NOVEMBER 10, 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, Sutton and Wiese. Chairman 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.

PUBLIC COMMENT:
Natasha Wells informed the Commission about a meeting coming up on Thursday, November 12th at 6:30pm at the Strode Activity Center regarding the Aberdeen Nature Area Learning & Listening Session. The approximate 100 acre proposed Nature Park is in the NW Region of the City of Aberdeen bordered by 24th Ave. NW to the North, 5th Street N to the east, Willow Drive to the south with State Highway 281 to the west.

RICHMOND DAM UPDATE:
Chairman Sutton shared that he hadn't received any updates but had attended a meeting at Richmond that included Commissioner Greenfield, SFC and Game Fish & Parks. They are starting the completion of the third new boat ramp that is being put in; Lien Transportation is doing the groundwork and Wright & Sudlow are installing the Boat Ramps. SFC is on schedule, if not a little ahead of their completion date schedule.

BID OPENING – CARNIVAL OPERATOR FOR BROWN COUNTY FAIR (2027-2031):
Time and place, as advertised to open, read and consider the bids for Carnival Operator for the 2027, 2028, 2029, 2030 and 2031 Brown County Fairs. Only one bid was received from Todd Armstrong DBA: Amusement Midway Providers for 35% of any gross sales and $5,000.00 for Advertising and $10,000.00 for Concessions. Rachel Kippley, Fair/Fairgrounds/Parks Manager, recommended accepting the bid because they have been good partners to work with, have friendly workers and good carnivals are hard to come by. Moved by Commissioner Dennert, seconded by Wiese to accept the bid from Todd Armstrong DBA: Amusement Midway Providers for the 2027-2031 Brown County Fairs at 35% of any gross sales and $15,000.00 for Advertising and Concessions. All members present voting aye. Motion carried.

APPROVE & AUTHORIZE CHAIRMAN TO SIGN BROWN COUNTY FAIR CONTRACTS:
Moved by Commissioner Wiese, seconded by Dinger to approve and authorize Chairman Sutton to sign the contract with Home Clean Home for the Sanitation Crew of the 2027-2029 Brown County Fairs at the cost of $23,000.00 for each year. All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Dennert to approve and authorize Chairman Sutton to sign the contract with KEI for the Electrician Contract for the 2027-2029 Brown County Fairs at the cost of $80.00/hr. per Journeyman and $75.00/hr. per non-Journeyman for each year. All members present voting aye. Motion carried.

Moved by Commissioner Wiese, seconded by Gage to approve and authorize Chairman Sutton to the sign the contract with Sideline Productions for the Telehandler Screens for the 2027-2031 Brown County Fairs at the cost of $19,500.00 for each year. All members present voting aye. Motion carried.

Moved by Commissioner Dinger, seconded by Wiese to table the contract with TMS for Roof, Sound & Lighting Services for 2027-2031 Brown County Fairs to work on some of the verbiage in the contract. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Wiese to approve and authorize Chairman Sutton to the sign the contract with Motor Sports, LLC and/or 223 Promotions for a Demo Derby on Sunday, August 22, 2027 of the Brown County Fair. The $2,000.00 special event fee will be waived but Motor Sports LLC will donate $1 per paid ticket to the Fair Board to be placed in the Fairground Improvement Fund. All members present voting aye. Motion carried.

QUOTES FOR LIGHT FIXTURES IN HOLUM EXPO BUILDING:
Rachel Kippley, Fair/Fairgrounds/Parks Manager presented three quotes to the Brown County Commission to begin replacing to begin replacing the lights in the Holum Expo Building with LED UFO Fixtures – 62 in total. Quotes were as follows: Cresent Electric for Lithonia 31271 lumen, 190 watt at the cost of $121.21/fixture, so total cost equals $7,515.02; DSG for RAB Highbay adjustable – 22427-35618 lumens, 142-236 watt at the cost of $81.45/fixture, so total cost equals $5,050.13 and Amazon for RAB Lighting H15XLK UFO High Bay Lighting – Dimming at the cost of $135.31/fixture, so total cost equals $8,389.22. Rachel recommended going with DSG. Moved by Commissioner Dinger, seconded by Wiese to approve the quote from DSG for total cost of $5,050.13 to replace 62 fixtures at the cost of $81.45/fixture. All members present voting aye. Motion carried.

FAIR-FAIRGROUNDS DEPARTMENT UPDATE:
Rachel Kippley, Fair/Fairgrounds/Parks Manager, shared they will be announcing the first concert for the Brown County Fair this Friday, November 13th. Fair Staff and some Fair Board Members will be attending the Heartland Convention, so she thanked the Commission for approving that Travel Request. Commissioner Wiese commented on his appreciation for what they are doing at Centennial Village.

BID OPENING – MARKETING AGENCIES FOR 4-H COMMUNITY BUILDING:
Time and place, as advertised to open, read and consider the bids for qualified marketing, public relations and fundraising agency partners that will collaborate closely with 4-H Educator and Building Committee to move the capital campaign into its broad public phase. Bids were received from the following: Insight at a total of $40,000.00, which includes Print Collateral, Digital Collateral, Media Management and Production – calculated at nonprofit rate of $125.00/hr.; Caliber at a total of $45,000 - $62,000.00 for Capital Campaign Collateral, Digital Media, Content and Public Relations, and Event Marketing Integration – calculated at $155.00/hr. and Production Monkeys at a total of $42,500.00 for Campaign Planning, Creative Development and Ongoing Campaign & Marketing Support – calculated at $125.00/hr. Brad Sharp, President of 4-H Leader's asked to defer for a week so Becca Tullar, 4-H Advisor could review the proposals. Moved by Commissioner Wiese, seconded by Gage, to defer decision for a week so Becca can review the proposals. All members present voting aye. Motion carried.

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. Bids were received from the following: KONE Care at the cost of $136,552.00 and Otis Elevator Company at the cost of $108,520.00. Randy Zens, Building Superintendent, asked to defer for a week so he could review the proposals. Moved by Commissioner Dinger, seconded by Wiese to defer decision for a week for review. All members present voting aye. Motion carried.

LANDFILL CELL #5 CONSTRUCTION – PAYMENT #6:
Moved by Commissioner Dinger, seconded by Wiese to approve and authorize Chairman Sutton to sign the Payment #6 for the Landfill Cell #5 Construction to Midland Contracting, Inc. for $148,037.27. All members present voting aye. Motion carried.

WAIVER OR REDUCTION OF FEES REQUEST FOR PUBLIC RECORDS REQUEST:
Discussion was held regarding the request mentioned during Public Comment to waive the fees for Public Records Request for documents pertaining to the Veteran's Service Office. Moved by

Commissioner Wiese, seconded by Dennert to defer a decision until an estimated cost could be determined for this matter. All members present voting aye. Motion carried.

MINUTES:
Moved by Commissioner Wiese, seconded by Dinger to approve the General Meeting Minutes of November 3, 2026. All members present voting aye. Motion carried.

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

CLAIMS:
Moved by Commissioner Wiese, seconded by Gage to approve the following Claims: Professional Fees: Alcohol Monitoring Systems, Inc $1,303.20; Century Business Products $20.00; Cogley Law Office, Prof LLC $695.40; County of Edmunds $2,310.00; Dakota Group LLC $560.00; Dohrer Law Office, PC $414.80; Fox Law Firm, PLLC $222.00; Helms & Associates $14,653.80; Kuck Law Office $939.40; Language Line Services, Inc $211.41; Lenling Law Office, Prof. LLC $671.00; LexisNexis Risk Data Mgt, LLC $200.00; Mark Katterhagen $30.00; Minn-Kota Communications, Inc $6,450.00; Network Center Inc $3,724.84; Northeastern Mental Health Center $875.00; PharmChem, Inc $2,012.85; Sanford Health Occupational Medicine $1,047.00; Taliaferro Law Firm, PC $3,312.00; Thomson Reuters – West Payment Center $1,250.52; Tri-State Water $37.50; Valerie Larson $30.00; Yankton County Sheriff's Office $50.00; Yellow Robe Consulting $1,800.00. Publishing: Groton Daily Independent $441.97; Hub City Radio $350.00; McQuillen Creative Group, Inc $1,394.33. Rentals: Custom Installation Solutions $180.00; Dakota Electronics LLC $107.00; Linde Gass & Equipment Inc $65.45; Pantorium Cleaners Inc $332.35. Repairs & Maintenance: Ace Refrigeration, LLC $300.90; Dakota Fluid Power, Inc $3,556.16; Diesel Machinery, Inc $19,200.00; EcoLab Pest Elimination Division $296.57; Haar Plumbing & Heating $2,684.95; Heartland Heating and Cooling, LLC $204.29; Hoven Auto Repair, Inc $520.90; Jake's Heating & Cooling $793.50; Midstates Group $595.00; Minn-Kota Communications, Inc $398.94; Olson's Pest Technicians $260.00; Pantorium Cleaners Inc $32.00; Parkview Nursery $346.33; Pierson Ford Lincoln, Inc $159.95; Pomp's Tire Service, Inc $30.00; RDO Equipment Co $5,461.39; Rinse & Go Car Wash $29.50; Transource Truck & Equipment, Inc $7,396.06; Valvoline Inc $81.63. Supplies & Materials: Agtegra Cooperative $74,060.49; Amazon Capital Services, Inc $1,627.78; Avera LTC Pharmacy Aberdeen $336.45; Bob Barker Company Inc $3,573.90; Butler Machinery Company $393.01; Christina M. Flack $1,021.23; Cole Paper Inc $769.79; Creative Product Sourcing, Inc $250.36; Dakota Fluid Power, Inc $75.80; Dakota Oil $62.10; East Side Jersey Dairy Inc $1,981.40; Election Systems & Software $9,041.88; Fox Law Firm, PLLC $3.61; Heartland Heating and Cooling, LLC $10.00; Hoven Auto Repair, Inc $60.00; Interstate Battery System of South Dakota $47.97; Jense Feed & Grain $3,260.34; Kuck Law Office $23.88; Lang's Auto TV & Appliance $439.98; Linde Gas & Equipment Inc $1,851.50; Menards $27.97; Midstates Group $106.19; Midwest Pump & Tank $180.00; NVC $32.40; Performance Oil $675.36; Pierson Ford Lincoln, Inc $37.87; Pomp's Tire Service, Inc $92.08; Pro Ag Supply, Inc $2,751.43; RDO Equipment Co $6,093.92; Runnings $1,887.33; Sandy Woytassek $7.30; Shop 4-H/National 4-H Council $17.20; Transource Truck & Equipment, Inc $6,739.76; Tri-State Water $35.00; US Foods $12,439.87; Valvoline Inc $217.98. Travel & Conference: Anissa Stange $27.55; Austin Ball $28.00; Becky Berreth $65.25; Cyndy Larson $29.00; Erin Spencer $810.00; Jerremias Vega $275.00; Jon Lemke $110.00; Julie Milbrandt $29.00; Kay Fredrick $14.50; Keith Baker $110.00; Kelly Clark $29.00; Laura Adema $24.65; Lenling Law Office, Prof. LLC $120.00; Lisa Ham $21.75; Lynn Butler $13.92; Lynn Heupel $120.35; Nancy Clark North $55.83; Neil Bittner $19.00; Pennington County Jail $58.28; Scott Kolb $19.00; Taylor Harman $252.00; Tonya Ziner $43.50. Utilities: AT&T Mobility $145.48; City of Aberdeen Treasurer $2,609.41; Northwestern Energy $5,376.87; NVC $493.89; T-Mobile USA Inc $612.36; Town of Frederick $84.00; WEB Water Development Association, Inc $117.11. Other: SD Assoc of County Officials $1,050.00; SD Dept of Agriculture & Natural Resources $5,334.85; Dimock Dairy Inc $1,268.20; Midland Contracting Inc $148,037.27. All members present voting aye. Motion carried.

HR REPORT:
Moved by Commissioner Wiese, seconded by Dennert to approve the following Human Resource Report submitted by Human Resources Director, Allison Tunheim:

- Employment ending for Taylor Harman, Brown County Jail Sergeant, FT; effective November 2, 2026. Request to fill.

- Hiring of Ignacio Velazquez as Brown County Jail Detention Officer, FT; starting wage $22.59/hr. – effective November 16, 2026.
- Hiring of Alyson Lee as Brown County Assistant Emergency Management Director, FT; starting wage $28.91/hr. – effective November 23, 2026.
- Amendment to mileage reports submitted January through September 2026: Matt Heupel additional $20.02; John Florey additional $26.78; and Mike Scott additional $25.00.

All members present voting aye. Motion carried.

LANDFILL TONNAGE REPORT:
Moved by Commissioner Dinger, seconded by Wiese to acknowledge the Landfill Tonnage Report for October 2026. All members present voting aye. Motion carried.

TRAVEL REQUESTS:
Moved by Commissioner Dennert, seconded by Wiese to approve the following Travel Requests: Dirk Rogers, Highway Superintendent to attend Asphalt Conference Planning Meeting and Pat Wolbert, IT Director to attend nVision Tech/Cybersecurity Conference. 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: Logan Wagner & Carissa Aman to lease the Richmond Lake Youth Camp on Sept. 24-25, 2027 for a wedding; Great Plains CEF Church to lease the Richmond Lake Youth Camp on June 21-26, 2027; Joe & Kris Rigg to lease the Clubhouse on May 27-June 1, 2027 for a wedding and SD Farmer's Union to lease the Beef Barn on April 28, 2027 for Ag Fair. All members present voting aye. Motion carried.

SET HEARING DATE/AUTHORIZE ADVERTISING ORDINANCE #341:
Moved by Commissioner Wiese, seconded by Dennert to set hearing date and authorize publication for the first reading of the following ordinance to be held on Tuesday, December 1, 2026 in the Commission Chambers, Courthouse Annex, Brown County, South Dakota. Proposed Ordinance #341: Repeal of County Gross Receipts Tax Ordinance #331 that was referred to the voters of Brown County in the election held on November 3, 2026. The election resulted in a vote of 6,179 against the continued enactment of Ordinance #331 and 4,580 in favor. All members present voting aye. Motion carried.

SHERIFF REPORTS:
Moved by Commissioner Gage, seconded by Wiese to acknowledge the May - October 2026 Sheriff Reports: Incidents and offenses, Prisoner Care, JDC, and money deposited with the County Treasurer. All members present voting aye. Motion carried.

OTHER BUSINESS:
Chairman Sutton shared that the Brown County Courthouse will be lit up in green for the month of November in honor of our Veteran's.

EXECUTIVE SESSION:
Moved by Commissioner Wiese, seconded by Dennert to go into Executive Session per SDCL 1-25 for Personnel, Legal and Contracts. All members present voting aye. Motion carried.
Chairman Sutton declared the Executive Session closed with No Action taken.

CLOSING CONFERENCE FOR 2025 AUDIT:
Kasie Ingraham with the Department of Legislative Audits (DLA) met with the Commission for closing conference for audit of 2025 Fiscal Year. Moved by Commissioner Wiese, seconded by Dennert to

acknowledge the closing comments and authorize Chairman Sutton to sign the Management Letter for the 2025 Fiscal Year Audit. All members present voting aye. Motion carried.

ADJOURNMENT:
Moved by Commissioner Wiese, seconded by Dennert to adjourn the Brown County Commission at 10:43 A.M. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor
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