

APRIL 25, 2023 – GENERAL MEETING

Meeting called to order by Chairman Sutton at 8:45 A.M. in the Commission Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Dennert, Fjeldheim, Wiese, Gage, and Sutton. Commissioner Gage led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Commissioner Dennert moved to approve the agenda with amendment of removing to discuss Girl Scouts Camp Hammock Project, seconded by Gage. All members present voting aye. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT:

Tracy Feist addressed the Commission regarding needing Assistance. Chairman Sutton addressed her to contact the State's Attorney Office for further assistance.

BID - FLOOR COVERINGS:

Time and place, as advertised to open, read and consider sealed bids for removal and disposal of existing carpet and vinyl cove base, and install 24" x 24" carpet tiles and new vinyl base. Bids were received from Montgomery's @ \$29,318.85 and Builders First Source @ \$38,959.14. Moved by Commissioner Wiese, seconded by Dennert to table this discussion so Judy Dosch, Building Superintendent could review the bids. All members present voting aye. Motion carried.

ORDINANCE #243 - SECOND READING/ADOPTION:

Moved by Commissioner Gage seconded by Fjeldheim to approve the Second Reading and Adopt Ordinance #243 amending portions of Title 4 Zoning, Chapters 4.01 Definitions, 4.06 Agriculture Preservation District (AG-P), Chapter 4.07 Mini-Ag District (M-AG), 4.15 Light Industrial District (L-I), and Chapter 4.16 Heavy Industrial District (H-I). Roll Call: Dennert – aye; Fjeldheim – aye; Wiese – aye; Gage – aye and Sutton – aye. Ordinance #243 adopted. (Copies of the full Ordinance are available at the Brown County Auditor's Office or Brown County Planning and Zoning Office during regular business hours).

LOAD LIMITS EXTENSION:

Dirk Rogers, Highway Superintendent met with the Commissioners to ask that the Load Limits be extended due to the soft road conditions yet at this time.

Commissioner Wiese offered the following Resolution as of April 25th.

Resolution #15-23

WHEREAS, SDCL 32-22-24 authorizes the proper authority to establish maximum axle and axle group loadings during the period of each year from February fifteenth to April thirtieth, inclusive, and

WHEREAS, that authority may be exercised without formal resolution if the highway authority erects or causes to be erected and maintained signs designating the restrictions; and

WHEREAS, if highway and climatic conditions warrant, the proper highway authority may extend the time period mentioned by ordinance or resolution.

NOW, THEREFORE BE IT RESOLVED, that the Brown County Commission, per SDCL 32-22-24 extends the seasonal load restrictions established by the Brown County Commission in regular session on February 21st (6-ton per axle and 40 MPH for trucks) from April 30, 2023 to May 9, 2023, inclusive or until roads become stable.

FURTHER, BE IT RESOLVED that the Brown County Commission requests the South Dakota Department of Public Safety and the South Dakota Highway Patrol to enforce any and all weight limits for the extended period of time.

Seconded by Commissioner Sutton. Roll call vote: Commissioners Sutton-aye, Gage – aye, Wiese-aye, Fjeldheim-aye, Dennert-aye. Resolution adopted.

HIGHWAY DEPARTMENT UPDATE:

Dirk Rogers, Highway Superintendent shared with the Commissioners that he has pushed back switching to the Summer Schedule (10-hour workdays) until load limits are lifted. Dirk also informed the Commission that Hall

crossing has been wiped out. Also, there are some grants that are being streamlined so the funding can be sent straight to the Counties from the Federal Government.

SURPLUS PROPERTY:

Chairman Sutton shared that they have had several discussions in regard to the Hub City Building that was marked Surplus and at this time have decided to advertise for sealed bids. Commissioner Wiese moved to postpone this item one-week so that they may review the RFP that is being prepared by the State's Attorney's office. Seconded by Gage. All members present voting aye. Motion carried.

FY 2024 BENEFITS:

Erica Coughlin, HR Director met with the Commission to discuss the FY 2024 Benefits. There will be no changes to the Vision Insurance, will continue with Optilegra and no increase. Dental Insurance will continue with Delta Dental but there will be a 5% increase. Health Insurance will remain with Wellmark and there is a 2.84% increase in all the 4 plans. Erica recommended going to 2 plans: either a \$3000 or \$3500 deductible plan, this will affect 24 employees in the County. Moved by Commissioner Dennert, seconded by Fjeldheim to go with Erica's recommendations for the FY 2024 Benefits.

HR UPDATE:

Erica Coughlin, HR Director informed the Commission that we will be going live with Executime on April 30th. Commissioner Wiese questioned the process for those departments that are not at a computer all day, Erica shared such as the Highway department those employees will be given a proximity card that they will swipe to clock in and out.

MINUTES:

Moved by Commissioner Wiese, seconded by Gage to approve the General Meeting minutes of April 18, 2023. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Gage to approve the Brown County Board of Equalization minutes of April 18, 2023. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Commissioner Fjeldheim, seconded by Wiese to approve the following claims: Insurance: SD Public Assurance Alliance \$223.17. Professional Fees: Civil Solutions LLC \$1,711.10; Dean Schaefer Court Reporting \$249.00; Faulk County Sheriff's Office \$990.00; IMEG Corp \$9,807.35; Minnehaha County Auditor \$67.00; Saber Shred Solutions, Inc \$2,190.85; Yankton County Sheriff's Office \$50.00; Yankton County Treasurer \$135.00; Zylstra Investigations \$8,332.50. Publishing: Groton Daily Independent \$252.48; Midwest Radio of Fargo-Moorhead \$3,615.00. Repairs & Maintenance: Auto Glass Solutions Inc \$350.00; B&B Contracting, Inc \$985.50; Dakota Doors Inc \$5.48; Hanlon Brothers, LLC \$22,393.00; Hase Plumbing, Heating & Air Conditioning, Inc \$246.02; HF Jacobs & Son Const. Inc \$611.63; House of Glass \$191.30; K&S Plumbing, Inc \$2,821.62; Kramp Enterprise and Investment \$37,080.00; Precision Kiosk Technologies \$5,400.00; Steven Lust Automotive \$190.97; Traffic Solutions, Inc \$1,660.41; Woodman Refrigeration, Inc \$130.61. Supplies: Aberdeen Awards \$75.00; Amazon Capital Services, Inc \$38.17; Century Business Products \$102.25; Cole Paper Inc \$1,861.79; Dakota Doors Inc \$268.50; GovConnection, Inc \$1,382.91; Lang's Audio, TV & Appliance \$99.90; Leidholdt Tool Sales, LLC \$63.90; Marco Technologies, LLC \$36.85; Menards \$254.02; Sander's Sew-N-Vac \$399.08; Schwan Welding \$2,648.80; ThomsonReuters-West Payment Center \$1,894.62. Travel & Conference: Jon Lemke \$68.00; Kasey Kurtz \$354.96; Lynn Heupel \$256.42; The Lodge at Deadwood \$208.00. Utilities: City of Aberdeen \$289.28; Dependable Sanitation, Inc \$165.00; Northwestern Energy \$5,536.83. Others: Pizza Ranch \$79.96; Safe Harbor \$415.00; SD Dept of Revenue & Regulation \$13,280.94. Payroll: Commission \$4,615.41; Auditor \$11,144.00; Treasurer \$16,659.75; SA \$31,446.25; Maintenance \$8,591.38; DOE \$16,861.17; ROD \$9,932.80; VSO \$4,254.09; GIS \$2,643.52; IT \$5,982.67; HR \$5,001.68; Sheriff \$50,382.21; Jail \$79,236.17; Coroner \$784.28; Court Security \$7,125.00; JDC/HD \$46,719.85; Welfare \$2,336.49; DPM \$11,263.29; Parks/Fairgrounds \$5,893.65; Fair \$4,107.20; 4-H \$786.80; W & P \$1,058.37; P & Z \$7,232.60; Hwy. \$61,861.25; Dispatch \$41,737.09; EM \$4,933.61; 24/7 Sobriety \$1,395.10; Landfill \$18,728.72; FICA \$27,592.68; Medicare \$6,453.11; Discovery_HSA \$1,482.96; Health Insurance_Wellmark BS \$121,991.62; Dental Insurance_Delta \$7,855.68; Life Insurance_Dearborn \$1,037.34; Retirement_SDRS \$55,374.95. All members present voting aye. Motion carried.

HR REPORT:

Moved by Commissioner Gage, seconded by Dennert to approve the following Human Resource Report submitted by Human Resources Director, Erica Coughlin to approve the following:

- Transfer of Caïd Verzani from Brown County Jail Detention Officer to JDC Detention Officer; effective April 2, 2023.
- Transfer of Mike Rohrbach from Brown County Highway to Weed & Pest, FT; effective May 1, 2023.
- Transfer of Jerry Lehrkamp from Brown County Highway to Weed & Pest, FT; effective May 1, 2023.
- Acknowledge retirement of Cindy Meyers, Brown County Treasurer Office Chief Deputy, FT; effective on June 23, 2023. Request to fill (see below).
- Approve the promotion of Jolene Forsting from Brown County Office Deputy to Chief Deputy, starting wage \$27.80/hour; effective June 26, 2023. Request to fill.
- Hiring of Breanna Locke as Brown County Fairgrounds seasonal worker; starting wage \$14.00/hour; effective May 7, 2023.
- Hiring of Rhonda Retzlaff as Brown County Fairgrounds seasonal worker; starting wage \$12.50/hour; effective May 15, 2023.
- Approve hiring Caden Sheldon as Brown County Fairgrounds seasonal worker; starting wage \$14.00/hour; effective May 30, 2023.
- Approve wage adjustment, Sarah Jesz, Brown County Assistant 911 Communications Manager to \$2516.14/pay period; effective April 16, 2023.

All members present voting aye. Motion carried.

CLAIM ASSIGNMENTS:

Moved by Commissioner Fjeldheim, seconded by Wiese to authorize and approve the Auditor sign the Claim Assignment against an individual to Credit Collections Bureau for the purpose of collecting liens. All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Commissioner Dennert, seconded by Wiese to approve and authorize the Chairman sign the following lease agreements: Marlene Loebs for lease of Club House on April 28-29, 2023 for Rummage Sale; Aberdeen Running Club for lease of Fairgrounds on May 25, 2023 for Beer Run Running Event; Heidi Klein for lease of Richmond Lake Youth Camp on June 8-11, 2023; Massenomics for lease of Tables & Chairs on July 21-22, 2023. All members present voting aye. Motion carried.

LOTTERY PERMIT:

Moved by Commissioner Fjeldheim, seconded by Wiese to approve the Lottery Permit for Aberdeen Amateur Hockey Association with drawing to be held in Summer of 2023 to help assist the association in the funding for facility, equipment, maintenance & repairs. All members present voting aye. Motion carried.

ZONING ORDINANCES - SET HEARING DATE/AUTHORIZE ADVERTISING:

Moved by Commissioner Wiese, seconded by Gage to set hearing date and authorize advertising for first reading of the following zoning ordinances to be held May 9, 2023, in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Proposed Ordinance 244, applicants Levi Jensen requesting to move from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance: The West 520' of the North 1,965' of the SW ¼ of Section 9-T121N-R63W of the 5TH P.M., Brown County South Dakota (14380 390th Ave., West Rondell Twp.). All members present voting aye. Motion carried.

PLATS:

Resolution #16-23

Commissioner Dennert brought the following resolution: "Be it resolved by the County Commission of Brown County, South Dakota, that the plat showing "Hendrick Addition in the SE ¼ of Section 26, Township 124 North, Range 64 West of the 5th P.M., Brown County, South Dakota" having been examined, is hereby approved in accordance with the provisions of SDCL 1967, Chapter 11-3 and any amendments thereof." Seconded by Commissioner Wiese. All members present voting aye. Resolution adopted.

Resolution #17-23

Commissioner Dennert brought the following resolution: "Be it resolved by the Board of County Commissioners of Brown County, South Dakota, that the plat showing "Jordan Engelhart First Addition in Government Lot 1 and in the S ½ NE ¼ of Section 6-T126N-R63W of the 5th P.M., Brown County, South Dakota" having been

examined, is hereby approved in accordance with the provisions of SDCL 11-3 and any amendments thereof.”
Seconded by Commissioner Wiese. All members present voting aye. Resolution adopted.

OTHER BUSINESS:

Representative Carl Perry introduced Scott Moore, who is Representative of District 23.

EXECUTIVE SESSION:

Moved by Commissioner Wiese, seconded by Gage to go into executive session to discuss Contracts, Legal and Personnel per SDCL 1-25-2. All members present voting aye. Motion carried. The chair declared the executive session closed with no action taken.

BIDS – FLOOR COVERINGS:

Judy Dosch, Building Superintendent recommended to accept the Bid from Montgomery’s. Moved by Commissioner Wiese, seconded by Dennert to award the bid submitted by Montgomery’s in the amount of \$29,318.85 for removal and disposal of existing carpet and vinyl cove base and install 24’ x 24” carpet tiles and new vinyl base; rejecting the bid from Builders First Source @ \$38,959.14. All members present voting aye. Motion carried.

BUILDING PROJECT UPDATE:

Judy Dosch, Building Superintendent shared that she has been in contact with a couple of companies in regard to doing Tuck Pointing on the Dome and Lady Justice on top of the Courthouse. In 2020 a motion was moved to assign \$250,000 for future projects – Heupel Auditor is researching this.

ADJOURNMENT:

Moved by Commissioner Wiese, seconded by Dennert to adjourn the Brown County Commission meeting at 10:15 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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