

## JANUARY 3, 2023 – REORGANIZATION MEETING

Meeting called to order by Lynn Heupel, Brown County Auditor at 8:45 A.M. in the Commission Chambers, Courthouse Annex, Brown County, SD. Present were Commissioners Drew Dennert, Doug Fjeldheim, Mike Gage and Duane Sutton. Commissioner Mike Wiese was Absent. Commissioner Sutton led the Pledge of Allegiance.

Pastor Lou Whitmer, North Highland Methodist Church opened the meeting with a Prayer.

### APPROVAL OF AGENDA:

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

### SWEARING IN:

Drew Dennert, Mike Gage and Doug Fjeldheim were sworn in as Brown County Commissioners and Dave Lunzman was sworn in as Sheriff and Interim Coroner by Lynn Heupel, Auditor.

### ELECTION OF CHAIRMAN & VICE-CHAIRMAN FOR 2023:

Lynn Heupel, Auditor called for nominations for Brown County Commission Chair for year 2023, pursuant to SDCL 7-8-15. Commissioner Gage nominated Duane Sutton as 2023 Chairman, which was seconded by Dennert. Nominations ceased. All members present voting aye. Motion Carried.

Commissioner Sutton called for nominations for Brown County Commission Vice-Chair for 2023. Commissioner Gage nominated Doug Fjeldheim as 2023 Vice-Chair, which was seconded by Dennert. Nominations ceased. All members present voting aye. Motion carried.

### UPDATE BOARD BOOK:

Commission Committee Appointments will be as follows: Commissioner Dennert – Weed & Pest Control, NE Mental Health Center, County Buildings, Alternate Union Negotiations, Grow SD NESDCAP, Fair Board and Legislative Contact; Commissioner Sutton – Aberdeen Development Corp., Communications Council, Fair Board, SD Public Assurance Alliance, Dacotah Prairie Museum, Alternate Liaison 4-H Leaders Association/Promotion & Expansion Committee, SDACC Catastrophic Legal Board; Liaison Centennial Village and Edwards Preserve Nature Area; Commissioner Wiese – Range Fire Suppression, Communication Council, Union Negotiations, LEPC, Liaison to Welfare, Alternate Aberdeen/Brown County Regional Railroad Authority, Glacial Lakes; Commissioner Fjeldheim – Sick Leave Bank, Aberdeen/Brown County Regional Railroad Authority, NECOG, Airport Board, CART and FSA Representative; Commissioner Gage – Risk Management Committee, Alternate Legislative Contact, Planning & Zoning, JDAI (Juvenile Detention Alternative Initiative), Senior Citizen’s Board and Liaison 4-H Leader’s Association/Promotion & Expansion.

Moved by Commission Fjeldheim, seconded by Dennert to reappoint Dirk Rogers Highway Superintendent for two-year term (January 1, 2023 – December 31, 2024). All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Dennert to reappoint Aaron Walberg, Veteran’s Service Officer for four-year term (January 1, 2023 – December 31, 2026). All members present voting aye. Motion carried.

### VOLUNTEERS FOR WORK COMP PURPOSES:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following Cert volunteers: Erin Bacon, Clayton Blachfod, Bethany Curtis, Scott R Grebner, Joshua Halsey, Janet Herman, Tina Hubert, Weylin Hubert, Charla Imrie, Michele Johnson, Jason Kuntz, Brian LaCroix, Alexnadra Little, Jared Little, Douglas Mayer, David McGuire, Cathy McNickle, Wendy Mehlhaff, Carla Meints, Trevor Meints, David Meyer, Maria Meyer, Mark Musel, Roberta Nichols, Gayle Opp, Barb Paepke, Tom Paepke, Cindy Pigors, Rick Pigors, Nancy Radke, Bryan L Rau, Trenia Rexinger, Bonnie Robinson, Freddie Robinson, Mark Shishnia, Shane Schlichenmayer, Kim Schneider, Donna Sharp, Gary Sharp, Brian Sharp, Gretchan Sharp, Dale Smid, Pam Smid, Amanda L Steckelberg, Mike L Steckelberg, Sara Street, Jeff Swank, Karen Swank, Lowell Swanson, Sara Swisher, Mike Ullrich, Jason Villhauer, Janice Waltman, Thomas Wanttie and Scott York. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Fjeldheim to approve the following Chaplain volunteers: Brad Kingsiter; Brain LaCroix; Father George Parmeter; George Shaver; Jay Rossman; Joann Lehrkamp and Jon Droege. All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Dennert to approve the following Citizens Corp Council volunteers for three-year terms: Terms Expire: December 31, 2025 - Hub Area Radio Club Representative: Roland Moerke; First Responder: Mark Stoks; At Large Representatives: Trevor Meints & Freddie Robinson. Terms Expire: December 31, 2024 – Salvation Army Representative: Tony Jones; At Large Representatives: Becky Berreth, Brian Sharp and Thomas Wanttie. Terms Expire – December 31, 2023 – Law Enforcement Representative: Dave Lunzman; American Red Cross Representative: Heather Allemang; Emergency Management Representative: Scott Meints; At Large Representative: Josh Halsey. All members present voting aye. Motion carried.

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following Dive Team volunteers: Trent Anderson; Casey Bade; Rodney Bade; Clayton Blachford; Cody Bonn; Michael Dunbar; Mike Kost; Dave McGuire; Brett Toennies and Jason Vilhauer. Team Leaders are Scott Meints and Dave Lunzman. All members present voting aye. Motion carried.

Moved by Commissioner Dennert, seconded by Gage to approve the following Fair Board volunteers: Michelle “Shelly” Eisenbeisz; Catherine Friesen; Dwight Guthmiller; Nichole Hacker; Jeff Kippley; Randy Mages; Stephanie Mages; Greg Markley; Suzanne Moen; Katie Moulsoff; Mike Nehls; Joni Napton; Adam Butcher; Nancy Radke; Mike Russell; Clint Sombke; Ryan Swenson; Jayson Tollefson; Conald Burgard; Rhonda Retzlaff; Brodie Mueller; Karen Treeby and Joyce Voeller. Manager is Rachel Kippley. Commission Representatives: Duane Sutton and Drew Dennert. All members present voting aye. Motion carried.

#### FSA APPOINTMENT:

Moved by Commissioner Gage, seconded by Dennert to approve Doug Fjeldheim as FSA Representative. All members voting aye. Motion carried.

#### HOMELAND SECURITY REGIONAL REVIEW BOARD:

Moved by Commissioner Fjeldheim, seconded by Gage to reappoint Scott Meints, Director of Emergency Manager and Dave Lunzman, Sheriff to Homeland Security Regional Review Board. All members present voting aye. Motion carried.

#### HOUSING AND REDEVELOPMENT COMMISSION:

Moved by Commissioner Dennert, seconded by Gage to approve the following members of the Housing and Redevelopment Commission of Brown County: Marty Sabolo, term expires 12/31/23; Paula Langteau, term expires 12/31/24 and Kathy Zerr, term expires 12/31/25. Lynn will contact Jodi Zueger to see who the two new officers are. All members present voting aye. Motion carried.

#### OFFICIAL NEWSPAPERS:

Moved by Commissioner Fjeldheim, seconded by Gage to designate the following as the official Brown County newspapers for 2023 (SDCL 7-18-3): Aberdeen American News, Aberdeen, SD and Groton Independent, Groton, SD. All members present voting aye. Motion carried.

#### BOARD APPOINTMENTS:

Moved by Commissioner Gage, seconded by Dennert to approve the following appointments to the Communications Council: County Commission Chair - Duane Sutton and Vice- Chair Doug Fjeldheim, per agreement. Overseer of Communications Center – Dave Lunzman; Director – Kent Jones and Assistant Director – Sarah Jesz. All members present voting aye. Motion carried.

Moved by Commissioner Fjeldheim, seconded by Dennert to approve the following Dacotah Prairie Museum Board member for 1<sup>st</sup> three-year term: Alan Neville. All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Dennert to approve the 2023 Planning and Zoning Board which consist of Stan Beckler, David North, Darwin Bettmann, Patrick Keatts, Dale Kurth, James Meyers and Carrie Weisenburger. All members present voting aye. Motion carried.

Moved by Commissioner Fjeldheim, seconded by Gage to approve appointing Darwin Bettmann and Patrick Keatts to a 4<sup>th</sup> term effective January 1, 2023 – December 31, 2028 on the Planning & Zoning Board. All members present voting aye. Motion carried.

Moved by Commissioner Fjeldheim, seconded by Gage to approve the 2023 4-H Promotion and Expansion Committee as follows: 4-H Adults: Kristin Johnson, Nathan Miller, and Sadie VanderWal; 4-H Youth: Noah Miller, Anna Johnson, Sophia Fogarty, and Logan Warrington; Non-4-H Adults: Adam Franken, Becky Erickson and Mikayla Weisser; Ag Representative: Connie Groop. All members present voting aye. Motion carried.

Moved by Commissioner Gage, seconded by Sutton to approve the Weed & Pest Board which consists of Dennis Wiedebush, Duane Jark, Troy Knecht, and Tyler Bierman. All members present voting aye. Motion carried.

DESIGNATION OF DEPUTIES:

RESOLUTION #1-23

Commissioner Dennert brought the following resolution:

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 Deputies, 2 Senior Deputies; Treasurer - 2 Chief Deputies, 6 Deputies (1 part-time); 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 Fjeldheim. All members present voting aye. Resolution adopted.

INVESTMENT POLICY:

RESOLUTION #2-23

Commissioner Fjeldheim brought the following resolution:

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 Dennert. All members present voting aye. Resolution adopted.

INTEREST POLICY:

Moved by Commissioner Gage, seconded by Dennert 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 2023, all funds shall receive the income generated from the assets of the fund. All members present voting aye. Motion carried.

EXPENSE POLICY - EMPLOYEES:

Moved by Commissioner Fjeldheim, seconded by Gage to set the following expenses rates for Brown County employees for year 2023:

Meal Reimbursement made only for out of County travel

	In-State	Out-of-State	Leave Before	Return After
Breakfast	\$6.00	\$10.00	5:31 AM	7:59 AM
Lunch	\$14.00	\$18.00	11:31 AM	12:59 PM
Dinner	<u>\$20.00</u>	<u>\$28.00</u>	5:31 PM	7:59 PM

\$40.00                      \$56.00

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, except the Sheriff shall be paid for traveling expenses for each mile traveled in the discharge of their official duties at 51 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 Commissioner Dennert, seconded by Gage 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, set minimum mileage at five miles when claimed by vote center/absentee ballot official. All members present voting aye. Motion carried.

**EXPENSE POLICY – BROWN COUNTY BOARDS:**

Moved by Commissioner Fjeldheim, seconded by Gage to approve the following expense policy for County Boards: Dacotah Prairie Museum and Fair Board – No Per Diem; Planning and Zoning Board - \$50.00 for each meeting attended and if reside outside City Limits of Aberdeen, paid mileage at 51 cents per mile and have expenses paid for by Brown County Planning and Zoning Department if attend the State Conference; Weed & Pest Board - \$40 for each meeting attended and if reside outside City Limits of Aberdeen, paid mileage at 51 cents per mile. All members present voting aye. Motion carried.

**TAX DEED NOTICES:**

**RESOLUTION #3-23**

Commissioner Gage brought the following resolution:

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 Dennert. All members present voting aye. Resolution adopted.

**FAIRGROUNDS RENTAL RATES:**

Moved by Fjeldheim, seconded by Gage to establish the following Fairgrounds rental rates:

**FAIRGROUNDS RENTAL RATES - EFFECTIVE JANUARY 1, 2023**

Winter Storage Space Rental: October 15 to April 1<sup>st</sup> - Prepaid Lease -No Refunds - \$12.00 per linear foot for each unit, including trailer hitch and any overhang. All lengths will be rounded to the nearest foot.

Barn Rental: Beef Barn \$300; Hog and Sheep Barn \$150; Open Class Sheep Barn \$100; West Sheep Barn \$100; Poultry Barn \$100. Half price for days after 2.

Club House: 120' X 80' Per day \$400.00 - Per day for days over two \$200.00 - Clean-up additional \$100.00.

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

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 needs to clean-up after the activity...Clean-up/horse shows and bull riding \$300.00 - Clean-up/other Activities...\$175.00.

Horse Stalls: 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: Not to go out of County-except for Governmental Agencies –Per event \$175.00. 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 event. Lessee liable for any damages occurring between pickup and return by lessee, plus \$1.00 per mile round trip transportation cost. Trail required for transport out of town.

Bleachers – Bleachers won't leave the Fairgrounds. \$25 per set per event.

Benches: \$3.00 per bench per event. Benches 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.

Picnic Tables: \$25.00 per table. Picnic tables 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.

Campgrounds: \$25.00 per day or \$150.00 per week for pads with power and water. \$30.00 per day or \$180.00 per week for pads with power, water and sewer drops. This includes a 5% State 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; \$180 4-H, Centennial, Go-Kart & Sunflower; \$200 Cottonwood & Back 40; and \$225 4-H Plus, Evergreen and West Hill (availability based on event). Daily rate for non-reservation camping - \$35 full hook-up and \$30 water/power only. All members present voting aye. Motion carried.

#### RICHMOND YOUTH CAMP RENTAL RATES:

Moved by Gage, seconded by Dennert to establish the following Richmond Youth Camp rental rates:

##### RICHMOND YOUTH CAMP RENTAL RATES - EFFECTIVE JANUARY 1, 2023

Booking fee in the amount of \$150.00 and proof of insurance must be submitted at least 60 days prior to date of occupancy.

Dorm only: \$100.00 per dorm per night.

Lodge Only: \$225.00 per day

Infirmery Cabin: \$50.00 per day.

Youth Groups: \$7.00 per person per day (Ages 17 and under.)

Adult Groups: If 30 people or under will pay daily rates. If over 30 people \$10.00 per person per day. (Ages 18 and older)

Deposit: A \$150.00 deposit is required to guarantee all dates. This deposit will only be refunded if the camp is left in a clean and orderly manner and there is no damage done to the camp. If the cleaning costs and damage costs exceed 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 the Brown County Auditor at 25 Market Street, Ste. 1, Aberdeen, SD 57401.

Cleanup: \$100.00 for the Lodge and \$100.00 for the dorms.

Absolutely no pets allowed in any of the buildings. All members present voting aye. Motion carried.

#### DEPT. OF EQUALIZATION CLOTHING ALLOWANCE:

Moved by Commissioner Dennert, seconded by Fjeldheim to approve the request submitted by Gene Loeschke, DOE for 2023 clothing allowance of \$150.00 per employee in the Equalization Office per Employee Policy Section C-12. All members present voting aye. Motion carried.

#### DEPT. OF EQUALIZATION (DOE) FEES:

Moved by Commissioner Gage, seconded by Fjeldheim to approve the following fees for DOE: Copies: Rate is 25 cents per page. Receipt will be issued for of each set of copies. Property owners may receive complimentary copies if they are of or about their own parcel. Proceeds will be deposited with the County Treasurer into the general fund. Transfer of Mass information to outside entity: \$469.50 + 6.5% tax = \$500. Information Technology downloads pertinent information from BC Connect or DEVNET to a flash drive, which is mailed to the requesting entity or uploaded to their site upon receipt of payment. Payment is deposited with the County Treasurer into the general fund. We typically get two of these requests annually but have had as many as four requests in a year. This will also include smaller data dumps that are sorted for the recipient. Beacon Subscriptions: See below Web access agreement. We currently have 76 active paying Beacon accounts, accounting for \$25,687.80 received annually. This money is deposited with the County Treasurer into the general fund. Tax estimates for real estate transfer closings: These are tax estimates we perform for our local title company and realtors so they can calculate appropriate tax credits between buyers and sellers upon real estate transfers. If we receive a request to do a tax estimate, we will have it ready by five (5) days after we receive the request. These will be charged \$23.47 plus tax (a total of \$25.00) to perform the request. If the request is needed with less than 5 days-notice, the charge will be \$37.56 plus tax (a total of \$40.00). These fees will need to be paid at the time the estimates are returned to the customer, as we are not allowed to maintain accounts receivable status.

Website Access Agreement: The Brown County website provides real estate information from the convenience of a personal computer 24-hours a day, 7-days a week. Access is allowed by a username and password. There is a fee for access, which covers the expense to provide this service. Fees are based on the number of users and must be paid in advance. **Fee Schedule/Annual Fee: (Based on number of users):** 1-5 people/\$319.50; 6-10

people/\$511.20; 11 + people/\$766.80. Temporary User: 1 Month/\$106.50. \$26.63 Setup Fee. All members present voting aye. Motion carried.

#### PLANNING & ZONING FEES:

Moved by Commissioner Fjeldheim, seconded by Gage to approve the fees for Planning & Zoning remain the same as 2022. All members present voting aye. Motion carried.

#### PUBLIC COMMENT:

Brandi Schaeffbauer, District 3 House Representative shared with the Commission that she has a rough draft of legislation in the works for appointing County Coroner. She has given copies to Julie Johnson and Kris Jacobsen to review.

#### TRUANCY COURT:

Kelsi, Vinger - Diversion Coordinator, Ernest Thompson – State’s Attorney and Karla Nelson – Deputy State’s Attorney met to propose and asking that the budget that was approved for Teen Court (which we no longer have) be moved to the establishment of a Truancy Court. Judge Porta will handle the Truancy Court cases. Team is set in place and would probably be March before having any court cases, starting fresh for the 3<sup>rd</sup> quarter. It will be a family style court, implementing some ideas from Watertown that has a system in place. Commissioner Gage wanted to Thank all of them for all their hard work to get to this point and feels it’s a step in the right direction. Motioned by Commissioner Gage, seconded by Fjeldheim to move the funding from Teen Court to Truancy Court. All members present voting aye. Motion carried.

#### REQUEST FOR PROPOSALS (RFP) TO UPGRADE CAMPGROUNDS AT FAIRGROUNDS:

Rachel Kippley, Fair Manager met to discuss the proposal of updating 141 Campground sites to add electrical in Primitive Campground A and C and ask for Authorization of Public Notice on the RFP. Moved by Commissioner Fjeldheim, seconded by Dennert to authorize the publication and set date of January 24<sup>th</sup> to open proposals. All members voting aye. Motion carried.

#### MINUTES:

Moved by Commissioner Gage, seconded by Dennert to approve the December 27, 2022 General Meeting Minutes. All members present voting aye. Motion carried.

#### CLAIMS/PAYROLL:

Moved by Commissioner Dennert, seconded by Fjeldheim to approve the following:

Claims: Insurance: SDML Workers’ Compensation Fund \$155,372.00. Professional Fees: Devnet \$3,445.31; Houston Engineering, Inc. \$11,578.08; International Assoc. of Assessing Officers \$480.00; Mitch Vilhauer \$1,089.76; National Sheriff’s Association \$66.00; Robert Bohm \$900.00; Schneider Geospatial, LLC \$2,703.00; SD Assoc. of County Commissioners \$6,976.00; SD Assoc of County Officials \$3,228.31; SD State’s Attorney Assoc. \$2,247.00; State of South Dakota \$2,096.07; Tyler Technologies Inc \$217.50. Publishing: Groton Independent \$311.82. Repairs & Maintenance: Auto Glass Solutions Inc \$386.56; Boyer Trucks \$14.23; Crawford M S & F Inc \$1,555.00; Crawford Trucks & Equipment \$6,500.97; Dakota Doors Inc \$4,183.68; Honeywell International Inc. \$28,058.15; Leidholt Electric LLC \$56.12; Lien Transportation Company \$798.75. Supplies: Boyer Trucks \$63.91; Century Business Products \$8,077.52; Cole Papers \$1,730.34; Crawford M S & F Inc \$392.15; Crawford Trucks & Equipment \$18,295.04; Dakota Mailing & Shipping Equipment Inc \$458.00; Fastenal Co \$241.62; Floor To Ceiling \$307.36; Gillund Enterprises \$258.40; McLeods Printing & Office Supply \$130.97; Midstates Printing \$1,465.00; Nelson Sales & Service, LLC \$1,449.00; Poms Tire Service, Inc \$571.50; Town & Country Building Supply \$463.17; West Publishing Corp. \$1,839.44. Travel & Conference: International Assoc. of Fairs & Expositions \$825.00. Utilities: AT&T Mobility \$140.54; Lumen \$128.06; Midcontinent Communications \$129.58; Montana Dakota Utilities Co \$50.45; Northwestern Energy & Communications \$10,610.14; Richmond Lake Sanitary Dist. \$2,988.00. Machinery & Equipment: RDO Equipment Co.-Ag \$398,675.00. Jury: Alexander R. Morris \$260.20; Bradley J. Erhardt \$1,377.54; Carol J. Stellner \$1,248.96; Derek Rekow \$12.04; Dianne J. Spitzer \$1,248.96; Donald A. Soderlund III \$1,454.00; Jackie Haskell \$1,432.60; Jeff D. Price \$955.08; Jerold Feist \$11.02; Kennan K. Bauer \$1,457.12; Larry Dingman \$12.04; Lavonne Kruse \$11.02; Renee Hansen \$11.02; Ruth Logan \$12.04; Shelby A. Young \$1,224.48; Susanne Wente \$11.02; Veronica L. Mercer \$1,157.10.

Payroll: Commission \$4,503.96; Auditor \$9,143.41; Treasurer \$14,167.48; SA \$31,053.33; Maintenance \$9,877.39; Assessor \$15,275.89; Register of Deeds \$8,157.60; VSO \$4,143.28; GIS \$2,483.72; IT \$5,711.59; HR \$4,061.37; Sheriff \$39,639.74; Jail \$55,993.44; Coroner (Voucher) \$7,050.00; Court Security \$6,179.18; JDC \$26,964.77; Welfare \$2,161.43; Museum \$7,827.89; Parks/Fairgrounds \$1,761.68; Fair Board \$4,790.80; 4-H \$638.80; Weed \$1,198.14; Planning & Zoning \$5,728.35; Highway \$56,838.98; Dispatch \$30,903.89; Emergency \$4,285.81; 24/7 Sobriety \$1,171.21; Landfill \$11,055.03. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Commission Fjeldheim, seconded by Gage to approve the following Human Resources Report:

Acknowledge the following:

- End of term, Dennis Feickert, Brown County Commissioner, effective December 31, 2022.
- End of term, Mark Milbrandt, Brown County Sheriff, effective December 31, 2022.
- Dave Lunzman, Brown County Sheriff-elect; wage \$48.08/hour; effective January 3, 2023.
- Mariann Malsom, Brown County Register of Deeds-elect; wage \$38.46/hour; effective January 3, 2023.
- Drew Dennert, Brown County Commissioner-elect; wage \$913.85 bi-weekly; effective January 3, 2023.
- Employment ending for Madeline Ellerbusch, Brown County JDC Sergeant, full-time; effective December 28, 2022. Request to fill.
- Resignation of Cortney Paul, Brown County, States Attorney Victim Specialist, full-time; effective January 6, 2023. Request to fill.
- Reclassification of Tonya Walth, from Brown County, 911 Shift Supervisor to Communication officer; wage \$26.46/hour; effective December 29, 2022.
- Reclassification of Kyle Price, Brown County Assistant Building Maintenance Superintendent from salary to hourly; effective December 25, 2022.

Approve the following:

- Combining the GIS office with the Planning & Zoning office, effective January 9, 2023.
- Sheriff's office, Transport employees, new hourly wage \$23.97=G16, A; effective December 25, 2022. Will no longer receive the lump sum per trip
  - Maximum hours for Mitchell trips are 6 hours
  - Maximum hours for Yankton trips are 9 hours
    - Any transport hours about the maximum hours will need to be approved by the Sheriff
- Sheriff's office, Armed Security employees, new hourly wage, \$23.97 = G16, A; effective December 25, 2022.
- Employment for John Weig, Brown County Fairgrounds worker; as needed for snow removal effective December 12, 2022.
- Hiring of Alaina Perry, Brown County Dacotah Prairie Museum Guest Services, part-time; starting wage \$16.42/hour; effective January 4, 2023.
- Payment of retirement award for Kathy Schlecht in the amount of \$150 before taxes; the requirement was met.

All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENT:

Moved by Commissioner Fjeldheim, seconded by Gage to authorize and approve the Auditor sign the Claim Assignment against an individual to Credit Collections Bureau for the purpose of collecting liens. All members present voting aye. Motion carried.

#### EXECUTIVE SESSION:

Moved by Commissioner Fjeldheim, seconded by Gage to go into executive session to discuss Personnel per SDCL 1-25-2. All members present voting aye. Motion carried. The chair declared the executive session closed with no action taken.

#### ADJOURNMENT:

Moved by Commissioner Fjeldheim, seconded by Gage to adjourn the Brown County Commission at 10:37 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

Published January 11, 2023, at the total approximate cost of \$ \_\_\_\_\_ and may be viewed free of charge at [www.sdpublicnotices.com](http://www.sdpublicnotices.com).