

October 1, 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 and Sutton. Commissioner Wiese was absent. Commissioner Gage led the Pledge of Allegiance.

APPROVAL OF AGENDA:

Commissioner Fjeldheim moved to approve the agenda, seconded by Gage. All members present voting aye. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT:

Sheriff Lunzman introduced Amanda Brumfield the new Jail Nurse.

Residents of Eisenhower Circle met with the Commission due to concerns about their health, and value of their homes due to the odor that is coming from the rendering at the Beef Plant. Commissioner Sutton informed the residents that the Commission can not engage during Public Comment so if they wish to interact with them to contact the Auditor’s office and be put on the agenda.

Thomas Leonhardt asked to be put on the agenda for next week regarding the Culverts to restore the water way at Mansfield.

SAFE HARBOR UPDATE:

Gina Karst, Executive Director for Safe Harbor met with the Commission to give them an update and provided information for Fiscal Years 2022 – 2024. October is Domestic Violence Awareness/Prevention Month. Their fiscal year runs from July 1<sup>st</sup> to June 30<sup>th</sup>. They currently serve 7 counties and are currently assisting the Ellendale, ND community, due to them not having space for them. Last fiscal year they served 435 people; they offer the victims assistance with Financials, Housing, Transportation, etc. Due to National Dollars falling short and lost \$151,000.00 in Victims Service Grants, so had to eliminate one full-time position. Chairman Sutton, Thanked Gina for what she does, and it is a valuable service.

SOLID WASTE SPECIAL ASSESSMENT FEES:

Commissioner Fjeldheim offered the following Resolution:

RESOLUTION #54-24

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.

NOW, THEREFORE BE IT RESOLVED, that the following Solid Waste Special Assessment fees shall be effective January 1, 2025 through December 31, 2025, 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 curbside service @ \$45.00 per year.
2. Households within Incorporated Cities or Civil Townships that do not require curbside service @ \$95.00 per year.
3. Condominiums taxed as single units within Incorporated Cities or Civil Townships that require curbside service @ \$45.00 per year.
4. Condominiums taxed as single units within Incorporated Cities or Civil Townships that do not require curbside service @ \$95.00 per year.
5. Apartment Units and Assisted Living Units within incorporated Cities that require curbside service @ \$25.00 per unit per year.
6. Seasonal Lake Cabins @ \$60.00 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 @ \$45.00 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 @ \$95.00 per unit per year.

Dated this 1<sup>st</sup> day of October, 2024

Seconded by Commissioner Gage.

Roll call vote: Dennert-aye; Fjeldheim-aye; Gage-aye; Sutton-aye; Wiese-absent.

Resolution adopted.

#### DIVERSION REIMBURSEMENT INCENTIVE FUND REQUEST:

Kelsi Vinger, State's Attorney Grant Coordinator and Lara Nelson with Northern State University (NSU) met with the Commission to request \$15,000.00 from the Diversion Reimbursement Incentive funds that Brown County is to receive and to put towards a Work-Study Case Manager to work with the people going through the Diversion Program at NSU. Lara informed the Commission that NSU would match the \$15,000.00 with Federal Funds. They are teaching language services, providing cultural services and working with families. Moved by Commissioner Dennert, seconded by Fjeldheim to approve the \$15,000.00 request and authorize Chairman Sutton to sign the agreement with NSU. All members present voting aye. Motion carried.

#### APPLICATION FOR OCCUPANCY:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following application submitted by Lynette Durham for occupancy of Brown County Highway 102<sup>nd</sup> in Section 11/14-T28(Palmyra Township)-R 65W to bore under the highway and install poly pipe that will run through a casing under the highway for a Livestock water line of Web Water. All members present voting aye. Motion carried.

#### HIGHWAY 5-YEAR PLAN:

Time and place, as advertised to discuss and receive public comment on the 5-year County Highway and Bridge Improvement Plan. Dirk Rogers, Highway Superintendent presented his 5-year plan to the Commission outlining plans for 2025-2029. Dirk informed the Commission that he can amend the plan halfway through the year after he received the Bridge Report if needed.

#### HIGHWAY DEPARTMENT UPDATE:

Dirk Rogers, Highway Superintendent updated the Commission stating they were completing 12W, need to do shouldering and striping yet but hope to finish by the end of the week. Then they will continue to haul gravel and mowing. Chairman Sutton asked about the Guard Rail at Richmond Lake and Dirk shared that the project was awarded to Dakota Fence.

#### MINUTES:

Moved by Commissioner Dennert, seconded by Gage to approve the General Meeting Minutes of September 24, 2024. All members present voting aye. Motion carried.

#### CLAIMS:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following Claims: Professional Fees: Boyce Law Firm \$450.00; Brown County 4-H Leaders Association \$5,350.00; CGI, LLC \$3,456.52; Dakota Group LLC \$2,500.00; Elections Systems & Software \$1,104.70; IMEG Corp \$3,872.65; Jeremy Lund – Siegel Barnett & Schutz, LLP \$759.00; Network Center, Inc \$3,002.57; Northeastern Mental Health Center \$75.00; Sanford Health \$980.00; SDSU Extension \$99.96; Yankton County Sheriff's Office \$100.00. Publishing: Groton Daily Independent \$260.03; McQuillen Creative Group, Inc \$832.18; Todd County Tribune/Mellette County News \$24.82. Repairs & Maintenance: Crawford Trucks & Equipment \$668.25; Custom Installations Solutions \$31,820.00; Day County Treasurer \$4,139.94; Diamond Mowers LLC \$29.12; EcoLab Pest Elimination Division \$132.12; Hoven Auto Repair \$12.00; Interior Design Concepts \$788.20; JGE Inc \$1,010.44; KONE \$1,090.66; Lawson Products, Inc \$47.73; Leidholt Electric, LLC \$464.29; Pierson Ford Lincoln, Inc \$398.17; Safety Service \$3,075.00; Thee Glass Doktor, LLC \$243.00. Supplies: Advance Auto Parts \$81.59; Agtegra Cooperative

\$568.76; Amazon Capital Services, Inc. \$768.46; Artz Equipment \$1,895.60; Avera LTC Pharmacy Aberdeen \$1,883.26; Bimbo Foods USA, Inc. \$902.10; Century Business Products \$95.48; Cole Paper Inc. \$1,212.69; Crawford Trucks & Equipment \$2,110.66; Custom Installations Solutions \$2,000.00; Dakota Oil \$423.75; Dakota Supply Group \$1,472.15; Diamond Mowers LLC \$1,127.86; Elections System & Software \$32.85; Fastenal Company \$369.83; Fire Safety First LLC \$77.00; Frederick Fire Department \$1,251.81; Great Western Tire \$1,236.72; Hansen Tools \$150.00; HF Jacobs & Son Construction Inc. \$35,463.95; Hoven Auto Repair \$56.00; J.D. Power \$303.00; Jamestown Implement LLC \$122.60; Josh Lee \$43.88; Kelco Supply Company \$545.07; Lawson Products, Inc \$533.46; Lien Transportation Company \$294,486.70; Marco Technologies, LLC \$89.86; Menards \$297.92; Midstates Group \$1,445.70; Nelson Sales & Service, LLC \$93.12; Pitney Bowes Global Financial Services LLC \$1,046.10; Runnings \$20.87; Safety Service \$2,378.67; Shop 4-H/National 4-H Council \$49.45; Stan Houston Equipment Company, Inc \$168.00; Thee Glass Doktor, LLC \$217.02. Travel & Conference: Dennis Feickert \$33.15; Doug Fjeldheim \$221.39; Drew Dennert \$407.41; Duane Jark \$94.35; Duane Sutton \$664.85; Mike Scott \$60.00; Northeast South Dakota Family Violence Prevention Conference \$800.00; Patti Woods \$160.00; Robert Baumgartner \$60.00; Scott Madsen \$356.00; Scott Meints \$160.00; Troy Knecht \$38.76. Utilities: Montana-Dakota Utilities Co. \$34.84; Northwestern Energy \$5,049.59; Verizon Wireless \$42.72. All members present voting aye. Motion carried.

#### HR REPORT:

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

- Employment ending for Brett Provins, Brown County Jail Detention Officer; FT – effective September 24, 2024. Request to fill.
- Last day of temporary employment for Deb Antil, Brown County Election Worker; effective September 24, 2024.
- Hiring of Shelley Wilkie as Brown County 911 Communications Officer, FT; starting wage \$22.37/hour – effective September 30, 2024.
- Approve posting for Chief Public Defender position.

All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Commissioner Fjeldheim, seconded by Gage 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.

#### TRAVEL REQUEST:

Moved by Commissioner Gage, seconded by Fjeldheim to approve the following travel request: Lynn Zacher, Sheriff's Office, to attend Concealed Permit Training on October 1, 2024 in Watertown, SD. All members present voting aye. Motion carried.

#### TRAVEL REIMBURSEMENT RATES:

Moved by Commissioner Fjeldheim, seconded by Dennert to approve the new per diem reimbursement rates effective October 1, 2024 per SDCL 3-9; 3-9-2; ARSD 05:01:02:11; 05:01:02:14 and 05:01:02:10.01. All members present voting aye. Motion carried.

OTHER BUSINESS: None

#### EXECUTIVE SESSION:

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

#### PROCLAMATION BY GOVERNOR:

Chairman Sutton informed everyone there was a Proclamation by the Governor to lower the Capitol Flag to half-staff to honor the memory of Former Legislator, Dr. Don VanEtten from Pennington County that passed away. Duane stated he served with him when he was a Legislator, so he has asked Judy Dosch, Building Superintendent to lower our flags as well to honor his memory; thoughts and prayers to his family.

ADJOURNMENT:

Moved by Commissioner Fjeldheim, seconded by Dennert to adjourn the Brown County Commission at 10:18 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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