

SEPTEMBER 3, 2024 – 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, Gage, Sutton, and Wiese. Commissioner Gage led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Moved by Commissioner Wiese, seconded by Dennert to approve the agenda. All members present voting aye. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT: None

UTILITIES CERTIFICATE FO SAND LAKE BRIDGE PROJECT:

Dirk Rogers, Highway Superintendent presented the Commission a Utilities Certificate for Project Number BRF6251(00)18-1 PCN 06VK (Sand Lake Bridge) asking them to approve it for moving and or adjusting utilities from Web Water and Northern Valley Telecom at no cost to the State of South Dakota. Moved by Commissioner Wiese, seconded by Dennert to approve and authorize Chairman Sutton to sign the Utilities Certificate. All members present voting aye. Motion carried.

SET HEARING DATE FOR HIGHWAY 5-YEAR PLAN/BIG PROGRAM PUBLIC MEETING:

Dirk Rogers, Highway Superintendent asked to have his 5-year plan/Big Program Public Meeting for October 1, 2024. Moved by Commissioner Wiese, seconded by Dennert to approve and set the hearing date on Tuesday, October 1, 2024 for Highway 5-year plan/Big Program Public Meeting. All members present voting aye. Motion carried.

REQUEST FOR PROPOSAL (RFP) FOR INDIGENT COUNSEL/1-YEAR CONTRACT:

A discussion was held regarding Brown County wanting to establish a Public Defenders office. It is going to take some time to get this set-up so wanting to post request a proposal for 1-year Indigent Counsel contract. A Draft was presented along with a proposed date of October 11, 2024 for deadline. Chairman Sutton shared they are wanting to have the Public Defenders office up and running by January 2026, will have a 1 Lead Attorney, with 3 additional attorneys under him/her along with 2 Support Staff. They are also wanting to set up a board to oversee the office which will consist of 2 Commissioners, 2 Attorneys and 1 Lay Person that is not an attorney or a county employee. Moved by Commissioner Wiese, seconded by Fjeldheim to approve the proposal for 1-year Indigent Counsel with proposals due on October 11, 2024. All members present voting aye. Motion carried.

PUBLIC HEARING FOR FISCAL YEAR 2025 PROVISIONAL BUDGET:

Time and place, as advertised for public hearing on the 2025 Provisional Budget was held. No one from the public or various departments appeared. Updated budgets for the Public Defenders office, Court Appointed Attorney and State's Attorney office were presented. Commissioner Wiese moved to approve the Provisional Budget with the changes presented, seconded by Gage. All members present voting aye. Motion carried. Final Budget will be approved on September 24, 2024.

MINUTES:

Moved by Commissioner Fjeldheim, seconded by Wiese to approve the General Meeting Minutes of August 27, 2024. All members present voting aye. Motion carried.

CLAIMS:

Moved by Commissioner Gage, seconded by Wiese to approve the following claims: Insurance: SDPAA \$4,317.41. Professional Fees: Aberdeen Advanced Care Ambulance \$7,125.00; Aberdeen Security & Investigations \$6,958.00; Bill Schaeffer \$15.00; Fox Law Firm, PLLC \$410.00; Good Shepherd Lutheran Church \$3,500.00; Helms & Assoc. \$5,355.20; IMEG \$237.50; Kristi Brandt \$335.10; Lucy Lewno \$60.00; Mark Katterhagen \$27.00; Michelle Olson \$50.00; Samantha Olson \$50.00; Sara Zahn \$221.40; Schneider Geospatial, LLC \$2,916.00; SD Dept. of Health \$140.00; SD Dept. of Public Safety \$5,400.00; TMS Production Integration \$7,656.00; Valerie Larson \$42.00; Winona County Sheriff's Office \$80.00; Yankton County Sheriff's Office \$150.00; Yellow Robe Consulting \$1,800.00. Publishing: Groton Daily Independent \$754.24; McQuillen Creative Group \$494.00; Southwest Messenger Press, Inc. \$103.88. Rentals: Dakota Portable Toilets, Inc. \$20,000.00; DMI \$1,500.00; NB Golf \$24,674.00. Repairs & Maintenance: Artz Equipment \$25.40; Auto Zone \$37.41; Butler

Machinery \$557.97; Crawford Trucks & Equipment \$1,173.15; House of Glass \$1,435.00; Hub City Roofing \$1,135.00; Jensen Rock & Sand Inc. \$44,216.95; Lawson Products, Inc. \$41.77; NC Golf \$2,914.69; Pomp's Tire Service \$340.00; Webster Scale \$3,894.85. Supplies: Amazon Capital Services \$324.68; Artz Equipment \$71.84; Avera LTC Pharmacy Aberdeen \$3,528.37; Century Business Products \$7,241.00; Crawford Trucks & Equipment \$1,166.51; Dominoe's Pizza \$80.91; Fox Law Firm, PLLC \$5.69; Graham Tire \$841.48; Great Western Tire \$3,378.16; Jensen Rock & Sand Inc. \$32,161.30; LabSource, Inc. \$1,136.62; Lawson Products, Inc. \$494.78; Leidholdt Tool Sales, LLC \$12.63; Livestock Specialists \$185.00; Lucy Lewno \$2.73; Matheson Tri-Gas \$3,256.55; McDonald's \$398.70; Menards \$199.79; Performance Oil \$32.45; Pomp's Tire Service \$373.82; Production Monkeys \$300.00; Russell Beadle Landscaping \$4,243.40; Safety Service \$62,500.00; Sherwin Williams \$332.80; Tyler Technologies \$449.00; Veteran's Information Service \$65.00. Travel & Conference: Legal & Liability Risk Management Institute \$175.00; Lynn Heupel \$307.24. Utilities: AT&T Mobility \$186.49; Midcontinent Communications \$170.11; Montana-Dakota Utilities \$34.30; NWPS \$7,645.49. Others: BCT \$7,679.21. All members present voting aye. Motion carried.

HR REPORT:

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

- Transfer of Cody Richards from Brown County JDC Sergeant to Brown County Jail Sergeant, FT; effective September 1, 2024.
- Employment ending for Tyler Nelson, Brown County 911 Communications Officer, FT; effective August 30, 2024. Request to fill.
- Hiring Amanda Brumfield as Brown County Jail/JDC Nurse, FT; starting wage \$3,080.63/pay period – effective September 3, 2024.

All members present voting aye. Motion carried.

LEASE AGREEMENT:

Moved by Commissioner Fjeldheim, seconded by Wiese to approve and authorize Chairman Sutton to sign the following Lease Agreement: South Dakota Trapper's Association to lease the Holum Expo Building on September 13-14, 2024. All members present voting aye. Motion carried.

TRAVEL REQUEST:

Moved by Commissioner Gage, seconded by Wiese to approve the following travel request: Scott Madsen, GIS Coordinator to attend ND Geospatial Summit on September 24-26, 2024 in Bismarck, ND. All members present voting aye. Motion carried.

CLAIM ASSIGNMENTS:

Moved by Commissioner Dennert, seconded by Wiese to approve and authorize Auditor Heupel to sign the Claim Assignments against individuals to Credit Collections Bureau for the purpose of collecting liens. All members present voting aye. Motion carried.

OTHER BUSINESS:

Chairman Sutton informed the Commission that there will be a Zoom meeting at 11am regarding the engineer findings on the dome of the courthouse and asked who else could attend. Commissioner Wiese agreed to attend the meeting as well since he had recently visited that area.

Chairman Sutton also shared that Mavis Kempf, previous Assistant Welfare Director had passed away and sending their condolences to her family.

EXECUTIVE SESSION: none

ADJOURNMENT:

Moved by Commissioner Fjeldheim, seconded by Wiese to adjourn the Brown County Commission at 8:58 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

Published September 11-12, 2024, at the total approximate cost of \$_____and may be viewed free of charge at www.sdpublicnotices.com.