischbach, seconded by Hansen to authorize Sheila Enderson, County Treasurer to accept partial payments for taxes (as authorized by SDCL 10-21-7) on the following property: \$2,000.00 down January 3, 2017; \$500.00 on January 31, 2017; \$500 on February 28, 2017 and \$250.00 per month thereafter on Lt 8 Bk 3 Wylie Park 3<sup>rd</sup> Addition to Aberdeen (626 Willow Drive). All members present voting aye. Motion carried.

ORDINANCE #107:

Moved by Sutton, seconded by Fjeldheim to approve First Reading of Ordinance #107, An Ordinance amending Second Revision Brown County Ordinances, Title 16, Chapter 16.06, Section 16.06.03 Fair Receipts and repeal and restate Title 16, Chapter 16.03 Brown County Fair Manager. All members present voting aye. Motion carried

JAIL EMPLOYEES:

Moved by Hansen, seconded by Sutton to authorize the Sheriff hire four additional Correctional Officers for the Jail. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Hansesn, seconded by Sutton to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

INVENTORY TRANSFER:

Moved by Sutton, seconded by Fjeldheim to transfer Decal #3383 2006 GMC Envoy and Decal #3397 2011 Chevrolet Impala from the Commission to the Director of Equalization fixed asset list. All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 10:25 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JANUARY 3, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Rux, Slaughter-Hansen and Mayor Levsen. Present from County were Commissioners Hansen, Fischbach and Kippley. Commissioners Sutton and Fjeldheim were absent.

ORDINANCE #16-12-01/461:

On motion by Slaughter/Hansen, seconded by Rux, the City unanimously voted to adopt Ordinance #16-12-01/461.

ORDINANCE #16-12-02/462:

On motion by Bunsness, seconded by Johnson, the City unanimously voted to adopt Ordinance #16-12-02/462.

ORDINANCE #16-12-03-463:

On motion by Olson, seconded by Bunsness, the City unanimously voted to adopt Ordinance #16-12-03/463.

ORDINANCE #16-12-01/461:

Moved by Fischbach, seconded by Hansen to adopt Ordinance #16-12-01/461, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini Agricultural District: Donaldson Addition in the NE ¼ of Sec 8-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (38395 131<sup>st</sup> Street). Roll call vote: Commissioners Hansen-aye, Fischbach-aye, Kippley-aye. Ordinance adopted.

ORDINANCE #16-12-02/462:

Moved by Hansen, seconded by Fischbach to adopt Ordinance #16-12-02/462, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lots 1 and 2, Bachmeier Family Subdivision in the N ½ of Lot 1 and Lot 2 in the NE ¼ of Sec 5-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (38387 130<sup>st</sup> Street). Roll call vote: Commissioners Hansen-aye, Fischbach-aye, Kippley-aye. Ordinance adopted.

ORDINANCE #16-12-03-463:

Moved by Fischbach, seconded by Hansen to adopt Ordinance #16-12-03/463, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lot 1, Weiler Subdivision in the NE ¼ of Sec 32-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (12901 384<sup>th</sup> Ave and the property adjacent to the west). Roll call vote: Commissioners Hansen-aye, Fischbach-aye, Kippley-aye. Ordinance adopted.

ADJOURNMENT:

Moved by Hansen, seconded by Fischbach to adjourn the Brown County Commission. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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## JANUARY 10, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Bryn Marvel (daughter of AAN Reporter Shannon Marvel) led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Sutton to approve the General Meeting Minutes and the Joint City/County Meeting Minutes of January 3, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,047.66; Treasurer \$13,930.50; States Attorney \$20,662.44; SVAWA Grant \$1,286.82; Maintenance \$7,309.62; Assessor \$13,625.68; Register of Deeds \$9,373.36; Veterans Service Office \$4,003.11; GIS \$2,301.47; Information Technology \$7,574.38; Human Resources \$3,082.21; Sheriff Admin \$33,512.69; Jail \$48,256.74; JDC \$22,441.10; Welfare Office \$3,665.57; Museum \$8,044.62; Parks & Fairgrounds \$4,689.24; Fair Board \$3,807.92; 4-H \$465.92; Weed \$1,578.40; Planning and Zoning \$2,546.02; Highway \$45,036.25; Communications \$25,503.00; Emergency Management \$3,975.78; Teen Court \$559.45; 24/7 \$3,380.56; Landfill \$12,522.78.

Matching Benefits: FICA \$18,679.31; Medicare \$4,361.58.

Professional Fees: SD State Retirement \$1,379.44, Avera St. Luke's \$84.75; Kristi Brandt \$3,860.20; Br. Co. Bar Assoc. \$100.00; Certified Languages \$1,036.20; Cherry County Court \$1.50; CNA Surety \$50.00; Compass Counseling & Assessment \$1,800.00; Dakotabilities \$200.00; Ryan Dell \$1,334.00; DevNet \$3,281.25; Dohrer Law Office \$4,719.60; Michelle Gaikowski \$78.20; Roberta Goldade \$20.00; Kuck Law Office \$1,016.75; LexisNexis \$100.50; Mark Milbrandt \$35.00; Multi-Cultural Center of Sioux Falls \$2,257.24; Registration Max \$750.00; Rogers Law Office \$1,605.40; Ronayne Law Office \$13,100.02; Schneider Corp. \$2,265.00; SD Dept. of Revenue & Regulation \$444,415.20; SD State Retirement System \$45.00; SD State's Attorney Assoc. \$1,746.00; Christy-Griffin Serr Law Office \$253.00; State Bar of SD \$1,950.00; Tammy Stolle Court Reporting \$72.00; SWANA \$302.00; UND – Pathology Dept. \$6,000.00; Luke Yellow Robe \$1,500.00.

Publishing: Aberdeen American News \$2,143.86; Aberdeen Community Theater \$250.00; Groton Independent \$998.53; Hub City Radio \$300.00; Midstates Printing \$650.00; The Pulse \$50.00.

Rentals: Advantage Self Storage \$1,656.00; Northern Electric \$1,200.00.

Repairs & Maintenance: Butler Machinery \$2,345.30; Dakota Ink & Toner \$121.50; Dakota Tree \$2,550.00; Ecolab \$109.78; Graham Tire \$43.80; House of Glass \$72.45; Hoven Auto Repair \$38.00; IDC \$175.00; Leidholt Electric \$272.99; Lien Transportation \$412.50; Nelson Sales & Service \$132.45; Pierson-Ford \$48.20; Walth Safety Service \$241.50; Woodman Refrigeration \$407.33.

Supplies: A & B Business \$128.68; Ameripride \$59.83; Century Business Products \$26.87; Cole Papers \$487.95; Crescent Electric \$44.93; Dean Foods \$630.48; Earthgrains \$948.95; GovConnection \$104.71; Intoximeters \$380.00; Ken's \$75.47; LabSource \$341.80; Tracy Madsen \$5.29; Marco \$151.06; Menards \$307.11; Network Services \$608.32; Proforma \$172.70; Running's \$76.71; Sander's Sew 'n' Vac \$58.73; Sewing Shoppe \$47.50; Tri-State Water \$15.00; Web Water Bottling Co. \$13.00; West Payment Center \$370.88.

Travel & Conference: AAHRA \$50.00; City of Groton \$200.69; IAFE \$750.00; Brian Koens \$11.00; Scott Meints \$11.00; Dave Meyer \$11.00; Mark Milbrandt \$143.00; Assoc. of SD County Weed & Pest \$390.00; SDAAO \$450.00; Patti Woods \$11.00.

Utilities: AT&T \$171.39; BDM Rural Water \$35.00; CenturyLink \$709.70; James Valley Telecommunication \$218.70; Midcontinent \$395.26; Northern Electric \$351.56; NWPS \$13,592.56; NVC \$5,050.34; Richmond Lake Sanitary Dist. \$2,412.00.

Other: Aberdeen Development Corp. \$20,000.00; FGP \$1,500.00; Martin McCauley \$50.00; NECOG \$23,949.18; Daren Niederbaumer \$120.00; SDACO \$1,128.00.

Buildings: Ladner Electric \$2,957.39.

Machinery & Equip.: State Property Mgmt. \$1,710.00. All members present voting aye. Motion carried.

**PERSONNEL:**

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following employee step increases, effective January 15, 2017: Jesse Milbrandt @ \$18.42 /hr, Jackie Ormand @ \$16.93/hr
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of December 2016: Kendell Titze- 114 @ \$61.56, Dirk Rogers – 570 @ \$307.80, Mike Scott- 190 @ \$102.60, Gary Vetter- 136 @ \$73.44. All members present voting aye. Motion carried.
- Approve amending Employee Policy Manual: E-12 – Holidays: When a holiday falls on a Saturday, the preceding Friday is observed as the paid holiday for eligible County employees. If the Holiday falls on a Sunday, it is observed on the following Monday. Exception: Sheriff Field Deputies, Jail/24-7/JDC/HD Correctional Officers and Communications Center Dispatchers who are required to work and are paid for the actual Holiday day. All members present voting aye. Motion carried.

**RESTRICTED USE SITE PERMIT:**

Commissioner Sutton offered the following Resolution:

**RESOLUTION #4-17**

Authorizing the renewal of a Restricted Use Storage and  
Disposal Facility Permit for Dahme Construction Company, Inc.

WHEREAS, the Dahme Construction Company, Inc. desires to renew permit for a Restricted Use Storage and Disposal Facility for the purpose of Solid Waste Management; and

WHEREAS, the use of this facility is not in conflict with any established zoning laws or ordinances; and

WHEREAS, the City will file a Solid Waste application for renewal with the South Dakota Department of Environment and Natural Resources (DEMNR); and

WHEREAS, the DENR will review the application for renewal to determine that the facility can be operated within South Dakota laws and regulations; and

WHEREAS, the DENR may recommend the approval of the permit renewal with conditions adequate to safeguard the environment; and

WHEREAS, the Board of Minerals and Environment will review, modify, approve or deny the permit if the tentative recommendations and/or conditions of the permit are contested by any interested party; and

WHEREAS, the County Commission of Brown County is required to acknowledge application for renewal of a solid waste facility permit prior to the issuance of a solid waste permit.

NOW, IT IS THEREFORE RESOLVED, that the County Commission of Brown County hereby approves application for renewal of the facility permit to be operated under the terms of a solid waste permit to be issued by the Board of Minerals and Environment.



Approved this 10<sup>th</sup> day of January 2017.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**RELIEF LIEN:**

Commissioner Sutton offered the following Resolution:

**RESOLUTION #5-17**

WHEREAS, Brown County has filed a Relief Lien in total amount of \$597.07 (\$366.75 dated Feb 2002 and \$230.32 dated Jun 2003), and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain property from the effect of said lien, on condition the lien balance remain filed against the individuals.

NOW, THEREFORE BE IT RESOLVED that the following real property, described as follows:

Lot 11, Block 47, Second Addition to the City of Aberdeen, Brown County, South Dakota

is hereby released from the effect and force of said lien, on condition that the lien balance remain filed against the individual.

Dated this 10<sup>th</sup> day of January 2017

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**INTEREST STATEMENT:**

Moved by Fjeldheim, seconded by Hansen to accept for filing the October – December 2016 Interest Statement (\$16,387.46), submitted by County Treasurer Sheila Enderson. All members present voting aye. Motion carried.

**WAIVE SOLID WASTE FEES:**

Moved by Fischbach, seconded by Sutton to approve and authorize waiving the following Solid Waste credit slips: National Guard @ \$6.14, Rivett Group Super 8 @ \$32.23, Reuer Sanitation @ \$75.78, Richmond Recreation Area @ \$16.56, A-1 Sanitation @ \$378.86, City of Aberdeen @ \$5.40, Landfill @ \$109.60, Northern Electric Cooperative @ \$4.44. All members present voting aye. Motion carried.

**FAIRGROUNDS HAY CUTTING OPTION:**

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign 2017 renewal option for lease of approximately 25 acres of county hay land located at the Brown County Fairgrounds, Lot 1 First Replat of Dahme Northview Addition SE 1-T123-R64. All members present voting aye. Motion carried.

**AUDITORS REPORT OF ACCOUNT:**

Moved by Sutton, seconded by Fischbach to approve the December 2016 Auditor's Report of Account with the County Treasurer in total amount of \$14,583,664.91 (total amount of actual cash @ \$4,712.00, cash item (bad check) \$288.00, US Bank @ \$17,127.14, Dacotah Bank @ \$5,758,015.40, Petty Cash @ \$2,000.00, Fund Investments @ \$8,801,522.37). All members present voting aye. Motion carried.

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**EASEMENT:**

Moved by Sutton, seconded by Fischbach to proceed with request for easement at Elm Lake. All members present voting aye. Motion carried.

**ORDINANCE #107:**

Moved by Sutton, seconded by Hansen to adopt Ordinance #107, An Ordinance amending Second Revision Brown County Ordinances, Title 16, Chapter 16.06, Section 16.06.03 Fair Receipts and repeal and restate Title 16, Chapter 16.03 Brown County Fair Manager. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

**BID – ROAD OIL:**

Time and place as advertised to open, read and consider bids for Asphalt Road Oil for 2017 Highway Department Projects. Moved by Fischbach, seconded by Hansen to accept bid, submitted by Jebro (only bid received), as follows: CSS 1H @ \$459.00 per ton; MC-70 @ \$736.00 per ton; MC-3000 @ \$531.00 per ton. All members present voting aye. Motion carried.

**BID DATE SET – HIGHWAY SUPPLIES/EQUIPMENT RENTAL:**

Moved by Sutton, seconded by Fjeldheim to authorize advertising public hearing to open, read and consider bids for the following items: Hot Mix on February 7, 2017 at 8:45 a.m., Gravel Material on February 7, 2017 at 8:50 a.m. and Rental Equipment on February 7, 2017 at 8:55 a.m. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. All members present voting aye. Motion carried.

**BID – MILLING SERVICES:**

Moved by Fjeldheim, seconded by Hansen to award 2017 Milling Services to Loiseau Construction, Flandreau, SD for Full Operation Rental Services for a RS-800 Reclaimer @ \$0.60 SY, Laid down behind reclaimer \$ 0.45 SY and Wintgen 220 Mill @ \$0.35 SY per inch, as bid and awarded by Brown County on March 22, 2016. Contract for Rental Equipment shall be firm and will be in effect for a period of one year from April 1, 2017 to March 31, 2018. All members present voting aye. Motion carried.

**HIGHWAY EQUIPMENT PURCHASE:**

Moved by Sutton, seconded by Fischbach to approve purchase of a JD Blade from Minnesota State Bid in amount of \$320,557.82, on condition all bid requirements required by SD state law are met. All members present voting aye. Motion carried.

**IT EQUIPMENT PURCHASES:**

Moved by Hansen, seconded by Sutton to accept quote, submitted by Riverside Technologies, Inc (RTI) for the purchase of a PROMISE Vess R2600: dual 10G Base-T Raid/NAS with 256TB RAW capacity @ \$41,855.00 for the IT Department; rejecting quote submitted by GovConnection Inc DBA Connection for a Dell Compellent SCv2080 ISCSI, 42x6tb, 252TB RAW capacity @ \$60,616.92. All members present voting aye. Motion carried.

Moved by Hansen, seconded by Sutton to accept quote, submitted by Connection for 6 Microsoft Surface Pro 4 Core i5 4GB 128GB, with Cover @ \$1,081.43 each (total \$6,488.58) for the IT Department; rejecting quote submitted by RTI for 6 Microsoft Surface Pro 4 128GB i5 4GB, with Cover @ \$1,125.00 each (total \$6,720.00). All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

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Moved by Sutton, seconded by Hansen to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien, Gary Vetter and Paul Sivertsen in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion:

Moved by Fjeldheim, seconded by Hansen to authorize the formation of a task force (including, but not limited to representatives from the Commission, Auditor's Office, Treasurer's Office, Director of Equalization Office) to look at the taxation program (BC Connect). All members present voting aye. Motion carried.

LED LIGHTING DISCUSSED:

Judy Dosch, Maintenance presented update on LED Lighting Projects and future areas to be converted.

RECESS:

The Commission recessed at 9:50 a.m., reconvening at 11:00 a.m. with all members present.

EXECUTIVE SESSION:

Moved by Fjeldheim, seconded by Hansen to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed with no action taken; the Commission recessed at 11:57 a.m.; reconvening at 1:00 P.M. with Commissioners Hansen, Fischbach and Kippley present.

EXECUTIVE SESSION:

Moved by Hansen, seconded by Fjeldheim to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed with no action taken.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Hansen to adjourn the Brown County Commission at 3:35 P.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## JANUARY 17, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Fjeldheim to approve the General Meeting Minutes of January 10, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Professional Fees: BMI Music License \$336.00; Dean Schaefer Court Reporting \$351.00; Dohrer Law Office \$266.80; Mark Katterhagen \$15.00; Kuck Law Office \$2,585.40; Language Line Services \$90.04; Lucy Lewno \$144.00; Police Legal Sciences \$1,680.00; Richardson, Wyly, Wise & Sauck Law Firm \$809.60; SD Dept. of Revenue & Regulation \$1,490.98; Christy Griffin-Serr Law Firm \$154.34; Karen Swanda \$15.00; Taliaferro Law Firm \$1,174.98; Yankton Co. Sheriff \$50.00.

Jurors: Diane Ackerson \$11.68; Anthony Arampatzis \$35.20; Michael Becker \$26.80; Louise Bitz \$11.68; Peter Cummings \$11.68; Jeff Dahlberg \$14.20; Natalie Davidson \$878.56; Joseph Fettig \$11.68; Judith Fontenelle \$930.24; Angela Glover \$1,202.40; Phyllis Heier \$11.68; Tamera Heilman \$1,033.60; Joan Henry \$1,095.68; Austin Hieb \$14.20; Kenny Jangula \$11.68; June Jares \$11.68; Caleb Johnson \$826.88; Tracy Klein \$12.52; Rosemary Kraft \$11.68; Thomas Krumm \$11.68; Sharon Lehr \$1,806.40; Leo Leshner \$752.00; Larry Lowe \$22.60; Julie Nikolas \$12.52; Mary Peterson \$11.68; John Price \$11.68; Jerome Rice \$11.68; Kathleen Rux \$11.68; Chaz Sandve-Shuff \$11.68; Reed Schnaidt \$11.68; Shirlee Smith \$19.24; Verlin Stange \$30.16; Laurie Stroh \$826.88; Lindsey Stucke \$11.68; Jean Thomas \$11.68; Boyce Wahlen \$1,033.60; Vicki Wiley \$25.12; Keith Wilkinson \$11.68.

Publishing: Aberdeen American News \$435.29; Dakota Broadcasting \$222.22.

Repairs & Maintenance: A & B Business \$37.99; Active Data Systems \$12,050.00; Dakota Tree Co. \$2,237.00; Ecolab \$216.82; Hoven Auto Repair \$48.98; Huff Construction \$618.35; Marco \$143.08; Midwest Card & ID Solutions \$1,500.00; Spillman Technologies \$40,634.16.

Supplies: Active Data Systems \$4,016.00; American Stamp & Marking Products \$147.63; Bonnie Bitz \$168.00; Cash-Wa \$5,828.84; DPM Mercantile \$84.95; DSG \$593.64; Danko \$41.45; Eddie's Northside \$135.00; Sue Gates \$9.72; GovConnection \$831.29; Laura Jewell \$125.00; Kessler's \$57.86; Lucy Lewno \$6.46; Marco \$36.47; Menards \$32.35; Moore Medical \$257.15; NALCO \$611.80; Running's \$721.68; Web Water Bottling Co. \$26.00.

Travel & Conference: Gene Loeschke \$127.37.

Utilities: Aberdeen City Treasurer \$1,363.20; Century Link \$62.46; Exec. Mgmt. \$65.04; NWPS \$1,556.90; Verizon \$200.05.

Other: Glacial Lakes & Prairie Tourism \$750.00; Safe Harbor \$926.00. All members present voting aye. Motion carried.

### PERSONNEL:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Kari Steiner for Register of Deeds Deputy position, effective January 23, 2017 @ \$14.84/hr.
- Approve hiring Melinda Hopfinger for part-time Jail Cook position, effective January 18, 2017 @ \$15.04/hr. All members present voting aye. Motion carried.

### ABATEMENTS:

Moved by Fjeldheim, seconded by Fischbach to approve the following Abatements: Ernest Frohling @ 457.36 (assessment error); Christopher Stucke @ \$198.69 (assessment error); James Kleinsasser @

\$77.00 (solid waste fee); Marvin Lutz 2016 @ \$79.99, 2017 @ \$75.63 (assessment error), All members present voting aye. Motion carried.

**FAIR CONTRACTS:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign contracts for the 2017 Brown County Fair with Trace Adkins @ \$65,000.00 and Keith Raymond @ \$3,800.00. All members present voting aye. Motion carried.

**ASSESSMENT PLAN 2017:**

Moved by Hansen, seconded by Sutton to support the 2017 assessment plan as presented by Mary Worlie, Director of Equalization and Deputies Gene Loeschke and Russell Metz. All members present voting aye. Motion carried.

**FAIR CAMPING CONTRACT:**

Moved by Sutton, seconded by Hansen to uphold decision of the Fair Board to cancel campground contract, due to individual sub-leasing the spot in 2016. All members present voting aye. Motion carried.

**PARTIAL PAYMENTS:**

An individual requested reinstatement of a contract for partial payment of delinquent taxes. No action was taken at this time.

**JAIL POPULATION:**

States Attorney Chris White explained the increase in Jail population since the passage of SB70 and presented a breakdown of the number of inmates per offense type. SB70 shifted the housing of certain inmates from the State Penitentiary to County Jails, increasing costs and capacity issues. Sheriff Mark Milbrandt concurred that the use of electronic monitoring devices is one option for certain offenses, but other options should be explored.

**EMERGENCY PREPAREDNESS PLAN:**

Robin Bobzien and Scott Meints presented an initial draft outlining the key elements to be included in the Moccasin Creek Levee System Section of the Emergency Preparedness Plan for Brown County. The plan will follow the national ICS (Incident Command System) concept and will be adopted later this year.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Hansen to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.


The Chair declared the executive session closed, with no action taken as a result of the discussion.

**INSURANCE QUESTION:**

Patricia VanMeter, Deputy Treasurer asked if any changes were planned for the 2017-2018 employee health insurance, citing concerns with the current companies coverage.

**ADJOURNMENT:**

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 10:05 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor 

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## JANUARY 24, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

### MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the General Meeting Minutes of January 17, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fischbach, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,048.07; Treasurer \$13,462.10; States Attorney \$21,012.16; SVAWA Grant \$1,286.82; Maintenance \$7,608.91; Assessor \$13,625.69; Register of Deeds \$8,090.14; Veterans Service Office \$4,137.63; GIS \$2,301.47; Information Technology \$7,639.23; Human Resources \$3,082.21; Sheriff Admin \$33,702.12; Jail \$46,884.85; Coroner \$1,200.00; JDC \$21,794.23; Welfare Office \$3,665.57; Museum \$8,172.16; Parks & Fairgrounds \$4,689.23; Fair Board \$4,037.80; 4-H \$509.60; Weed \$2,163.84; Planning and Zoning \$1,866.02; Highway \$44,901.71; Communications \$25,120.64; Emergency Management \$3,980.99; Teen Court \$622.08; 24/7 \$3,197.34; Landfill \$12,982.98.

Matching Benefits: FICA \$18,649.31; Medicare \$4,361.58; SDRS \$37,935.55; Health Ins \$114,495.44, Life Ins \$793.36, Dental Ins \$6,916.05.

Insurance: SD Public Assurance Alliance \$201,301.67.

Professional Fees: AWS \$1,750.00; Bantz, Gosch & Cremer \$4,299.67; Certified Languages \$952.05; Dohrer Law Office \$4,376.80; Dware \$2,500.00; Harmelink, Fox & Ravensborg \$476.64; Helms & Assoc. \$1,350.00; Kuck Law Office \$2,284.40; LBG \$6,398.43; Meierhenry Sargent \$5,442.44; NE Mental Health Center \$2,366.00; Pollard & Larson \$190.00; PulsePoint \$8,000.00; Richardson, Wyly, Wise & Sauck \$101.20; Ronayne Law Office \$10,046.40; SDACHS \$275.00; SD Public Service \$5,650.00; SDSU Extension \$18,870.00; Christy Griffin-Serr \$3,289.00; Kristi Spitzer \$1,300.00; Taliaferro Law Firm \$699.20; Mitch Vilhauer \$437.50.

Publishing: Aberdeen American News \$1,114.13; Midstates Printing \$726.28.

Rentals: 446-Praxair \$22.25; Eugene Mitchell \$50.00.

Repairs & Maintenance: 446-Praxair \$152.67; Aberdeen Plumbing & Heating \$2,249.33; CenturyLink \$1,207.02; Clark Engineering \$23,296.71; Dakota Tree \$450.00; GCR Tires \$208.30; G & K Services \$133.14; HF Jacobs & Son Construction \$2,250.00; House of Glass \$188.06; Howard's Service/Parcel Erickson \$55.00; J & K Painting \$991.98; Lien Transportation \$938.13; Midwest Pump & Tank \$1,082.49; Overhead Door \$122.45; PowerPlan \$956.95; Quality Welding \$36.00; SD Public Safety \$2,840.00; Sheehan Mack \$5,829.10; Thee Glass Doktor \$126.00; Tru Green Chemlawn \$523.80; Wallwork Truck Center \$26.96; Web Water \$1,004.80.

Supplies: 446-Praxair \$1288.03; A & B Business \$952.90; Aberdeen American News \$199.28; AmeriPride \$181.00; Bakken Build Maint \$500.00; CarQuest Auto Parts \$8.27; Dakota Electronics \$512.50; DT Pharmacy \$1,842.19; Fastenal \$117.50; Fire Safety First \$33.48; Geffdog \$521.94; Gemppler's \$502.00; Hanlon Brothers \$105,000.00; Knight Towing \$255.00; LabSource \$343.24; Lar-Jo's \$650.00; Mac's \$99.99; Marco \$1,072.10; Menards \$61.85; Midstates Printing \$303.56; MOCIC \$150.00; NCFE – Warner \$26,655.35; Network Services \$914.41; Quality Welding \$5.00; SD Law Review \$33.02; SD Sheriff's Assoc. \$1,445.93; Share Corp. \$270.00; Sheehan Mack \$2,046.45; Sioux City Foundry \$3,380.00; Sound Decisions \$161.98; Thee Glass Doktor \$261.03; Tyler Business Forms \$144.76; Wallwork Truck Center \$232.39; Web Water \$4,234.73; Weller Truck Parts \$2,850.00; West Payment Center \$1,655.76; Zastrow's \$130.24.

Travel & Conference: AmericInn \$220.00; C. Scott Bader \$109.94; City of Groton \$64.39; Exec Mgmt \$987.94; SD Assoc of County Commissioners \$400.00; Sarah Swenson \$22.56.

Utilities: Aberdeen City Treasurer \$282.40; City of Hecla \$221.08; Dependable Sanitation \$22,865.22; Economy Propane \$362.25; Montana-Dakota Utilities \$30.30; Northern Electric \$2,693.17; NWPS \$3,681.53; NVC \$147.09; Town of Frederick \$48.00; Web Water \$70.78.

Buildings: Ladner Electric \$747.21.

Other: Pizza Ranch \$90.43. All members present voting aye. Motion carried.

**PERSONNEL:**

Moved by Fischbach, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following employee step increases, effective January 29, 2017: Ben Smith @ \$23.39 /hr, Kevin Ernst @ \$18.57/hr. All members present voting aye. Motion carried.

**PLATS:**

Commissioner Sutton offered the following Resolution:

**RESOLUTION #6-17**

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Fliehs' Conservation Easement Tract 1 and Tract 2 in the NE ¼ and in the N ½ of the NW ¼ of Sec 22-T123N-R60W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

**RESOLUTION #7-17**

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "LLJ Fliehs' Conservation Easement Tract 1 and Tract 2 in the NE ¼ of Sec 27-T123N-R60W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

**RESOLUTION #8-17**

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "River Horse Second Subdivision, in the NE ¼ of Sec 4-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**SHERIFF REPORTS:**

Moved by Fjeldheim, seconded by Sutton to approve the following December 2016 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

**ABATEMENT:**

Moved by Fjeldheim, seconded by Fischbach to approve the following Abatement: Danny Buchanan @ \$670.61 (assessment error). All members present voting aye. Motion carried.

**MUSUEM BOARD MEMBERS:**

Moved by Sutton, seconded by Hansen to appoint Lee Schinkel and Shannon Imberi-O'Keefe to first term (1/1/2017 – 12/31/2019) and appoint Wes Elliott to second term (1/1/2017 – 12/31/2019) on the Dacotah Prairie Museum Board. All members present voting aye. Motion carried.

**CITIZENS CORP MEMBER:**

Moved by Fjeldheim, seconded by Hansen to appoint Josh Halsey as an at Large Representative on the Brown County Citizens Corp Council, effective until December 31, 2017. All members present voting aye. Motion carried.

**TEMPORARY ALCOHOLIC BEVERAGE LICENSE:**

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following Temporary Alcoholic Beverage License in conjunction with a special event, submitted by the Olive Grove Golf Course, effective June 10-11, 2017 – Brown County Fairgrounds (Club House) SW ¼-Sec 1-T123N-R64W (map indicating specific area licensed on file with applications. All members present voting aye. Motion carried.

**EQUIPMENT DONATION:**

Moved by Hansen, seconded by Fischbach to acknowledge donation of an Orion Rescue Sled, valued at \$3500.00 from the Aberdeen Driftbusters Snowmobile Club to the Brown County Emergency Management Department. Roll call vote: Commissioners Hansen-aye, Sutton-abstain, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Motion carried.

**BCCHC REPORT:**

DeAnna Harber presented the Brown County Community Health Center Report for October – December 2016.

**DIRECTOR OF EQUALIZATION APPOINTMENT:**

Mayor Mike Levsen joined the Brown County Commission for discussion and vote on the Director of Equalization position, per SDCL 10-3-3; after discussion Commissioner Sutton moved with second by Commissioner Hansen to approve the appointment of Michael Hauke Jr. as Director of Equalization at a pro-rated annual salary of \$57,784.22, effective February 13, 2017. All members present voting aye. Motion carried.

**EMPLOYEE HEALTH INSURANCE:**

Gary Vetter questioned rebidding the employee health insurance in response to concerns about the current coverage. Commissioner Fjeldheim suggested decision be made when new rate schedule for 2017-2018 coverage arrives from current carrier.

**RECESS:**

The Chair declared the Commission recessed at 9:05 a.m. for purpose of computer training from the IT Department; reconvening the Commission at 9:39 a.m.



ADJOURNMENT:

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:40 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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## JANUARY 31, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Fischbach and Fjeldheim. Commissioner Sutton was absent. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Hansen to approve the General Meeting Minutes of January 24, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Fischbach to approve the following claims

Professional Fees: Avera Queen of Peace \$59.90; Avera St. Luke's \$185.00; Bantz, Gosch & Cremer \$1,878.09; Kristi Brandt \$79.80; Carlsen Funeral Home \$1,000.00; Clerk of Courts – State of Alaska \$10.00; Dohrer Law Office \$678.00; Michelle Gaikowski \$262.20; Grand Forks Co. Sheriff \$36.00; Mark Katterhagen \$28.50; Kuusakoski \$2,384.70; Lewis & Clark BHS \$160.00; Lucy Lewno \$265.50; Marco \$116.00; Minnehaha Co. Treasurer \$409.50; NASASP \$39.00; James Patton \$20.00; Richardson, Wyly, Wise & Sauck \$1,022.00; SD Dept. of Revenue & Regulation \$1,660.00; SD-DOT \$4,995.20; SD Network Against Family Violence & Sexual \$200.00; Christy Griffin-Serr Law Office \$2,032.00; Taliaferro Law Firm \$331.20; Tammy Stolle Court Reporting \$198.70; Karen Swanda \$28.50; Travel Leaders \$1,091.60; Yankton Co. Treasurer \$116.25.

Jury: Jodi Aumer \$10.84; Matthew Biegler \$10.84; Brian Braaten \$14.20; Eric Crabb \$10.84; Lisa Cutler \$36.88; Douglas Devore \$11.68; Joshua Devries \$11.68; Jessica Dockter \$10.84; Barry Dunlavy \$10.84; Randall Fastenau \$12.52; LeeAnna Garrison \$10.84; Nancy Gilchrist \$26.80; Layne Gisi \$10.84; Georgia Hatzenbeller \$12.52; Calli Hegge \$10.84; Mark Hoines \$47.80; David Johnson \$15.04; Daysha Lede \$12.52; Thomas Leinen \$10.84; Kaitlin Malsom \$12.52; John Naughten \$11.68; Cindy Pigors \$35.20; Kelsey Saylor \$11.68; Teressa Schipke \$10.84; Kristine Strohfus \$11.68; Monica Swearingen \$26.80; Cody Voegeli \$10.84; Amanda Wipf \$12.52.

Publishing: Aberdeen American News \$131.50; K Hanson 5 \$22.00.

Rentals: Dakota Electronics \$1,540.00; Hart Angus Ranch \$300.00.

Repairs & Maintenance: Dakota Tree Co. \$598.00; Alan Dixon \$674.00; Mark Erickson \$4,420.00; HF Jacobs & Son \$297.50;

Supplies: A & B Business \$710.02; Active Data Systems \$391.15; Bob Barker Co. \$950.64; CPI \$150.00; Dakota Oil \$226.39; Deluxe Small Business Sales \$226.41; DT Pharmacy \$38.40; GovConnection \$6,708.18; Hanse Service Center \$153.42; HF Jacobs & Son \$3,870.56; House of Glass \$624.70; Intoximeters \$2,100.00; Nyle Jenson \$46.82; Lar-Jo's \$524.90; Leidholt Electric \$220.64; Leidholt Tool Sales \$43.76; Lucy Lewno \$9.71; McLeod's \$680.94; Midstates Printing \$1,880.73; Nat'l Notary Assoc. \$107.00; NCFE – Warner \$17,296.00; Network Services \$3,635.01; Pitney Bowes \$15,000.00; Premier Biotech \$645.16; RDO \$885.51; Riverside Technologies \$41,855.00; SD Secretary of State \$30.00; Specialty Mfg. \$69.28; Web Water Bottling Co. \$13.00; Wooden Mallet Custom \$210.00.

Travel & Conference: Aberdeen Area Chamber of Commerce \$10.00; Sarah Hartje \$23.50; SDACHS \$80.00; SDSU Extension \$79.10.

Utilities: CenturyLink \$2,464.26; Montana-Dakota Utilities \$40.65; NWPS \$2,290.98; Verizon \$3,011.56.

Buildings: FASCO \$1,464.00.

Other: NESDCAP \$2,500.00. All members present voting aye. Motion carried.

## HLS REVIEW BOARD:

Moved by Fjeldheim, seconded by Hansen to appoint Scott Meints and Tom Schmitt to the 2017 Homeland Security Regional Review Board. All members present voting aye. Motion carried.

LOTTERY PERMIT:

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair sign lottery application, submitted by Stratford Community Theater for raffles to be held on March 3-5, 10-12, 14, 17-19, 2017. All members present voting aye. Motion carried.

EASEMENT:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign Grant of Easement to the State of South Dakota by and through its Department of Game, Fish and Parks to install, replace and maintain public recreation support facilities and provide public access for a term of 25 (twenty-five) years on area located adjacent to Elm Lake in the SE ¼ of Sec 31-T128N-R65W, Brown County, SD. All members present voting aye. Motion carried.

LEASE AGREEMENT:

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign agreement, submitted by Jill Hansmeier for lease of the Club House on Jun 10-11, 2017. All members present voting aye. Motion carried.

RENEWAL QUOTE:

Moved by Hansen, seconded by Kippley to approve and authorize the Chair sign Renewal Quotation for ArcPad Maintenance (\$250.00) and License Agreement (\$15,000.00) through Esri, Inc. All members present voting aye. Motion carried.

SHERIFF GARAGE DOOR:

Moved by Hansen, seconded by Fischbach to authorize the installation of a door in the Sheriff Department Garage to accommodate an enclosed storage area with easy access at approximate cost of \$3,500.00. All members present voting aye. Motion carried.

COMMISSION ASSISTANT UPDATE:

Gary Vetter, Commission Assistant acknowledged the Welfare Department for the assistance they provide with the calculation of inmate medical bills, which saved \$143,569.77 in 2016; presented the Sheriff uniform purchasing policy for 2017; and relayed request from Diane Lehr, Teen Court to move her office from one area to another in the Millim Office Building. Board concurred.

E-POLL BOOK DISCUSSION:

Deputy Auditor Cathy McNickle explained the need to replace the software and possibly update equipment used at the Vote Centers, due to cancellation of contract by Hart Intercivic (previous provider). Brandon Johnson representing Every One Counts was introduced and discussed software availability and presented a quote in amount of \$125 per e-poll book for software and a three-tier quote on services. Dustin VanBalen, support specialist was also present. Moved by Fjeldheim, seconded by Hansen to authorize the purchase of electronic poll book software (eLect Administrative License) for 34 units @ \$125.00 each; with the scope of service and purchase of hardware to be discussed at a later date. All members present voting aye. Motion carried.

PARTIAL PAYMENTS:

Moved by Fjeldheim, seconded by Hansen to reinstate contract for partial payment of delinquent taxes, with \$800.00 payments due on the 3<sup>rd</sup> of each month (beginning Feb 3, 2017); under condition that any late payment will void the contract immediately; also current taxes must be paid on time in addition to the monthly payments. All members present voting aye. Motion carried.

ABATEMENT:

Moved by Fischbach, seconded by Hansen to approve abatement on property not given senior tax freeze, per SDCL 10-6A-4, due to extenuating circumstances. All members present voting aye. Motion carried.

APPENDIX C – WELFARE GUIDELINES:  
Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #9-17

WHEREAS, Title 2, Second Revision Brown County Ordinance, as amended, required the Brown County Commission, to adopt rules, regulations and appendices necessary for the implementation of a County Welfare Program, in accordance with SDCL 28-13, and

WHEREAS, the rules, regulations and appendices necessary for the implementation of a County Welfare Program were adopted by Resolution #23-16, dated April 5, 2016, and

WHEREAS, Clifford Rhodes, Brown County Welfare Director recommended changes to the fees contained in Appendix C – Burial and Funeral Assistance.

NOW, THEREFORE BE IT RESOLVED that the Brown County Commission amend the fees contained in Appendix C – Burial and Funeral Assistance, as follows:

**Appendix C**  
**Burial and Funeral Assistance**  
**January 31, 2017**

|  |                   | <u>Regular</u> | <u>Cremation</u> |
|--|-------------------|----------------|------------------|
| Infant to three (3) years old:                   | Full service      | \$750          | \$250            |
|  | Gravesite service | \$250          | \$250            |
| Baby committal service (Stillborn to two months) |                   | \$250          | \$250            |
| Premature without service                        |                   | \$75           | \$75             |
| Adult and children*:                             | Full service      | \$1,800        | \$1,800          |
|  | Gravesite service | \$1,800        | \$1,800          |

Oversized Casket

\$250

Grave Liner/cement vault around casket/outer container - \$500

Set up of vault/air tray/disaster pouch - \$195

Opening and closing costs/burial permit - \$500 or \$250 for burial of cremains.

\*Includes transportation in Brown County

Brown County does NOT pay for transportation to gravesite outside of Brown County

Brown County does NOT pay for a burial plot

Brown County does NOT pay for candles, copies of death certificates, fellowship hall, meal, obituary

Traditional full service funeral

\$1,800.00

\$ 500.00

\$ 195.00

\$ 500.00 (opening and closing)

\$2,995.00

Dated this 31<sup>st</sup> day of January, 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 9:35 A.M.  
All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## FEBRUARY 7, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Sutton led the Pledge of Allegiance.

### MINUTES:

Moved by Hansen, seconded by Sutton to approve the General Meeting Minutes of January 31, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Fjeldheim to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,030.06; Treasurer \$13,688.74; States Attorney \$20,522.96; SVAWA Grant \$1,286.82; Maintenance \$7,436.62; Assessor \$13,625.67; Register of Deeds \$8,683.74; Veterans Service Office \$4,137.63; GIS \$2,301.47; Information Technology \$7,637.77; Human Resources \$3,082.21; Sheriff Admin \$34,757.96; Jail \$48,457.47; JDC \$22,447.95; Welfare Office \$3,665.57; Museum \$8,064.98; Parks & Fairgrounds \$4,689.23; Fair Board \$3,823.57; 4-H \$465.92; Weed \$2,004.40; Planning and Zoning \$1,866.02; Highway \$45,292.23 Communications \$24,225.03; Emergency Management \$3,970.57; Teen Court \$734.80; 24/7 \$3,355.03; Landfill \$12,501.76.

Matching Benefits: FICA \$18,621.72; Medicare \$4,355.07.

Professional Fees: Altman Law Office \$1,654.16; Clark Engineering \$4,296.63; Dohrer Law Office \$1,454.00; Marv Ekeren \$22.50; Michelle Gaikowski \$469.20; Helms & Assoc. \$1,265.00; HKG Architects \$3,577.43; Mark Katterhagen \$22.50; Kuusakoski \$2,611.56; LBG \$2,769.30; Lucy Lewno \$166.50; Lincoln Co. Treasurer \$69.06; One Source \$45.00; Richardson, Wyly, Wise, Sauck \$3,134.20; Ronayne Law Office \$11,577.64; SD Dept. of Revenue & Regulation \$3,690.29; Christy Griffin-Serr Law Office \$2,469.50; Siegel, Barnett & Schutz \$1,142.32; Kristi Spitzer \$443.00; Taliaferro Law Firm \$4,331.20; Sara Zahn \$8.00.

Publishing: Glacial Lakes & Prairie Tourism \$251.00; Groton Independent \$811.03; Hub City Radio \$300.00; Northern Exposure \$255.00.

Rentals: Dakota Electronics \$26.25.

Repairs & Maintenance: Crawford's Trucks & Equip. \$497.67; Dakota Electronics \$122.50; DFP \$486.17; Ecolab \$142.18; Great Western Tire \$10.00; House of Glass \$384.25; Lawson Products \$47.83; Mac's \$63.93; Marco \$143.08; Midwest Pump & Tank \$225.00; Pauer Sound \$78.00; PowerPlan \$4,480.77; Quality Welding \$252.00; Sander's Sew 'n' Vac \$149.73; Taylor Laundry \$76.23; Thee Glass Doktor \$73.50; Woodman Refrigeration \$906.63.

Supplies: A & B Business \$419.75; American Stamp & Marking \$94.11; Ameripride \$59.83; Bakken Build Maint. \$500.00; Bob Barker Co. \$4,248.69; Butler Machinery Co. \$2,063.26; Cartney Bearing \$107.81; Century Business Products \$536.02; Crawford's Trucks & Equip. \$1,931.97; Dakota Mailing \$128.62; Dean Foods \$743.43; DFP \$119.88; Earthgrains \$1,053.22; Violet Dinger Estate \$27,707.70; Fastenal \$177.06; GovConnection \$912.16; Great Western Tire \$6,862.61; Hecla Implement \$54.30; Hedahl's \$37.01; Scott Kolb \$29.24; Lang's \$50.00; Lawson Products \$643.83; Lucy Lewno \$6.46; Mac's \$144.66; Teresa Mann \$72.36; Marco \$61.99; Menards \$149.67; Midstates Printing \$101.84; Midwest Pump & Tank \$3,048.52; NCFE – Warner \$20,764.11; Network Services \$1,849.84; Noble Industrial Supply \$652.48; PowerPlan \$1,750.37; Productivity Plus \$30.25; Quality Welding \$73.32; Running's \$618.22; SD Emergency Mgmt. Assoc. \$190.00; Taylor Laundry \$113.00; Thee Glass Doktor \$100.10; US Postmaster \$198.00; Zastrow's Sales \$46.57.

Travel & Conference: Mark Milbrandt \$262.00.

Utilities: Aberdeen City Treasurer \$1,535.91; AT & T \$225.60; BDM Rural Water \$35.00; CenturyLink \$48.06; Exec. Mgmt. \$70.80; Midcontinent \$75.63; NVC \$2,346.79; NWPS \$10,648.40.

Buildings: Huff Construction \$196,074.90. All members present voting aye. Motion carried.

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PERSONNEL:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following employee step increases, effective February 12, 2017: Brian Koens @ \$23.64 /hr, Nicholas Juenger @ \$18.90 /hr, Linn Kamin @ \$21.29 /hr. All members present voting aye. Motion carried.

RELIEF LIEN:

Commissioner Sutton offered the following Resolution:

RESOLUTION #10-17

WHEREAS, Brown County has filed a Relief Lien in total amount of \$452.25, dated May 26, 1999, and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain property from the effect of said lien, on condition the lien balance remain filed against the individual.

NOW, THEREFORE BE IT RESOLVED that the following real property, described as follows:

Lots 17, 18 and 19, Block 4, Town of Orient, Faulk County, South Dakota (106 Main Street)

is hereby released from the effect and force of said lien, on condition that the lien balance remain filed against the individual.

Dated this 7<sup>th</sup> day of February 2017

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

PDM PLAN:

Commissioner Fischbach offered the following Resolution:

RESOLUTION # 11-17  
TO ADOPT THE BROWN COUNTY PDM PLAN

WHEREAS Brown County has experienced severe damage from strong winds, flooding, hail, heavy snow, heavy rain, and tornadoes on many occasions in the past century, resulting in property loss, loss of life, economic hardship, and threats to public health and safety;

WHEREAS a Hazard Mitigation Plan has been developed after more than one year of research and work by Brown County Emergency Management, NECOG, Northern Electric Cooperative, and the Pre-Disaster Mitigation Committee;

WHEREAS the Plan recommends hazard mitigation actions that will protect the people and property affected by the natural hazards that face the County;

WHEREAS a public meeting was held to review the Plan as required by law;

NOW THEREFORE BE IT RESLOVED by the Chairperson and the Brown County Commission that:

1. The Hazard Mitigation Plan is hereby adopted as an official plan of Brown County,
2. The respective County official identified in the strategy of the Plan is hereby directed to implement the recommended action assigned to them. This official will report annually on the activities, accomplishments, and progress to Brown County Commission, and
3. The Brown County Emergency Manager will provide annual progress reports on the status of implementation of the plan to the County Commission. This report shall be submitted to the Commission by November 1st of each year.

Dated this 7th day of February, 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**ORDINANCE - SET HEARING DATE:**

Moved by Fjeldheim, seconded by Hansen to set public hearing for the following Ordinance, to be held in the Aberdeen City Council Chambers on February 27, 2017 at 5:30 P.M: Ordinance #17-02-01/464, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini-Agricultural District and (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Proposed Lot 1, Sunray Addition in the SE ¼ of Sec 8-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (38394 132<sup>nd</sup> Street and 13191 384<sup>th</sup> Ave). All members present voting aye. Motion Carried.

**LOTTERY PERMIT:**

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign lottery application, submitted by Stratford American Legion for raffle to be held on February 12, 2017. All members present voting aye. Motion carried.

**DRONE INSURANCE:**

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair sign proposal for Aircraft Liability Insurance to cover the drone and original camera (second camera has separate insurance) in amount of \$1,040.00, declining TRIA/War coverage. All members present voting aye. Motion carried.

**SPILLMAN UPDATE:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign agreement for an enhancement to Spillman (CAD system for Dispatch) in amount of \$8,750.00 to enhance mapping data capabilities. All members present voting aye. Motion carried.

**BID – ASPHALT CONCRETE PLANT MIX:**

Time and place, as advertised to open, read and consider sealed bids for furnishing and delivery of Asphalt Concrete Plant Mix. Bids were received from Aberdeen Asphalt and Lien Transportation. Moved by Hansen, seconded by Fjeldheim to award both of the bids, purchasing various quantities based on availability and location: Aberdeen Asphalt – Hot Mix Class D Type II (1/2 inch) in amount of \$55.80 per ton, Hot Mix Class D Type I (3/4 inch) in amount of \$55.80 per ton, Cold Mix Class D Type II (1/2 inch) in amount of \$85.00 per ton, Cold Mix Class D Type I (3/4 inch) in amount of \$85.00 per ton; Lien Transportation – Hot Mix Class D Type II (1/2 inch) @ \$55.00 per ton and Hot Mix Class D Type II (3/4 inch) @ \$55.00 per ton. All members present voting aye. Motion carried.

**BID – GRAVEL MATERIAL:**

Time and place, as advertised to open, read and consider sealed bids for furnishing Gravel Material. Bids were received from Hanlon Brothers, Behnke Sand & Gravel, HF Jacobs & Son Construction, Lien Transportation, LG Everist. Moved by Fischbach, seconded by Sutton to award all bids on Gravel

Material based on location and availability, as per tabulation sheet on file in the Auditor's Office (available for public inspection Monday – Friday, 8:00 a.m. to 5:00 p.m.). All members present voting aye. Motion carried.

**BID – RENTAL OF EQUIPMENT:**

Time and place, as advertised to open, read and consider bids for furnishing Full/Bare Operation Rental Services of Gravel Trucks and Road Machinery for construction and maintenance repairs on Brown County Road Projects for year 2017. Bids were received from Aberdeen Asphalt; Butler Machinery; Kevin Bourdon Trucking; Hanlon Brothers; HF Jacobs & Son Construction; Lien Transportation; Sheehan Mack Sales & Equipment; B & B Contracting; Webster Scale. Moved by Sutton, seconded by Fischbach to refer all bids on Rental of Equipment to Dirk Rogers, Highway Superintendent for tabulation and recommendation. All members present voting aye. Motion carried.

**BMX BUILDING:**

Kyle Oswald, BMX Track presented site plan for a building adjacent to the BMX Track and the need for the lease or purchase of an area between the BMX Track and the Boys & Girls Club Building. No action was taken at this time.

**FAIR BOARD UPDATE/MEMBER:**

Derek Ricci, Fair Manager informed the Commission that Avera donated three AED units for use during the Fair and discussed Fair Board Member change. Moved by Fischbach, seconded by Sutton to acknowledge resignation of Gordon Nelson from Fair Board and appoint Janet Elsen to complete the term (2015-2017). All members present voting aye. Motion carried.

**USE OF BUILDING:**

Moved by Sutton, seconded by Fjeldheim to approve the use of the Millim Office Building for the annual 4-H fruit sale. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Hansen to go into executive session for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**ADJOURNMENT:**

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 9:45 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## FEBRUARY 14, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton, Fischbach and Fjeldheim. Commissioner Hansen was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of February 7, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims

Professional Fees: Avera St. Luke's \$10,846.86; Bantz, Gosch & Cremer \$1,808.21; Certified Languages \$569.25; Dohrer Law Office \$968.80; Marv Ekeren \$6.00; Mark Katterhagen \$36.00; Kolker Law \$70.00; Kuck Law Office \$6,845.95; LexisNexis \$106.10; Lucy Lewno \$387.00; Lincoln Co. Treasurer \$36.80; Darcy Lockwood \$15.00; Jerald McNeary \$5,281.81; NECOG \$14,025.00; Richardson, Wyly, Wise, Sauck \$2,885.20; Ronayne Law Office \$1,742.80; Sanford Health \$614.80; SD Dept. of Revenue & Regulation \$676,531.43; Christy Griffin-Serr Law Office \$162.50; Tammy Stolle Court Reporting \$171.20; Karen Swanda \$15.00; Yankton Co. Sheriff Office \$250.00; Luke Yellow Robe \$3,000.00.  
Publishing: Aberdeen American News \$1,429.00; Gregory Plains Publishing \$11.05; Huron Plainsman \$14.91; Rapid City Journal \$25.70; Todd County Tribune \$17.60.

Rentals: 446-Praxair \$23.28.

Repairs & Maintenance: Cartney Bearing \$36.28; Dakota Tree Co. \$900.00; DMI \$6,227.97; EPG Co. \$4,477.06; G & K Services \$209.96; GeoSpatial Experts \$597.00; Laursen Asphalt Repair Equip. \$16.50; Newman Signs \$6.41; Overhead Door \$1,073.42; PowerPlan \$4,547.13; Sheehan Mack \$591.18; Thee Glass Doktor \$10.50; Wallwork Truck Center \$8.88.

Supplies: A & B Business \$25.11; Ameripride \$181.00; CarQuest \$1,133.49; Cash-Wa \$9,345.43; Crescent Electric \$217.03; Dakota Oil \$1,374.43; Danko \$501.03; DMI \$2,112.21; Ecolab Pest Elimination \$101.88; Equipment Blades \$3,136.00; Full Circle Ag \$2,028.26; Galls \$267.96; GCR Tires & Service \$78.00; Geffdog \$94.94; Gorder Supply \$277.00; Hanlon Brothers \$134,075.55; House of Glass \$107.76; J Gross Equip. \$1,199.78; Ken's SuperFair Foods \$9.98; Kessler's \$57.41; Laursen Asphalt Repair Equip. \$427.75; Leidholt Tools \$254.06; Lucy Lewno \$22.67; Marco \$45.68; Network Services \$1,047.73; Newman Signs \$53.20; SD Federal Property Agency \$1,500.00; Sewing Shoppe \$48.00; Sherri Rawstern \$37.94; Sheehan Mack \$991.15; Sioux City Foundry \$5,424.00; Thee Glass Doktor \$26.26; Tri-State Water \$26.00; Wallwork Truck Center \$122.10.

Travel & Conference: Maxine Fischer \$152.00; Nat'l Assoc. of County Engineers \$645.00; Sherri Rawstern \$351.69; SDACO \$100.00; SD Assoc. of County Weed & Pest \$50.00; Chris White \$176.40.

Utilities: Aberdeen City Treasurer \$25.62; CenturyLink \$9.90; City of Hecla \$238.17; Economy Propane \$3,012.15; Northern Electric \$2,847.16; NWPS \$7,908.13; NVC \$118.69; Town of Frederick \$48.00.

Machinery & Equip.: SD Property Mgmt. \$20,000.00.

Other: Safe Harbor \$569.00; SDACO \$1,000.00; Worthmore \$25,000.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Fischbach, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Christina Johnson and Barbara Wacholz, part-time JDC Correctional Officers, effective February 15, 2017 @ \$13.42 per hour.
- Approve hiring the following full-time Jail Correctional Officers @ \$15.83 per hour: Samuel Hoppock (Feb 15), Wayne Kleinsasser (Feb 27) and Hunter Stevenson (Mar 1).

All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Fischbach, seconded by Sutton to approve the January 2017 Auditor's Report of Account with the County Treasurer in total amount of \$15,026,871.04 (total amount of actual cash @ \$5,000.00, US Bank @ \$20,574.33, Dacotah Bank @ \$6,197,772.76, Petty Cash @ \$2,000.00, Fund Investments @ \$8,801,523.95). All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following agreements: Aberdeen Ramkota Inn for lease of 60 tables on Feb 5-6; 4H Triple Threat Livestock Show for lease of the Expo Addition, Petting Zoo Building and Hog/Sheep Barn on June 23-24; 4H Horse Club for lease of the Akkerman Arena on June 21, 2017. All members present voting aye. Motion carried.

#### FAIR CONTRACTS (BOOTH, CAMPER, SPONSORSHIP):

Moved by Sutton, seconded by Fjeldheim to authorize the Chair to sign Booth Rental Contracts, Camper Space Rental Contracts, and Sponsorship Agreements for the 2017 Brown County Fair, as they are presented. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: SDNA District 4 (Nurses) @ \$1,000.00; Vision Communications (radios) @ \$2,250.00; Sherwin Linton @ \$2,300.00; Street Smart Rental (street lights) @ \$5,400.00; The Band Perry (Aug 19 concert) @ \$110,000.00. All members present voting aye. Motion carried.

#### BID – RENTAL OF EQUIPMENT:

Moved by Fischbach, seconded by Sutton to award all bids for Rental of Equipment based on availability, with written or verbal waiver required from low bidder if not available. Complete tabulation sheet on file in the Auditor's Office (available for public inspection Monday – Friday, 8:00 a.m. to 5:00 p.m.). All members present voting aye. Motion carried.

#### BID AWARD - CULVERTS:

Moved by Fischbach, seconded by Fjeldheim to award bid (only bid received), submitted by TrueNorth Steel Company, Huron for furnishing and delivery of metal culverts and bridge material, as bid by Beadle County on January 3, 2017. All members present voting aye. Motion carried.

#### INVESTIGATIVE SERVICES CONTRACT:

Moved by Fjeldheim, seconded by Sutton to authorize Commission Chair sign Investigative Services Agreement with Dave Lunzman (MD Investigations LLC). All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Sutton, seconded by Fischbach to approve the following January 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### ABATEMENTS:

Moved by Fjeldheim, seconded by Fischbach to approve the following abatements: Donald Hylton @ \$419.12 (assessment error); Trixy Schwabe @ \$4.46 (uncollectable); Sharps Inc @ \$51.22 (MH moved); Randy Stanley @ \$272.45 (assessment error); Angela Kreiman – abatement @ \$338.52 and refund @ \$338.53 for 2017, refund @ \$660.63 for 2016, refund @ \$552.83 for 2015 (assessment errors). All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign documentation to assign claims against individuals to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### DIVE TEAM:

Moved by Fischbach, seconded by Fjeldheim to appoint Casey Bade to the Brown County Dive Team, effective February 14, 2017. All members present voting aye. Motion carried.

#### DRONE INSURANCE:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign documentation adding remote control unit coverage to the drone insurance at an additional premium cost of \$65.00. All members present voting aye. Motion carried.

#### BEEF PLANT ROAD DISCUSSION:

Dirk Rogers, Highway Superintendent presented information in regard to future upgrades to sections of the road between S Hwy 281 east to Dakota Street South servicing the beef processing plant, emphasizing that this road is not included in the current Five Year Highway Plan. Dan DeHaan and Stephane Jean, New Angus, LLC joined the discussion and informed the Commission that the processing plant is targeted to be in full operation (1500 cattle per day) in 2017 which will double the amount of truck traffic at the plant; and also presented an engineering draft indicating facility regulations for plant entrances.

#### LOAD LIMITS:

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #12-17

WHEREAS: Enforce Annual Seasonal Load Restrictions on over weight limits, over width load limits, and speed limits on Brown County Roads. All Brown County oil Roads are posted at 6-ton per axle and truck speed of 40 MPH, with the exception of Brown County Road #10, from Brown County Road #13 (Prairiewood Road) north 2.00 miles is posted at 12-ton gross load limit with truck speed at 40 MPH year round.

WHEREAS: The Brown County Board of Commissioners request that the South Dakota Highway Patrol assist and enforce load restrictions on the posted gross limit per axle and truck speed at 40 MPH as posted by the Brown County Board of Commissioners during the February/March/April spring thaw and breakup period that the roads are posted.

THEREFORE BE IT RESOLVED: That the Brown County Board of Commissioners authorizes the Brown County Highway Department Superintendent to work with the South Dakota Highway Patrol to reduce weight maximums due to the thawing and excessive moisture and until the roads are free of frost and become stable. SDCL 32-22-25

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### SEASONAL LOAD RESTRICTIONS:

Moved by Sutton, seconded by Fjeldheim to approve the following seasonal load restrictions for 2017: The Brown County Highway Department seasonal load restrictions will go into effect Thursday, February 15, 2017, or when the load limit signs are installed and displayed, on all Brown County Oil Roads, except the Belt Loop around Aberdeen and other specified roads that are listed below. All Asphalt Roads will be posted at 6-tons per axle and 40 MPH for trucks during the February/March/April spring thaw and

breakup or until roads become stable. No overweight or over-width permits will be issued except in extreme cases of emergency. If such an emergency exists, the following permit fees will be applicable:

Single Permit @ \$10.00

Temporary Permit @ \$20.00

Annual Permit @ \$50.00.

Belt Loop around the City of Aberdeen:

Road #4 from 24<sup>th</sup> Ave north 1.0 mile to County Road #13;

Road #10 from County Road #13 (Prairiewood Road) south 1.0 mile to Road #15;

Road #10 from County Road #19 (Melgaard Road) south 1.0 mile to County Road 14W;

Road #12 from 24<sup>th</sup> Ave NE 1 mile to County Road #13;

Road #12W will not be posted from County Road #19 east to US Highway 281 (2 miles);

Road #12WA from US Highway 12 north 2.0 miles;

Road #13 from County Road #14 west 5.0 miles to US Highway 281;

Road #15 from US Highway 281 east 1 mile to County Road #10;

Road #15 from 385<sup>th</sup> Ave east 0.5 miles;

Road #15 from County Road #12 (Roosevelt Road) east 1.0 mile to County Road #19;

Road #19 from the jct. of County Road #19 and County Road #17 (8<sup>th</sup> Ave NE) north 1.0 mile to County Road #15;

Other Brown County Roads that are not posted are:

Frederick Main Street from US Highway 281 east 0.5 miles to the Frederick City limits;

Road 6A (Richmond Lake Area) Biegler Road off County Road 6

Road 6B (Richmond Lake Area) Youth Camp Road

Road #7 from US Highway 281 east 1.0 mile to Barnard and County Road #10;

Road #9 from US Highway 281 east 1.0 mile to Westport and County Road #10;

Road #9 from State Highway 37 east 7.0 miles to Brown/Marshall County line;

Road #11 from County Road #16 west 10.0 miles to US Highway 281;

Road #11 0.5 miles east of State Highway 37 to Huffton;

Road #12WB from US Highway 12 north to County Road #12W;

Road #14 from County Road #11 south 10.0 miles to US Highway 12;

Road #14 from US Highway 12 south 800';

Road #16 from the town of Columbia south 0.5 miles to County Road #11;

Road #16C from Road #23 south 1.0 miles to the City of Stratford

Road #20 from County Road #9 south 0.02 miles to the railroad tracks;

Road #23 from SD37 west 10.0 miles to Road #16C

Road #23 from US Highway 281 east 1.0 mile to Warner and County Road #10;

Road #23 from US Highway 281 west 0.25 miles;

Road #23B from the Town of Ferney west to State Highway 37;

Road #27 from US Highway 281 west 2.0 miles to the town of Mansfield.

All members present voting aye. Motion carried.

MAXIMUM WEIGHT LIMITATION ON BRIDGES:

Commissioner Sutton the following Resolution:

#### RESOLUTION #13-17

WHEREAS, SDCL 32-22-47 authorizes the board of county commissioners to erect and maintain at a point on the right-of-way and within one hundred feet of both entrances to any bridge and may, where they deem necessary, erect and maintain at the nearest intersection in each direction from any bridge, upon any public highway which it is the duty of the boards to maintain and repair, a conspicuous sign in

large numerals, the maximum weight of any vehicle, laden or unladen, which may enter upon or cross over such bridge, and

WHEREAS, SDCL 32-22-50 authorizes any peace officer having reason to believe that the weight of a vehicle and load is unlawful is authorized to weigh the same.

NOW, THEREFORE BE IT RESOLVED by the Brown County Commission, pursuant to SDCL 32-22-34 the following bridges shall be posted with the maximum weight of any vehicle, laden or unladen, which may enter upon or cross over such bridge, and

FURTHER, BE IT RESOLVED, pursuant to SDCL 32-22-50 the Brown County Commission requests the South Dakota Department of Public Safety and the South Dakota Highway Patrol to enforce any and all bridge weight limits as posted in the following Townships: BR006 New Hope; BR057, BR268, BR268A and BR269 Warner; BR045 Gem; BR066, BR068 and BR069 East Rondell; BR078, BR081, BR087 and BR259 Garden Prairie; BR091, BR093, BR095, BR098, BR114 and BR118 East Hanson; BR117, BR127 West Hanson; BR138, BR142 and BR145 Groton; BR425 and BR 171 Westport; BR218 and BR346 Hecla; BR204 Allison; BR211 Osceola; BR151 Ordway; BR232 Putney; BR234 Cambria; BR238 and BR 271 Columbia; BR245 North Detroit; BR352 Ravinia.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### ADC STRATEGIC PLAN:

Aberdeen Development Corporation Executive Director Mike Bockorny accompanied by Heidi Barclay, Jill Vining and Katie Bachmeier presented The Strategic Plan for ADC explaining the strategic priorities to be used as a guide to execute their mission in future years.

#### LANDFILL UNDERDRAIN SYSTEM:

Landfill Manager Mike Scott accompanied by representatives from Helms & Associates (Lucas Hoover and Bob Babcock) and representatives from LBG (Tim Kenyon and Melissa Fahy) presented update on Cell 1 Unit 2 Underdrain Sampling and MW-500 Headspace Sampling and presented LBG contract for review and approval.

#### LANDFILL MONITORING CONTRACT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign 2017 agreement with Leggette, Brashears and Graham, Inc. for Environmental Monitoring, Investigations and Permit Consultation at the Brown County Landfill at an estimated cost of \$67,935.00. All members present voting aye. Motion carried.

#### LANDFILL WASTE TIRE REMOVAL QUOTES:

Moved by Fjeldheim, seconded by Fischbach to accept quote submitted by New Deal Tire to remove waste tires from landfill in 2017 in the amount of \$150.00 per ton delivered and \$180.00 per ton picked up; rejecting quote from Liberty Tire in amount of \$150.00 per ton picked up. All members present voting aye. Motion carried.

#### LANDFILL UPDATE:

Unit 2/Cell 3 Construction at approximate cost of \$2,330,500.00 to be bid in 2018; draft specs for Pay Loader w/ grapple to be bid in 2017 at approximate cost of \$300,000.00. Board concurred.

#### MAINTENANCE PROJECT UPDATE:

Judy Dosch, Maintenance Supervisor explained the need to add fixtures to the LED Lighting Project for SA, Sheriff and Jail in approximate amount of \$11,896.00 and possible extension of completion date; and further discussed the height of a counter in the Jail booking area.

**JAIL COUNTER:**

Moved by Sutton, seconded by Fjeldheim to approve raising booking area counter to provide additional privacy and safety at approximate cost of \$3,550.00. All members present voting aye. Motion carried.

**PHASE III JAIL PROJECT CHANGE ORDER #3:**

Moved by Fjeldheim, seconded by Fischbach to approve and authorize Chair sign Change Order #3 for the Brown County Jail Phase III Project, increasing total bid by \$8,432.63 (total bid @ \$1,999,870.90). All members present voting aye. Motion carried.

**EQUIPMENT LEASE:**

Moved by Sutton, seconded by Fjeldheim to authorize ordering twenty-five (25) ankle bracelets for use by low risk Jail inmates for purpose of lowering occupancy rate to an acceptable number; and further authorize the Chair sign lease agreement for same. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 10:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## FEBRUARY 21, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Hansen led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Fjeldheim to approve the General Meeting Minutes of February 14, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fischbach, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,909.21; Treasurer \$13,688.75; States Attorney \$19,944.10; SVAWA Grant \$1,286.82; Maintenance \$7,480.96; Assessor \$13,625.67; Register of Deeds \$9,277.35; Veterans Service Office \$4,199.28; GIS \$2,301.47; Information Technology \$7,748.01; Human Resources \$3,082.21; Sheriff Admin \$34,457.14; Jail \$47,020.28; JDC \$21,426.52 Welfare Office \$3,665.57; Museum \$8,192.50; Parks & Fairgrounds \$4,723.13; Fair Board \$3,757.12; 4-H \$582.40; Weed \$1,578.40; Planning and Zoning \$1,866.02; Highway \$45,640.11 Communications \$22,843.44; Emergency Management \$3,967.96; Teen Court \$592.85; 24/7 \$3,414.12; Landfill \$10,989.99.

Matching Benefits: FICA \$18,376.53; Medicare \$4,297.79, SDRS \$38,075.37, Health Ins \$115,188.36, Life Ins \$797.30, Dental Ins \$6,979.50.

Professional Fees: Aberdeen Advanced Care Ambulance \$422.52; Avera Aberdeen Family Physicians \$201.42; AMG Radiology \$214.03; Avera St. Luke's \$9,926.40; Bantz, Gosch & Crèmer \$3,358.61; Carrels & Bain Family Dental \$281.44; Michelle Gaikowski \$505.40; Horn Law Office \$212.80; KCH Law Office \$133.11; Language Line \$372.42; Lewis & Clark BHS \$800.00; Mikelson Law Office \$454.43; Public Engines \$2,865.60; Richardson, Wyly, Wise & Sauck \$338.40; Sanford Clinic \$254.46; Sanford Health \$2,030.09; SD Department of Revenue & Regulation \$2,739.53; SD Junior Point Show \$400.00; Christy Griffin-Serr Law Office \$211.50; Siegel, Barnett & Schutz \$833.49; Jennifer Stoddard \$174.80; Jodi Sudweeks \$37.40; US Bank \$380.00; Yankton Co. Sheriff \$50.00; Yankton Co. Treasurer \$584.35.

Publishing: US Bank \$134.32.

Repairs & Maintenance: Auto Glass Solutions \$393.11; Electrical Engineering & Equip. \$390.00; ESRI \$15,250.00; Graham Tire \$168.60; Pierson-Ford \$275.12; US Bank \$212.65.

Supplies: 446-Praxair \$137.30; Aberdeen Area Radiator \$455.00; Trent Anderson \$135.00; Bonnie Bitz \$48.00; DSG \$202.11; DT Pharmacy \$1,998.06; Geffdog \$21.56; Keeley's \$1,801.20; Marco \$44.89; McLeod's \$340.35; Midstates Printing \$110.00; Network Services \$943.41; Police Magazine \$25.00; US Bank \$11,339.45; West Payment Center \$1,655.76.

Travel & Conference: US Bank \$2,991.03.

Utilities: Aberdeen City Treasurer \$277.32; AT&T \$455.88; CenturyLink \$1,834.91; Dependable Sanitation \$20,654.28; James Valley Telecommunications \$223.50; Midcontinent \$941.26; Northern Electric \$95.10; NWPS \$52.43; US Bank \$766.18; Verizon \$3,282.55; Web Water \$69.16.

Machinery & Equip.: Lamb Chevrolet \$68,486.00.

Other: Angela Kreiman \$1,551.99; JRWD \$4,091.57; US Bank \$331.74.

Buildings: Huff Construction \$202.04. All members present voting aye. Motion carried.

### PERSONNEL:

Moved by Fjeldheim, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following employee step increases, effective February 26, 2017: Randy Kutter @ \$18.67 /hr, Cory Erhardt @ \$17.48 /hr, Wes Graff @ \$21.64 /hr, John Florey @ \$17.98/hr.

- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of January 2017: Kendell Titze- 102 @ \$55.08, Dirk Rogers – 760 @ \$410.40, Mike Scott- 190 @ \$102.60, Gary Vetter- 133 @ \$71.82.
- Approve the following employee classification changes: Matt Heupel from Highway Department to Landfill Department (Grade 4, Step 5), effective March 6, 2017 @ \$17.89 per hour; Ryan McClain from Jail Correctional Officer to Deputy Sheriff, effective March 9, 2017 @ \$19.93 per hour. All members present voting aye. Motion carried.

#### FAIR CONTRACT:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Antique Tractor Pull @ \$1,200.00. All members present voting aye. Motion carried.

#### LEASE AGREEMENT:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign agreement for lease of the Club House (with Alcohol Use Permission Form) on Sept 2-3, 2017 @ \$350.00. All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENT:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### SUBORDINATION AGREEMENT:

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign Subordination Agreement with the United States, Department of Energy, Western Area Power Administration for purpose of subordinating a poor relief lien and indigent council lien held by the County to an easement for a transmission line to be installed by Western Area Power. All members present voting aye. Motion carried.

#### 2016 FINANCIAL REPORTS:

Moved by Sutton, seconded by Fjeldheim to accept the 2016 Financial Reports as presented February 21, 2017 and approve not preparing the optional M, D & A (Manager's Discussion and Analysis) supplement to the report. All members present voting aye. Motion carried.

#### PARTIAL PAYMENTS:

Moved by Hansen, seconded by Sutton to authorize Sheila Enderson enter into contracts on the following properties: Lot 2 except S 35' of E 15' Blk 23 Hecla Village (607 Pine Street, Hecla), with payment of all 2014 and 2015 taxes and begin monthly payments of \$200 per month effective March 31, 2017; Lot 2 Johnson Replat of Lots 5-6 Blk 26 Thomas Addn to Aberdeen (215 12<sup>th</sup> Ave SE, Aberdeen) with \$7,500.00 down and \$1,000 per month, effective March 31, 2017. All members present voting aye. Motion carried.

#### MEMORANDUM OF UNDERSTANDING-SD SHERIFF ASSN:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign Memorandum of Understanding Assignment and Assumption Agreement with the SD Sheriff's Association for equipment and services in order to electronically monitor certain individuals arrested in Brown County, effective when concerns about additional fees are resolved. All members present voting aye. Motion carried.

#### CONTRACTS FOR HIGHWAY MATERIAL, SUPPLIES, EQUIPMENT RENTAL:



Moved by Sutton, seconded by Fischbach to authorize the Chair sign contracts for material, supplies and rental of equipment bids for the Highway Department, as they are presented. All members present voting aye. Motion carried.

APPLICATION FOR OCCUPANCY:

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign application, submitted by NorthWestern Energy for occupancy of Brown County Hwy # 13 (West Richmond Road) in Sec 34-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD for purpose of installing natural gas pipeline. All members present voting aye. Motion carried.

EQUIPMENT PURCHASE:

Moved by Sutton, seconded by Fischbach to approve purchase of a 2014 JD 6130D Tractor from RDO for the Highway Department in amount of \$49,930.00. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Fischbach, seconded by Fjeldheim to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien, Gary Vetter and Dirk Rogers in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:40 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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February 27, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Rux and Mayor Levsen. Council member Slight-Hansen was absent. Present from County were Commissioners Kippley, Sutton and Fischbach. Commissioners Hansen and Fjeldheim were absent.

ORDINANCE #17-12-01/464:

On motion by Ronayne, seconded by Campbell, the City unanimously voted to approve First Reading of Ordinance #17-12-01/464.

ORDINANCE #17-12-01/464:

Moved by Sutton, seconded by Fischbach to approve First Reading of Ordinance #17-12-01/464, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini Agricultural District and (A-1) Agricultural District to (M-AG) Mini Agricultural District: Proposed Lot 1, Sunray Addition in the SE ¼ of Sec 8-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (38394 132<sup>nd</sup> Street and 13191 384<sup>th</sup> Avenue). All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Fischbach, seconded by Sutton to adjourn the Brown County Commission. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## FEBRUARY 28, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton and Fischbach. Commissioners Hansen and Fjeldheim were absent. Commissioner Fischbach led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of February 21, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fischbach, seconded by Sutton to approve the following claims

Professional Fees: Avera St. Luke's \$16,788.00; AWS \$1,100.00; Bantz, Gosch & Cremer \$4,503.30; Michelle Gaikowski \$91.80; GIS Workshop \$980.00; Mark Katterhagen \$15.00; Kuck Law Office \$8,854.60; Lucy Lewno \$144.00; Lincoln Co. Treasurer \$419.00; Darcy Lockwood \$15.00; Richardson, Wyly, Wise, Sauck \$717.20; Rogers Law Office \$847.00; Christy Griffin-Serr Law Office \$1,292.00; Siegel, Barnett & Schutz \$999.85; Jodi Sudweeks \$204.00; Taliaferro Law Firm \$5,427.40; TerraGo Technologies \$500.00.

Publishing: Groton Independent \$401.39.

Repairs & Maintenance: A & B Business \$47.24; Aberdeen Plumbing & Heating \$466.05; Aerial Horizons \$475.00; Ladner Electric \$41,545.60; Pierson-Ford \$48.20; Ringgenberg Electric \$945.46; Schwan Welding \$1,792.00.

Supplies: A & B Business \$229.37; Center Printing \$193.18; Century Business Products \$729.07; DSG \$516.04; Gall's \$9.81; Graham Tire \$1,380.00; House of Glass \$488.28; Leidholt Tool Sales \$66.12; Lucy Lewno \$6.46; Marco \$330.74; Menards \$1,267.61; Midwest Card & ID Solutions \$81.26; NCFE – Warner \$17,077.96; Network Services \$861.37; Performance Oil & Lubricants \$371.25; Performance Rentals \$100.00; Physio-Control \$483.36; Share Corp. \$354.00; Jennifer White \$52.12.

Travel & Conference: City of Groton \$101.99; Exec. Mgmt. \$565.41; Cathy McNickle \$148.97; SDAAO \$600.00; SDSWMA \$390.00.

Utilities: AT & T \$69.99; CenturyLink \$2,641.84; Dependable Sanitation \$451.00; Midcontinent \$123.63; Montana-Dakota Utilities Co. \$35.96; Northern Electric \$1,200.00; NWPS \$2,077.97; NVC \$2,320.90.

Machinery & Equip.: SD Property Mgmt. \$15,000.00.

Other: Alexander Mitchell Library \$12,000.00; Area IV Nutrition \$1,500.00; Aspire \$8,400.00; Boys & Girls Club \$5,000.00; City of Groton Library \$1,000.00; City of Hecla Library \$1,000.00; Emma Burnham Public Library \$1,000.00; Groton Community Transit \$1,000.00; LIVE \$100.00; Pizza Ranch \$76.45; RideLine \$1,000.00; Warner Library \$1,000.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Sutton, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve request to fill vacancy for part-time JDC Correctional Officer.
- Informational items: ID badge and military leave policy; Mar 9 JRWDD Meeting.

All members present voting aye. Motion carried.

## LEASE AGREEMENTS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following agreements: Liebelts RV for lease the Holum Expo Building on Mar 6-19; Relay for Life for lease of the Expo Building on Jun 2-3; Aberdeen Home Builders Association for lease of the Holum Expo Building on Mar 4-5; 4H for lease of the Akkerman Arena on Jul 1-2; Native American Church of God for lease of the Richmond Lake Youth Camp on Jul 10-14, 2017. All members present voting aye. Motion carried.

## PLAT:

Commissioner Fischbach offered the following Resolution:

## RESOLUTION #14-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Sunray Addition in the SE ¼ of Sec 8-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-aye. Resolution adopted.

## FAIR CONTRACT:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Gretchen Sharp/Brown County 4H @ \$30.00 (Judge). All members present voting aye. Motion carried.

## CDBG SAFE HARBOR PAY REQUEST #6:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign Payment Request #6 for CDBG Grant #1515-105 for the Safe Harbor Project in amount of \$83,211.95. All members present voting aye. Motion carried.

## POD GRANT:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign Contract with the SD Department of Health, however, after further review by States Attorney additional consideration is needed. All members present voting aye. Motion carried.

## LED PROJECT CHANGE ORDER #1:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign Change Order #1 for the LED Lighting Project (Sheriff, States Attorney, Jail) in amount of \$11,785.96 (increasing total contract amount to \$156,160.96). All members present voting aye. Motion carried.

## SURPLUS PROPERTY:

Moved by Fischbach, seconded by Sutton to approve and declare equipment from the Jail remodel surplus for purpose of disposal at the Landfill (analog cameras, intercom system and fire alarm parts), as presented by Paul Sivertsen. All members present voting aye. Motion carried.

## BID - WEED CHEMICALS:

Moved by Fischbach, seconded by Sutton to authorize advertising public hearing to open, read and consider bids for chemicals for Brown County Weed and Pest Board, to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, SD on March 21, 2017 at 8:45 a.m. All members present voting aye. Motion carried.

## DPM ANNUAL REPORT:

Sue Gates, Dacotah Prairie Museum Director presented the 2016 DPM Annual Report.

## APPENDIX A – WELFARE GUIDELINES:

Commissioner Fischbach offered the following Resolution:

## RESOLUTION #15-17

41

WHEREAS, Title 2, Second Revision Brown County Ordinance, as amended, required the Brown County Commission, to adopt rules, regulations and appendices necessary for the implementation of a County Welfare Program, in accordance with SDCL 28-13, and

WHEREAS, the rules, regulations and appendices necessary for the implementation of a County Welfare Program were adopted by Resolution #23-16, dated April 5, 2016, and

WHEREAS, Clifford Rhodes, Brown County Welfare Director recommended changes to the fees contained in Appendix A – Income Eligibility/Determination Tests.

NOW, THEREFORE BE IT RESOLVED that the Brown County Commission amend the fees contained in Appendix A – Income Eligibility/Determination Tests, as follows:

#### Appendix A - Income Eligibility/Determination Tests

##### Poverty Guidelines

| Family Size | Monthly |
|-------------|---------|
| 1           | \$1,005 |
| 2           | \$1,353 |
| 3           | \$1,702 |
| 4           | \$2,050 |
| 5           | \$2,406 |
| 6           | \$2,747 |
| 7           | \$3,095 |
| 8           | \$3,443 |

(each additional household member – add \$348/month).

Dated this 28<sup>th</sup> day of February, 2017.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-aye. Resolution adopted.

#### 4H BUILDING LOCATION DISCUSSION:

Becca Tullar, 4H Coordinator accompanied by Vicci Stange, Brenda Artz, Ellen Schlosser, Brad Sharp and Sandy Osterman met to inquire if the area formerly used for the horse arena would be approved as the location for a 4H Building constructed at the Fairgrounds via a 4H fund raising campaign. Several Commissioners stated that the old horse arena area is probably the proper location, but requested input from Kurt Smith and others prior to finalizing decision.

#### CENTENNIAL VILLAGE:

Moved by Fischbach, seconded by Kippley to designate Duane Sutton as Commission liaison for Centennial Village. All members present voting aye. Motion carried.

#### ADJOURNMENT:

Moved by Fischbach, seconded by Sutton to adjourn the Brown County Commission at 9:35 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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# MARCH 6, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Remily, Ronayne, Rux, Slaight-Hansen and Mayor Levsen. Council member Olson was absent. Present from County were Commissioners Kippley, Sutton and Fischbach. Commissioners Hansen and Fjeldheim were absent.

## ORDINANCE #17-02-01/464:

On motion by Bunsness, seconded by Johnson, the City unanimously voted to adopt Ordinance #17-02-01/464.

Moved by Fischbach, seconded by Sutton to adopt Ordinance #17-02-01/464, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini Agricultural District and (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lot 1, Sunray Addition in the SE ¼ of Sec 8-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (38394 132<sup>nd</sup> Street and 13191 384<sup>th</sup> Avenue). Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-aye. Ordinance adopted.

## ORDINANCE #17-03-01/465:

On motion by Rux, seconded by Slaight-Hansen, the City unanimously voted to set public hearing for Resolution #17-03-01/465.

Moved by Sutton, seconded by Fischbach to set public hearing for Resolution #17-03-01/465, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini Agricultural District and (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lots 11 - 13, Block 2, DeVaans Villa Rancheras Subdivision in the S ½ of Sec 31-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (2101 NE 130<sup>th</sup> Street), to be held in the City Council Chambers on March 27, 2017 at 5:30 p.m. All members present voting aye. Motion carried.

## ADJOURNMENT:

Moved by Fischbach, seconded by Sutton to adjourn the Brown County Commission. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## MARCH 7, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Hansen led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Fischbach to approve the Joint City/County Meeting Minutes of February 27, 2017 and the General Meeting Minutes of February 28, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,030.07; Treasurer \$13,386.55; States Attorney \$20,587.62; SVAWA Grant \$1,286.82; Maintenance \$7,403.51; Assessor \$15,848.15; Register of Deeds \$9,277.34; Veterans Service Office \$4,190.87; GIS \$2,301.47; Information Technology \$7,574.37; Human Resources \$3,082.22; Sheriff Admin \$34,666.91; Jail \$49,435.14; JDC \$22,341.09 Welfare Office \$3,665.57; Museum \$7,993.03; Parks & Fairgrounds \$4,689.23; Fair Board \$3,828.13; 4-H \$465.92; Weed \$2,602.92; Planning and Zoning \$1,866.02; Highway \$44,678.59 Communications \$24,798.54; Emergency Management \$3,962.75; Teen Court \$571.98; 24/7 \$3,399.67; Landfill \$11,538.55.

Matching Benefits: FICA \$18,857.17; Medicare \$4,410.16.

Professional Fees: Adam Altman \$5,039.74; Avera St. Lukes \$3,104.00; Kelli J Aslesen \$40.00; Mark Berg \$20.00; Blue Earth County \$65.00; Bon Homme County Sheriff \$62.00; Kristi Brandt \$522.00; Dallas County Sheriff \$30.00; Michelle Gaikowski \$1,004.60; Gateway Group #2 LLC \$90.00; Kuck Law Office \$6,521.70; Leggette, Brashears & Graham \$1,522.35; NE Mental Health Center \$780.00; North Justice Center \$50.00; Richardson, Wyly, Wise, Sauck & Hieb \$1,432.40; SD Dept of Revenue & Regulation \$657,448.05; Christy Griffin-Serr Law Office \$1,549.00; Siegel, Barnett & Schutz \$102.30; Jennifer Stoddard \$679.88; SD DOT \$2,159.56; Tammy Stolle Court Reporting \$482.80; Jodi Weeks \$40.80; West Justice Facility \$50.00; Luther "Luke" Yellow Rose \$1,500.00.

Publishing: Aberdeen American News \$247.51; Forum Communications \$37.06; Gregory Plains Publishing Co \$13.00; Groton Independent \$76.19; Hub City Radio \$300.00; Rapid City Journal \$54.84; Star Tribune Media Intermediate \$151.20.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$962.65; Clark Engineering Inc \$15,378.81; Crawford Trucks & Equipment \$601.68; Dakota Electronics \$267.50; Dakota Tree Company LLC \$450.00; Grafix Shoppe \$246.00; Lawson Products Inc \$13.33; Productivity Plus \$2,784.10; Sand Lake Tree, LLC \$3,300.00; Taylor Laundry & Dry Cleaners \$67.65; Woodman Refrigeration \$1,010.06.

Supplies: A&B Business Inc. \$733.18; Ameripride Services Inc \$59.83; Auto Glass Solutions \$245.26; Mary Baird \$26.95; Bakken Building Maintenance \$500.00; Crawford Trucks & Equipment \$2102.46; Crescent Electric Supply Co. \$248.38; Dakota Fluid Power Inc \$735.43; Dakota Mailing & Shipping \$181.89; Digital Ally \$70.00; DPM Merchantile \$3.95; Fastenal Co \$808.24; Fedex \$22.49; Galls \$661.68; Geffdog \$45.00; Govconnection Inc \$1,102.98; Graham Tire Inc \$50.60; Great Western Tire Inc \$4,447.90; Kesslers \$36.35; Lar-Jo's \$499.10; Lawson Products Inc \$157.89; Mac's Inc \$149.23; Mardian Scrap Recycling Inc \$296.99; Menards \$52.75; Midstates Printing \$37.15; Midwest Pump & Tank \$94.78; NCFE Warner Elevator \$8,201.38; Network Services Company \$908.81; NVC \$36.06; Runnings \$410.13; Productivity Plus \$1,480.47; Simon Solutions Inc \$162.00; SD State 4-H Office \$225.00; SDAE4-HP \$15.00; Taylor Laundry & Dry Cleaning \$111.75; US Postmaster \$5,909.84; West Payment Center \$396.85.

Travel & Conference: Troy Grote \$11.00; Sarah Hartje \$35.25; Chris Hemen \$74.00; Casey Jensen \$11.00; Dale Kurth \$19.74; Jerry Lehrkamp \$74.00; Brad Nehlich \$11.00; David North \$35.25; Mike Rohrbach \$74.00; SD Assoc of County Officials \$200.00; SD SHRM \$418.00; Kenell Titze \$11.00.

Utilities: AT&T Mobility \$157.08; BDM Rural Water System Inc \$35.00; CenturyLink \$48.06; City of Aberdeen \$1,306.99; Midcontinent \$204.26; Nalco \$611.80; NWPS \$8,918.73; NVC \$1,004.40; Town of Frederick \$48.00.

Other: SD Assoc of County Officials \$794.00. All members present voting aye. Motion carried.

#### PERSONNEL:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following employee step increases, effective March 12, 2017: Cindy Mitchell @ \$19.62 /hr, JoAnn Sheffield @ \$16.88 /hr, Joseph Embury @ \$19.22 /hr, Dana Breske @ \$18.80/hr, Scott Richards @ \$16.17 /hr.
- Approve hiring Pamela Wolf as part-time Maintenance employee, effective March 8, 2017 @ \$10.17/hr.
- Approve hiring Steve Westby, effective March 7, 2017 for purpose of prisoner transport.
- Approve the following Employee Policy Manual changes:  
 E-2) page 2 bottom: Employees actively involved in Reserve Units or National Guard Units of the United States Military Service shall receive up to fourteen days/112 hours military leave with pay each year.  
 E-10) Reserve or National Guard Training Leave. An employee who enlists as a reservist or a member of the National Guard shall be granted time off without pay for initial active duty for training, weekend training drills, and other active and inactive training duty, however, time off with pay up to 14 days/112 hours will be granted for annual training encampment.  
 Addition to D-3 Retirement) Award for Retirement. A retirement award will be given to each employee with a minimum of ten years of service who is eligible for retirement from the County and who conducts an exit interview with the Human Resources Department prior to his or her retirement date. He or she will be given a check in the amount of \$150 before taxes as authorized by the County Commission. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Hansen to authorize the County pay the registration fee and allow interested employees to comp/flex hours for attendance at a Conversational Karen Language Class (5:30-7:30 p.m. Thursdays, March 23-April 27), sponsored by CORNERSTONES Career Learning Center, Inc. All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign documentation to assign claims against individuals to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### LANDFILL LAND LEASE:

Moved by Hansen, seconded by Fischbach to authorize advertising public hearing to open, read and consider proposals for the lease of available acres on the quarters of land east and west of the landfill, to be held in the Commissioners Chambers, Courthouse Annex, Brown County, SD on March 28, 2017 at 8:45 a.m. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Brown County 4-H @ 10 Carnival Passes (promotion); Rugby Team @ \$3,000.00 (clean grandstand and racetrack); Carol Hein, Marilyn Maloney, Duane Jark, Pat Dennert, Becky Erickson @ \$30.00 each (Judges). All members present voting aye. Motion carried.



LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following agreements: Prairie Fiber Guild for lease of the Richmond Lake Youth Camp on April 22-23; Aberdeen Humane Society for lease of the Club House on April 29-30; RDO Equipment for lease of the Expo Building on March 20-21, 2017. All members present voting aye. Motion carried.

LEASE OPTION RLYC:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign renewal option, submitted by Sheryl Erickson for lease of approximately 21 acres of county hay land located at the Richmond Lake Youth Camp. All members present voting aye. Motion carried.

NOXIOUS WEED NOTICE:

Moved by Hansen, seconded by Sutton to authorize publishing the 2017 Noxious Weed Notice. All members present voting aye. Motion carried.

LANDFILL AIR QUALITY COMPLIANCE REPORT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the 2016 Annual Compliance Certification Report – as required by the Title V air quality operating permit. All members present voting aye. Motion carried.

ABATEMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign Abatement in amount of \$2,300.21 (paraplegic tax credit). All members present voting aye. Motion carried.


EQUIPMENT PURCHASE:

Moved by Sutton, seconded by Hansen to approve purchase of a Kyocera TASKalfa 3050ci Color MFP off lease Copier from Century Business Products in amount of \$4,388.67 for the Welfare Department. All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 9:20 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## MARCH 14, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Fischbach led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Sutton to approve the Joint City/County Meeting Minutes of March 6, 2017 and the General Meeting Minutes of March 7, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Fjeldheim to approve the following claims

Professional Fees: Avera St. Luke's \$56.50; Bantz, Gosch & Crèmer \$8,696.22; Certified Languages \$460.35; Clerk of Superior Court \$70.00; Dependable Sanitation \$20,157.18; DevNet \$3,281.25; Dohrer Law Office \$1,217.40; Edmunds County \$800.00; GeniusWeb.com \$99.00; GovConnection \$2,934.19; Kuck Law Office \$2,259.20; LexisNexis \$132.90; Nat'l Emergency Number Assoc. \$137.00; Richardson, Wyly, Wise, Sauck \$5,177.27; SD Dept. of Revenue & Regulation \$1,683.28; Christy Griffin-Serr \$2,877.60; Jodi Sudweeks \$321.60; Taliaferro Law Firm \$2,321.80; Yankton Co. Sheriff \$50.00.

Publishing: Aberdeen American News \$1,629.94; Groton Independent \$298.71; US Bank \$415.00.

Rentals: 446-Praxair \$23.28; Dakota Electronics \$162.10.

Repairs & Maintenance: Dakota Electronics \$175.00; DMI \$3,141.07; ES & S \$7,476.00; Farnam's \$100.99; Fastenal \$17.22; Graham Tire \$14.98; Gillund Enterprises \$6.00; Helm's & Assoc. \$2,846.50; Hoven Auto Repair \$356.00; J Gross Equip. \$800.00; Lawson Products \$61.49; Leidholt Electric \$5,685.95; Myers Tire Supply \$8.13; PowerPlan \$6,886.17; Productivity Plus \$1,640.03; Running's \$144.99; Sheehan Mack \$2,068.54; Steven Lust Automotive \$64.03; TAPCO \$20.23; US Bank \$1,855.79; Wallwork Truck Center \$13.97; Western States Fire Co. \$380.00.

Supplies: A & B Business \$2,174.01; Ameripride \$245.04; Mary Baird \$36.42; Butler Machinery \$117.85; CarQuest \$663.30; Cartney Bearing \$184.03; Cash-Wa \$6,426.93; Dakota Oil \$353.23; DMI \$2,311.23; DSG \$30.83; Danko \$163.06; Dean Foods \$739.80; DPM Mercantile \$30.95; Earthgrains \$1,204.99; Farnam's \$22.99; Ferguson Enterprise \$1,396.51; Galls \$98.95; Sue Gates \$36.66; GCR Tires \$20.00; Gillund Enterprises \$198.00; Hanlon Brothers \$181,038.80; Dan Higgins \$50.00; HF Jacobs & Son \$123,931.11; Interstate Battery \$313.90; J Gross Equip. \$277.08; Kessler's \$49.92; LG Everist \$7,488.78; Lawson Products \$827.62; Leidholdt Tool Sales \$45.70; Marco \$39.69; Menards \$149.85; Midstates Printing \$531.35; Myers Tire Supply \$229.26; NCFE – Warner \$4,673.25; Pheasantland Industries \$820.00; PowerPlan \$8,438.33; Running's \$442.55; Sewing Shoppe \$38.50; Sheehan Mack \$1,329.04; TAPCO \$28.50; Taser International \$809.45; US Bank \$9,479.10; Wallwork Truck Center \$373.86; Web Water Bottling Co. \$6.50.

Travel & Conference: Mary Baird \$41.08; Mark Milbrandt \$306.90; US Bank \$2,555.90.

Utilities: Aberdeen City Treasurer \$307.66; AT & T \$37.99; CenturyLink \$250.69; City of Hecla \$187.60; Economy Propane \$552.50; Exec. Mgmt. \$75.65; James Valley Telecommunications \$245.90; Midcontinent \$470.63; NWPS \$4,194.26; NVC \$326.02; US Bank \$708.91.

Other: Safe Harbor \$750.00.

Machinery & Equip: Butler Machinery \$36,380.00; DMI \$28,750.00; RDO Equip. \$49,930.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Hansen, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve employee classification changes for Margarita Okusanya (effective March 13, 2017 and Breanne Bjerke (effective April 3, 2017) from part-time JDC Correctional Officers to full-time Jail Correctional Officers at \$15.38 per hour.
- Authorize payment of retirement award per policy D-3 Retirement for Mary Worlie in amount of \$150.00 before taxes as requirements were met.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of February 2017: Kendell Titze- 108 @ \$57.78, Dirk Rogers – 665 @ \$355.78, Mike Scott- 170 @ \$90.95, Gary Vetter- 128 @ \$68.48.

All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following agreements: Doreen Frohlich for lease of the Richmond Lake Youth Camp with permission to serve alcoholic beverages on June 22-25, 2017; Becky Schuldt for lease of the Richmond Lake Youth Camp on June 9, 2017. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Northern Electric, Ellen Schlosser, Evalyn Smith, Ann Gibbs, Linda Generke, Sherry Perrion @ \$30.00 each (Judge); Pauer Sound & Music (sound equipment) @ \$12,000.00; PRCA/WPRA (rodeo) @ \$1,200.00; Quote from Ramkota @ \$85.99 per room per night (rejecting My Place @ \$95.00, Holiday Inn Express @ \$122.00, Hampton Inn @ \$119.00, Americinn @ \$109.00); Lauren Alaina (entertainer) @ \$20,000.00; LOCASH (entertainer) @ \$40,000.00; Carl Brandon Lay ((entertainer) @ \$2,500.00; The Overtones (entertainer) @ \$1,800.00. All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Sutton to approve the following February 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Hansen, seconded by Fischbach to approve the February 2017 Auditor's Report of Account with the County Treasurer in total amount of \$14,425,569.67 (total amount of actual cash @ \$5,000.00, US Bank @ \$61,555.37, Dacotah Bank @ \$5,555,488.65, Petty Cash @ \$2,000.00, Fund Investments @ \$8,801,525.65). All members present voting aye. Motion carried.

#### FOOTSTEPS COUNSELING:

Jerry Feist presented information about the Employee Assistance Program offered by Footsteps Counseling designed to assist an employee who is having trouble in life that negatively impacts their ability to perform their job. Gary Vetter explained that the County's current medical insurance offers a similar program.

#### REAL ESTATE TAXES DISCUSSED:

Drew Becker, Freedom Worship Center met to discuss an adjustment on the Church's real estate taxes, as they have applied for Tax Exempt Status. Larry Lovrien, Deputy States Attorney explained that the Church was not the owner of the property on the assessment date.

#### ELECTRONIC DOCUMENT FILING:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign Memorandum of Understanding between Brown County (Register of Deeds) and Active Data Systems and Professional

Document Systems Inc. for E-filing of documents from stipulated sources; and further approve and authorize the Chair sign price proposal in amount of \$13,564.00, submitted by Active Data Systems for software to facilitate the E-Commerce and Clerk Track WEB for the E-filing of documents. All members present voting aye. Motion carried.

**WEBSITE DISCUSSION:**


Paul Sivertsen discussed the County's Website and agreed that individual departments may have access to the template, but should not incur outside vendor expenses for managing the Website.

**AUDIT ENTRANCE CONFERENCE:**

Dave Schlosser, SD Department of Legislative Audits met with the Commission for Entrance Conference for the Audit being conducted for fiscal year 2016.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:40 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor 

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## MARCH 21, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton and Fjeldheim. Commissioner Fischbach was absent. Commissioner Kippley led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Kippley to approve the General Meeting Minutes of March 14, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,034.27; Treasurer \$13,477.20; States Attorney \$20,405.23; SVAWA Grant \$1,286.82; Maintenance \$7,539.58; Assessor \$15,848.14; Register of Deeds \$9,277.34; Veterans Service Office \$4,188.07; GIS \$2,301.47; Information Technology \$7,574.38; Human Resources \$3,082.21; Sheriff Admin \$34,056.44; Jail \$48,694.48; Coroner \$1,050.00; JDC \$21,261.18; Welfare Office \$3,665.57; Museum \$8,179.42; Parks & Fairgrounds \$4,689.23; Fair Board \$3,782.78; 4-H \$553.28; Weed \$1,578.40; Planning and Zoning \$2,546.02; Highway \$47,019.58; Communications \$22,867.39; Emergency Management \$4,004.45; Teen Court \$530.23; 24/7 \$3,560.44; Landfill \$12,013.20.

Matching Benefits: FICA \$18,792.34; Medicare \$4,395.00; Health Ins \$117,960.04; Life Ins \$813.78; Dental Ins \$7,106.40.

Insurance: Alliant Insurance Services \$2,082.00.

Professional Fees: Avera St. Luke's \$1,500.09; Dohrer Law Office \$2,921.40; Fox & Youngberg \$184.00; Gellhaus & Gellhaus \$662.40; William Gerdes \$2,624.10; Harmelink, Fox & Ravensborg \$172.50; IAAO \$190.00; Lewis & Clark BHS \$320.00; Midstates Printing \$3,514.88; Richardson, Wyly, Wise & Sauck \$6,971.55; Ronayne Law Office \$1,704.60; Safe Harbor \$83,211.95; Sanford Clinic \$56.25; SD State Retirement System \$8,983.49; SDAE4-HP \$35.00; Kristi Spitzer \$781.00; Taliaferro Law Firm \$959.78; UND – Pathology \$6,290.00; Yankton Co. Treasurer \$237.50.

Publishing: Aberdeen American News \$479.62.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$2,352.42; Dakota Tree \$1,788.00; Farm Power Mfg. \$5.00; G & K Services \$266.34; Grote Roofing \$191.84; Heiser's Jewelry \$909.75; HF Jacobs & Son \$1,895.04; Leidholt Electric \$251.39.

Supplies: 446-Praxair \$79.09; Avera AFP \$37.27; DT Pharmacy \$2,563.31; Farm Power Mfg. \$2,278.59; Fox & Youngberg \$7.32; HF Jacobs & Son \$328.19; Keeley's \$23.40; L.G. Everist \$4,197.94; Midstates Printing \$34.20; Milbrandt Enterprises \$250.00; NCFE – Warner \$30,145.94; Network Services \$474.24; PRCA \$1,200.00; Share Corp \$240.50; Steven Lust Automotive \$187.37; West Payment Center \$1,737.48; WPRA \$110.00.

Travel & Conference: Cathy McNickle \$15.00; NACO \$1,010.00; Derek Ricci \$125.00; Sara Swisher \$164.46; Gary Vetter \$30.00.

Utilities: Dependable Sanitation \$286.00; Northern Electric \$2,189.42; NVC \$1,860.79; NWPS \$2,294.49; Verizon \$200.05.

Buildings: Huff Construction \$8,011.00; Pauer Sound & Music \$5,815.12; Redlinger Bros. \$296.74. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Kaitlyn Macks, effective March 15, 2017 and Heather Kulwicki, effective March 28, 2017 as part-time JDC Correctional Officers @ \$13.42 per hour.
- Approve hiring Fernando Lopez as full-time JDC Correctional Officer, effective March 23, 2017 @ \$15.83/hr.

- Amend effective date for Breanne Bjerke from April 3 to April 10, 2017. All members present voting aye. Motion carried.

**ABATEMENTS:**

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following abatements: Holum Farms Inc @ \$1,379.40 (assessment error); East River Electric Power @ \$274.00 and \$225.20 (centrally assessed). All members present voting aye. Motion carried.

**FAIR CONTRACTS:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Orchard Fire @ \$2,500.00 (entertainment); Crossroad Station LLC @ \$2,500.00 (entertainment); Karen Mikkelsen , Gweneth Hansen @ \$30.00 each (Judges). All members present voting aye. Motion carried.

**LEASE AGREEMENT:**

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following agreement: Hannah Kolb for lease of the Richmond Lake Youth Camp with permission to serve alcoholic beverages on April 29-30, 2017. All members present voting aye. Motion carried.

**TEMPORARY ALCOHOLIC BEVERAGE LICENSE:**

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following Temporary Alcoholic Beverage License in conjunction with a special event, submitted by Olive Grove Golf Course, effective June 17, 2017 – Brown County Fairgrounds (Clubhouse) SW ¼-Sec 1-T123N-R64W (map indicating specific area licensed on file with applications. All members present voting aye. Motion carried.

**BID - WEED CHEMICAL:**

Time and place, as advertised to open, read and consider sealed bids for furnishing and delivery of chemical for the Brown County Weed and Pest Department for 2017. Bid were received from State Contract, ADAPO, Univar and Van Diest. Moved by Hansen, seconded by Sutton to refer all bids to Chris Hemen, Weed Supervisor for review and recommendation. All members present voting aye. Motion carried.

**BMX:**

Further discussion was held on the recent request from Kyle Oswald, BMX for an additional area of County owned land on First Ave SE adjacent to BMX track for the construction of a building. Various options (lease, sell, donate) were discussed. No action was taken at this time.

**ROAD 14:**

Dirk Rogers, Highway Superintendent discussed the following work projects slated for 2017 on Brown County Road 14: #1 Intersection of Co 13 and Co 14; #2 Rail crossing on Co 14 near 131<sup>st</sup> Street; #3 Intersection Co 14 and 8<sup>th</sup> Ave; #4 Left turn lane into Industrial Park; #5 Railroad crossing approaches; #6 Intersection US 12 and Co 14; 7) speed limit change on Co 14.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:50 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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MARCH 27, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Rux, Slaughter-Hansen and Mayor Levensen. Present from County were Commissioners Hansen, Sutton and Fischbach. Commissioners Kippley and Fjeldheim were absent.

ORDINANCE #17-03-01/465:

On motion by Campbell, seconded by Bunsness, the City unanimously voted to approve First Reading of Ordinance #17-03-01/465.

Moved by Sutton, seconded by Hansen to approve First Reading of Ordinance #17-03-01/465, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini Agricultural District and (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lots 11-13, Block 2, DeVaan's Villa Rancheras Subdivision in the S ½ of Sec 31-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (2101 NE 130<sup>th</sup> Street). All members present voting aye. Motion carried.

RESOLUTION #17-04-01R/466:


On motion by Ronayne, seconded by Johnson, the City unanimously voted to set public hearing for Resolution #17-04-01R/466.

Moved by Sutton, seconded by Hansen to set public hearing for Resolution #17-04-01/466, on petition to vacate the public right-of-way filed by Paul Meyers, Wendy Meyers, and Christopher Leidholdt for the vacation of the public right-of-way described as follows: That portion of the 60' wide Camino Real Public Right-of-Way, commencing at the North side of Brown County 13 public Right-of-Way and continuing North 1,860' between Lots 1-5, Block 1, and Lots 1-6, Block 2, DeVaan's Villa Rancheras Subdivision, then continuing West 1,446' between Lots 7-11, Block 1, and Lots 5-8, Block 2, DeVaan's Villa Rancheras Subdivision, and then continuing South 501' between the North 501' of Lot 8, Block 1, and Lots 12-13, Block 2, DeVaan's Villa Rancheras Subdivision, located in the SE ¼ of Sec 31-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (NE 130<sup>th</sup> Street and Roosevelt Street Intersection), to be held in the City Council Chambers on April 17, 2017 at 5:30 p.m. All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## MARCH 28, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Fischbach led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Hansen to approve the General Meeting Minutes of March 21, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims

Insurance: SD Public Assurance Alliance \$335.24.

Professional Fees: Altman Law Office \$9,633.07; Kelli Aslesen \$90.00; Brevik Law Office \$204.33; Marv Ekeren \$22.50; Michelle Gaikowski \$61.20; Great Plains Psychological Services \$1,172.50; Interprecops \$280.00; Mark Katterhagen \$37.50; KCH Law \$160.71; Kuck Law Office \$957.80; Lucy Lewno \$310.50; Mikelson Law Office \$314.76; Richardson, Wyly, Wise, Sauck \$291.40; Ronayne Law Office \$8,500.00; Schneider Corp. \$2,265.00; SDACES \$45.00; SD Dept. of Revenue & Regulation \$1,635.00; SD Human Services \$600.00; Christy Griffin-Serr \$7,236.05; Siegel, Barnett & Schutz \$4,577.90; Kristi Spitzer \$781.00; Spot Freight \$1,575.00; Tammy Stolle Court Reporting \$192.80; Karen Swanda \$15.00; Taliaferro Law Firm \$789.60; Yankton Co. Sheriff Office \$50.00.

Publishing: Aberdeen American News \$705.92; Gregory Times \$12.35; Teton Times \$9.75.

Repairs & Maintenance: A & B Business \$38.66; Aberdeen Plumbing & Heating \$1,766.95; Auto Glass Solutions \$40.00; Auto Trim Design \$504.00; Graham Tire \$14.98; Hedahl's Auto Value \$7.47; Hoven Auto Repair \$55.75; Ken's Alignment \$518.95; Lien Transportation \$925.63; North Central Rental \$29,958.58; Sand Lake Tree \$2,400.00; Thee Glass Doktor \$42.00.

Supplies: Allegiant Emergency Services \$24,757.50; Century Business Products \$61.61; Ferguson Enterprises \$45.39; Full Circle Ag \$397.15; Galls \$309.98; Ken's Alignment \$114.20; Knight Towing \$45.00; LG Everist \$8,021.25; LabSource \$576.24; Lar-Jo's \$270.37; Lucy Lewno \$12.92; Marco \$351.61; Menards \$224.96; Midstates Printing \$141.13; Moore Medical \$528.17; NACVSO \$60.00; NCFE-Warner \$19,776.30; Pitney Bowes \$156.00.

Travel & Conference: Assn of SD Museums \$129.00; Stan Beckler \$18.33; Darwin Bettmann \$15.24; Jodi Brown \$418.90; City of Groton \$100.58; ClubHouse \$655.00; Sarah Hartje \$301.96; Nick Juenger \$248.50; Patrick Keatts \$34.11; Dale Kurth \$75.02; Gene Loeschke \$101.05; Roberta Nichols \$179.86; David North \$105.48; Jerry Streckfuss \$34.98.

Utilities: AT&T \$69.99; Dependable Sanitation \$165.00; NWPS \$1,885.94.

Other: Holum Farms \$1,379.40.

Machinery & Equipment: RDO Equipment \$320,557.83. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report. All members present voting aye. Motion carried.

### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following agreements: Debbie Sanborn for lease of the Granary Rural Cultural Center on May 25, 2017; Hub City Radio for lease of the Expo Building on April 1 & 2, 2017. All members present voting aye. Motion carried.

### FAIR CONTRACTS:



Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Ashley Smith and Marsha Braun @ \$30.00 each (judges). All members present voting aye. Motion carried.

**PLATS:**

Commissioner Hansen offered the following Resolution:

**RESOLUTION #16-17**

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "R Tewksbury Addition in the SE ¼ of Sec 11-T121N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Hansen offered the following Resolution:

**RESOLUTION #17-17**

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Heupel's Outlot A in DeWald & Hoffman's Second Richmond Lake Subdivision in E ½ Sec 14-T124N-R65W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Hansen offered the following Resolution:

**RESOLUTION #18-17**

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "P Meyers North Addition in the S ½ of Sec 31-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**ABATEMENT:**

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign the following Abatement: XL Homes Corp MHD49 @ 379.40 (in dealer inventory). All members present voting aye. Motion carried.

**BID – LANDFILL COUNTY LAND LEASE:**

Time and place, as advertised to open, read and consider sealed bids for the lease of two parcels of county owned land. Moved by Sutton, seconded by Hansen to award high bid, submitted by RB Farms (Randy Bauer) in amount of \$135.00 per acre for lease of the following: 129 acres in NW Sec 13-123-65 and 35

acres in NW Sec 14-123-65; rejecting bid submitted by Tom Erickson in amount of \$120.00 per acre for each parcel. All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign Contracts with RB Farms (Randy Bauer) for lease of the NW ¼ Sec 13-T123N-R65W (129 acres) and NW ¼ Sec 14-123-65 (35 acres). All members present voting aye. Motion carried.

#### LANDFILL SPRING RESIDENTIAL CLEANUP:

Moved by Hansen, seconded by Fjeldheim to approve waiving fees on all material types from Residential Users only during the Spring Residential Cleanup at the Brown County Landfill, to be held from April 28 thru May 13, 2017. Tire disposal: Residential users, farmers and those that do not charge fees for tire disposal will be free with no limit; fees will still be charged for retailers, tire dealers and those that charge a fee for tire disposal. No free waste will be accepted from commercial contractors or businesses (including mobile homes). In the event circumstances beyond the control of Brown County (flood, tornado, fire, other) would occur during the FREE Cleanup period the Brown County Commission reserves the right to end the free cleanup period at such time and implement the regular fee structure. All members present voting aye. Motion carried.

#### GRANT – TIRE REMOVAL:

Moved by Sutton, seconded by Fischbach to approve participation in the DENR grant program for Tire Removal within the Brown County Landfill service area (80% DENR 20% County match). All members present voting aye. Motion carried.

#### BID-WASTE TIRE CLEANUP:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize advertising a public hearing to open, read and consider sealed bids for the 2017 Brown County Waste Tire Cleanup, to be held in the Brown County Commission Chambers at 8:45 A.M. on April 18, 2017. All members present voting aye. Motion carried.

#### WEB WATER UPDATE:

WEB Water General Manager Angela Hammrich, met to update the Commission on the status of the WEB Water Rural Water System, stating the system is currently reaching capacity and in the last year has declined services totaling 3,459 gallons per minute. As the system is in its 30<sup>th</sup> year of operation, WEB Water Officials are seeking input on resources and support for obtaining funding to expand water infrastructure and continue economic development in Northeast South Dakota. WEB Water Officials Eric Hansen, Clayton Larson, Shane Phillips and Les Hinds were also in attendance.

#### FAIRGROUNDS LEASE:

Kurt Smith, Fairgrounds Superintendent discussed the need for an updated grazing lease for the area in the southeast corner of the Fairgrounds. After discussion, the Commission requested an updated lease be drafted with the assistance of the States Attorney's Office.

#### EXECUTIVE SESSION:

Moved by Sutton, seconded by Fjeldheim to go into executive session to discuss a contract, per SDCL 1-25-2(3), but session adjourned immediately as contract not in effect.

#### GROTON LAW ENFORCEMENT AGREEMENT:

Groton City Officials Dave Blackmun and Dave McGannon met to discuss a joint powers agreement between the City of Groton and Brown County, in regard to law enforcement assistance between the entities. An agreement will be drafted for review. Sheriff Mark Milbrandt was also in attendance.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:45 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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APRIL 3, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Slaughter-Hansen and Mayor Levsen. Council Member Rux was absent. Present from County were Commissioners Hansen, Sutton and Fischbach. Commissioners Kippley and Fjeldheim were absent.

ORDINANCE #17-03-01/465:

On motion by Bunsness, seconded by Johnson, the City unanimously voted to adopt Ordinance #17-03-01/465.

Moved by Sutton, seconded by Hansen to adopt Ordinance #17-03-01/465, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (M-AG) Mini Agricultural District and (A-1) Agricultural District to (M-AG) Mini Agricultural District: Lots 11-13, Block 2, DeVaans Villa Ranchers Subdivision in the S ½ of Sec 31-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (2101 NE 130<sup>th</sup> Street). Roll call vote: Commissioners Hansen-aye, sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-absent. Ordinance adopted.

ORD #17-04-01/467 AND ORD #17-04-02/468 SET HEARINGS:

On motion by Campbell, seconded by Ronayne, the City unanimously voted to set public hearings for Ordinance #17-04-01/467 and Ordinance #17-04-02/468.

Moved by Sutton, seconded by Hansen to set public hearings for the following: Ordinance #17-04-01/467, an Ordinance to amend Ordinance No. 1164 to consider petition filed by Prairie Hill Farms LLC to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Proposed Lot 1, Dorn Subdivision in the NW ¼ of Sec 23-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (approximately ½ mile South of Hwy 12 and 392<sup>nd</sup> Ave on the East side of road; Part of 1115 392<sup>nd</sup> Ave); and Ordinance #17-04-02-468, an Ordinance to amend Ordinance No. 1164 to consider petition filed by Doug Roethler to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (R-2) Medium Density Residential District: Lot C in the SW ¼ SW ¼ Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (1519 S Melgaard Road), to be held in the City Council Chambers on April 24, 2017 at 5:30 p.m. All members present voting aye. Motion carried.

WEB WATER:

Mayor Levsen in reference to a recent meeting between the County and Web Water stated all water source issues are very important to the City and offered support in preserving our rural water systems.

ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## APRIL 4, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Sutton to approve the Joint City/County Meeting Minutes of March 27, 2017 and the General Meeting Minutes of March 28, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Hansen, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,011.55; Treasurer \$13,432.12; States Attorney \$21,205.23; SVAWA Grant \$1,286.82; Maintenance \$7,717.23; Assessor \$13,775.68; Register of Deeds \$9,277.34; Veterans Service Office \$4,234.89; GIS \$2,301.47; Information Technology \$7,590.91; Human Resources \$3,082.22; Sheriff Admin \$34,727.33; Jail \$48,075.93; JDC \$22,124.02 Welfare Office \$3,665.57; Museum \$8,061.70; Parks & Fairgrounds \$4,701.42; Fair Board \$3,759.31; 4-H \$524.16; Weed \$2,138.40; Planning and Zoning \$1,866.02; Highway \$49,999.88; Communications \$22,667.82; Emergency Management \$3,975.78; Teen Court \$350.70; 24/7 \$3,163.78; Landfill \$12,339.41.

Matching Benefits: FICA \$19,852.88; Medicare \$4,643.08; SDRS \$57,435.22.

Professional Fees: Avera Education \$45.00; Avera McKennan Hospital \$4,133.34; Avera St. Luke's \$3,497.50; Carlsen Funeral Home \$1,950.00; Clark Engineering \$9,946.19; Dohrer Law Office \$592.20; Kuck Law Office \$5,954.00; Language Line Services \$228.72; LBG \$6,001.92; Lincoln Co. Treasurer \$320.17; Marco \$2,250.00; NEMHC \$1,300.00; Richardson, Wyly, Wise & Sauck \$1,974.00; Ronayne Law Office \$3,011.40; SD DOT \$1,151.14; Christy Griffin-Serr \$3,240.50; Siegel, Barnett & Schutz \$1,950.56; Jennifer Stoddard \$277.30; Jodi Sudweeks \$170.60; Yankton Co. Sheriff \$100.00; Sara Zahn \$121.60.

Publishing: Aberdeen American News \$496.95.

Repairs & Maintenance: Aberdeen Chrysler Center \$262.84; Commercial Electronics Corp. \$5,481.61; Crawford Trucks & Equip. \$926.60; Ecolab \$113.62; Gardner Locksmith \$405.67; Graham Tire \$144.52; Lang's \$50.00; Leidholt Electric \$757.64; Pierson-Ford \$48.45; Quality Welding \$42.00; Service Signs \$150.00; Sewer Duck \$130.00; Taylor Laundry \$52.36.

Supplies: Ameripride \$59.22; Bakken Build Maint. \$500.00; Century Business Products \$4,388.67; Crawford Trucks & Equip. \$3,866.10; Dakota Electronics \$497.57; DSG \$1,003.78; Fastenal \$382.91; Gall's \$42.11; LG Everist \$4,132.01; Menards \$19.14; Midwest Pump & Tank \$295.51; Network Services \$802.84; North Star Energy \$21.00; Parcel-Erickson \$100.00; Quality Welding \$7.00; Sander's Sew 'n' Vac \$149.94; Sanford Clinic \$23.00.

Travel & Conference: Conald Burgard \$44.68; Sarah Hartje \$25.85; Michael Hauke, Jr. \$22.00; Rachel Kippley \$374.02; Greg Markley \$24.00; Mark Milbrandt \$353.58; Jo Miller \$24.00; Ramada Plaza & Suites – Fargo \$268.00; Ramkota – Pierre \$296.97; SD State 4H Office \$50.00; Duane Sutton \$310.63; Sarah Swenson \$19.27; Linda Thurston \$272.16.

Utilities: AT&T \$344.65; BDM Rural Water \$35.00; CenturyLink \$2,608.11; Midcontinent \$191.26; Montana-Dakota Utilities Co. \$37.21; NWPS \$8,985.97; Verizon \$2,936.12. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Jeremy Batista, effective April 3, 2017 as full-time Jail Correctional Officer @ \$15.83 per hour.

- Approve employee step increases, effective April 9, 2017: Jeff Kirnan @ \$19.62 per hour, Jo Forsting @ \$17.43 per hour, Kristin Barstad @ \$17.37 per hour, Patricia Kendall @ \$15.64 per hour, Jeremy Eppard @ \$18.22 per hour.

All members present voting aye. Motion carried.

#### NATIONAL SERVICE DAY PROCLAMATION:

Commissioner Sutton offered the following resolution with Program Officials Amber Stockeland, Cindy Beard, Juli Schultz, Laura Latt, Mike Herman and Foster Grandparent Program/Senior Companion/RSVP participants Vivian Malsam, Mary Ann Krueger, Dolly Schmidt, Barb Walker, Shirley Bebo, and Nancy Irvin in attendance:

#### RESOLUTION #19-17 BROWN COUNTY DAY OF RECOGNITION FOR NATIONAL SERVICE: APRIL 4, 2017

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet county needs; and

WHEREAS, participants in AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, including 47 in Brown County, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our county's economic and social well-being; and

WHEREAS, more than 300 national service participants of all ages and backgrounds serve in Brown County, providing vital support to county residents and improving the quality of life in our county; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; including more than \$20,000 in Brown County and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with county executives nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National Association of Counties and county executives across the country for the County Day of Recognition for National Service on April 4, 2017.

THEREFORE, BE IT RESOLVED that I, Rachel Kippley, Chair of the Brown County Board of Commissioners, do hereby proclaim April 4, 2017, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our county and thank those who serve; and to find ways to give back to their communities.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

VOTE CENTER LOCATIONS FOR 2017:

Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #20-17  
A Resolution Amending Vote Center Locations

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 designated polling locations for Brown County in Resolution 108-13, and

WHEREAS, the AmericInn Event Center (Vote Center 1) will not be available for use as a polling place June 6<sup>th</sup>, 2017, and

WHEREAS, the Best Western Ramkota Convention Center (Vote Center 2) will be under renovation and will not be available for use as a polling place June 6<sup>th</sup>, 2017, and

WHEREAS, Aberdeen Mall, Bay 62, is available and adequate to accommodate a vote center for the June 6, 2017 Joint Aberdeen City Council and Aberdeen School Board Election, and

WHEREAS, Primrose Gym is available and adequate to accommodate a vote center for the June 6, 2017 Joint Aberdeen City Council and Aberdeen School Board Election.

NOW, THEREFORE BE IT RESOLVED by the Brown County Commission to amend Resolution 108-13, by changing the polling place locations for Vote Center 1 and Vote Center 2 in Brown County as follows:

Vote Center 1 – Aberdeen Mall, Bay 62 3315 6<sup>th</sup> Ave SE

Vote Center 2 – Primrose Gym                      815 N. 2<sup>nd</sup> St

Dated this 4<sup>th</sup> day of April, 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

WEED BOARD MEMBERS:

Moved by Sutton, seconded by Fischbach to reappoint the following for a three year term on the Weed & Pest Control Board: Dennis Wiedebush (term expires March 2019); Troy Knecht and Mark Hoven (terms expire March 2020). All members present voting aye. Motion carried.

FAIR CONTRACT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Marsha Braun @ \$40.00 (Judge). All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following agreements: Aberdeen Chamber Ag Committee for lease of tables, chairs and pens on April 11; First United Methodist Church for lease of the Richmond Lake Youth Camp on April 8-9; Aberdeen Master Gardener's for lease of the Home Arts Building on May 13, 2017. All members present voting aye. Motion carried.

#### CHANGE FUNDS:

Moved by Sutton, seconded by Kippley to increase the existing Change Fund for the Brown County Treasurer from \$3,800.00 to \$5,000.00; and to establish a Change Fund for the Brown County Fair Office in amount of \$500.00. All members present voting aye. Motion carried.

#### SWAVA GRANT:

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair to sign Stop Violence Against Women Act Grant Program Application and Memorandum of Commitment for Coordinated Response Team as part of the SWAVA Grant Program. All members present voting aye. Motion carried.

#### ORD108 – SET HEARING DATE:

Moved by Sutton, seconded by Fjeldheim to authorize advertising a public hearing and set hearing date for consideration of Ordinance #108, an ordinance amending Second Revision Brown County Ordinances, Title 4, Chapter 4.23, Section 4.2301 Proceedings of the County Planning and Zoning Commission, to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota at 8:45 a.m. on April 25, 2017. All members present voting aye. Motion Carried.

#### OPERATING TRANSFERS:

Moved by Fischbach, seconded by Hansen to approve and authorize the following operating transfers from the General Fund #101-911-191 in total amount of \$2,359,574.16: Road and Bridge Fund #201-371 @ \$2,202,820.61; EM Fund #226-371 @ \$156,753.55, as reflected in the 2017 General Fund Budget. All members present voting aye. Motion carried.

#### INTEREST STATEMENT:

Moved by Fjeldheim, seconded by Sutton to accept for filing the January – March 2017 Interest Statement in amount of \$8,908.02, submitted by County Treasurer Sheila Enderson. All members present voting aye. Motion carried.

#### ANNUAL ASSESSOR REVIEW:

Michael Hauke, Director of Equalization came before the Board for annual review, per SDCL 10-3-14, and gave an update on equalization activities.

#### BID AWARD - WEED CHEMICAL:

Moved by Fischbach, seconded by Sutton to award all to Van Diest Supply, but at State Bid Contract price submitted by Van Diest if lower. Complete tabulation sheet on file in the Auditor's Office (available for public inspection Monday – Friday, 8:00 a.m. to 5:00 p.m.). All members present voting aye. Motion carried.

#### BMX:

Kyle Oswald and Mike Sommers, BMX presented a proposal for lease and a proposal for purchase of property as requested at a previous meeting. Moved by Sutton, seconded by Hansen to request an



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agreement be drafted for a twenty-year lease with 4 five-year options for review by both parties. All members present voting aye. Motion carried.

**COURTHOUSE SECURITY PROJECT:**

Judy Dosch, Scott Meints, Mark Milbrandt and Paul Sivertsen met to discuss the Courthouse Security Project. Bid laws will be reviewed prior to any action.

**BRIDGE RE-INSPECTION:**

Commissioner Fischbach offered the following Resolution:

**RESOLUTION #21-17  
BRIDGE REINSPECTION FOR USE WITH SDDOT RETAINER CONTRACTS**

WHEREAS, Title 23, Section 151, United States Code and Title 23, Part 650, Subpart C, Code of Federal Regulations, requires initial inspection of all bridges and re-inspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are re-inspected at intervals not to exceed four years.

THEREFORE, Brown County is desirous of participating in the Bridge Inspection Program using Bridge Replacement funds.

Brown County requests SDDOT to hire Clark Engineering Corporation for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the county for 20% of the cost. Brown County will be responsible for the required 20% matching funds.

Dated this 4<sup>th</sup> day of April 2017, at Aberdeen, SD.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**APPLICATION FOR OCCUPANCY:**

Moved by Sutton, seconded by Hansen to approve and authorize the Char sign application, submitted by James Valley Telecommunications for occupancy of County Hwy #20 in Sec 3/2-T125N-R60W, Brown County, SD to provide telecommunications services. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Fjeldheim, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter, and Dirk Rogers in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion

**ADJOURNMENT:**

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 10:20 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## APRIL 11, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Hansen led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Hansen to approve the Joint City/County Meeting Minutes of April 3 and the General Meeting Minutes of April 4, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims

Insurance: SDACC \$19,673.56.

Professional Fees: Avera St. Luke's \$1,346.12; Kristi Brandt \$56.80; Carrels & Bain Family Dental \$140.72; Michelle Gaikowski \$209.80; Gramm Funeral Home \$1,447.52; Helms & Assoc. \$3,620.50; Horn Law Office \$253.80; LexisNexis \$1,081.35; Multi-Cultural Center of Sioux Falls \$151.25; Richardson, Wyly, Wise & Sauck \$1,277.80; Ronayne Law Office \$1,731.80; SD Dept. of Revenue & Regulation \$791,427.17; Christy Griffin-Serr \$470.00; Spillman Technologies \$123.75; Tammy Stolle Court Reporting \$61.20.

Publishing: Aberdeen American News \$3,020.75; Groton Independent \$803.67; Hub City Radio \$300.00; Huron Plainsman \$17.40; K Hanson 5 \$22.00; Teton Times \$12.87; Todd Co. Tribune \$21.74.

Repairs & Maintenance: A-1 Locksmithing \$89.00; Aberdeen Plumbing & Heating \$1,140.04; Crawford M S & F \$69.30; DFP \$14.62; DMI \$16,201.01; Galls \$430.00; Great Western Tire \$20.00; HF Jacobs & Son \$42,075.38; Hoven Auto Repair \$824.78; Lawson Products \$20.47; Leidholt Electric \$51.02; Midstates Printing \$23.03; PowerPlan \$104.45; Productivity Plus \$4,380.68; Sander's Sew 'n' Vac \$105.49; Sheehan Mack \$896.00; Team Laboratory \$271.50; TW Construction \$698.00.

Supplies: Advance Auto \$1,580.55; Cartney Bearing \$15.90; Cash-Wa \$5,619.64; Crawford M S & F \$359.02; Dakota Oil \$4,086.75; Danko \$89.29; Dean Foods \$641.03; DFP \$1,213.13; DMI \$4,171.12; Earthgrains \$901.52; Ferguson Enterprises \$2,942.35; Galls \$103.81; Geffdog \$21.36; GovConnection \$1,566.46; Great Western Tire \$12,225.74; Rosemarie Hanssen \$200.00; Helms & Assoc. \$4,314.05; HF Jacobs & Son \$90,164.87; Horn Law Office \$24.80; IDC \$237.81; Ken's SuperFair Foods \$13.98; LG Everist \$2,690.35; Lawson Products \$275.51; Marco \$41.26; Matthew Bender & Co. \$189.96; Menards \$252.74; Midstates Printing \$1,449.70; Midwest Pump & Tank \$40.82; Nardini Fire Equip. \$157.00; Network Services \$750.28; NVC \$16.02; PowerPlan \$1,113.51; Productivity Plus \$4,599.14; Quality Welding \$47.58; Running's \$61.46; Sewing Shoppe \$47.00; Share Corp. \$84.00; Sheehan Mack \$1,337.78; Taylor Laundry \$136.25; Team Laboratory \$24,200.00; Thee Glass Doktor \$120.65; Tri-State Water \$26.00; TrueNorth Steel \$4,485.00; Wallwork Truck Center \$78.38; Walth Safety Service \$657.90; Web Water Bottling Co. \$26.00; West Payment Center \$396.85.

Travel & Conference: Doug Fjeldheim \$257.48; Dware \$125.00; Sarah Swenson \$34.31.

Utilities: Aberdeen City Treasurer \$1,209.07; Economy Propane \$1,386.00; Northern Electric \$104.26; NWPS \$3,780.18; NVC \$1,144.76; Town of Frederick \$48.00.

Other: Advantage Land Co. \$250.00; SDACC \$902.00.

Buildings: Huff Construction \$50,000.00.

Machinery & Equip: DMI \$37,600.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, authorizing the Chair to sign the 2016 Agreement with Local 162, Council 59 of the AFSCME, AFL-CIO. All members present voting aye. Motion carried.

LEASE AGREEMENT:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign the following agreement: Jack Hollingsworth (City of Warner) for lease of two stages for the Warner Annual Street Dance on June 16-17, 2017. All members present voting aye. Motion carried.

FAIR CONTRACT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Linda Gengerke @ \$40.00 (judge). All members present voting aye. Motion carried.

FAIR BOARD MEMBER:

Moved by Sutton, seconded by Hansen to appoint Mike Fey to the Brown County Fair Board for a two year term (2017-2018). All members present voting aye. Motion carried.

BID-GRANARY LAWN SERVICE:

Moved by Sutton, seconded by Fjeldheim to approve and authorize advertising a public hearing to open, read and consider sealed bids for the 2017 Lawn and Grounds Maintenance at the Granary Rural Cultural Center (40161 128<sup>th</sup> Street), to be held in the Brown County Commission Chambers at 8:50 A.M. on May 2, 2017. All members present voting aye. Motion carried.

LOTTERY APPLICATION:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following Lottery application: The American Legion Sidney L Smith Post #24 for split pot at the NAHR events on May 20, 21, 27, 28 & 29, 2017 at the Fairgrounds. All members present voting aye. Motion carried.

TAX DEED PROPERTY SALE:

Moved by Hansen, seconded by Sutton to set date for tax deed property auction of Lot 8 Blk 16 Hagerty & Lloyd Addition (509 N Penn Street), to be conducted by Victor Fischbach for April 27, 2017 at 9:00 a.m. in the Courthouse Community Room (property declared surplus for purpose of sale in minutes of June 21, 2016). All members present voting aye. Motion carried.

SHERIFF REPORTS:

Moved by Fjeldheim, seconded by Sutton to approve the following March 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

AUDITORS REPORT OF ACCOUNT:

Moved by Hansen, seconded by Fjeldheim to approve the March 2017 Auditor's Report of Account with the County Treasurer in total amount of \$14,531,677.51 (total amount of actual cash @ \$4,932.67, Cash items (bad checks) @ \$67.33, US Bank @ \$108,815.64, Dacotah Bank @ \$6,614,334.35, Petty Cash/Change Funds @ \$2,000.00, Fund Investments @ \$7,801,527.52). All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Sutton, seconded by Fischbach to go into executive session to discuss a contractual matter, per SDCL 1-25-2(3) with Larry Lovrien, Earnest Thompson and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair adjourned the executive session, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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# APRIL 11, 2017 – BROWN COUNTY BOARD OF EQUALIZATION

This being the second Tuesday, April 11, 2017, the Brown County Commission organized themselves as the Brown County Board of Equalization, in accordance with SDCL 10-11-25, at 9:00 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota. Oaths of office were taken by Commissioners Sutton, Kippley, Fischbach and Fjeldheim. Director of Equalization Michael Hauke, Becky Desens and Sarah Swenson were also present. Auditor Maxine Fischer called the meeting to order and called for nominations for Chairman.

Commissioner Sutton nominated Rachel Kippley as Chair for the 2017 Brown County Board of Equalization. Moved by Sutton, seconded by Fischbach that nominations cease and a unanimous ballot be cast for Commissioner Kippley as Chair of the 2017 Brown County Board of Equalization. All members present voting aye. Motion carried.

Commissioner Sutton nominated Doug Fjeldheim as Vice Chair for the 2017 Brown County Board of Equalization. Moved by Fischbach, seconded by Sutton that nominations cease and a unanimous ballot be cast for Commissioner Fjeldheim as Vice Chair of the 2017 Brown County Board of Equalization. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fischbach to accept for filing the Review Board Minutes from the towns and townships within Brown County. All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Sutton to instruct the Director of Equalization to reduce values on all properties qualifying for Assessment Freeze for the Elderly and Disabled for 2017 (158). All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to instruct the Director of Equalization to reduce values on all properties qualifying for 100% Disabled Veteran Exemption for 2017 (75). All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Fischbach to instruct the Director of Equalization to reduce values on all properties qualifying for Paraplegic Veteran Exemption for 2017 (2) and Paraplegic Exemption for 2017 (1). All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Sutton to approve the applications submitted per SDCL 10-4-15 for 100% Tax Exempt Status (complete listing available for public inspection Monday – Friday 8:00 a.m. to 5:00 p.m. at the Director of Equalization Office, 25 Market Street Ste 6, Aberdeen, SD), except to defer action on the following: **Aberdeen City #32 Jackson Heights Apartments** on Lt 1 Jackson Heights 1<sup>st</sup> Addition; **Lawson View Townhomes** on the N 300' of S 600' OL 4A Ganje Addn of Melros Estates; **Meadowwood Townhomes** on Lt 1 Meadowwood Addn (Lt 1 Inmans 5<sup>th</sup> Blk 20 Roches); **Sunshine Park Limited Partnership** on Blk 4 Melros Southview Addn S ½ 19-123-63. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to approve 100% Tax Exempt Status, as requested, for the following new applications: **Aberdeen City #32 Aberdeen Family Y (Y Day Care)** on Lt 3 Isaac Lincoln's rearrangement of Blk 67 Hagerty & Lloyd Addn; **Boys & Girls Club of Aberdeen** on Lt 2 Brown County Commissioners 1<sup>st</sup> Subd; **Freedom Worship Center** on Lt 2 ADC 2005-1<sup>st</sup> Subd NE 16-123-63 (Industrial Park East); **Northeastern Mental Health Center** on Lt 1 Blk 1 Hyde Park 1<sup>st</sup> Addn; **Safe Harbor/Resource Center for Women** on Lt 1 Blk 5 HAPI 3<sup>rd</sup> Central Subd W ½ NE 30-123-63. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to deny Tax Exempt Status for the following new application (100% requested): Aberdeen City #32 Salvation Army on Lt 14 Blk 1 Homes Are Possible (KO Lee Subd). All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Sutton to approve partial Tax Exempt Status for the following applications: Aberdeen City #32 Aberdeen Development Corporation 62% on Lt 1 Abdn Dev Corp 2001-1<sup>st</sup> Subd NE 16-123-63 Industrial Park East. **ACT 2 INC** 63% on #2 Midwest Capitol Project of Lt 10-12 Blk 27 1<sup>st</sup> Addn; 63% on #3 Midwest Capitol Project of Lt 13-18 Blk 27 1<sup>st</sup> Addn Ex Mezzanine Hallway Unit 3; 63% Mezzanine Storage Unit 4A #4 Midwest Capitol Project of Lot 13-18 Blk 27 1<sup>st</sup> Addn. **Avera St Luke's Hospital** 22% on Lt 1 Avera St Lukes Subd buildings (Blk 73 & 82 H&L); 33% on Lt 1 Avera St Lukes Subd land (Blk 73 & 82 H&L); 40% on Lt 3 Avera Land-O-Lakes 2<sup>nd</sup> Subd (Blk 72 H&L and OL 2 Lanes); 48% on Lt 4 Hagerty and Lloyds 3<sup>rd</sup> Subd SE 13-123-64; 68% on Lt 2 Cash-Wa-Avera St Lukes Subd (Lt 2 HRS/SAL Subd (Brandner); 89% #1B Physicians Plaza Blk 83 Hagerty & Lloyd Addn (Suite W240); 99.26% on Lt 1 Avera St Lukes Addn (Blk 86, 87, and 96, H&L Etc). **First United Methodist Church** 33% on Lts 12-13 Blk 29 Subd of Lts 4-5 Blk 29 1<sup>st</sup> Addn & Lts 12-13 Blk 29 2<sup>nd</sup> Addn. **Fraternal Order of Eagles** 50% on Lts 4-12 Blk 22 First Addn. **Loyal Order of Moose #590** 80% on Lts 1-8 and all of vac alley Blk 54 Second Addn. **TDAF/Tom Aman** 36% on Lt 1 Blackstone 2<sup>nd</sup> Subd (requested 90%). **Yelduz Temple** 90% on Lts 1-3 Blk 50 Second Addn. Warner Twp #23 Foundation for Youth Firearms Safety Inc 80% on the N 820' of SE 15-122-64 ex Hwy lying E of CNW RR. Groton City #33 American Legion Post #39 60% on Lts 22-25 Blk 11 OP Groton; **Groton Community Transit Inc** 75% on Lts 9-12 Blk 10 OP Groton. Highland Township #35 St Johns Lutheran Church 85% on St John Evangelical Lutheran Church OL 1 & 2 SW 24-122-65. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to remove Tax Exempt status on the following: Aberdeen City #32 Avera St Lukes on N 16' Lt 17 & Lt 18 & S 18' Lt 19 Blk 89 Hagerty & Lloyd Addn. **Safe Harbor/Resource Center for Women** on Lt 15-16 & S 9' Lt 17 Blk 89 Hagerty & Lloyd Addn; Lt 5-6 Blk 90 Hagerty & Lloyd Addn. Shelby Twp #8 NW District of Christian & Missionary Alliance on E 75' Lt 3 Blk 12 Subd of Blk 8-14 & OL E Houghton. Hecla Village #40 NESDCAP on Lt 7 Blk 19 Subd of Blk 17-26 Hecla Village. All members present voting aye. Motion carried.

#### ADJOURN:

Moved by Sutton, seconded by Fischbach to adjourn the County Board of Equalization at 9:45 A.M. All members present voting aye. Motion carried.

Maxine Fischer – Brown County Auditor 

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APRIL 11, 2017 – CONSOLIDATED BOARD OF EQUALIZATION

Members of the Brown County Commission, Aberdeen City Council and Aberdeen School District 6-1 organized themselves as the 2017 Consolidated Board of Equalization, in accordance with SDCL 10-11-66 at 11:30 A.M. on April 11, 2017 in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota. Oaths of Office were taken by Commissioners Tom Fischbach, Duane Sutton, Doug Fjeldheim, Aberdeen School Board Member Duane Alm and Aberdeen Mayor Mike Levsen. Director of Equalization Michael Hauke was also in attendance. Auditor Maxine Fischer called the meeting to order and called for nominations for Chairman.

County Commissioner Fischbach nominated Commissioner Fjeldheim as Chairman for the 2017 Consolidated Board of Equalization. Moved by Sutton, seconded by Fischbach that nominations cease and a unanimous ballot be cast for Commissioner Fjeldheim for Chairman of the 2017 Consolidated Board of Equalization. All members present voting aye. Motion carried.

ADJOURN:

Moved by Fischbach, seconded by Levsen to adjourn the Consolidated Board of Equalization at 11:35 A.M. All members present voting aye. Motion carried.

Maxine Fischer – Brown County Auditor 

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APRIL 17, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Ronayne, Rux, Slaight-Hansen and Mayor Levsen. Council Member Remily was absent. Present from County were Commissioners Kippley, Sutton and Fjeldheim. Commissioners Hansen and Fischbach were absent.

RESOLUTION #17-04-01R/466:

On motion by Bunsness, seconded by Rux the City unanimously voted to adopt Resolution #17-04-01/466.

Commissioner Sutton offered the following Resolution:

RESOLUTION #22-17  
RESOLUTION #17-04-01R/466

RESOLUTION TO VACATE PUBLIC RIGHT OF WAY

BE IT RESOLVED by the Brown County Commission, Aberdeen, South Dakota that the Petition to Vacate the Public Right-of-Way filed by Paul Meyers, Wendy Meyers and Christopher Leidholdt is hereby granted and the public right-of-way is hereby vacated for the following described areas:

That portion of the 60' wide Camino Real Public Right-of-Way commencing at the North side of Brown County 13 Public Right-of-Way and continuing North 1,860' between Lots 1-5, Block 1, and Lots 1-6, Block 2, DeVaan's Villa Rancheras Subdivision, then continuing West 1,446' between Lots 7-11, Block 1, and Lots 5-8, Block 2, DeVaan's Villa Rancheras Subdivision, and then continuing South 501' between the North 501' of Lot 8, Block 1, and Lots 12-13, Block 2, DeVaan's Villa Rancheras Subdivision, located in the SE ¼ of Sec 31-T124N- R63W of the 5<sup>th</sup> P.M., Brown County, SD (NE 130<sup>th</sup> Street and Roosevelt Street Intersection)

BE IT FURTHER RESOLVED by the Brown County Commission, Aberdeen, South Dakota that a certified copy of the this Resolution shall be filed for record and duly recorded in the Office of the Register of Deeds in Brown County.

Dated this 17<sup>th</sup> day of April 2017.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-absent, Fjeldheim-aye, Kippley-aye. Resolution adopted.

ADJOURNMENT:

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 5:35 p.m. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## APRIL 18, 2017 – BROWN COUNTY BOARD OF EQUALIZATION

Meeting called to order by Commission Chair Kippley at 10:00 a.m. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton, Fischbach and Fjeldheim. Director Michael Hauke, Appraisers Gene Loeschke and Russell Metz from the Director of Equalization Office were also in attendance.

## TAX EXEMPT:

Moved by Fischbach, seconded by Sutton to approve 100% Tax Exempt Status on the following properties (action deferred from previous meeting): **Aberdeen City #32 Jackson Heights Apartments** on Lt 1 Jackson Heights 1<sup>st</sup> Addition; **Lawson View Townhomes** on the N 300' of S 600' OL 4A Ganje Addn of Melros Estates; **Meadowwood Townhomes** on Lt 1 Meadowwood Addn (Lt 1 Inmans 5<sup>th</sup> Blk 20 Roches); **Sunshine Park Limited Partnership** on Blk 4 Melros Southview Addn S ½ 19-123-63. All members present voting aye. Motion carried.

## APPEALS:

Moved by Sutton, seconded by Fischbach to approve the following recommendations from the Director of Equalization: **#1-5.Christopher Kassube** Portion of KO Lee Conservation Easement Tract 1 NE 27-123-62 from 9,372 to 17,040; S ½ NW 26-123-62 (Inc unplatted emergency Watershed Easement) from 17,380 to 31,600; SE 23-123-62 (Inc unplatted emergency Watershed Land) from 34,760 to 63,200; NE 23-123-62 Ex H2 (Inc unplatted emergency Watershed Land) from 33,220 to 60,400; N ½ N ½ 26-126-62 (Inc unplatted emergency Watershed Easement) from 34,260 to 63,200; **#6.Dennis & Darlene Kassube** SW 26-123-62 (Inc Gerharter Conservation Easement Tract 1) from 34,760 to 63,200 (upheld Assessor). All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Fischbach to approve the following recommendation from the Director of Equalization: **#7.Marietta Lakness** Lt 2 Evelo 2<sup>nd</sup> Subd S ½ 29-123-63 @ 134,043 (no change). All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Sutton to approve the following recommendations from the Director of Equalization: **#8.Gardner&Ruth Tonigan** NE 6-125-62 from 304,249 to 290,629; **#9-10.Dwain Buntrock** SE 3-125-63 from 268,128 to 228,833; SW 3-125-63 from 293,958 to 287,836 (flooded land). All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Sutton to approve the following recommendations from the Director of Equalization: **#11-12.John or Jyl Aman** Lt 9A Blk 7 Prairiewood Vlg NE 33-124-63 @ 247,912 (no change); Lt 1 Edgewood Lane 1<sup>st</sup> Subd Prairiewood Vlg NE 33-124-63 from 27,313 to 17,250 (bare lot). All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Fjeldheim to approve the following recommendation from the Director of Equalization: **#13.Victor Schumacher** Lt 1 Blk 6 Prairiewood Vlg NE 33-124-63 @ 326,402 (no change). All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fischbach to approve the following recommendation from the Director of Equalization: **#14.Gaylen Heinle** Lt 6-7 Bauers 1<sup>st</sup> Subd OL 1 SW 7-123-65 @ 63,820 (no change). All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to approve the following recommendations from the Director of Equalization: **#15.Sharon Anderson** Lt 2 Blk 6 Prairiewood Vlg from 11,408 to 7,204; **#16-17.Scott Kuck** Lt 3 Blk 6 Prairiewood Vlg from 18,329 to 11,576; Lt 10, Blk 6 Prairiewood Vlg from 19,020 to 12,012; **#18-19.Thomas Maruska** Lt 4 Blk 6 Prairiewood Vlg from 20,066 to 12,673; Lt 5 Blk 6 Prairiewood Vlg from 18,037 to 11,391; **#20.Ronald Janke** Lt 9 Blk 6 Prairiewood Vlg from 20,672 to 13,056; **#21-22.Ryan Hardy** Lt 1 Blk 7 Prairiewood Vlg from 19,008 to 12,004; Lt 2 Blk 7 Prairiewood

Vlg from 20,084 to 12,684; **#23-26. Eric Brenner** Lt 3 Blk 7 Prairiewood Vlg from 18,716 to 11,820; Lt 4 Blk 7 Prairiewood Vlg from 17,784 to 11,232; Lt 5, Blk 7 Prairiewood Vlg from 18,773 to 11,856; Lt 6 Blk 7 Prairiewood Vlg from 20,721 to 13,087; **#27. Donald Meyer** Lt 8 Blk 7 Prairiewood Vlg from 20,600 to 13,010; **#28. Wayne Beck** Lt 2 Edgewood Lane 1<sup>st</sup> Subd Prairiewood Vlg from 24,002 to 13,596; **#29. John Kokales** Lt 13 Blk 7 Prairiewood Vlg from 21,700 to 13,705; **#30. Michael Bockorny** Lt 15A Blk 7 Prairiewood Vlg from 33,520 to 21,170; **#31. Joshua Bowen** Lt 20 Blk 7 Prairiewood Vlg from 21,823 to 13,783; **#32. Michael Carrels** Lt 7 Blk 13 Prairiewood Vlg from 19,605 to 12,384; **#33. Marwin Hofer** Lt 8 Blk 13 Prairiewood Vlg from 16,057 to 10,143; **#34. Jason Lien** Lt 9 Blk 13 Prairiewood Vlg from 19,208 to 12,131; **#35. Trevor Lien** Lt 10 Blk 13 Prairiewood Vlg from 19,917 to 12,579; **#36. Jon Hansen** Lt 11 Blk 13 Prairiewood Vlg from 19,509 to 12,321; **#37. Mary Jurgensen** Lt 1 Blk 14 Prairiewood Vlg from 19,420 to 12,323; **#38. Aman Living Family Trust** Lt 2 Blk 14 Prairiewood Vlg from 19,512 to 11,350 (bare lots); **#39-40. Treeby LLC** NW 11-128-61 Inc RR ROW from 320,280 to 299,940; SW 11-128-61 Inc RR ROW from 321,732 to 293,969 (Twp Board); **#41. Cynthia Bagley** NE 2-128-61 West of RR Inc RR ROW from 111,588 to 96,278; **#42-44. East River Electric Power** Tract 708' E & W x 708' N & S SW corner Sec 11-123-64 Ex H1 from 132,269 to 79,709; Lt U1 SE SE 24-127-61 from 25,064 to 9,224; N 250' of W 230' NW 29-124-64 from 21,819 to 5,979 (centrally assessed); **#45. Brodie Munro** NW 32-122-62 from 180,912 to 63,064 (Ag to NAC); **#46. Erdmann Properties LLC** BOLS Lt 15-18 Blk 8 Warner 1987 Liberty MH from 17,326 to 2,500 (condition); **#47. Darrel Dinger** SW 10-127-61 from 309,101 to 278,934 (grass); **#48. Patrick Teal** Fliehs OL 1 SW 35-127-61 Ex Homestead 1<sup>st</sup> Subd and SW 35-127-61 Ex Fliehs OL 1 Inc Tract 2 Thunderhead Lodge 2<sup>nd</sup> Conservation Easement Tract 1 from 193,022 to 184,286 (merged); **#49. Tigh Fliehs** Lt 2-3 1<sup>st</sup> Replat Huffton NW 30-125-60 from 46,354 to 28,955 (acres & quality); **#50. Ryan Tracy** S 1249' of W 725' NW 24-123-61 Ex platted land from 256,845 to 295,198 (home addition). All members present voting aye. Motion carried.

#### ADJOURN:

Moved by Sutton, seconded by Fjeldheim to adjourn the 2017 Brown County Board of Equalization at 11:05 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor

*Maxine Fischer*

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# APRIL 18, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Fischbach led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Sutton to approve the General Meeting Minutes, the Brown County Board of Equalization Meeting Minutes and the Consolidated Board of Equalization Meeting Minutes of April 11, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,030.07; Treasurer \$13,428.32; States Attorney \$20,502.43; SVAWA Grant \$1,286.82; Maintenance \$7,168.92; Assessor \$13,625.67; Register of Deeds \$9,277.34; Veterans Service Office \$4,093.12; GIS \$2,301.47; Information Technology \$7,623.98; Human Resources \$3,082.21; Sheriff Admin \$36,144.63; Jail \$47,804.49; Coroner \$2,100.00; JDC \$22,990.38; Welfare Office \$3,665.57; Museum \$8,192.50; Parks & Fairgrounds \$5,226.82; Fair Board \$3,722.59; 4-H \$583.31; Weed \$1,578.40; Planning and Zoning \$1,866.02; Highway \$49,687.56; Communications \$22,816.15; Emergency Management \$3,970.57; Teen Court \$567.80; 24/7 \$3,133.59; Landfill \$12,665.94.

Matching Benefits: FICA \$19,056.10; Medicare \$4,456.71; SDRS \$19,161.51.

Professional Fees: Avera St. Luke's \$2,244.81; Carrels & Bain Family Dental \$140.72; Certified Languages \$813.45; Dakota Electronics \$42.50; Ryan Dell \$5,309.20; Michelle Gaikowski \$17.00; Kuck Law Office \$2,716.00; Richardson, Wyly, Wise, Sauck \$816.00; Sanford Health Occupational Medicine \$250.00; SD Dept. of Revenue & Regulation \$7,132.96; SD Humanities Council \$50.00; Spot Freight \$1,575.00; Stoddard Law \$262.20; Jodi Sudweeks \$34.00; US Bank \$851.00; Yankton Co. Sheriff Office \$50.00

Publishing: Aberdeen American News \$350.35; Groton Independent \$19.56;

Rentals: 446-Praxair \$21.99.

Repairs & Maintenance: DMC Wear Parts \$88.10; Double D Body Shop \$1,368.58; EPG Co. \$3,764.27; Farnam's \$129.28; Fastenal \$47.76; Foothills Contracting \$324,856.08; G & K Services \$332.85; House of Glass \$1,839.40; Leidholt Electric \$869.58; Ringgenberg Electric \$2,885.64; Sheehan Mack \$419.23; Superior Jetting \$2,630.10; Weller Truck Parts \$96.80; US Bank \$839.00;

Supplies: A & B Business \$31.16; Ameripride \$230.01; Bonnie Bitz \$72.00; Dakota Electronics \$2,052.90; DMC Wear Parts \$3,898.00; DSG \$499.49; GCR Tires & Service \$102.00; Geffdog \$109.23; GovConnection \$1,955.78; Heiser's Jewelry \$125.00; Kessler's \$12.36; Cory Lane \$35.67; Leidholt Electric \$1,609.42; Mac's \$47.40; Menards \$249.33; Midstates Printing \$342.28; Moore Medical \$322.42; NCFE – Warner \$16,922.90; Network Services \$2,358.29; PharmChem \$25.00; Pro Ag Supply \$143.79; Running's \$301.43; Weller Truck Parts \$3,655.33; US Bank \$18,027.98;

Travel & Conference: City of Groton \$183.30; Days Inn \$114.00; Don Fischer \$32.00; Michael Hauke, Jr. \$11.00; Gene Loeschke \$155.10; Mike Scott \$32.00; US Bank \$3,217.02;

Utilities: Aberdeen City Treasurer \$332.57; CenturyLink \$1,012.00; City of Hecla \$233.92; Exec. Mgmt. \$70.25; Northern Electric \$2,253.42; NVC \$1,889.54; NWPS \$85.56; US Bank \$503.18; Verizon \$200.05; Web Water \$86.15.

Machinery & Equip.: SD Property Mgmt. \$7,500.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve and authorize Chair sign Wage Works form stating no changes for 2017-2018 plan year.

- Approve employee step increases, effective April 23, 2017: Kathy Fischer @ \$22.44 per hour, Dan Schlosser @ \$16.53 per hour.
- All members present voting aye. Motion carried.

#### SPECIAL MALT BEVERAGE LICENSE HEARING:

Moved by Fischbach, seconded by Fjeldheim to approve the following applications for Special Malt Beverage License, submitted by Northeast Area Horse Racing, Inc - Brown County Fairgrounds (Clubhouse) SW ¼ Sec 1-T123N-R64W, effective May 20, 21, 27, 28 and 29, 2017; Brown County Fairgrounds (Grandstand) SW ¼ Sec 1-T123N-R64W, effective May 20, 21, 27, 28 and 29, 2017; Brown County Fairgrounds (Holum Expo Building) SW ¼ Sec 1-T123N-R64W, effective May 27, 2017 (map indicating specific buildings on file with applications). All members present voting aye. Motion carried.

#### ABATEMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following Abatement: Lamont Development LLC on portion of Blk 4 S ½ NW 20-123-63 in amount of \$398.73 (assessment error). All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Old Dominion @ \$75,000.00 (entertainment); NSU Women's Swim Team @ \$5,500.00 (stage hands); Reed Exposition Midway/Murphy Brothers Carnival – County to receive 40% of all gross revenue (after sales tax), \$5,000.00 cash for Games/Concessions and \$5,000.00 worth of advertising; Disc-Connected K-9's, Inc/Lawrence Frederick @ \$6,000.00 (dog shows); The Sound Exchange @ \$4,500.00 (entertainment); Mind Games, Intractive Comedy Hypnosis @ \$4,000.00 (entertainment); Orchard Fire @ \$1,200.00 (entertainment); Bubble Tower/Stilt Party @ \$5,000.00 (entertainment); Zelda Chapel, Evalyn Smith, Duane Jark, Marilyn Maloney @ \$40.00 and Northern Electric, Gretchen Sharp, Doug Farrand -fee declined (judges); Robert Kramer @ \$150.00 (judge); Shane Ringdahl and Wayne Fischer @ \$100.00 (judges); Korkow Rodeo @ \$32,000.00 (rodeo stock). All members present voting aye. Motion carried.

#### LOTTERY APPLICATION:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following Lottery application: Boys & Girls Club of Aberdeen Area for raffle at the Moccasin Creek Country Club Golf Tournament on June 26, 2017. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following agreements: Boy Scouts of America for lease of the Richmond Lake Youth Camp on Jun 10 and Jun 16-18, 2017; A-Town Roller Girlz for lease of the Expo Building on May 6, May 20, Jun 24 and Sept 9, 2017; A-Town Roller Girlz for lease of the Club House for practices from January 1, 2017 to December 31, 2017. All members present voting aye. Motion carried.

#### BID – LANDFILL WASTE TIRE CLEANUP:

Time and place, as advertised to open, read and consider sealed bids for the 2017 Landfill Waste Tire Cleanup Project. Moved by Hansen, seconded by Fjeldheim to award low bid, submitted by Liberty Tire Services of Ohio, LLC @ \$148.20 per ton picked up and \$87.50 per ton delivered; rejecting bid submitted by New Deal Tire @ \$150.00 per ton picked up and \$150.00 per ton delivered. All members present voting aye. Motion carried. Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign Contract with Liberty Tire Services of Ohio, LLC for the 2017 Landfill Waste Tire Cleanup Project. All members present voting aye. Motion carried.

#### LANDFILL FENCING PROJECT:

Moved by Sutton, seconded by Fischbach to approve quote submitted by Vosika Fencing (only quote obtained) to install litter fence at the Bath Dumpster Site in amount of \$3,966.00. All members present voting aye. Motion carried.

**APPLICATION FOR OCCUPANCY:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign application, submitted by Northern Electric Cooperative for occupancy of County Hwy #13E and #10 in Sec 25/26/35-T124N-R64W, Brown County, SD to provide electrical services. All members present voting aye. Motion carried.

**CHANGE ORDER BROWN COUNTY ROAD #16 PROJECT:**

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign Change Order #1 for Brown County #16 Grading and Gravel Surfacing Project by increasing cost of project \$98,256.27 (total project cost \$2,560,843.77). All members present voting aye. Motion carried.

**HIGHWAY UPDATE:**

Dirk Rogers, Highway Superintendent discussed load limits, speed limit change, NACE Conference and dumpster site in Hecla City.

**IT REPORT:**

Paul Sivertsen explained need for purchase of a 70' HD television (approximate amount of \$1,390.00) for use in the Third Floor Courtroom to replace existing disabled unit for a trial held last week .

**WEB WATER – LETTER OF SUPPORT:**

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign Letter of Support for WEB Water Development. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:35 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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APRIL 24, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Rux, Slight-Hansen and Mayor Levsen. Present from County were Commissioners Hansen, Fjeldheim and Fischbach. Commissioners Kippley and Sutton were absent.

ORDINANCE #17-04-01/467:

On motion by Remily, seconded by Bunsness, the City unanimously voted to approve First Reading of Ordinance #17-04-01/467.

Moved by Fischbach, seconded by Hansen to approve First Reading of Ordinance #17-04-01/467, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini Agricultural District: Proposed Lot 1, Dorn Subdivision in the NW ¼ of Sec 23-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (Approximately ½ mile South of Hwy 12 and 392<sup>nd</sup> Ave on the East side of the Road; Part of 1115 392<sup>nd</sup> Ave). All members present voting aye. Motion carried.

ORDINANCE #17-04-02/468:

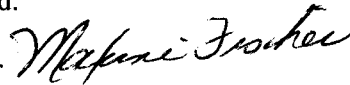
On motion by Rux, seconded by Remily, the City unanimously voted to approve First Reading of Ordinance #17-04-02/468.

Moved by Hansen, seconded by Fischbach to approve First Reading of Ordinance #17-04-02/468, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (R-2) Medium Density Residential District: Lot C in the SW ¼ SW ¼ Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (1519 S Melgaard Road). All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Fischbach, seconded by Hansen to adjourn the Brown County Commission at 5:35 p.m. All members present voting. Motion carried.

Maxine Fischer, Brown County Auditor



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## APRIL 25, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Fischbach and Fjeldheim. Commissioner Sutton was absent. Commissioner Hansen led the Pledge of Allegiance.

### MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the Joint City/County Meeting Minutes of April 17, the General Meeting Minutes and Brown County Board of Equalization Meeting Minutes of April 18, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims

Professional Fees: Brick's TV & Appliance \$2,763.75; Dean Schaefer Court Reporting \$369.00; Horn Law Office \$131.60; Jimmy Johns \$134.86; Mark Katterhagen \$60.00; Kuck Law Office \$744.00; LBG \$6,954.66; Lewis & Clark BHS \$320.00; Lucy Lewno \$621.00; Multi-Cultural Center of Sioux Falls \$82.50; NE Mental Health Center \$884.00; Richardson, Wyly, Wise & Sauck \$2,024.79; Rogers Law Office \$1,104.00; Christy Griffin-Serr Law Office \$92.00; Stoddard Law Office \$266.02; Jodi Sudweeks \$27.20; Karen Swanda \$60.00; Yankton Co. Sheriff \$100.00; Yankton Co. Treasurer \$261.00; Marla Zastrow \$30.54.

Publishing: Aberdeen American News \$418.90; Groton Independent \$53.36.

Repairs & Maintenance: 446-Praxair \$6.45; Aberdeen Plumbing & Heating \$653.39; Advance Auto \$82.35; Dakota Tree Co. \$450.00; Farm Power Mfg. \$366.00; Kone \$1,081.14; Leidholdt Tool Sales \$41.00; Mardian Scrap Recycling \$433.16; Midwest Pump & Tank \$136.55; Overhead Door \$127.55; Performance Oil & Lubricants \$1,500.00; Pierson-Ford \$96.90; Running's \$82.04; Harvin Schlosser \$300.00.

Supplies: 446-Praxair \$719.41; A & B Business \$81.59; Century Business Products \$628.78; Crescent Electric \$35.78; DFP \$24.10; Fire Safety First \$980.90; Gall's \$91.75; GovConnection \$1,223.20; IDC \$772.36; LG Everist \$1,461.46; Leidholdt Tool Sales \$250.39; Lucy Lewno \$25.84; Mac's \$10.53; Marco \$343.58; Menards \$109.84; Midstates Printing \$39.45; Pro Ag Supply \$56.41; Running's \$37.92; Sherwin Williams \$124.96; West Payment Center \$1,737.48.

Travel & Conference: Maxine Fischer \$51.05; SDSU Extension \$27.54.

Utilities: Dependable Sanitation \$451.00; James Valley Telecommunications \$218.30; Montana-Dakota Utilities \$27.88; NWPS \$2,124.56; Verizon \$60.05.

Other: Advantage Land Co. \$250.00; JRWD \$11,378.15; Pizza Ranch \$76.45; Safe Harbor \$735.00; SDACC \$21,035.83. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve and authorize the Chair sign agreement with Medica to provide group health coverage for county employees, effective July 1, 2017 thru June 30, 2018.
- Approve an agreement with Guardian to provide voluntary Vision coverage for county employees, effective July 1, 2017 thru June 30, 2018, as a payroll deduction.
- Approve hiring Robert Baumgartner as Landfill Office Manager, effective May 8, 2017 at \$20.00 per hour.

All members present voting aye. Motion carried.

### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following agreements: Web Water for lease of the Richmond Lake Youth Camp on August 12, 2017; Cub Scouts of America Troop 887 for lease of the Richmond Lake Youth Camp on May 6-7, 2017. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Karen Mikkelsen and Ellen Schlosser @ \$40.00 each (judges). All members present voting aye. Motion carried.

#### PLATS:

Commissioner Hansen offered the following Resolution:

#### RESOLUTION #23-17

BE IT RESOLVED by the County Commission of Brown County, SD that the plat showing "Inman Irrigation Addition in the SW ¼ of Sec 14-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Hansen offered the following Resolution:

#### RESOLUTION #24-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Roger Arlt Fourth Addition in the SW ¼ of Sec 25-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Hansen offered the following Resolution:

#### RESOLUTION #25-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Dorn Subdivision in the NW ¼ of Sec 23-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### TOWNSHIP BONDS:

Moved by Fischbach, seconded by Hansen to approve the following Township Bonds (Treasurer and Clerk): PORTAGE #1- Mary A Ewing Thorpe, Tonya Hansen; GREENFIELD #2 – Valerie Weisser,



Karen Lunzman; FREDERICK #3 – Dennis Walworth, Jill Gisi; ALLISON #4 - Dillon Cutler, Arlene Hixon; LANSING #5 – Dixie Clark; ONEOTA #6 - Karla Engelhart, Neil Schaunaman; BRAINARD #7 - Charles Dennert, Diane Bruns; SHELBY #8 – Michael Knecht, William Colby Crawford; NORTH DETROIT #9 – Candie Beck, Sandra Dinger; CLAREMONT #10 – Donald Wegleitner, Justin Wegleitner; COLUMBIA #11 Marty Weismantel, Patricia L Daly; WESTPORT #12 - Guyna Dehne, Doug Fjeldheim; CARLISLE #13 – Ashlee Nelson; ORDWAY #14 - Kerry Howell, Mike McHugh; CAMBRIA #15 – Monte McNickle, Brenda Johnson; RIVERSIDE #16 – Steve Simon, Bruce Sippel; GROTON #17 – Allen Walter, Jeff Howard; HENRY #18 – Matt Oswald, Darlene Sass; BATH #19 – David Stahl, Scott Sperry; ABERDEEN #20 – William Donaldson, Marguirete Donaldson; MERCIER #21 - Jerry Streckfuss, Daryl L Rieck; NEW HOPE #22 - Alan Borchard, Milton Haselhorst; WARNER #23 – Bev Graham, Robert Seaton; GEM #24 - Loel Schott, Bob Simon; EAST HANSON #25 – Lyncee Monson, Betty Schinkel; GARDEN PRAIRIE #26 – Craig Dunker, Todd Osterman; EAST RONDELL #27 – Dennis Rossow, Kathy Williams; PALMYRA #28 – Joanne Berheim, Greta Thorpe; OSCEOLA #29 – Lonny Mikkonen, Chris Sumption; SAVO #30 - Calvin Raisanen, Judy Bretsch; LIBERTY #31 – Todd Lunzman, Rollin Stearns; RAVINIA #34 – Chad Nelson, Patrick Keatts; HIGHLAND #35 - Dan Misslitz, Deanna Nelson; FRANKLYN #36 – Chelsea Gappa, Shirley Stein; RICHLAND #37 - Margaret Sumption, Deb Heine; LINCOLN #39 – Jamie Drageset, Ronald Kaaz; BATES #44 – Kathy Dobberpuhl, Betty Geist; GARLAND #46 – Lloyd Buntrock, Derek Kiefer; PUTNEY #48 – Bill Schuelke, Mark Thompson; WEST HANSON #49 – Maralyn Hoops, Darlys Kampa; HECLA #50 – Susan Rosendahl, Mary Tisher; PRAIRIEWOOD #53 – Heidi Carrels, Robert Jensen; SOUTH DETROIT #59 - Mark Perkins, Faye Hoines. All members present voting aye. Motion carried.

#### ORD #108 – FIRST READING:

Moved by Fischbach, seconded by Hansen to approve First Reading of Ordinance #108, an Ordinance amending Second Revision Brown County Ordinances, Title 4, Chapter 4.23, Section 4.2301 Proceedings of the County Planning and Zoning Commission. All members present voting aye. Motion Carried.

#### FAIR BOARD POLICY:

Derek Ricci, Fair Manager discussed a proposed draft of policies regarding ticketing and/or execution of ticket redemption during the week of the Fair. A final draft will be presented for approval at a later date.

#### SPEED ZONE DISCUSSION:

Dirk Rogers, Highway Superintendent discussed a request for a speed zone change on Roosevelt Street from 55 mph to 35 mph ½ mile south of Prairiewood Road to Fairgrounds Road. Resident Kylie Waldo and Aberdeen City Councilmen Clint Rux and David Bunsness presented points in favor of the change.

#### BCCHC REPORT:

DeAnna Harber presented the Brown County Community Health Center Report for January – March 2017.

#### ABATEMENT REQUEST:

Kimberly Dorsett, Attorney representing Drew Becker (Freedom Worship Church) discussed an abatement of 2016 payable 2017 taxes on a parcel purchased by Freedom Worship Church in March of 2016, stating the Church is entitled to Tax Exempt status for a portion of the year. After discussion, the Director of Equalization was directed to establish the percentage of the property used as a rental unit to determine the amount of the taxes eligible for abatement. An abatement reflecting same will be presented next week.

#### QUOTES CHILLER COMPRESSOR:

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign Acceptance Proposal of low quote, submitted Woodman Refrigeration in amount of \$6,600.00 to furnish and install a new Danfoss Compressor on the York Chiller; rejecting quote submitted by Custom Sheet Metal, Inc in amount of \$6,990.00. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

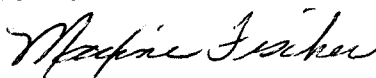
Moved by Fjeldheim, seconded by Hansen to go into executive session to discuss a contractual matter, per SDCL 1-25-2(3) and a personnel matter, per SDCL 1-25-2(1) with Larry Lovrien, Earnest Thompson and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair adjourned the executive session, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fischbach, seconded by Fjeldheim to adjourn the Brown County Commission at 9:50 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## APRIL 25, 2017 – CONSOLIDATED BOARD OF EQUALIZATION

Meeting called to order by Commission Chair Fjeldheim at 10:00 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Fischbach and Kippley, Aberdeen School Board Member Alm and Aberdeen City Mayor Levsen. Michael Hauke, Russell Metz, Gene Loeschke and Kathy Fischer from the Director of Equalization Office were also in attendance. Oath of Office was taken by Commissioner Rachel Kippley.

## APPEALS:

Moved by Fischbach, seconded by Levsen to approve the following recommendation from the Director of Equalization: **#1.Todd Campbell**-Lt 17 Blk 10 Sullivan & Easton Addn from 109,555 to 102,281 and remove owner/occupied status (adjust after review). All members present voting aye. Motion carried.

Moved by Levsen, seconded by Fischbach to approve the following recommendation from the Director of Equalization: **#2.Menard Inc**-Lt 1 Menards First Subd SE 17-123-63 (Lt 2 Taylor) @ 6,765,885 (no change). All members present voting aye. Motion carried.

Moved by Alm, seconded by Fischbach to approve the following recommendations from the Director of Equalization: **#3.Michael Kwasniewski**-Lt 4 Ashwood Heights 9<sup>th</sup> Subd SW 8-123-63 from 413,909 to 350,000 (adjust after review). **#4.Torian Mitchell**-Lt 4 Hedgers OL Ex S 63' of N 315' from 207,702 to 186,812 (adjust after review). **#5.Aberdeen Shopping Centeres Corp**-Blk A Super City Corner Subd from 3,984,112 to 2,955,334 (adjust after review). **#6.TKO Office Real Estate LLC**-Lt 2 Jewett-Koehler Subd (Lt 1 Palmers 1<sup>st</sup> Addn) from 720,253 to 639,195 (adjust after review). **#7.Roger A Barondeau**-100' S of N 850' of E 233' NE 18-123-63 E of Moccasin Creek Ex Hwy from 63,694 to 52,394 (adjust after review). **#8.Rockstep Aberdeen LLC**-Lt 2A Dial 3<sup>rd</sup> Addn SE 17-123-63 from 6,949,273 to 6,201,053 (adjust after review). **#9.James H Bomar**-S 45' Lt 1 Blk 55 2<sup>nd</sup> Addn from 8,663 to 4,631 (adjust after review). **#10-21.Lamont Development LLC**-Lt 1 Lamont 10<sup>th</sup> Addn N ½ 20-123-63 from 856,567 to 771,257; Lt 2 Lamont 10<sup>th</sup> Addn N ½ 20-123-63 from 857,439 to 773,223; Lt 1 Lamont Companies 1<sup>st</sup> Addn (Blk 10 Nicollet Park Addn) from 248,471 to 230,655; Lt 1 Lamont Office Building Addn (Blk 106 H & L Addn & Blk 32 Thomas Addn) from 1,140,035 to 1,061,249; Lt 5 Lamont 5<sup>th</sup> Addn N ½ NE 20-123-63 from 1,280,785 to 1,121,869; Lt 3 Lamont 6<sup>th</sup> Addn NE 20-123-63 from 2,394,037 to 2,214,037; Lt 1 Lamont 9<sup>th</sup> Addn NE 20-123-63 from 225,220 to 124,400; Lt 1 Lamont 7<sup>th</sup> Addn NE 20-123-63 from 12,900 NAD to 3,225 AGD; Portion Lt A Blk 5 Willowwood 3<sup>rd</sup> Addn from 11,720 NAD to 5,675 AGD; Unplatted part of NE 20-123-63 @ 12,500 from NAD to AGD; W ½ W ½ NE NW 20-123-63 @ 12,500 from NAD to AGD; Lt 6 Blk 6 Willowwood 3<sup>rd</sup> Addn (Lt A Blk 3 Willowwood 1<sup>st</sup> Addn) from 600 NAD to 375 AGD (adjust after review). **#22.Gary Wald**-Lt 1 Dummer 1<sup>st</sup> Addn (Blk 31 Corrected Plat of Highlands & N 10.75' vacated 12<sup>th</sup> Ave NE from 141,916 to 122,139 (adjust after review). **#23.Steven Morlock**-N 40' Lt 17 Lawsons 1<sup>st</sup> Replat Blk 10 Woolverton Addn from 52,560 to 19,589 (adjust after review). **#24.Aberdeen City**-Lt 1 Blk 2 HAPI 3<sup>rd</sup> Central Subd W ½ NE 30-123-63 from 500 to 0 (holding pond). **#25.Justin and Katherine Scott**-Lts 1- 2 Blk 27 Thomas Addn from 288,075 to 213,547 (adjust after review). **#26.Daniel J Heinz**-E 233' of 100' S of N 950' NE 18-123-63 Ex Hwy from 59,086 to 43,875 (adjust after review).

## ADJOURN:

Moved by Alm, seconded by Levsen to adjourn the Consolidated Board of Equalization at 10:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer – Brown County Auditor



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MAY 1, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 5:30 P.M. in the Aberdeen City Council Chambers, 123 S Lincoln Street, Aberdeen, SD. Present from City were Council Members Bunsness, Campbell, Johnson, Olson, Remily, Ronayne, Rux, Slaughter-Hansen and Mayor Levens. Present from County were Commissioners Kippley, Fjeldheim and Fischbach. Commissioners Hansen and Sutton were absent.

ORDINANCE #17-04-01/467:

On motion by Johnson, seconded by Slaughter-Hansen, the City unanimously voted to adopt Ordinance #17-04-01/467.

Moved by Fischbach, seconded by Fjeldheim to adopt Ordinance #17-04-01/467, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini Agricultural District: Proposed Lot 1, Dorn Subdivision in the NW ¼ of Sec 23-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (Approximately ½ mile South of Hwy 12 and 392<sup>nd</sup> Ave on the East side of the Road; Part of 1115 392<sup>nd</sup> Ave). Roll call vote: Commissioners Hansen-absent, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

ORDINANCE #17-04-02/468:

On motion by Ronayne, seconded by Rux, the City unanimously voted to adopt Ordinance #17-04-02/468.

Moved by Fjeldheim, seconded by Fischbach to adopt Ordinance #17-04-02/468, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (R-2) Medium Density Residential District: Lot C in the SW ¼ SW ¼ Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (1519 S Melgaard Road). Roll call vote: Commissioners Hansen-absent, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

ADJOURNMENT:

Moved by Fischbach, seconded by Fjeldheim to adjourn the Brown County Commission at 5:35 p.m. All members present voting. Motion carried.

Cathy McNickle, Brown County Deputy Auditor



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## MAY 2, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Fischbach and Fjeldheim. Commissioner Sutton was absent. Commissioner Fischbach led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Fjeldheim to approve the Joint City/County Meeting Minutes of April 24 and General Meeting Minutes and the Consolidated Board of Equalization Meeting Minutes of April 25, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,049.62; Treasurer \$13,394.56; States Attorney \$20,498.66; SVAWA Grant \$1,286.82; Maintenance \$7,314.63; Assessor \$13,625.67; Register of Deeds \$9,140.08; Veterans Service Office \$4,211.24; GIS \$2,301.47; Information Technology \$7,665.33; Human Resources \$3,082.21; Sheriff Admin \$35,447.50; Jail \$48,153.03; JDC \$22,686.36 Welfare Office \$3,665.57; Museum \$8,161.78; Parks & Fairgrounds \$5,604.43; Fair Board \$3,770.86; 4-H \$601.51; Weed \$4,569.94; Planning and Zoning \$1,866.02; Highway \$41,647.67; Communications \$23,204.89; Emergency Management \$3,999.24; Teen Court \$146.13; 24/7 \$3,283.27; Landfill \$13,343.68.

Matching Benefits: FICA \$18,638.91; Medicare \$4,359.14; SDRS \$38,113.78; Health Ins \$118,652.96; Life Ins \$825.10; Dental Ins \$7,191.00.

Professional Fees: Kelli Aslesen \$147.75; Avera St. Luke's \$306.00; Best Western Ramkota-Aberdeen \$57.00; Dallas Co. Sheriff \$30.00; Ryan S. Dell \$1,664.60; Dependable Sanitation \$22,060.30; Dohrer Law Office \$460.60; Douglas Co. Court \$6.00; Victor Fischbach \$1,000.00; Great Plains Psychological Services \$1,310.31; Mack Higgins \$265.86; Kuck Law Office \$1,604.80; Lincoln Co. Treasurer \$183.20; Joseph Locke \$20.00; Minnehaha Co. Auditor \$144.00; Jessica Rychlik \$12.25; Thomas Sannes \$3,933.00; SD Retailers Assoc. \$125.00; Christy Griffin-Serr Law Office \$822.50; Siegel, Barnett & Schutz \$4,196.20; Tammy Stolle Court Reporting \$110.00; Tschetter & Adams Law Office \$554.63; Luke Yellow Robe \$6,000.00.

Publishing: Aberdeen American News \$1,551.01; Aberdeen Magazine \$425.00; Casper Star-Tribune \$81.46.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$732.28; EcoLab Pest \$109.70; HF Jacobs & Son Construction \$1,607.50; House of Glass \$2,462.37; Hoven Auto Repair \$752.61; Huff Construction \$3,500.00; J & K Painting \$653.59; Ladner Electric \$213.30; Marco \$143.08; Sander's Sew 'n' Vac \$104.48; Sewer Duck \$150.00; Volk Upholstery \$100.00.

Supplies: A & B \$246.23; Active Data Systems \$525.85; Ameripride \$60.60; Black Book \$110.00; Century Business Products \$684.26; Dakota Electronics \$60.00; DSG \$445.93; DT Pharmacy \$1,032.65; ES&S \$2,057.53; Geffdog \$356.30; GovConnection \$1,121.58; Great Western States Supply \$922.00; inData Corp. \$159.00; Jason's Electric \$184.80; Leather Creations by Dan \$150.00; LG Everist \$7,229.05; Lar-Jo's \$407.48; Mac's \$31.59; Marco \$57.64; Menards \$210.84; Midstates Printing \$357.13; NCFE – Warner \$20,711.93; Network Services \$1,106.26; Pheasantland Industries \$675.11; Pressure Washer Central \$110.00; Sanders Sew 'n' Vac \$293.94; SD Continuing Legal Education \$53.00; SD Secretary of State \$7.00; Share Corp. \$204.00; Taylor Laundry \$42.00; Town & County Building Supply \$62.54; Volk Upholstery \$93.00.

Travel & Conference: C. Scott Bader \$985.72; Jodi Brown \$262.37; Sarah Hartje \$28.67; Patricia Kendall \$82.72; Mark Milbrandt \$868.00; The Brass Kettle \$160.36; The Lodge at Deadwood \$582.00.

Utilities: AT&T \$158.69; CenturyLink \$48.11; NWPS \$2,302.57.

Other: Elaine VanDover \$75.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Fjeldheim, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of March 2017: Kendell Titze- 120 @ \$64.20, Dirk Rogers – 608 @ \$325.28, Mike Scott- 200 @ \$107.00, Gary Vetter- 131 @ \$70.09.
- Approve amending Employee Policy Manual: E-12 – Bonus Days: by adding - If it is your regularly scheduled day off, the Bonus day does not apply.
- Approve employee step increases, effective May 7, 2017: Larry Hardy @ \$19.47 per hour, John Weig @ \$19.09 per hour, Eugene Pence Jr @ \$20.37 per hour, Monte Podoll @ \$16.95 per hour, Ross Erickson @ \$22.69 per hour, Terry Lout @ \$18.08 per hour, Sarah Swenson @ \$19.16 per hour.

All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair sign documentation to assign claims against individuals to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### SPECIAL MALT BEVERAGE LICENSE HEARING:

Moved by Fjeldheim, seconded by Hansen to authorize a public hearing to consider application for a Special Malt Beverage License (effective June 8, 2017), submitted by the Aberdeen Area Chamber of Commerce – N 820' E of RR Ex Hwy in the SE ¼ of Sec 15-T122N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (13863 386<sup>th</sup> Ave, Warner, SD), to be held in the Commission Chambers, Courthouse Annex, Brown County, SD at 8:45 A.M. on May 23, 2017. All members present voting aye. Motion carried.

#### SURPLUS SALE:

Moved by Hansen, seconded by Fjeldheim to authorize Judy Dosch, Maintenance Supervisor secure quotes from local auction businesses for purpose of holding a public auction of surplus county property. All members present voting aye. Motion carried.

#### INVENTORY TRANSFER:

Moved by Hansen, seconded by Fjeldheim to approve inventory transfer of Decal #3379 2008 Chev Suburban from Communications to Highway. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign the following agreements: Jeff Wolff for lease of 12 hog and sheep pens on April 22-23, 2017; Jennifer Hassebroek for lease of the Richmond Lake Youth Camp with permission to serve alcoholic beverages on Sept 15, 2017; Aberdeen American for lease of the Expo Building on May 12-13, 2017. All members present voting aye. Motion carried.

#### SECURITY IMPROVEMENTS:

Moved by Hansen, seconded by Fischbach to authorize advertising public hearing to open, read and consider sealed proposals for the Brown County Security Improvements Project, to be held in the Brown County Commission Chambers, Courthouse Annex, Brown County, SD at 8:45 A.M. on May 30, 2017. All members present voting aye. Motion carried.

#### ABATEMENT:

Moved by Hansen, seconded by Kippley to approve and authorize the Chair sign the following Abatement: Freedom Worship Center on Lt 2 ADC 2005 1<sup>st</sup> Subd in NE 16-123-63 (Industrial Park East 516 Production Street) in amount of \$18,951.48 (partial tax exempt). All members present voting aye. Motion carried

**ORD #108:**

Moved by Fjeldheim, seconded by Fischbach to adopt Ordinance #108, an Ordinance amending Second Revision Brown County Ordinances, Title 4, Chapter 4.23, Section 4.2301 Proceedings of the County Planning and Zoning Commission. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

**BID GRANARY LAWN SERVICE:**

Time and place, as advertised to open, read and consider bids for lawn and grounds maintenance at the Granary Rural Cultural Center. Moved by Hansen, seconded by Fischbach to approve Addendum #1 to the Granary Lawn Service Bid indicating Brown County shall be named additionally insured on all Insurance Certificates required. All members present voting aye. Motion carried. Moved by Hansen, seconded by Fischbach to award bid (only bid received), submitted by Jones Lawn Service in amount of \$2,150.00 as onetime fee for initial cleanup and \$590.00 thereafter for each mowing event, as needed for routine lawn and grounds maintenance. All members present voting aye. Motion carried.

**LANDFILL LEASE:**

Randy Bauer, Lessee of the County owned Landfill crop acreage requested authorization to assign the lease. The Commission took no action.

**SPEED ZONE AMENDMENT:**

Commissioner Fjeldheim offered the following Resolution:

**RESOLUTION #26-17**

WHEREAS, Chapter 6.03 Speed Zones of the Second Revision of Brown County Ordinances authorizes the Brown County Commission to change the speed limit or the extent of any such limited speed zones, at any time they may deem necessary, and

WHEREAS, all Speed Zones throughout the County were established by Resolution #46-05, as amended by Resolution #66-06, Resolution #39-08, Resolution #72-08, Resolution #101-08, Resolution #94-13, Resolution #69-14, Resolution #15-16, and

WHEREAS, the Brown County Commission has recommended amending the speed zone on County Road 12 (North Roosevelt Street).

NOW THEREFORE BE IT RESOLVED that Resolution #46-05, as amended by Resolution #66-06, #39-08, #72-08, #101-08, and #94-13, #69-14 and #15-16, be amended as follows:

**AMEND:**

County Road #12 (North Roosevelt Street), beginning at the intersection of County Road #15 (Fairgrounds Road) and County Road # 12 (North Roosevelt Street) between the SW ¼ of Section 5, Township 123N, Range 63W of the 5<sup>th</sup> PM and the SE ¼ of Section 6, Township 123N, Range 63W of the 5<sup>th</sup> PM, then north on County Road #12 (North Roosevelt Street) one-fourth mile, at 35 MPH.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-nay. Resolution adopted.

**APPLICATIONS FOR OCCUPANCY:**

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign application, submitted by Northern Electric Cooperative for occupancy of County Hwy #13E in the SW ¼ of Sec 26-

T124N-R64W, Brown County, SD to provide electrical services. All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign application, submitted by Northern Electric Cooperative for occupancy of County Hwy #5 in Sec 12-T127N-R64W, Brown County, SD to provide electrical services. All members present voting aye. Motion carried.

#### HIGHWAY UPDATE:

Dirk Rogers, Highway Superintendent explained the three types of grant applications available for bridge improvements; department work schedule; BSSE progress.

#### EQUIPMENT QUOTE:

Moved by Fjeldheim, seconded by Hansen to award low quote, submitted by Sheehan Equipment for replacement of a scale unit on the 624 Pay Loader at the Landfill in amount of \$5,685.00; rejecting quotes from RDO @ \$7,300.00 and DMI @ \$7,150.00. All members present voting aye. Motion carried.

#### HOUSE AUCTION BID:

Moved by Fjeldheim, seconded by Fischbach to accept top bid at the auction held on April 27, 2017 @ \$41,000.00 (509 N Penn Street). All members present voting aye. Motion carried.

#### ADJOURNMENT:

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 9:55 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## MAY 9, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Sutton led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Fjeldheim to approve the Joint City/County Meeting Minutes of May 1 and the General Meeting Minutes May 2, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Hansen to approve the following claims:

Professional Fees: City of Aberdeen \$1,092.63; Avera St Lukes \$4,125.82; Dohrer Law Office \$47.00; Jennifer Stoddard \$7,058.68; Kuck Law Office \$925.30; Marv Ekeren \$15.00; Mark Katterhagen \$36.00; Lexisnexis Risk Data Mgmt \$80.25; Lucy Lewno \$306.00; Lincoln County Treasurer \$157.35; Richardson, Wyly, Wise, Sauck & Hieb \$2,672.33; Sanford Clinic \$55.54; Sanford Health \$3,743.77; SD Dept of Revenue & Regulation \$3923.26; Karen Swanda \$24.00; Yankton County Sheriff \$200.00.

Publishing: Hub City Radio \$300.00; SD Magazine LLC \$295.00; Spring Hill Press LLC \$650.00.

Rentals: Dakota Electronics \$386.40.

Repairs & Maintenance: A&B Business \$36.29; Advance Stores Company Inc \$31.90; Butler Machinery \$5,537.01; Clark Engineering Inc \$22,016.63; Crawford M S & F Inc \$69.30; Crawford Trucks & Equipment \$156.40; Dakota Fluid Power Inc \$2,246.09; Dakota Oil \$2.75; Dakota Pump & Control \$450.00; Diamond Mowers \$58.84; Diesel Machinery \$8,100.00; Digital Ally \$3,525.00; Ecolab Pest Elimination \$419.81; GCR Tires & Service \$73.50; Galls \$845.00; Graham Tire Inc \$2,415.71; Great Western Tire Inc \$5.00; Helms & Associates Inc \$2,327.50; Hoven Auto Repair Inc \$68.00; Lawson Products Inc \$53.30; Leidholt Electric LLC \$61.22; Menards \$6.99; North Central Rental/Leasing \$24,900.00; Powerplan \$1,912.09; Pro Ag Supply \$261.16; CNH Industrial America LLC \$158.24; Schwan Welding \$132.50; Taylor Laundry & Dry Cleaners \$48.62; Woodman Refrigeration \$568.79.

Supplies: Aberdeen American News \$199.28; Advance Stores Company Inc \$1,233.83; Advanced Weighing Systems \$4,616.06; Bakken Building Maintenance \$500.00; Butler Machinery \$5,659.11; Cartney Bearing \$45.16; Cash-Wa Distributing \$6,932.76; Crawford M S & F Inc \$300.00; Crawford Trucks & Equipment \$2,673.69; Dacotah Prairie Mercantile \$24.99; Dakota Electronics \$1833.05; Dakota Fluid Power \$129.76; Dakota Oil \$1915.05; Dean Foods North Central \$638.73; Diamond Mowers \$576.18; Diesel Machinery \$34.28; Earthgrains Baking Co Inc. \$873.50; Election Systems & Software \$829.48; Farm Power MFG Inc \$1,031.06; Farnhams Genuine Parts Inc \$40.93; Fastenal Co \$1,494.30; Fedex \$22.01; Great Western Tire Inc \$2,179.90; Interstate Battery System 359.85; L.G. Everist Inc \$9,858.46; Labsource \$716.24; Larry Becker \$468.00; Lawson Products Inc \$717.43; Lucy Lewno \$11.42; MB LLC \$447.44; Marco \$57.42; Midstates Printing \$336.64; Midwest Pump & Tank \$134.13; NCFE-Warner Elevator \$15,092.60; Network Services Company \$93.45; Northern Valley Communications \$26.02; Patricia Dennert \$110.50; Powerplan \$1,641.33; CNH Industrial America LLC \$1,136.49; Quality Welding \$32.40; Runnings \$581.05; SD State Historical Society \$50.00; Schaeffer's Mfg Co \$427.92; Share Corp \$558.00; Taylor Laundry & Dry Cleaning \$66.50; Tri State Water \$26.00; Ultramax \$1,874.00; Wallwork Truck Center \$156.76; Web Water Bottling Company \$13.00.

Travel & Conference: Aberdeen Ventures LLC \$110.00; Mary Baird \$101.52; Mark Milbrandt \$480.00.

Utilities: City of Aberdeen \$1,379.85; City of Hecla \$207.15; AT&T Mobility \$449.89; BDB Rural Water Systems Inc \$35.00; Midcontinent Communications \$656.89; Northern Valley Communication \$1217.23; Northwestern Energy & Communication \$9,690.99; Quest Corporation \$2,766.50; Town of Frederick \$48.00; Verizon Wireless \$3,029.35.

Other: SD Public Assurance Alliance \$244.67; SD Assoc of County Officials \$800.00; SD Dept of Revenue & Regulation \$573,812.17. All members present voting aye. Motion carried.

**HR REPORT:**

Moved by Hansen, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve request to fill vacancy for part-time Home Detention Officer.

All members present voting aye. Motion carried.

**TOWNSHIP BONDS:**

Moved by Sutton, seconded by Hansen to approve the following Township Bonds (Treasurer and Clerk): WEST RONDELL #57- Allen Ryckman, Larry Ihde. All members present voting aye. Motion carried.

**RESOLUTION TO DISSOLVE THE JAMES RIVER VALLEY COMMISSION DISTRICT:**

Commissioner Sutton offered the following Resolution:

**RESOLUTION #27-17****Resolution to Dissolve the James River Valley County District**

Whereas, South Dakota is divided into nine County Districts made up of Counties geographically located in the same general area, and;

Whereas, each County District creates their own By-laws and chooses officers to lead the District, and;

Whereas, each County District designates one of their members to serve as a representative to serve on the Board of Directors of the South Dakota Association of County Commissioners, and;

Whereas, County Districts meet periodically to discuss common issues and concerns and to be updated on local and statewide issues effecting Counties, and;

Whereas, the County Districts vary in size from currently three counties in the James River Valley District to thirteen counties in the Black Hills District, and;

Whereas, it has been determined that it would be in the best interest of the counties in the James River Valley District to join adjoining Districts in an effort to encourage increased participation and involvement, therefore;

Be it resolved that on May 9, 2017, the Board of Commissioners of Brown County South Dakota do hereby declare the James River Valley County District dissolved.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**LEASE AGREEMENTS:**

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign the following agreements: Northeast Area Horse Racing, Inc (NAHR) for lease of the various buildings and areas necessary to conduct horse racing activities at the Brown County Fairgrounds on May 20,21,27,28 and 29, 2017; NAHR for lease of the Expo Building on May 27, 2017 for purpose of conducting a fund raiser to promote future Horse Racing events. All members present voting aye. Motion carried.

**SHERIFF REPORTS:**

Moved by Fischbach, seconded by Fjeldheim to approve the following April 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Sutton, seconded by Hansen to approve the April 2017 Auditor's Report of Account with the County Treasurer in total amount of \$30,904,361.60 (total amount of actual cash @ \$4,521.20, Cash items (bad checks) @ \$478.80, US Bank @ \$179,163.17, Dacotah Bank @ \$22,666,168.79, Petty Cash/Change Funds @ \$2,500.00, Fund Investments @ \$8,051,529.64). All members present voting aye. Motion carried.

#### JOINT LAW ENFORCEMENT AGREEMENT GROTON CITY:

Moved by Hansen, seconded by Fischbach to approve and authorize the Commission Chair sign the Joint Cooperative Agreement between Brown County and the City of Groton to continue their mutual support in providing a wide range of law enforcement efforts, communications and emergency preparedness activities. All members present voting aye. Motion carried.

#### ABATEMENTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following Abatements: Freedom Worship Center @ \$18,951.48 on Lt 2 ADC 2005-1 Subd NE 16-123-63 (Industrial Park East) 519 Production Street (purchased by Tax Exempt entity); Brown County@ \$7,820.50 on Lt 8 Blk 16 Hagerty & Lloyd Addn-509 N Penn (Tax Deed Sale). All members present voting aye. Motion carried.

#### LOTTERY APPLICATION:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following Lottery application: Northeast Area Horse Racing for split pot at the NAHR events on May 20, 21, 27, 28 & 29, 2017 at the Fairgrounds. All members present voting aye. Motion carried.

#### WEED AND PEST GRANT:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign Weed and Pest Grant Award Letter of Agreement for grant monies not to exceed \$6,000.00 (50/50 match). All members present voting aye. Motion carried.

#### GRANARY LAWN SERVICE CONTRACT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign Contract with Jones Lawn Service to provide lawn and grounds maintenance at the Granary Rural Cultural Center for the 2017 growing season. All members present voting aye. Motion carried.

#### GROW SOUTH DAKOTA:

Marcia Erickson and Brenda Waage presented information on Grow South Dakota's 2016 activities in Brown County and thanked the Commission for past and future funding.

#### BMX LEASE REVIEW:

BMX representatives Kyle Oswald and Mike Sommers were in attendance to discuss the suggested changes/points of clarification proposed by the States Attorney Office on the draft lease presented by BMX. The completed lease will be presented for approval next week.

#### POLICY MANUAL AMENDMENT:

Moved by Fjeldheim, seconded by Sutton to amend change made May 2, 2017 to Employee Policy Manual: E-12 addition to read: If it is your regularly scheduled day off, the Bonus day will be compensated as either 8 or 10 vacation hours. All members present voting aye. Motion carried.

#### REGISTER OF DEEDS FEES:

Moved by Hansen, seconded by Sutton to establish the following fees to be charged by the Register of Deeds Office in conjunction with the E-Commerce and ClerkTrack Web System to be implemented to give public access to documents on line: \$10.00 Daily Fee; \$50.00 Monthly Fee; or \$300.00 Annual Fee, which is in addition to the on-line fee if the user desires a copy of a document. All members present voting aye. Motion carried.

#### APPLICATIONS FOR OCCUPANCY:

Moved by Fischbach, seconded by Sutton to approve the following applications submitted by Northern Electric for occupancy of the following: Hwy #14 in Sec 33-T128N-R63W; Hwy 14 & 3 in Sec 21,28,33 & 4-T128N-R63W; Hwy 14 in Sec 4-T127N-R63W; Hwy #5 in Sec 3-T127N-R63W; Hwy #3 in Sec 21-T128N-R63W to provide electrical service. All members present voting aye. Motion carried.

#### EXECUTIVE SESSION:

Moved by Fjeldheim, seconded by Fischbach to go into executive session to discuss personnel, per SDCL 1-25-2(1) with Larry Lovrien, Ernest Thompson, Gary Vetter and John McQuillen in attendance. All members present voting aye. Motion carried.

The Chair adjourned the executive session, with the following action taken as a result of the discussion: Moved by Fjeldheim, seconded by Sutton to authorize open positions in the Communications Department. All members present voting aye. Motion carried.

#### EQUIPMENT QUOTES:

Moved by Sutton, seconded by Fischbach to authorize accepting quote submitted by Pauer Sound (sole source distributor) in amount of \$10,364.10 to provide and install sound proofing materials in the Jail conference rooms, lobby and nurses station. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Hansen to accept quote submitted by Custom Sheet Metal in amount of \$22,530.00 to provide material and labor to install a heat exhaust system in the IT equipment room; rejecting Woodman Refrigeration @ \$26,250.00 and LTK Heating @ \$23,214.33. All members present voting aye. Motion carried.

#### EXECUTIVE SESSION:

Moved by Sutton, seconded by Fischbach to go into executive session to discuss labor negotiations, per SDCL 1-25-2(4) with Larry Lovrien, Ernest Thompson and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair adjourned the executive session, with no action taken as a result of the discussion.

#### ADJOURNMENT:

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 10:30 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## MAY 16, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton, Fischbach and Fjeldheim. Commissioner Hansen was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of May 9, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fischbach, seconded by Fjeldheim to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,029.15; Treasurer \$13,470.10; States Attorney \$20,103.30; SVAWA Grant \$1,286.82; Maintenance \$7,149.21; Assessor \$13,629.68; Register of Deeds \$9,277.35; Veterans Service Office \$4,223.19; GIS \$2,301.47; Information Technology \$7,687.07; Human Resources \$3,082.21; Sheriff Admin \$35,570.45; Jail \$48,913.73; JDC \$21,525.79 Welfare Office \$3,665.57; Museum \$8,214.10; Parks & Fairgrounds \$5,603.96; Fair Board \$3,692.34; 4-H \$575.12; Weed \$4,644.27; Planning and Zoning \$1,866.02; Highway \$44,932.80; Communications \$22,718.86; Emergency Management \$3,960.14; Teen Court \$425.85; 24/7 \$3,333.60; Landfill \$13,296.62.

Matching Benefits: FICA \$18,835.93; Medicare \$4,405.12.

Professional Fees: Avera Queen of Peace \$59.90; Bantz, Gosch & Cremer \$1,653.93; Certified Languages \$884.40; Dohrer Law Office \$1,175.00; Clifford Rhodes, Jr. \$100.00; Rogers Law Office \$358.80; Sanford Health Occupational Medicine \$140.00; SD Dept. of Revenue & Regulation \$9,365.07; US Bank \$863.00; Zylstra Investigations \$1,810.00.

Publishing: Aberdeen American News \$921.36; Aberdeen Parks & Rec \$550.00; Dakota Broadcasting \$1,400.00; Hub City Radio \$750.00; Western Hotel Supply \$110.00.

Rentals: 446-Praxair \$23.71.

Repairs & Maintenance: 446-Praxair \$71.31; Farnam's \$69.99; G & K Services \$266.28; GCR Tires \$988.57; Jebro \$945.05; Ladner Electric \$56,063.43; Laursen Asphalt Repair \$19.83; Leidholt Electric \$479.81; Pierson-Ford \$1,362.74; Sheehan Mack \$157.05; Sterling Solutions \$750.00; US Bank \$1,058.43.

Supplies: Active Data Systems \$227.31; Ameripride \$187.21; Axon \$247.36; DPM Mercantile \$16.94; Ferguson Enterprises \$460.11; Geffdog \$151.60; GovConnection \$1,247.08; J Gross Equip. \$810.61; Jebro \$28,084.90; Kessler's \$1.25; Laursen Asphalt Repair \$297.25; Marco \$41.04; Menards \$39.94; Midstates Printing \$313.68; NCFE – Warner \$8,444.59; Network Services \$1,353.22; NRP Direct \$213.95; Schwan Welding \$1,820.93; US Bank \$11,261.61.

Travel & Conference: Erin Doering \$37.00; Patricia Kendall \$75.00; Marianne Marttila-Klipfel \$75.00; Pennington Co. Jail \$548.15; Ramkota – Pierre \$427.96; Lora Schaunaman \$382.38; US Bank \$4,044.03.

Utilities: Aberdeen City Treasurer \$829.10; Exec. Mgmt. \$79.64; Midcontinent \$410.00; Northern Electric \$1,710.02; NVC \$2,069.38; NWPS \$801.29; US Bank \$914.87; Verizon \$200.05; Web Water \$74.51.

Other: JRWD \$83,621.97; Safe Harbor \$887.00.

Buildings: Huff Construction \$44,993.55. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective May 21, 2017: David Bruckner @ \$20.65 per hour, Tracy Engquist @ \$16.42 per hour, Christeen Krahel @ \$16.86 per hour, James Harpel @ \$17.53 per hour, Erin Bacon @ \$18.79 per hour, Jonathan Waller @ \$17.48 per hour, Troy Grote @ \$17.98 per hour, Gerald Lehrkamp @ \$18.70 per hour.

- Approve hiring Anthony Cooper as part-time Fairgrounds employee, effective May 22, 2017 @ \$11.38 per hour.

All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fischbach to approve amending the Commission Assistant/HR Office Report to include the following:

- Approve request to fill full-time Correctional Officer vacancy (JDC)

#### MEDICA HSA OPTION REIMBURSEMENT:

Moved by Sutton, seconded by Fjeldheim to approve payment of \$25.00 per pay period (24 pay periods - \$600/year) to all employees enrolling in the HSA Option of the Medica Health Insurance Plan. All members present voting aye. Motion carried.

#### GRANT AWARD – TIRE DISPOSAL:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chairman sign Subgrant Agreement between the SD Department of Environment and Natural Resources and Brown County for the collection and disposal of waste tires from the Brown County Landfill, in amount not to exceed \$80,000.00. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following agreements: Jim Mortenson (Custom Cruisers) for lease of grass area by Centennial Campgrounds at the Fairgrounds (car shows) on July 23 and October 8, 2017; Boy Scouts of America Troop 359 for lease of the Richmond Lake Youth Camp May 20-21, 2017. All members present voting aye. Motion carried.

#### MALT BEVERAGE LICENSE RENEWALS:

Moved by Sutton, seconded by Fjeldheim to approve the following applications for renewal of Malt Beverage Licenses to operate outside of the Municipality: PACKAGE (OFF-SALE) MALT BEVERAGE & (OFF-SALE) SD FARM WINE: PZA Inc DBA Anchors Away Lodge & Resort, (Palmer's Richmond Resort Subd Lt 1 (Subd OL 1 Richmond OL 1 & 2) NW ¼ Sec 30-124-64, Aberdeen). RETAIL (ON-OFF SALE) MALT BEVERAGE: Alan Lanphere DBA Bath Quick Stop (Lot B Weismantels First Subd Lot 1 Ex N 12' Jenkins Subd E ½ SE ¼ Sec 18-123-62, Bath). Travis Swenson DBA Elm Lake Resort (Lot 1 Elm Lake Resort Subd SE ¼ Sec 8-128-65, Forbes). Marge Frohling DBA The Connection (Lots 10-14 Blk 2, Sec 31-127-61, Houghton). Todd Neuendorf DBA Bullet Sports LLC (Brown County Fairgrounds Grandstand SW ¼ Sec 1-123-64, Aberdeen). Richmond Oasis (Lot 4 Schaeffer Richmond Lake 2<sup>nd</sup> Addn and NE ¼ Sec 25-124-65, Aberdeen). ARR LLC DBA Flatland Flyways Lodge (Lodge OL Art Russo OLS in Gov Lt 3&4 NW 1-127-62 ). Brown County Centennial Village (Brown County Fairgrounds Centennial Village SW ¼ Sec 1. T123 N. R64W) RETAIL (ON-OFF SALE) MALT BEVERAGE and( ON-OFF) SALE SD FARM WINES: Aberdeen Hockey Association (Brown County Fairgrounds Expo/Odde Ice Arena SW ¼ Sec 1-123-64, Aberdeen). All members present voting aye. Motion carried.

#### RANGELAND FIRE ASSISTANCE AGREEMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign Cooperative Agreement with the SD Department of Agriculture, Wildland Fire Division for the State to provide rangeland fire suppression assistance to the County, effective July 1, 2017. All members present voting aye. Motion carried.

#### RANGELAND FIRE ASSISTANCE:

Commissioner Fjeldheim offered the following Resolution:

#### RESOLUTION #28-17

**RANGELAND FIRE ASSISTANCE  
DESIGNEES AUTHORIZED TO REQUEST FIREFIGHTING RESOURCES**

BE IT HEREBY RESOLVED, that the list of individuals set forth below, are hereby authorized to request rangeland fire assistance, on behalf of the County of Brown as specified in SDCL 41-20A-11. The authority to request assistance as provided shall continue in full force and effect until terminated or modified by resolution of the County of Brown Board of Commissioners.

| County Fire Assistance Authorization list: |                     |                |                           |
|--|---------------------|----------------|---------------------------|
| Effective Date: May 16, 2017               |                     |                |                           |
| Name of Individual                         | Position            | Daytime Phone  | Emergency or Cell Phone   |
| Scott Meints                               | EM Director         | (605) 626-7122 | (605) 396-2625 / 715-5830 |
| Patti Woods                                | EM Assistant        | (605) 622-7122 | (605) 397-2609 / 715-5831 |
| Tom Fischbach                              | County Commissioner | (605) 229-3878 | (605) 380-4132            |

Dated this 16<sup>th</sup> day of May 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**RANGELAND FIRE ASSISTANCE POINT OF CONTACT:**  
Commissioner Fjeldheim offered the following Resolution:

**RESOLUTION #29-17  
RANGELAND FIRE ASSISTANCE  
APPOINTMENT OF COUNTY RURAL FIRE COORDINATOR**

BE IT HEREBY RESOLVED, that Scott Meints, Brown County Emergency Management Director, is appointed County Rural Fire Coordinator for the County of Brown. The County Rural Fire Coordinator is hereby authorized to act as a single point of contact, on behalf of the County of Brown, in dealing with administrative matters such as burn bans, billings, or questions about this Rangeland Fire Agreement specific to the County. This authority shall continue in full force and effect until terminated or modified by resolution of the County of Brown Board of Commissioners.

Dated this 16<sup>th</sup> day of May 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**AMEND VOTE CENTER LOCATIONS FOR 2017:**  
Commissioner Fischbach offered the following Resolution:

**RESOLUTION #30-17  
A Resolution Amending Vote Center Locations**

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 designated polling locations for Brown County in Resolution 20-17, and

WHEREAS, the Best Western Ramkota Convention Center (Vote Center 2) changed ownership and became available for use as a Vote Center June 6, 2017, and

WHEREAS, the Best Western Ramkota Convention Center (Vote Center 2) has been used for all elections since 2014, and

WHEREAS, the Best Western Ramkota Convention Center (Vote Center 2) better accommodates voters and election day staff, and

WHEREAS, Primrose Gym will no longer be used as a Vote Center, and

NOW, THEREFORE BE IT RESOLVED by the Brown County Commission to amend Resolution 20-17, by amending the polling locations in Brown County as follows:

Vote Center 1 – Aberdeen Mall, Bay 62- 3315 6<sup>th</sup> Ave SE

Vote Center 2 – Best Western Ramkota Convention Center - 1400 8<sup>th</sup> Ave NW

Vote Center 3- Courthouse Community Room - 25 Market St.

Dated this 16<sup>th</sup> day of May 2017.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### BMX AGREEMENT:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign Lease Agreement, as revised with Aberdeen BMX, Inc., for lease of the following County owned property: All of Lot 3, Brown County Commissioners Subdivision to the City of Aberdeen, Brown County, SD; and The N 35' of Lot 1 of Brown County Commissioners First Subdivision to the City of Aberdeen, in the SW ¼ of Sec 18-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (this portion of Lot 1 contains a public access easement which shall be vacated by the County Commission for the use of BMX), for an initial period of twenty years. All members present voting aye. Motion carried.

#### EQUALIZATION OFFICE DATA:

Moved by Sutton, seconded by Fischbach to approve policy changes and fee schedule for the Director of Equalization Data Request Procedure for website access to real estate information. All members present voting aye. Motion carried.

#### ADJOURNMENT:

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

Maxine Fischer, Brown County Auditor



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- Authorize payment of \$150.00 to Sheila Anderson Dispatch retiree, effective May 19, 2017; and approve re-hiring on a part-time basis, effective May 21, 2017 @ \$20.10 per hour.
- Approve hiring Zac Ganje as seasonal Fairgrounds employee, effective May 30, 2017 @ \$11.38 per hour.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of April 2017: Kendell Titze- 105 @ \$56.18, Dirk Rogers- 532 @ \$284.62, Mike Scott- 180 @ \$96.30, Gary Vetter- 98 @ \$52.43.

All members present voting aye. Motion carried.

#### PLATS:

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #31-17

BE IT RESOLVED by the County Commission of Brown County, SD that the plat showing "JGE Addition in the NE ¼ of Sec 1-T123N-R65W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #32-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Lamont Eleventh Addition in the NE ¼ of Sec 20-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### DEARBORN NATIONAL LIFE INSURANCE:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign renewal application with Dearborn National Life Insurance Company for employee life insurance coverage. All members present voting aye. Motion carried.

#### WELLMARK WAGE WORKS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign documentation for Health Savings Account (HAS) administration services for county employees with Wellmark Wage Works for plan year 2017-2018. All members present voting aye. Motion carried.

#### VACATE PLATS – SET HEARING:

Moved by Fischbach, seconded by Hansen to set hearing date to consider two petitions to vacate the following plat: #1 – Lot 1, Dixon's 2<sup>nd</sup> Addition in the NW ¼ of Sec 14-122N-R63 W of the 5<sup>th</sup> P.M., Brown County, SD (13815 393<sup>rd</sup> Ave); and #2 – Lots 2 and 3, Dixon's 1<sup>st</sup> Addition in the E ½ of Sec 14-T122N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (13821 293<sup>rd</sup> Ave), to be held in the Commissioner's

MAY 23, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the General Meeting Minutes of May 16, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Professional Fees: Avera St. Luke's \$13,290.50; Dallas Co. Sheriff \$37.56; Dependable Sanitation \$26,747.06; Dohrer Law Office \$873.40; Marv Ekeren \$33.00; HipLink Software \$4,941.00; Mark Katterhagen \$60.00; Lewis & Clark BHS \$1,120.00; Lucy Lewno \$477.00; Jerald McNeary \$106.50; NEMHC \$1,404.00; Richardson, Wyly, Wise & Sauck \$1,381.20; Ronayne Law Office \$6,931.65; SD Dept. of Revenue & Regulation \$1,390.00; Tammy Stolle Court Reporting \$314.60; Karen Swanda \$27.00; Taliaferro Law Firm \$3,496.80; Yankton Co. Sheriff \$50.00.

Publishing: Aberdeen American News \$2,552.36; Forum Communications Co. \$29.65; Gregory Plains Publishing \$11.70; Groton Independent \$1,071.59; Rapid City Journal \$27.42; Star Tribune \$145.60; Teton Times \$13.65.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$1,169.06; Ben Hofer Backhoe Service \$820.00; Dakota Electronics \$117.00; Hase Plumbing & Heating \$957.74; Hoven Auto Repair \$345.20; Leidholt Electric \$112.25; Lien Transportation \$300,089.21; Pierson-Ford \$256.20; Ringgenberg Electric \$622.07; Vosika Fencing \$198.97; Walth Safety Service \$697.03.

Supplies: Digital Ally \$205.00; Ferguson Enterprises \$178.91; Geffdog \$86.00; Intoximeters \$2,100.00; Jebro \$10,927.81; Leidholdt Tool Sales \$88.95; Lucy Lewno \$17.88; Lien Transportation \$1,982.75; Marco \$320.70; Menards \$137.98; Minn-Kota Communications \$221.00; Network Services \$135.98; Parcel-Erickson \$35.00; TrueNorth Steel \$27,871.50; West Payment Center \$1,737.48.

Travel & Conference: Jodi Brown \$96.00; Duane Jark \$69.59; Troy Knecht \$71.44; Gene Loeschke \$253.33; Derek Ricci \$195.00; Sarah Swenson \$118.91; Ernest Thompson \$96.00; Ryan Vogel \$96.00; Chris White \$403.38; Dennis Wiedebush \$45.12.

Utilities: AT&T \$455.88; CenturyLink \$2,401.54; Dependable Sanitation \$165.00; James Valley Telecommunications \$233.10; Midcontinent \$265.63; Northern Electric \$80.00; NWPS \$1,959.62; Verizon \$2,953.54.

Other: Pizza Ranch \$61.46; Marian Starr \$140.00. All members present voting aye. Motion carried.

HR REPORT:

Moved by Fjeldheim, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Allen Klinger, effective May 30, 2017 and Chris Holmes, effective Jun 5, 2017 as Highway Labor Grade 3 employees @ \$17.89 per hour.
- Approve hiring Merrell Ness as full-time Jail Correctional Officer, effective May 25, 2017 @ \$15.83 per hour.
- Approve employee classification change for Erin Bacon from Dispatcher to Assistant Communication Director, effective May 21, 2017 @ \$19.66 per hour.
- Approve hiring Josh Wilson as States Attorney Summer Intern, effective May 22, 2017 @ \$500.00 per week.
- Approve request for unpaid Leave of Absence for an Employee, effective May 15 thru Jun 16, 2017.

Chambers, Courthouse Annex, Brown County, South Dakota at 8:45 A.M. on June 6, 2017. All members present voting aye. Motion carried.

**SPECIAL MALT BEVERAGE AND WINE LICENSE HEARING:**

Time and place, as advertised for public hearing to consider application for a Special Malt Beverage and Special Wine License. Moved by Sutton, seconded by Fischbach to approve application for Special Malt Beverage License and Special Wine License for Aberdeen Area Chamber of Commerce Business After Hours Event to be held June 8<sup>th</sup>, 2017 on the N 820' E of RR Ex Hwy in the SE ¼ of Sec 15-T122N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (13863 386<sup>th</sup> Ave, Warner, SD - Gun Club). All members present voting aye. Motion carried.

**FAIR TICKET SALE POLICIES:**

Moved by Sutton, seconded by Fjeldheim to approve the Fair Ticket Sale Policies, as amended. All members present voting aye. Motion carried.

**ABERDEEN DEVELOPMENT CORP:**

Michael Bockorny, Chief Executive Officer of the Aberdeen Development Corporation presented an update on grant funding received, current activities and challenges faced by ADC.

**SURPLUS SALE:**

Moved by Fischbach, seconded by Hansen to accept low quote, submitted by Buntrock Auction Service at 4% on gross sales (\$800 minimum) for auction services at the Brown County Surplus Sale to be held at the Millim Office Building (1019 1<sup>st</sup> Ave SE) on June 23, 2017 at 2:00 p.m.; rejecting Jark/Worlie Auction @ 6% on gross sales (\$1,500.00 minimum), Thorpe Realty & Auction did not submit a quote. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Fjeldheim to go into executive session for personnel discussion, per SDCL 1-25-2(1) with John McQuillen, Mark Milbrandt, Larry Lovrien and Ernest Thompson in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**HIGHWAY UPDATE:**

Dirk Rogers, Highway Superintendent presented update on department projects and discussed a potential dumpster site location to replace the Highway shop yard in Hecla.

**EXECUTIVE SESSION:**

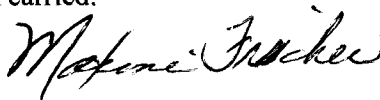
Moved by Hansen, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Larry Lovrien and Ernest Thompson in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**ADJOURNMENT:**

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 10:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## MAY 30, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton and Fischbach. Commissioner Fjeldheim was absent. Commissioner Hansen led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Hansen to approve the General Meeting Minutes of May 23, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fischbach, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,030.06; Treasurer \$13,481.42; States Attorney \$20,405.22; SVAWA Grant \$1,286.56; Maintenance \$7,184.14; Assessor \$13,776.88; Register of Deeds \$9,277.35; Veterans Service Office \$4,179.34; GIS \$2,301.47; Information Technology \$7,739.75; Human Resources \$3,082.21; Sheriff Admin \$38,859.86; Jail \$47,504.92; JDC \$24,076.15 Welfare Office \$3,665.57; Museum \$8,214.10; Parks & Fairgrounds \$5,625.11; Fair Board \$3,820.60; 4-H \$615.16; Weed \$4,788.82; Planning and Zoning \$1,866.02; Highway \$50,626.25; Communications \$27,384.21; Emergency Management \$3,960.15; Teen Court \$334.00; 24/7 \$3,190.61; Landfill \$14,804.30.  
Matching Benefits: FICA \$18,835.93; Medicare \$4,405.12; SDRS \$38,525.31; Health \$116,259.94; Life \$802.34; Dental \$7,021.80.

Professional Fees: Avera St. Luke's \$699.50; Kuck Law Office \$10,344.80; Language Line Service \$905.06; Lincoln Co. Treasurer \$20.21; MD Investigations \$543.75; Richardson, Wyly, Wise & Sauck \$6,158.00; Rogers Law Office \$1,351.50; Ronayne Law Office \$4,145.40; San Diego Superior Court \$75.00; Sanford Health Occupational Medicine \$50.00; SD Retirement System \$10,743.23; Christy Griffin-Serr Law Office \$117.50; Taliaferro Law Firm \$1,062.20; Yankton Co. Sheriff \$100.00.

Publishing: Aberdeen American News \$687.08; Groton Independent \$110.35.

Rentals: Pantorium Cleaners \$59.20.

Repairs & Maintenance: Aberdeen Clean-All \$625.00; Auto Glass Solutions \$270.00; Custom Sheet Metal \$22,530.00; DFP \$3,616.04; DMC Wear Parts \$7.20; Foothills Contracting \$175,139.99; HF Jacobs & Son \$167.35; House of Glass \$1,217.07; Leidholt Electric \$1,037.44; Lien Transportation \$25,726.83; Pro Ag Supply \$54.43; Quality Welding \$42.00; Running's \$14.97; Sioux Falls Crane & Hoist \$598.00; Vosika Fencing \$210.38; Walth Safety Service \$89.25.

Supplies: A & B Business \$78.41; Ameripride \$60.60; Crescent Electric \$63.36; DSG \$2,476.41; DMC Wear Parts \$87.50; Gardner Locksmith \$16.00; Geffdog \$131.60; GovConnection \$3,628.37; Harr Motors \$100.00; Penny Hart \$23.96; LG Everist \$181.28; Leidholt Electric \$784.66; Menards \$276.06; Midwest Pump & Tank \$555.10; Nat'l Sheriff Assoc. \$115.00; NCFE – Warner \$2,281.50; Productivity Plus \$158.46; Quality Welding \$9.05; Sander's Sew 'n' Vac \$723.99; SDACC \$20.00; SD SOS \$7.00; Share Corp. \$570.00; Western Hotel Supply \$910.36.

Travel & Conference: Tracy Engquist \$26.00; Brittany O'Day \$47.00; SD Network Against Family Violence \$30.00; Steinley Real Estate Appraisals \$315.00; Sarah Swenson \$79.43; Patricia VanMeter \$182.04.

Utilities: AT&T \$224.87; CenturyLink \$6,811.36; Dependable Sanitation \$286.00; Montana-Dakota Utilities \$26.78; NWPS \$834.11;

Machinery & Equip.: DMI \$12,495.00.

TIF Bonds: Joop Bollen \$16,281.15; Pyush Patel \$16,281.15; Herman Schumacher \$8,140.65; Mark & Mary Volk \$6,512.68; Plains Commerce Bank \$248,448.38; FDM Revocable Living Trust \$16,281.15; Marlin Nilsson \$13,024.37; David & Jill Lehmann \$16,281.30; Don & Maxine Fischer \$1,953.95; Great Plains Bank \$19,537.05; Robert & Lora Larson \$3,255.70; James Gressett \$16,281.15; Bruce or Lynette Durheim \$6,512.68; Alan or Angela Bernard \$13,024.37; Kendall or Linda Peterson \$6,512.68; Darwin or Mary Bettmann \$1,953.70; John Kippley \$3,256.17; Kendall Peterson Trustee PT 09 \$39,074.10. All members present voting aye. Motion carried.

**HR REPORT:**

Moved by Hansen, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective June 4, 2017: Stacie Wasem @ \$17.87 per hour, Jonathan Lemke @ \$21.29 per hour, Brenda Hammrich @ \$21.19 per hour, Becky Desens @ \$15.11 per hour.
- Approve hiring Nicholas Achen as 4-H Summer Assistant, effective June 5, 2017 @ \$11.63 per hour.
- Amend salary for Josh Wilson, States Attorney Summer Intern, effective May 22, 2017 from \$500 per week to \$600.00 per week.

All members present voting aye. Motion carried.

**PERSONNEL:**

Moved by Fischbach, seconded by Hansen to accept recommendation from Auditor Maxine Fischer to follow union contract as it relates to "ARTICLE XI, OVERTIME - Holidays shall be used when computing overtime", for union covered employees. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Hansen to authorize an additional Deputy position at Sheriff Department. All members present voting aye. Motion carried.

**LOTTERY APPLICATION:**

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair to sign the following application to conduct a lottery: Elm Lake Association for raffle, to be held at the Elm Lake boat ramp on July 1, 2017. All members present voting aye. Motion carried.

**CLAIM ASSIGNMENT:**

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting a lien. All members present voting aye. Motion carried.

**LEASE AGREEMENTS:**

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair sign the following agreements: Aberdeen Area Horsemen's Association for lease of the Akkerman Open Horse Arena on Jun 4, Jun 25, Jul 16 and Aug 6, 2017; Alex Due for lease of the Richmond Lake Youth Camp on Jun 3 -4, 2017 (includes alcohol use permission form); Aberdeen Chamber of Commerce (Ag Committee) for lease of the Expo Addition and Expo Building on June 3-4, 2017; Aberdeen Downtown Association for lease of 1 panel trailer with 40 panels, and 6 picnic tables on Jun 8, Jun 24, Jul 6 and Aug 5, 2017. All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Hansen to approve usage of the county-owned parking lot located between 5 S Main and 21 S Main (county lot immediately north of the Dacotah Prairie Museum) on July 6, 2017 for the Chamber Business After Hours event in conjunction with the Aberdeen Downtown Association Summer Concert. All members present voting aye. Motion carried.

**FAIR CONTRACTS:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Lew's Fireworks @ \$6,000.00 (fireworks display); Kessler's @ \$1,562.82 (catering); Muth Electric @ \$48.00 per hour (electrician); Dakota Kids Pedal Pulls @ \$400.00 (pedal pull); Marty Davis @ \$3,000.00 (entertainment); Fire Safety First @ \$325.00 (fire extinguishers); Gompf Displays @ \$1,885.00 (curtain rental); Spotslam @ \$2,653.00 (curtain renta); T&K Rentals @

\$14,500.00 (tent rental); Linda Huettl, Alicia Schmitz, Karen Wolter, Tayler Wolff @ \$40.00 (judges); Dave Pearson @ \$150.00 (judge); Brad Bennett, Garret Weber, Megan Hower @ \$100.00 (judges). All members present voting aye. Motion carried.

#### FIREWORKS PERMIT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign application for a Fireworks Public Display Permit, submitted by Kent Larson – Richmond Lake Association for display to be held on The Point at Richmond Lake on July 2, 2017. All members present voting aye. Motion carried.

#### BID – SECURITY IMPROVEMENTS:

Time and place, as advertised to open, read and consider sealed bids for labor and material for security improvements. Counter top bids were received from Woodman Mallet Custom and Jeff Vilhauer Construction; Glass bid received (only one) from House of Glass; Electronic Access Door Controls bid received (only one) from Digi Security Systems. Moved by Hansen, seconded by Fischbach to refer all bids to Judy Dosch and Paul Sivertsen for review and recommendation. All members present voting aye. Motion carried.

#### EXECUTIVE SESSION:

Moved by Hansen, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter and Maxine Fischer in attendance; and Erin Doering joined for personnel discussion, per SDCL 1-25-2(1). All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 9:45 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## JUNE 6, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Fischbach and Fjeldheim. Commissioner Sutton was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Hansen to approve the General Meeting Minutes of May 30, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Fischbach to approve the following claims:

Professional Fees: Bantz, Gosch & Cremer \$5,640.23; Ryan Dell \$1,765.20; Dohrer Law Office \$3,008.00; Michelle Gaikowski \$60.80; Mark Katterhagen \$33.00; Kennedy Pier Knoff Loftus, LLP \$451.80; Kuck Law Office \$3,326.20; Language Line Service \$471.94; LBG \$1,684.28; Lucy Lewno \$378.00; Mark Milbrandt \$58.20; One Source \$66.00; Richardson, Wyly, Wise & Sauck \$2,548.48; Schneider Corp. \$2,265.00; SD Dept. of Revenue & Regulation \$4,421.11; Christy Griffin-Serr \$5,461.40; Jennifer Stoddard \$1,297.20; Karen Swanda \$33.00; Mitch Vilhauer \$2,975.00; Yankton Co. Sheriff's Office \$50.00.

Publishing: Aberdeen American News \$1,632.35; Groton Independent \$566.62.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$57.93; Ben Hofer Backhoe Service \$555.00; Butler Machinery \$216.00; Crawford Trucks & Equip. \$391.89; Graham Tire \$14.98; House of Glass \$654.79; Lawson Products \$11.99; Lien Transportation Co. \$275,326.11; North Star Energy \$20.00; Running's \$154.99; Taylor Laundry \$105.60; Thee Glass Doktor \$92.40; Zastrow's Sales & Service \$20.00.

Supplies: Aberdeen Asphalt \$407,004.08; Advanced Drainage Systems \$4,692.24; Bakken Build Maint. \$500.00; Bob Barker \$346.50; Cole Papers \$262.64; Crawford Trucks & Equip. \$2,759.66; Dakota Electronics \$16.00; DFP \$468.77; Double D Body Shop \$168.46; DPM Mercantile \$21.99; DPM Petty Cash \$28.41; Fastenal \$416.04; Fire Safety First \$792.20; Galls \$625.49; GovConnection \$80.35; HF Jacobs & Son \$24,420.00; Jebro \$17,366.56; Ken's SuperFair Foods \$238.98; Lawson Products \$120.05; Leidholt Tool Sales \$112.30; Lucy Lewno \$14.67; Lien Transportation Co. \$8,284.10; Mac's \$411.03; Medical Waste Transport \$150.20; Menards \$69.02; Midstates Printing \$78.90; Mark Milbrandt \$18.00; Moore Medical \$351.14; NCFE – Warner \$21,140.85; Nelson Sales & Service \$4.41; North Star Energy \$1,509.89; Performance Oil & Lubricants \$357.50; Pitney Bowes \$15,000.00; Running's \$651.93; SD Federal Property Agency \$140.00; Specialty Mfg. \$4.60; Thee Glass Doktor \$123.40; Van Diest Supply Co. \$2,322.00; Western Hotel Supply \$585.00; Zastrow's Sales & Service \$75.00.

Travel & Conference: Maxine Fischer \$184.37; Sarah Hartje \$44.65; Michael Hauke, Jr. \$235.82; Russell Metz \$263.83; Mark Milbrandt \$264.00; Safe Harbor \$1,900.00; SDACO \$140.00; Sarah Swenson \$223.88.

Utilities: BDM Rural Water \$35.00; James Valley Telecommunications \$228.70; Midcontinent \$552.38; North Star Energy \$266.49; NWPS \$8,889.16; NVC \$161.42.

Other: Aberdeen City Ambulance \$843.25. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Motion carried.

## HR REPORT:

Moved by Fjeldheim, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Roy Oberle, effective June 5, 2017 as full-time JDC Correctional Officer @ \$15.83 per hour.
- Approve hiring Brenda Reich, effective June 7, 2017 as part-time Home Detention Officer @ \$14.27 per hour.

All members present voting aye. Motion carried.

PERSONNEL:

Moved by Fischbach, seconded by Hansen to approve hiring Michaela Liebel, effective June 15, 2017 and Austin Eggl, effective June 6, 2017, as seasonal part-time Fair Office employees @ \$11.63 per hour. All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign the following agreements: North Plains Baptist Church for lease of the Richmond Lake Youth Camp on Jun 25- Jul 2, 2017; Staci Ruiz for lease of the Richmond Lake Youth Camp on Sept 9-10, 2017 (includes alcohol use permission form). All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair sign an agreement with the Hub Area 4-H Rodeo Association for the County to lease two sets of bucking chutes. All members present voting aye. Motion carried.

WEED CHEMICAL CONTRACT:

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign Contract Agreement with VanDiest Supply Company for furnishing and delivery of Chemicals for the Brown County Weed & Pest Department in 2017. All members present voting aye. Motion carried.

FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Robby Vee @ \$4,000.00, Bob and the Beachcombers @ \$3,000.00 (entertainment); Sheri Perrion @ \$40.00 (judge). All members present voting aye. Motion carried.

VACATE PLAT:

Commissioner Hansen offered the following Resolution:

RESOLUTION #33-17

WHEREAS, Svarstad Management, pursuant to SDCL 11-3-21.1, presented an Application for Vacation of Plat legally identified as:

Lot 1, Dixon's 2<sup>nd</sup> Addition in the NE ¼ of Sec 14-T122-R63W of the 5<sup>th</sup> P.M., Brown County, SD (13815 393<sup>rd</sup> Ave)

WHEREAS, the granting of the request will not authorize the closing or obstruction of any public highway according to law, and all property taxes on such plat are paid.

NOW, THEREFORE, BE IT RESOLVED, pursuant to SDCL 11-3-21.1, the plat legally identified as:

Lot 1, Dixon's 2<sup>nd</sup> Addition in the NE ¼ of Sec 14-T122-R63W of the 5<sup>th</sup> P.M., Brown County, SD (13815 393<sup>rd</sup> Ave) is hereby vacated.

Seconded by Commissioner Fischbach. Roll call vote: Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

PARTIAL VACATION OF PLAT:

Commissioner Hansen offered the following Resolution:



AMENDED RESOLUTION #34-17  
(for purpose of legal description clarification)

WHEREAS, Svarstad Management, pursuant to SDCL 11-3-21.1, presented an Application for Partial Vacation of Plat legally identified as:

Dixon's 1<sup>st</sup> Addition in the E ½ of Sec 14-T122-R63W of the 5<sup>th</sup> P.M., Brown County, SD (13821 393<sup>rd</sup> Ave)

WHEREAS, the petitioner is requesting Lots 2 and 3 be vacated from said plat; and

WHEREAS, the granting of the request will not authorize the closing or obstruction of any public highway according to law, and all property taxes on such plat are paid.

NOW, THEREFORE, BE IT RESOLVED, pursuant to SDCL 11-3-23.1:

Lots 2 & 3, Dixon's 1<sup>st</sup> Addition in the E ½ of Sec 14-T122-R63W of the 5<sup>th</sup> P.M., Brown County, SD (13821 393<sup>rd</sup> Ave) is hereby vacated.

Seconded by Commissioner Fischbach. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Dated this 6<sup>th</sup> day of June 2017.

LANDFILL FINANCIAL ASSURANCE:

Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #35-17  
FINANCIAL ASSURANCE MECHANISM FOR BROWN COUNTY LANDFILL

IT IS HEREBY AGREED between the State of South Dakota Department of Environment and Natural Resources, hereinafter referred to as DENR, and Brown County, South Dakota, as follows:

WHEREAS, Brown County operates the Brown County Landfill, a regional solid waste disposal facility, as an enterprise fund in compliance with all Federal Subtitle D regulations and State of South Dakota laws and rules; and

WHEREAS, EPA 40 CFR Part 258 and the Administrative Rules of South Dakota (ARSD) 74:27:16 establish financial assurance requirements and mechanisms for local government owners and operators of municipal solid waste landfill facilities; and

WHEREAS, ARSD 74:27:16:05 states the owner or operator may choose one or more of the following mechanisms to satisfy the provisions of the aforementioned chapter:

1. Trust fund;
2. Security Bond guaranteeing payment or performance;
3. Letter of Credit;
4. Insurance; or
5. Cash; and

WHEREAS, it is in the best interest of the residents of Brown County to choose cash (mechanism #5) as the means to satisfy the provisions of 40 CFR Part 258, ARSD 74:27:16 and South Dakota Codified Laws (SDCL) 34A-6-1.11 and 34A-6-1.12.

NOW, THEREFORE, it is mutually agreed as follows:

Brown County shall purchase a Certificate of Deposit at Dacotah Bank, Aberdeen, South Dakota, in an amount sufficient to assure performance of the obligations imposed by SDCL 34-6 inclusive; and

Brown County shall increase the funds in said Certificate of Deposit annually, if needed by the amount equal to the increased liability recognized each year hereafter; and

Brown County shall only make withdrawals from the Certificate of Deposit after receiving written permission from the Secretary of DENR, or the Secretary's designee; and

DENR shall have access to the Certificate of Deposit at any time necessary to carry out its obligation if Brown County fails in any part of its obligation, under SDCL 34A-6 and upon notification to Brown County; and

Said Certificate of Deposit shall be specific to the Brown County Landfill.

This agreement is binding upon the signatures hereto not as individuals but solely in the capacities as officials of their respective organizations and acknowledges proper action of Brown County and DENR to enter into the same.

Dated this 6<sup>th</sup> day of June 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### LANDFILL FINANCIAL ASSURANCE ACCESS:

Commissioner Fjeldheim offered the following Resolution:

#### RESOLUTION #36-17

#### RESOLUTION ALLOWING ACCESS TO LANDFILL FINANCIAL ASSURANCE FUNDS

IT IS HEREBY AGREED between the State of South Dakota Department of Environment and Natural Resources and Brown County, South Dakota:

WHEREAS, Brown County operates the Brown County Landfill and intends to deposit funds associated with its financial assurance mechanism in a Certificate of Deposit at Dacotah Bank, Aberdeen, South Dakota; and

WHEREAS, Brown County is obligated, under State and Federal law, to allow the South Dakota Department of Environment and Natural Resources access to the aforementioned financial assurance funds should Brown County default on its obligations.

NOW, THEREFORE, it is mutually agreed that the Certificate of Deposit being used to fulfill the Brown County Landfill's financial assurance obligation shall hereinafter have both Brown County and the South Dakota Department of Environment and Natural Resources as named parties on the Certificate of Deposit; both parties having access to the Certificate of Deposit upon prior written notice.

This agreement is binding upon the signatories hereto, not as individuals but solely in their capacities as officials of their respective organizations.

Dated this 6<sup>th</sup> day of June 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted

#### BID AWARD – SECURITY IMPROVEMENTS:

Moved by Hansen, seconded by Fjeldheim to award the following bids for labor and material for security improvements: Counter Tops - Woodman Mallet Custom @ \$5,630.00, rejecting Jeff Vilhauer Construction @ \$10,408.18; Counter Glass – House of Glass @ \$67,895.00 (only bid received); Electronic Access Door Controls – Digi Security Systems @ \$33,070.22 (only bid received). All members present voting aye. Motion carried.

#### COURT SECURITY GRANT APPLICATION:

Moved by Fischbach, seconded by Fjeldheim to authorize the Chair sign Court Security Grant Application Letter for submission to the State of South Dakota. All members present voting aye. Motion carried.

#### WORTHMORE ADDICTION SERVICES:

Worthmore Addiction Services Manager Julie Pfeifer presented statistics and related information in regard to the 2018 Worthmore Addiction Services Budget request.

#### PRCA CONTRACT:

Moved by Fjeldheim, seconded by Fischbach to authorize Derek Ricci, Fair Manager sign Contract with Korkow Rodeo for furnishing livestock for the 2017 Brown County Fair Rodeos. All members present voting aye. Motion carried.

#### EQUIPMENT LEASES:

Auditor Maxine Fischer presented recap of two existing copier leases that are itemized in the Notes to the Financial Report.

#### APPLICATIONS FOR OCCUPANCY:

Moved by Fjeldheim, seconded by Hansen to approve the following applications, submitted by East River Electric for occupancy of the following: Hwy #6 in Sec 7-T121N-R64W; Hwy #6 in Sec 30-T121N-R64W; Hwy 6 in Sec 31/36-T120/121N-R64/65W, Hwy #27 in Sec 2/35-T120/121-R65W to provide electrical service. All members present voting aye. Motion carried.

#### STRIPING AGREEMENT:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign agreement with the SD DOT for the striping of approximately 64.0 miles of county roads within Brown County at estimated cost of \$69,004.80 (County share @ \$53,760.55, State share @ \$15,244.25). All members present voting aye. Motion carried.

#### OPEN BURNING BAN:

Commissioner Fischbach offered the following Resolution;

#### RESOLUTION #37-17

WHEREAS, Brown County having received very little rain fall across the entire county; and

WHEREAS, the Brown County Commission is dedicated in taking steps to protect the health and safety of all residents of the County and all property within the County; and

WHEREAS, the Brown County Commission has consulted with local fire officials and law enforcement officials in regard to the severity of this issue.

NOW, THEREFORE BE IT RESOLVED that the Brown County Commission enact this resolution on an emergency basis and impose a ban to prohibit or restrict open burning with the exception of campfires in

campfire rings or pits, burning barrels 55 gallon or less equipped with a screen, or barbeque grills in order to protect the public health and safety; and

RESOLVE that the ban will be in place until further notice; and

FURTHER RESOLVE that criminal and civil penalties per County Ordinance 18.0703 be imposed if found in violation of this Resolution.

Dated this 6<sup>th</sup> day of June 2017.

Seconded by Commissioner Hansen. Roll Call Vote: Hansen-aye, Sutton-absent, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**BULLETIN BOARD APPROVED:**

Moved by Hansen, seconded by Kippley to approve the purchase of an outdoor Bulletin Board @ \$523.38, to be located on the west side of the Courthouse Annex. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

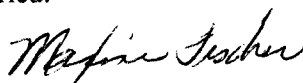
Moved by Hansen, seconded by Fjeldheim to go into executive session to consult with counsel, per SDCL 1-25-2(3) and for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**ADJOURNMENT:**

Moved by Fischbach, seconded by Hansen to adjourn the Brown County Commission at 10:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JUNE 13, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

MINUTES:

Moved by Hansen, seconded by Fischbach to approve the General Meeting Minutes of June 6, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Sutton, seconded by Fjeldheim to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,053.52; Treasurer \$13,786.70; States Attorney \$21,509.55; SVAWA Grant \$1,282.08; Maintenance \$7,192.48; Assessor \$13,776.87; Register of Deeds \$9,277.35; Veterans Service Office \$4,199.78; GIS \$2,301.47; Information Technology \$7,646.03; Human Resources \$3,088.06; Sheriff Admin \$36,477.93; Jail \$50,973.94; JDC \$22,318.38 Welfare Office \$3,665.57; Museum \$8,214.10; Parks & Fairgrounds \$6,776.45; Fair Board \$3,695.61; 4-H \$582.40; Weed \$5,480.83; Planning and Zoning \$1,866.02; Highway \$50,072.51; Communications \$20,701.00; Emergency Management \$3,960.14; Teen Court \$404.98; 24/7 \$3,237.57; Landfill \$15,577.06.

Matching Benefits: FICA \$19,610.75; Medicare \$4,586.30.

Professional Fees: Avera St. Luke's \$3,497.50; Rene Axness \$200.00; Brick's TV & Appliance \$1,972.50; Certified Languages \$1,003.20; Ryan Dell \$902.40; Dohrer Law Office \$282.00; Carol Erdmann \$200.00; Dolly Evans \$205.00; Bonnie Fisher \$60.00; Marilyn Flemmer \$60.00; Kay Frederick \$60.00; Jeanette Gollnick \$205.00; Ardys Gosch \$205.00; Helms & Assoc. \$330.00; Sally Hofer \$200.00; Elaine Huff \$200.00; Interprecorps \$172.00; Yolonda Jahraus \$180.00; Cindy Jung \$200.00; Kuck Law Office \$2,224.20; LexisNexis \$79.50; Lincoln Co. Treasurer \$135.90; Donna Marmorstein \$200.00; Midstates Printing \$500.00; Evangeline Miller \$60.00; Dennis Nelson \$200.00; Dorothy O'Keefe \$200.00; Richardson, Wyly, Wise & Sauck \$2,952.80; Rogers Law Office \$756.00; Sanford Health Occupational Medicine \$100.00; Schriver's Memorial Mortuary \$1,700.00; SD Dept. of Revenue & Regulation \$794,017.53; Christy Griffin-Serr Law Office \$629.50; Geri Sillman \$180.00; Evalyn Smith \$200.00; Taliaferro Law Firm \$3,252.20; Kathryn Vitense \$60.00; Barbara Walker \$200.00; Yankton Co. Sheriff Office \$100.00; Yankton Co. Treasurer \$1,744.90; Luther Yellow Robe \$3,000.00.

Publishing: Aberdeen American News \$181.98.

Rentals: Dakota Electronics \$331.00.

Repairs & Maintenance: Custom Sheet Metal \$193.35; Dakota Electronics \$306.00; DMI \$3,518.23; E & R Industrial Sales \$61.02; Farnam's \$86.99; Fire Safety First \$174.10; G & K Services \$266.28; Gillund Enterprises \$6.00; Hedahl's Auto Value \$21.90; Helms & Assoc. \$1,560.00; Hoven Auto Repair \$3,070.62; Huff Construction \$975.00; Kenneth Jacobson \$1,080.00; Ladner Electric \$53,194.86; Lien Transportation \$103,638.30; North Central Rental \$20,448.00; Pauer Sound & Music \$1,700.00; Pierson-Ford \$125.88; PowerPlan \$500.84; Quality Welding \$38.00; Sheehan Mack \$29,457.00; Steven Lust Auto \$441.40; Walth Safety Service \$225.00; Woodman Refrigeration \$654.10.

Supplies: Advance Auto \$1,699.31; Ameripride \$178.68; Butler Machinery \$191.32; Cartney Bearing \$374.69; Cash-Wa \$6,169.60; Century Business Products \$791.89; Dakota Electronics \$1,716.12; Dakota Oil \$356.80; Dean Foods \$727.28; DMI \$103.01; E & R Industrial Sales \$175.60; Earthgrains \$1,022.09; Farnam's \$151.86; Fasco \$1,249.00; Geffdog \$76.26; Gillund Enterprises \$198.00; GovConnection \$483.18; Hedahl's Auto Value \$195.74; House of Glass \$24.18; J & K Painting \$363.30; Kessler's \$27.58; Lien Transportation \$143,789.25; Marco \$32.64; Menards \$511.17; Midstates Printing \$193.63; NCFE – Warner \$8,565.12; Nelson Sales & Service \$295.91; Network Services \$2,040.31; PowerPlan \$952.22; Quality Welding \$3.00; Running's \$151.90; SD Federal Property \$20.00; Sewing Shoppe \$36.00; Sheehan Mack \$5,938.25; Steven Lust Auto \$358.85; Taylor Laundry \$123.50; Van Diest Supply \$8,154.75; Walth Safety Service \$290.24; Web Water Bottling Co. \$26.00; West Payment Center \$793.70.

Travel & Conference: Days Inn-Pierre \$57.00; Days Inn-Brookings \$522.00; Kay Frederick \$10.34.  
Utilities: Aberdeen City Treasurer \$1,611.61; City of Hecla \$170.24; NWPS \$1,457.46; NVC \$2,979.56;  
 Town of Frederick \$48.00; Web Water Development \$71.33.  
Other: Kathy Baer \$49.38.  
Machinery & Equip.: DMI \$22,220.00. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Fischbach, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective June 18, 2017: Cindy Meyers @ \$17.23 per hour, Damian Bahr @ \$23.54 per hour, Tracy Madsen @ \$17.62 per hour, Cindy Eppard @ \$16.60 per hour, Barry Kusler @ \$20.97 per hour; Jennifer White @ \$18.21 per hour; Kurt Pigors @ \$20.46 per hour; Keith Baker @ \$20.95 per hour; Joe Adam @ \$22.05 per hour; Polly Rush @ \$20.61 per hour; Jaclyn Nagel @ \$16.51 per hour, Sarah Hartje @ \$14.83 per hour.
- Authorize payment of retirement award per policy D-3 Retirement for Donald Fischer in amount of \$150.00 before taxes as requirements were met.
- Approve hiring September Dick and Nicole Bootz as full-time Dispatchers, effective June 26, 2017 @ \$16.14 per hour.

All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Sutton to approve the following May 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Fjeldheim, seconded by Sutton to approve the May 2017 Auditor's Report of Account with the County Treasurer in total amount of \$20,503,432.95 (total amount of actual cash @ \$3,599.23, Cash items (bad checks) @ \$1,400.77, US Bank @ \$37,136.28, Dacotah Bank @ \$12,084,626.90, Petty Cash/Change Funds @ \$2,500.00, Fund Investments @ \$8,374,169.77). All members present voting aye. Motion carried.

#### BINGO APPLICATION:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair to sign the following application, submitted by the Elm Lake Association to conduct bingo every other Thursday at the Elm Lake Resort. All members present voting aye. Motion carried.

#### HLS PROPERTY TRANSFERS:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chairman sign the following 2016 Homeland Security Equipment Transfer Documents: Hecla Fire Department (3 SCBA); Groton Fire Department (3 SCBA); Columbia Fire Department (3 SCBA); Frederick Fire Department (1 SCBA); Aberdeen Rural Fire Department (3 SCBA); Aberdeen Fire & Rescue (3 SCBA); Warner Fire Department (3 SCBA); Claremont Fire Department (3 SCBA); Stratford Fire Department (3 SCBA). All members present voting aye. Motion carried.

#### CHANGE FUND:

Moved by Fjeldheim, seconded by Hansen to increase the existing Change Fund for the Brown County Landfill from \$300.00 to \$400.00. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following agreements: Jamie Hart for lease of the Club House on Jun 17-18, 2017 (Olive Grove Golf Course

obtained alcohol license for event); Trinity Lutheran Church for lease of one stage on July 22-23, 2017. All members present voting aye. Motion carried.

#### FAIR CONTRACT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Andy Drangstveit @ \$350.00 (voiceover work). All members present voting aye. Motion carried.

#### DROUGHT DISASTER DECLARATION:

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #38-17 DROUGHT DISASTER DECLARATION

WHEREAS, Brown County continues to suffer from a lack of moisture resulting in a natural disaster in the form of agricultural drought conditions, resulting from inadequate winter snowfall, inadequate rainfall, desolating winds, and late frost conditions; and

WHEREAS, the Board of County Commissioners believe that said drought conditions constitute a natural disaster of such severity and magnitude that effective response is beyond the capabilities of this County, and there is no emergency plan available to alleviate the damage and economic chaos resulting from these conditions; and

WHEREAS, Brown County does not have the financial resources to respond to this disaster; and

WHEREAS, the Board of Commissioners of Brown County is well aware that sparse pastures and lack of forage crops is necessitating the reduction and disposal of livestock herds; and

WHEREAS, the Board of Commissioners of Brown County is aware that row crops are stressed from lack of rain and yields will be impacted; and

NOW THEREFORE BE IT RESOLVED, the Board of Commissioners of Brown County, South Dakota, declare a natural disaster drought emergency; and

IT IS FURTHER RESOLVED, we, the Board of Commissioners of Brown County respectfully petition the Governor of the State of South Dakota to declare a Secretarial Disaster Declaration to exist in Brown County.

Adopted this 13<sup>th</sup> day of June 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### APPLICATIONS FOR OCCUPANCY:

Moved by Fischbach, seconded by Sutton to approve the following applications, submitted by James Valley Communications for occupancy of the following: Hwy#13 in Sec 35-T124N-R64W; Hwy #10 in Sec 36-T124N-R64W; Hwy #13 in Sec 1-T123N-R64W; Hwy #13 in Sec 6/5/4-T123N-R63W; Hwy #4 in N ½ Sec 6-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD to provide telecommunications. All members present voting aye. Motion carried.

Moved by Fjeldheim, seconded by Hansen to approve the following applications, submitted by James Valley Communications for occupancy of the following: Hwy#9 in Sec 14-T125N-R64W; Hwy #9 in Sec

15/16/17/18/13-T125N-R64/65W; Hwy #6 in Sec 13/24/25-T125N-R65W of the 5<sup>th</sup> P.M., Brown County, SD to provide telecommunications. All members present voting aye. Motion carried.

**NACO CREDENTIALS:**

Moved by Hansen, seconded by Fjeldheim to authorize the Chair sign NACO Credentials Certificate for Duane Sutton to represent Brown County at the upcoming NACO Convention to be held in Columbus, Ohio. Gary Vetter will also be attending. All members present voting aye. Motion carried.

**GUARDRAIL:**

Moved by Sutton, seconded by Fischbach to authorize guardrail be placed next to building owned by Gary Fischer on Railroad Avenue; and further research who is liable for building damage that occurred during snow removal. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:15 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## JUNE 20, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Fischbach and Fjeldheim. Commissioner Sutton was absent. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Hansen to approve the General Meeting Minutes of June 13, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims:

Professional Fees: Aberdeen Advanced Care Ambulance \$251.42; Altman Law Office \$3,347.33; AMG Internal Medicine \$191.74; AMG University Psychiatry Assoc. \$3,500.00; Kelli Aslesen \$32.00; Avera Queen of Peace \$59.90; Avera St. Luke's \$4,972.57; Bantz, Gosch & Cremer \$670.21; Carrels & Bain Family Dental \$140.72; Dependable Sanitation \$26,821.40; Dohrer Law Office \$291.40; Marv Ekeren \$18.00; Horn Law Office \$194.00; Mark Katterhagen \$18.00; Language Line Services \$390.91; Lucy Lewno \$153.00; NE Mental Health Center \$1,820.00; Richardson, Wyly, Wise & Sauck \$2,058.60; Rogers Law Office \$984.40; Sanford Clinic \$732.94; Sanford Health \$2,609.14; SD Dept. of Revenue & Regulation \$6,459.60; Christy Griffin-Serr Law Office \$1,894.40; Spot Freight \$1,585.00; Jennifer Stoddard \$517.94; Tammy Stolle Court Reporting \$335.20; US Bank \$1,102.45; Mitch Vilhauer \$900.00; Sara Zahn \$108.80.

Publishing: Aberdeen American News \$2,186.38; Buffalo Reflex News \$26.70; Fordham Signs \$2,200.00; Hub City Radio \$300.00; Huron Plainsman \$17.40; SD Film Festival \$250.00; Tacoma News 134.69.

Rentals: 446-Praxair \$22.85; Advantage Self Storage \$1,656.00.

Repairs & Maintenance: 446-Praxair \$35.40; Dakota Ink & Toner \$52.50; GCR Tires & Service \$24.50; House of Glass \$123.97; Hoven Auto Repair \$3,836.73; Ladner Electric \$639.01; Leidholt Electric \$198.70; Lien Transportation \$139,610.51; ODB \$92.19; Pheasantland Industries \$7.29; US Bank \$1,880.08; Walth Safety Service \$89.25.

Supplies: 446-Praxair \$699.48; A & B Business \$294.95; Commercial Electronics Corp. \$975.00; DSG \$79.17; DT Pharmacy \$407.56; Fraternal Order of Eagles #632 \$450.00; Fire Safety First \$201.70; Galls \$133.51; GovConnection \$3,850.78; Jebro \$11,805.48; LabSource \$246.96; LarJo's \$377.15; LG Everist \$1,570.98; Leidholt Electric \$193.55; Lucy Lewno \$6.46; Lien Transportation \$245,586.35; Marco \$341.26; Menards \$123.81; Midstates Printing \$159.93; NCFE – Warner \$3,914.16; Network Services \$100.00; ODB \$628.29; Pheasantland Industries \$411.00; Pitney Bowes \$126.00; Sherri Rawstern \$107.25; Sherwin Williams \$151.20; Software Unlimited Corp. \$1,680.00; TrueNorth Steel \$5,574.30; US Bank \$12,958.22; West Payment Center \$1,737.48.

Travel & Conference: Gene Loeschke \$159.33; Sherri Rawstern \$82.72; Lora Schaunaman \$129.00; SDAAO \$1,200.00; US Bank \$849.40; Aaron Walberg \$169.86.

Utilities: Aberdeen City Treasurer \$2,109.45; CenturyLink \$1,174.92; Exec. Mgmt. \$71.52; Northern Electric \$1,462.52; NWPS \$1,196.69; US Bank \$724.14; Verizon \$260.12.

Other: Safe Harbor \$1,393.00; JRWD \$26,489.91; SDACO \$1,038.00.

Buildings: Huff Construction \$5,000.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Hansen, seconded by Fjeldheim to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge return of Employee from previously approved unpaid Leave of Absence on June 15, 2017.

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- Approve hiring Eric Kiefer, effective June 21, 2017 as full-time Jail Correctional Officer @ \$15.83 per hour.
  - Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of May 2017: Kendell Titze- 90 @ \$48.15, Dirk Rogers- 836 @ \$447.26, Mike Scott- 220 @ \$117.70, Gary Vetter- 118 @ \$63.13.

All members present voting aye. Motion carried.

#### PAYROLL AUDIT:

Moved by Fischbach, seconded by Hansen to acknowledge Payroll Audit #1, submitted by Erin Doering covering the January 15, 2017 – January 28, 2017 Pay Period. All members present voting aye. Motion carried.

#### LEASE AGREEMENT:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign the following agreement: Watertown Human Service Agency for lease of the Richmond Lake Youth Camp on August 9 – 11, 2017. All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENT:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting a lien. All members present voting aye. Motion carried.

#### FIREWORKS PERMIT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following Fireworks Public Display Permit: Bullet Sports, DBA Brown County Speedway for a Fireworks Display to be held on June 30, 2017 at the Fairgrounds. All members present voting aye. Motion carried.

#### AGREEMENT:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chairman to sign cooperative agreement with Aberdeen School District 6-1 to establish an educational program for youth placed in the Juvenile Detention Center, effective July 1, 2017 through June 30, 2018. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Celtic Faire & Games @ \$1,000.00, Presentation Men's Basketball @ \$750.00, SD Snow Queen @ \$1,000.00 (various gate controls); Good Shepherd Lutheran Church @ \$3,000.00 (litter picking); Phil Baker @ \$1,200.00 (entertainment); Sarah Preszler @ \$30.00; Karin Bartell, Cindy Schnabel, Rick Dias, Janelle Klapperich, Florence Kraus, Joy Braun @ \$40.00; Blake Eisenbeisz, Dallis VanderWal @ \$100.00; Spencer Smith, John Bray, Jane Esch @ \$150.00 (judges). All members present voting aye. Motion carried.

#### SURPLUS PROPERTY:

Moved by Hansen, seconded by Fjeldheim to declare various items from county offices as surplus for purpose of sale at public auction to be held on June 23, 2017. Complete listing on file in the Auditor's Office (available for public inspection Monday – Friday, 8:00 a.m. to 5:00 p.m.). All members present voting aye. Motion carried.

#### EQUIPMENT PURCHASE:

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Moved by Hansen, seconded by Fjeldheim to approve purchase of new operating systems for the recording and viewing of the video system in the Courthouse at estimated cost of \$18,500.00, as presented by Paul Sivertsen. All members present voting aye. Motion carried.

REIMBURSEMENT APPROVED:

Moved by Fjeldheim, seconded by Hansen to approve payment of approximately \$342.50 to Gary Fischer for snow removal damage. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Hansen, seconded by Fjeldheim to go into executive session to consult with counsel, per SDCL 1-25-2(3) and for personnel discussion, per SDCL 1-25-2(1) with Chris White and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Hansen to adjourn the Brown County Commission at 9:25 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JUNE 27, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton, Fischbach and Fjeldheim. Commissioner Hansen was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

MINUTES:

Moved by Fischbach, seconded by Fjeldheim to approve the General Meeting Minutes of June 20, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Sutton, seconded by Fjeldheim to approve the following claims:

Payroll: Commission \$5,289.97; Elections \$677.26; Auditor \$10,826.12; Treasurer \$13,503.41; States Attorney \$21,213.86; SVAWA Grant \$1,282.08; Maintenance \$7,101.88; Assessor \$13,798.47; Register of Deeds \$9,277.35; Veterans Service Office \$4,182.97; GIS \$2,301.47; Information Technology \$7,579.88; Human Resources \$3,117.33; Sheriff Admin \$33,557.97; Jail \$46,494.57; Coroner \$2,550.00; JDC \$22,709.66 Welfare Office \$3,665.57; Museum \$8,214.10; Parks & Fairgrounds \$7,177.37; Fair Board \$4,503.79; 4-H \$977.71; Weed \$6,103.30; Planning and Zoning \$1,866.02; Highway \$55,082.56; Communications \$19,276.67; Emergency Management \$3,970.57; Teen Court \$229.63; 24/7 \$3,408.71; Landfill \$14,095.81.

Matching Benefits: FICA \$19,746.52; Medicare \$4,618.09; SDRS \$38,482.69; Health Ins \$133,208.36; Life Ins \$979.50; Dental Ins \$6,979.50.

Insurance: Insurance Plus \$695.00.

Professional Fees: Avera St. Luke's \$4,197.00; Carlsen Funeral Home \$150.00; Cook County Clerk of Court \$18.00; Dohrer Law Office \$686.20; Marv Ekeren \$6.00; Mark Katterhagen \$46.50; Kennedy, Pier, Knoff & Loftus \$182.60; Kuck Law Office \$436.00; Lewis & Clark BHS \$1,280.00; Lucy Lewno \$297.00; Mikelson Law Office \$121.50; Pennington Co. State's Attorney \$215.00; Rogers Law Office \$584.90; Sanford Clinic \$229.77; Sanford Health \$686.55; Christy Griffin-Serr Law Office \$564.00; Stoddard Law Office \$1,118.60; Tammy Stolle Court Reporting \$65.70; Karen Swanda \$40.50; Yankton Co. Sheriff Office \$100.00; Sara Zahn \$27.20.

Publishing: Aberdeen American News \$815.20; Andy Drangstveit \$350.00; Midstates Printing \$1,016.50; Todd Co. Tribune \$22.08.

Repairs & Maintenance: Do-All Insulation \$342.50; Eiler's Water Conditioning \$1,014.00; Graham Tire \$857.35; JDH Construction \$450.00; Jones Lawn Care \$3,920.00; Ladner Electric \$7,247.50; Loiseau Construction \$202,663.65; Midwest Pump & Tank \$112.50; Pierson-Ford \$48.45; Steven Lust Automotive \$115.00;

Supplies: A&B Business \$607.12; Ameripride \$60.60; Carlsen Funeral Home \$375.00; Century Business Products \$710.28; Dahme Construction \$170.94; Dakota Mailing \$138.63; DSG \$526.32; Dive Rescue Internationsl \$40.00; Everyone Counts \$5,850.00; Fastenal \$176.82; Geffdog \$271.96; J & K Painting \$387.60; Jebro \$54,639.90; Lucy Lewno \$16.17; Lien Transportation \$8,451.85; Marco \$6.67; Menards \$60.91; Midstates Printing \$60.00; Midwest Pump & Tank \$43.91; NCFE – Warner \$16,259.10; Network Services \$1,287.90; Pheasantland Industries \$89.70; Premier Biotech \$366.29; RDO Equip. \$75.00; Rixtine Recognition \$286.34; Share Corp. \$380.00; Steven Lust Automotive \$40.99; Swede's Body Shop \$384.00;

Travel & Conference: Stan Beckler \$18.33; Darwin Bettmann \$15.24; Sue Gates \$222.78; City of Groton \$313.22; Patrick Keatts \$34.11; Dale Kurth \$112.53; David North \$105.48; Jerome Streckfuss \$34.98;

Utilities: CenturyLink \$2,478.92; Dependable Sanitation \$451.00; NWPS \$1,812.93;

Other: Pizza Ranch \$76.45.

Buildings: ITS \$70,437.15. All members present voting aye. Motion carried.

HR REPORT:

Moved by Fjeldheim, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective July 2, 2017: Paul Wipf @ \$20.85 per hour, Sandy Green @ \$17.38 per hour, Melony Flinn @ \$19.65 per hour, John Clark @ \$17.53 per hour, Kathy Neitzel @ \$21.51 per hour; Nicole Tveit @ \$15.70 per hour.
- Approve hiring Michael Janes as part-time Cook for Jail, effective July 5, 2017 @ \$15.04 per hour.

All members present voting aye. Motion carried.

#### MEDICA INSURANCE CONTRACT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the master group contract between Brown County and Medica Insurance Company for employee health insurance coverage. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following agreements: Brent Brant for lease of the Club House on July 15, 2017 ((includes alcohol use permission form); RDO Equipment Company for lease of the Expo Building on August 23-24, 2017. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Hepper's Sport Center @ \$220.00 (equipment); Renita Kainz @ \$40.00 (judge). All members present voting aye. Motion carried.

#### SPECIAL MALT BEVERAGE/WINE LICENSE HEARING SET:

Moved by Fjeldheim, seconded by Sutton to authorize advertising public hearing for the following Special Malt Beverage/Wine License Application: Aberdeen Aqua Addicts Waterski Team, 3301 S Hwy 281, Aberdeen, SD – S ½ of SW ¼ of NW ¼ of Sec 35-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD, to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, SD at 8:45 a.m. on July 18, 2017 (Special License effective July 28, 29 & 30, 2017). All members present voting aye. Motion carried.

#### PLATS:

Commissioner Fischbach offered the following Resolution:

#### RESOLUTION #39-17

BE IT RESOLVED by the County Commission of Brown County, SD that the plat showing "Kassube Consolidation Subdivision in NE ¼ Sec 27-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

#### RESOLUTION #40-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Keatts Sixth Subdivision in the W ½ of the NW ¼ of Sec 23-T124N-R65W of the 5<sup>th</sup> P.M., Brown

County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

RESOLUTION #41-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Treeby Conservation Easement Tract 1 in the SW ¼ of Sec 24-T128N-R61W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

RESOLUTION #42-17

BE IT RESOLVED by the County Commission of Brown County, SD that the plat showing "Ludwig-Christensen Subdivision in SE ¼ Sec 33-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

RESOLUTION #43-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Daniel Lipp Subdivision in the SW ¼ of Sec 3-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

RESOLUTION #44-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Performance Rentals Third Subdivision in SW ¼ & NW ¼ of Sec 21-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**DOE CAMA SYSTEM DISCUSSION:**

Michael Hauke, Director of Equalization and Appraisers Gene Loeschke and Russell Metz met to discuss converting Devnet CAMA (based on Marshall Swift value system) currently in use to Vanguard CAMA (based on Vanguard value system). No action was taken at this time.

**BURN BAN/FIREWORKS DISCUSSION:**

Scott Meints, EM Director and Mark Stokes, Aberdeen Rural Fire District met to recommend the Burn Ban remain in place and cited state law in regard to the use of the SD Grassland Fire Danger Index to determine County regulation of fireworks, and presented the current report indicating the index has not reached the extreme category at this time. The Commission will review the Burn Ban at the July 5<sup>th</sup> meeting and urges all residents to use extreme caution when discharging fireworks.

**ABATEMENT DISCUSSED:**

Jeff Mitchell, HAPI Director met to discuss an abatement on a property recently purchased by Homes Are Possible Inc for the 2017 payable 2018 real estate taxes, as the intent is to demolish the structure. The Director of Equalization office typically recommends abatements when parcels become vacant. Action was deferred until form completed.

**SURPLUS SALE:**

Moved by Sutton, seconded by Fischbach to authorize Judy Dosch, Maintenance dispose of the items that did not sell at the recent surplus auction by taking any scrap metal items to Mardians for sale and the remainder of items to the Landfill for disposal. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Fjeldheim, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) and for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion:

Moved by Fjeldheim, seconded by Fischbach to amend the PAYROLL AUDIT motion in the June 20<sup>th</sup> meeting minutes, as follows: to acknowledge Payroll Audit #1, submitted by Erin Doering covering the January 15, 2017 – January 28, 2017 Pay Period; and further direct each Department Head to address issues identified in their department and pay appropriate over-time. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 10:05 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



Published once at the total approximate cost of \$ \_\_\_\_.

## JULY 5, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Sutton led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of June 27, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims:

Insurance: SDACC \$8,426.78.

Professional Fees: Assoc. of SD Co. Weed & Pest \$150.00; Avera Queen of Peace \$59.90; Phil Baker \$500.00; Bantz, Gosch & Cr mer \$384.40; Ryan Dell \$1,718.80; Jessica Dueree \$30.00; Kuck Law Office \$774.20; Jerald McNeary \$2,850.96; Richardson, Wyly, Wise & Sauck \$2,457.55; Riverside Technology \$7,462.36; Rogers Law Office \$394.80; Ronayne Law Office \$3,699.00; SD Dept. of Environment & Natural Resources \$250.00; Christy Griffin-Serr Law Office \$2,247.00; Teresa Visser \$200.00.

Publishing: Aberdeen American News \$128.50; Groton Independent \$399.06; SD Magazine \$295.00.

Rentals: Pantorium Cleaners \$148.00.

Repairs & Maintenance: Advance Auto \$46.43; DFP \$55.76; Ecolab Pest Elimination \$113.62; House of Glass \$206.20; Ken's Alignment \$187.66; Leidholt Electric \$206.63; Liebelt RV \$131.41; Northern Safety \$37.05; O'Reilly Auto Parts \$75.99; Pro Ag Supply \$21.78; Quality Welding \$212.00; Ringgenberg Electric \$170.91; Running's \$4.73; Steve Lust Automotive \$96.34; Thee Glass Doktor \$63.00; Walth Safety Service \$63.00.

Supplies: A & B Business \$258.01; Advance Auto \$15.02; Crescent Electric Supply \$227.28; Ferguson Enterprises \$192.68; GovConnection \$185.15; Great Western Tire \$2,727.60; House of Glass \$67.99; Jebro \$94,624.20; Leidholt Tool Sales \$36.82; Lien Transportation \$43,922.45; Mac's \$101.72; Mick's Scuba \$696.76; Midstates Printing \$62.45; NCFE – Warner \$1,660.45; Network Services \$97.50; Northern Safety \$138.84; Quality Welding \$127.92; Running's \$52.52; Share Corp. \$380.00; Janet Schile \$347.72; Thee Glass Doktor \$72.03; Western Detention Products \$334.50; WiSP Services \$59.80.

Travel & Conference: Mary Baird \$109.98; Cindy Eppard \$28.00; Melody Flinn \$172.96; Sarah Hartje \$45.59; Mark Milbrandt \$324.59; Roberta Nichols \$158.86; SD Veteran's Service Officers \$150.00; Teresa Visser \$109.04; Tonya Walth \$149.46.

Utilities: AT&T \$301.83; BDM Rural Water \$35.00; CenturyLink \$231.04; Midcontinent \$484.94; Montana-Dakota \$26.67; North Star Energy \$433.70; NWPS \$2,735.71. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Fischbach, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Gale Buchanan, effective July 10, 2017 as part-time Building Maintenance @ \$10.17 per hour.
- Approve hiring Jeannette McClain, effective July 17, 2017 as full-time Deputy Auditor @ \$14.84 per hour.
- Approve hiring Gavin Wright, effective July 31, 2017 and Mike Hill, effective August 7, 2017 as full-time Sheriff Deputies @ \$19.93 per hour.

All members present voting aye. Motion carried.

## FAIR CONTRACTS:



Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Wrangler Team Roping @ advertising (roping event); KIDSIGHT SD Lions Foundation @ advertising (vision screening); Judy Gulleason @ \$40.00 (judge). All members present voting aye. Motion carried.

#### ELECTRIC UTILITY EASEMENT:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign an Electric Utility Easement, as grantor to Northwestern Corporation, as grantee on the following described property: The S 15' of the E 15' of th W 105' of Outlot 3 of Railroad Outlots 1-4, a part of the SW ¼ of Sec 13-T123N-R64W of the 5<sup>th</sup> P.M., brown County, SD (2 Main Street N). All members present voting aye. Motion carried.

#### INTEREST STATEMENT:

Moved by Fjeldheim, seconded by Hansen to accept for filing the April - June 2017 Interest Statement in amount of \$10,705.53, submitted by County Treasurer Sheila Enderson. All members present voting aye. Motion carried.

#### FAIR SECURITY:

Moved by Hansen, seconded by Sutton to approve salary of \$25.00 per hour for Certified external Law Enforcement Officers and \$18.00 per hour for Non-Certified external Law Enforcement Officers for the 2017 Brown County Fair. All members present voting aye. Motion carried.

#### BURN BAN DISCUSSED:

At the recommendation of Scott Meints, EM Director the Burn Ban will remain in place to be reviewed at the next meeting.

#### EXECUTIVE SESSION:

Moved by Sutton, seconded by Fischbach to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### ADJOURNMENT:

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 9:10 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JULY 11, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Fjeldheim led the Pledge of Allegiance.

MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of July 5, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$6,819.88; Treasurer \$13,412.95; States Attorney \$21,643.86; SVAWA Grant \$1,282.08; Maintenance \$7,420.88; Assessor \$13,831.28; Register of Deeds \$9,277.35; Veterans Service Office \$3,958.27; GIS \$2,301.47; Information Technology \$7,719.03; Human Resources \$3,082.21; Sheriff Admin \$36,268.58; Jail \$49,911.54; JDC \$21,400.77 Welfare Office \$3,665.57; Museum \$8,178.13; Parks & Fairgrounds \$7,029.46; Fair Board \$4,782.80; 4-H \$1,341.74; Weed \$6,620.57; Planning and Zoning \$2,586.02; Highway \$53,949.31; Communications \$21,021.65; Emergency Management \$3,960.14; Teen Court \$183.70; 24/7 \$3,066.50; Landfill \$14,592.80.

Matching Benefits: FICA \$19,827.17; Medicare \$4,636.99.

Professional Fees: Altman Law Office \$1,693.70; Avera St. Luke's \$56.50; Dohrer Law Office \$648.00; Fox & Youngberg \$188.00; Helms & Assoc. \$1,106.00; Mark Katterhagen \$15.00; Kennedy Pier Knoff Loftus, LLP \$235.00; Kuck Law Office \$1,019.40; LBG \$12,699.12; Lucy Lewno \$144.00; SD Dept. of Revenue & Regulation \$783,176.31; Christy Griffin-Serr Law Office \$1,307.20; Jennifer Stoddard \$485.98; Karen Swanda \$15.00; Taliaferro Law Firm \$690.90; Yankton Co. Sheriff \$250.00.

Publishing: Aberdeen American News \$2,241.12; Groton Independent \$115.74; Hub City Radio \$5,310.00.

Rentals: Dakota Electronics \$238.30.

Repairs & Maintenance: Aberdeen Clean-All \$185.00; Aberdeen Plumbing & Heating \$301.21; Apex Structural Design \$4,515.55; Butler Machinery \$439.60; Clark Engineering \$2,852.50; Crawford Trucks & Equip. \$27.00; Dakota Electronics \$88.75; DFP \$28.14; Danko \$19.11; Double D Body Shop \$288.60; DMI \$11,750.00; Farnam's \$23.56; Helms & Assoc. \$446.35; House of Glass \$75.59; Hoven Auto Repair \$73.60; Huff Construction \$401.29; J. Gross Equip. \$29.98; Lawson Products \$12.53; Lien Transportation \$21,870.65; LTK Heating & Cooling \$98.98; Midwest Alarm \$226.20; Newman Signs \$7.70; North Central Rental \$6,000.00; North Wind Machine \$540.00; Overhead Door \$147.96; Pierson-Ford \$94.43; PowerPlan \$1,336.62; Productivity Plus \$10.34; Sander's Sew 'n' Vac \$122.98; Sheehan Mack \$83.05; Taylor Laundry \$65.56; Thee Glass Doktor \$52.50; Walth Safety Service \$450.00; Woodman Refrigeration \$8,142.42.

Supplies: A & B Business \$476.45; Artz Equip. \$1,242.59; Ameripride \$148.68; Bakken Build Maint. \$500.00; Bonnie Bitz \$288.00; Cartney Bearing \$18.13; Cash-Wa \$6,678.15; Crawford Trucks & Equip. \$1,337.77; Dakota Electronics \$1.75; DFP \$3,360.18; Dakota Oil \$2,878.70; Danko \$64.81; DSG \$358.11; Dean Foods \$628.45; Earthgrains \$1,168.30; Fastenal \$279.98; Fox & Youngberg \$7.32; HF Jacobs & Son \$3,607.60; Interstate Battery \$579.75; J. Gross Equip. \$90.82; Jebro \$50.00; Ken's SuperFair Foods \$83.58; Barry Kusler \$50.00; Lawson Products \$132.55; Lucy Lewno \$6.46; Lien Transportation \$151,584.80; Menards \$294.43; Midstates Printing \$52.00; Midwest Pump & Tank \$588.29; NCFE – Warner \$11,522.37; Network Services \$1,754.41; NW Divers \$1,938.90; Newman Signs \$72.20; North Wind Machine \$27.62; Pizza Ranch \$74.45; PowerPlan \$5,411.15; Productivity Plus \$390.91; Running's \$908.18; Sheehan Mack \$1,268.44; Stan Houston Equip. \$33.75; Taylor Laundry \$115.00; Thee Glass Doktor \$2.50; Walth Safety Service \$345.50; Zastrow's Sales \$74.29.

Travel & Conference: Doug Fjeldheim \$243.06; Rachel Kippley \$244.87; Duane Sutton \$133.48.

Utilities: Aberdeen City Treasurer \$1,443.94; CenturyLink \$48.07; Midcontinent \$627.47; NWPS \$9,591.53; Town of Frederick \$48.00.

Other: Active Data Systems \$14,574.00; SDACO \$1,192.00. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Hansen, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective July 16, 2017: Teresa Mann @ \$17.37 per hour, Cory Lane @ \$22.48 per hour.

All members present voting aye. Motion carried.

#### GRANT AGREEMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair to sign Grant Agreement with the SD Department of Health for the purpose of enhancing Brown County's mosquito control efforts, effective July 1, 2017 – June 30, 2018 in amount of \$17,250.00. All members present voting aye. Motion carried.

#### LOTTERY APPLICATION:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair to sign the following application to conduct a lottery: Brown County Democratic Party for raffle, to be held at the Fairgrounds on August 19, 2017. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following agreements: CEF (Child Evangelism Fellowship for lease of the Richmond Lake Youth Camp on July 16-21, 2017 and July 30 – August 4, 2017; The Aberdeen Chamber of Commerce for lease of 6 picnic tables on July 6, 2017. All members present voting aye. Motion carried.

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign the following agreement: Farm Safety Camp (Mike Traxinger) for lease of the area south of the beef barn and the use of the Expo Building if weather is not suitable for outside activities; and further waive all fees for the event. All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Fjeldheim, seconded by Hansen to approve the June 2017 Auditor's Report of Account with the County Treasurer in total amount of \$15,479,474.60 (total amount of actual cash @ \$3,704.77, Cash items (bad checks) @ \$1,295.23, US Bank @ \$57,323.13, Dacotah Bank @ \$7,040,379.36, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$8,374,172.11). All members present voting aye. Motion carried.

#### SWAVA GRANT FINANCIAL REPORT:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair to sign Stop Violence Against Women Act Grant Program FY2017 Financial Report. All members present voting aye. Motion carried.

#### BID WOOD WASTE GRINDING AT LANDFILL:

Moved by Fjeldheim, seconded by Fischbach to authorize advertising public hearing to open, read and consider bids for 2017 Wood Waste Grinding for the Brown County Landfill, to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, SD at 8:45 a.m. on August 1, 2017. All members present voting aye. Motion carried.

#### RELIEF LIEN:

Moved by Fjeldheim, seconded by Hansen to approve releasing property (not the individual) from a lien after sale of property completed. All members present voting aye. Motion carried.

LIEN DISCUSSION:

Property to be purchased will be released from a lien upon condition lien payments are made.

E-MAIL DISCUSSION:

Paul Sivertsen explained the E-Mail server was full due to no deletions.

EXECUTIVE SESSION:

Moved by Hansen, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Chris White, Larry Lovrien, Ernest Thompson and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion:

ADJOURNMENT:

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 9:20 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JULY 18, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of July 11, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Hansen, seconded by Fischbach to approve the following claims:

Professional Fees: City of Aberdeen \$753.29; Kelli J Aslesen \$36.00; Avera Medical Group \$3,283.95; Avera St. Lukes \$2,123.22; Bantz, Gosch & Cremer LLC \$1,208.34; Certified Language International \$734.25; Matthew Brust \$123.70; Compass Counseling & Assessment \$1,800.00; County of Edmunds \$450.00; Mary A Schaeffer-Losure \$360.00; Mark Katterhagen \$6.00; Lewis & Clark BHS \$960.00; Lucy Lewno \$81.00; Lexisnexis Risk Data Mgmt \$84.85; Lincoln County Treasurer \$108.80; Mikelson Law Office \$18.00; Roland L Moerke \$166.20; Priority Dispatch Corp \$5,025.00; Jennifer Ringkob \$30.00; Ronayne Law Office \$4,264.02; Sanford Health Occupational Medicine \$100.00; SD Dept of Revenue \$1,586.00; Christy Griffin-Serr Law Office \$634.50; Siegel, Barnett & Schutz \$573.40; Tammy Stolle Court Reporting \$392.80; Karen Swanda \$6.00; Jodi Sudweeks \$410.40; Sara Zahn \$27.20; Marla Zastrow \$11.07; US Bank \$2,132.00.

Publishing: Aberdeen American News \$1,643.45; Dakota Broadcasting \$3,000.00; Lee Publications Inc \$80.60; NW Blade \$40.00.

Rentals: Praxair Distribution \$23.28.

Repairs & Maintenance: Aberdeen Area Radiator \$12.50; Anthony Cooper \$3,250.00; Dakota Tree Company LLC \$700.00; Double D Body Shop \$90.73; Farm Power MFG \$1.00; G&K Services \$332.85; Hoven Auto Repair Inc \$38.00; Timothy Gardner \$50.00; G&K Tires and Service \$5,803.94; Andrew Jones \$2,360.00; Karst Car Care \$169.77; Otis Elevator \$1,536.00; Pharmchem \$75.00; Sand Lake Tree LLC \$200.00; Schwan Welding \$1,385.50; Sewer Duck \$280.00; Sheehan Mack Sales \$1,588.91; William Spellman \$878.42; Wallwork Truck Center \$108.48; West Payment Center \$1,933.93; US Bank \$323.22.

Supplies: A&B Business Inc \$263.72; Aberdeen Area Radiator \$1,696.00; Advance Stores Company \$496.48; C. Scott Bader \$16.23; Butler Machinery \$221.73; DPM Mercantile \$24.00; Farm Power MFG \$21.04; Maxine Fischer \$170.00; Govconnection Inc \$465.13; Jebro Inc \$42,591.51; Kesslers \$123.17; Labsource Inc. \$493.92; Larry Becker \$112.80; Leidholt Electric LLC \$133.50; Leidholdt Tool Sales \$28.05; Lucy Lewno \$3.25; Lien Transportation \$56,021.90; MB LLC \$31.50; Matthew Bender & Co \$158.70; Menards \$378.21; Midstates Printing \$1,893.64; NCFE Warner Elevator \$17,424.06; North Star Energy \$54.00; Sanders Sew N Vac \$197.92; Secretary of State \$7.00; Sheehan Mack Sales \$1,081.20; US Bank \$8,253.07; Web Water Bottling Company \$32.50.

Travel & Conference: Jennifer Ringkob \$42.09; Maxine Fischer \$760.16; State of South Dakota \$54.50; US Bank \$516.50; Patty Woods \$382.30.

Utilities: City of Aberdeen \$324.37; City of Hecla \$100.57; James Valley Telecommunication \$269.90; North Star Energy \$28.00; Northern Electric \$224.52; Northern Valley Communication \$3,287.96; Northwestern Energy & Communication \$436.32; Quest Corporation \$1,199.21; US Bank \$289.39; Verizon Wireless \$328.10; Web Water Development Assoc \$69.74.

Other: Jame River \$1,243.37; SD Department of Revenue \$2,910.92; Safe Harbor \$1,809.00; State of South Dakota \$88.14. All members present voting aye. Motion carried.

HR REPORT:

Moved by Fjeldheim, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Dalton Wangerin, effective July 17, 2017 as Seasonal Highway Employee @ \$12.41 per hour.
- Approve employee status change for Christina Johnson from part-time JDC Correctional Officer to full-time Jail Correctional Officer, effective July 25, 2017 @ \$15.83 per hour.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of June 2017: Kendell Titze- 126 @ \$67.41, Dirk Rogers- 532 @ \$284.62, Mike Scott- 180 @ \$96.30, Gary Vetter- 134 @ \$71.69.

All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Sutton to approve the following June 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### SHERIFF FEE:

Moved by Fjeldheim, seconded by Hansen to authorize the Sheriff Department change \$10.00 per inmate photo (mug shot) upon completion of required request form. All members present voting aye. Motion carried.

#### FAIR BOARD APPOINTMENT:

Moved by Sutton, seconded by Fjeldheim to appoint Sherri Nelson to first term (2017-2019) on the Brown County Fair Board. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Northern Plains Animal Health @ \$220.00 (vet services); Aberdeen Lions Club @ \$500.00 (interior Gate D); Aberdeen Rural Fire Protection District @ \$1,500.00 (standby fire protection); Aberdeen Fire & Rescue @ \$75.00 per hour (standby Ambulance service); Duane Jark, Diann Steinheuser, Kathy Novstrup, DaRae Jones, Susan Gerlach @ \$40.00 each ; Karen Harr, Lisa Fiedler @ \$100.00 each; Craig Zimprich, Adam Wirt @ \$150.00 each; Ethan Johnson @ \$275.00 (judges). All members present voting aye. Motion carried.

#### SPECIAL MALT BEVERAGE/WINE LICENSE HEARING:

Time and place, as advertised for public hearing to consider the approval of a Special Malt Beverage and Special Wine License. Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the Special Malt Beverage/Wine License Permit, submitted by the Aberdeen Area Aqua Addicts Ski Team, 3301 S Hwy 281, for an event to be held on the S ½ of SW ¼ of NW ¼ of Sec 35-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD, effective July 28, 29 & 30, 2017 (map indicating specific area on file with application). All members present voting aye. Motion carried.

#### FIREWORKS APPROVAL:

Moved by Hansen, seconded by Fjeldheim to approve a Fireworks Display at the Brown County Speedway (Fairgrounds) in conjunction with the car races on July 18, 2017, requested by Bullet Sports. All members present voting aye. Motion carried.

#### CLOSING AUDIT CONFERENCE:

Dave Schlosser, Department of Legislative Audits met with the Commission for closing conference for audit of fiscal year 2016.

MILLIM BUILDING LIGHT POLE:

Moved by Sutton, seconded by Hansen to approve the removal of an inactive light pole at the Millim Office Building Complex. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Hansen, seconded by Sutton to go into executive session to consult with counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion:

Moved by Sutton, seconded by Hansen to enter into contract with Vic Fischbach to begin quiet title action on a tax deed property and authorize removal of personal property. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-abstain, Fjeldheim-aye, Kippley-aye. Motion carried.

EXECUTIVE SESSION:

Moved by Sutton, seconded by Fischbach to go into executive session to consult with counsel, per SDCL 1-25-2(3) and discuss personnel, per SDCL 1-25-2(1) with Larry Lovrien, Gary Vetter, Mike Scott and Dirk Rogers in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fischbach, seconded by Fjeldheim to adjourn the Brown County Commission at 10:25 A.M. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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JULY 25, 2017 – GENERAL MEETING

Meeting called to order by Commission Vice-Chair Fjeldheim at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach. Commissioner Kippley was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of July 18, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Fischbach, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$6,778.86; Treasurer \$13,682.48; States Attorney \$21,623.85; SVAWA Grant \$1,282.08; Maintenance \$7,060.51; Assessor \$13,831.28; Register of Deeds \$9,277.36; Veterans Service Office \$4,167.14; GIS \$2,301.47; Information Technology \$7,854.08; Human Resources \$3,082.21; Sheriff Admin \$34,950.65; Jail \$53,217.07; JDC \$23,009.71 Welfare Office \$3,665.57; Museum \$8,214.11; Parks & Fairgrounds \$7,284.29; Fair Board \$4,839.93; 4-H \$1,434.54; Weed \$5,974.21; Planning and Zoning \$1,866.02; Highway \$51,905.75; Communications \$22,894.51; Emergency Management \$3,960.14; Teen Court \$592.85; 24/7 \$3,297.98; Landfill \$11,629.79.

Matching Benefits: FICA \$19,843.04; Medicare \$4,640.69; SDRS \$39,172.19; Health Ins \$130,701.92; Life Ins \$960.60; Dental Ins \$6,852.60; HAS \$50.00.

Professional Fees: Dean Schaefer Court Reporting \$417.00; Dependable Sanitation \$24,283.42; Devnet \$9,354.71; Kerri Cook-Huber \$141.00; Kuck Law Office \$901.20; Language Line Services \$79.29; LTR Intermediate Holdings \$66,303.21; NE Mental Health Center \$1,612.00; Richardson, Wyly, Wise Sauck \$4,870.20; Riverside Technologies Inc \$595.00; Ronayne Law Office \$5,602.70; Christy Griffin-Serr Law Office \$3,699.00; Taliaferro Law Firm \$8,056.29; Walworth County Sheriff \$1,600.00.

Publishing: Aberdeen American News \$134.49; Glacial Lakes & Prairie Tourist \$100.00; Groton Independent \$124.79; Buether Brothers Publishing \$22.08.

Rentals: Pantorium Cleaners \$59.20; Sewer Duck \$100.00.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$99.01; Advance Stores Company \$27.45; Alamo Group \$139.50; Burdette Security & Technology \$500.39; Dakota Fluid Power \$8.40; Ecolab Pest Elimination \$216.82; Gary's Engine Repair \$24.00; Huff Construction \$2,150.00; Mac's Inc \$3.19; Pierson-Ford-Lincoln Mercury \$52.45; Pro Ag Supply \$13.47; Runnings \$27.61; Timothy C Gardner \$103.00; Servermonkey.com LLC \$18,475.00; Western States Fire Co. \$986.44.

Supplies: Advance Stores Company \$15.19; Aerial Horizons UAS, LLC \$92.50; Alamo Group \$900.00; Ameripride Services \$60.60; Century Business Products \$757.81; Consolidated Ready Mix Inc \$755.00; Dakota Supply Group \$21.46; Aberdeen Medical Center Pharmacy \$1,709.00; Economy Meat Market \$805.70; Govconnection \$199.00; Kerri Cook-Huber \$3.79; Lien Transportation Company \$101,137.85; Marco Inc \$73.11; Menards \$1,142.82; Moore Medical LLC \$411.51; Network Services Company \$745.81; Pauer Sound & Music \$540.00; Praxair Distribution \$90.47; Share Corp \$709.78; Van Diest Supply Co \$19,401.85; West Payment Center \$844.65.

Travel & Conference: City of Groton \$55.62.

Utilities: Qwest Corporation \$2,480.22; Dependable Sanitation \$451.00; Northern Electric Coop \$1,079.50; Northwestern Energy \$1,205.53.

Other: Pizza Ranch \$61.46. All members present voting aye. Motion carried.

HR REPORT:

Moved by Sutton, seconded by Fischbach to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective July 30, 2017: Daryl Lloyd @ \$20.66 per hour, Derek Jangula @ \$17.13 per hour, Russ Ochsner @ \$19.57 per hour.

All members present voting aye. Motion carried.

RELEASE OF PROPERTY:



125  
Commissioner Hansen offered the following Resolution:

RESOLUTION #45-17

WHEREAS, Brown County has filed a Poor Relief Lien in total amount of \$15,145.42, and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain properties from the effect of said lien, upon payment of the net proceeds of sale of the properties, and on condition that the lien balance remain filed against the individual.

NOW, THEREFORE BE IT RESOLVED that the following real properties in Brown County, SD, which are described as follows:

- Lot 3, Block 2 of Winston's Addition to Frederick, according to the plat thereof of record, Brown County,
- Lot 5, Block 2 of Winston's Addition to Frederick, according to the plat thereof of record, Brown County,
- Lot 6, Block 2 of Winston's Addition to Frederick, according to the plat thereof of record, Brown County,
- Lot 7, Block 2 of Winston's Addition to Frederick, according to the plat thereof of record, Brown County,

are hereby released from the effect and force of said lien, upon payment of the net proceeds of sale of the properties, and on condition that the lien balance remain filed against the individual.

Dated this 25<sup>th</sup> day of July 2017.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

RELEASE OF PROPERTY:

Commissioner Fischbach offered the following Resolution:

RESOLUTION #46-17

WHEREAS, Brown County has filed a Poor Relief Lien in total amount of \$5,562.24, and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain property from the effect of said lien, on condition that \$100.00 per month payments are made per contract with the Welfare Office; and on condition that the lien balance remain filed against the individual.

NOW, THEREFORE BE IT RESOLVED that the following real property in Brown County, SD, which is described as follows:

Whelan's Improvement Subdivision in Aberdeen, according to the plat thereof of record, Brown County, South Dakota (1750 S Lincoln St., Aberdeen, SD 57401)

is hereby released from the effect and force of said lien, on condition that \$100.00 per month payments are made per contract with the Welfare Office; and on condition that the lien balance remain filed against the individual.

Dated this 25<sup>th</sup> day of July 2017.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

PLATS:

Commissioner Sutton offered the following Resolution:

RESOLUTION #47-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Borg Second Subdivision in the SE ¼ of Sec 26-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

Commissioner Sutton offered the following Resolution:

RESOLUTION #48-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD that the plat showing "Svarstad Outlot 2 in N ½ SW ¼ of Sec 8-T122N-R63W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

Commissioner Sutton offered the following Resolution:

RESOLUTION #49-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD that the plat showing "Johnson South Third Subdivision in the NE ¼ of Sec 22-T122N-R64W of the 5<sup>th</sup> P.M., Brown County, SD" having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

LOTTERY PERMIT:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign application, submitted by the Boys & Girls Club of Aberdeen Area for a lottery to be held at the Fairgrounds Grandstand on August 14-20, 2017 (split pot). All members present voting aye. Motion carried.

ORD 109 - SET HEARING DATE:

Moved by Sutton, seconded by Fischbach to set public hearing for consideration of Ordinance #109, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.10 (R3) Lake Front District: Lot 1, Keatts Sixth Subdivision in the W ½ of NW ¼ of Sec 23-T124N-R65W of the 5<sup>th</sup> P.M., Brown County, SD (37832 Richmond Drive), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on August 15, 2017. All members present voting aye. Motion carried.

**BRIDGE 425:**

Moved by Sutton, seconded by Hansen to approve and authorize the Chair to sign the Bridge Improvement Grant (BIG) Agreement with the SD Department of Transportation for Rehabilitation/Replacement of BRF 6472(00)17-1, Brown County, PCN 06HU, BR #425 ID# 07-120-230, located 3 miles S and 1 mile E of Westport over the Elm River. All members present voting aye. Motion carried.

**HOUSING & REDEVELOPMENT COMMISSION:**

Moved by Fischbach, seconded by Hansen to appoint Don Weigel to a five-year term on the Housing and Redevelopment Commission of Brown County, term expiring on July 9, 2022. All members present voting aye. Motion carried.

**GRANT AGREEMENT:**

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign Amended Grant Agreement with the SD Department of Health for the purpose of enhancing Brown County's mosquito control efforts, effective July 1, 2017 – June 30, 2018 in amount of \$18,585.00 (amount increased by \$1,335.00 from initial approval on July 11, 2017). All members present voting aye. Motion carried.

**SPECIAL MALT BEVERAGE LICENSE:**

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following Special Malt Beverage License Application: Boys & Girls Club - Brown County Fairgrounds (Grandstand) SW ¼ Sec 1-T123N-R64W, effective August 14, 15, 17, 18, 19 & 20, 2017 (map indicating specific area licensed on file with applications). All members present voting aye. Motion carried.

**FAIR CONTRACTS:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Party Time DJ Service @ \$55.00 (emcee services); Angie's Clean ALL @ \$5,000.00 (sanitation services); Dr. Stephanie Bown @ \$220.00 (vet services); Frederick Vet Clinic @ \$220.00 (vet services). All members present voting aye. Motion carried.

**PUBLIC SUPPORT POLICY:**

Scott Meints, EM Director met to discuss policy change to allow logo displays of support groups that donate funds for programs. Commissioner Hansen moved to amend policy. Motion died for lack of a second to give opportunity for presentation of written draft for policy amendment.

**BCCHC REPORT:**

DeAnna Harber presented the Brown County Community Health Center Report for April – June 2017.

**SECURITY CAMERA SERVICE PROVIDER:**

Moved by Sutton, seconded by Hansen to authorize changing the service company for the security camera system. All members present voting aye. Motion carried.

**COUNTY WIDE SIGNING PROJECT:**

Dirk Rogers, Highway Superintendent explained there was a time lag between the engineering for the County Wide Signing Project and the actual sign installation causing several signs to be placed in error, due to ongoing maintenance changes to the township and county road systems.

**ADJOURNMENT:**

Moved by Hansen, seconded by Fischbach to adjourn the Brown County Commission at 9:30 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



Published once at the total approximate cost of \$ \_\_\_\_.

## AUGUST 1, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Hansen, seconded by Sutton to approve the General Meeting Minutes of July 25, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Professional Fees: Avera St. Lukes \$612.00; Avera Queen of Peace \$122.00; Aberdeen Lions Club \$500.00; Aberdeen Rural Fire Protection \$1,500.00; Karin Sue Bartell \$40.00; Carl Brandon Lay \$2,500.00; Joy Braun \$40.00; Brown County Old Time Tractor \$1,200.00; Ryan Dell \$2,039.80; Ric Dias \$40.00; Lisa Fedeler \$100.00; Wayne Fischer \$100.00; Danielle Flores \$20.00; For King & Country \$40,000.00; Joan Freiberg \$343.36; Michelle Gaikowski \$21.60; Good Shephard Lutheran Church \$3,000.00; Karen Harr \$100.00; Renita Kainz \$40.00; Kandiyohi County Sheriff's Office \$85.31; Korkow Rodeos \$27,500.00; Robert Kramer \$150.00; Florence Kraus \$40.00; Kuck Law Office \$1,300.00; Rebecca Lesnar \$67.94; Lew's Fireworks \$2,000.00; High Vaultage \$36,000.00; Martin Davis \$150.00; MD Investigations \$750.00; Susan Nelson \$1,000.00; NESD Celtic Faire & Games \$1,000.00; Norther State University \$5,500.00; Pauer Sound & Music \$12,000.00; David Pearson \$150.00; R&R Total Destruction \$9,000.00; Rachel Runnels \$20.00; Shane Ringdahl \$100.00; Romeo Entertainment Group \$92,500.00; Ronayne Law Office \$2,753.60; Sarepta, Inc \$65,000.00; Cindy Schnabel \$40.00; South Dakota Humanities Council \$50.00; SD Nurse's Association Dist 4 \$1,000.00; SD Snow Queen Festival \$1,000.00; Sound Exchange \$4,500.00; Laura Mount \$2,653.00; Tammy Stolle Court Reporting \$192.50; Jodi Sudweeks \$91.80; The Band Perry Live \$110,000.00; Theatrical Media Services Inc \$29,300.00; Garret Weber \$100.00; Adam Wirt \$150.00; Craig Zimprich \$150.00.

Jurors: Aiman, Abusirriya \$32.52; Nicole Ahlberg \$21.68; Dana Althoff \$80.40; Gregory Anglin \$75.04; Jordan Arthurs \$23.36; Angela Bader \$75.04; Tracy Battest \$21.68; Mark Bengston \$11.68; Lindee Bitz \$32.52; William Bowen \$21.68; Kenneth Buechler \$32.52; Michael Bunke \$20.08; Lenard Buntrock \$220.80; William Cameron \$136.80; Chad Carlson \$35.04; Michael Carrels \$21.68; Nancy Marie Chapin \$23.36; Andrea Cimburek \$186.80; Delano Claymore \$77.56; Sherri Decorsey-Nelson \$23.36; Marla Delzer \$23.36; Dana Dennert \$125.44; Rosemary Descamps \$10.84; Aaron Deutsch \$270.08; Michael Devoss \$11.68; Mark Dorn \$178.40; Laura Dornbusch \$10.84; Sara Douglas \$33.44; Moriah Drexel \$23.36; Valora Eichler \$45.20; Peggy Eilers \$28.40; Troy Eisenbeisz \$174.20; Wanda Emery \$21.68; Kathryn Fischer \$37.56; Lisa Fischer \$360.80; Kelsey Fliehs \$21.68; Melony Flinn \$105.60; Steven Frank \$15.04; Scott Freeman \$53.60; Beverly Frohling \$62.00; Jamie Gab \$37.56; Jacqueline Gauer \$37.56; Mark Gjernes \$25.04; Barbara Glodt \$11.68; Brian Goebel \$35.12; Grace Graf \$23.36; Bonita Grandpre \$112.52; Sue Graves \$23.36; Douglas Grote \$212.00; John Gruman \$25.04; Gaylene Haar \$72.52; Tim Hagadone \$35.04; Gail Hanson \$227.20; Robert Hasselhorst \$279.20; Terry Hauge \$12.52; Lindsay Hay \$23.36; Theresa Hayden \$21.68; Joan Heidzig \$95.52; Mark Heintzman \$32.52; Theodore Heupel \$21.68; Karen Heyd \$21.68; Rachel Hofer \$95.20; Sally Hofer \$35.04; Sharry Hoffman \$33.44; Melinda Hopfinger \$40.08; Julie Huber \$42.60; Janice Inches \$35.12; Jaclyn Iverson \$360.80; Shanna Jackson \$115.04; Brittany Jacobson \$32.52; Anne Jensen \$10.84; Abigail Johnson \$23.36; Kevin Johnson \$23.36; Linda Johnson \$26.80; Patricia Kappes \$80.40; Edward Keller \$195.20; Janelle Kiefer \$75.04; Bruce Kieffer \$35.04; Jeffery Killion \$37.56; Sandra Kliyzke \$21.68; Jerry Kopecky \$72.52; Sondra Kurtz \$25.04; Lindsay Landis \$30.08; Joan Langum \$10.84; Nancy Larsen \$53.60; Ray Larson \$53.60; Allen Lehr \$75.04; Elizabeth Lewno \$21.68; Ruby Liebel \$178.40; Trina Lien \$23.36; Larry Ligtenberg \$166.72; Helen Loebs \$61.68; Marlene Loebs \$30.08; Dorothy Maas \$21.68; Thomas Maisch \$37.56; Todd Martin \$23.44; Marilyn Mattson \$10.84; Keith Mayer \$166.72; Timothy Medenwald

\$32.52; Charlotte Meyers \$100.64; Gary Meyers \$36.80; Salesi Mouna \$23.36; Evelyn Nikolas \$10.84; Colby Olson \$52.00; David Patton \$100.64; Janie Patton \$21.68; Angela Pearson \$23.36; Kurt Petersen \$23.36; Shane Pietz \$23.36; Carol Pullman \$21.68; Dennis Quaschnick \$21.68; James Reeb \$20.08; Laurie Richardson \$35.04; Larry Roberts \$35.04; Kevin Rohrbach \$36.80; Casey Rudie \$10.84; Angela Sanders \$13.36; Fleming-Sandquist \$35.04; Patrick Schlotte \$163.36; Cindy Schnabel \$115.04; Brian Schultz \$10.84; Jerry Schumack \$145.28; Linda Schwabe \$32.52; Kimberly Schwan \$31.76; Jeff Serfoss \$40.08; Joshua Shoultz \$67.80; Linda Shoup \$173.44; Loren Siefken \$110.64; June Smith \$32.52; Caroline Sommers \$45.12; Benjamin Stucke \$55.20; Dustin Swalve \$75.04; Matthew Swearingen \$80.40; Randy Swenson \$26.72; Kerry Swingler \$35.04; David Traylor \$338.00; Stacy Trentham \$36.80; Alannah Two Lance \$24.28; Chad Vetter \$93.00; Taylor Wensmann \$42.60; Tom Wensmann \$45.12; Kristi Wiese \$21.68; Bethany Wigdahl \$11.68; Tess Wilke \$126.72; Jared Wolf \$23.36; Merlin Worlie \$10.84.

Publishing: TDS Media Direct \$410.00; Teton Times \$12.48.

Rentals: Russel Brick \$10,375.00; Pantorium Cleaners \$59.20; Fire Safety First \$325.00; Gompf Display \$1,885.00; Street Smart Rental \$5,400.00; T&K Rentals \$14,500.00; Vision Communications \$2,250.00.

Repairs & Maintenance: Aberdeen Asphalt Inc \$2,970.00; Clark Engineering \$36,320.13; House of Glass \$122.20; Nelson Sales & Service \$91.00; Pauer Sound & Music \$1,440.00; State of South Dakota \$2340.00.

Supplies: Aberdeen Asphalt Inc \$573,015.09; Aberdeen Awards \$7.50; Phil Baker \$1,200.00; Robert Burtis \$3,000.00; Brown County Treasurer \$310.00; Dakota Motor Sports \$250.00; Danko Emergency Equipment \$272.50; Pat Dennert \$30.00; Dive Rescue International \$2,718.90; Maxine Fischer \$204.00; Tim Gardner \$17.00; MB LLC \$1,481.06; Govconnection Inc \$109.94; Jebro Inc \$12,044.16; Holly Johnston \$300.00; Nick Juenger \$202.34; Korkow Rodeos \$4,500.00; Lew's Fireworks \$4,000.00; Leidholdt Tool Sales \$31.49; Lien Transportation \$61,925.60; Pamela Linton \$2,000.00; Mac's Inc \$213.44; Menards \$382.12; North Central Farmers Elevator \$4,627.83; Nelson Sales & Service \$1,302.82; Keith Raymond \$3,800.00; Marco Inc \$295.53; Martin Davis \$2,850.00; Jeannette McClain \$68.00; Menards \$95.26; Mark Milbrandt \$11.00; Network Services Company \$412.04; PRCA \$7,000.00; Reuer's Auto Service \$15.00; Regalia Manufacturing Company \$1,815.30; Jared Sherlock \$4,000.00; Sherwin Williams \$69.08; Diane Steinheuser \$65.49; Theatrical Media Services Inc \$33,000.00; Truenorth Steel \$3,980.04; Robert Bryan Velline \$3,000.00; William C Coleman \$5,000.00; West Payment Center \$750.25.

Travel & Conference: Karin Sue Bartell \$22.50; Austin Eggl \$93.40; Lisa Fedeler \$126.72; Wayne Fischer \$92.16; Karen Harr \$37.87; Sarah Hartje \$16.45; Robert Kramer \$159.84; Scott Madsen \$170.18; Mark Milbrandt \$176.00; Brittany O'Day \$172.40; David Pearson \$162.00; Shane Ringdahl \$68.83; South Dakota Corrections Assoc \$100.00; Travel Leaders \$669.90; Garret Weber \$124.56; Karly Winter \$11.00; Adam Wirt \$163.44; Craig Zimprich \$106.56.

Utilities: AT&T Mobility \$200.87; BDM Rural Water System \$49.00; Montana Dakota Utilities Co \$30.57; Northwestern Energy & Comm \$44.60; Qwest Corporation \$49.00; Northwestern Energy & Communications \$16,684.17; State of South Dakota \$5,400.00; Verizon Wireless Services \$2,793.53.

Other: Active Data Systems Inc \$167.47.

Buildings: Pauer Sound & Music \$10,364.20. All members present voting aye. Motion carried.

#### SPECIAL MALT BEVERAGE LICENSES:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign the following Special Malt Beverage License Applications: Aberdeen Hockey Association - Brown County Fairgrounds (Club House) SW ¼ Sec 1-T123N-R64W, effective August 14, 15, 16, 17, 18, 19 & 20, 2017 (map indicating specific area licensed on file with application). NESD Celtic Faire and Games - Brown County Fairgrounds (Holum Expo Building) SW ¼ Sec 1-T123N-R64W, effective September 16, 2017 (map indicating specific area licensed on file with application). All members present voting aye. Motion carried.

**ORD 17-08-01/469 - SET HEARING DATE:**

Moved by Sutton, seconded by Fischbach to set public hearing for consideration of Ordinance #17-08-01/469, an Ordinance to amend Ordinance No. 1164 to consider petition filed by Loren Locken, to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District, Proposed Lot 1, Locken Airport Addition to Aberdeen in the SW ¼ of Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (4130 134<sup>th</sup> Street SE), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on August 22, 2017. All members present voting aye. Motion carried.

**PLAT – OWNER’S CERTIFICATE/DECLARATION OF VACATION:**

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign the Owner’s Certificate and Declaration of Vacation on Plat of “Brown County Commissioner’s Second Subdivision to the City of Aberdeen in the SW ¼ of Sec 18-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD. All members present voting aye. Motion carried.

**LEASE AGREEMENTS:**

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign the following agreements: Celtic Faire for lease of the Expo Building and Expo Addition on September 16 & 17, 2017; Aberdeen Downtown Association for lease of the W ½ of the Parking Lot North of Museum at no charge on August 5, 2017. All members present voting aye. Motion carried.

**LOTTERY PERMIT:**

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign application, submitted by the Elm Lake Association for a lottery to be held at the Elm Lake Resort on September 2, 2017 (split pot). All members present voting aye. Motion carried.

**OPERATING TRANSFERS:**

Moved by Sutton, seconded by Hansen to approve and authorize the following operating transfers from the General Fund #101-911-191 in total amount of \$2,206,997.69 to the following: Road and Bridge Fund #201-371 @ \$2,000,000.00; E-911 Fund #207-371 @ \$206,997.69, as reflected in the 2017 General Fund Budget. All members present voting aye. Motion carried.

**2020 US CENSUS:**

Moved by Fischbach, seconded by Hansen to designate Scott Madsen, GIS as the 2020 US Census Coordinator for Brown County. All members present voting aye. Motion carried.

**FAIR CONTRACTS:**

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: 4-H @ \$250.00 (promotion); Groton Vet Clinic @ \$220.00 (vet services); Kippley Tax Service @ \$100.00 (super farmer event). All members present voting aye. Motion carried.

**FIREWORKS PERMIT:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign the following Fireworks Public Display Permit: Brown County Fair for a Fireworks Display to be held on August 19, 2017 at the Fairgrounds. All members present voting aye. Motion carried.

**AGREEMENT:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign agreement with Midco Business to provide an internet connection for use when servicing the MDT’s (mobile data terminals) for patrol cars and fire units. All members present voting aye. Motion carried.

**BID – WOOD WASTE GRINDING:**

Time and place, as advertised to open, read and consider bids for Wood Waste Grinding services at the Landfill. Moved by Fischbach, seconded by Sutton to award bid, submitted by Dakota Wood-Grinding Inc, Rosemount, MN (only bid received) in amount of \$580.00 per ton, with a per event mobilization fee of \$1,900.00 to provide wood waste grinding at the Landfill. All members present voting aye. Motion carried.

**WOOD WASTE CONTRACT:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign Contract with Wood Waste Grinding, Inc. for wood waste grinding at the Landfill. All members present voting aye. Motion carried.

**ENGINEERING AGREEMENT:**

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign agreement with Helms and Associates to provide engineering design, bidding and construction phase services for the development of Solid Waste Landfill Expansion Cell #3, in approximate amount of \$250,000.00. All members present voting aye. Motion carried.

**LANDFILL FALL RESIDENTIAL CLEANUP:**

Moved by Sutton, seconded by Fischbach to approve waiving fees on all material types from Residential Users Only, during the Fall Residential Cleanup at the Brown County Landfill (no other drop sites available), to be held from August 25 thru September 9, 2017 (open Labor Day). Tire disposal: Residential users, farmers and those that do not charge fees for tire disposal will be free with no limit; fees will still be charged for retailers, tire dealers and those that charge a fee for tire disposal. No free waste will be accepted from commercial contractors or businesses (including mobile homes). In the event circumstances beyond the control of Brown County (flood, tornado, fire, other) would occur during the FREE Cleanup period the Brown County Commission would reserve the right to end the free cleanup period at such time and implement the regular fee structure. All members present voting aye. Motion carried.

**PUBLIC SUPPORT POLICY:**

Moved by Sutton, seconded by Fischbach to amend Policy L) Public Support Policy and Procedures, subsection Recognition and Acknowledgement, as follows: Delete "Decals only NO logos (Decals will be 2" black block lettering only, in a straight line. Two line maximum"; to be replaced with "Decals may include logos if accepted by the County Commission". All members present voting aye. Motion carried.

**TAX DEED PROPERTY:**

Moved by Hansen, seconded by Sutton to declare the following contracts in default and proceed with tax deed procedure: #1. Lot 3 Lauzens Replat Blk 40 West Aberdeen Addition to Aberdeen (324 7<sup>th</sup> Street S). #2. Lt 8 Blk 3 Wylie Park Estates 3<sup>rd</sup> Addition to Aberdeen (626 Willow Drive). #3. Lot 5 Blk 33 Thomas Addition to Aberdeen (926 S Washington Street); #4. The East 158' of the 186' South of the North 106' of the following property: The N ½ of Outlot B, I.S. Dayton's Outlots, and Lots 1 & 2, Blk 2 Highland Park Addition to Aberdeen and a portion of vacated street (612 13<sup>th</sup> Street S), all parcels according to the plat thereof of record, Brown County, SD. All members present voting aye. Motion carried.

**LEGAL DESCRIPTION DISCUSSED:**

Moved by Hansen, seconded by Sutton to direct the Director of Equalization to confirm the correct legal description on a parcel prior to proceeding with tax deed process. All members present voting aye. Motion carried.

**FAIR TEMPORARY EMPLOYEES:**

Moved by Sutton, seconded by Fjeldheim to approve hiring the following employees for the 2017 Brown County Fair: Jan Erickson, Mavis Kempf, Julie VanDover and Marie DenOuden @ \$14.18 per hour; Julie Hammer @ \$14.50 per hour; Brianna Humphries, Josh Miller Dalberg @ \$12.00 per hour. All members present voting aye. Motion carried.

**FAIR PROMO LIST:**

Moved by Fjeldheim, seconded by Fischbach to approve the Promo List for the 2017 Brown County Fair. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 9:45 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



Published once at the total approximate cost of \$\_\_\_\_\_.



## AUGUST 8, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fjeldheim, seconded by Hansen to approve the General Meeting Minutes of August 1, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fischbach, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,966.06; Treasurer \$13,469.84; States Attorney \$21,339.52; SVAWA Grant \$1,282.08; Maintenance \$6,985.97; Assessor \$13,831.29; Register of Deeds \$9,277.34; Veterans Service Office \$4,287.33; GIS \$2,301.47; Information Technology \$7,966.23; Human Resources \$3,082.21; Sheriff Admin \$34,694.74; Jail \$48,919.96; JDC \$22,364.17 Welfare Office \$3,665.57; Museum \$8,214.10; Parks & Fairgrounds \$7,160.00; Fair Board \$4,788.28; 4-H \$965.23; Weed \$6,377.27; Planning and Zoning \$1,866.02; Highway \$53,493.83; Communications \$20,483.27; Emergency Management \$3,960.14; Teen Court \$567.80; 24/7 \$3,032.94; Landfill \$11,931.59.

Matching Benefits: FICA \$19,481.64; Medicare \$4,556.23.

Professional Fees: Adam Altman \$391.10; Angela D Barth \$5,000.00; Avera St. Luke's \$6,295.50; Bantz, Gosch & Cremer LLC \$2,550.28; Brad Bennett \$100.00; Marsha Braun \$40.00; John Bray \$150.00; Zelda Chapel \$40.00; Dakota Kids Pedal Pull \$401.00; Pat Dennert \$40.00; Digi Security Systems \$3,052.50; Disc-Connected K-9's Inc \$1,000.00; Dohrer Law Office \$458.00; Blake Eisenbeisz \$100.00; Becky Erickson \$40.00; Michelle Gaikowski \$183.60; Linda Gengerke \$40.00; Susan Gerlach \$40.00; Ann Gibbs \$40.00; Gweneth R Hansen \$40.00; Carol Hein \$40.00; Morgan Hower \$100.00; Linda Huettl \$40.00; Duane Jark \$80.00; Ethan Johnson \$275.00; Darae Jones \$40.00; Mark Katterhagen \$72.00; Kuck Law Office \$388.60; Heather LaCroix \$258.50; Leggette, Brashears & Graham \$893.92; Lucy Lewno \$783.00; Lexis Nexis \$74.35; Darcy Lockwood \$72.00; Semisi Malolo \$500.00; Marilyn Maloney \$40.00; Marco \$72.50; Karen Mikkelsen \$40.00; Adele Mouna \$500.00; DJ Mouna \$500.00; Peni Mouna \$500.00; Salesi Mouna \$500.00; Samiuel Mouna \$500.00; Roland L Moerke \$260.50; Kathy Novstrup \$40.00; Orchard Fire \$1,200.00; Sherry K Perrion \$40.00; PRCA \$900.00; Presentation College \$750.00; Richardson, Wyly, Wise, Sauck \$667.95; Rogers Law Office \$585.10; Ellen Kay Schlosser \$40.00; Alicia Schmitz \$40.00; SD Dept of Revenue & Regulation \$3923.26; Christy Griffin-Serr Law Office \$1,081.00; Ashley Smith \$40.00; Evelyn Smith \$40.00; Spencer Smith \$150.00; Standard & Poor's \$99.00; Diann Steinheuser \$40.00; Jodi Sudweeks \$44.20; Taliaferro Law Firm \$2,961.00; Dallis Vanderwal \$100.00; Tayler Wolff \$40.00; Karen Wolter \$40.00; Yankton County Sheriff \$150.00; Yankton County Treasurer \$607.85; Zachary Williams \$5,000.00.

Publishing: Aberdeen American News \$1,003.57; Dakota Press \$6,258.18; Groton Independent \$108.49; Hub City Radio \$300.00; Dakota Communications LTD \$2,400.00; Midstates Printing \$5,176.80.

Rentals: Pantorium Cleaners \$29.60.

Repairs & Maintenance: Advance Stores Co. \$25.27; Crawford Trucks & Equipment \$798.98; Roland L Moerke \$405.90; Dakota Fluid Power Inc \$20.34; Diesel machinery \$14,500.00; Hoven Auto Repair \$38.00; Andrew Jones \$1,770.00; Midwest Pump & Tank \$150.00; North Central Rental/Leasing \$6,000.00; Powerplan \$4.00; Pro Ag Supply \$562.00; CNH Industrial America LLC \$4767.06; Runnings \$179.99; Sand Lake Tree LLC \$800.00; Sheehan Mack Sales \$11,581.70; Taylor Laundry & Dry Cleaning \$38.72; Wallwork Truck Center \$14.87; Woodman Refrigeration \$500.83; Zastrow Sales & Service \$150.00.

Supplies: A&B Business Inc \$323.31; Advance Stores Co. \$1,635.31; Ameripride Services \$233.32; Bakken Building Maintenance \$500.00; Brown County Treasurer \$625.00; Butler Machinery \$308.92; Cartney Bearing \$20.48; Crawford Trucks & Equipment \$2760.22; Dakota Fluid Power \$800.34; Dakota

Kids Pedal Pull \$300.00; Dakota Oil \$597.18; Dakota Supply Group \$18.25; Dean Foods North Central \$531.64; Digi Security Systems \$446.20; Disc-Connected K-9's Inc \$5,000.00; Earthgrains Baking Co Inc \$852.70; Ewing R Taylor \$1,000.00; Fastenal Co \$199.43; Fordham Signs & Design \$100.00; MB LLC \$287.43; Govconnection Inc \$201.23; Great Western Tire Inc \$1,962.80; APH Stores Inc \$39.24; House of Glass \$64.58; Jebro Inc \$67,989.24; Ken's Superfair Foods \$34.95; Klein Family LP \$210.00; Heather LaCroix \$10.13; Lang's Audio TV & Appliance \$724.99; Lucy Lewno \$33.80; Lien Transportation Company \$23,740.20; Marco \$164.54; Menards \$404.44; Midstates Printing \$953.45; Midwest Pump & Tank \$317.84; Network Services Company \$133.45; Noble Industrial Supply Co \$653.52; Powerplan \$301.48; RDO Equipment Co. \$150.00; Running's \$807.78; S&S Lumber Company \$203.68; Jason Schaunaman \$75.00; Sheehan Mack Sales \$4,513.87; Sherwin Williams \$775.53; Steven Lust Automotive \$133.77; Taylor Laundry & Dry Cleaning \$127.50; Brian Carlson Talent Agency \$1,800.00; Tyler Business Forms \$226.56; Uline \$114.83; US Postmaster \$204.00; Wallwork Truck Center \$207.96; Walth Safety Service \$48.61; Jade Weideman \$75.00; Zastrow Sales & Service \$830.00.

Travel & Conference: Brad Bennett \$313.20; Marsha Braun \$32.11; John Bray \$200.88; Blake Eisenbeisz \$42.91; Gweneth R Hansen \$37.66; Morgan Hower \$202.32; Ethan Johnson \$24.77; Darae Jones \$28.95; Gene Loeschke \$136.77; Sherry K Perrion \$20.45; Derek Ricci \$219.64; SD Counties \$1,750.00; Spencer Smith \$271.44; Diann Steinheuser \$22.05; Texas Assoc of Appraisal Dist \$600.00; Dallis Vanderwal \$105.84; Tayler Wolff \$29.10.

Utilities: City of Aberdeen \$1,642.83; AT&T Mobility \$69.99; Qwest Corporation \$242.34; Midcontinent \$869.08; NWPS \$1088.75; North Star Energy \$253.63; Town of Frederick \$48.00.

Other: City of Aberdeen \$79,790.61; Aberdeen Rural Fire Protection \$14,671.71; Claremont Area Fire Protection \$3,470.50; Columbia Area Rural Fire Protection \$7,917.28; Conde Rural Fire Protection \$717.99; Frederick Fire Department \$6,226.66; Groton Area Fire Protection \$15,557.05; Hecla Fire Department \$4,884.38; Hutterville Hutterian Fire Dept \$538.62; SD Assoc of County Officials \$1,102.00; SD Dept of Revenue & Regulation \$657,772.35; Stratford Fire Department \$6,220.05; Warner Fire Department \$6,296.90; Refund \$375.00. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Sutton, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Patrick Hanson as Dispatcher, effective August 21, 2017 @ \$16.14 per hour.
- Approve over-time for qualified employees working during Fair week.
- Approve the following Employee Step Increases, effective August 13, 2017: Scott Kolb @ \$24.29 per hour, Sherri Rawstern @ \$17.68 per hour, Brandon Black @ \$20.61 per hour, Mike Rohrbach @ \$17.98 per hour.

All members present voting aye. Motion carried.

Moved by Hansen, seconded by Sutton to approve hiring the following part-time employees for Fair week: Kyle Stoddard, Brent Engst @ \$18.00 per hour; Brady Berg, Nicole Foote, Tanner Johdahl, Bruce Sahli, Gavin Larsen, Mike Wiese, Jordan Lemke, Nick Cochrane, Jeff Carlson, Brent Koens, Dan Bray, Robbie Miller, Pete Eng, Anne Weig @ \$25.00 per hour. All members present voting aye. Motion carried.

Moved by Hansen, seconded by Fischbach to approve hiring the following part-time employees for Fair week: Nancy Goss and Mohamed A @ \$11.38 per hour. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to approve hiring the following part-time employees for Fair week: Erin Sivertsen and Lynnsee Briese @ \$14.00 per hour. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: T&K Rentals LLC @ \$1,600.00 (tent rental); Heather Gessner @ \$600.00, JaCee Engelhart @ \$200 (photographers); Amanda Taylor @ \$250.00 (van driver); Avenger Joe @ \$3,500.00, Bad Hamster @ \$3,400.00 (entertainment); Piles of Smiles @ lodging (face painting); Aberdeen Softball @ \$500.00 (gate B control); 4-H Leaders Assn @ \$5,350.00 (4-H premiums); Jenna Malsam, Jamie Simon, Ashley Seeklander, Cathy Jorgenson, Bill Daschel, Carol Green, Tammy Weiszhaar, Lisa Harry, Ann Thorson, Phyllis Donat, Caitlyn Fluke, Ashley Farrand, Carrie Hansen, Sue Gerdes, Kathy Sperry @ \$40.00, Mary Campbell @ \$100.00, Stan Gonsoir @ \$150.00 (judges). All members present voting aye. Motion carried.

#### ELECTION EQUIPMENT PURCHASE:

Moved by Sutton, seconded by Fischbach to authorize the purchase of one (1) Model DS850 High Speed Digital Image Scanner (optical scan ballot counter) @\$106,400.00 and twelve (12) ExpressVote Ballot Making Device Terminals (replace AutoMARKs) @ \$39,360.00 through the State of SD statewide voting system price list, submitted by Election Systems & Software; and further to fund purchase with Help America Vote Act (HAVA) Funds held for Brown County by the SD Secretary of State. All members present voting aye. Motion carried.

#### EM STATE & LOCAL AGREEMENT:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair to sign Emergency Management State and Local Agreement, with SD OEM providing grant funding in amount of \$58,272.12 to be used for salary and administrative costs related to the operation of the Brown County Emergency Management during FFY 2017 (October 1, 2016 through September 30, 2017). All members present voting aye. Motion carried.

#### MULTI-USE TASK FORCE:

Mike Bockorny, Aberdeen Development Corp and Zach Anderson presented an update on the Community Survey recently conducted by the Multi-Use Task Force; and the plan for the Task Force to meet jointly with the Aberdeen City Council and County Commission later this fall.

#### EXECUTIVE SESSION:

Moved by Hansen, seconded by Sutton to go into executive session to consult with legal counsel on a contractual matter, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter, Judy Dosch and Paul Sivertsen in attendance. All members present voting aye. Motion carried.


The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### PET INSURANCE:

Moved by Sutton, seconded by Fjeldheim to allow the current insurance carrier to present the opportunity for employees to purchase pet insurance with the employee paid premium as a payroll deduction. All members present voting aye. Motion carried.

#### ADJOURNMENT:

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:45 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor 

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## AUGUST 15, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the General Meeting Minutes of August 8, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Insurance: Insurance Plus \$300.00.

Professional Fees: AMG Radiology \$94.55; Avera St. Luke's \$4,987.97; Mary Campbell \$100.00; William Daschle \$40.00; Phyllis Donat \$40.00; Jacee Engelhart \$200.00; Ashley Farrand \$40.00; Caitlyn Fluke \$40.00; Michelle Gaikowski \$64.60; Heather Gessner \$600.00; Stan Gonsoir \$150.00; Carol Green \$40.00; Carrie Hansen \$40.00; Lisa Harry \$40.00; Cathy Jorgenson \$40.00; KCH Law \$117.32; Lauren Alaina \$21,860.00; Miller Funeral Home \$800.00; Mobridge Medical Clinic \$152.07; Mobridge Regional Hospital \$401.66; Rampage Youth Softball \$500.00; Sanford Health \$32.06; Sanford Health Occupational Medicine \$150.00; Klaryssa Schnoor \$37.39; SD Dept. of Revenue & Regulation \$2,447.00; SD Planner's Assoc. \$50.00; Ashley Seeklander \$40.00; Jamie Simon \$40.00; Kristi Spitzer \$781.00; Tammy Stolle Court Reporting \$57.60; Jodi Sudweeks \$24.40; Amanda Taylor \$250.00; The Electric Co. of SD \$1,777.00; Ann Thorson \$40.00; US Bank \$105.00; Tammy Weiszhaar \$40.00; Sara Zahn \$17.00.

Publishing: Aberdeen American News \$130.73; Groton Independent \$275.84; Hub City Radio \$3,000.00; K Hanson 5 \$22.00; Midcontinent \$2,008.00; Midstates Printing \$736.00; Star Tribune \$145.60; Teton Times \$13.26.

Rentals: 446-Praxair \$22.85.

Repairs & Maintenance: Aberdeen Area Radiator \$3,009.00; DFP \$122.46; Diamond Mowers \$45.99; Farnam's \$12.49; G & K Services \$266.28; GCR Tires \$213.86; Gillund Enterprises \$6.00; Graham Tire \$621.88; House of Glass \$2.49; Hoven Auto Repair \$673.18; J Gross Equip. \$10.50; Ken's Alignment \$98.95; Leidholt Electric \$83.52; Muth Electric \$431.12; Newman Signs \$58.72; PowerPlan \$8,707.72; Quality Welding \$28.00; US Bank \$1,311.59.

Supplies: Nicholas Achen \$46.05; Avenger Joe \$3,500.00; Bad Hamster \$3,400.00; Best Western Ramkota \$295.00; Br. Co. 4H Leader's Assoc. \$5,350.00; Century Business Products \$3,993.80; Diamond Mowers \$702.06; Galls \$1,119.32; GCR Tires \$788.42; Gillund Enterprises \$198.00; GovConnection \$2,205.02; J Gross Equip. \$47.24; Ken's Alignment \$5.94; Kessler's \$45.75; Klein's \$150.00; L & O Acres \$4,121.25; Lien Transportation \$6,690.20; Marco \$32.54; Marshall County \$833.27; Menards \$274.49; Meyer's Tractor Salvage \$25.00; Midstates Printing \$159.93; NCFE – Warner \$8,686.13; Network Services \$413.74; Newman Signs \$788.75; North Star Energy \$7.00; PharmChem \$175.00; Pizza Ranch \$63.92; Premier Southern Ticket \$617.10; Quality Welding \$5.00; Romeo Entertainment \$4,305.00; Running's \$254.93; Sander's Sew 'n' Vac \$305.38; Sewing Shoppe \$36.00; Sherwin Williams \$11.47; T & K Rentals \$1,600.00; The Electric Co. of SD \$3,297.29; US Bank \$16,890.68; Ryan Vogel \$21.29; Web Water Bottling Co. \$26.00.

Travel & Conference: Nicholas Achen \$4.70; Austin Eggl \$31.87; Carrie Hansen \$21.15; Cathy Jorgenson \$14.50; US Bank \$2,794.07; Sarah Swenson \$122.67.

Utilities: Aberdeen City Treasurer \$354.84; City of Hecla \$98.10; Exec. Mgmt. \$80.77; James Valley Telecommunications \$224.70; Northern Electric \$228.48; NWPS \$47.60; NVC \$246.78; US Bank \$1,332.22; Verizon \$3,145.93; Web Water \$68.50.

Other: CHS Farmer's Alliance \$300.00; JRWD \$1,077.90; Safe Harbor \$1,518.14.

Buildings: Digi Security Systems \$34,688.89. All members present voting aye. Motion carried.

**HR REPORT:**

Moved by Hansen, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge resignation of full-time Sheriff Employee Nicole Tveit, effective August 20, 2017; and further rehire temporarily for training purposes.
- Approve hiring Chelsey LeCompte, effective August 28, 2017 as full-time Dispatcher @ \$16.14 per hour.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of July 2017: Kendell Titze- 96 @ \$51.36, Dirk Rogers- 608 @ \$325.28, Mike Scott- 190 @ \$101.65, Gary Vetter- 103 @ \$55.11.
- Approve hiring the following part-time employees for Fair Week: Laurie Smith, Jon Waldner @ \$25.00 (Security); Ryan Barker, Allison Clemmons, April Fryer, Donna Goehn, Malerie Henschel, Eric Hernandez, McKenzie Schaeffer, Julianna Peterson, Jessica Rogers, Hannah Sides, Sabrina Tackett, Grace Tjeerdsma, Holly Vensel, William Braswell, Andrew Cuen, Megan Hale, Auggie Leal, Emmanuel Oseguera, Patrick Ott, Jalen Simmons, Brook Skuta, Preston Walther @ 12.00 per hour.

All members present voting aye. Motion carried.

**SHERIFF REPORTS:**

Moved by Fischbach, seconded by Sutton to approve the following July 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

**CERT APPOINTMENTS:**

Moved by Fischbach, seconded by Hansen to appoint the following to the Community Emergency Response Team roster (CERT training complete): Shelby Elsen, Logan Flack, Sara Fleury, David Moser, Roberta Nichols, Deb O'Donnell, Mark Shishnia, Amanda Steckelberg, Mike Steckelberg, Thomas Wanttie; and further accept resignation of Zach Kern from the team. All members present voting aye. Motion carried.

**LEASE AGREEMENT:**

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign the following agreement: Aberdeen Humane Society for lease of the Club House on September 23, 2017. All members present voting aye. Motion carried.

**AUDITORS REPORT OF ACCOUNT:**

Moved by Sutton, seconded by Hansen to approve the July 2017 Auditor's Report of Account with the County Treasurer in total amount of \$13,798,045.89 (total amount of actual cash @ \$3,698.84, Cash items (bad checks) @ \$1,301.16, US Bank @ \$64,613.56, Dacotah Bank @ \$5,351,657.29, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$8,374,175.04). All members present voting aye. Motion carried.

**FAIR CONTRACT:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Hart Brothers @ \$440.00 (bleachers). All members present voting aye. Motion carried.

**ORD 109 FIRST READING:**

Moved by Hansen, seconded by Sutton to approve First Reading of Ordinance #109, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.10 (R-3) Lake Front Residential District: Lot 1, Keatts Sixth Subdivision in the W ½ of NW ¼ of Sec 23-T124N-R65W of the 5<sup>th</sup> P.M., Brown County, SD (37832 Richmond Drive). All members present voting aye. Motion carried.

**FAIR PAYROLL DISCUSSION:**

Erin Doering, HR Assistant met for clarification on which employees working security at the Fair are entitled to overtime. Per Commission all employees from the Sheriff (except nurse), Jail, JDC, HD are entitled to overtime, as duties are directly related to current full time positions; dispatchers and nurse fall in the \$18.00 per hour category with no overtime.

**EXECUTIVE SESSION:**

Moved by Hansen, seconded by Fjeldheim to go into executive session for personnel discussion, per SDCL 1-25-2(1) and consultation with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**APPLICATIONS FOR OCCUPANCY:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair to sign the following application, submitted by James Valley Communications for occupancy of the following: Brown County Hwy #16 in Sec 16-126N-R62W, to provide telecommunications. All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Fjeldheim to approve and authorize the Chair to sign the following application, submitted by James Valley Communications for occupancy of the following: Brown County Hwy #11 in Sec 29-125N-R62W, to provide telecommunications. All members present voting aye. Motion carried.

**LIIP GRANT CERTIFYING OFFICER:**

Commissioner Fischbach offered the following:

**RESOLUTION #50-17  
LOCAL INFRASTRUCTURE IMPROVEMENT PROGRAM GRANT (LIIP)  
CERTIFYING OFFICER**

WHEREAS, Brown County has received an LIIP Grant; Brown County is required to designate a certifying officer to sign required documents.

NOW, THEREFORE BE IT RESOLVED, Rachel Kippley, Brown County Commission Chair be hereby designated as the County's official for the purpose of signing grant agreements and other required documents.

Dated this 15<sup>th</sup> day of August 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

**LIIP GRANT APPLICATION:**

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the Local Infrastructure Improvement Program (LIIP) Grant Agreement in amount not to exceed \$308,500.00, or 50% of the total project costs; accept and authorize the Chair sign the Board of Economic Development (BED) LIIP Award Policy; and further agree that Brown County will provide the local 50% match needed to supplement the LIIP grant. All members present voting aye. Motion carried.

CAPITAL ACCUMULATION:

Commissioner Sutton offered the following Resolution:

RESOLUTION #51-17

WHEREAS, SDCL 7-21-51 authorizes County Commissions, by Resolution, to accumulate funds for a period longer than one year for a capital outlay purpose which is otherwise authorized by law;

WHEREAS, the funds accumulated shall be expended within eighty-four months (seven years) from the date of the resolution; and

WHEREAS, the amount of accumulation for a specific purpose may not exceed five million dollars; and

WHEREAS it is the desire of the Brown County Commission to accumulate funds in amount of \$200,000.00 per year for five years for the purpose of improvements to the Fairgrounds Grandstand.

NOW, THEREFORE BE IT RESOLVED that the Auditor create a new capital accumulation account in amount of \$200,000.00 per year for five years in the General Fund for the purpose of improvements to the Fairgrounds Grandstand (total accumulation of \$1,000,000.00).

Dated this 15<sup>th</sup> day of August 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

2018 PROVISIONAL BUDGET:

Moved by Sutton, seconded by Fischbach to approve the 2018 Provisional Budget and authorize advertising public hearing to be held in the Commissioner's Chambers, Courthouse Annex, at 8:45 A.M. on September 5, 2017. Roll call vote: Commissioner's Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Motion carried.

REMOVE BURN BAN:

Commissioner Sutton offered the following Resolution:

RESOLUTION #52-17

WHEREAS, Resolution #37-17, a Resolution by the Brown County Board of Commissioners declaring a fire danger emergency and prohibiting open burning within the County (except campfires), was adopted on June 6, 2017; and

WHEREAS, Ordinance 18.0702 authorizes the Brown County Board of Commissioners to rescind the Open Burn Ban (Fire Danger Emergency).

NOW THEREFORE, BE IT RESOLVED that the Brown County Board of Commissioners rescinds Resolution #52-17 dated June 6, 2017, removing the open burn ban effective at 8:00 a.m. on August 21,

2017, with the stipulation that the Brown County Communications Center be notified prior to an open burn.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

EXECUTIVE SESSION:

Moved by Fjeldheim, seconded by Hansen to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Derek Ricci, Sheila Enderson, Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Fischbach to adjourn the Brown County Commission at 10:00 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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## AUGUST 22, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Olson, Remily, Rux, Slaughter-Hansen and Deputy Mayor Ronayne. Council members Bunsness, Johnson, Lunzman and Mayor Levensen were absent. Present from County were Commissioners Hansen, Sutton, Fischbach, Fjeldheim and Chair Kippley.

## ORDINANCE #17-08-01 /469:

On motion by Slaughter-Hansen and seconded by Rux, the City unanimously voted to approve first reading of Ordinance #17-08-01 /469.

## ORDINANCE #17-08-01 /469:

Moved by Sutton, seconded by Fjeldheim to approve first reading of Ordinance #17-08-01/469, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Locken Airport Addition to Aberdeen in the SW ¼ of Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (4103 134<sup>th</sup> Street SE). All members present voting aye. Motion carried

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor



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## AUGUST 22, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the General Meeting Minutes of August 15, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,978.68; Treasurer \$13,541.62; States Attorney \$20,995.41; SVAWA Grant \$1,282.08; Maintenance \$7,136.83; Assessor \$13,831.28; Register of Deeds \$9,277.35; Veterans Service Office \$4,370.40; GIS \$2,301.47; Information Technology \$7,907.15; Human Resources \$3,082.22; Sheriff Admin \$38,533.55; Jail \$49,056.11; JDC \$21,682.75 Welfare Office \$3,665.57; Museum \$7,995.01; Parks & Fairgrounds \$8,851.24; Fair Board \$6,238.44; 4-H \$2,348.14; Weed \$6,502.57; Planning and Zoning \$1,866.02; Highway \$51,611.82; Communications \$21,014.53; Emergency Management \$3,960.14; Teen Court \$125.25; 24/7 \$3,133.60; Landfill \$12,470.27.

Matching Benefits: FICA \$19,862.56; Medicare \$4,645.32; SDRS \$39,215.86; Health Inc \$138,725.21; Life Ins \$1,002.60; Dental Ins \$7,148.70; HAS \$50.00.

Professional Fees: Kelli Aslesen \$56.00; Avera St. Luke's \$7,694.50; AWS \$2,336.31; Certified Languages \$757.35; Ryan Dell \$441.80; Dohrer Law Office \$968.20; Mark Katterhagen \$45.00; Kuck Law Office \$417.80; Lewis & Clark BHS \$1,400.00; Lucy Lewno \$432.00; Lincoln Co. Treasurer \$189.95; Darcy Lockwood \$45.00; Jerald McNeary \$1,682.60; Richardson, Wyly, Wise & Sauck \$9,425.59; Rogers Law Office \$1,099.80; SD Dept. of Revenue & Regulation \$135.00; Christy Griffin-Serr \$479.90; Stoddard Law Office \$5,826.12; Tammy Stolle Court Reporting \$110.00; UND – Pathology \$2,000.00; Yankton Co. Sheriff Office \$150.00; Luke Yellow Robe \$3,000.00.

Publishing: Aberdeen American News \$478.38; Groton Independent \$127.94.

Rentals: Pantorium Cleaners \$59.20; Sewer Duck \$100.00.

Repairs & Maintenance: Ecolab Pest Elimination \$244.06; GCR Tires & Service \$34.50; Ken's Alignment \$240.43; Leidholt Electric \$465.80; Newman Signs \$47.36; Otis Elevator \$1,728.00; Pierson-Ford \$150.86; Sander's Sew 'n' Vac \$217.50.

Supplies: 446-Praxair \$153.61; A & B Business \$41.28; Ameripride \$60.60; Cash-Wa \$6,100.07; DSG \$400.80; Danko \$61.87; DT Pharmacy \$2,623.17; Galls \$440.06; GovConnection \$609.00; Heartland Paper \$804.40; Honeywell Analytics \$680.00; Ken's SuperFair Foods \$464.00; LabSource \$428.30; Leidholt Electric \$93.45; Lucy Lewno \$19.38; Lien Transportation \$6,139.65; Marco \$66.72; Menards \$583.03; Midstates Printing \$131.97; Millstone \$367.00; NCFE – Warner \$4,484.43; Newman Signs \$301.20; Pantorium Cleaners \$8.25; Regional Pharmacy \$2.51; Running's \$13.99; Share Corp. \$171.00; TrueNorth Steel \$1,325.12; Van Diest Supply \$4,524.41; West Payment Center \$2,509.38.

Travel & Conference: City of Groton \$101.52; David Engraf \$21.00; Lynn Heupel \$185.50; Ernest Thompson \$25.38; Chris White \$26.32.

Utilities: CenturyLink \$4,634.28; Dependable Sanitation \$451.00; Northern Electric \$1,187.26; NWPS \$1,250.36; NVC \$2,952.22; Verizon \$40.01.

Other: Pizza Ranch \$61.46; Western Products \$675.00.

Ambulance: Aberdeen Advanced Care Ambulance \$5,874.90. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Fischbach, seconded by Sutton to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Ross Aldentaler as Deputy States Attorney, effective September 5, 2017 @ pro-rated annual salary of \$51,000.00.
- Approve employee status change for Rachel Wilson from full-time JDC Correctional Officer to full-time Sheriff Clerical, effective September 11, 2017 @ \$15.04 per hour.
- Approve the following Employee Step Increases, effective August 27, 2017: Tray Mercer @ \$18.27 per hour, Kristi Vetter @ \$17.62 per hour, Tanner Podoll @ \$16.17 per hour.

All members present voting aye. Motion carried.

#### VACATE PLATS – SET HEARING:

Moved by Hansen, seconded by Sutton to set hearing date to consider petitions to vacate the following: #1 – Petition submitted by Loren Locken to vacate portion of plat, described as “Lot 2, Adler’s First Subdivision in the S ½ SE ¼ of Sec 35-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD (13581 399<sup>th</sup> Ave); and #2 – Petition submitted by Brian Schuring to vacate the plat, described as “Schuring-Strom Tract 1 in the NW ¼ of Sec 34-T123N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40925 135<sup>th</sup> Street), to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota at 8:45 A.M. on September 12, 2017. All members present voting aye. Motion carried.

#### PLATS:

Commissioner Fjeldheim offered the following Resolution:

#### Resolution #53-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing “Locken Airport Addition to Aberdeen in the SW ¼ of Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD”, having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

#### Resolution #54-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing “Aberdeen Aqua Addicts Subdivision in the NW ¼ of Sec 35-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD”, having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

#### Resolution #55-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing “Montessori-Dalager Addition in the NE ¼ of the SE ¼ of Sec 36-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD”, having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #56-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Robert Christenson Subdivision in the SE ¼ of Sec 8-T121N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #57-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Gooding Addition to Barnard in NW ¼ Sec 13-T126N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #58-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Jarks Union Block 5 Subdivision in Stratford, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #59-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Mina Lake Lagoon Subdivision in the NW ¼ of Sec 30-T123N-R65W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #60-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Mitchell-Herseth Addition in the NE ¼ of Sec 30-T127N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

SOLID WASTE TIPPING FEE SCHEDULE - 2018

Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #61-17

WHEREAS, Title 3, Solid Waste Management System, Chapter 3.07010 of the Second Revision Brown County Ordinances, effective March 12, 1997, as amended, requires the Board of County Commissioners to establish the fees for use of the landfill.

NOW, THEREFORE BE IT RESOLVED, that the following Solid Waste Tipping Fee Schedule shall be effective January 1, 2018:

SOLID WASTE TIPPING FEE SCHEDULE  
PRICES EXCEPT MINIMUM CHARGE DO NOT REFLECT APPLICABLE SALES TAX  
ALL LOADS MUST BE TARPED AND SECURED  
ALL WASTE MUST BE SORTED AND PUT INTO PROPER AREAS

| Type                     |   | Fee              |
|--------------------------|---|------------------|
| Appliances               | Refrigerators, Freezers, Air Conditioners, Dehumidifiers<br>With or Without FREON   | \$12.50 per item |
| Asbestos1                | Friable – Powdery or Dusty state, can be crumbled and reduced<br>to powder by hand  | \$ 5.00 per bag  |
| Compost                  | Grass, Leaves and Light Garden Residue  | FREE             |
| Contsoil                 | Gas and Diesel Contaminated Soil (notification and analysis<br>required before disposal)  | \$14.00 per ton  |
| Contsoilsp               | Contaminated Soil Special (i.e. NW Energy, Coal Gasification)   | \$38.00 per ton  |
| E-Waste                  | Electronic Waste – TV's, Computers, Copiers, Printers, etc  | \$100.00 per ton |
| MSWRB                    | Rubble waste placed in Unit 1   | \$20.00 per ton  |
| INDSW                    | Industrial Solid Waste  | \$38.00 per ton  |
| MSW1                     | Municipal Solid Waste – IN COUNTY (Paper, plastic,<br>cardboard, carpet, upholstered furniture, mattress, box springs,<br>etc.) (Check with Landfill for material not accepted) | \$38.00 per ton  |
| MSW2                     | Municipal Solid Waste – OUT OF COUNTY (same as MSW1)  | \$38.00 per ton  |
| MSWCR                    | Rural container site collection waste   | Assess per ton   |
| MSWDA                    | Carcasses (notification required prior to dumping)  | \$38.00 per ton  |
| Rubble 1                 | Construction debris-lumber, shingles, sheetrock etc.  | \$20.00 per ton  |
| Rubble 2                 | Heavy debris, concrete, dirt, rocks etc.  | \$14.00 per ton  |
| Rubble 3                 | Pallets   | \$20.00 per ton  |
| Mobile Homes – all sizes |   | \$250.00per unit |
| Scrap Metal              | Metals  | \$20.00 per ton  |
| Sludge                   | Sump waste (analysis may be required)   | \$20.00 per ton  |
| Tires                    | Large quantities priced per ton   | \$200.00 per ton |
| Tires Count              | Car and light truck   | \$ 2.50 per tire |
| Tire Shreds              | Shredded tires (cell disposal)  | \$38.00 per ton  |

|            |  |                 |
|------------|--|-----------------|
| Tree Chips | Wood chips from trees  | \$14.00 per ton |
| Trees1     | Trees less than 8 inches in diameter                                   | \$20.00 per ton |
| Trees 2    | Trees more than 8 inches in diameter (must be 8' or shorter in length) | \$14.00 per ton |

Minimum Charge (except on per item fees) 4 ½ % Sales Tax included \$ 3.00

The following items are accepted free:

Lead Acid Batteries, Waste Oil, Paint, Grass and Leaves, Computer and Office Paper, Cardboard, #1 and #2 Plastic, Magazines, Phone Books, Antifreeze (residential only) and Propane Tanks

Dated this 22<sup>nd</sup> day of August 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### SOLID WASTE SPECIAL ASSESSMENT FEES - 2018

Commissioner Fischbach offered the following Resolution:

#### RESOLUTION #62-17

WHEREAS, Title 3, Solid Waste Management System, Chapter 3.07011 of the Second Revision Brown County Ordinances, effective March 12, 1997, as amended, requires the Board of County Commissioners to establish the Solid Waste Special Assessment fee schedule for the following year, prior to the second Tuesday in September.

NOW, THEREFORE BE IT RESOLVED, that the following Solid Waste Special Assessment fees shall be effective January 1, 2018 through December 31, 2018, for the Brown County Sanitary Landfill:

#### SOLID WASTE SPECIAL ASSESSMENT FEE SCHEDULE (Assessment plus applicable sales tax billed with the Real Estate Tax Notice)

1. Households within Incorporated Cities or Civil Townships that require curb service @ \$21.00 per year
2. Households within Incorporated Cities or Civil Townships that do not require curb service @ \$77.00 per year
3. Condominiums taxed as single units within Incorporated Cities or Civil Townships that require curb service @ \$21.00 per year
4. Condominiums taxed as single units within Incorporated Cities or Civil Townships that do not require curb service @ \$77.00 per year
5. Apartment Units and Assisted Living Units within incorporated Cities that require curb service @ \$13.00 per unit per year
6. Seasonal Lake Cabins @ \$34.00 per year
7. Mobile Home parks, outside incorporated municipalities, which provide or require lot side waste pickup during the entire assessment period, for deposit into a permitted landfill solid waste facility @ \$21.00 per unit per year
8. Mobile Home parks, outside incorporated municipalities, which do not provide or require lot side waste pickup during the entire assessment period, for deposit into a permitted landfill solid waste facility @ \$77.00 per unit per year

Dated this 22<sup>nd</sup> day of August 2017.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### LEASE AGREEMENT:

Moved by Fjeldheim, seconded by Hansen to approve and authorize the Chair sign agreement, submitted by the Aberdeen Downtown Association for lease of the W ½ of Parking Lot North of Museum (Remote Control Car Demo) on August 26, 2017; and further waive fee for use. All members present voting aye. Motion carried.

#### EM STATE & LOCAL AGREEMENT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair to sign the 2018 State and Local Agreement Sub-Recipient Agreement and the SD Department of Public Safety Pre-Award Risk Assessment Questionnaire for funding to be determined, effective October 1, 2017 through September 30, 2018. All members present voting aye. Motion carried.

#### LF STORM WATER DISCHARGE PERMIT REAUTHORIZATION:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign the Department of Environment and Natural Resources Notice of Intent (NOI) for Reauthorization of Coverage Under the SWD General Permit for Storm Water Discharges Associated with Industrial Activities (Brown County Sub-title D Landfill). All members present voting aye. Motion carried.

#### ORD 109 ADOPT:

Moved by Sutton, seconded by Fjeldheim to adopt Ordinance #109, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.10 (R-3) Lake Front Residential District: Lot 1, Keatts Sixth Subdivision in the W ½ of NW ¼ of Sec 23-T124N-R65W of the 5<sup>th</sup> P.M., Brown County, SD (37832 Richmond Drive). Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

#### RELIEF LIEN:

Moved by Sutton, seconded by Hansen to table decision on relief lien resolution presented to allow for further discussion. All members present voting aye. Motion carried.

#### FARM BUREAU PUBLIC SUPPORT PRESENTATION:

Brown County Farm Bureau Representatives Mike Elsen, Ross Ulmer, Charles Boynton, Brenda Dryer Jeff Hansen, Carol Reed and Tim Kusler presented CERT (Citizens Emergency Response Team) a \$10,000.00 donation to express appreciation and support for the program from state and county Farm Bureau groups. Scott Meints, EM Director (CERT coordinator/instructor) and several CERT members were in attendance for the presentation. CERT members are trained volunteer first responders that rely on donations and grants to fund all supplies and equipment for the project.

#### MOTION OF SUPPORT:

Moved by Fischbach, seconded by Hansen to support the Warner School Tradition of painting Warner's Main Street to celebrate Homecoming (Dirk Rogers, Highway Superintendent concurred). All members present voting aye. Motion carried.

#### COURT SECURITY GRANT:

Moved by Fjeldheim, seconded by Sutton to acknowledge Court Security Grant Program award in amount of \$19,515.43 (50/50 cost share) from the State of South Dakota Unified Judicial System for

replacement of the Clerk of Courts counter/window and installing extra doors leading to the administrator's office and the law library. All members present voting aye. Motion carried.

EXECUTIVE SESSION:


Moved by Fischbach, seconded by Hansen to go into executive session to discuss personnel, per SDCL 1-25-2(1) with Chris White and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion.

Moved by Sutton, seconded by Fischbach to make an exception to the payroll policy and pay one temporary fair employee prior to the end of the payroll; and further correct the individual's name from Mohamed A to Mohamed Mohamed (minutes of August 8, 2017). All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:50 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor 

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## AUGUST 29, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fjeldheim, seconded by Hansen to approve the Joint Aberdeen City/Brown County Joint Meeting Minutes and the General Meeting Minutes of August 22, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Fischbach to approve the following claims:

Professional Fees: Avera St. Luke's \$1,399.50; Bantz, Gosch & Cremer \$4,057.08; Brick's TV & Appliance \$1,663.75; Dependable Sanitation \$24,476.30; Dohrer Law Office \$404.20; Grant County Sheriff \$195.00; Kuusakoski \$3,640.67; NEMHC \$884.00; Richardson, Wyly, Wise, Sauck \$911.80; Ronayne Law Office \$2,961.00; Christy Griffin-Serr Law Office \$94.00; Siegel, Barnett & Schutz \$1,745.50; Kristi Spitzer \$781.00; Taliaferro Law Firm \$625.10; University of ND – Pathology Dept. \$2,000.00.

Publishing: Aberdeen American News \$1,513.45; Groton Independent \$456.83; SD Magazine \$295.00; Western Hotel Supply \$709.04.

Rentals: Pantorium Cleaners \$29.60.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$425.78; Heartland Heating & Cooling \$2,474.63; HF Jacobs & Son Construction \$167.35; House of Glass \$4,608.13; J & K Painting \$462.00; Kustom Signals \$1,691.00; Leidholt Electric \$51.02; Otis Elevator \$994.08; Pierson-Ford \$48.45; Taylor Laundry \$15.95; Wooden Mallet \$68.00.

Supplies: Joseph Adam \$85.19; D & L Diesel \$37.92; DSG \$881.28; Ferguson Enterprises \$397.11; Gardner Locksmithing \$240.65; Harry Implement \$18.88; Heartland Paper \$1,309.92; L. G. Everist \$1,073.96; Cory Lane \$13.34; Lien Transportation \$18,684.60; Mac's \$18.36; Marco \$324.38; Menards \$4,023.23; NCFE – Warner \$17,185.60; Pantorium Cleaners \$21.25; Pro Ag Supply \$22.38; Running's \$20.61; UltraMax \$729.00; Van Diest Supply \$3,208.70; Veteran's Information Service \$55.00; Walth Safety Service \$266.99; West Payment Center \$418.15; Western Hotel Supply \$1,437.15.

Travel & Conference: Mary Baird \$142.88; Erin Doering \$21.00; Gene Loeschke \$172.02; Kathy Schlecht \$258.34; SD Human Services Center \$60.50; Aaron Walberg \$265.28.

Utilities: CenturyLink \$623.05; Montana-Dakota Utilities \$32.91; NWPS \$2,473.98; Verizon \$3,378.03. Other: Ken Homan \$264.00; Elizabeth Russell \$52.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Sutton, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring the following part-time employee for Fair Week: Brock Schiferl @ \$18.00 per hour.

All members present voting aye. Motion carried.

## PERSONNEL:

Moved by Sutton, seconded by Fischbach to appoint Kylee Richards as Deputy Coroner, effective August 29, 2017. All members present voting aye. Motion carried.

## FAIR CONTRACTS:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following contracts for the 2017 Brown County Fair: Bad Hamster @ \$3,400.00, Fallout Creative Community @

\$700.00 (entertainment); Gabriella Lamier @ \$200.00 (photographer); Ross Graf @ \$40.00 (judge). All members present voting aye. Motion carried.

**LEASE AGREEMENT:**

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following agreement: Frankie Coker for lease of the Richmond Lake Youth Camp Lodge on September 15-16, 2017 (includes alcohol use permission form). All members present voting aye. Motion carried.

**BID NON-FIXTURE PERSONAL PROPERTY:**

Moved by Sutton, seconded by Hansen to declare non-fixture personal property contents of the house at 204 N 5<sup>th</sup> Street, Groton surplus for sale and removal (tax deed property N ½ of Lot 5 and S ½ of Lot 4, Blk 35, First Addition to the City of Groton, Brown County, SD according to the plat thereof of record); and further authorize advertising public hearing to open, read and consider sealed bids for the purchase and removal of all non-fixture personal property, to be held in the Brown County Commission Chambers at 8:50 a.m. on September 26, 2017. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Hansen, seconded by Fjeldheim to go into executive session for consultation with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter and Judy Dosch in attendance (Paul Sivertsen and Maxine Fischer joined session later). All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**APPLICATION FOR OCCUPANCY:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair to sign the following application, submitted by Northern Electric for occupancy of Brown County Hwy #6 in Sec 7-121N-R64W, to provide electrical cable. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Fjeldheim to go into executive session for consultation with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**ADJOURNMENT:**

Moved by Hansen, seconded by Fjeldheim to adjourn the Brown County Commission at 10:25 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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AUGUST 29, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Bunsness, Johnson, Lunzman, Olson, Slaughter-Hansen and Deputy Mayor Ronayne. Council members Remily, Rux and Mayor Levsen were absent. Present from County were Commissioners Hansen, Sutton, Fischbach, Fjeldheim and Chair Kippley.

ORDINANCE #17-08-01 /469:

On motion by Bunsness and seconded by Johnson, the City unanimously voted to adopt Ordinance #17-08-01 /469.

ORDINANCE #17-08-01 /469:

Moved by Fischbach, seconded by Sutton to adopt Ordinance #17-08-01/469, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Locken Airport Addition to Aberdeen in the SW ¼ of Sec 21-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (4103 134<sup>th</sup> Street SE). Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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All members present voting aye. Motion carried.

**LEASE AGREEMENT:**

Moved by Fjeldheim, seconded by Sutton to deny lease submitted by Northern State University for lease of the Richmond Lake Youth Camp on September 10, 2017 unless terms of original county lease are followed. All members present voting aye. Motion carried.

**SPECIAL MALT BEVERAGE LICENSES:**

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign the following Special Malt Beverage License Application: NESD Celtic Faire and Games – Brown County Fairgrounds (Centennial Village) SW ¼ of Sec 1-T123N-R64W, effective September 15, 2017. All members present voting aye. Motion carried.

Moved by Hansen, seconded by Fjeldheim to authorize advertising public hearing for the following Special Malt Beverage License Application: Spurs Therapeutic Riding Center, 1006 130<sup>th</sup> St., Aberdeen, SD – N ½ of Lt 1 Spurs 2<sup>nd</sup> Addition NW 6-123N-63W of the 5<sup>th</sup> P.M., Brown County, SD, to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, SD at 8:50 a.m. on September 12, 2017 (Special License effective September 16, 2017). All members present voting aye. Motion carried.

**FAIR CONTRACT:**

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following 2017 Fair Contract: Angie's Clean ALL at \$500 (sanitation services). All members present voting aye. Motion carried.

**DISCRETIONARY FORMULA DENIED:**

Moved by Fischbach, seconded by Sutton to deny application submitted by NorthWestern Corporation for Discretionary Formula on the following Centrally Assessed property: New 60 megawatt peaking plant – Aberdeen Generating Station (value of discretionary @ 2,987,880 in Aberdeen Township). All members present voting aye. Motion carried.

**RACE TRACK OPTION:**

Moved by Sutton, seconded by Fischbach to approve request, submitted by Todd, Troy and Scott Neuendorf DBA Bullet Sports for one-year option to lease Brown County facilities at the Fairgrounds for the 2018 Car Racing season, per lease agreement as restated/amended on September 27, 2016 (option three of four available). All members present voting aye. Motion carried.

**2018 PROVISIONAL BUDGET HEARING:**

Time and place, as advertised for public hearing on the 2018 Provisional Budget. No one from the public or various departments appeared. No changes were made. Formal action will be taken on the Provisional Budget on September 26, 2017

**FAIR REPORT:**

Derek Ricci, Fair Manager, presented statistical information comparing 2016 and 2017 fair attendance and ticket sales.

**EXECUTIVE SESSIONS:**

Moved by Sutton, seconded by Hansen to go into executive session to discuss Labor Contract, per SDCL 1-25-2(4) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

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## SEPTEMBER 5, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippely at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippely led the Pledge of Allegiance.

### MINUTES:

Moved by Sutton, seconded by Fischbach to approve the Joint City County Meeting Minutes and General Meeting Minutes of August 29, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,966.06; Treasurer \$13,432.05; States Attorney \$20,802.83; SVAWA Grant \$1,282.08; Maintenance \$7,013.98; Assessor \$13,831.28; Register of Deeds \$9,277.35; Veterans Service Office \$4,176.45; GIS \$2,301.47; Information Technology \$8,413.73; Human Resources \$3,082.21; Sheriff Admin \$38,370.90; Jail \$50,997.25; Coroner \$2,100.00; JDC \$21,284.33; Welfare Office \$3,665.57; Museum \$8,195.21; Parks & Fairgrounds \$10,417.14; Fair Board \$47,457.43; 4-H \$2,579.27; Weed \$6,795.33; Planning and Zoning \$1,866.02; Highway \$49,414.42; Communications \$20,626.06; Emergency Management \$3,960.14; Teen Court \$438.38; 24/7 \$3,183.94; Landfill \$13,403.98.

Matching Benefits: FICA \$22,744.56; Medicare \$5,319.28

Professional Fees: Aberdeen Advanced Care Ambulance \$3,675.00; AAHA \$500.00; Adam Altman \$13,009.24; Bantz, Gosch & Crèmer \$5,289.88; Clark Engineering \$3,969.76; Harmelink, Fox & Ravensborg Law \$164.98; Ronayne Law Office \$2,472.20; Stoddard Law \$840.36.

Publishing: Groton Independent \$231.65.

Rentals: NB Golf \$14,375.00.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$125.69; Climate Control \$5,340.40; Crawford Trucks & Equip. \$250.19; Galls \$446.35; Great Western Tire \$11.00; Hanlon Brothers \$1,040.00; Hase Plumbing & Heating \$229.40; Public Safety Equip. \$241.00; Quality Welding \$35.00; Sander's Sew 'n' Vac \$77.76; Thee Glass Doktor \$108.00; Zastrow's Sales & Service \$45.00.

Supplies: A & B Business \$726.45; Crawford Trucks & Equip. \$4,414.24; Crescent Electric Supply \$352.54; DFP \$69.36; DSG \$2,302.67; Domino's \$158.63; Fastenal \$430.08; Fire Safety First \$22.00; Galls \$433.03; Geffdog \$642.38; GovConnection \$1,770.91; Great Western Tire \$1,293.06; Heartland Paper \$2,840.21; House of Glass \$50.40; Jimmy John's \$120.70; Lien Transportation \$56,775.40; Mac's \$755.15; Menards \$427.91; Midstates Printing \$2,960.90; NCFE-Warner \$6,720.56; Network Services \$325.00; Pantorium Cleaners \$14.00; Pepsi Beverages \$270.57; Photo-X-Press \$43.84; Pro Build \$142.92; Quality Welding \$4.00; Regalia Mfg. Co. \$725.66; Schmidt Construction \$238.26; Share Corp. \$380.00; Sherwin Williams \$13.00; Marla Zastrow \$42.11; Zastrow's Sales & Service \$251.16.

Travel & Conference: Mike Fey \$14.00; Sarah Hartje \$27.26; Patricia Kendall \$82.72; Mark Milbrant \$272.00; Derek Ricci \$14.00.

Utilities: Aberdeen City Treasurer \$3,955.96; AT&T \$205.00; BDM Rural Water \$36.00; Century Link \$58.90; Midcontinent \$748.94; NWPS \$28,573.50.

Improvements other than Buildings: Ringgenberg Electric \$45,014.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Hansen to approve the Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective September 10, 2017: Bryan Owens at \$19.09 per hour; Casey Jensen at \$19.00 per hour; Samiulela Mouna at \$ 19.32 per hour; Dean Zumbaum at \$18.27 per hour.

The Chair declared the executive session closed, with the following action taken as a result of the discussion.

Moved by Fjeldheim, seconded by Sutton to amend salary schedule guideline #7 to read "All employees on the 10-year Step Plan who reach Step 10 in the classification assigned shall receive an additional \$.05 per hour for each year completed thereafter, applied as per #5 and/or #6 above. NOTE: Amount following employee name represents base pay plus additional earned at Step 10 in any classification": and further approve a \$.05 per hour increase for the following: Brad Nehlich, effective Feb. 12, 2017; Tanya Walth, effective July 16, 2017; Sara Swisher, effective Sept. 10, 2017. All member present voting aye. Motion carried.

Moved by Sutton, seconded by Fjeldheim to go into executive session to discuss personnel, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fischbach, seconded by Fjeldheim to adjourn the Brown County Commission at 10:00 a.m. All members present voting aye. Motion carried.

Sara Swisher, Brown County Deputy Auditor

*Sara Swisher, Deputy*

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# SEPTEMBER 12, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fjeldheim, seconded by Fischbach to approve the General Meeting Minutes of September 5, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Professional Fees: Avera St. Luke's \$699.50; Altman Law Office \$19,103.17; Angie's Clean All \$500.00; Avera St. Luke's \$209.50; Shyla Baltzell \$20.00; Carlsen Funeral Home & Crematory \$1,442.00; Ryan Dell \$329.00; Marv Ekeren \$12.00; Helms & Assoc. \$6,636.20; Mark Katterhagen \$27.00; David Knoff \$36.00; Kuck Law Office \$710.80; LBG \$1,116.16; Lucy Lewno \$288.00; LexisNexis \$113.80; Lincoln Co. Treasurer \$89.50; Darcy Lockwood \$15.00; Amber Moench \$20.00; NB Golf \$127.50; Richardson, Wyly, Wise & Sauck \$3,206.20; Ronayne Law Office \$460.60; Sanford Laboratories \$67.48; SD Dept, of Revenue & Regulation \$657,321.61; Christy Griffin-Serr \$2,867.00; Brittany Smart \$20.00; Tanya Smith \$40.00; Samantha Snyder \$20.00; Tammy Stolle Court Reporting \$110.00; Taliaferro Law Firm \$3,133.14; Yankton Co. Sheriff \$250.00; Yankton Co. Treasurer \$475.00; Luke Yellow Robe \$1,500.00.

Jurors: Lori Baldwin \$723.52; Steven Dunker \$1,135.60; Wendy Gugel \$930.24; Deb Heyd \$1,028.48; David Klass \$930.24; Scott Kusler \$1,033.60; Cynthia Moser \$892.84; Kaitlyn Porter \$978.56; Roger Schaunaman \$983.60; Alice Severson \$1,068.80.

Publishing: Aberdeen American News \$6,855.24; Casper Star Tribune \$116.58; Dakota Radio Group \$1,948.00; Hub City Radio \$300.00; KDLO-FM \$3,000.00; KSFY-TV \$2,315.00; Midcontinent \$9,304.00; Phillips Media Group \$30.26.

Rentals: Pantorium \$29.60.

Radios: Dakota Electronics \$888.50.

Repairs & Maintenance: A & B Business \$475.92; Aberdeen Masonry \$1,326.00; Aberdeen Plumbing & Heating \$1,793.74; Ace Refrigeration \$341.70; Advance Stores \$3.49; Butler Machinery \$1,449.63; Dakota Electronics \$1,370.00; DFP \$831.82; DataSpec \$399.00; DMI \$25,693.55; Farm Power Mfg. \$10.00; Farnam's \$131.03; Gall's \$201.70; GCR Tires & Service \$4,651.60; Hedahl's Auto \$34.18; HF Jacob's & Son Construction \$593.75; House of Glass \$132.92; Hoven Auto Repair \$364.03; IDC \$1,746.00; Jones Lawn Care \$2,950.00; NC Rental & Leasing \$6,000.00; Pierson-Ford \$847.90; PowerPlan \$229.50; Productivity Plus \$408.29; Running's \$379.98; Sheehan Mack \$7,264.00; Specialty Mfg. \$11.35; Steven Lust Automotive \$61.90.

Supplies: A & B Business \$357.50; Advance Stores \$1,239.98; Ameripride Services \$193.02; Bakken Build Maint. \$500.00; Butler Machinery \$998.67; Cartney Bearing \$116.47; Cash-Wa \$8,318.98; Cole Papers \$2,082.58; D's Catering \$96.83; Dakota Electronics \$1,418.00; DFP \$3,693.63; Dakota Oil \$1,031.30; DSG \$136.70; Dean Foods \$751.93; DMI \$1,513.24; Earthgrains \$1,086.01; Farm Power Mfg. \$94.63; Farnam's \$99.41; GCR Tires & Service \$415.80; Geffdog \$98.10; Gorder Supply \$332.25; GovConnection \$555.04; Heartland Paper \$1,364.72; Hedahl's Auto \$345.51; HF Jacobs & Son Construction \$2,488.64; House of Glass \$3,058.65; Interstate Battery \$229.90; J. Gross Equip. \$697.07; Ken's \$1,973.68; Kessler's \$59.74; Kyburz-Carlson Construction \$200.00; Lar-Jo's \$410.84; Lucy Lewno \$12.92; Lien Transportation \$19,741.15; Marco \$8.57; Matthew Bender & Co. \$98.08; Menards \$58.01; Midstates Printing \$1,043.85; NCFE – Warner \$10,804.04; Oban Construction \$243.23; Pantorium \$7.00; Parcel-Erickson \$125.00; Pepsi Beverage \$716.22; Pierson-Ford \$492.84; PowerPlan \$1,095.95; Pressure Washer Central \$106.47; Pro-Build \$4,353.07; Public Safety Equip. \$71.90; Sherri Rawstern \$195.23; RR Events \$159.11; Running's \$870.35; S & S Lumber \$117.60; Schwan Welding

\$54.95; Sewing Shoppe \$130.00; Sheehan Mack \$2,956.55; Tri-State Water \$26.00; Web Water Bottling Co. \$39.00.

Travel & Conference: Conald Burgard \$14.00; Greg Markley \$191.66; Pennington Co. Jail \$205.35; Derek Ricci \$86.48; Ernest Thompson \$25.38; Tyler Technologies \$500.00.

Utilities: Aberdeen City Treasurer \$1,961.95; AT&T \$69.99; Economy Propane \$651.20; Midcontinent \$82.47; Northern Electric \$80.00; NWPS \$3,661.16; Town of Frederick \$48.00; Verizon Wireless \$200.05; Web Water \$70.36. All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Fischbach, seconded by Fjeldheim to approve the August 2017 Auditor's Report of Account with the County Treasurer in total amount of \$12,397,001.02 (total amount of actual cash @ \$4,850.00, Cash items (bad checks) @ \$150.00, US Bank @ \$68,731.45, Dacotah Bank @ \$4,446,491.88, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$7,874,177.69). All members present voting aye. Motion carried.

#### LEASE AGREEMENT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign the following agreement: Jamie Moulsoff for lease of the Grandstand October 6-7, 2017. All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fjeldheim, seconded by Hansen to approve the following August 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### RFP BROWN COUNTY FAIR CONCESSIONS:

Moved by Sutton, seconded by Fischbach to authorize advertising public hearing to open, read and consider proposals for the Brown County Fair concessions sold at the Fair Clubhouse (Beer Gardens) during Fair week, to be held on October 17, 2017 at 9:00 a.m. in the Commission's Chambers, Courthouse Annex, Brown County, SD. All members present voting aye.

#### PARTIAL VACATION OF PLAT:

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #63-17

WHEREAS, Loren Locken, pursuant to SDCL 11-3-21.1, presented an Application for Partial Vacation of Plat legally identified as:

Adler's First Subdivision in S ½ SE ¼ Sec 35-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD

WHEREAS, the petitioner is requesting Lot 2 be vacated from said plat; and

WHEREAS, the granting of the request will not authorize the closing or obstruction of any public highway according to law, and all property taxes on such plat are paid.

NOW, THEREFORE, BE IT RESOLVED, pursuant to SDCL 11-3-23.1:

Lot 2 Adler's First Subdivision in S ½ SE ¼ Sec 35-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD (13581 399<sup>th</sup> Ave) is hereby vacated.



Seconded by Commissioner Fischbach. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

VACATE PLAT:

Commissioner Sutton offered the following Resolution:

RESOLUTION #64-17

WHEREAS, Brian Schuring, pursuant to SDCL 11-3-21.1, presented an Application for Vacation of Plat legally identified as:

Schuring/Strom Track 1 in the NW ¼ of Sec 34-T123N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40925 135<sup>th</sup> Street)

WHEREAS, the granting of the request will not authorize the closing or obstruction of any public highway according to law, and all property taxes on such plat are paid.

NOW, THEREFORE, BE IT RESOLVED, pursuant to SDCL 11-3-21.1, the plat legally identified as:

Schuring/Strom Track 1 in the NW ¼ of Sec 34-T123N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40925 135<sup>th</sup> Street) is hereby vacated.

Seconded by Commissioner Fischbach. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

SPECIAL MALT BEVERAGE LICENSE HEARING:

Time and place, as advertised for public hearing to consider the approval of a Special Malt Beverage License. Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair sign the Special Malt Beverage License Permit, submitted by SPURS Therapeutic Riding Center, 1006 130<sup>th</sup> St., for an event to be held on the N ½ of Lot 1, Spurs 2<sup>nd</sup> Addition NW ¼ of Sec 6-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD, effective September 16, 2017 (map indicating specific area on file with application). All members present voting aye. Motion carried.

GRANARY LAWN SERVICE CONTRACT:

Moved by Hansen, seconded by Sutton to approve the renewal option submitted by Jones Lawn Service to provide lawn and grounds maintenance at the Granary Rural Cultural Center for the 2018 growing season. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-nay. Motion carried.

DOE CAMA SYSTEM DISCUSSION:

Michael Hauke, Director of Equalization met to discuss Devnet CAMA (based on Marshall Swift value system) currently in use and Vanguard CAMA (based on Vanguard value system). No action was taken at this time.

APPLICATIONS FOR OCCUPANCY:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair to sign the following application, submitted by James Valley Communications for occupancy of the following: Brown County Hwy #10 in Sec 1-123N-R64W and Hwy #13 in Sec 36-124N-R64W, to provide telecommunications. All members present voting aye. Motion carried.

EXECUTIVE SESSIONS:

Moved by Hansen, seconded by Sutton to go into executive session for personnel discussion, per SDCL 1-25-2(1) and consultation with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion.

#### HR REPORT:

Moved by Fjeldheim, seconded by Sutton to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve the following Employee Step Increases, effective September 24, 2017: Dennis VanHeerde at \$18.47 per hour; Danica Hillestad at \$18.37 per hour; Jessica Rychlik at \$16.27 per hour.
- Acknowledge resignation of Deputy Sheriff Ross Erickson, effective Friday, September 22, 2017 and request to fill Deputy Sheriff Vacancy.
- Approve the lateral transfer of Adult Correctional Officer John Clark from Jail to JDC, effective September 12, 2017.
- Acknowledge resignation of Deputy Sheriff Ryan McClain, effective September 12, 2017 and reinstate him as an Adult Correctional Officer Step 5 in the Jail at \$17.18 per hour and request to fill vacancy of a second Deputy Sheriff.

Moved by Fjeldheim, seconded by Hansen to authorize the Director of Communications to prepare and sign for all departments the Verizon Wireless monthly billing voucher.

#### ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 10:00 a.m. All members present voting aye. Motion carried.

Sara Swisher, Brown County Deputy Auditor

*Sara Swisher, Deputy Auditor*

Published once at the total approximate cost of \$\_\_\_\_\_.

## SEPTEMBER 26, 2017 – GENERAL MEETING

Meeting called to order by Commission Vice Chair Fjeldheim at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton and Fischbach. Commission Chair Kippley was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Hansen to approve the General Meeting Minutes of September 12, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Sutton, seconded by Fischbach to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,970.69; Treasurer \$13,424.51; States Attorney \$21,421.89; SVAWA Grant \$1,282.08; Maintenance \$7,182.98; Assessor \$13,831.28; Register of Deeds \$9,277.34; Veterans Service Office \$4,211.48; GIS \$2,301.47; Information Technology \$7,682.08; Human Resources \$3,082.21; Sheriff Admin \$37,422.34; Jail \$53,117.46; JDC \$22,836.21 Welfare Office \$3,665.57; Museum \$8,218.10; Parks & Fairgrounds \$5,756.41; Fair Board \$3,959.54; 4-H \$633.99; Weed \$5,893.00; Planning and Zoning \$1,866.02; Highway \$52,507.84; Communications \$27,562.39; Emergency Management \$3,960.14; Teen Court \$480.13; 24/7 \$3,240.96; Landfill \$13,221.80.  
Matching Benefits: FICA \$20,240.02; Medicare \$4,733.60; Health Inc \$134,616.76; Life Ins \$993.60; Dental Ins \$7,085.25.

Professional Fees: Avera St. Luke's \$699.50; Bantz, Gosch & Cremer \$10,332.37; Best Western Ramkota-Aberdeen \$13,462.47; Brown County Treasurer \$10.00; Certified Languages \$1,110.45; Dependable Sanitation \$25,446.80; DevNet \$3,281.25; Digi Security Systems \$935.00; Bonnie Dix \$20.00; Dohrer Law Office \$1,400.60; County of Edmunds \$450.00; Archer Ellwein \$200.00; William Gerdes \$1,353.60; Interprecorps \$180.00; Jennifer Guerra \$90.00; Chris Haar Law \$596.90; HDR \$6,180.08; Ivory Hicks \$467.20; Mary Hoth \$95.00; KCH Law \$483.74; Kuck Law Office \$1,514.00; Language Line Services \$1,100.27; Jeremy Lonien \$224.06; LSS \$4,902.74; Kathy Lutz \$110.00; NEMHC \$1,144.00; Pauer Sound & Music \$600.00; Priority Dispatch \$3,009.00; PRIA \$60.00; Charles Pugsley \$20.00; Richardson, Wyly, Wise & Sauck \$6,349.20; Rogers Law Office \$1,795.40; Ronayne Law Office \$15,580.30; Sanford Health Occupational Medicine \$100.00; Schneider Corp. \$2,265.00; SD Dept. of Revenue & Regulation \$100.00; Christy Griffin-Serr Law Office \$258.50; SHRM \$398.00; Siegel, Barnett & Schutz \$272.60; Stoddard Law \$1,128.00; TMS \$4,084.01; Thurman Law Office \$205.10; US Bank \$1,336.96; Joni Wileman \$50.00.

Publishing: Aberdeen American News \$4,935.03; Best Western Ramkota – Aberdeen \$87.99; Dakota Broadcasting \$1,400.00; Hub City Radio \$750.00; Ingstad Family Media \$1,000.00; Nationwide Hotel Guides \$295.00; US Bank \$275.03.

Rentals: 446-Praxair \$23.28; Pantorium \$59.20; Sewer Duck \$100.00.

Repairs & Maintenance: Advance Stores Co. \$9.83; Asphalt Zipper \$105.00; Dakota Electronics \$306.85; G & K Services \$332.85; GCR Tires & Service \$905.59; Grote Roofing \$131.63; HF Jacobs & Son Construction \$251.02; Jason's Electric \$95.10; Leidholt Electric \$178.11; Newman Signs \$80.00; O'Reilly Auto Parts \$9.93; Pantorium \$55.00; Pierson-Ford \$264.95; PowerPlan \$690.47; Pro Ag Supply \$8.69; Ringgenberg Electric \$87.89; Schwan Welding \$1,170.55; Sheehan Mack \$4,675.45; Thee Glass Doktor \$126.00; US Bank \$890.34; Woodman Refrigeration \$6,774.29.

Supplies: 446-Praxair \$2,965.97; Ameripride \$60.60; Asphalt Zipper \$1,440.00; Bonn Express \$22.00; Century Business Products \$991.65; CNA Surety \$50.00; Crescent Electric \$74.21; Dakota Electronics \$778.75; Phoebe Dawn \$375.00; Kristie Erickson \$78.59; Heartland Paper \$930.44; House of Glass \$135.00; Intoximeters \$2,500.00; Jebro \$46,311.34; Kessler's \$2,438.89; LabSource \$255.96; Leidholdt Tool Sales \$13.16; Lien Transportation \$37,807.55; Marco \$502.63; Matheson Tri-Gas \$1,277.73; Menards \$133.56; Midstates Printing \$153.00; Minn-Kota Communications \$169.00; Moore Medical

\$506.07; Newman Signs \$949.50; North Star Energy \$42.00; NVC \$26.02; Pantorium \$22.25; Pharmchem \$243.20; Pierson-Ford \$223.01; Running's \$27.48; Satellite Tracking of People \$640.25; Share Corp. \$277.00; Sheehan Mack \$343.94; Thee Glass Doktor \$118.20; US Bank \$15,281.88; West Payment Center \$1,747.73; Wright & Sudlow \$52.50.

Fair Premiums: Callie Aamot \$5.78; Candice Aamot \$17.33; Aberdeen Area Humane Society \$15.00; Andrew Allison \$8.19; Gloria Anderson \$25.00; Cody Arbach \$56.73; Drew Bakeberg \$29.75; Noah Bakeberg \$53.55; Brady Beitelspacher \$34.47; Bryce Beitelspacher \$55.14; Brekkaq Berger \$160.70; Amber Bergeson \$15.00; Cooper Bischoff \$77.20; Peyton Bischoff \$82.71; Joy Braun \$15.00; Gary Bretsch \$30.00; Mikayla Browning \$17.85; Will Bruckner \$60.49; Brad Cihak \$8.19; Jeffrey Cloose \$174.69; Alexandra Cope \$15.00; Jessie Coyle \$12.61; Landon Coyle \$50.42; Payton Coyle \$93.33; Barb Crawford \$25.00; Patrick Daschle \$15.00; Shirley Dayton \$45.00; Makayla Dedeyne \$36.10; Kennedy Dikoff \$23.80; Lincoln Dikoff \$35.70; Jenna Dockter \$143.33; Harmony Dorsets \$116.44; James Dragt \$125.06; Taylor Dragt \$45.03; Allison Duerre \$56.73; Brianna Duerre \$44.12; Nalea Dunsmore \$184.50; Chesney Effling \$356.51; Nolan Eichler \$12.61; Karen Elliott \$15.00; Jarrett Erdmann \$71.40; Tessa Erdmann \$113.05; Hanson Family \$319.53; Kessler Family \$126.05; Ezra Feickert \$27.57; Sophia Feickert \$34.47; Faith Flihs \$106.16; Cody Forkel \$48.25; MiKayla Forsting \$31.51; Colin Frey \$33.70; Dylan Frey \$53.92; Fritz Bruckner Montadale \$207.88; Merrick Gemar \$30.00; Sandi Glover \$15.00; Tristan Gosch \$86.43; Tavie Guzman \$64.58; Bryley Haberman \$10.00; Peggy Hallstrom \$40.00; Cassidy Hardie \$93.33; Erica Hardy \$2.89; Ashlinn Hartwell \$93.33; Rhonda Haselhorst \$25.00; Ashely Haven \$15.00; Jace Haven \$11.90; Justin Haven \$71.40; Debra Heiden \$18.77; Brooke Heim \$309.50; Chesnie Heim \$23.80; Harlee Heim \$534.47; Kerstynn Heim \$34.47; Talli Heim \$339.62; Carol Hein \$15.00; Tyler Heinje \$25.00; Doris Helgager \$15.00; Kathy Hoff \$15.00; Bruce Hoffman \$336.47; Holt Cattle Co. \$544.18; Charles Holt \$27.57; Haleigh Holt \$836.66; Maggie Holt \$23.80; Kim Hoose \$25.00; Jan Houghtaling \$569.38; Sam Hovde \$29.75; Connie Howard \$30.00; Matthew Huettl \$15.00; Pat James \$15.00; Storm Johnsen \$156.22; Sydney Johnsen \$161.09; Anna Johnson \$36.28; Norman Johnson \$25.38; Delayne Jones \$44.12; Jayla Jones \$18.91; MaKayla Jones \$81.93; Jacob Jung \$69.33; Kathryn Kilber \$5.46; Scott Kilber \$156.44; Ty Kulsrud \$27.57; Ellie Larson \$279.75; Jean Larson \$40.00; Riley Larson \$65.45; Kari Lee \$47.76; Ron Lyren \$25.00; Megan Malsam \$50.00; Gabriel Mattson \$107.84; Gavin Mattson \$30.33; Tate McGraw \$29.75; Taylor McGraw \$17.85; Tye McGraw \$23.80; Lindsey Mehlberg \$29.75; Paige Mehlberg \$47.60; Garrett Mertens \$209.53; Lindsey Mertens \$18.91; Tanner Mertens \$121.93; Kaitlyn Michael \$37.81; Tucker Michael \$6.30; Avery Miles \$25.21; Reganne Miles \$58.86; Hanna Miller \$45.38; Mallory Miller \$43.51; Tucker Miller \$50.33; Jonathan Moe \$96.72; Hailey Monson \$149.33; Hannah Monson \$186.66; Audra Montgomery \$134.47; Art Nelson \$96.41; MaKayla Nelson \$37.82; Talese Nelson \$10.00; Daniel O'Gren \$82.40; Blane Osterday \$47.09; Clay Osterday \$58.86; Carol Osterman \$10.00; Lexi Osterman \$121.95; Blake Pauli \$68.25; Steven Paulson \$133.70; Logan Pearson \$90.37; Blake Peskey \$49.63; Kyla Peskey \$49.63; Anisten Petersen \$55.15; Josh Phillips \$25.00; Eli Pieper \$58.86; Elle Pieper \$180.14; Monica Porter \$15.00; Anna Pyle \$107.15; Austin Rawden \$55.14; Charlie Rawden \$93.33; Lincoln Reidburn \$23.80; Lydia Reidburn \$41.65; Landon Ries \$15.00; Levi Ries \$15.00; Glenn Ringgenberg \$180.00; Logan Ringgenberg \$20.68; Nancy Ringgenburg \$35.00; Elyana Roach \$38.60; Dee Sanderson \$15.00; Calli Schaunaman \$20.68; Cora Schaunaman \$27.57; Cutler Schaunaman \$58.86; Dylan Schaunaman \$20.09; Karly Schaunaman \$118.94; Mitchell Schmidt \$605.60; Sydney Senyak \$27.57; Ada Sharp \$5.95; Daniel Sharp \$16.85; Isaiah Sharp \$53.34; Jessemy Sharp \$37.07; Travis Sharp \$261.66; Jenelle Siebert \$15.00; MaKayla Simmermon \$68.94; Brooke Skoglund \$96.72; Trey Skoglund \$312.04; Ashlyn Sperry \$15.88; Owen Sperry \$13.00; Richard Haberman \$530.00; Alexandra Stange \$346.20; Stearns Brothers \$191.59; Stetson Stearns \$44.90; Hannah Sumption \$34.47; Jonathan Sumption \$34.47; Laura Sumption \$56.72; LaRae Syhre \$15.00; Twisted X Cattle Co. \$47.09.

Travel & Conference: Best Western Ramkota-Aberdeen \$439.95; City of Groton \$167.40; Michael Hauke, Jr. \$163.75; Geospatial Conference (SDSU Ag & Bio Engineering) \$55.00; Scott Madsen \$244.88; Scott Meints \$154.00; Roberta Nichols \$385.36; Cliff Rhodes \$626.78; SD Assoc. of Fairs &

Celebrations \$85.00; SDSU Extension \$357.54; Sarah Swenson \$109.98; US Bank \$2,663.74; Patti Woods \$154.00.

Utilities: Aberdeen City Treasurer \$3,772.31; CenturyLink \$2,457.87; City of Hecla \$138.26; Dependable Sanitation \$451.00; Executive Mgmt. \$78.94; James Valley Telecommunications \$219.90; Northern Electric \$2,795.13; NWPS \$2,115.23; NVC \$3,437.13; US Bank \$1,965.96; Verizon Wireless \$2,918.44.

Other: JRWD \$791.50; Pizza Ranch \$59.96; Safe Harbor \$1,248.99. All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENT:

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting a lien. All members present voting aye. Motion carried.

#### LOTTERY PERMIT:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign application, submitted by the Aberdeen Rural Firefighters for a lottery to be held at the Aberdeen Rural Fire Station on January 16, 2018. All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign the following agreements: Aberdeen American News for lease of the Expo Building on September 22-23, 2017; Cub Scouts of America Troop 887 for lease of the Richmond Lake Youth Camp on October 6-7, 2017. All members present voting aye. Motion carried.

#### PETITION TO REZONE:

Moved by Fischbach, seconded by Hansen to approve and authorize the Chair sign petition to rezone Lot 3, Brown County Commissioner's Second Subdivision to Aberdeen from Unrestricted Industrial (I-2) to Municipal, State and County (M). All members present voting aye. Motion carried.

#### APPLICATIONS FOR OCCUPANCY:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair to sign the following applications: Steven Engelhart for occupancy of Brown County Hwy #10 (387<sup>th</sup> Ave) in Sec 13-T126N-R64W, to provide drain line; Northern Natural Gas for occupancy of Brown County Hwy #21 in Sec 10-T122N-R63W, to provide electrical service; James Valley Telecommunications for occupancy of Brown County Hwy #10/9 in Sec 14,13,12,1,36-T125/126N-R64W, to provide telecommunications. All members present voting aye. Motion carried.

#### HIGHWAY FIVE-YEAR PLAN:

Moved by Hansen, seconded by Sutton to set date for public meeting to discuss and receive public comment on the Fire (5) Year County Highway and Bridge Improvement Plan, to be held in the Brown County Commission Chambers, Courthouse Annex, at 8:45 a.m. on October 10, 2017. All members present voting aye. Motion carried.

#### BID NON-FIXTURE PERSONAL PROPERTY:

Time and place, as advertised to open, read and consider sealed bids for removal all non-fixture personal property contents contained in the house at 204 N 5<sup>th</sup> Street, Groton (tax deed property N ½ of Lot 5 and S ½ of Lot 4, Blk 35, First Addition to the City of Groton, Brown County, SD according to the plat thereof of record), previously declared surplus. No bids were received. No further action taken at this time.

# 2018 PROVISIONAL BUDGET AMENDMENTS:

Moved by Sutton, seconded by Hansen to amend the 2018 Provisional Budget line items, as follows: Governmental Funds: 311 Current Property Tax Levy from 13,902,440.00 to 13,946,354.00; Cash Balance Applied from 3,687,178.19 to 3,643,254.19. All other line items remaining as stated in the Provisional Budget. All members present voting aye. Motion carried.

## 2018 ANNUAL BUDGET:

Commissioner Hansen offered the following Resolution:

### ANNUAL BUDGET FOR BROWN COUNTY, SD For the Year January 1, 2018 to December 31, 2018

#### RESOLUTION #65-17

#### ADOPTION OF ANNUAL BUDGET FOR BROWN COUNTY, SOUTH DAKOTA

Whereas, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year and,

Whereas, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

Whereas, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, elimination's and additions have been made thereto.

NOW THEREFORE, BE IT RESOLVED, That such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATION AND EXPENDITURES FOR BROWN COUNTY, SOUTH DAKOTA and all its institutions and agencies for calendar year beginning January 1, 2018 and ending December 31, 2018 and the same is hereby approved and adopted by the Board of County Commissioners of Brown County, South Dakota, this 26<sup>th</sup> day of September, 2017. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Brown County, South Dakota. The accompanying taxes are levied by Brown County for the year January 1, 2018 through December 31, 2018.

| COUNTY TAX LEVIES WITHIN LIMITED LEVY | Dollars      | \$'S/1,000 |
|---------------------------------------|--------------|------------|
| *General County Purposes (10-12-9)    | \$13,946,354 | 3.436      |
| TOTAL TAXES LEVIED BY COUNTY          | \$13,946,354 | 3.436      |

\*These amounts include the 25% to be distributed to cities.

Seconded by Commissioner Sutton. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

## LANDFILL CELL 3 SWMP GRANT:

Commissioner Sutton offered the following Resolution:

#### RESOLUTION #66-17

Authorizing SWMP Signatory For Brown County

WHEREAS, Brown County is proposing to construct a new cell for the Brown County Landfill; and

WHEREAS, Brown County is applying for a Solid Waste Management Program Grant (SWMP) in an amount up to, but not exceeding \$1,237,175.00; and

WHEREAS, Brown County needs to authorize a SWMP signatory.

NOW THEREFORE, BE IT RESOLVED that Brown County make application to the South Dakota Department of Environment and Natural Resources for a SWMP grant in an amount up to, but not exceeding \$1,237,175.00; and

BE IT FURTHER RESOLVED that the Vice Chair of Brown County be the authorized signatory for all related documents, including the application and pay requests.

Dated this 26<sup>th</sup> day of September, 2017

Seconded by Commissioner Hansen. Roll call vote: Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

LANDFILL AGREEMENT:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign Agreement with Leggette, Brashears and Graham, Inc. for Soil Boring Advancement and Monitoring Well Installation in amount not to exceed \$36,222.00 in the area of proposed Cell #3 at the Brown County Landfill. All members present voting aye. Motion carried.

RELEASE OF PROPERTY:

Commissioner Fischbach offered the following Resolution:

RESOLUTION #67-17

WHEREAS, Brown County has filed a Poor Relief Lien in total amount of \$55,469.11, and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain properties from the effect of said lien, upon payment of the net proceeds of sale of the properties, and on condition that the lien balance remain filed against the individual.

NOW, THEREFORE BE IT RESOLVED that the following real properties in Brown County, SD, which are described as follows:

Lots 1 and 2, Block 20, of the Plat entitled "Blocks 17 – 26 inclusive of the Town of Hecla", according to the plat thereof of record, Brown County,

are hereby released from the effect and force of said lien, upon payment of the net proceeds of sale of the properties, and on condition that the lien balance remain filed against the individual.

Dated this 26<sup>th</sup> day of September 2017.

Seconded by Commissioner Hansen. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

PLATS:

Commissioner Sutton offered the following Resolution:

Resolution #68-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Shadows Haven in the SE ¼ of Sec 32-T122N-R62W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

Commissioner Sutton offered the following Resolution:

Resolution #69-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "J-H Bahr Addition in the NW ¼ of Sec 29-T124N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

Commissioner Sutton offered the following Resolution:

Resolution #70-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Bath Township Addition to the Town of Bath, in the NW ¼ of Sec 17-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.

Commissioner Sutton offered the following Resolution:

Resolution #71-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Kienow Outlot A in NE ¼ of Sec 3-T121N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-absent. Resolution adopted.



**EXECUTIVE SESSION:**

Moved by Hansen, seconded by Sutton to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien, Chris White, Gary Vetter and Mike Scott in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following actions taken as a result of the discussion:

**HR REPORT:**

Moved by Fischbach, seconded by Sutton to approve the following Commission Assistant/HR Office Report with amendment of hiring two Landfill employees, which includes the following personnel changes:

- Approve Request to Fill Vacancy for 2 Landfill Equipment Operator Grade 4 Employees, with same step range as Highway Labor Grade 4 (\$18.02 per hour).
- Approve the following Employee Step Increase, effective September 12, 2017: Ryan McClain at \$17.53 per hour.
- Amend effective date to October 1, 2017 for the lateral transfer of Adult Correctional Officer John Clark from Jail to JDC from September 12, 2017.
- Agree to sponsor the cost of the 2017 flu shot serum for county employees, with initial order of 100 doses and possible additional if needed.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of August 2017: Kendell Titze- 126 @ \$67.41, Dirk Rogers- 684 @ \$365.94, Mike Scott- 210 @ \$112.35, Gary Vetter- 141 @ \$75.44.

All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Fischbach to go into executive session for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien, Chris White, Gary Vetter, Judy Dosch and Paul Sivertsen in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**BID – FIRE ALARM SYSTEM UPGRADE:**

Moved by Hansen, seconded by Sutton to authorize advertising public hearing to open, read and consider sealed bids for Fire Alarm System Upgrade in the Courthouse and Courthouse Annex, to be held in the Brown County Commission Chambers, Courthouse Annex at 9:10 a.m. on October 17, 2017. All members present voting aye. Motion carried.

**MAINTENANCE SNOW REMOVAL QUOTES:**

Moved by Sutton, seconded by Fischbach to authorize the Chair sign quote, submitted by Lien Transportation Company for the 2017-2018 snow removal on various parking lots. All members present voting aye. Motion carried.

Moved by Sutton, seconded by Fischbach to accept quote, submitted by Dakota Tree Company LLC for the 2017-2018 snow removal on various sidewalks at \$450.00 per occurrence plus labor and equipment; rejecting Integrity Services at \$650.00 per occurrence plus labor and equipment. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Fischbach to go into executive session to consult with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien, Chris White, Gary Vetter and Mark Milbrandt in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 10:10 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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# OCTOBER 3, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Fischbach, seconded by Hansen to approve the General Meeting Minutes of September 26, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,970.06; Treasurer \$13,416.95; States Attorney \$22,142.21; SVAWA Grant \$1,282.08; Maintenance \$7,850.65; Assessor \$13,831.30; Register of Deeds \$9,277.36; Veterans Service Office \$4,143.49; GIS \$2,301.47; Information Technology \$7,685.16; Human Resources \$3,082.22; Sheriff Admin \$41,880.97; Jail \$48,285.16; JDC \$25,491.05; Welfare Office \$3,665.57; Museum \$8,218.10; Parks & Fairgrounds \$5,670.39; Fair Board \$3,843.13; 4-H \$637.69; Weed \$6,259.55; Planning and Zoning \$1,866.02; Highway \$54,262.60; Communications \$24,030.81; Emergency Management \$3,960.14; Teen Court \$375.75; 24/7 \$3,247.66; Landfill \$11,302.44.

Matching Benefits: FICA \$21,158.74; Medicare \$4,948.45; SDRS \$61,671.89; HAS \$50.00.

Professional Fees: Aberdeen Advanced Care Ambulance \$751.37; Avera St. Luke's \$6,480.77; Carrels & Bain Family Dental \$140.72; Christian Cox \$400.00; Dohrer Law Office \$441.80; Kuck Law Office \$2,674.60; LSS \$5,225.05; Muth Electric \$3,294.98; Richardson, Wyly, Wise & Sauck \$507.60; SD Dept. of Revenue & Regulation \$24,252.60; Christy Griffin Serr Law Office \$936.00; Siegel, Barnett & Schutz \$488.80; Spitzer-Miller Funeral Home \$1,556.65; Taliaferro Law Firm \$2,857.60; University of ND \$94.00; Jodi Sudweeks \$95.20.

Publishing: Aberdeen American News \$364.13; Groton Independent \$181.71.

Rentals: Pantorium \$59.20.

Repairs & Maintenance: Aberdeen Masonry \$163.20; Advance Stores \$203.66; Beadle Floral & Nursery \$209.99; Diamond Mowers \$49.06; Ecolab \$113.62; Gillund Enterprise \$6.00; Great Western Tire \$7.00; Hoven Auto Repair \$165.06; Ken's Alignment \$963.35; Ladner Electric \$306.00; Lawson Products \$39.91; Vosika Fencing \$4,000.00.

Supplies: A & B Business \$8.80; Arby's \$195.25; Dakota Mailing \$166.08; Diamond Mowers \$413.10; DT Pharmacy \$3,138.85; Gall's \$263.01; Gillund Enterprise \$198.00; Great Western Tire \$1,944.71; Heartland Paper \$2,566.24; Jebro \$40,223.25; Ken's Alignment \$2,064.12; Lawson Products \$537.11; Lien Transportation \$3,230.70; Mac's \$813.8.; Marco \$49.80; Menards \$395.89; Muth Electric \$877.35; NADA User Guide \$115.00; NCFE-Warner \$27,827.73; Noble Supply Corp. \$653.63; Performance Oil \$260.00; Pitney Bowes \$126.00; RaceWest \$4,310.31; Running's \$522.15; Sherwin Williams \$103.22; Walth Safety Service \$64.71.

Fair Premiums: Brianna Luce \$226.54; Qres Showdowns \$313.77; Caden Shatto \$69.47; Letitia Smith \$26.72; Emily Thompson \$25.00; Meghan Torgerson \$58.86; Cassandra Townsend \$73.77; Travis Townsend \$47.60; Glenn Treftz \$580.00; Morris Van Lith \$73.71; Lydia Vanderlinde \$25.00; Katie Vanderwal \$140.84; Mitchell Vanderwal \$179.76; Sadie Vanderwal \$68.94; Doris Vilhauer \$15.00; Jocelyn Wagner \$31.51; Weston Wagner \$25.21; Luke Waltman \$10.00; Dawn Wanttie \$10.00; Kaleb Watson \$16.54; James Weber \$10.00; Kae Weigel \$15.00; Ron Wolff \$242.82; Tayler Wolff \$8.19; Janet Wright \$50.49; Madalyn Wright \$18.91; Linda Yates \$15.00; Garret Zeigler \$25.21; Treyson Zeigler \$25.21; Logan Zemlicka \$184.47; Christina Zoellner \$15.00; Darin Zoellner \$870.46; Walker Zoellner \$23.80.

Travel & Conference: Best Western Ramkota -- Rapid City \$193.98; Sheila Enderson \$413.26; Kathy Fischer \$246.28; Doug Fjeldheim \$216.82; GrandStay Residential Suites \$873.00; Holiday Inn -- Rapid City \$384.93; Gene Loeschke \$208.21; Duane Sutton \$418.77.

Utilities: AT & T \$107.98; Montana-Dakota Utilities \$23.21; North Star Energy \$182.95; NWPS \$14,458.45. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Sutton, seconded by Hansen to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve Request to Fill Vacancy for an additional Landfill Equipment Operator Grade 4 Employee, with same step range as Highway Labor Grade 4 (\$18.02 per hour).
- Approve hiring Carl Wright as part-time Landfill Equipment Operator, as needed during hiring transition phase, effective October 3, 2017 at \$15.11 per hour.
- Approve Leave of Absence request from Tray Mercer, Highway employee effective October 9 – November 19, 2017.
- Approve hiring Joselyn Underberg as Part-time JDC Correctional Officer, effective October 4, 2017 at \$13.42 per hour.
- Approve the following Employee Step Increases, effective October 8, 2017: Terrence Evans @ \$23.69 per hour, Mariann Malsom @ \$16.88 per hour, Andrea Merrell @ \$16.17 per hour, Nathan Smith @ \$23.39 per hour, Glen Neumiller @ \$18.46 per hour, Ermelinda Marcuson @ \$17.53 per hour, Kristal Koens @ \$19.57 per hour, Brandon Mills @ \$17.53 per hour, Aaron Gasser @ \$17.13 per hour, Roxanne Hilgenberg @ \$20.61 per hour.

All members present voting aye. Motion carried.

#### ORD 17-10-02/470 - SET HEARING DATE:

Moved by Fischbach, seconded by Hansen to set public hearing for consideration of Ordinance #17-10-02/470, an Ordinance to amend Ordinance No. 1164 to consider petition filed by Andy and Cindy Meyers, to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District, Proposed Lot 1, Andy & Cindy Meyers Addition to Aberdeen in the N ½ SW ¼ of Sec 28-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (12856 390<sup>th</sup> Ave), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on October 24, 2017. All members present voting aye. Motion carried.

#### LEASE AGREEMENT:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign the following agreement: Terry Goldade for lease of the Club House on October 7 & 8, 2017 (includes alcohol use permission form). All members present voting aye. Motion carried.

#### FAIR CONTRACT:

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair sign the following contract for the 2017 Brown County Fair: Jason Schaunaman (Rusty Rokit) @ \$100.00 (emceeing demo derby). All members present voting aye. Motion carried.

#### CAFO DISCUSSION:

Attorney Rod Tobin distributed an information packet comparing set back guidelines contained in Brown County Ordinance Title 4, Chapter 4.32 with other guidelines from various eastern SD Counties, suggesting that Brown County should consider amending the setback distances for CAFO (Concentrated Animal Feeding Operation) from neighboring properties. No action was taken at this time.

#### SURPLUS PROPERTY:

Moved by Hansen, seconded by Fjeldheim to declare various law books in the Law Library surplus for purpose of disposal. All members present voting aye. Motion carried.

**PARTIAL PAYMENT OF TAXES CONTRACT:**

Moved by Hansen, seconded by Sutton to declare the following contract in default and proceed with tax deed procedure: Lt 2 Blk 9 Garden Park Addn to Aberdeen. All members present voting aye. Motion carried.

**PROPOSED ORDINANCE AMENDMENT:**

Derek Ricci, Fair Manager presented proposal for amendment of Brown County Ordinance Title 16 Brown County Fair Board. No action was taken at this time.

**EQUIPMENT PURCHASE:**

Moved by Sutton, seconded by Fjeldheim to accept quote submitted by WOVO Identity Solutions in amount of \$6,394.00 for purchase of a portable fingerprint station for the Jail; rejecting quote in amount of \$7,423.24 submitted by Fulcrum Biometrics. All members present voting aye. Motion carried.

**EXECUTIVE SESSION:**

Moved by Fjeldheim, seconded by Sutton to go into executive session for personnel discussion, per SDCL 1-25-2(1) and for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

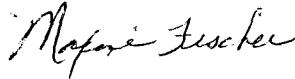
The Chair declared the executive session closed, with the following action taken as a result of the discussion:

Moved by Fjeldheim, seconded by Fischbach to accept the resignation of John McQuillen, Director of Communications/Deputy Sheriff, effective December 22, 2017; and approve Request to Fill Vacancy for position. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 10:20 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## OCTOBER 10, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton and Fjeldheim. Commissioner Fischbach was absent. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Hansen, seconded by Sutton to approve the General Meeting Minutes of October 3, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Hansen to approve the following claims:

Professional Fees: AMG-UPA \$3,500.00; Bantz, Gosch & Cremer \$1,389.93; Richard Berreth \$50.00; Betty Breck \$50.00; Dacotah Territory Muzzle Loaders \$50.00; Digi Security Systems \$165.00; John Graves \$50.00; Haar Law Office \$764.22; Helms & Assoc. \$1,100.00; House of Glass \$851.54; LBG \$2,345.50; LexisNexis \$54.50; Michael Marmorstein \$50.00; Muth Electric \$956.96; Richardson, Wyly, Wise & Sauck \$1,917.30; Ronayne Law Office \$9,742.32; Jason Schaunaman \$100.00; SD Dept. of Revenue & Regulation \$687,734.28; SD Electrical Commission \$305.00; Christy Griffin-Serr Law Office \$1,786.00; Stoddard Law Office \$1,116.72; Mitch Vilhauer \$1,215.00.

Publishing: Aberdeen American News \$2,593.26; Les Frohling \$200.00; Groton Independent \$308.77; H & H Farms \$250.00; Hub City Radio \$300.00; Ron Jacobson \$250.00.

Repairs & Maintenance: Advance Stores \$8.50; Clark Engineering \$4,621.36; Crawford Trucks & Equip. \$21.54; Dakota Electronics \$442.20; DFP \$32.00; DSG \$206.83; Diamond Mowers \$7.56; DMI \$3,500.00; Eilers Water Conditioning \$125.00; Graham Tire \$14.98; Hase Plumbing & Heating \$331.76; Hoven Auto Repair \$179.37; Interior Design Concepts \$45.00; Jones Lawn Care \$2,360.00; North Central Rental/Leasing \$6,000.00; NorthStar Safety \$12.23; Pauer Sound \$1,700.00; Pierson-Ford \$161.59; PowerPlan \$626.50; SD Dept. of Public Safety \$103.00; Sheehan Mack Sales \$6,265.00.

Supplies: A&B Business \$224.95; Advance Stores \$619.53; Ameripride \$148.68; Mary Baird \$42.95; Bakken Build Maint. \$500.00; Bonnie Bitz \$168.00; Butler Machinery \$163.51; Cash-Wa \$7,084.80; Center Printing Co. \$275.02; Crawford Trucks & Equip. \$2,256.22; Dakota Electronics \$96.40; DFP \$1,062.15; Dakota Oil \$3,577.46; DSG \$291.43; Dean Foods \$701.77; Diamond Mowers \$292.24; DPM Mercantile \$2.99; Earthgrains \$801.81; Farm Power Mfg. \$3,322.12; Farnam's \$301.17; Fastenal \$202.48; Geffdog \$135.00; GovConnection \$1,488.45; Heartland Paper \$195.84; Hedahl's Auto Value \$23.96; House of Glass \$3,370.56; J. Gross Equip. \$3,459.00; Ken's SuperFair Foods \$598.39; Patricia Kendall \$329.94; Lien Transportation \$1,430.00; Marco \$62.18; Menards \$14.89; Midstates Printing \$1,038.06; Mark Milbrant \$22.28; Muth Electric \$427.01; NADA Appraisal Guides \$294.00; NCFE – Warner \$4,432.50; NorthStar Safety \$77.90; Pantorium Cleaners \$56.00; Pauer Sound \$600.00; PowerPlan \$2,182.58; Productivity Plus \$400.00; Running's \$574.05; Satellite Tracking of People \$224.25; Lora Schaunaman \$12.20; Sewer Duck \$150.00; Sewing Shoppe \$27.00; Share Corp. \$310.00; Sheehan Mack Sales \$657.77; Sherwin Williams \$107.97; Sound Decisions \$179.98; Stop Stick \$724.00; UltraMax \$2,725.00; Zastrow's Sales & Service \$78.88.

Travel & Conference: C. Scott Bader \$458.95; Sarah Hartje \$24.91; Rachel Kippley \$731.45; Mark Milbrant \$567.00; Pennington County Jail \$111.00; Safety Benefits \$65.00; Lora Schaunaman \$703.12; Aaron Walberg \$45.55.

Utilities: Aberdeen City Treasurer \$1,938.67; AT&T \$167.01; BDM Rural Water \$42.50; CenturyLink \$49.00; Midcontinent \$515.61; NWPS \$433.68; Town of Frederick \$48.00.

Improvements Other Than Buildings: Northern Electric \$8,445.93. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Sutton, seconded by Hansen to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Authorize payment of \$150.00 to Nyle Jenson Landfill retiree, effective October 7, 2017; and approve re-hiring on a part-time basis, effective October 10, 2017 @ \$19.43 per hour.
- Approve Chris Hemen return to States Attorney Office to complete scanning process.

Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-absent, Fjeldheim-aye, Kippley-nay. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign documentation to assign claims against individuals to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### INTEREST STATEMENT:

Moved by Fjeldheim, seconded by Sutton to accept for filing the July – September 2017 Interest Statement in amount of \$6,131.53, submitted by County Treasurer Sheila Enderson. All members present voting aye. Motion carried.

#### SURPLUS PROPERTY:

Moved by Hansen, seconded by Fjeldheim to declare two (2) AutoMarks (Serial #AM0105500274 and #AM0105500348) surplus property for purpose of donation to Edmunds County. All members present voting aye. Motion carried.

#### ORD 110 -SET HEARING DATE:

Moved by Sutton, seconded by Fjeldheim to set public hearing for consideration of Brown County Ordinance #110, an Ordinance to amend Second Revision Brown County Ordinances, Title 16, Chapter 16.06, Section 16.06.04(6) – Contracts to Operate Certain Concessions During Fair Week, to be held in the Brown County Commission Chambers, Courthouse Annex at 8:50 a.m. on October 31, 2017. All members present voting aye. Motion carried.

#### APPLICATION FOR OCCUPANCY:

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chairman sign application, submitted by Northern Electric for occupancy of Brown County Highway #21 in Sec 10-T122N-R63W of the 5<sup>th</sup> P.M., Brown County, SD, to provide electrical service. All members present voting aye. Motion carried.

#### HIGHWAY FIVE-YEAR PLAN PUBLIC HEARING:

Time and place, as advertised for public hearing on the Brown County Highway Five-Year Plan (2018 – 2022). Handouts were distributed and questions from those in attendance were answered. Moved by Hansen, seconded by Sutton to approve the Highway Five-Year Plan (2018-2022), as presented by Dirk Rogers, Brown County Highway Superintendent. All members present voting aye. Motion carried.

#### SECURITY DISCUSSION:

The Honorable Judge Tony Portra met to discuss the enhancement of court security with the presence of a certified law enforcement officer in all courtrooms when any court is in session. The Commission will discuss further during ongoing overall Courthouse security discussions.

#### TACOMA PARK RIVER BANK:

Gary Neilsen and Charlie Coleman, Tacoma Park residents distributed photos of the James River bank south of the new bridge, explaining the erosion pattern has shifted to the west bank since the completion

of the bridge, which is affecting the residential lots at Tacoma Park. The Commission thanked the gentlemen for the information, with no action taken.

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Fjeldheim to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Chris White, Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion:

**ADJOURNMENT:**

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 10:45 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## OCTOBER 17, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Hansen to approve the General Meeting Minutes of October 10, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Hansen, seconded by Fischbach to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,732.62; Treasurer \$13,416.95; States Attorney \$22,045.98; SVAWA Grant \$1,282.08; Maintenance \$7,425.38; Assessor \$13,831.28; Register of Deeds \$9,277.35; Veterans Service Office \$4,193.69; GIS \$2,301.47; Information Technology \$7,676.73; Human Resources \$3,082.21; Sheriff Admin \$32,040.40; Jail \$50,665.27; JDC \$23,384.49; Welfare Office \$3,665.57; Museum \$8,155.97; Parks & Fairgrounds \$5,758.72; Fair Board \$3,702.70; 4-H \$589.50; Weed \$6,251.80; Planning and Zoning \$1,866.02; Highway \$52,190.38; Communications \$23,345.47; Emergency Management \$3,960.14; Teen Court \$237.98; 24/7 \$3,113.46; Landfill \$19,631.53.

Matching Benefits: FICA \$20,010.19; Medicare \$4,679.08.

Professional Fees: Aberdeen Area Chamber of Commerce \$325.00; Avera St. Luke's \$17,342.67; Bantz, Gosch & Cremer \$6,781.98; Certified Languages \$1,283.70; Dean Shaefer Court Reporting \$414.00; Ryan Dell \$545.20; Digi Security Systems \$340.00; Dohrer Law Office \$808.40; Interprecorps \$100.00; Mark Katterhagen \$30.00; Kone \$3,376.32; Kuck Law Office \$4,575.40; Lucy Lewno \$288.00; Lincoln Co. Treasurer \$159.29; Darcy Lockwood \$30.00; LSS \$6,762.40; Muth Electric \$11,063.90; NEMHC \$806.00; Pauer Sound & Music \$500.00; Thomas Price \$1,200.00; Richardson, Wyly, Wise & Sauck \$4,877.75; Romeo Entertainment \$891.28; Sanford Health Occupational Medicine \$100.00; SD Attorney General's Office \$700.00; SD Dept. of Revenue & Regulation \$7,577.20; SD Secretary of State \$30.00; Christy Griffin-Serr Law Office \$1,598.00; SD Retirement System \$4,499.33; Tammy Stolle Court Reporting \$331.60; Jodi Sudweeks \$322.00; Taliaferro Law Firm \$8,784.30; UND – Pathology \$39.00; US Bank \$675.00; Yankton Co. Sheriff \$50.00; Yankton Co. Treasurer \$674.90.

Publishing: Aberdeen American News \$621.71; Groton Independent \$25.22; K Hanson 5 \$22.00.

Rentals: 446-Praxair \$23.28; Pantorium Cleaners \$59.20; Sewer Duck \$100.00;

Repairs & Maintenance: Digi Security Systems \$23,407.52; G & K Services \$282.44; GCR Tires & Services \$389.24; House of Glass \$792.00; J & K Painting \$288.60; Mac's \$88.37; Marco \$36.25; Pantorium Cleaners \$33.00; Sheehan Mack \$35,201.28; Steven Lust Automotive \$28.36; US Bank \$221.18; Vosika Fencing \$479.60.

Supplies: A & B Business \$988.53; Allegiant Emergency Services \$1,800.00; Ameripride Services \$66.60; Cartney Bearing \$30.27; Cash-Wa \$145.00; Dakota Electronics \$922.00; Danko Emergency Equip. \$725.00; Ferguson Enterprises \$1,634.63; Full Circle Ag \$647.76; Gall's \$1,135.20; GCR Tires & Service \$77.92; GovConnection \$518.60; Great Western States Supply Co. \$927.59; Heartland Paper \$555.04; Interior Design Concepts \$2,434.20; J Gross Equip. \$319.37; Kessler's \$50.00; Lucy Lewno \$12.92; Lien Transportation \$2,825.90; Mac's \$354.45; Matheson Tri-Gas \$1,096.20; Matthew Bender & Co. \$98.08; Menards \$867.15; Muth Electric \$652.95; NCFE – Warner \$7,828.90; North Star Energy \$84.82; Pantorium Cleaners \$21.00; PharmChem \$75.00; Running's \$22.29; Sheehan Mack \$9.24; Angela Shimitz \$100.00; Software Unlimited Corp. \$657.00; SOS Garage Door \$51.60; TrueNorth Steel \$12,386.10; US Bank \$11,969.71; Van Diest Supply Co. \$6,803.41; Jeff Vilhauer \$1,836.74; West Payment Center \$1,716.18; Western Printing Co. \$518.50.

Travel & Conference: AmericInn \$110.00; Mary Baird \$62.98; Robert Baumgartner \$38.00; Best Western Ramkota – Sioux Falls \$110.00; Mike Scott \$38.00; SD Attorney General's Office \$2,710.29;

Ernest Thompson \$378.37; Travel Leaders \$463.90; US Bank \$2,948.14; Ryan Vogel \$458.28; Karly Winter \$281.76.

Utilities: Aberdeen City Treasurer \$313.43; CenturyLink \$1,177.38; City of Hecla \$120.53; Exec. Mgmt. \$82.33; James Valley Telecommunications \$233.10; Midwest Alarm \$251.40; Northern Electric \$1,444.38; NWPS \$315.12; NVC \$2,343.84; US Bank \$637.38; Verizon Wireless \$3,485.10; Web Water Development \$78.80.

Buildings: Digi Security Systems \$5,916.75; Huff Construction \$3,550.00.

Machinery & Equip.: Digital Ally \$30,220.00; US Bank \$1,839.00.

Other: JRWD \$3,591.75; Safe Harbor \$1,516.00. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Fjeldheim, seconded by Sutton to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve Request to Fill Vacancy for one Dispatcher, to replace individual not receiving certification.
- Approve Request to Fill Vacancy for legal secretary in States Attorney's Office; and approve rehiring Kristi Vetter as temporary employee for training @ \$17.62 per hour when position filled.
- Approve the following Employee Step Increases, effective October 22, 2017: Sandra Mielke @ \$18.42 per hour, Cindy Woodford @ \$16.42 per hour, Dawn Allam @ \$17.13 per hour, Justin Yablonski @ \$16.51 per hour.
- Authorize contracting with Experience Works for Planning/Zoning employee.

All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Hansen to approve the following September 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### BUDGET SUPPLEMENT PHASE III JAIL PROJECT:

Moved by Sutton, seconded by Fjeldheim to authorize advertising a public hearing, to be held by the Brown County Commission on the 7<sup>th</sup> day of November 2017 beginning at 8:45 a.m. in the Brown County Commission Chambers, Courthouse Annex, Aberdeen, SD to consider supplementing the 2017 fiscal year budget, as follows: Brown County Maintenance Department #101-5.161.432 Phase III Jail Project @ \$444,066.37, to be funded by undesignated surplus cash in General Fund #101-1.101.99 (balance to complete 2016 Phase III Jail Project). All members present voting aye. Motion carried.

#### AUDITORS REPORT OF ACCOUNT:

Moved by Hansen, seconded by Sutton to approve the September 2017 Auditor's Report of Account with the County Treasurer in total amount of \$11,882,507.05 (total amount of actual cash @ \$4,205.60, Cash items (bad checks) @ \$794.40, US Bank @ \$77,798.85, Dacotah Bank @ \$3,922,927.58, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$7,874,180.62). All members present voting aye. Motion carried.

#### E30 PRESENTATION AND DISCUSSION:

Andy Wicks, DynoTune Precision & Performance; Brad Schultz, Brad Brunner and Marcy Kohl, Glacial Lakes Energy presented information on E30 (a blend of regular gasoline and 30% ethanol), inviting the Commission to take the E30 Challenge with the use of E30 in Brown County vehicles. Moved by Fischbach, seconded by Fjeldheim to ask all departments to develop a plan for use of E30 in their fleet of County vehicles. All members present voting aye. Motion carried.

**RFP – CLUBHOUSE CONCESSIONS DURING FAIR:**

Time and place, as advertised to open, read and consider requests for proposals for contract to operate concessions during Fair Week at the “Clubhouse” (aka Beer Garden). One proposal received from Aberdeen Hockey Association. Moved by Sutton, seconded by Hansen to refer proposal to Fair Manager and Commission - Fair Liaisons (Sutton and Kippely) for review and recommendation. All members present voting aye. Motion carried.

**BID – FIRE ALARM SYSTEM UPGRADE:**

Time and place, as advertised to open, read and consider sealed bids for Courthouse/Annex Fire Alarm Upgrade. One bid received from Digi Security Systems. Moved by Fischbach, seconded by Sutton to refer bid to Judy Dosch, Maintenance Supervisor for review and recommendation. All members present voting aye. Motion carried.

**BROWN COUNTY #14:**

Paul Dennert, area resident met to discuss the condition of Brown County #14, questioning why the entire road has not received an overlay rather than various sections. Dirk Rogers, Highway Superintendent explained that some areas did not warrant a full overlay, as chip sealing extended the life sufficiently. Mr. Rogers further explained that the needs of the entire county are taken into consideration when prioritizing which projects are done each year and to what extent they are completed. The five-year Highway plan is followed as closely as conditions and the elements permit.

**EXECUTIVE SESSION:**

Moved by Fjeldheim, seconded by Hansen to go into executive session to consult with legal counsel, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

**ADJOURNMENT:**

Moved by Fischbach, seconded by Hansen to adjourn the Brown County Commission at 10:30 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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OCTOBER 24, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Johnson, Lunzman, Remily, Ronayne and Mayor Levsen. Council members Bunsness, Olson, Rux and Slaughter-Hansen were absent. Present from County were Commissioners Hansen, Sutton, Fischbach, Fjeldheim and Chair Kippley.

ORDINANCE #17-10-02 /470:

On motion by Ronayne and seconded by Remily, the City unanimously voted to approve First Reading of Ordinance #17-10-02 /470.

ORDINANCE #17-10-02 /470:

Moved by Sutton, seconded by Hansen to approve First Reading of Ordinance #17-10-02/470, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Andy & Cindy Meyers Addition in the N ½ SW ¼ of Sec 28-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (12856 390<sup>th</sup> Avenue). All members present voting aye. Motion carried.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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## OCTOBER 24, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Fischbach led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of October 17, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Hansen, seconded by Fjeldheim to approve the following claims:

Professional Fees: Bantz, Gosch & Cremer \$2,966.90; Brevik Law Office \$204.33; Den Herder Law Office \$532.14; Dependable Sanitation \$26,642.20; Fox & Youngberg \$2,179.34; Daniel Higgins \$200.00; Mark Katterhagen \$51.00; Kuck Law Office \$4,444.20; Lewis & Clark BHS \$1,440.00; Lucy Lewno \$531.00; Darcy Lockwood \$51.00; LSS \$325.96; Nardini Fire Equip. \$165.00; Richardson, Wyly, Wise & Sauck \$2,227.80; Ronayne Law Office \$1,983.40; Christy Griffin-Serr Law Office \$2,138.50; SD Teen Court Assn \$2,080.00; Starr Chief Eagle \$700.00; Jodi Sudweeks \$61.20; Joni Wileman \$50.00; Yankton Co. Sheriff \$300.00.

Publishing: Aberdeen American News \$275.51; Groton Independent \$179.96.

Rentals: Pantorium Cleaners \$29.60.

Repairs & Maintenance: Clark Engineering \$8,293.66; Farm Power Mfg. \$31.25; HF Jacobs & Son \$14,999.15; Hoven Auto Repair \$27.00; Newman Signs \$30.11.

Supplies: 446-Praxair \$1,050.57; A&B Business \$245.64; DT Pharmacy \$1,157.90; Heartland Paper \$1,102.76; Heiser's Jewelry \$500.00; Lucy Lewno \$22.63; Lien Transportation \$2,559.15; Meyers Tractor Salvage \$1,000.00; Midstates Printing \$27.80; Midwest Card & ID \$1,500.00; Nat'l 4-H Council \$238.24; NCFE – Warner \$18,357.71; Newman Signs \$410.54; NVC \$26.02; Steven Lust Automotive \$46.10; West Payment Center \$31.55.

Travel & Conference: Duane Jark \$86.95; Troy Knecht \$71.44; Dennis Wiedebush \$56.40.

Utilities: Dependable Sanitation \$165.00; NWPS \$1,194.61; NVC \$922.92.

Machinery & Equip.: Century Business Products \$4,388.67.

Other: Barb Crawford \$10.00; Peggy Hallstrom \$10.00; Kim Hoose \$10.00; Ron Lyren \$5.00; Josh Phillips \$10.00; Nancy Ringgenberg \$5.00; Lydia Vanderlinde \$5.00; Dawn Wanttie \$5.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Jason Kallenberger as full-time Landfill Equipment Operator (Highway Equipment Operator Grade 4 classification), effective November 6, 2017 @ \$18.02 per hour.

All members present voting aye. Motion carried.

## CLAIM ASSIGNMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

## ORD 111- SET HEARING DATE:

Moved by Hansen, seconded by Sutton to set public hearing for consideration of Ordinance #111, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural

Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots 1-4, Bahr Addition in the NW ¼ of Sec 29-T124N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40703 128<sup>th</sup> Street), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on November 14, 2017. All members present voting aye. Motion carried.

**PLATS:**

Commissioner Fischbach offered the following Resolution:

**Resolution #72-17**

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Crawford Family Subdivision in the SW ¼ of Sec 34-T126N-R61W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

**Resolution #73-17**

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Lilac Subdivision in the SW ¼ of Sec 31-T121N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

**Resolution #74-17**

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Deere Anderson Tract 1 in the SW ¼ of Sec 26-T125N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

**Resolution #75-17**

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "John and Jeff Kippley Second Subdivision in NE ¼ Sec 18-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-abstain. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

Resolution #76-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Wollman-Jones 1<sup>st</sup> Subdivision in SW ¼ Sec 29-T124N-R62W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fischbach offered the following Resolution:

Resolution #77-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Andy & Cindy Meyers Addition in the N ½ SW ¼ of Sec 28-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 11-3, and any amendments thereof.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

NORTHEASTERN MENTAL HEALTH CENTER:

Northeastern Mental Health Center representatives Susan Kornder and Lisa German presented center statistics for fiscal year ending June 30, 2017.

BID AWARD – FIRE ALARM SYSTEM UPGRADE:

Moved by Fjeldheim seconded by Fischbach to award bid submitted by Digi Security Systems (only bid received) in amount of \$156,490.79 for Courthouse/Annex Fire Alarm Upgrade. Moved by Sutton, seconded by Fischbach to authorize the Chair sign Contract with Digi Security Systems for Courthouse/Annex Fire Alarm Upgrade, All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Sutton, seconded by Fjeldheim to go into executive session for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion:

Moved by Fjeldheim, seconded by Sutton to authorize payment of \$21,544.15 to ITS, which is 50% of total requested due to timeliness and/or lack of invoice submissions. All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Sutton, seconded by Hansen to adjourn the Brown County Commission at 9:30 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor

*Maxine Fischer*

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OCTOBER 31, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Bunsness, Johnson, Remily (via telephone), Ronayne and Mayor Levsen. Council members Lunzman, Olson, Rux and Slaight-Hansen were absent. Present from County were Commissioners Hansen, Sutton, Fischbach and Chair Kippley. Commissioner Fjeldheim was absent.

ORDINANCE #17-10-02 /470:

On motion by Ronayne and seconded by Johnson, the City unanimously voted to adopt Ordinance #17-10-02 /470.

ORDINANCE #17-10-02 /470:

Moved by Hansen, seconded by Fischbach to adopt Ordinance #17-10-02/470, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Andy & Cindy Meyers Addition in the N ½ SW ¼ of Sec 28-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (12856 390<sup>th</sup> Avenue). Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-nay. Ordinance adopted.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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## OCTOBER 31, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton and Fischbach. Commissioner Fjeldheim was absent. Commissioner Kippley led the Pledge of Allegiance.

A moment of silence was held in remembrance of Larry Mitzel, who began his 36 year career with Brown County as Highway Bookkeeper in 1960 and was appointed Highway Superintendent in 1977, serving in this position until his retirement in 1996.

### MINUTES:

Moved by Hansen, seconded by Fischbach to approve the Joint City/County Meeting Minutes and the General Meeting Minutes of October 24, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Hansen to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,970.06; Treasurer \$13,507.61; States Attorney \$22,348.97; SVAWA Grant \$1,282.08; Maintenance \$7,675.70; Assessor \$13,831.27; Register of Deeds \$9,281.34; Veterans Service Office \$3,975.09; GIS \$2,301.47; Information Technology \$8,175.42; Human Resources \$3,082.21; Sheriff Admin \$34,842.84; Jail \$55,554.64; JDC \$24,267.81; Welfare Office \$3,669.57; Museum \$8,106.92; Parks & Fairgrounds \$5,331.69; Fair Board \$3,830.15; 4-H \$624.72; Weed \$5,749.70; Planning and Zoning \$1,866.02; Highway \$49,919.55; Communications \$23,468.56; Emergency Management \$3,960.14; Teen Court \$505.18; 24/7 \$3,207.41; Landfill \$10,427.63.

Matching Benefits: FICA \$19,784.65; Medicare \$4,627.07; SDRS \$39,560.14; Health Ins \$131,579.01; Life Ins \$975.60; Dental Ins \$7,042.95; HAS \$100.00.

Insurance: SDACC \$8,426.78.

Professional Fees: Bantz, Gosch & Cremer \$464.52; Kristi Brandt \$337.40; Dohrer Law Office \$517.00; Haar Law Office \$474.70; Mark Katterhagen \$15.00; Kuusakoski \$3,580.89; LBG \$1,894.78; Lucy Lewno \$144.00; Lincoln Co. Treasurer \$129.60; Darcy Lockwood \$15.00; Marco \$675.00; Richardson, Wyly, Wise & Sauck \$122.20; Christy Griffin-Serr Law Office \$1,267.00; Kristi Spitzer \$1,562.00; Yankton Co. Sheriff Office \$50.00; Yankton Co. Treasurer \$475.00; Zylstra Investigations \$487.50.

Jurors: Richard Anderson \$11.68; Taylor Anderson \$26.80; Mikayla Arechigo \$155.04; Janelle Barondeau \$93.00; William Bates \$23.36; Tim Beck \$32.52; Jerrod Becker \$162.60; Anthony Belluso \$160.40; Julie Berry \$23.36; Christopher Bertsch \$10.84; Kari Bierman \$50.84; Jacquelyn Braun \$67.80; Michele Bretsch \$32.52; Jaclyn Brownson \$36.80; Trista Bunke \$23.36; Stephanie Burilovich \$80.08; Tracy Christensen \$35.04; Marlo Cloud \$14.20; Douglas Cooke \$103.36; Shawn Cutler \$23.36; Ernie Dinger \$35.04; Melissa Ellwein \$26.80; Michael Erickson \$23.36; Betty Even \$155.04; Mary Ewing-Thorpe \$107.36; Brian Falcon \$155.04; Jaggar Ferguson \$23.36; Randolph Fischer \$36.80; Kari Fleegel \$155.04; Kymberly Gasser \$11.68; Clarice Gauer \$117.56; James Gauer \$142.76; Kenneth Gillespie \$23.36; Daniel Glover \$23.36; Taylor Gosch \$52.68; Adam Griesse \$167.64; Kim Habeck \$26.72; Charles Habhab \$155.04; Diane Hansen \$21.68; Bruce Hartje \$115.04; Amber Haselhorst \$145.60; Kendall Hedges \$42.60; Debora Heine \$23.36; Mary Hill \$23.36; Constance Hoeft \$80.40; Laurie Jacobsen \$115.04; Duane Jark \$51.92; Rebecca Jeschke \$115.04; Bruce Johnson \$65.36; Joan Jundt \$152.52; Patrick Keatts \$45.20; Jamie Kenny \$23.36; Scott Kettering \$80.40; Charles Knecht \$238.20; Stanley Knudsen \$43.52; Stacy Kokales \$77.56; Denise Krueger \$104.00; Betty Kukla \$72.52; Kathleen Larson \$25.04; Todd Lechner \$42.60; Mark Lehrkamp \$77.56; Alexandra Little \$40.16; Kevin Lock \$33.44; Scott Lohman \$23.36; Fred Ludwig \$30.08; Kristine Maag \$155.04; Yvonne Malsam \$37.56; Linda Marko \$45.12; Dana Martin \$55.20; Cody Mehlhaff \$58.64; Kathy Mertz \$63.36; Kerri Minder \$122.60; Alexander Mitchell \$155.04; Torian Mitchell \$51.68; Shannon Morrison-Johnson \$23.36; Jane Nehlich \$120.08; Gary Nelson \$40.08; Bonita Nesby \$152.52; Carmen Nikolas \$75.04; Kathy Nipp \$25.04; Jamie Osterloo \$32.52; Taylor Patterson \$95.20; Kris Pearson \$35.04; Raymond Pierlioni \$23.36; Brenda Reich

\$36.80; Ryan Reinhardt \$21.68; Justin Roll \$52.68; Heather Rowen \$23.36; Deborah Ruder \$155.04; Joshua Rux \$21.68; Michael Sawatzky \$32.52; Alan Sayer \$25.04; Kimberly Schaunaman \$36.80; Patricia Schwan \$25.04; Lydia Scoby \$23.36; Matthew Senger \$31.76; Dennis Sieler \$177.72; Carol Smith \$75.36; Ryan Smith \$21.68; Tom Snyder \$12.52; Patricia Stib \$155.04; Richard Stugelmayer \$108.40; Wayne Tobias \$23.36; Joanne Traphagen \$21.68; Cole Truebenbach \$70.40; Larry Vietmeier \$26.80; Jeffrey Voigt \$23.36; Dean Weismantel \$57.72; Jerome Weiszhaar \$32.52; Jordan Wilkie \$21.68; Corey Wipf \$25.04; Duane Witte \$23.36; Lynn Zoellner \$185.28.

Publishing: Aberdeen American News \$229.60.

Repairs & Maintenance: Aberdeen City Treasurer \$9,740.00; Aberdeen Plumbing & Heating \$1,283.89; Ace Refrigeration \$132.60; Advance Stores \$41.07; Asphalt Zipper \$94.28; Diamond Mowers \$28.48; Do-All Insulation \$2,300.00; Farnam's \$29.99; HDR Engineering \$6,130.00; Hollaway Construction Co. \$94,971.58; House of Glass \$132.99; ITS \$11,935.41; JDH Construction \$550.00; Leidholt Electric \$81.51; Pierson-Ford \$48.45; Quality Welding \$1,140.00.

Supplies: Allegiant Emergency Services \$1,075.00; Asphalt Zipper \$1,374.92; Crescent Electric Supply \$114.49; DSG \$817.89; Danko \$93.77; DETCO \$1,902.07; Diamond Mowers \$357.90; Digi Security Systems \$6,992.00; Farm & Home Publishers \$2,150.00; Fastenal \$7.36; Ferguson Enterprises \$677.77; Galls \$91.84; GovConnection \$282.80; Heartland Paper \$2,700.85; Hecla Implement \$12.20; ITS \$9,608.76; Lucy Lewno \$6.46; Marco \$362.83; Menards \$140.23; NCFE – Warner \$3,616.32; Pantorium Cleaners \$84.00; Pheasantland Industries \$438.04; Sander's Sew 'n' Vac \$57.50; Sherwin Williams \$30.29; Van Diest Supply \$1,596.00.

Travel & Conference: Stan Beckler \$18.33; Darwin Bettmann \$15.24; City of Groton \$60.48; Clubhouse-Pierre \$2,115.00; Kathy Fischer \$294.70; Patrick Keatts \$34.11; Dale Kurth \$238.19; Barry Kusler \$294.70; Jeannette McClain \$89.86; David North \$70.32; Jerry Streckfuss \$34.98; SD Assoc. of Fairs & Celebrations \$2,375.00; Sarah Swenson \$342.64.

Utilities: CenturyLink \$178.04; Dependable Sanitation \$286.00; Midcontinent \$121.46; Montana-Dakota Utilities \$26.20; NWPS \$8,433.66.

Machinery & Equip.: A & B Business \$899.80.

Other: Pizza Ranch \$78.46; SDACO \$2,228.00. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Fischbach, seconded by Sutton to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve hiring Barry Braaten as full-time Landfill Equipment Operator (Highway Equipment Operator Grade 4 classification), effective November 20, 2017 @ \$18.02 per hour.
- Approve hiring Wes Graff as full-time Sheriff Deputy, effective November 1, 2017 @ \$19.93 per hour.
- Approve the following Employee Step Increases, effective November 5, 2017: Andrew Janusz @ \$16.83 per hour, Michael Ernst @ \$19.27 per hour, Sandra Woytassek @ \$16.03 per hour, Bill Rohrbach @ \$15.10 per hour.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of September: Kendell Titze- 114 @ \$60.99, Dirk Rogers- 570 @ \$304.95, Mike Scott- 150 @ \$80.25, Gary Vetter- 116 @ \$62.06.
- Approve hiring Jon Damaska, effective November 3, 2017 for purpose of prisoner transport.

All members present voting aye. Motion carried.

#### CONSOLIDATED BOARD OF EQUALIZATION:

Commissioner Hansen offered the following Resolution:

#### RESOLUTION #78-17

#### 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 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 as created by this Resolution shall be authorized to exercise all powers contained in SDCL 10-11.

BE IT FURTHER RESOLVED that three members from the Brown County Commission and one member of the Aberdeen City Council and one member of 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 Aberdeen City Council, Brown County Commission and the Aberdeen School District 6-1 shall be responsible for the per diem and 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 of South Dakota Office of Hearing Examiners. The financial responsibilities contained in this resolution shall remain unless either the Aberdeen City Council, Brown County Commission or the Aberdeen School District 6-1 shall request that they be modified prior to December 1<sup>st</sup> of each year.

THIS RESOLUTION shall be binding upon the Brown County Commission, Brown County, SD and upon each governing body adopting this Resolution according to law.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-absent, Kippley-aye. Resolution adopted.

## ORD 110 FIRST READING:

Moved by Fischbach, seconded by Sutton to approve First Reading of Brown County Ordinance #110, an Ordinance to amend Second Revision Brown County Ordinances, Title 16, Chapter 16.06, Section 16.06.04(6) – Contracts to Operate Certain Concessions During Fair Week. All members present voting aye. Motion carried.

## EXECUTIVE SESSION:

Moved by Sutton, seconded by Hansen to go into executive session for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter and Derek Ricci in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

## BCCHC REPORT:

DeAnna Harber presented the Brown County Community Health Center Report for July – September 2017.

AGREEMENT – 391<sup>st</sup> AVE RAILROAD CROSSING:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign Agreement with the SD Department of Transportation to rehabilitate the one (1) track highway-rail grade crossing, DOT 067592A, located on 391<sup>st</sup> Ave (10% County Match). All members present voting aye. Motion carried.

## EXECUTIVE SESSION:

Moved by Sutton, seconded by Hansen to go into executive session for personnel discussion, per SDCL 1-25-2(1) with Larry Lovrien and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with the following action taken as a result of the discussion.

Moved by Sutton, seconded by Fischbach to close all county offices on December 26<sup>th</sup> due to State also being closed (note: Brown County Commission will meet Wednesday, December 27, 2017 at 8:45 a.m.). All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Hansen, seconded by Fischbach to adjourn the Brown County Commission at 9:35 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor *Maxine Fischer*

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# NOVEMBER 7, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Hansen led the Pledge of Allegiance.

## MINUTES:

Moved by Hansen, seconded by Fischbach to approve the Joint City/County Meeting Minutes and the General Meeting Minutes of October 31, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fischbach, seconded by Sutton to approve the following claims:

Insurance: SD Public Assurance Alliance \$117.69.

Professional Fees: Bantz, Gosch & Cremer \$3,874.84; Century Business Products \$3,120.00; Dakota HR & Safety \$170.00; Ryan Dell \$1,344.20; Digi Security \$75.00; Dohrer Law Office \$564.00; ES&S \$412.50; William Gerdes \$10,423.20; Kuck Law Office \$163.00; Rogers Law Office \$1,268.40; Christy Griffin-Serr Law Office \$2,148.40; SD Dept. of Revenue & Regulation \$4,237.10; SD DOT \$6,865.04; Tammy Stolle Court Reporting \$72.00; Jodi Sudweeks \$212.80.

Publishing: Aberdeen American News \$195.81; Aberdeen Magazine \$350.00; Groton Independent \$306.32.

Rentals/Radios: Dakota Electronics \$860.00; Sewer Duck \$100.00.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$241.91; Burdette Security & Technology \$266.38; Clark Engineering \$2,811.00; Dakota Doors \$122.45; Dakota Electronics \$242.90; DFP \$35.44; DMI \$7,785.53; GCR Tires & Service \$575.82; Lawson Products \$18.57; Leidholt Electric \$92.45; Marco \$164.54; Nalco Co. \$197.25; NC Rental/Leasing \$6,000.00; NSU Foundation \$35.00; PowerPlan \$9,417.59; Running's \$101.52; Vosika Fencing \$3,966.06; Wooden Mallet \$5,630.00; Woodman Refrigeration \$838.10; Zastrow's Sales \$100.00.

Supplies: A & B Business \$411.43; Advance Auto \$1,144.69; Ameripride \$218.98; Artz Equipment \$287.92; Bakken Build Maintenance \$500.00; Burdette Security & Technology \$52.71; Butler Machinery \$1,671.10; Cartney Bearing \$287.69; Crawford Trucks & Equip. \$928.14; Dakota Electronics \$2,265.00; DFP \$1,745.91; Dakota Oil \$148.20; Dean Foods \$548.91; DMI \$14,378.08; Earthgrains \$1,002.63; Fastenal \$485.51; Flyby Aerial Photography \$400.00; Great Western Tire \$597.95; Heartland Paper \$4,492.38; Hedahl's \$27.98; Interstate Battery \$114.95; IDC \$36.49; J Gross Equip. \$44.70; Lawson Products \$249.88; Leidholdt Tool Sales \$6.22; Leidholt Electric \$30.00; Mac's \$235.40; Menards \$62.00; Midstates Printing \$65.93; Mark Milbrandt \$5.50; Nat'l 4H Council \$10.90; NCFE-Warner \$7,071.19; PowerPlan \$5,589.09; Pro Ag Supply \$450.02; Running's \$491.07; Sewing Shoppe \$54.00; TrueNorth Steel \$4,464.73; Tyler Business Forms \$511.49; Web Water Bottling Co. \$19.50; Zastrow's Sales \$12.95.

Travel & Conference: Best Western Ramkota- Rapid City \$171.98; Sue Gates \$62.04; Sarah Hartje \$28.67; Gene Loeschke \$198.81; Mark Milbrandt \$208.00; Sherri Rawstern \$124.08; Aaron Walberg \$163.28.

Utilities: Aberdeen City Treasurer \$1,502.33; AT & T \$167.51; BDM \$36.00; CenturyLink \$49.12; NWPS \$4,126.49; Town of Frederick \$50.00. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Fjeldheim, seconded by Hansen to approve the following Commission Assistant/HR Office Report, which includes the following policy addition:

### M) – BUILDING SECURITY POLICY

As of January 1, 2018 only the following doors will be open to the public:

- West Side Market Street Entrance
- South Central Main Entrance
- Northwest entrance by Treasurer's Department

- East Side Sheriff Entrance

Building Maintenance will be responsible for opening and closing the doors open to the public.

All other entrances will be for employee entrances only, that will be entered by a security device.

All departments will have locked doors at all times. If doors are left open at any time an alarm will sound. Security devices will be needed to enter offices also.

County Offices with customer service counters with security windows will communicate with citizens and determine if there will be a need to allow entrance into the office. **DO NOT LET ANYONE IN THAT YOU DO NOT RECOGNIZE WITHOUT DISCUSSING THEIR PURPOSE FOR ENTRANCE.**

If employee forgets their FOB/Security Device you will be required to visit the IT Department immediately for a temporary FOB/Security Device that will be just good for that day and then returned. If you lose your FOB/Security Device you will be personally charged for your replacement.

If employee needs multiple temporary day FOB/Security Devices or multiple replacement FOB/Security Device you may be subject to disciplinary action and/or termination.

If there is a security breach, hit panic button on your computer and call 911 immediately.

All members present voting aye. Motion carried.

ORD 17-11-02/471 - SET HEARING DATE:

Moved by Sutton, seconded by Hansen to set public hearing for consideration of Ordinance #17-11-02/471, an Ordinance to amend Ordinance No. 1164 to consider petition filed by Kendall Hedges, Sr., to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District, Proposed Lot 1, Hedges' Second Subdivision in the NE ¼ of Sec 26-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (12849 387<sup>th</sup> Ave), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on November 28, 2017. All members present voting aye. Motion carried.

BUDGET SUPPLEMENT:

Time and place, as advertised for 2017 Budget Supplement Hearing. No one appeared with questions or comments. Moved by Sutton, seconded by Fjeldheim to approve the following Budget Supplement for year 2017: Brown County Maintenance Department #101-5.161.432 Phase III Jail Project @ \$444,066.37, to be funded by undesignated surplus cash in General Fund #101-1.101.99 (balance to complete 2016 Phase III Jail Project). All members present voting aye. Motion carried.

ORD 110:

Moved by Sutton, seconded by Fischbach to adopt Brown County Ordinance #110, an Ordinance to amend Second Revision Brown County Ordinances, Title 16, Chapter 16.06, Section 16.06.04(6) – Contracts to Operate Certain Concessions During Fair Week. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

JJRI:

The Commission acknowledged receipt of \$9,536.94, which represents the incentive payment for utilizing diversion opportunities designed to prevent deeper involvement in the juvenile justice system for youth committing lower level offenses, funded by the Diversion Fiscal Incentive Program created through the Juvenile Justice Reinvestment Initiative (JJRI).

**EXECUTIVE SESSION:**

Moved by Sutton, seconded by Hansen to go into executive session for contract discussion, per SDCL 1-25-2(3) with Larry Lovrien, Gary Vetter and Maxine Fischer in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion:

**EQUIPMENT DISCUSSED:**

The Commission approved the request from the Sheriff Department to over spend their 2017 budget equipment line item using other underspent line items to offset the overage.

**605 VENTURES LLC:**

Moved by Sutton, seconded by Hansen to approve submission of a contract draft to the States Attorney for review from J Arlt, representing 605 Ventures LLC for placement of an ATM in the Courthouse Annex. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Hansen, seconded by Fischbach to adjourn the Brown County Commission at 9:20 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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# NOVEMBER 14, 2017 – GENERAL MEETING

Meeting called to order by Commission Vice-Chair Fjeldheim at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton and Fischbach. Commissioners Hansen and Kippely were absent. Commissioner Fischbach led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Fischbach to approve the General Meeting Minutes of November 7, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fischbach, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,120.61; Treasurer \$13,564.27; States Attorney \$24,559.14; SVAWA Grant \$1,282.08; Maintenance \$7,490.73; Assessor \$13,831.28; Register of Deeds \$9,073.14; Veterans Service Office \$4,239.27; GIS \$2,301.47; Information Technology \$7,731.80; Human Resources \$3,082.21; Sheriff Admin \$32,773.47; Jail \$49,772.77; JDC \$22,947.67; Welfare Office \$3,669.57; Museum \$8,152.70; Parks & Fairgrounds \$5,661.24; Fair Board \$3,697.76; 4-H \$588.57; Weed \$5,987.76; Planning and Zoning \$2,546.02; Highway \$47,024.44; Communications \$22,429.48; Emergency Management \$3,965.35; Teen Court \$450.90; 24/7 \$3,093.32; Landfill \$10,913.96.

Matching Benefits: FICA \$19,241.08; Medicare \$4,499.92.

Professional Fees: Adam Altman \$30,159.45; Kelli J Aslesen \$415.80; Avera Queen of Peace \$152.00; Bantz, Gosch & Cremer \$429.37; Ryan Dell \$2,773.00; Dohrer Law Office \$493.60; William Gerdes \$3,233.90; Helms & Associates \$3,300.00; Mark Katterhagen \$15.00; Kuck Law Office \$2,115.80; Lucy Lewno \$148.96; Lexisnexis Risk Data Mgmt \$75.50; Lincoln County Treasurer \$85.53; Darcy Lockwood \$15.00; Lutheran Social Services \$2,197.78; Jerald McNeary \$1,048.10; Rogers Law Office \$498.20; Sanford Health Occupational \$96.00; SD Dept of Revenue & Regulation \$3,888.50; Christy Griffin-Serr \$564.00; Jennifer Stoddard \$467.18; Tammy Stolle \$110.00; Yankton County Sheriff \$50.00; Zylstra Investigation \$4,238.50.

Publishing: Aberdeen American News \$1,133.74; Dakota Broadcasting \$500.00; Hub City Radio \$550.00; Lee Publications Inc \$79.16.

Repairs & Maintenance: Clark Engineering \$10,547.85; Consolidated Ready Mix \$3,580.00; Ecolab Pest Elimination \$251.88; Flat Rate Inc \$550.00; Fordham Signs & Designs \$260.00; GCR Tires & Service \$823.27; Hoven Auto Repair \$572.26; House of Glass \$11,310.60; Kirby Kiesz \$75.00; Overhead Door \$535.72; Pantorium Cleaners \$55.00; Walth Safety Service \$1,463.65.

Supplies: A&B Business Inc \$162.52; Aberdeen School District \$443.36; Allegiant Emergency Services \$1,800.00; Aberdeen Medical Center Pharmacy \$770.73; Cash-Wa Distributing \$4,660.52; City of Groton \$6,708.48; Dakota Oil \$452.49; Dakota Supply Group \$126.92; Danko Emergency Equipment Co \$212.25; Digi Security Systems \$27,236.78; Equipment Blades Inc \$5,568.00; Fire Safety First \$137.40; Galls \$18.36; GCR Tires & Service \$1,286.25; Wes Graf \$40.63; Heartland Paper \$38.86; House of Glass \$11,924.40; Interior Design Concepts \$251.00; Jarman Water Systems \$47.40; Kesslers \$49.83; Labsource Inc \$514.32; Larry Becker \$449.11; Menards \$386.81; Midstates Printing \$294.14; NCFE Warner Elevator \$31,300.95; Newman Signs \$240.00; Pitney Bowes \$5,000.00; Roland L Moerke \$3,912.65; Runnings \$99.95; Sander's Sew-N-Vac \$848.98; Satellite Tracking of People \$266.50; SD Secretary of State \$7.00; Tri State Water \$32.50; Truck World \$1,768.26; True North Steel \$690.88.

Travel & Conference: The Blue Cell LLC \$600.00; Safety Benefits Inc \$65.00.

Utilities: AT&T Mobility \$107.98; City of Aberdeen \$26.05; Midcontinent Communications \$582.92; Northern Electric Coop \$80.00; Northwestern Energy \$1,263.42; Qwest Corporation \$3,438.70; State of South Dakota \$73.35; Web Water Development Assoc \$71.64.

Other: SD Association of County Officials \$1,344.00; SD Dept of Revenue & Regulation \$530,059.63. All members present voting aye. Motion carried.

**HR REPORT:**

Moved by Sutton, seconded by Fischbach to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge resignation of Halee Larson and approve request to fill vacancy.
- Approve the following Employee Step Increases, effective November 19, 2017: David Engraf @ \$15.37 per hour, Cameron Refsland @ \$16.51 per hour.
- Amend Policy M to add the following door to be open to the public, as follows:

M) – BUILDING SECURITY POLICY

As of January 1, 2018 only the following doors will be open to the public:

States Attorney Outside Entrance (addition to doors previously listed)

All members present voting aye. Motion carried.

**AUDITORS REPORT OF ACCOUNT:**

Moved by Fischbach, seconded by Sutton to approve the October 2017 Auditor's Report of Account with the County Treasurer in total amount of \$29,498,659.08 (total amount of actual cash @ \$4,513.00, Cash items (bad checks) @ \$487.00, US Bank @ \$499,891.04, Dacotah Bank @ \$21,116,984.87, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$7,874,183.17). All members present voting aye. Motion carried.

**BID AWARD – SHERIFF VEHICLE:**

Moved by Fischbach, seconded by Sutton to award the following bid for the Sheriff Department: State Contract #17148 from Pierson Ford Lincoln Inc for one (1) 2018 Ford Interceptor SUV in amount of \$29,832.00. All members present voting aye. Motion carried.

**LIBRARY AGREEMENT:**

Moved by Fischbach, seconded by Sutton to approve and authorize the Vice-Chair sign the Agreement of Operation of Library Services in Brown County with the City of Aberdeen, effective January 1, 2018 through December 31, 2018 in amount of \$12,000.00. All members present voting aye. Motion carried.

**PAYROLL AUDIT:**

Moved by Sutton, seconded by Fischbach to acknowledge Payroll Audit #2, submitted by Erin Doering covering the June 18, 2017 – July 1, 2017 Pay Period; and further direct each Department Head to address issues identified in their department and pay appropriate over-time. All members present voting aye. Motion carried.

**ORD 111 FIRST READING:**

Moved by Fischbach, seconded by Sutton to approve First Reading of Ordinance #111, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots 1-4, J-H Bahr Addition in the NW ¼ of Sec 29-T124N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40703 128<sup>th</sup> Street). All members present voting aye. Motion carried.

**CDBG SAFE HARBOR PAY REQUEST #7:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair Kippley sign Payment Request #7 for CDBG Grant #1515-105 for the Safe Harbor Project in amount of \$8,417.26. All members present voting aye. Motion carried.

**CDBG SAFE HARBOR AMENDMENT REQUEST:**

Moved by Sutton, seconded by Fischbach to approve and authorize Chair Kippley sign Request for Amendment for CDBG Grant #1515-105 for the Safe Harbor Project, requesting an extension of time to

allow for the completion of the project and also requesting an increase in the percentage of CDBG funding from 30% to 30.84% to allow for the final project cost. All members present voting aye. Motion carried.

**FAIR BOARD MEMBERS:**

Moved by Sutton, seconded by Fischbach to confirm the appointment of the following fair board members for a 3 year term: Kody Schochenmaier, Dawn Breedlove and Stacy Sprengeler; and appoint Lee Koch, an experienced fair board member for a one year term. All members present voting aye. Motion carried.

**EASEMENT:**

Moved by Sutton, seconded by Fischbach to approve and authorize the Vice-Chair sign Gas Utility Easement for the West 4' of the S 50' of Railroad Outlot 7 in the SW ¼ of Sec 13-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD for installation of a natural gas pipeline along with all appurtenances thereto. All members present voting aye. Motion carried.

**ADJOURNMENT:**

Moved by Fischbach, seconded by Sutton to adjourn the Brown County Commission at 9:05 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## NOVEMBER 21, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

### MINUTES:

Moved by Fjeldheim, seconded by Sutton to approve the General Meeting Minutes of November 14, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Sutton, seconded by Fischbach to approve the following claims:

Professional Fees: Bantz, Gosch & Cremer \$1,295.68; Certified Languages \$699.60; Dependable Sanitation \$28,855.86; Dohrer Law Office \$1,081.00; Michelle Gaikowski \$13.60; William Gerdes \$1,800.00; Kuck Law Office \$6,620.05; Language Line Services \$711.23; Jerald McNeary \$5,564.99; NE Mental Health Center \$1,924.00; Richardson, Wyly, Wise & Sauck \$1,814.20; SD Dept. of Revenue & Regulation \$235.00; Taliaferro Law Firm \$3,179.16; US Bank \$1,032.00.

Publishing: Aberdeen American News \$235.72; Hub City Radio \$300.00.

Rentals: 446-Praxair \$22.85; Hub City Radio \$175.00; US Bank \$60.00.

Repairs & Maintenance: Consolidated Ready Mix \$3,864.00; Custom Sheet Metal \$97.16; Dakota Pump & Control \$450.00; Ecolab \$101.88; Flat Rate \$550.00; G&K Services \$282.44; Gardner Locksmithing \$162.00; HDR Engineering \$4,927.54; HF Jacobs & Son \$997.50; House of Glass \$104.76; Jones Lawn Care \$2,360.00; Lawson Products \$54.69; Leidholt Electric \$1,352.04; Marco \$300.66; Sheehan Mack \$16,941.13; US Bank \$441.69.

Supplies: 446-Praxair \$1,062.99; A&B Business \$401.67; Allegiant \$457.35; Ameripride \$66.60; Axon Enterprises \$1,658.15; Ingrid Berry \$75.00; Brown County 4-H Leader's \$46.00; Claremont Area Fire Dept. \$998.92; Dakota Electronics \$31.08; DSG \$256.20; DMI \$1,253.96; Terrence Evans \$20.00; GovConnection \$2,396.86; Heartland Paper \$13.68; HF Jacobs & Son \$26,846.21; Kessler's \$26.85; Lawson Products \$736.00; Leidholdt Tool Sales \$116.02; Marco \$211.95; Menards \$306.64; Noble Industrial Supply \$652.59; North Star Energy \$59.50; NVC \$26.14; Pantorium Cleaners \$28.00; PharmChem \$75.00; ProPac \$1,615.70; Sheehan Mack \$1,782.50; Sherwin Williams \$33.87; US Bank \$8,835.57; West Payment Center \$1,747.73; Wovo Identity Solutions \$6,344.00.

Travel & Conference: AmericInn \$220.00; City of Groton \$154.44; Comfort Inn \$185.00; Maxine Fischer \$194.37; Miranda Graves \$149.46; Michael Hauke, Jr. \$402.99; Jeannette McClain \$42.00; Sherri Rawstern \$186.12; SDSU Extension \$130.21; Sarah Swenson \$65.80; Sara Swisher \$42.00; US Bank \$1,816.09; Mark Wendt \$22.00.

Utilities: Aberdeen City Treasurer \$282.27; CenturyLink \$2,343.29; City of Hecla \$222.53; Dependable Sanitation \$286.00; James Valley Telecommunications \$221.10; Northern Electric \$1,618.98; NWPS \$2,027.90; NVC \$3,230.92; US Bank \$951.12; Verizon \$3,275.16.

Other: Valerie Cleveland \$30.05; JRWD \$77,837.16; Safe Harbor \$1,256.00.

Machinery & Equip: Van Diest Supply \$12,595.00.

All members present voting aye. Motion carried.

### HR REPORT:

Moved by Hansen, seconded by Sutton to approve the following Commission Assistant/HR Office Report, includes the following personnel changes:

- Approve hiring Tonya Peterson as full-time States Attorney Legal Secretary 1, effective December 11, 2017 at \$15.03 per hour.
- Approve hiring Thersia Cox as full-time Dispatcher, effective November 27, 2017 at \$16.14 per hour.

- Approve employee status change for Linda Marcuson from full-time Jail Correctional Officer to full-time Deputy Sheriff, effective December 3, 2017 at \$19.93 per hour; and approve request to fill vacancy in Jail.
- Acknowledge resignation of Correctional Officer Merrell Ness, effective November 17, 2017 and approve request to fill vacancy.
- Acknowledge resignation of Vaughn Ayala, part-time Home Detention effective November 14, 2017.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of October: Kendell Titze- 126 @ \$67.41, Dirk Rogers- 684 @ \$365.94, Mike Scott- 200 @ \$107.00, Gary Vetter- 125 @ \$66.88.
- Approve moving Rachel Wilson full-time Sheriff Administrative employee from Step 1 (\$15.04 per hour) to Step 3 @ \$15.70.

Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-nay, Kippley-nay.  
Motion carried.

#### AGREEMENT B-PRO SOFTWARE:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign Agreement with B-Pro Inc. for license to install and use BPro Software (ePollbook Software) for the 2018-2019 Election Cycle in amount of \$300.00 per ePollbook per election. All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Fjeldheim to approve the following October 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### ALCOHOLIC BEVERAGE LICENSE RENEWAL:

Moved by Sutton, seconded by Fischbach to approve the following applications for renewal of Alcoholic Beverage Licenses to operate outside of the Municipality: PACKAGE (OFF-SALE) LIQUOR: Venus & Kit Donley DBA Mansfield Bar & Grill, (Lots 11-14, Block 4, Mansfield, 32-121-64). Marge Frohling DBA The Connection (Lots 13, 14, & 15, Block 2, Houghton, 31-127-61). Roderic L Hanson DBA Ferney Farmers Bar (Lots 4 & 5, Block 5, Ferney, 31-122-60). RETAIL (ON-SALE) AND SUNDAY LIQUOR: Venus & Kit Donley DBA Mansfield Bar & Grill (Lots 11-14, Block 4, Mansfield 32-121-64). Roderic L Hanson DBA Ferney Farmers Bar (Lots 4 & 5, Block 5, Ferney, 31-122-60). Moccasin Creek Country Club Inc (Prairiewood Village OL 7, 33-124-63). Travis Swenson DBA Elm Lake Resort (Lot 1 Elm Lake Subdivision in the SE ¼ of 8-128-65). Stacy Gossman DBA Big Fella's (Lot 1B Gossman 1st Addn S ½ of 15-123-63). Dennis O Jones DBA Dakota River Ranch/Tacoma Park Place (5 acres in NE corner of NW ¼ of 23-124N-62W). P'ZA Inc DBA Anchors Away Lodge & Resort (Palmer's Richmond Resort Subd Lt 1, Subd OL 1 Richmond OL 1 & 2). RETAIL (ON-OFF-SALE) WINE: ARR LCC DBA Flatland Flyways Lodge (Russo's OL 1 NW ¼ 1-127-62). All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign documentation to assign claim against an individual to Credit Collections Bureau for purpose of collecting liens. All members present voting aye. Motion carried.

#### MEMORANDUM SDSU 4-H:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chairman sign Memorandum of Understanding between SDSU Extension to provide guidance and active assistance to the 4-H Advisor;

and further that Brown County reimburse SDSU \$19,436.00 for cost share of 4-H Advisor 2018 salary. All members present voting aye. Motion carried.

ORD 111:

Moved by Sutton, seconded by Hansen to adopt Ordinance #111, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots 1-4, J-H Bahr Addition in the NW ¼ of Sec 29-T124N-R60W of the 5<sup>th</sup> P.M., Brown County, SD (40703 128<sup>th</sup> Street). Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

RELEASE OF PROPERTY:

Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #79-17

WHEREAS, Brown County has filed a Poor Relief Lien in total amount of \$7,495.42, and

WHEREAS, Brown County has determined it to be in the best interest of the taxpayers to release certain property from the effect of said lien, upon payment of \$3,747.71 upon completion of pending sale of the property.

NOW, THEREFORE BE IT RESOLVED that the following real property in Brown County, SD, which is described as follows:

Lots 13, 14 and 15, Block 7, Original Plat, Groton, Brown County, SD according to the plat thereof of record

is hereby released from the effect and force of said lien in amount of \$3,747.71 (net amount of lien after pending sale complete).

Dated this 21<sup>st</sup> day of November 2017.

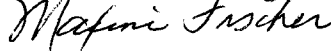
Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

E30 FUEL:

Moved by Sutton to use E30 fuel in county vehicles for a six month trial period and obtain a tank for highway. Motion withdrawn until meeting of affected departments to discuss number of additional fuel tanks needed.

ADJOURNMENT:

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:05 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor 

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## NOVEMBER 28, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Johnson, Olson, Remily, Ronayne and Mayor Levsen. Council members Bunsness, Lunzman, Rux and Slight-Hansen were absent. Present from County were Commissioners Hansen, Sutton, Fischbach, Fjeldheim and Chair Kippley.

## ORDINANCE #17-11-02 /471:

On motion by Ronayne and seconded by Remily, the City unanimously voted to approve First Reading of Ordinance #17-11-02 /471.

## ORDINANCE #17-11-02 /471:

Moved by Fischbach, seconded by Fjeldheim to approve First Reading of Ordinance #17-11-02/471, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Hedges' Second Subdivision in the NE ¼ of Sec 26-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (12849 387<sup>th</sup> Avenue). All members present voting aye. Motion carried.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor



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# NOVEMBER 28, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Kippley led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Hansen to approve the General Meeting Minutes of November 21, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Fischbach to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,982.72; Treasurer \$13,416.95; States Attorney \$21,100.14; SVAWA Grant \$1,282.08; Maintenance \$7,560.86; Assessor \$13,831.30; Register of Deeds \$9,310.14; Veterans Service Office \$4,154.45; GIS \$2,301.47; Information Technology \$8,011.69; Human Resources \$3,082.22; Sheriff Admin \$36,234.64; Jail \$52,813.37; JDC \$23,610.81; Welfare Office \$3,669.57; Museum \$8,103.66; Parks & Fairgrounds \$4,777.02; Fair Board \$3,861.24; 4-H \$673.84; Weed \$3,920.16; Planning and Zoning \$1,866.02; Highway \$42,308.81; Communications \$23,424.64; Emergency Management \$3,960.14; Teen Court \$396.63; 24/7 \$3,256.04; Landfill \$11,730.33.

Matching Benefits: FICA \$19,065.27; Medicare \$4,458.82, SDRS \$38,402.86, Health Ins \$130,965.04, Life Ins \$963.60, Dental Ins \$6,937.20, HSA \$100.00.

Bond Payments: Alan or Angela Bernard \$13,013.10; Darwin or Mary Bettmann \$1,951.92; Joop Bollen \$16,266.05; Bruce or Lynette Durham \$6,506.05; FDM Revocable Living Trust \$16,266.05; Don & Maxine Fischer \$1,952.45; Great Plains Bank \$19,519.15; James Gressett \$16,266.05; John Kippley \$3,253.20; Robert or Lora Larson \$3,252.90; David & Jill Lehmann \$16,266.20; Marlin Nilsson \$13,013.10; Pyush Patel \$16,266.05; Kendall or Linda Peterson \$6,506.05; Kendall Peterson Trustee PT 09 \$39,038.30; Plains Commerce Bank \$248,219.27; Herman Schumacher \$8,133.10; Mark & Mary Volk \$6,506.05.

Professional Fees: Aberdeen Advanced Ambulance \$1,250.88; Avera St. Luke's \$11,740.60; Carrels & Bain Family Dental \$58.31; Ryan Dell \$300.80; Dohrer Law Office \$1,128.00; William Gerdes \$15,778.45; Haar Law Office \$753.88; Mark Katterhagen \$15.00; Kuck Law Office \$5,578.40; Lucy Lewno \$144.00; Darcy Lockwood \$15.00; Rogers Law Office \$1,755.60; Ronayne Law Office \$6,784.60; Sanford Clinic \$354.16; Selby Volunteer Ambulance Service \$186.14; Christy Griffin-Serr Law Office \$164.50; Siegel, Barnett & Schutz \$517.17; Yankton Co. Sheriff \$50.00; Yankton Co. Treasurer \$356.25.

Publishing: Aberdeen American News \$311.62.

Repairs & Maintenance: Digi Security Systems \$29,948.40; Grote Roofing \$138.26; Ladner Electric \$163.20; Lawson Products \$2.32; Newman Signs \$165.97; Otis Elevator \$750.00; Volk Upholstery \$60.00.

Supplies: A&B Business \$24.14; Digi Security Systems \$14,376.50; Heartland Paper \$604.45; Lawson Products \$31.26; Lucy Lewno \$4.96; Marco \$310.10; Menards \$137.75; Moore Medical \$388.64; NCFE-Warner \$4,761.24; Newman Signs \$1,640.00; Pantorium Cleaners \$70.00.

Travel & Conference: Assoc. of SD County Weed & Pest \$100.00; Aaron Walberg \$113.46.

Utilities: Dependable Sanitation \$165.00; Montana-Dakota Utilities \$26.22; NWPS \$58.07.

Other: Pizza Ranch \$78.46. All members present voting aye. Motion carried.

## HR REPORT:

Moved by Fischbach, seconded by Hansen to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:



- Approve employee status change for Margarita Okusanya from full-time Jail Correctional Officer to Dispatcher, effective January 8, 2018 at \$16.46 per hour; and approve request to fill vacancy.
- Approve hiring Logan Flack as full-time Dispatcher, effective January 8, 2018 at \$16.46 per hour.
- Approve remaining portion of salary after probation period for Erin Bacon Assistant Communications Director, effective December 3, 2017 at \$20.85 per hour.
- Approve the following Employee Step Increases, effective December 3, 2017: Lora Schaunaman @ \$17.18 per hour, Miranda Graves @ \$16.45 per hour.

All members present voting aye. Motion carried.

#### ORD 112- SET HEARING DATE:

Moved by Sutton, seconded by Hansen to set public hearing for consideration of Ordinance #112, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots A & B Wollman-Jones 1<sup>st</sup> Subdivision in the SW ¼ of Sec 29-T124N-R62W of the 5<sup>th</sup> P.M., Brown County, SD (12874 & 12860 395<sup>th</sup> Ave), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on December 19, 2017. All members present voting aye. Motion carried.

#### LEASE AGREEMENT:

Moved by Fjeldheim, seconded by Fischbach to approve and authorize the Chair sign the following agreement: Target Stores for lease of stock panels (on trailer) on November 22-24, 2017. All members present voting aye. Motion carried.

#### PLATS:

Commissioner Sutton offered the following Resolution:

##### Resolution #80-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing “Climate Control First Subdivision of Lot 2, Diamond Ridge Second Addition in the SE ¼ of Sec 34-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD”, having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

##### Resolution #81-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing “Dave Mitzel First Subdivision of Lot 2, Arlt’s Second Addition in the SW ¼ Sec 25-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD”, having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

Resolution #82-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Hedges' 2<sup>nd</sup> Subdivision in NE ¼ Sec 26-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Sutton offered the following Resolution:

Resolution #83-17

BE IT RESOLVED by the Board of Commissioners of Brown County, SD, that the plat showing "Cleveland First Addition in the NE ¼ of Sec 35-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fjeldheim. Roll call vote: Commissioners Hansen-aye, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

ASSESSMENT NOTICE QUOTES:

Moved by Sutton, seconded by Hansen to accept quote, submitted by Borns Group, Aberdeen in amount of \$8,302.50 for printing and mailing assessment notices for 2018 payable 2019; rejecting Quality Quick Print, Aberdeen @ \$9,641.70 and Qualified Presorts, Sioux Falls @ \$7,830.00 (low quote rejected to keep local). All members present voting aye. Motion carried.

ATM AGREEMENT:

Moved by Sutton, seconded by Hansen to approve and authorize the Chair sign agreement with 605 Ventures LLC for space in the Courthouse Annex for an ATM, replacing the current machine in use, effective November 28, 2017. All members present voting aye. Motion carried.

USED TONER/PRINT CARTRIDGES:

Moved by Fjeldheim, seconded by Fischbach to donate all used toner and print cartridges to Yeldez Shrine as a non-profit organization. Roll call vote: Commissioners Hansen-aye, Sutton-abstain, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Motion carried.

E30 CLARIFICATION:

Commissioner Sutton clarified that he has always been in favor of County Departments using E30 fuel in county vehicles, some comments were misinterpreted in a previous discussion.

ADJOURNMENT:

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:04 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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DECEMBER 5, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Lunzman, Olson, Remily (via telephone), Ronayne and Mayor Levsen. Council members Bunsness, Johnson, Rux and Slaight-Hansen were absent. Present from County were Commissioners Sutton, Fjeldheim and Chair Kippley. Commissioners Hansen and Fischbach were absent.

ORDINANCE #17-11-02 /471:

On motion by Olson and seconded by Lunzman, the City unanimously voted to adopt Ordinance #17-11-02 /471.

Moved by Fjeldheim, seconded by Sutton to adopt Ordinance #17-11-02/471, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District to (M-AG) Mini-Agricultural District: Lot 1, Hedges' Second Subdivision in the NE ¼ of Sec 26-T124N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (12849 387<sup>th</sup> Avenue). Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-absent, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

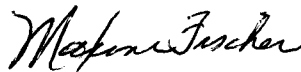
ORDINANCE #17-12-01/472 SET HEARING:

On motion by Ronayne and seconded by Lunzman, the City unanimously voted to set public hearing for Ordinance #17-12-01-472.

Moved by Sutton, seconded by Fjeldheim to set public hearing for the following Ordinance, to be held in the Brown County Commission Chambers on December 27, 2017 at 8:45 A.M: Ordinance #17-12-01/472, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District and (M-AG) Mini-Agricultural District to (M-AG) Mini-Agricultural District : Proposed Lots 1, 2 and 3, N & C Sanderson Outlots in the NE ¼ of Sec 34-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD (2304 Sanderson Drive and 2043 135<sup>th</sup> Street SW). All members present voting aye. Motion Carried.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor



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DECEMBER 5, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton and Fjeldheim. Commissioners Hansen and Fischbach were absent. Commissioner Fjeldheim led the Pledge of Allegiance.

MINUTES:

Moved by Fjeldheim, seconded by Sutton to approve the Joint City/County Meeting Minutes and the General Meeting Minutes of November 28, 2017. All members present voting aye. Motion carried.

CLAIMS:

Moved by Sutton, seconded by Fjeldheim to approve the following claims:

Professional Fees: AMG-UPA \$2,250.00; Bantz, Gosch & Cremer \$2,811.74; Brick's TV & Appliance \$7,933.75; Ryan Dell \$1,231.40; Dohrer Law Office \$1,005.80; Michelle Gaikowski \$178.60; Haar Law Firm \$638.26; Helms & Assoc. \$16,500.00; Mark Katterhagen \$33.00; KCH Law \$145.06; Kuck Law Office \$4,272.80; Lucy Lewno \$297.00; Lincoln Co. Treasurer \$308.05; Darcy Lockwood \$33.00; Richardson, Wyly, Wise & Sauck \$2,088.45; Christy Griffin-Serr Law Office \$940.00; Stoddard Law Office \$1,875.30; Taliaferro Law Firm \$6,960.68.

Publishing: Groton Independent \$434.49.

Radios: Joe Embury \$52.72.

Repairs & Maintenance: Cass County Heating \$16.97; Clark Engineering \$20,860.50; Climate Control \$91.79; Custom Sheet Metal \$112.96; Graham Tire \$95.96; House of Glass \$4,231.18; Hoven Auto Repair \$41.00; Ken's Alignment \$2,708.21; NorthStar Safety \$11.40; PowerPlan \$2,097.41; Ringgenberg Electric \$558.65; TrueNorth Steel \$561,765.00.

Supplies: A&B Business \$134.00; Axon \$80.98; Bremer Photography \$30.00; Cass County Heating \$37.00; Century Business Products \$2,556.58; Crawford Trucks & Equip. \$2,564.46; Danko \$133.90; Digi Security Systems \$4,409.33; Fastenal \$515.24; Collette Gesinger \$199.90; Great Western Tire \$5,236.00; Hedahl's Auto Value \$37.98; Leidholdt Tool Sales \$42.92; Lucy Lewno \$12.92; Mac's \$9.58; Menards \$18.94; Midstates Printing \$389.55; Mark Milbrandt \$20.05; Moore Medical \$33.09; Nat'l 4-H Council \$46.75; NCFE – Warner \$4,188.18; NorthStar Safety \$38.95; PowerPlan \$1,608.87; Share Corp. \$126.00; TrueNorth Steel \$42,865.28.

Travel & Conference: Days Inn \$342.00; Sarah Hartje \$234.80; Gene Loeschke \$189.41; Russell Metz \$58.75; Mark Milbrandt \$342.00; Derek Ricci \$240.00.

Utilities: AT&T \$275.70; BDM Rural Water \$36.00; CenturyLink \$1,003.24; Midcontinent \$767.38; NWPS \$11,122.84.

Other: Danko \$1,450.40. All members present voting aye. Motion carried.

HR REPORT:

Moved by Sutton, seconded by Fjeldheim to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Approve amending Salary Schedule by changing Labor Grades 3, 4 and 5 from Highway Only to Highway and Landfill Only; and further to move Terry Lout, Landfill employee to new category (Step 6) for 2018.
- Approve increasing base 2018 salary of Brian Bahr, JDC Supervisor by \$3000.00.

All members present voting aye. Motion carried.

BCCHC CONTRACT:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the Chair sign Contract with the State of South Dakota for providing community health-nursing services in Brown County for fiscal year 2018 in amount of \$18,540.00. All members present voting aye. Motion carried.

**ABATEMENTS:**

Moved by Sutton, seconded by Fjeldheim to approve the following Abatements: Martin Earl @ \$433.81 (mobile home moved); Allison Schmitz @ \$798.69 (mobile home moved); John Summers @ \$39.09 (mobile home destroyed). All members present voting aye. Motion carried.

**SURPLUS PROPERTY:**

Moved by Sutton, seconded by Fjeldheim to declare two OKIDATA 320 ML Printers from the Auditor's Office surplus for disposal at the Landfill. All members present voting aye. Motion carried.

**NECOG AGREEMENT:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign Joint Cooperative Agreement with NECOG for 2018 in amount of \$24,344.34. All members present voting aye. Motion carried.

**SUBORDINATION AGREEMENT:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign Subordination Agreement for a Poor Relief Lien with Plains Commerce Bank on the N ½ of Lot 11 and all of Lots 13 and 15 and the S 17' of Lot 17, James Street Peck's Addition to Columbia, Brown County, South Dakota. All members present voting aye. Motion carried.

**SET HEARING DATE 2017 BROWN COUNTY BUDGET SUPPLEMENT:**

Moved by Fjeldheim, seconded by Sutton to authorize advertising a public hearing, to be held by the Brown County Commission on the 27<sup>th</sup> day of December 2017 beginning at 9:05 a.m. in the Brown County Commission Chambers, Courthouse Annex, Aberdeen, SD to consider supplementing the 2017 fiscal year budget, as follows: General Fund – Court Appointed Attorney 101-5.153.422.06 @ \$300,000.00; Jail 101-5.212.411 @ \$400,000.00, to be funded by undesignated surplus cash in the General Fund #101-5.101.99 @ \$700,000.00. Federal/State Grant Fund #234-5.222.426 (POD) @ \$649.27, to be funded by undesignated surplus cash in the Fed/State Grant Fund #234-1.101.99. Sobriety Program #248-5.212.411 @ \$4,800.00, to be funded by undesignated surplus cash in the 24/7 Sobriety Program Fund #248-1.101.99. Register of Deeds Modernization and Preservation Fund #251-5.163.434 @ \$12,712.91, to be funded by undesignated surplus cash in the Register of Deeds Modernization and Preservation Fund #251-1.101.99. All members present voting aye. Motion carried.

**APPLICATION FOR OCCUPANCY:**

Moved by Sutton, seconded by Fjeldheim to approve and authorize the Chair sign Application, submitted by James Valley Telecommunications for occupancy of Brown County Highway #4 in Sec 16-T126N-R62W, Brown County, SD to provide telecommunications. All members present voting aye. Motion carried.

**BR 271 GRANT APPLICATION:**

Commissioner Fjeldheim offered the following Resolution:

**RESOLUTION #84-17**

**BRIDGE IMPROVEMENT GRANT PROGRAM  
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS**

WHEREAS, Brown County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE NUMBER AND LOCATION: #07-200-184 located 4.0 miles North of Columbia (BR271), and

WHEREAS, Brown County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan, and

WHEREAS, Brown County agrees to pay 50% match on the Bridge Improvement Grant funds, and

WHEREAS, Brown County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.

NOW, THEREFORE BE IT RESOLVED that the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Dated at Aberdeen, SD this 5<sup>th</sup> day of December 2017.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-absent, Fjeldheim-aye, Kippley-aye. Resolution adopted.

#### HIGHWAY UPDATE:

Dirk Rogers, Highway Superintendent presented department update and list of anticipated equipment purchases to be made in 2018.

#### VEHICLE DISCUSSION:

Michael Hauke, Director of Equalization discussed the condition of one of the County vehicles used by the department and requested permission to purchase a replacement. No action was taken at this time.

#### EMPLOYEE LEAVE:

Moved by Sutton, seconded by Fjeldheim to approve vacation and sick leave accrual benefits for the full-time Attorney's employed at the States Attorney's Office, effective January 1, 2018; and further set the beginning balances, as follows: Karly Winter, Ryan Vogel, Ernest Thompson and Brittany O'Day – 80 hours sick leave and 80 hours vacation leave each and Ross Aldentaler – 36 hours sick leave and 28 hours vacation leave; and further allow each of the above employees to waive into the sick leave bank. All members present voting aye. Motion carried.

#### COURTROOM SECURITY:

Commission Chair Kippley read an Order from the judicial officers of the Fifth Judicial Circuit requiring the Sheriff or his designee to attend all sessions of court, effective February 5, 2018. After discussion no action was taken at this time.

#### EXECUTIVE SESSION:

Moved by Sutton, seconded by Fjeldheim to go into executive session to consult with attorney, per SDCL 1-25-2(3) with Larry Lovrien, Chris White, Gary Vetter, Mark Milbrandt and Tom Schmitt in attendance; and to discuss personnel, per SDCL 1-25-2(1) with Larry Lovrien, Chris White and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### E30 FUEL:

Moved by Fjeldheim, seconded by Sutton to approve and authorize the use of E-30 Fuel for any county employee driving a gasoline-fueled county vehicle (newer than 2004), effective January 1, 2018. All members present voting aye. Motion carried.

ADJOURNMENT:

Moved by Fjeldheim, seconded by Sutton to adjourn the Brown County Commission at 10:28 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## DECEMBER 12, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Hansen led the Pledge of Allegiance.

## MINUTES:

Moved by Sutton, seconded by Fjeldheim to approve the Joint City/County Meeting Minutes and the General Meeting Minutes of December 5, 2017. All members present voting aye. Motion carried.

## CLAIMS:

Moved by Fjeldheim, seconded by Fischbach to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$7,990.86; Treasurer \$13,416.95; States Attorney \$20,966.93; SVAWA Grant \$1,282.08; Maintenance \$7,517.76; Assessor \$13,831.28; Register of Deeds \$9,310.14; Veterans Service Office \$4,154.44; GIS \$2,301.47; Information Technology \$7,643.17; Human Resources \$3,082.21; Sheriff Admin \$36,553.79; Jail \$53,583.39; JDC \$23,471.93; Welfare Office \$3,669.57; Museum \$8,126.54; Parks & Fairgrounds \$4,746.03; Fair Board \$3,398.69; 4-H \$589.50; Weed \$1,578.40; Planning and Zoning \$1,866.02; Highway \$45,717.56; Communications \$26,774.16; Emergency Management \$3,960.14; 24/7 \$3,173.84; Landfill \$13,252.93.

Matching Benefits: FICA \$19,374.65; Medicare \$4,531.18.

Professional Fees: Altman Law Office \$1,978.80; AnyLabTest Now \$697.37; Avera St. Luke's \$322.00; Certified Languages \$882.75; Ryan Dell \$2,058.60; William Gerdes \$514.80; Haar Law Office \$808.40; LBG \$7,941.75; LexisNexis \$83.20; LSS \$845.30; Jerald McNeary \$1,927.00; Richardson, Wyly, Wise & Sauck \$752.00; SD Dept. of Revenue & Regulation \$521,443.15; Tammy Stolle Court Reporting \$530.00; Taliaferro Law Firm \$2,246.60; Luke Yellow Robe \$4,500.00.

Publishing: Aberdeen American News \$580.32; Groton Independent \$95.89; Hub City Radio \$300.00; Pioneer Press \$24.00.

Radios: Dakota Electronics \$225.50.

Repairs & Maintenance: Butler Machinery \$3,318.90; GCC \$4,134.00; Custom Sheet Metal \$58.50; Dakota Electronics \$467.25; DFP \$10.71; Dakota Pump \$1,421.94; Dakota Tree Co. \$897.00; Diamond Mowers \$13.62; Digi Security \$75,076.25; Double D Body Shop \$102.15; Ecolab \$107.12; Electrical Engineering & Equip. \$390.00; Farm Power Mfg. \$2.00; G & R Controls \$1,035.00; Graham Tire \$1,161.80; Highway Improvement \$38,328.40; House of Glass \$44,660.00; Hoven Auto Repair \$942.79; IDC \$360.00; Kustom Signals \$136.00; Leidholt Electric \$3,362.39; Marco \$580.00; Midwest Pump & Tank \$241.92; Myers \$21.31; North Central Rental \$6,000.00; Pantorium Cleaners \$44.00; Sewer Duck \$624.50; Steven Lust Automotive \$67.24; TranSource Truck & Equip. \$2,981.11.

Supplies: A & B Business \$1.62; Advance Stores \$980.44; Allegiant Emergency Services \$681.74; Ameripride Services \$104.00; Bakken Build Maint. \$500.00; Butler Machinery \$716.45; Cash-Wa \$5,433.18; DFP \$190.77; DSG \$695.42; Danko \$677.22; Dean Foods \$524.88; Diamond Mowers \$512.29; DMI \$36.72; Earthgrains \$706.90; Farm Power Mfg. \$1,532.65; Farnam's \$94.95; Geffdog \$34.56; GovConnection \$102.75; Grand Rapids State Bank \$300.00; Heartland Paper \$484.33; IDC \$251.00; Interstate All-Battery Center \$48.25; Interstate Battery Systems \$609.75; J. Gross Equip. \$3.25; Ken's \$7.96; Lar-Jo's \$358.15; Lyle Signs \$6,400.00; Menards \$1,016.78; Midstates Printing \$361.42; Myers \$508.80; NCFE – Warner \$27,485.56; Pitney Bowes \$5,000.00; Productivity Plus \$380.99; Running's \$160.78; Satellite Tracking of People \$266.50; TranSource Truck & Equip. \$768.01; TrueNorth Steel \$2,489.50; Web Water Bottling Co. \$26.00; West Payment Center \$1,716.18.

Travel & Conference: City of Groton \$164.70; Kathy Fischer \$41.83; Gene Loeschke \$62.51; The Lodge at Deadwood \$1,152.00; Chris White \$396.16.

Utilities: Aberdeen City Treasurer \$1,220.65; Economy Propane \$985.42; Northern Electric \$365.08; NWPS \$3,833.50; Town of Frederick \$50.00; Web Water Development \$71.28.

Other: JRWD \$25,509.65; SDACO \$1,202.00. All members present voting aye. Motion carried.



**HR REPORT:**

Moved by Fischbach, seconded by Sutton to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge resignation of Christine Johnson, effective December 9, 2017 and approve request to fill vacancy of full-time Jail Correctional Officer
- Approve request that postings for Dispatcher, Deputy Sheriff and Jail/JDC Correction Officer positions remain active and will only be filled when actual slots are available.
- Approve hiring Heather Kulwicki, Lucas Champlain and Brandon Wiest as full-time Jail Correctional Officers, effective December 18, 2017 @ \$15.83 per hour; and approve request to fill part-time JDC position.
- Approve hiring Sally Ness as full-time Correctional Officer, effective December 28, 2017 @ \$15.83 per hour.
- Approve hiring Lacey Lopez-Martinez, effective December 13, 2017 and Bethany Gilroy, effective December 1, 2017 as part-time JDC Correctional Officer @ \$13.42 per hour.
- Approve the following Employee Step Increases, effective December 17, 2017: Sarah Jesz @ \$19.70 per hour and Charles Gruenstein @ \$18.57 per hour.

All members present voting aye. Motion carried.

**AUDITORS REPORT OF ACCOUNT:**

Moved by Fjeldheim, seconded by Hansen to approve the November 2017 Auditor's Report of Account with the County Treasurer in total amount of \$19,181,286.95 (total amount of actual cash @ \$4,513.00, Cash items (bad checks) @ \$487.00, US Bank @ \$57,587.82, Dacotah Bank @ \$10,676,912.84, Petty Cash/Change Funds @ \$2,600.00, Fund Investments @ \$8,439,186.29). All members present voting aye. Motion carried.

**BID AWARD – SHERIFF VEHICLE:**

Moved by Sutton, seconded by Fischbach to award the following bid for the Sheriff Department: State Contract #17148 from Pierson Ford Lincoln Inc for two (2) 2018 Ford Interceptor SUV's in total amount of \$59,664.00. All members present voting aye. Motion carried.

**MUTUAL AID AGREEMENT:**

Moved by Hansen, seconded by Sutton to approve and authorize the Chair sign a Mutual Aid Agreement with Edmunds County for purpose of assisting each county in providing law enforcement services for 2018. All members present voting aye. Motion carried.

**JAIL CONTRACTS:**

Moved by Hansen, seconded by Fjeldheim to approve and authorize the Chair to sign Contract with Edmunds County for housing Brown County inmates at the Edmunds County Jail at \$65.00 for each prisoner day. All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Sutton to approve and authorize the Chair to sign Contract with Faulk County for housing Brown County inmates at the Faulk County Jail at \$85.00 for each prisoner day. All members present voting aye. Motion carried.

**2018 SALARY SCHEDULE:**

Moved by Fischbach, seconded by Fjeldheim to approve the following salaries, effective December 17, 2017: Annually States Attorney Chris White 82,100.92; Sheriff Mark Milbrandt 73,631.72 (plus \$500 per pay period to oversee Communications Center); Auditor Maxine Fischer, Treasurer Sheila Enderson, Register of Deeds Carol Sherman 59,397.90; Commissioners (plus county paid portion of optional

insurance coverage) Nancy Hansen 21,165.88, Rachel Kippely, Tom Fischbach, Duane Sutton, Doug Fjeldheim 21,762.58; Deputy States Attorney's Ryan Vogel 67,778.00, Karly Winter 61,205.93, Ernest Thompson 56,000.87, Jodi Brown 17,580.23 (Victims Assistance) 33,334.00 (SVAWA Grant), Ross Aldentaler 51,000.00; Victims Specialist Brittany O'Day 49,862.49; Building Superintendent Judy Dosch 54,218.81; Chief Information Officer Paul Sivertsen 108,222.02; Commission Assistant/Human Resource Director Gary Vetter 64,147.37; Communications Director/Deputy Sheriff John McQuillen 61,947.27, Director of Equalization Michael Hauke Jr 58,939.90; EM Director Scott Meints 60,787.55; Fair Board Manager Derek Ricci 48,425.52; Fairgrounds Superintendent Kurt Smith 49,487.12; GIS Coordinator Scott Madsen 61,034.98; Highway Superintendent Dirk Rogers 70,660.95; Juvenile Detention Supervisor Brian Bahr 46,900.80; Landfill Manager Mike Scott 62,070.33; Museum Director Sue Gates 48,627.60; Planning/Zoning/E911 Rural Addressing Director C Scott Bader 49,486.85; Sheriff/JDC Nurse Tanya Mitchener 54,100.80; Veterans Service Officer Aaron Walberg 49,806.68; Welfare Director Clifford Rhodes 53,590.82; Chief Deputy Sheriff Tom Schmitt 67,964.27. Weed Supervisor Chris Hemen 41,860.80. Coroner and Deputies: Michael Carlsen, Allie Ryckman, Devin Rogers, Kylee Richards \$150.00 per call. Blood Draw: Harmony Mattson, Pamela Smid \$50.00 per draw. On Call Nurse: \$15.00 per phone call, \$35.00 per one hour or less physical visit, \$25.00 per hour over one hour physical visit: Pamela Smid, Jennifer Kamin, Harmony Mattson. Per Meeting: Darwin Bettmann, Stanley Beckler, Patrick Keatts, David North, Jerry Streckfuss, Dale Kurth, Dennis Weidebush, Mark Hoven, Duane Jark, Troy Knecht \$40.00 per meeting. Per Hour: Landfill Office Manager Robert Baumgartner 20.40. Deputy Director of Equalization Gene Loeschke, Russell Metz 23.88. Chief Office Deputies (Auditor, Treasurer. Register of Deeds) Lynn Heupel, Dorene Borchard, Patricia VanMeter, Roberta Nichols 23.88. Veterans Service Assistant Kathy Schlecht 23.88. Highway Shop Foreman Mark Wendt 24.75. Highway Department Assistant Kendell Titze 23.88. Human Resource Assistant Erin Doering 23.88. Assistant Communications Director Erin Bacon 21.27. Assistant Emergency Management Director Patti Woods 21.27. Appraisers: Sarah Swenson 19.54, Barry Kusler 21.39, Kathy Fischer 22.88. Technology Support Specialist: Joseph Adam 22.49, Cory Lane 22.93. Chief Office Deputies (Sheriff, Welfare, States Attorney, Director of Equalization) Polly Rush, Roxy Hilgenberg 21.02, Kathy Neitzel 21.92, Penny Hart 24.42. Legal Secretary I Tonya Peterson 15.33, Jessica Rychlik 16.60. Legal Secretary II Tracy Madsen 18.07. Office Deputies, Museum Curators, Secretaries/Clerks Kari Steiner, Jeannette McClain 15.14, Becky Desens 15.41, David Engraf 15.68, Patricia Kendall 15.95, Sonje Oban 16.36, Tracy Engquist, Cindy Woodford 16.75, Andrew Janusz 17.17, Sara Swisher, Mariann Malsom, JoAnn Sheffield 17.22, Jackie Ormand 17.27, Lora Schaunaman 17.52, Cindy Meyers 17.57, Sandra Green 17.72, Jolene Forsting 17.77, Sherri Rawstern 18.02. Clerk, Secretary, Maintenance, Parts Sarah Hartje 15.13, Bill Rohrbach 15.40, Cindy Eppard 16.93, Monte Podoll 17.28. Sheriff Department Clerical & Cooks Michael Janes 15.34, Rachel Wilson 16.01, Sandy Woytassek 16.35, Teresa Mann, Kristin Barstad 17.72, Sandy Mielke, Jesse Milbrandt 18.79. Dispatchers Patrick Hanson, Chelsey LeCompte, Thersia Cox 16.46, Miranda Graves 16.78, Derek Jangula, Aaron Gasser, Dawn Allam 17.47, Jonathan Waller, Cory Erhardt 17.83, Tonya Walth 19.89, Melony Flinn 20.04, Sara Jesz 20.09. Highway Seasonal Les Schaible 12.98. Fairgrounds/Maintenance Labor Grade 3 Dan Schlosser 16.86, Mickey Schulz 17.80, John Weig 19.44. Highway/Landfill Labor Grade 3 Allen Klinger, Chris Holmes 18.25, John Florey, Troy Grote, Mike Rohrbach 18.34, Kyle Kost 18.53, Tray Mercer, Dean Zimmerman 18.64, Dennis VanHeerde 18.74, Glen Neumiller 18.83, Charles Gruenstein 18.94, Larry Hardy 19.85. Highway/Landfill Labor Grade 4 Jason Kallenberger, Barry Braaten 18.38, Jeremy Eppard 18.58, Terry Lout 18.87, Dana Breske 19.18, Brad Nehlich 19.36. Highway/Landfill Labor Grade 5 Gerald Lehrkamp 19.07, Nicholas Juenger 19.28, Casey Jensen 19.38, Bryan Owens 19.47, David Bruckner 21.03. Highway Mechanics Labor Grade A (with cdl)/Outside Shop Foreman Eugene Pence Jr 20.78, Kurt Pigors 20.87, Daryl Lloyd 21.07, Paul Wipf 21.27. Deputy Sheriff Mike Hill, Gavin Wright, Wes Graff, Ermelinda Marcuson 20.33, Brandon Black 21.02, Keith Baker 21.37, Linn Kamin, Jonathan Lemke 21.72, Ben Smith, Nathan Smith 23.86, Damian Bahr 24.01, Craig Nelson 24.06, Brian Koens 24.11, Terrence Evans 24.16, Scott Kolb 24.76. Home Detention Supervisor/Assistant JDC Supervisor Danica Hillestad 18.74, Brenda Hammrich 21.61. Correctional Officers (Adult and JDC) Breanne Bjerke, Jeremy Batista, Samuel Hoppock, Heather

Kulwicki, Margarita Okusanya, Wayne Kleinsasser, R Casey Oberle, Eric Kiefer, Lucas Champlain, Brandon Wiest, Sally Ness 16.15, Scott Richards, Tanner Podoll, Andrea Merrell 16.49, Jaclyn Nagel, Justin Yablonski, Elise Westfall, Cameron Refsland 16.84, Christeen Krahel 17.20, John Clark, James Harpel, Ryan McClain, Brandon Mills 17.88, Stacie Wasem, Adelaide Mouna 18.23, Jennifer White 18.57, Joseph Embury 19.60, Michael Ernst 19.65, Samiuela Mouna 19.70, Russ Ochsner, Kristal Koens 19.95, Cindy Mitchell, Jeffrey Kirnan 20.00. Part time employees – per hour: Logan Gauer 9.45, Gale Buchanan 10.37, Michael Arnoldy, Tobias Stugelmayer 11.11, Tammie Niemann 11.43, Richard Schooley 11.61, Richard Burns 11.67, Marianne Marttila-Klipfel, Mary Baird 13.34, Julie Hermansen, Maggie Bell, Brian Marcuson, Charlie Tveit, Abby Jung, Carol Wolf, Anne Weig, Henry Fulda, Donna Olson, Susan Sumner, Doreen Howell, Teresa Sonnenburg-Gauer, Joselyn Underberg, Lacey Lopez-Martinez, Bethany Gilroy 13.69, Mari Flack, Brenda Reich 14.56, Tom Lammon, Steven Ramsdell, John Ness, Keith Enderson, Michael Lout, Peter Hesla, Cindy Jung, William Winter, Carl Wright 15.41, Jerod Blair 16.99, Diane Lehr 17.03. Differential Pay: Correctional Officers, Deputy Sheriffs, Dispatchers: 4:00 P.M. to 8:00 A.M. Monday thru Thursday \$1.00 per hour, 4:00 P.M. Friday to 8:00 A.M. Monday \$1.50 per hour. Dispatchers for Training at Terminals: \$1.00 per hour all shifts. Highway employees when pulling train \$0.80 per hour. NOTE: All overtime calculated on base pay. GUARDS: \$100 per day for each round trip less than 400 miles; \$125 per day for each round trip over 400 miles – Neil Bittner, Brock Schiferl, Daniel Harvey, David Hunter, Jon Damaska, Brenda Schmitt, Fred Schmidt, Eric Voigt, Drew Ottenbacher, Jeff Carlson, Eldon Reich, Nick Cochrane, Amy Lake-Harmon, Curtis Kline, Dan Studelska, Steven Westby, Kyle Stoddard. All members present voting aye. Motion carried.

#### EXECUTIVE SESSION:

Moved by Hansen, seconded by Fjeldheim to go into executive session to consult with attorney, per SDCL 1-25-2(3) with Larry Lovrien, Chris White, Gary Vetter, Mark Milbrandt and Tom Schmitt in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### COMMISSION ASSISTANT UPDATE:

A vehicle for the Assessor's Office will not be purchased; a used vehicle will be transferred from the sheriff department fleet when replacement arrives. The wind damaged awning at the Museum will be repaired.

#### ADJOURNMENT:

Moved by Sutton, seconded by Fischbach to adjourn the Brown County Commission at 9:52 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## DECEMBER 19, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Hansen, Sutton, Fischbach and Fjeldheim. Commissioner Sutton led the Pledge of Allegiance.

### MINUTES:

Moved by Hansen, seconded by Fischbach to approve the General Meeting Minutes of December 12, 2017, with the following amendments to the 2018 Salary Schedule: Andrew Janusz \$17.17 per hour, Communications Director/Sheriff Deputy John McQuillen \$61,947.27. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims:

Insurance: SDACC \$3,177.31.

Professional Fees: Avera St. Luke's \$161.00; Bantz, Gosch & Cremer \$9,076.74; Compass Counseling \$1,800.00; Ryan Dell \$2,509.80; William Gerdes \$8,785.50; Haar Law Office \$846.94; Mark Katterhagen \$27.00; Kuck Law Office \$8,344.60; Lewis & Clark BHS \$800.00; Lucy Lewno \$342.00; Lincoln Co. Treasurer \$192.43; Darcy Lockwood \$27.00; LTR Intermediate Holdings \$23,603.82; NEMHC \$2,600.00; NECOG \$4,500.00; Richardson, Wyly, Wise & Sauck \$5,247.53; Safe Harbor \$3,917.26; Sanford Health Occupational Medicine \$96.00; SD Dept. of Revenue & Regulation \$1501.00; Tammy Stolle Court Reporting \$156.80; Taliaferro Law Firm \$2,105.60; US Bank \$1,209.40; Yankton Co. Sheriff Office \$250.00; Yankton Co. Treasurer \$456.20.

Publishing: Aberdeen American News \$1,144.93; Groton Independent \$767.29.

Rentals: 446-Praxair \$23.28.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$2,142.14; E&R Industrial Sales \$21.57; G & K Services \$353.05; GCR Tires & Services \$65.00; Geffdog \$362.00; Graham Tire \$14.98; HDR Engineering \$1,717.25; House of Glass \$4,718.00; Hoven Auto Repair \$327.50; Leidholt Electric \$173.05; Sander's Sew 'n' Vac \$144.73; Service Signs \$3,999.83; Steven Lust Automotive \$48.04; Thee Glass Doktor \$292.50; US Bank \$238.29; Walth Safety Service \$774.50; Wooden Mallet \$6,440.00; Woodman Refrigeration \$151.02.

Supplies: 446-Praxair \$235.54; A&B Business \$386.55; Century Business Products \$671.86; Crescent Electric \$35.55; Dakota Electronics \$87.30; DSG \$1,343.41; DT Pharmacy \$772.27; E&R Industrial Sales \$81.20; Galls \$412.32; GovConnection \$2,273.19; GCR Tires & Service \$274.84; Geffdog \$27.00; Heartland Paper \$701.48; House of Glass \$263.00; InTab \$121.79; Patricia Kendall \$40.26; Kessler's \$8.18; Leidholdt Tool Sales \$19.50; Lucy Lewno \$12.96; Teresa Mann \$137.56; Marco \$38.63; Menards \$439.22; Midstates Printing \$372.13; NCFE-Warner \$2,119.55; Pantorium Cleaners \$14.00; PharmChem \$75.00; Sherri Rawstern \$53.18; Schwan Welding \$69.00; Thee Glass Doktor \$409.29; TrueNorth Steel \$174.00; US Bank \$11,402.90; Walth Safety Service \$127.80; West Payment Center \$258.32.

Travel & Conference: Best Western Ramkota – Aberdeen \$1,039.87; Sherri Rawstern \$144.76; US Bank \$2,327.99.

Utilities: Aberdeen City Treasurer \$287.99; CenturyLink \$607.28; City of Hecla \$215.71; Dependable Sanitation \$451.00; Exec. Mgmt. \$116.11; Northern Electric \$1,990.93; NWPS \$2,502.73; NVC \$3,236.16; Verizon \$4,830.01; US Bank \$1,086.01.

Other: Safe Harbor \$639.00. All members present voting aye. Motion carried.

### HR REPORT:

Moved by Sutton, seconded by Hansen to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Acknowledge resignation of Clifford Rhodes, Welfare Director, effective December 22, 2017; and further approve request to fill vacancy.

- Acknowledge resignation of Bethany Gilroy, effective December 18, 2017; and further approve request to fill vacancy.
- Amend start date for Sally Ness, full-time Correctional Officer to December 18, 2017.
- Approve moving Sandy Woytassek, Sheriff Clerical from Step 4 to Step 5, effective December 17, 2017.
- Authorize payment of retirement award per policy D-3 Retirement to John McQuillen in amount of \$150.00 before taxes as requirements have been met.
- Acknowledge the following miles driven and amount to be taxed for personal use of County vehicles during the month of November: Kendell Titze- 102 @ \$54.57, Dirk Rogers- 608 @ \$325.28, Mike Scott- 150 @ \$80.25, Gary Vetter- 105 @ \$56.18.
- Approve and authorize the Chair and Commissioners sign Agreement between Brown County, a political subdivision of the State of South Dakota and Local 162, Council 59 of the American Federation of State, County and Municipal Employee, AFL-CIO, effective January 1, 2018 through December 31, 2018.
- Approve the following Policy Manual changes, effective December 19, 2017:
  1. Addition to Policy Manual under E-7 Sick Leave Bank as follows:  
NOTE: Donation hours will no longer be accepted as of January 1, 2018 date until such time that it is determined more hours are needed and a 500 hour maximum carryover will be maintained. The exception will be for new employees wanting to donate one day of Sick Leave Hours to join the Sick Leave bank.
  2. Addition to Policy Manual under E-2 Vacation as follows:  
If hired or re-hired after January 1, 2018 these rates will apply:
 

| <u>Service Requirement:</u>                               | <u>Vacation Benefit:</u>  |
|---|---|
| 0 to 5 years<br>91 hours per year<br>Maximum 180 hours    | 3.5 hours per pay period--  |
| 6 to 10 years<br>130 hours per year<br>Maximum 220 hours  | 5 hours per pay period--  |
| 11 to 19 years<br>169 hours per year<br>Maximum 260 hours | 6.5 hours per pay period--  |
| After 20 years  | 8 hours per pay period—<br>208 hours per year<br>Maximum of 300 hours |

All members present voting aye. Motion carried.

#### SHERIFF REPORTS:

Moved by Fischbach, seconded by Sutton to approve the following November 2017 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

#### RFP CLUBHOUSE CONCESSIONS:

Moved by Sutton, seconded by Hansen to present the Aberdeen Hockey Association a counter offer, effective until January 15, 2018 in regard to the RFP for the Clubhouse Concessions Contract. All members present voting aye. Motion carried.

#### LEASE:

Moved by Hansen, seconded by Fischbach to approve and authorize the Chair sign Agreement with Shirley A Jacobs Irrevocable Trust for lease of a portion of Dixon's Outlot 3 of Dixon Outlots 3-6 in the

NE ¼ of Sec 26-T123N-R64W of the 5<sup>th</sup> P.M., described as: 40' wide by 375' ling driveway extending West of 5<sup>th</sup> Ave to an area in the rear of the lot that is 200' x 200' (1.25 acres) in amount of \$550.00, effective October 18, 2017 to October 18, 2018. All members present voting aye. Motion carried.

#### ORD 112 FIRST READING:

Moved by Sutton, seconded by Fischbach to approve First Reading of Ordinance #112, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots A & B, Wollman-Jones 1<sup>st</sup> Subdivision in the SW ¼ of Sec 29-T124N-R62W of the 5<sup>th</sup> P.M., Brown County, SD (12874 & 12860 395<sup>th</sup> Ave). All members present voting aye. Motion carried.

#### FAIRGROUNDS REPORT:

Kurt Smith, Fairgrounds Manager discussed amending the horse racing contract if the decision is made to not have Pari-Mutual Horse Racing in Pierre in 2018; and discussed garbage removal during the Fair.

#### CENTENNIAL VILLAGE:

Markcus Selzler, Centennial Village Inc President announced plan to do concrete work in phases at the Village and will submit an amended annual report when Commission requests are complete.

#### EMPLOYEE LEAVE:

Gary Vetter, Commission Assistant/HR Director clarified that the Deputy States Attorney vacation and sick leave earnings will be based on original hire date; and further stated the newest employee would contribute to the sick leave bank if he chooses to be a member.

#### CLERP:

Commissioner Sutton distributed statistics supporting the additional assessment needed to finance the County Legal Expense Reimbursement Program (CLERP).

#### COURTROOM SECURITY:

Further discussion was held on the options for addressing Courtroom Security. No action was taken at this time.

#### EXECUTIVE SESSION:

Moved by Sutton, seconded by Fjeldheim to go into executive session to consult with attorney, per SDCL 1-25-2(3) and to discuss personnel, per SDCL 1-25-2(1) with Larry Lovrien, Chris White and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

#### ADJOURNMENT:

Moved by Sutton, seconded by Fjeldheim to adjourn the Brown County Commission at 9:35 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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## DECEMBER 27, 2017 - JOINT ABERDEEN CITY/BROWN COUNTY MEETING

The Brown County Commission and the Aberdeen City Council met in joint session at 8:45 A.M. in the Brown County Commission Chambers, 25 Market Street, Aberdeen, SD. Present from City were Council Members Johnson, Ronayne, Rux, Slaight-Hansen and Mayor Levsen. Council members Bunsness, Lunzman, Olson and Remily were absent. Present from County were Commissioners Sutton, Fischbach, Fjeldheim and Chair Kippley. Commissioner Hansen was absent.

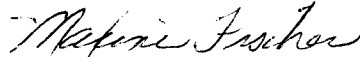
## ORDINANCE #17-12-01 /472:

On motion by Johnson and seconded by Rux, the City unanimously voted to approve First Reading of Ordinance #17-12-01 /472.

Moved by Sutton, seconded by Fjeldheim to approve First Reading of Ordinance #17-12-01/472, An Ordinance to amend Ordinance No. 1164 to rezone the following described property from its present zoning designation of (A-1) Agricultural District and (M-AG) Mini-Agricultural District to (M-AG) Mini-Agricultural District: Lots 1, 2 and 3, N & C Sanderson Outlots in the NE ¼ of Sec 34-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (2304 Sanderson Drive and 2043 135<sup>th</sup> Street, SW). All members present voting aye. Motion carried.

The City Council adjourned and the County Commission continued in regular session.

Maxine Fischer, Brown County Auditor



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## DECEMBER 27, 2017 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Sutton, Fischbach and Fjeldheim. Commissioner Hansen was absent. Commissioner Fjeldheim led the Pledge of Allegiance.

### MINUTES:

Moved by Fischbach, seconded by Sutton to approve the General Meeting Minutes of December 19, 2017. All members present voting aye. Motion carried.

### CLAIMS:

Moved by Fjeldheim, seconded by Sutton to approve the following claims:

Payroll: Commission \$5,289.97; Auditor \$8,003.52; Treasurer \$13,432.06; States Attorney \$21,958.66; SVAWA Grant \$1,282.08; Maintenance \$7,594.61; Assessor \$13,831.28; Register of Deeds \$9,310.14; Veterans Service Office \$4,092.80; GIS \$2,301.47; Information Technology \$7,731.48; Human Resources \$3,082.21; Sheriff Admin \$35,446.49; Jail \$47,852.69; JDC \$22,278.76; Welfare Office \$3,669.58; Museum \$8,068.42; Parks & Fairgrounds \$4,746.03; Fair Board \$3,683.29; 4-H \$606.18; Weed \$1,578.40; Planning and Zoning \$1,866.02; Highway \$46,176.13; Communications \$23,714.81; Emergency Management \$3,960.14; Teen Court \$221.28; 24/7 \$3,093.32; Landfill \$12,036.41.

Matching Benefits: FICA \$18,689.58; Medicare \$4,370.97; SDRS \$38,906.86; Health Ins \$133,684.04; Life Ins \$987.60; Dental Ins \$7,148.70; HSA \$150.00.

Professional Fees: Avera St. Luke's \$2,876.73; Bantz, Gosch & Cremer \$6,403.21; BCT \$337.00; Dakota Wood Grinding \$47,546.00; Dependable Sanitation \$25,995.00; Haar Law Firm \$760.46; Mark Katterhagen \$15.00; Kuck Law Office \$2,539.60; Language Line Services \$179.31; Lewis & Clark BHS \$480.00; Lucy Lewno \$144.00; Darcy Lockwood \$15.00; NE Mental Health Center \$19,556.00; Christy Griffin-Serr Law Office \$2,162.00; Spot Freight \$1,585.00; State Bar of SD \$500.00; Stoddard Law Office \$399.50; Tammy Stolle Court Reporting \$21.60; Jodi Sudweeks \$2,489.00; Sara Zahn \$17.00.

Publishing: Aberdeen American News \$2,254.98; Dakota Press \$3,076.21; Groton Independent \$289.10.

Rentals: HF Jacobs & Son \$550.00.

Repairs & Maintenance: Aberdeen Plumbing & Heating \$122.30; BCT \$150.00; Butler Machinery Co. \$46.31; Consolidated Ready Mix \$4,655.00; Crawford Trucks & Equip. \$33.91; Dakota Electronics \$5,589.50; DFP \$977.41; DMI \$15.25; Digi Security Systems \$71,490.79; G&K Services \$70.61; Grote Brothers Body Shop \$328.02; House of Glass \$1,309.87; IDC \$3,010.37; Leidholt Electric \$534.36; NC Rental/Leasing \$6,000.00; Pantorium \$38.50; PowerPlan \$376.50; Service Signs \$1,799.49; Sheehan Mack \$6,200.00; TranSource Truck & Equip. \$649.60.

Supplies: 446-Praxair \$225.89; A&B Business \$519.91; Advance Stores Co. \$61.87; Cartney Bearing \$554.32; Correct Rx Pharmacy Services \$4.51; Crawford Trucks & Equip. \$2,829.59; Dakota Electronics \$21.00; DFP \$523.71; Dakota Oil \$512.60; Danko \$69.50; DMI \$850.33; Farnam's \$39.45; Fastenal \$62.91; Ferguson Enterprises \$5.70; Galls \$189.61; GCR Tires & Service \$274.84; Geffdog \$3,350.31; GovConnection \$61.31; Great Western Tire \$3,359.85; House of Glass \$260.89; J Gross Equip. \$1,800.00; LabSource \$343.12; Lucy Lewno \$4.96; Mac's \$181.80; Marco \$310.10; Menards \$1,181.04; Moore Medical \$522.87; NCFE-Warner \$26,420.39; Pantorium \$28.00; Pheasantland Industries \$2,534.91; PowerPlan \$437.23; Pro Ag Supply \$7.92; Productivity Plus \$11.20; Sherri Rawstern \$85.14; Running's \$110.12; Stan Houston Equip. \$1,391.45; TranSource Truck & Equip. \$157.91; Walth Safety Service \$895.00; West Payment Center \$31.55.

Travel & Conference: Mary Baird \$85.82; Stan Beckler \$18.33; Darwin Bettmann \$15.24; Paul Bohling \$47.00; Cedar Shores Resort \$91.95; Tom Fischbach \$817.33; Doug Fjeldheim \$146.64; Patrick Keatts \$22.74; Rachel Kippley \$223.72; Dale Kurth \$112.53; Scott Meints \$47.00; Trevor Meints \$47.00; Dave Meyer \$47.00; David North \$105.48; Jerome Streckfuss \$34.98; Duane Sutton \$304.56; Ernest Thompson \$235.00; Patti Woods \$47.00.



Utilities: CenturyLink \$2, 810.15; Economy Propane \$1,479.01; James Valley Telecommunications \$220.70; Montana-Dakota Utilities \$30.20; NWPS \$1,816.05; Verizon \$60.05.

Other: Liberty Tire \$741.00; Pizza Ranch \$61.46. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Sutton, seconded by Fischbach to approve the following Commission Assistant/HR Office Report, which includes the following personnel changes:

- Amend start date for Logan Flack, full-time Dispatcher from Jan 8, 2018 to February 12, 2018.
- Approve the following Employee Step Increases, effective December 31, 2017: Sonje Oban @ 16.56 per hour, Kyle Kost @ \$18.64 per hour, Gerald Lehrkamp @ \$19.18 per hour, Craig Nelson @ \$24.11 per hour, Adelaide Mouna @ \$18.57 per hour, Mickey Schulz @ \$18.02 per hour.

All members present voting aye. Motion carried.

#### PLATS:

Commissioner Fjeldheim offered the following Resolution:

##### Resolution #85-17

BE IT RESOLVED by the Board of County Commissioners of Brown County, SD, that the plat showing "Tract 1 and Tract 2 of Fellers Conservation Easement Tracts in the SW ¼ of Sec 29-T122N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

##### Resolution #86-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "C & J Erickson Addition to the Town of Bath, in the NW ¼ of Sec 17-T123N-R62W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

##### Resolution #87-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "Ball Pioneer Farm Outlot A in Sec 7-T121N-R60W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #88-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "S&C Schipke Subdivision of Lot 1 D&S Business Park First Addition in the NW ¼ of Sec 9-T123N-R63W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

Commissioner Fjeldheim offered the following Resolution:

Resolution #89-17

BE IT RESOLVED by the County Commission of Brown County, SD, that the plat showing "N & C Sanderson Outlots in NE ¼ of Sec 34-T123N-R64W of the 5<sup>th</sup> P.M., Brown County, SD", having been examined, is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.

Seconded by Commissioner Fischbach. Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Resolution adopted.

ORD 113- SET HEARING DATE:

Moved by Sutton, seconded by Fjeldheim to set public hearing for consideration of Ordinance #113, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, submitted by Ryan Dell on behalf of Debra Cleveland to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots 1 & 2 Cleveland First Addition in the NE ¼ of Sec 35-T124N-R63W of the 5<sup>th</sup> P.M., Brown County, SD (39279 129<sup>th</sup> Street), to be held in the Brown County Commission Chambers, Courthouse Annex at 8:45 a.m. on January 16, 2018. All members present voting aye. Motion carried.

AMEND 2018 SALARY SCHEDULE:

Moved by Sutton, seconded by Fjeldheim to amend the 2018 Salary Schedule, adopted December 12, 2017: Correct pro-rated annual salary of Tom Schmitt to \$67,642.97; and add pro-rated annual salary for Part-time Deputy States Attorney Larry Lovrien @ \$26,520.00. All members present voting aye. Motion carried.

LEASE OPTION RENEWAL ADDENDUM:

Moved by Sutton, seconded by Fischbach to approve and authorize the Chair sign addendum for first of four one-year renewal options (January 1, 2018 – December 31, 2018), submitted by RB Farms for lease of county owned cropland located at the Landfill: 29 acres in the NW ¼ of Sec 14-T123N-R65 and 129 acres in the NW ¼ of Sec 13-T123N-R65W of the 5<sup>th</sup> P.M., Brown County, SD. All members present voting aye. Motion carried.

ORD 112 ADOPT:

Moved by Fischbach, seconded by Sutton to adopt Ordinance #112, An Ordinance to amend Title 4 – Zoning, Second Revision Brown County Ordinances, to rezone the following described property from its present zoning designation of Chapter 4.06 (AG-P) Agricultural Preservation District to Chapter 4.07 (M-AG) Mini-Agricultural District: Lots A & B, Wollman-Jones 1<sup>st</sup> Subdivision in the SW ¼ of Sec 29-

T124N-R62W of the 5<sup>th</sup> P.M., Brown County, SD (12874 & 12860 395<sup>th</sup> Ave). Roll call vote: Commissioners Hansen-absent, Sutton-aye, Fischbach-aye, Fjeldheim-aye, Kippley-aye. Ordinance adopted.

#### TAX DEED PROPERTY:

Moved by Fischbach, seconded by Sutton to authorize Sheila Enderson, County Treasurer to submit all qualifying parcels to the States Attorney for completion of the tax deed process. All members present voting aye. Motion carried.

Moved by Fischbach, seconded by Fjeldheim to authorize Sheila Enderson enter into a contract on the following property located in Aberdeen City, effective January 2018 @ \$375.00 per month Lots 17-18 Block 32 Hagerty & Lloyd Addn (310 N Arch Street). All members present voting aye. Motion carried.

#### BUDGET SUPPLEMENT:

Time and place, as advertised for 2017 Budget Supplement Hearing. No one appeared with questions or comments. Moved by Sutton, seconded by Fischbach to approve the following Budget Supplement for year 2017: General Fund – Court Appointed Attorney 101-5.153.421.01 @ \$34,586.35, 422.01 @ \$3,138.65, 422.06 @ \$262,275.00 (total \$300,000.00); Jail 101-5-212-411 @ \$297,527.05, 412.10 @ \$15,361.21, 412.20 @ 3,591.91, 413 @ \$1,682.35, 414 @ \$14,243.00, 415 @ \$21,560.57, 415.02 @ \$1,258.49, 415.03 @ \$170.84, 416 @ \$766.59, 422 @ \$1,459.60, 422.04 @ \$15,314.50, 424.01 @ \$2,766.37, 425 @ \$7,444.10, 426.01 @ \$16,535.91, 426.07 @ \$51.32, 428.06 @ \$266.19 (total \$400,000.00); to be funded by undesignated surplus cash in the General Fund #101-5.101.99 @ \$700,000.00. State Grant Fund #234-5.222.426 (POD) @ \$649.27, to be funded by undesignated surplus cash in the State Grant Fund #234-1.101.99. 24/7 Sobriety Fund #248-5.212.411 @ \$4,800.00, to be funded by undesignated surplus cash in the 24/7 Sobriety Fund #248-1.101.99. R/D Mod & Pres Relief Fund #251-5.163.434 @ \$12,712.91, to be funded by undesignated surplus cash in the R/D Mod & Pres Fund #251-1.101.99. All members present voting aye. Motion carried.

#### INCREASE SPENDING AUTHORITY/ESTIMATED REVENUE:

Moved by Sutton, seconded by Fjeldheim to increase spending authority and estimated revenue in the following funds for unanticipated reimbursement for expenditures: Fund #101-4.331.01 @ \$91,629.21, #101-5.712.422.01 @ \$91,629.21 (CDBG Safe Harbor); Fund #226-4.331.23 @ \$104,269.90, #226-5.228.426.69 @ \$51,372.40, 426.71 @ \$52,897.50 (HLS); Fund #101-4.331.97 @ \$14,141.77, #101-5.152.411 @ \$8,385.96, 426 @ \$1,547.98, 427 @ \$4,207.83 (SVAWA); Fund #101-4.334.03 @ \$12,595.00, 101-5.615.434 @ \$12,595.00. All members present voting aye. Motion carried.

#### CONTINGENCY TRANSFERS:

Moved by Fjeldheim, seconded by Sutton to approve the following Contingency Transfers: increase spending authority (no cash): Fund #101-5.xxx.422.99: 130 Judicial @ \$4,244.97; 151 States Attorney @ \$19,239.26, 154 A&N @ \$93,327.17; 445 Mental Illness Board @ \$10,110.30, 524 Fair @ \$51,234.36, 615 Weed & Pest @ \$2,083.92; Fund #248-5.212.422.99 24/7 Sobriety Program @ \$284.58; reduce spending authority (no cash) 101-112.422 @ \$180,524.56. All members present voting aye. Motion carried.

#### OPERATING TRANSFERS:

Moved by Sutton, seconded by Fischbach to authorize an Operating Transfer from EM Fund #226-5.222.911 @ \$279.38, R/D Mod & Pres Fund #251-5-251.911 @ \$279.38, BCT1 Fund #401-5.401.911 @ \$279.38, Landfill #504-5.322.191 @ \$6,705.16 to Operating Transfer In General Fund #101-4.371 @ \$7,543.30. All members present voting aye. Motion carried.

SECURITY DISCUSSION:

Sheriff Mark Milbrandt and Deputy Sheriff Tom Schmitt presented salary/benefit estimates for two full-time certified officers and one non-certified officer to man the 2<sup>nd</sup> floor foyer of the Courthouse. No action was taken at this time.

NON-EMPLOYEE SECURITY DEVICE AGREEMENT:

Moved by Fischbach, seconded by Sutton to approve the Non-Employee Security Device Agreement allowing access during non-business hours. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

Moved by Fjeldheim, seconded by Sutton to go into executive session to consult with attorney, per SDCL 1-25-2(3) with Larry Lovrien, Chris White, Gary Vetter and Paul Sivertsen in attendance; and to discuss personnel, per SDCL 1-25-2(1) and consult with attorney, per SDCL 1-25-2(3) with Larry Lovrien, Chris White and Gary Vetter in attendance. All members present voting aye. Motion carried.

The Chair declared the executive session closed, with no action taken as a result of the discussion.

ADJOURNMENT:

Moved by Fischbach, seconded by Sutton to adjourn the Brown County Commission at 10:06 a.m. All members present voting aye. Motion carried.

Maxine Fischer, Brown County Auditor



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