

JANUARY 5, 2021 -REORGANIZATION MEETING

This being the reorganization meeting of the Brown County Commission for year 2021, said Board convened at 8:45 A.M. in the Commissioner's Chambers, Courthouse Annex, Brown County, South Dakota. Present were Commissioners Dennis Feickert, Doug Fjeldheim, Rachel Kippley, Duane Sutton and Mike Wiese.

Commissioner Feickert led the Pledge of Allegiance and Pastor Timothy Daub with Prince of Peace Lutheran Church in Hecla led the group in prayer.

Cathy McNickle, Brown County Auditor called for nominations for Brown County Commission Chair for year 2021, pursuant to SDCL 7-8-15.

Commissioner Kippley nominated Doug Fjeldheim for Chair. Moved by Wiese, seconded by Sutton that nominations cease and a unanimous ballot be cast for Doug Fjeldheim 2021 Chair of the Brown County Commission. All members present voting aye. Motion carried.

Commissioner Feickert nominated Rachel Kippley for Vice Chair. Moved by Sutton seconded by Wiese that nominations cease and a unanimous ballot be cast for Rachel Kippley Vice Chair 2021 of the Brown County Commission. All members present voting aye. Motion carried.

APPROVAL OF AGENDA:

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

MINUTES:

Moved by Sutton, seconded by Wiese to approve the General Meeting minutes of December 29, 2020. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

Moved by Sutton, seconded by Wiese to approve the following claims and payroll:

PAYROLL: Commission \$4,285.10; Elections (Voucher) \$0.00; Auditor \$8,192.72; Treasurer \$13,495.38; SA \$22,539.13; SVAWA \$1,730.76; Maintenance \$8,146.85; Assessor \$14,402.13; Register of Deeds \$8,983.40; VSO \$4,343.84; GIS \$2,387.50; IT \$7,308.97; HR \$2,173.85; Sheriff \$43,892.70; Jail \$57,434.17; Coroner \$2,850.00; Court Security \$6,048.51; JDC \$26,115.52; Welfare \$2,077.70; Museum \$8,199.61; Parks/Fairgrounds \$3,379.35; Fair Board \$3,938.96; 4-H \$614.00; Weed \$825.02; Planning & Zoning \$5,160.32; Highway \$37,158.85; Dispatch \$27,421.22; Emergency \$4,119.58; Teen Court \$600.40; JDAI \$1,769.23; 24/7 Sobriety \$1,894.04; Landfill \$13,117.13; Matching Benefits: FICA @ \$21,386.57, Medicare \$5,001.76, Blue Cross Blue Shield \$117,399.52; Delta Dental @ \$6,923.70, Dearborn Life Insurance @ \$1,033.94, SDRS Retirement @ \$63,950.01.

CLAIMS: Machinery & Equipment: RDO Equipment Co \$342,229.00. Professional Fees: Aberdeen Area Chamber of Commerce \$355.00; Clark Engineering Corporation \$493.25; Dware Inc \$4,350.00; Christopher A. Haar \$105.80; Kuck Law Office \$40.60; SD Assoc. of County Commissioners \$6,711.00; SD Assoc. of County Weed & Pest \$50.00; SD Assoc. of County Officials \$3,082.17; State of South Dakota \$3,335.19; SD State's Attorney Assoc. \$1,746.00; SDAE4-HP \$120.00; State Bar of South Dakota \$1,535.00; Taliaferro Law Office \$85.74; Tschetter & Adams Law Office \$575.55; Tyler Technologies Inc \$17,697.40; Sara Zahn \$196.40. Rentals: Advantage Self Storage \$3,054.00. Repairs & Maintenance: Aberdeen Plumbing & Heating \$4,838.12; Climate Control \$340.00; Crawford Truck & Equipment

\$12.35; Gary Lee Fischer \$288.00; Ecolab Pest Elimination \$117.60; Great Western Tire Inc \$10.00; HF Jacobs & Son Construction \$1,085.00; Honeywell International Inc \$5,751.33; Lawson Products Inc \$11.99; Lien Transportation Company \$252.50; Nelson Sales & Service LLC \$199.00; Quality Welding \$70.00. Supplies: 3D Specialties Inc \$5,607.00; Agtegra Cooperative \$814.55; Ameripride Services Inc \$75.43; Bakken Building Maintenance \$500.00; Crawford Truck & Equipment \$812.73; Fastenal Co. \$38.40; Gillund Enterprises \$418.32; Great Western Tire Inc \$2,368.72; HF Jacobs & Son Construction \$8,091.35; Lawson Products Inc \$116.28; Leidholdt Tool Sales, LLC \$127.50; Mac's Inc \$27.74; Menards \$3.17; Midstates Printing \$230.00; National Assoc of CVSO \$100.00; Nelson Sales & Service LLC \$201.22; Performance Oil & Lube \$290.00; Quality Welding \$18.66; Runnings \$47.97; Share Corp \$186.00; Walth Safety Service \$42.50. Travel & Conference: Stan Beckler \$18.33; Darwin Bettman \$15.24; Doug Fjeldheim \$195.52; Patrick Keatts \$22.74; Rachel Kippley \$147.11; Dale Kurth \$112.53; David North \$105.48; Jerome T. Streckfuss \$34.98; Duane Sutton \$94.94. Utilities: AT&T Mobility \$179.10; Midcontinent Communications \$124.37; Montana Dakota Utilities Co. \$39.63; Northwestern Energy & Communication \$8,013.88; Verizon Wireless Services LLC \$160.04;. Other: SDML Worker's Compensation Fund \$136,822.00.

All members present voting aye. Motion carried.

HR REPORT:

Moved by Feickert, seconded by Sutton to approve the HR Office Report, which includes the following:

- RECOGNIZED HOLIDAYS: New Year' Day (January 1st), Martin Luther King Jr. Day (3rd Monday in January) President's Day (3rd Monday in February) Memorial Day (last Monday in May) Independence Day (July 4th) Labor Day (1st Monday in September) Native American's Day (2nd Monday in October) Veteran's Day (November 11th) Thanksgiving Day (4th Thursday in November) Christmas Day (December 25th)

All members present voting aye. Motion carried.

ADDITIONAL HOLIDAY:

Moved by Feickert, seconded by Kippley to include the day after Thanksgiving as a holiday for 2021. All members present voting aye. Motion carried.

HIGHWAY SUPERINTENDENT:

Moved by Sutton, seconded by Wiese to appoint Dirk Rogers as Highway Superintendent, effective January 1, 2021 – December 31, 2022, per SDCL 31-11-1. All members present voting aye. Motion carried.

BID DATES SET: HIGHWAY RENTALS, GRAVEL, ROAD OIL, HOT MIX, AND MILLING:

Moved by Feickert, seconded by Wiese authorize advertising public hearing to open, read and consider bids for the following items: Highway Equipment Rental, Gravel, Road Oil, Hot Mix, and Milling at 8:46 a.m., on January 26, 2021 in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. All members present voting aye. Motion carried.

CONTRACT – HIGHWAY ROOFING BID:

Moved by Sutton, seconded by Wiese to authorize chair sign contract with Hub City Roofing for highway roofing project per bid awarded December 29, 2020. All members present voting aye. Motion carried.

DOE CLOTHING POLICY:

Moved by Sutton, seconded by Wiese to approve request submitted by Gene Loeschke, DOE, for 2021 clothing allowance @ \$140.00 for each employee in the Equalization Office, per Employee Policy C-12. All members present voting aye. Motion carried.

SHERIFF UNIFORM ALLOWANCE:

Moved by Sutton, seconded by Wiese to acknowledge the sheriff uniform request as budgeted for in the 2021 budget. All members present voting aye. Motion carried.

OFFICIAL NEWSPAPERS:

Moved by Feickert seconded by Wiese to designate the following as the official Brown County newspapers for year 2021 (SDCL 7-18-3): Aberdeen American News, Aberdeen, SD; The Groton Independent, Groton, SD. These are the only two official newspapers in Brown County for 2021. All members present voting aye. Motion carried.

DEPOSITORIES:

Moved by Sutton seconded by Wiese to designate the following as official depositories for Brown County public funds for year 2021 (SDCL 7-2-13), with funds deposited in the name of Patty VanMeter, Brown County Treasurer: Dacotah Bank; US Bank; First Savings of Beresford, Hecla Branch of Hecla; Bank North of Warner; Bank North of Warner, Aberdeen Branch; First State Bank of Claremont, Groton Branch; First National Bank of Frederick; Plains Commerce Bank; Great Western Bank; Great Plains Bank; CorTrust. All members present voting aye. Motion carried.

DESIGNATION OF DEPUTIES:

Commissioner Feickert offered the following Resolution:

RESOLUTION #1-21

WHEREAS, SDCL Chapter 7-7-20 mandates the designation of the number of deputies and clerks for various offices by the Board of County Commissioners,

THEREFORE, BE IT RESOLVED, that the following deputies and clerks are authorized at the discretion of the County Officials for County offices: Auditor - 2 Chief Deputy, 2 Deputies; Treasurer - 2 Chief Deputies, 5 Deputies, 1 part-time Clerk; Register of Deeds - 1 Chief Deputy, 4 Deputies. All extra help hired by County Officials must first be approved by the County Commission.

Seconded by Commissioner Kippely. Roll call vote: Commissioners Feickert-aye, Sutton-aye, Wiese-aye, Kippley-aye, Fjeldheim-aye. Resolution adopted.

INVESTMENT POLICY:

Commissioner Sutton offered the following Resolution:

RESOLUTION #2-21

WHEREAS, the nature of tax collections and other revenue is such that cash on deposit in the County's depositories at times exceeds the requirement for current expenditures; and

WHEREAS, it is in the best interest of the County to invest these monies not required for immediate expenditure.

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Treasurer is hereby directed to invest Brown County public funds at the highest rate of interest possible at said time on available monies at financial institutions, as designated by the Brown County Commission, and

FURTHER, to furnish quarterly reports detailing same, as authorized by SDCL 4-5-8.

Seconded by Commissioner Kippley. Roll call vote: Commissioners Feickert-aye, Sutton-aye, Wiese-aye, Kippley-aye, Fjeldheim-aye. Resolution adopted.

INTEREST POLICY:

Moved by Kippley, seconded by Wiese to approve the following Policy in regard to interest earned from deposits and investments: State law allows income from deposits and investments to be credited to either the General Fund or the fund making the investment. The County's policy is to credit all income from deposits and investments to the General Fund during the year, except for interest earned on specific certificates of deposits for the Solid Waste Fund. USGAAP requires income from deposits and investments to be reported in the fund whose assets generated that income. Where the governing board has discretion to credit investment income to a fund other than the fund that provided the resources for investment, a transfer to the designated fund is reported when authorized by the Commission. Fund transfers of investment earnings to the General Fund shall not occur in 2021, all funds shall receive the income generated from the assets of the fund. All members present voting aye. Motion carried.

EXPENSE POLICY:

Moved by Feickert, seconded by Wiese to set the following expense rates for Brown County employees for year 2021:

Meal reimbursement made only for out of County travel

	In-State	Out-of-State
Breakfast	\$ 6.00	\$10.00
Lunch	\$14.00	\$18.00
Dinner	<u>\$20.00</u>	<u>\$28.00</u>
	\$40.00	\$56.00

Qualifying time for meal allowances:

Breakfast - leave before 5:31 a.m. - return after 7:59 a.m.

Lunch - leave before 11:30 a.m. - return after 12:59 p.m.

Dinner - leave before 5:31 p.m. - return after 7:59 p.m.

Lodging reimbursed at actual cost, receipt required (if possible have direct billing, as County tax exempt).

Reimbursement for use of personal vehicle for County business, as follows: All county employees and officials shall be paid for traveling expenses for each mile traveled in the discharge of their official duties at 47 cents per mile. Miles to be determined by the assistance of Map Quest or similar web site; Odometer readings required for all destinations not available on web site; Odometer reading only required once to establish routine destination routes, i.e. per diem for board members. All members present voting aye. Motion carried.

EXPENSE POLICY - ELECTION OFFICIALS:

Moved by Sutton, seconded by Wiese to set \$250.00 as the one-day fee for vote center officials working on Election Day, \$15.00 per hour for absentee vote center officials working on Election Day, \$20.00 for vote center officials attending Election School, and to set minimum mileage at five miles when claimed by vote center/absentee ballot official. All members present voting aye. Motion carried.

TAX DEED NOTICES:

Commissioner Feickert, offered the following Resolution:

RESOLUTION #3-21

WHEREAS, Brown County has acquired tax certificates on property with delinquent real estate taxes for which tax deeds and notices can be served.

THEREFORE, BE IT RESOLVED, that the Brown County Commission authorizes the County Treasurer, Patty VanMeter to request States Attorney Ernest Thompson and States Attorney Office personnel to act as agents to process said tax deeds and notices.

Seconded by Commissioner Wiese. Roll call vote: Commissioners Feickert-aye, Sutton-aye, Wiese-aye, Kippley-aye, Fjeldheim-aye. Resolution adopted.

COUNTY RENTAL RATE AND FEE SCHEDULE:

Moved by Sutton, seconded by Wiese to establish rental rates and fee schedule for 2021: County wide rental and fee schedule is on file at the Auditor's office. All members present voting aye. Motion carried.

VOLUNTEERS/WORKER COMPENSATION:

Moved by Sutton, seconded by Feickert to approve the following list of volunteers for work comp purposes: (CERT, Citizens Corp, Dive Team, Chaplans, Fair, Museum, 4-H Promotion/Expansion): Adams, John; Adams, Marie; Anderson, Terry; Bacon, Erin; Bakeberg, Richard; Banker, Diana; Berreth, Becky ; Bierman, Chad; Bierman, Sandra; Bohling, Jan; Bohling, Paul; Bray, Robert; Buchanan, Mercedes; Connelly, Michael; Cunningham, Luanne; Cunningham, Ryan; Dennert, Casey; DeVore, Douglas; Dreesen, Marvin ; Erickson, Curtis ; Fleury, Sara; Gisi, Steve; Grebner, Scott R ; Halsey, Joshua; Helm, Gerald; Helm, Pat; Hepola, Heide; Herman, Janet; Hettich, Trixie ; Huber, Nicholas; Huber, Weylin; Hughes, Keith ; Humphries, Richard; Imberi, Randy; Imrie, Charla ; Johnson, Michele; Kost, Michael; Kost, Ron; Kramer, Kasia; Kuntz, Jason; LaCroix, Brian; Little, Alexandra; Little, Jared; Mathern, Tim; Mayer, Douglas ; Mayer, Gretchen; McCleary, Rachel; McGuire, David ; McNickle, Cathy; Mehlhaff, Wendy; Meints, Carla; Meints, Trevor; Meyer, David; Meyer, Maria; Moser, David; Muller, Joseph; Musel, Mark; Nichols, Roberta; O'Donnell, Deb; Opp, Gayle ; Paepke, Barb; Paepke, Tom; Pigors, Cindy; Pigors, Rick; Pletten, Lois ; Radke, Nancy; Rau, Bryan L; Reiersen, Douglas A; Robinson, Bonnie; Robinson, Freddie; Sasieta, Jorge; Schaffer, Jean; Schlosser, Dan; Schlosser, Deb; Schneider, Kimberly; Schrenk, Nancy; Sharp, Brian; Sharp, Donna; Sharp, Gary; Sharp, Gretchen; Shishnia, Mark; Smid, Dale ; Smid, Pam; Steckelberg, Amanda L; Steckelberg, Mike L; Swallow, Jesse; Swank, Jeff; Swank, Karen; Swanson, Chip; Swanson, Lowell; Swanson, Marian; Swenson, Connie; Swisher, Sara; Torbert, James; Ullrich, Brandon; Ullrich, Mike; Waletich, Tom; Waltman, Janice; Wanttie, Thomas; Warrey, Alisha; Wiscarson, Pam; Wollman, Cara; York, Scott; Brad Kingsiter, Brain LaCroix,; Fr. George Parmeter,; George Shaver,; Jay Rossman,; Joann Lehrkamp, Jon Droege. Roland Moerke, Mark Stoks, Freddie Robinson, Tony Jones, Heather Allemang, Dave Lunzman, Scott Meints, Gayle Bortnem; Lee Schinkel; Chuck Welke; Kathy Johnson; Jennifer Dix; Rose Kraft; Anderson, Trent; Bade, Casey; Bade, Rodney ; Blachford, Clayton; Bonn, Cody; Dunbar,

Michael; Kost, Mike; McGuire, Dave; Toennies, Brett; Vilhauer, Jason; Breedlove, Dawn ; Erickson, Kristie; Eisenbeisz, Michelle“Shelly”; Ganje, Don; Gonsoir, Kristen; Guthmiller, Dwight; Herman-Schumacher, Sarah; Kippley, Jeff; Magas, Randy; Magas, Stephanie ; Malsam, Jeff; Markley, Greg; Miller, Tom ; Moen, Suzanne; Nehls, Mike; Paepke, Tom; Pigors, Rick; Radke, Nancy; Russell, Mike; Sombke, Clint ; Sombke, “Mel” Melanie; Swenson, Ryan; Tollefson, Jayson; Taylor Gosch, Kristin Johnson, Nathan Miller, Tessa Erdmann, Colin Sprinkel, Adam Franken, Becky Erickson, Ashley Smith, Tom Paepke. All members present voting aye. Motion carried.

COMMUNICATIONS COUNCIL 2021:

Moved by Kippley, seconded by Feickert to assign Chair Fjlehdiem, and Vice Chair Kippley as representative to Communication Council per agreement. All members present voting aye. Motion carried.

BOARD BOOK INCLUDING COMMISSION COMMITTEE ASSIGNMENTS 2021:

Moved by Sutton, seconded by Wiese to approve the Board Book for 2001 including board appointments and commission committee assignments: County Board appointments for 2021 include Dacotah Prairie Museum Board for 1st three year term: Jennifer Dix and Rose Kraft; FSA appointment: Commissioner Rachel Kippley; Planning and Zoning Board reappointment to a 5 year term L David North and Dale Kurth. Commission Committee assignments are as follows for 2021: Duane Sutton - Aberdeen Development Corporation, NECOG, CART, Fair Board, SD Public Assurance Alliance, Dacotah Prairie Museum Board, Liaison 4-H Leaders Association/Promotion & Expansion Committee alternate, Edwards Preserve Nature Area, SDACC Catastrophic Legal Board, Centennial Village Liaison; Doug Fieldheim - Airport Board, NECOG, Sick Leave Bank, Communications Council, Alternate for Aberdeen/Brown County Regional Railroad Authority; Rachel Kippley -Risk Management Committee, Legislative Contact, Planning & Zoning Board, JDAI (Juvenile Detention Alternative Initiative), Senior Citizens Board, Communications Council, FSA representative, 4-H Leaders Association/ Promotion & Expansion; Mike Wiese – Range Fire Suppression, Union Negotiations, Liaison to Welfare, LEPC, Aberdeen/Brown County Regional RR Authority, Glacial Lakes; Dennis Feickert - Weed & Pest Control Board, County Buildings, Union Negotiations, Grow SD (NESDCAP), Fair Board, NE Mental Health Center. Full board book is on file for public inspection at the Brown County Auditor’s Office. All members present voting aye. Motion carried.

EXECUTIVE SESSION:

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

ADJOURNMENT:

Moved by Kippley, seconded by Wiese to adjourn the Brown County Commission at 9:35 A.M. All members present voting aye. Motion carried.

Cathy McNickle, Brown County Auditor

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