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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