

April 22, 2025 – 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, Dinger, Gage, Sutton and Wiese. Commissioner Dennert led the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

OPPORTUNITY FOR PUBLIC COMMENT: None

PUBLIC HEARING FOR LIQUOR LICENSE TRANSFERS:

Moved by Commissioner Wiese, seconded by Gage to approve transferring the Ownership of Retail (On-Sale) Liquor License from Travis Swenson DBA: Elm Lake Resort to transfer license located at 37594 102nd St., Frederick (Palmyra Twp.) – Lot 1 Elm Lake Resort SD, SE 8-128-65 of 5TH P.M. Brown County, SD to Monica Hansen, DBA: Drop Tine Resort located at 37594 102nd St. Frederick – Lot 1 Elm Lake Resort SE 8-128-65 of 5TH P.M., Brown County, SD.

Moved by Commissioner Dinger, seconded by Wiese to approve transferring the Ownership of Package (Off-Sale) Liquor License from Travis Swenson DBA: Elm Lake Resort to transfer license located at 37594 102nd St., Frederick (Palmyra Twp.) – Lot 1 Elm Lake Resort SD, SE 8-128-65 of 5TH P.M. Brown County, SD to Monica Hansen, DBA: Drop Tine Resort located at 37594 102nd St. Frederick – Lot 1 Elm Lake Resort SE 8-128-65 of 5TH P.M., Brown County, SD.

ABERDEEN HOMELESS COALITION OUTREACH:

Bob Schatz introduced Kathy Zerr and Jamie Shaw from the Aberdeen Homeless Coalition. Kathy informed the Commission that the Coalition is made up of volunteers who are building relationships and earning the trust of the homeless. They meet on the last Tuesday of every month at 1pm at the K.O. Lee Library, and the next meeting will be held on April 29th. Jamie shared his story and how this coalition has changed his life. Their Motto is 'One Love'. In April thus far, there are 54 Homeless people in Aberdeen and 16 of those are new contacts.

COOPERATIVE AGREEMENT BETWEEN ABERDEEN SCHOOL DISTRICT AND BROWN COUNTY JUVENILE DETENTION CENTER:

Moved by Commissioner Wiese, seconded by Dennert to approve and authorize Chairman Sutton to sign the Cooperative Agreement between the Aberdeen School District and Brown County Juvenile Detention Center from July 1, 2025 to June 30, 2026. All members present voting aye. Motion carried.

HUFF CONSTRUCTION QUOTE – REVISE PUBLIC DEFENDER OFFICE:

The Maintenance Department presented an additional quote from Huff Construction to revise the Public Defender Office at a total of \$11,939.00. Moved by Commissioner Dinger, seconded by Wiese to approve and authorize Chairman Sutton to sign the additional quote from Huff Construction for \$11,939.00 to revise the Public Defender Office. All members present voting aye. Motion carried.

APPLICATION FOR OCCUPANCY FOR PAT KEATTS:

Moved by Commissioner Wiese, seconded by Dennert to approve the following application submitted by Pat Keatts for occupancy of Brown County 127th Street in Section 23-T124N-R65W, Brown County, South Dakota to install culvert. All members present voting aye. Motion carried.

LOAD LIMITS:

Dirk Rogers, Highway Superintendent, met with the Commissioners and recommended lifting the load limits as of Friday, April 25, 2025 as the posted signs are taken down. Moved by Commissioner Dinger, seconded by Wiese to lift the load limits beginning on Friday, April 25, 2025. All members present voting aye. Motion carried.

BID DATES FOR SAND LAKE BRIDGE PROJECT:

Moved by Commissioner Wiese, seconded by Dinger to approve and authorize publication of the Sand Lake Bridge Project with Bid Opening date set for Tuesday, May 20, 2025. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Dennert, seconded by Wiese to approve the General Meeting Minutes of April 15, 2025. All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Gage to approve the Brown County Board of Equalization Minutes of April 15, 2025. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Commissioner Dinger, seconded by Wiese to approve the following claims/payroll:

Claims: Professional Fees: Avera St. Luke's Hospital \$125.63; Brown County Fair Foundation \$8,515.03; CGI, LLC \$505.63; Dean Schaefer Court Reporting \$126.00; Dohrer Law Office, PC \$696.00; Jerald M. McNeary \$132.00; Kuck Law Office \$3,264.00; Lewis & Clark BHS \$450.00; LexisNexis Risk Data Mgt, LLC \$115.43; Lincoln County Auditor \$227.83; Northern Plains Psychological Associates, LLC \$75.00; SD Dept of Health \$2,095.00; Taliaferro Law Firm, PC \$108.00; Thomson Reuters – West Payment Center \$567.13; TJ Counseling \$2,500.00; Yankton County Treasurer \$314.50. Publishing: McQuillen Creative Group, Inc. \$60.20; South Dakota Magazine \$360.00. Rentals: Advantage Self Storage \$276.00; Pantorium Cleaners \$3,113.85. Repairs & Maintenance: B&B Contracting, Inc. \$6,628.58; Dakota Doors Inc. \$1,101.01; EcoLab Pest Elimination Division \$291.91; Gappa Electric \$110.00; Gary's Auto Body & Accessories \$285.89; Graham Tire Inc. \$856.54; Leidholt Electric, LLC \$839.26; Lien Transportation Company \$675.00; Meister Mowing LLC \$525.00; Pantorium Cleaners \$281.20; Quality Welding, Inc. \$1,378.43; Titan Machinery \$2,867.50. Supplies: Advance Auto Parts \$373.26; Amazon Capital Services, Inc. \$360.16; Avera LTC Pharmacy Aberdeen \$4,604.09; Century Business Products \$952.55; Cindy Mitchell \$67.95; Cole Paper Inc. \$2,616.70; Election Systems & Software \$1,274.63; Fastenal Company \$299.17; FedEx \$50.05; Geffdog Designs \$144.00; Graham Tire Inc. \$17.60; House of Glass \$930.75; Kessler's \$222.72; Kuck Law Office \$131.60; Menards \$19.14; Meyers Auto & Truck Parts \$110.00; DSS Image Apparel \$55.00; NVC \$29.35; Quality Welding, Inc \$322.71; Stan Houston Equipment Company, Inc. \$157.59; Thomson Reuters – West Payment Center \$2,010.00; Titan Machinery \$1,594.65. Travel & Conference: Becca Tullar \$96.04; Jessica Rychlik \$138.00; Mariann Malsom \$259.00; Neil Bittner \$14.00; Scott Kolb \$14.00; SD Assoc of County Officials \$500.00; Tracy Madsen \$138.00. Utilities: CenturyLink \$572.75; City of Aberdeen Treasurer \$48.00; Dependable Sanitation, Inc. \$580.00; Northwestern Energy \$2,306.10; NVC \$3,421.75; Verizon Wireless \$1,481.95.

Payroll: Commission \$4,896.51; Elections \$2,009.44; Auditor \$8,034.72; Treasurer \$18,750.55; SA \$36,716.47; Public Defender \$5,384.61; Maintenance \$12,092.75; Assessor \$16,614.93; Register of Deeds \$10,905.91; VSO \$4,741.87; GIS \$2,946.49; IT \$10,005.68; HR \$5,517.05; Sheriff \$53,489.17; Jail \$67,628.27; Coroner \$2,000.00; Court Security \$6,962.42; JDC \$33,312.44; Welfare \$2,604.27; Museum \$13,645.55; Parks/Fairgrounds \$7,689.69; Fair Board \$3,626.67; 4-H \$877.19; Weed \$1,179.67; Planning & Zoning \$8,062.17; Highway \$53,017.51; Dispatch \$38,162.46; Emergency \$5,483.06; 24/7 Sobriety \$2,692.92; Landfill \$18,152.97; Mileage Benefits \$1,147.04; FICA \$27,239.26; Medicare \$6,370.45; Discovery-HSA \$2,572.22. 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, Allison Tunheim:

- Resignation of Alondra Craballo-Sambolin, Brown County Jail Detention Officer, FT – effective April 16, 2025. Request to fill.
- Hiring of Brenda Radtke as Brown County Deputy Treasurer, FT; starting wage \$2087/hr. – effective May 5, 2025.
- Promotion of Lynn Zacher from Brown County Sheriff Office Records Technician to Brown County Sheriff Office Administrative Coordinator, FT; starting wage \$24.21/hr. – effective April 27, 2025.
- Promotion of Sierra Kamin from Brown County 911 Communications Officer to Brown County 911 Shift Supervisor, FT; starting wage \$27.39/hr. – effective April 27, 2025.
- Job description for FT Museum Guest Coordinator with grade to be placed at 14.

- Job description, title and grade for Public Defender to be placed at grade 22 with senior level qualifications to be placed at grade 23.
- Job description, title and grade for Legal Assistant/Paralegal to be placed at grade 12.
- Adding Museum Volunteer, Elizabeth Leonhardt, to the approved list for Work Comp purposes.

All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Commissioner Gage, seconded by Wiese to approve and authorize Chairman Sutton to sign the following lease agreements: New Hope Fellowship to lease Portable Storage on June 20, 2025; Shaina Earnest to lease Richmond Lake Youth Camp on August 8-10, 2025 for Family Reunion; Nicole Sobolik to lease Clubhouse on April 26, 2025 for Family Gathering. All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Dennert, seconded by Dinger to approve the following travel requests: Chris Hemen, Weed & Pest Supervisor to pick up replacement EPD module for Mosquito Fogger on April 17, 2025 in Mobridge, SD; Karly Winter, Karla Nelson, Tuckor Anderson & Jason Erickson from State's Attorney Office to attend 2025 Prosecuting the Impaired Driver/State's Attorney's Association Conference on April 29-May 2, 2025 in Deadwood, SD. All members present voting aye. Motion carried.

CLAIM ASSIGNMENTS:

Moved by Commissioner Gage, 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.

LOTTERY PERMITS:

Moved by Commissioner Wiese, seconded by Gage to approve and authorize Chairman Sutton to sign the application submitted by Aberdeen Area Chamber of Commerce for a lottery to be held on June 1, 2025 at the Brown County Fairgrounds All-Wheels Track. All members present voting aye. Motion carried.

ABATEMENT:

Moved by Commissioner Dennert, seconded by Dinger to approve the following abatement: For Tax Yr. 24PY25 – Parcel #28589 - \$38.59. All members present voting aye. Motion carried.

ZONING ORDINANCES – SET HEARING DATE/AUTHORIZE ADVERTISING:

Moved by Commissioner Dinger, seconded by Wiese to set hearing date and authorize publication for the first reading of the following zoning ordinances to be held on May 13, 2025, in the Commission Chambers, Courthouse Annex, Brown County, South Dakota. Proposed Ordinance #294, applicants Timothy & Kelly Serr for the purpose of rezoning from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its current use: Description of property: Lot 5, "Keatts Third Subdivision" in the NE 1/4 of Section 22-T124N-R65W of the 5th P.M., Brown County, South Dakota (127160 West Bridge Road, Ravinia Twp.). Proposed Ordinance #295, applicant Adam Monson for the purpose or rezoning from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its current use: Description of property: "Ellingson's Outlot 1" in the SW 1/4 of Section 33-T121N-R61W of the 5th P.M., Brown County, South Dakota (14788 402nd Avenue; Garden Prairie Twp.). Proposed Ordinance #296, applicants Jeffery & Tamara Sahli for the purpose of rezoning from Agriculture Preservation District (AG-P) to Lake Front Residential District (R-3) to bring this parcel into compliance for its current use: Description of property: "Meyer's Outlot 1 to Millers Richmond Lake Subdivision" in the SW1/4 of Section 19-T124N-R64W of the 5th P.M., Brown County, South Dakota (382228 Spillway Drive; Lincoln Twp.). Proposed Ordinance #297, applicant Shane Reich for the purpose of rezoning from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its current use: Description of property: Lot 2, "Keatts Third Subdivision" in the NE 1/4 of Section 22-T124N-R65W of the 5th P.M., Brown County, South Dakota (127070 West Bridge Road, Ravinia Twp.). Proposed Ordinance #298, applicants James Johnson/William Mundhenke for the purpose of rezoning from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its current use: Description of property: Proposed Lots 1 thru 5, "Johnson Airport Subdivision" in the SW1/4 of Section 22-T123N-R63W of the 5th P.M., Brown County,

South Dakota (5010, 5025, 5030, 5120 & 5210 Anthony Lane; Bath Twp.). All members present voting aye. Motion carried.

JOHNSON AIRPORT SUBDIVISION PLAT:

RESOLUTION #2025-19

Commissioner Wiese brought the following resolution “Be it resolved by the County Commission of Brown County, South Dakota, that the plat showing “Johnson Airport Subdivision in the SW ¼ of Section 22, Township 123 North, Range 63 West of the 5TH P.M., Brown County, South Dakota, having been examined is hereby approved in accordance with the provisions of SDCL of 1967, Chapter 11-3, and any amendments thereof.” Seconded by Gage. All members present voting aye. Resolution adopted.

OTHER BUSINESS:

Senator Perry shared that the Live Premiere of ‘Unearthing CO2 Pipeline’ will be at Allevity this evening.

EXECUTIVE SESSION:

Moved by Commissioner Dennert, seconded by Wiese to go into Executive Session for Personnel & Legal 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 Dinger, seconded by Wiese to adjourn the Brown County Commission at 10:05 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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