

SEPTEMBER 8, 2020 – GENERAL MEETING

Meeting called to order by Commission Chair Kippley at 8:45 A.M. in the Commission Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Fjeldheim, Wiese, Feickert and Sutton. Commissioner Feickert led the Pledge of Allegiance.

MINUTES:

Moved by Wiese, seconded by Fjeldheim to approve the general meeting minutes of September 1, 2020. All members present voting aye. Motion carried.

CLAMS:

Moved by Sutton, seconded by Feickert to approve the following claims:

Professional Fees: Aberdeen Advanced Care Ambulance \$267.80; Avera St. Luke's \$462.96; Brevik Law Office \$189.75; Carlsen Funeral Home \$114.19; Clark Engineering \$2,268.95; DevNet \$3,445.31; Mark Katterhagen \$9.00; KEI \$3,576.49; Lucy Lewno \$140.00; Lincoln Co. Treasurer \$30.00; Darcy Lockwood \$9.00; NEMHC \$1,014.00; Schneider Geospatial \$2,475.00; SD DENR \$4,691.90; Kristi Spitzer \$200.00; UND – Pathology \$4,565.61; Yankton Co. Treasurer \$338.40. Publishing: Dakota Broadcasting \$1,000.00; Groton Independent \$286.22; Hub City Radio \$300.00. Rentals: Ameripride \$346.64; Dakota Electronics \$66.00. Repairs & Maintenance: Aberdeen Chrysler Center \$17.95; Butler Machinery \$1,598.00; Crawford Trucks & Equip. \$15.34; DFP \$34.23; DataSpec \$449.00; Diamond Mowers \$44.54; DMI \$10,500.00; HF Jacobs & Son Construction \$12,851.96; Lawson Products \$9.65; Midstates Printing \$375.51; Prairie Lakes Archaeological Services \$910.00; RDO Equip. \$3,845.61; Steven Lust Automotive \$124.91; TranSource \$1,008.00; Trinity Services Group \$100.00; Walth Safety Service \$290.00; Woodman Refrigeration \$2,005.30; Zastrow's Sales & Service \$200.00. Supplies: Aberdeen Chrysler Center \$61.00; AgTegra \$21,608.49; Bakken Build Maint. \$500.00; Behnke Pit \$26,532.75; Butler Machinery \$24.34; Carlsen Funeral Home \$375.00; Cash-Wa \$3,834.65; Century Business Products \$96.84; Cole Papers \$234.39; Crawford Trucks & Equip. \$3,386.84; DFP \$2,469.31; Dakota Oil \$242.43; Diamond Mowers \$2,950.67; Earthgrains \$396.50; Fastenal \$302.92; FedEx \$86.99; Genlantis \$13,213.00; Gorder Supply \$283.83; Jebro \$20,474.65; KEI \$95.54; Ken's SuperFair Foods \$604.57; Kessler's \$71.88; Lar-Jo's \$150.00; Lawson Products \$114.27; Leidholdt Tool Sales \$134.00; Lucy Lewno \$6.50; Matthew Bender \$117.43; McKesson Medical \$716.36; Midstates Printing \$320.50; Moore Sewing \$60.00; Pantorium Cleaners \$56.00; RDO Equip. \$1,517.82; Running's \$762.78; TranSource \$4,453.37; Van Diest Supply \$4,192.00; Walth Safety Service \$14.50; Zastrow's Sales & Service \$126.79. Travel & Conf.: KEI \$152.00; Mark Milbrandt – Imprest \$446.00. Utilities: AT&T \$1.11; CenturyLink \$1,078.74; Exec. Mgmt. \$102.95; Midcontinent \$368.03; NWPS \$13,728.94; Town of Frederick \$61.00. Machinery & Equip.: Beck Motors \$34,411.00.

All members present voting aye. Motion carried.

HR REPORT: No report this week.

SHERIFF REPORTS:

Moved by Feickert, seconded by Wiese to approve the following August 2020 Sheriff Reports: Incidents and offenses, Prisoner care, JDC, and Money deposited with the County Treasurer. All members present voting aye. Motion carried.

PRE-DISASTER MITIGATION (PDM) GRANT AWARD:

Moved by Sutton, seconded by Fjeldheim to authorize chair to sign grant agreement EMD-2020-PC-0005 to receive federal share of funds in the amount of \$14,625.00. All member present voting aye. Motion carried.

**ORDINANCE 171 – ADOPTION:**

Moved by Sutton, seconded by Feickert to adopt ordinance 171, an ordinance to amend Title 4, Second Revision Brown County Ordinances, as amended, to rezone the following described property from Chapter 4.06 Agricultural Preservation District (AG-P) to Chapter 4.07 Mini-Ag District (M-AG): East 30 Rods of South 55 Rods in the SE1/4 of Section 25-T124N-R64W of the 5th P.M., Brown County, South Dakota. (12891 388th Ave). Roll call vote: Commissioner Feickert – aye, Sutton –aye, Wiese –aye, Fjeldheim – aye, Kippley – aye. Ordinance adopted.

**ORDINANCE 172 – ADOPTION**

Moved by Fjeldheim, seconded by Sutton to adopt ordinance 172, an ordinance to amend Title 4, Second Revision Brown County Ordinances, as amended, to rezone the following described property from Chapter 4.06 Agricultural Preservation District (AG-P) to Chapter 4.07 Mini-Ag District (M-AG): Lot 2, “HAPI 2020-1 Subdivision” in the NE1/4 of the NW1/4 of Section 6-T123N-R63W of the 5th P.M., Brown County, South Dakota. (1522 130th St NE). Roll call vote: Commissioner Feickert – aye, Sutton – aye, Wiese –aye, Fjeldheim – aye, Kippley – aye. Ordinance adopted.

**ORDINANCE 173 – ADOPTION:**

Moved by Feickert, seconded by Wiese to adopt ordinance 173, an ordinance to amend Title 4, Second Revision Brown County Ordinances, as amended, to rezone the following described property from Chapter 4.06 Agricultural Preservation District (AG-P) to Chapter 4.07 Mini-Ag District (M-AG): Lot 1 & 2, Gabler-Brakefield Addition in the NE1/4 of Section 22-T122N-R64W of the 5th P.M., Brown County, South Dakota; Lot 1, “Johnson South Subdivision” and Lot 1, “Johnson South 2nd Subdivision” in the NE1/4 of section 22-T122N-R64W, Brown County, South Dakota. (38585 139th St and 38579 139th St). Roll call vote: Commissioner Feickert – aye, Sutton –aye, Wiese –aye, Fjeldheim – aye, Kippley – aye. Ordinance adopted.

**ORDINANCE 174- ADOPTION:**

Moved by Wiese, seconded by Fjeldheim to adopt ordinance 174 as amended to consider an ordinance amending Second Revision Brown County Ordinances, Title 4 Zoning, Chapters 4.01 – 4.07 and 4.32; Title 5 Subdivision Regulations, Chapter 5.01. The adopted ordinance will be made available for public inspection at the Brown County Auditor’s Office during regular business hours. Roll call vote: Commissioner Feickert – aye, Sutton –aye, Wiese –aye, Fjeldheim – aye, Kippley – aye. Ordinance adopted.

**PROVISIONAL BUDGET 2021 – PUBLIC HEARING:**

Public hearing held as advertised for 2021 provisional budget. Opportunity for public comment was given. No action taken.

**POLICY MANUAL – CALL IN PAY:**

Moved by Sutton, seconded by Feickert to approve the following employee policy:

**Call-In Pay Policy**

The purpose of this policy is to guarantee hourly, nonexempt employees a minimum number of hours as required by law for employees who respond to a call-in for work between the time they leave their shift and begin their next shift.

**Non-Essential Employees**

A “call-in” is defined as an unscheduled request made by an appropriate management official for an hourly non-essential employee to return to the employment location to do unforeseen or emergency work after leaving the location at the end of the regular shift and before the beginning of the next regularly scheduled shift.

When a non-essential employee is responding to a call-in, the employee will be given a minimum of two (2) hours’ work at the higher of his or her regular job rate or the rate of the job assigned. The two (2) hours will count towards the regular hours worked. Should the work entail more than two (2) hours, the Department Head may accordingly adjust the worked hours.

**Essential Employees**

When an essential employee responding to a call-in outside their regular scheduled shift (i.e. training, meetings), the employee will be given a minimum of two (2) hours’ work. Should the work entail more than two (2) hours, the Department Head may accordingly adjust the worked hours.

All members present voting aye. Motion carried.

**POLICY MANUAL – LEAVE SHARING POLICY:**

Discussion on transitioning to paid time off (PTO) with an extended sick leave bank benefit to employees. Draft policy on file with the Brown County Auditor and available for public inspection. No action taken.

**EXECUTIVE SESSION:**

Moved by Fjeldheim, seconded by Sutton to go into executive session to discuss personnel and contracts per SDCL 1-25-2(1,4). All members present voting aye. Motion carried. The Chair declared the executive session closed with no action taken.

**ADJOURNMENT:**

Moved by Sutton, seconded by Wiese to adjourn the Brown County Commission at 10:30a.m. All members present voting aye. Motion carried.

Cathy McNickle, Brown County Auditor

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