

May 13, 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 Sutton led the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

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

**OPPORTUNITY FOR PUBLIC COMMENT:** None

**ORDINANCE #294 – FIRST READING:**

Moved by Commissioner Dennert, seconded by Wiese to approve the First Reading of Proposed Ordinance #294. Applicant Timothy and Kelly Serr to rezone 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 NE1/4 of Section 22-T124N-R65W of the 5<sup>th</sup> P.M., Brown County, South Dakota (127160 West Bridge Road, Ravinia Twp). All members present voting aye. Motion carried.

**ORDINANCE #295 – FIRST READING:**

Moved by Commissioner Dennert, seconded by Gage to approve the First Reading of Proposed Ordinance #295. Applicant Adam Monson to rezone 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 SW1/4 of Section 33-T121N-R61W of the 5<sup>th</sup> P.M., Brown County, South Dakota (14788 402<sup>nd</sup> Avenue; Garden Prairie Twp.). All members present voting aye. Motion carried.

**ORDINANCE #296 – FIRST READING:**

Moved by Commissioner Dennert, seconded by Dinger to approve the First Reading of Proposed Ordinance #296. Applicant Jeffery and Tamara Sahli to rezone 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 5<sup>th</sup> P.M., Brown County, South Dakota (382228 Spillway Drive; Lincoln Twp.). All members present voting aye. Motion carried.

**ORDINANCE #297 – FIRST READING:**

Moved by Commissioner Dinger, seconded by Gage to approve the First Reading of Proposed Ordinance #297. Applicant Shane Reich to rezone 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 NE1/4 of Section 22-T124N-R-65W of the 5<sup>th</sup> P.M., Brown County, South Dakota (127070 West Bridge Road, Ravinia Twp.). All members present voting aye. Motion carried.

**ORDINANCE #298 – FIRST READING:**

Moved by Commissioner Gage, seconded by Dennert to approve the First Reading of Proposed Ordinance #298. Applicant James Johnson/William Mundhenke to rezone 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-R-63W of the 5<sup>th</sup> P.M., Brown County, South Dakota (5010, 5025, 5030, 5120 & 5210 Anthony Lane; Bath Twp.). All members present voting aye. Motion carried.

**BROWN COUNTY FAIR SPONSORSHIP AGREEMENT:**

Rachel Kippley, Fairgrounds/Parks Manager, asked the Commission to approve and sign the Gaga Ball Pit agreement with the Aberdeen Area Association of Realtors. Lorna Johnston, Joni Napton and Julie Larson from the Aberdeen Area Association of Realtors were also present. Rachel explained that the Gaga Ball Pit will be placed at the Brown County Fairgrounds Kids Zone and will be up all year and open for public use. Lorna Johnston mentioned that the entire cost will be covered by grants obtained by the Aberdeen Area Association of Realtors and the National Association of Realtors. Moved by Commissioner Wiese, seconded by Dinger to approve and authorize Chairman Sutton to sign the Gaga Ball Pit Sponsorship Agreement. All members present voting aye. Motion carried.

#### BROWN COUNTY FAIRGROUNDS UPDATE:

Rachel Kippely, Fairgrounds/Parks Manager, informed the Commission that the progress of the small animal building is moving along. Rachel also informed the Commission she is gathering quotes to repair the Holum Expo sprinkler system which will cost roughly \$50,000. A walk-thru will be done of the Holum Expo fire alarm system as the panel is going bad. The possibility is to upgrade the fire alarm panel to one big enough to host the Expo and Odde Ice Arena.

#### PUBLIC DEFENDER SOFTWARE CONTRACT:

Brad Borge, Public Defender, asked the Commission to approve the purchase of Filevine, a software for the Public Defender's Office. Moved by Commissioner Dennert, seconded by Wiese to approve the software purchase of Filevine, Inc. for the Public Defenders Office. All members present voting aye. Motion carried.

#### COURTHOUSE SECURITY GRANT:

Judy Dosch, Building Superintendent, requested to go into executive session regarding Courthouse Security.

#### EXECUTIVE SESSION:

Moved by Commissioner Wiese, seconded by Dinger to go into Executive Session for Contract, Security and Personal per SDCL 1-25-2. All members present voting aye. Motion carried. The Chairman declared the executive session closed with no action taken.

Chairman Sutton entertained a motion to authorize spending authority to Brown County Maintenance Department for the spending of Courthouse Security Grant money. Moved by Commissioner Gage, seconded by Dennert. All members present voting aye. Motion carried.

#### MINUTES:

Moved by Commissioner Dinger, seconded by Wiese to approve the General Meeting Minutes of May 6, 2025. All members present voting aye. Motion carried.

#### CLAIMS/PAYROLL:

Moved by Commissioner Gage, seconded by Dinger to approve the following Claims/Payroll:

Claims: 422 Professional Fees: Aberdeen ED \$174.97; Allison Tunheim \$520.20; Avera St. Luke's Hospital \$431.75; Boyce Law Firm \$1,395.00; Carrels & Bain Family Dental Care, LLC \$925.77; Dependable Sanitation, Inc \$49,174.00; Dohrer Law Office, PC \$1,500.00; Fargo Teleradiology Prof \$386.87; Faulk County Sheriff's Office \$2,700.00; Harmelink & Fox Law Office \$254.40; Jerald M. McNeary \$558.00; Kuck Law Office \$498.00; Language Line Services, Inc \$442.19; LexisNexis Risk Data Mgt, LLC \$200.00; Lincoln County Auditor \$566.66; McQuillen Creative Group, Inc \$9.52; Mobridge Tribune \$28.14; Network Center, Inc \$6,005.14; Northeastern Mental Health Center \$1,750.00; PharmChem, Inc \$1,118.25; Sanford Health Occupational Medicine \$279.00; Sanford Health \$532.00; Satellite Tracking of People, LLC \$1,907.75 Schneider Geospatial, LLC \$3,060.00; SD Dept of Health \$1,275.00; St. Tammany Parish Clerk of Courts \$48.93; Thomson Reuters – West Payment Center \$567.13; WEX Health Inc \$201.75; 423 Publishing: Groton Daily Independent \$752.68; Hub City Radio \$1,200.00; McQuillen Creative Group, Inc \$1,522.07; 424 Rentals: Dakota Electronics LLC \$1,224.00; Eugene A Mitchell \$50.00; Hart Angus Farms \$1,500.00; Pantorium Cleaners Inc \$207.36; Vestis \$599.58; 425 Repairs & Maintenance: Aberdeen Asphalt, Inc. \$300.00; B & B Contracting, Inc \$89,787.92; Big Scoop Snow Removal \$253.34; Crawford M S & F Inc \$1,692.00; Diesel Machinery, Inc \$8,343.51; EcoLab Pest Elimination Division \$165.33; Graham Tire Inc \$227.50; Hoven Auto Repair, Inc \$24.00; Hub City Roofing Inc \$10,170.00; Linde Gas & Equipment Inc \$109.35; Pantorium Cleaners \$947.17; Pierson Ford Lincoln, Inc \$1,269.06; RDO Equipment Co \$4,399.68; Transource Truck & Equipment, Inc \$4,859.22; 426 Supplies: Advance Auto Parts \$7.70; Agtegra Cooperative \$10,067.98; Amazon Capital Services, Inc \$1,164.67; Auto Value Aberdeen \$1,109.80; Bob Barker Company Inc \$304.40; Century Business Products \$344.59; Christina M. Flack \$800.00; Cole Paper Inc \$1,431.20; CommTech Inc \$890.13; Crawford M S & F Inc \$157.70; Dakota Electronics LLC \$789.90; Dakota Fluid Power, Inc \$4052.01; Diesel Machinery, Inc \$2,268.45; Election Systems & Software \$77.60 FedEx \$27.03; Gary's Auto Body & Accessories \$84.49; Hoven Auto Repair, Inc \$98.00; Interstate Battery System of South Dakota \$464.85; Kuck Law Office \$14.86; Linde Gas & Equipment Inc \$434.73; Mac's Inc-Capital One Trade Credit \$537.72; Midstates Group \$67.50; Newman Signs, Inc \$3,280.48; Performance Oil \$542.89; PharmChem, Inc \$106.00; Pierson Ford Lincoln, Inc \$36.00; Pitney Bowes Global Financial Services LLC \$15,000.00; RDO Equipment \$3,972.55; Runnings \$1,197.63; Sander's

Sew-N-Vac \$139.96; Town & Country Building Supply \$211.75; Transource Truck & Equipment, Inc \$6,522.84; Tri-State Water \$28.75; 427 Travel & Conference; Harmelink & Fox Law Office \$1.00; Joe Kretchman \$200.00; Rachel Kippely \$1,190.03; 428 Utilities; Big Scoop Snow Removal \$126.66; City of Aberdeen Treasurer \$134.44; Economy Propane, LLC \$318.00; Northern Electric \$93.50; Northwestern Energy \$2,414.99; NVC \$65.00; Town of Frederick \$77.00; Other: SD Assoc of County Officials \$798.00; SD Dept of Agriculture & Natural Resources \$4,638.83; WEX Health Inc \$3,000.00; Payroll: Sheriff \$3,965.84; Jail \$8,482.55; Court Security \$21.65; JDC \$3,487.82; Dispatch \$11,326.95; 24/7 Sobriety \$464.52. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Commissioner Dinger, seconded by Gage to approve the following Human Resource Report submitted by Human Resources Generalist, Jessica Johnson:

- Transfer of Emily Jacobs from part-time Brown County Jail Detention Office to full-time Brown County Jail Detention Officer, effective May 12, 2025.
- Resignation of Xavier Gulden, Brown County Landfill Worker, part-time, effective May 5, 2025. Request to fill.
- Promotion of Jo Sheffield from Brown County Deputy Treasurer to Brown County Chief Deputy Treasurer, full-time; starting wage \$29.49/hr. – effective May 11, 2025.
- Hiring of Steve Westby, Brown County Transport Driver, part-time; starting wage \$26.72/hr. – effective May 16, 2025.
- Return of Anna Johnson as Brown County 4-H Summer Intern, full-time; starting wage \$13.50/hr. – effective May 13, 2025.
- Adjustment of wages for Samiuela Mouna, Brown County Senior Home Detention Office, from \$35.06/hr. to \$28.77/hr. – effective May 25, 2025.

All members present voting aye. Motion carried.

#### LEASE AGREEMENTS:

Moved by Commissioner Gage, seconded by Dennert to approve and authorize Chairman Sutton to sign the following lease agreement: Labyrinth Films LLC to lease the Richmond Lake Youth Camp on May 10, 2025, for Outdoor use only. 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: None

#### ADJOURNMENT:

Moved by Commissioner Wiese, seconded by Dennert to adjourn the Brown County Commission at 10:25 a.m. All members present voting aye. Motion carried.

Sara Swisher, Brown County Chief Deputy Auditor

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