

November 12, 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. Auditor Heupel led the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

OPPORTUNITY FOR PUBLIC COMMENT:

Senator Elect, Carl Perry shared with the Commission that Leadership Roles were elected in Pierre, Friday, November 8<sup>th</sup>. Senator Elect Carl Perry was chosen as Assistant Majority Leader and Representative Brandie Schaeftbauer was elected as Minority Whip. Mr. Perry feels the Leadership will be more County oriented.

ORDINANCE #283 – FIRST READING:

Moved by Commissioner Wiese, seconded by Gage to approve the First Reading of Proposed Ordinance #283. Applicant Larkota Acres – Briann & Lisa Larson to rezone from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring these parcels into compliance for their current use: Proposed Lots 1 thru 12, “Larkota First Addition” in the N1/2 of the SW1/4 of Section 3-T121N-R64W of the 5<sup>th</sup> P.M., Brown County, South Dakota (38504, 38507, 38512, 38515 & 38518, 38523, 38526, 38529, 38532, 38535, 38538 & 38541 Larkota Drive; Warner Twp.). All members present voting aye. Motion carried.

QUOTES FOR PORTABLE TOILETS FOR 2025-2027 BROWN COUNTY FAIR:

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the Commission the one quote they received for Portable Toilets from Dakota Portable Toilets, Inc. for the 2025, 2026 and 2027 Brown County Fair and recommended to accept and authorize the Chairman to sign the contract. Moved by Commissioner Wiese, seconded by Fjeldheim to accept the quote from Dakota Portable Toilets, Inc. for the 2025 Brown County Fair for \$20,000.00; 2026 Brown County Fair for \$20,500.00 and 2027 Brown County Fair for \$21,000.00 and authorize Chairman Sutton to sign the contract. All members present voting aye. Motion carried.

2025 FAIRBOARD APPOINTMENT:

Moved by Commissioner Dennert, seconded by Wiese to approve the recommendation from the Fair Board and appoint Eric Pigors to the 2025 Brown County Fair Board for his first 3-year term. All members present voting aye. Motion carried.

QUOTE FOR GOLF CARTS:

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the Commission a quote from All Season Motorsports and recommended to accept the quote for \$21,363.00 for the 2025 Brown County Fair. Moved by Commissioner Wiese, seconded by Fjeldheim to accept the quote from All Season Motorsports for Golf Carts in the amount of \$21,363.00 to be used at the 2025 Brown County Fair and authorize Chairman Sutton to sign the proposal. All members present voting aye. Motion carried.

JURASSIC BARK CONTRACT FOR THREE-YEARS:

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the Commission with a contract with Jurassic Bark/Wesley Williams for the 2025, 2026 and 2027 Brown County Fair in the amount of \$9,000.00 each year and asked for approval and authorize Chairman to sign the contract. Moved by Commissioner Fjeldheim, seconded by Gage to approve the 3 one-year contracts at \$9,000.00 for 2025, 2026 and 2027 Brown County Fair and authorize Chairman Sutton to sign the contracts. All members present voting aye. Motion carried.

LUMBERJACK SHOW CONTRACT:

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the Commission with for Lumberjack Show Contract for the 2025 Brown County Fair in the amount of \$12,000.00 and authorize Chairman to sign the contract. Moved by Commissioner Dennert, seconded by Wiese to approve the contract with Paul Bunyan Lumberjack Show for the 2025 Brown County Fair for \$12,000.00 and authorize Chairman Sutton to sign the contract. All members present voting aye. Motion carried. Rachel shared that they don't know at this point if this will be included in the

package ticket deal or not and she also commented that they have been approached about bringing back the Demo Derby on Sundays.

#### GRANDSTAND CLEANING CONTRACT:

Rachel Kippley, Fair/Fairgrounds/Parks Manager presented the Commission with the Contract for Cleaning the Grandstand & Racetrack Area for the 2025 Brown County Fair in the amount of \$5,600.00 from Darrin Olson, DBA: ACBMSJPK, LLC and authorize Chairman to sign the contract. Moved by Commissioner Fjeldheim, seconded by Wiese to approve the contract with Darrin Olson, DBA: ACBMSJPK, LLC for \$5,600.00 to clean the Grandstand & Racetrack Area for the 2025 Brown County Fair and authorize Chairman Sutton to sign the contract. All members present voting aye. Motion carried.

#### APPLICATION FOR OCCUPANCY FOR DUSTIN USSELMAN:

Moved by Commissioner Gage, seconded by Wiese to approve the following application submitted by Dustin Usselman for occupancy of Brown County 389<sup>th</sup> Ave., Section 6-T123N-R63W, Brown County, South Dakota to install sump pump drain from house into ditch. All members present voting aye. Motion carried.

#### SHERIFF DEPARTMENT UPDATE:

Sheriff Lunzman met with the Commission and shared that the 3<sup>rd</sup> Annual Halloween Passport was a success with over 500 kids coming through for Trick or Treating. He also shared that they may have some CPR Save Awards to present in the coming weeks. Then Sheriff Lunzman started discussing personnel issues, regarding him not receiving a raise this year and he feels that the Commission (Elected Officials) is trying to control another Elected Official (Sheriff) and impede him from doing his job. Sheriff Lunzman asked for a \$12,000.00 raise for himself and Chief Deputy Lemke for taking on the Coroner position, he never received additional compensation when he accepted the appointment of being Coroner. No decision was made at this time.

#### 2025 MEMORANDUM OF UNDERSTANDING FOR 4-H EDUCATOR:

Moved by Commissioner Wiese, seconded by Dennert to approve and authorize Chairman Sutton to sign the Memorandum of Understanding between SDSU and Brown County of South Dakota to continue the ongoing MOU relationship in 2025 and the cost share for 2025 will be \$23,050.00. All members present voting aye. Motion carried.

#### AIR QUALITY PERMIT APPLICATION FOR LANDFILL:

Moved by Commissioner Wiese, seconded by Fjeldheim to approve and authorize Chairman Sutton to sign the Air Quality Permit Application to renew the existing permit for the Landfill. All members present voting aye. Motion carried.

#### MINUTES:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the General Meeting Minutes of November 5, 2024. All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Wiese to approve the General Election Canvass Minutes of November 8, 2024. All members present voting aye. Motion carried.

#### CLAIMS:

Moved by Commissioner Wiese, seconded by Fjeldheim to approve the following claims: Professional Fees: Birmingham & Cwach Law Office \$322.00; Fox Law Firm, PLLC \$70.00; Helms & Associates \$4,920.82; Houston Engineering, Inc \$28,873.84; IMEG Corp \$1,165.00; Language Line Services, Inc. \$369.81; Liberty Tire Recycling, LLC \$28,882.82; Lucy Lewno \$90.00; Mark Anderson \$500.00; Mark Katterhagen \$15.00; Minn-Kota Communications, Inc \$6,450.00; Sanford Health Occupational Medicine \$1,176.00; Sanford Health \$2,433.00; Satellite Tracking of People, LLC \$1,881.75; SD Dept of Transportation \$574.70; Valerie Larson \$15.00; Zylstra Investigations \$2,517.50. Rentals: Linde Gas & Equipment Inc \$50.60; Pantorium Cleaners \$207.36; Vestis \$337.10. Repairs & Maintenance: B&B Contracting, Inc \$10,640.33; Butler Machinery Company \$8,624.48; Diesel Machinery, Inc. \$8,000.00; Farm Power Mfg. \$5.00; Gary's Auto Body & Accessories \$912.16; K&S Plumbing, Inc \$577.96; Kone \$2,587.00; Midwest Card and ID Solutions LLC \$1,750.00; Napa Central \$180.49; Olson's Pest Technicians \$260.00; Pantorium Cleaners Inc \$189.32; PharmChem, Inc 1,246.05; Pressure Washer Central \$380.00; RDO Equipment Co \$8,793.26; Safety Service \$3,695.00; Sewer Duck, Inc

\$450.00; Sioux Falls Crane & Hoist, Inc \$27.45; Steven Lust Automotive \$3,246.25; Transource Truck & Equipment, Inc \$10,624.16. Supplies: Agtegra Cooperative \$51,997.02; Amazon Capital Services, Inc \$1,031.94; Bimbo Foods USA, Inc \$902.10; Birmingham & Cwach Law Office \$6.46; Century Business Products \$351.45; Christina Flack \$1,138.07; Dakota Doors Inc., \$45.50; Dakota Fluid Power, Inc \$1,224.45; Dakota Oil \$971.60; Diesel Machinery, Inc. \$639.38; East Side Jersey Dairy, Inc. \$1,479.20; Farm Power Mfg. \$67.50; Fire Safety First LLC \$33.00; Fox Law Firm, PLLC \$1.72; Galls, LLC \$6.99; Gary's Auto Body & Accessories \$39.00; Geffdog Designs \$20.00; HF Jacobs & Son Const. Inc \$243.30; Interstate Battery System of South Dakota \$403.90; Jensen Rock & Sand Inc \$142,861.95; Lien Transportation Company \$4,863.05; Linde Gas & Equipment Inc \$114.55; Lucy Lewno \$1.75; Mac's Inc-Capital One Trade Credit \$214.82; Menards \$381.98; Pantorium Cleaners Inc \$32.00; Performance Oil \$59.80; Pressure Washer Central \$262.00; Pro Hydro-Testing LLC \$255.00; RDO Equipment Co \$2,042.75; Rinse & Go Car Wash \$28.00; Runnings \$2,106.23; Safety Service \$37,347.72; Sewer Duck, Inc \$375.00; Sioux Falls Crane & Hoist, Inc; 431.23; Transource Truck & Equipment, Inc \$5,880.06; Tyler Business Forms \$458.43; US Foods \$10,070.87. Travel & Conference: Arrowwood Resort & Conference Center \$2,858.00; Chris Anderson \$60.00; Ron Keller \$481.82. Utilities: City of Aberdeen Treasurer \$1,484.53; Northwestern Energy \$40.90; Town of Frederick \$77.00; WEB Water Development \$114.24. Other: SD Public Assurance Alliance \$310.78; SD Assoc of County Officials \$902.00; SD Dept of Agriculture & Natural Resources \$4,971.51. 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:

- Resignation of Dwain Otte, Brown County Highway Truck Driver; FT-effective November 15, 2024. Request to fill.
- Hiring of Justin Roemmick as Brown County JDC Detention Officer, FT; starting wage \$21.29/hr. – effective November 12, 2024.
- Hiring of the following as Brown County Jail Detention Officer, FT; starting wage \$21.9/hr.-effective November 12, 2024.
  - Chantz Burcham
  - Alexis Gearey
- Transfer of McKenzie Bierman from Brown County Fair and Park Event Coordinator to Brown County Fair and Park Assistant Manager-moving from hourly to salary; \$2,347.89/pay period-effective December 8, 2024.

All members present voting aye. Motion carried.

#### KARTING CLUB LEASE OPTION RENEWAL ADDENDUM:

Moved by Commissioner Gage, seconded by Wiese to approve the Lease Option Renewal Addendum with the Aberdeen Karting Club for leasing one-acre of land to the east of the race-track at the Fairgrounds for three-year period commencing on November 1, 2024 and terminating on the 31<sup>st</sup> of October 2028. All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

Moved by Commissioner Fjeldheim, seconded by Dennert 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.

#### LANDFILL TONNAGE REPORT FOR OCTOBER 2024:

Moved by Commissioner Fjeldheim, seconded by Gage to acknowledge the Landfill Tonnage Report for October 2024. All members present voting aye. Motion carried.

#### ABATEMENTS:

Moved by Commissioner Wiese, seconded by Gage to approve the following abatement: Parcel #21375-Tax Yr. 2022PY2023 \$198.18; Tax Yr. 2023PY2024 \$213.45. All members present voting aye. Motion carried.

#### TRAVEL REQUESTS:

Moved by Commissioner Wiese, seconded by Fjeldheim to approve the following Travel Requests: Randy Zens, Maintenance Dept. to travel to Pierre, SD to pick-up the new county maintenance truck; McKenzie Bierman,

Dwight Guthmiller, Katie Moulsoff, Shelly Eisenbeisz, Nancy Radke, Trevor Meints, Greg Markley and Conald Burgard of the Brown County Fair/Fair Board to attend the Heartland Association of Fair, Festivals & Events Convention on November 21-23, 2024 in Minot, ND. All members present voting aye. Motion carried.

OTHER BUSINESS: None

EXECUTIVE SESSION:

Moved by Commissioner Wiese, seconded by Dennert to go into Executive Session for Personnel, Legal and Contracts per SDCL 1-25-2. All members present voting aye. Motion carried. The chair declared the Executive Session closed with No Action Taken.

ADJOURNMENT:

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

Lynn Heupel, Brown County Auditor

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