

OCTOBER 13, 2026 - 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 and Sutton. Commissioner Wiese joined via zoom. Commissioner Gage led the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT: None

RICHMOND DAM UPDATE: None

BROWN COUNTY NATURAL HAZARD MITIGATION PLAN:

Scott Meints, Emergency Management Director, shared that the Brown County Natural Hazard Mitigation Plan first draft is available on the Brown County website and will be posted there for 30 days, to get public comments. After it is submitted and approved by FEMA, then it will be brought back to the Commission for approval. It is a 5-year plan.

ADMINISTRATIVE FEES FOR CERTAIN TITLE & REGISTRATION SERVICES:

Commissioner Gage brought the following Resolution:

RESOLUTION #2026-41

A RESOLUTION REAUTHORIZING ADMINISTRATIVE FEES FOR CERTAIN TITLE AND REGISTRATION SERVICES

WHEREAS, South Dakota allows out of state and resident applicants to title motor vehicles entirely by mail; and

WHEREAS, any title, interstate title, and initial registration applications that are processed entirely by mail are more time consuming and result in higher administrative expenses and allocation of staff time for the Treasurer's Office; and

WHEREAS, SDCL 32-3-18.1 allows counties to charge an administrative fee for applications for title, interstate title, and initial registrations completed entirely by mail; and

WHEREAS, SDCL 32-3A-21.1 permits counties to charge an administrative fee to applicants seeking to title large boats, as defined by SDCL 32-3A-2(5) entirely by mail

WHEREAS, SDCL 32-3A-4 requires boats requiring numbering to be registered with State of South Dakota; and

WHEREAS, initial registration of boats completed entirely by mail is as time consuming as the titling process for large boats and motor vehicles; and

WHEREAS, pursuant to SDCL 7-8-20(7), the Brown County Commission is empowered with the responsibility to superintend the fiscal concerns of the county and secure their management in the best possible manner;

NOW, THEREFORE, BE IT RESOLVED, that Brown County affirms the Brown Treasurer's authority to charge an administrative fee for any title, interstate title, or initial registration application that is received and processed entirely by mail with the exception that such fee shall be waived for those serving on active duty in the United States Military outside of the State of South Dakota.

BE IT FURTHER RESOLVED, that the fee charged shall remain at \$25 for any title received and processed entirely by mail.

Dated at Aberdeen, South Dakota, this 13th day of October, 2026.

Seconded by Commissioner Dinger.

Roll call vote: Dennert-aye; Dinger-aye; Gage-aye; Sutton-aye; Wiese-aye. Resolution adopted.

BID OPENING – ELEVATOR:

Time and place, as advertised to open, read and consider the bids for All Labor, Tools, Materials and Equipment required for modernization of One (1) hydraulic elevator located at 115 1st Ave. SW, Aberdeen, South Dakota. No bids were received. Moved by Commissioner Dinger, seconded by Dennert to readvertise for bids. All members present voting aye. Motion carried.

RENEWAL OF HAY LAND LEASE AGREEMENT FOR RICHMOND LAKE YOUTH CAMP:

Moved by Commissioner Dennert, seconded by Dinger to approve the renewal of the Hay Land Lease Agreement with Dustin Bitz at the Richmond Lake Youth Camp at \$62.50/acre for 2027 season. All members present voting aye. Motion carried.

FAIRGROUNDS RENTAL RATES FOR 2027:

Moved by Commissioner Dinger, seconded by Gage to approve the following Fairgrounds Rental Rates effective January 1, 2027:

WINTER STORAGE SPACE RENTAL: October 15 to April 1st -Prepaid Lease -No Refunds - Indoor storage is \$12.00 per linear foot for each unit, including trailer hitch and any overhang. All lengths will be rounded up to the next foot. Outdoor storage is a flat \$200 per item fee.

BARN RENTAL: Beef Barn \$300, Farmers Union Ag Ed Expo \$200, Hog and Sheep Barn \$150, Open Class Sheep Barn \$100, West Sheep Barn \$100, Small Animal Barn \$100. Half price for days after 2. / Wash racks \$100 without rental of barn

CLUBHOUSE: 120' X 80' Per day \$400.00 and \$200 per day for days over two. Weekend Rate is \$500 for 3 days (Friday 8 AM until Monday 8 AM) - \$50 each additional day needed for set-up or teardown. Clean-up additional \$100.00 if necessary.

HOLUM EXPO BUILDING: 120' x 240' - Per day \$500.00 plus utilities - Per day for days over two \$250.00 plus utilities. If fairgrounds personnel need to clean up after the activity...Clean-up/livestock shows \$300.00 - Clean-up/other activities \$175.00; Electrical Panel \$50 per day

EXPO ADDITION: 90' x 240'- Per day \$300.00 - Per day for days over two \$150.00. If fairgrounds personnel need to clean up after the activity...Clean-up/livestock shows \$300.00 - Clean-up/other activities \$175.00

HORSE STALLS: Overnight per stall \$20.00; Set up fee per stall \$12.00

CORRAL PANELS: Trailer - per day \$50.00 (Trailer holds 40 panels). Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

HORSE ARENA: 174' x 240' \$75.00 per show. Smaller groups will be charged on an individual basis.

PORTABLE STAGE: 12' X 30' each or 12' X 60' for both - Not to go out of County-except for Governmental Agencies -Per event \$200.00/each. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

PEOPLE MOVERS: - \$100.00 per day. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost. Trailer required for transport out of town.

BLEACHERS: Bleachers won't leave the fairgrounds. \$25 per set per event.

BENCHES. CHAIRS. TABLES. PICNIC TABLES. TRASH BARREL (PRICE PER EVENT): \$3.00 per bench. \$2.00 per chair. \$10 per table. \$25.00 per picnic table. \$3.00 per trash barrel. Items will not go out of county. Lessee is liable for any damages occurring between pickup and return by lessee.

CATTLE SHADES: 40'X40' \$300; 30'X30' \$200; 20'X20' \$100

JERSEY BARRIERS: \$25.00 per barrier per event. Barriers will not go out of county. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost.

CAMPGROUND: (Non- Special Event): \$30.00 per day, \$180.00 per week, \$700 per month (up to 30 days) for pads with power, water and sewer drops. \$25.00 per day, \$150.00 per week, \$600 per month (up to 30 days) for pads with power and water. \$20 per day, \$120 per week, \$480 per month (up to 30 days) for primitive spots (no water, sewer, electricity). This includes sales tax. 232 pads with water and power and 36 with power, water, and sewer. All south campgrounds have both 50-amp and 30-amp plug-ins.

SPECIAL EVENT WEEKLY CAMPGROUND RATES: \$100 Primitive; \$200 Clover, Centennial, Go-Kart, Cottonwood, NEC, Back 40; and \$250 Evergreen and West Hill (availability based on event).

Non-Profit Rental Policy: Rental of Brown County facilities or items: Any nonprofit entity interested in leasing an available facility from Brown County may at the time of completing the lease application request a reduced rate on the lease. The rate after adjustment will be fifty percent of the current rental rate. Each request for reduction must be indicated when filling out the application to be considered. Every request will be reviewed and approved on a case-by-case basis by the Brown County Commission.

A non-monetary form of reimbursement may be negotiated, such as volunteering for various responsibilities during the annual Brown County Fair. The Brown County Fair and Fairgrounds Manager can provide a list of tasks that needed to be filled. The Lessee will sign a commitment form if agreeing to complete the task, and if not fulfilled, will be billed the amount that would have been charged at the time of leasing the facility or items.

All members present voting aye. Motion carried.

RICHMOND LAKE YOUTH CAMP RENTAL RATES FOR 2027:

Moved by Commissioner Gage, seconded by Dennert to establish the following Richmond Youth Camp rental rates effective January 1, 2027:

Daily Rates:

- Lodge Only: \$250 per day
- Dorm Only: \$100 per dorm (3 dormitories available and each one sleeps 36)
- Infirmary Cabin: \$75 per day (Sleeps 8)
- Wedding Special: 3-day rental (Friday-Sunday) includes Lodge & Infirmary - \$500
2-day rental (Friday-Saturday) includes Lodge & Infirmary - \$400

Group Rates:

*Apply to camps or events with 2-night minimum

* Group Rates (30 people or less) include a multi-building discount:

- Lodge only \$250/night
 - Infirmary Cabin \$50/night with Lodge rental
- Lodge & 1 Dorm \$325/night
- Lodge & 2 Dorms \$400/night
- Lodge & 3 Dorms \$475/night

If over 30 people, additional individual rates apply beginning at 31st person:

Youth: \$7.00 per person per night (Age 17 and under)

Adult: \$10.00 per person per night (Ages 18 and older)

Deposit: A \$250.00 deposit is required to guarantee all dates. This deposit will only be refunded (or applied to total bill) if the camp is left in a clean and orderly manner and there is no damage. If the cost to clean and repair damage exceeds the amount of the deposit, any additional repairs or cleaning costs will be billed. Signed lease, deposit, and proof of insurance shall be sent to: Brown County Fair Office, 400 24th Ave. NW, Aberdeen, SD 57401

Cleanup: \$100.00 for the Lodge and \$100 for each of the dorms.

Absolutely No Pets allowed in any of the buildings!

For further information on Richmond Lake Youth Camp, please visit our web site:

<http://www.brown.sd.us/departments/fairgrounds-parks/richmond-lake-youth-camp>

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 2027-2031. Moved by Commissioner Gage, seconded by Dennert to

acknowledge and approve the 5-year County Highway and Bridge Improvement Plan. All members voting aye. Motion carried.

HIGHWAY DEPARTMENT UPDATE:

Dirk Rogers, Highway Superintendent, informed the Commission that the paving on 14 should be starting next week; Sand Lake Bridge is close to completion and still aiming for November 1st deadline; graveling, mowing; will be building up 7 to Amherst; RAIF Culverts for Groton Township, getting winter stuff ready and crushing.

DISCUSSION ON HOME ARTS/WOMEN'S BUILDING AT FAIRGROUNDS:

Dennis Jones met with the Commission and stated this is last appeal to save the Women's Building at the Fairgrounds. There is a local organization that may be interested in reserving it because it is full of history and there is a story to tell. He believes that if we honor the 10 greatest men and 10 greatest women with a display it will increase the local tourism. Dennis asked that the County don't demolish history, since they were told the building is eligible for National Historic Site and there are grants to apply for so it wouldn't cost the County any money, instead feels it would make the County money. He stated the new 4-H Building could be built closer to the 4-H Area.

ORDINANCE #337 – FIRST READING:

Moved by Commissioner Dinger, seconded by Dennert to approve the First Reading of Proposed Ordinance #337. Applicant JN Development LLC to rezone from Agriculture Preservation District (AG-P) to Mini-Agriculture District (M-AG) to bring this parcel into compliance for its future use: Description of property: Proposed Lot 1, "JN Development First Addition" in the SW1/4 of Section 35-T125N-R64W of the 5th P.M. Brown County, South Dakota (approx. 38614 124th Street; Lincoln Twp.). All members present voting aye. Motion carried.

CONDREY & ASSOCIATES WAGE STUDY MOU:

Moved by Commissioner Dennert, seconded by Gage to approve and authorize Chairman Sutton to sign the MOU with Condrey & Associates to do a wage study. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Dennert, seconded by Gage to approve the General Meeting Minutes of October 6, 2026. All members present voting aye. Motion carried.

CLAIMS:

Moved by Commissioner Dinger, seconded by Gage to approve the following claims: Insurance: SD Public Assurance Alliance \$1,167.30. Professional Fees: Alcohol Monitoring Systems, Inc. \$1,533.60; Avera University Psvc \$2,314.72; Brick's TV and Appliance \$1,077.50; CGI, LLC \$862.50; Cogley Law Office, Prof LLC \$6,609.24; County of Edmunds \$3,300.00; Election Systems & Software \$3,619.84; Language Line Services, Inc \$1,400.86; Lenling Law Office, Prof. LLC \$1,189.50; LexisNexis Risk Data Mgt, LLC \$200.00; Lincoln County Auditor \$872.93; Medical Waste Transport, Inc \$212.40; Northeastern Mental Health Center \$1,662.50; Sanford Health \$4,804.00; South Dakota Department of Health \$200.00; State of South Dakota PMB 0112 \$981.76; Yankton County Treasurer \$898.10. Publishing: Hub City Radio \$1,200.00; McQuillen Creative Group, Inc \$3,875.30; Prevention Magazine \$300.00. Rentals: Vestis \$323.70. Repairs & Maintenance: Ace Refrigeration, LLC \$3,744.42; Butler Machinery Company \$464.85; EcoLab Pest Elimination Division \$325.14; Gary's Auto Body & Accessories \$30.00; Goodwill of the Great Plains \$98.25; Haar Plumbing & Heating \$15,278.79; Hoven Auto Repair, Inc \$16.00; Jake's Heating & Cooling \$1,652.25; Meister Mowing LLC \$70.00; O'Reilly Auto Enterprises, LLC \$54.00; RDO Equipment Co \$25,759.70; Sewer Duck, Inc \$1,000.00. Supplies & Materials: Agtegra Cooperative \$97,249.55; Amazon Capital Services, Inc \$998.95; Avera LTC Pharmacy Aberdeen \$757.09; Century Business Products \$408.30; Cole Paper Inc

\$310.55; Crescent Electric Supply Co \$2,159.50; Doll Distributing LLC \$41.40; East Side Jersey Dairy Inc \$1,323.15; Election Systems & Software \$50.22; Gary's Auto Body & Accessories \$36.93; GovConnection, Inc \$518.28; Hoven Auto Repair, Inc \$45.00; Jebro Inc \$56,900.45; Joe Kretchman \$120.00; Kessler's \$168.46; L.G. Everist, Inc \$8,496.20; Menards \$433.63; Midstates Group \$245.50; Pantorium Cleaners Inc \$60.00; Performance Oil \$93.74; PharmChem, Inc \$3,121.34; Pheasantland Industries \$901.00; RDO Equipment Co \$ 2,163.92; Runnings \$365.39; Shop 4-H/National 4-H Council \$43.70; Van Diest Supply Company \$2,799.00. Travel & Conference: Allison Tunheim \$318.00; Austin Ball \$19.00; CGI, LLC \$70.56; Clubhouse Hotel & Suites Pierre \$1,965.70; Derek Hoefert \$315.00; John Andersen \$19.00; Josh Lee \$315.00; Kyler Dinger \$489.38; Lenling Law Office, Prof. LLC \$80.00; Neil Bittner \$19.00; Nick Cochran \$19.00; Scott Kolb \$19.00. Utilities: CenturyLink \$9.90; City of Aberdeen Treasurer \$8,740.18; Northwestern Energy \$1,276.14; WEB Water Development Association, Inc \$123.62. Other: SD Dept of Agriculture & National Resources \$5,117.74. 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:

- Employment ending for Jarrell Arndt, Brown County Landfill Heavy Equipment Operator, PT; effective September 21, 2026. Request to fill.
- Hiring DonShay Dillard as Brown County Landfill Heavy Equipment Operator, FT; starting wage \$24.93/hr. - effective October 13, 2026.
- Hiring of Jerome Akin as Brown County Highway Truck Driver, FT; starting wage \$22.59/hr. – effective October 13, 2026.
- Adding State's Attorney Volunteer, Benjamin Smith, to the approved list for Work Comp purposes.

All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Dinger, seconded by Wiese to approve the following Travel Requests: Austin Ball & Bryan Gordon, Sheriff's Office to attend Basic Crime Scene Operations Training; Brian Koens, Coroner to attend Coroner Annual Training. All members present voting aye. Motion carried.

GENERAL ELECTION VOTE CENTER WORKERS:

Moved by Commissioner Dennert, seconded by Gage to approve the General Election Vote Center Workers as presented. All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Commissioner Dinger, seconded by Dennert to approve and authorize Chairman Sutton to sign the following lease agreements: Brown County 4-H to lease the Clubhouse on September 22-23, 2027 for the 4-H Blue Jean Bash; First United Methodist Church to lease the Richmond Lake Youth Camp for October 9-11, 2026. All members present voting aye. Motion carried.

OTHER BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT:

Moved by Commissioner Dennert, seconded by Dinger to adjourn the Brown County Commission at 10:09 A.M. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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