

## JUNE 20, 2023 – 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, Fjeldheim, Wiese, Gage, and Sutton. Commissioner Fjeldheim led the Pledge of Allegiance.

### MOMENT OF SILENCE:

Chairman Sutton asked for a moment of silence to honor the memory of Richard “Dick” Schooley, janitor at the Dacotah Prairie Museum for over 30 years. The funeral is at 2pm today.

### APPROVAL OF AGENDA:

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

### OPPORTUNITY FOR PUBLIC COMMENT: None

### GROW, SD UPDATE:

Kelly Weaver and Mark Nelson met with the Brown County Commission to give an update of the services provided to Brown County residents and submit their budget request for Fiscal Year 2024. Over \$10.5 Million Invested in difference programs including Emergency Assistance; Governor’s House; Home Improvement; Active Housing Lending; Office Rent/Utilities; Active Business Lending; Food Pantry/County Health Nurse; Small Business Development Center; Weatherization/Furnace and Property Taxes and have served 1085 in 2022. Another program they have is the Big Idea, which is a Business Idea Competition for High School Students, 30 students participated last year. They need Judges for the Big Idea Competition if anyone is interested. GROW, SD consists of three legal entities – GROW, SD, NE SD Community Action Program (NESDCAP) and NE SD Economic Corporation (NESDEC). They also offer a Digital Literacy Program is a newer program to help with costs of Internet services and one-time discount on equipment such as a laptop or computer. Then they partner with NorthStar Program which is online self-paced training on Word and Excel. All these services are income based. The funds GROW, SD receives from the individual Counties, stays in those Counties and the majority is used towards the match needed for the Federal Programs. They are requesting \$5,000.00 for the Fiscal Year 2024 Budget.

### SPECIAL LIQUOR LICENSE PERMIT HEARING:

Time and place, as advertised for a Public Hearing on the following Liquor License Application was held to approve the Special Liquor License Permit for Stacy Gossman, DBA: Flying Pig, Aberdeen, SD - Sumption Farm, Sec 30-T127N-R63 effective on July 29, 2023. Moved by Commissioner Wiese, seconded by Gage to approve the Special Liquor License Permit for Stacy Gossman, DBA: Flying Pig for July 29, 2023, at the Sumption Farm. All members present voting aye. Motion carried.

### SD PUBLIC ASSURANCE ALLIANCE (SDPAA) MEMBER SERVICES:

Lynn Bren, Deputy Director with SDPAA met with the Brown County Commissioners just to give them an Overview of the Risk Pool and the Benefits the County receives through this partnership. There are 455 local governments covered by SDPAA – 57 of the 66 Counties participate in the Pool for their liability and property coverages. The Benefits the County receives are Loss Control Surveys (done every 3 years), Property Surveys (done every 4-5 years), Employment & Government Practices Hotlines, Member Services Visits, Claim Liaison/Assistance, LLRMI (Legal Liability Risk Management Institute)/Jail Training and Credits. Brown County qualified and receives the following credits Renewal Credit, Loss Control Credit, Loss Ratio Credit and Law Enforcement Credit which was a value of over \$14,000.00 in 2023. Commissioner Wiese asked Lynn to touch briefly on the Annual Safety Conference, which she shared that Counties could earn Safety Awards and they are listed on their website and the Conference this year is in Pierre on November 1<sup>st</sup> & 2<sup>nd</sup>. Commissioner Wiese introduced Lynn to Sheriff Lunzman and asked her to expand a little bit more on the LLRMI Training. Lynn shared that this is offered through partner Safety Benefits, this is a 40-hour training that covers policies and procedures, current and jurisdictional trends, Active Bystander Training and Dart Simulators.

### SD MUNICIPAL LEAGUE (SDML) WORKERS-COMPENSATION-FUND:

Brad Wilson, Administrator with SDML on Workers-Compensation-Fund met with the Brown County Commissioners to also give an Overview of their coverage. Brown County has been a member for 34 years. The rates have gone down over the last 17 years – the rates have been held stable or reduced. Workers Compensation is to cover an employee that gets hurt on the job. Medical bills are covered for work related injury from the

beginning, there is no deductible or limit per SDCL Chapter 62 Statutory Worker's Compensation Benefits. Disability at this time the Maximum wage is \$975.00/week and Minimum wage is \$488.00/week, this is going up July 1<sup>st</sup> but don't know exact amount at this time. Rehabilitation is also covered if an employee needs to learn a new skill set due to not being able to return to current position, Worker's Compensation will pay for the schooling and lost wages until they are retrained. Death benefits are \$10,000 burial expenses. This covers the Employees, Elected Officials, Appointed Officials and Volunteers that are listed and approved through the minutes. Some of the Worker's Compensation Fund Benefits are: Stable Rates and Fund Modifiers; Employer's Liability Limit of \$2,000,000.00; Grant Programs: Stryker EMS, Stan Houston ICS Saw and Trenching & Confined Space Equipment; \$50,000.00 Crisis Protection – Domestic Crisis Event; \$50,000.00 AD&D coverage for Volunteer Fire Fighters & Ambulance and First Responder Assistance Program. Brad shared they ran out of Grant funds by end of March this year. Rates for 2023 were 0% Flat, pretty sure 2024 will be the same. Decreased 10% over the last 4 years. Brown County Fund Modifier is going down from 1.20 to 1.08. 2024 looking at \$17,500 or 11.3% estimated decrease in work comp cost based on current 2023 estimated payrolls and class classifications. Brown County is the top user on the Safety Trainings, which helps lower our modifier. Brown County has received 29 Safety Awards over the years: 1 Silver; 24 Gold and 4 Platinum, includes Gold & Platinum Awards in 2022. Brad ended his presentation with a quote stating THINK – Do It The SAFE Way, Do It The RIGHT Way, Do It EVERYDAY.

#### BID FOR SURPLUS PROPERTY – 2914 INDUSTRIAL AVE.

Chairman Sutton shared that we received one legitimate bid last week and we are waiting on some advice from our State's Attorney on what our potential options will be. Will be discussing those later today and possibly coming with some action next week. Moved by Commissioner Gage, seconded by Dennert to postpone the bid for a week. All members present voting aye. Motion carried.

#### FAIR CONTRACTS:

Rachel Kippley met with the Commissioners and presented 2 Fair Contracts for consideration: United Talent Agency (UTA) for TrailerTrapMusic LLC F/S/O Blanco Brown in the amount of \$40,000.00 and Midco for advertising in the amount of \$10,091.00. Midco does sponsors the Thursday night Concert and then BCF receives Advertising via Cable TV and 2 months of Digital Campaigns through Streaming Audio and Social Media. This is a little less than last year, so the Advertising Committee is exploring some other options. Commissioner Wiese moved to approve the UTA and Midco Fair Contracts and authorize Chairman Sutton to sign them, seconded by Fjeldheim. All members present voting aye. Motion carried.

Rachel also shared an invitation from the Fair Foundation Board for the Ribbon Cutting Ceremony of the new playground equipment on July 11<sup>th</sup> at 1pm.

Rachel asked for an Executive Session to discuss Contracts. Moved by Commissioner Wiese, seconded by Dennert to go into Executive Session to discuss Contracts per SDCL 1-25-2. All members present voting aye. Motion carried. The Chairman declared the executive session closed with no action taken.

#### MINUTES:

Moved by Commissioner Dennert, seconded by Wiese to approve the amended General Meeting minutes of June 13, 2023. All members present voting aye. Motion carried.

#### CLAIMS:

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

Claims: Insurance: SD Assoc of County Commissioners \$2,971.00. Professional Fees: AgTerra Technologies, Inc \$466.02; Avera St. Luke's Hospital \$25.71; Carrels & Bain Family Dental Care, LLC \$921.02; Certified Languages International LLC \$287.10; Child's Voice Route #6361 \$500.00; Dacotah Bank \$40.00; Dakota Group LLC \$2,100.00; Helms & Associates \$1,927.80; Horizon Health Care, Inc \$570.57; Kristi Brandt \$63.70; Language Line Services, Inc \$261.19; LexiNexis Risk Data Mgt, LLC \$200.00; Northeastern Mental Health Center \$1,274.00; Sanford Aberdeen ED \$110.93; Sanford Health Occupational Medicine \$552.00; Sanford Health \$8.57; Satellite Tracking of People, LLC \$1,599.00; SD Dept of Revenue & Regulations \$4,403.26; Thomson Reuters-West Payment Center \$283.30; Tyler Technologies, Inc \$130.00; Yankton County Sheriff's Office \$50.00. Publishing: Groton Daily Independent \$117.67; Hub City Radio \$15,000.00. Rentals: Dakota Electronics \$4,498.20; Pantorium Cleaners Inc \$155.52. Repairs & Maintenance: Anderson Electric \$1.76; Anthony Cooper \$7,000.00; B&B Contracting, Inc \$7,875.00; Century Business Products \$66.12; Dakota Electronics \$90.00; Diesel Machinery, Inc \$15,275.50; EcoLab Pest Elimination Division \$125.83; Fire Safety

First LLC \$1,103.06; Graham Tire Inc \$1,168.00; Hanlon Brothers, LLC \$1,444.99; HF Jacobs & Son Const. Inc \$1,029.41; Hub City Roofing Inc \$320.00; Leidholt Electric, LLC \$613.00; Meister Mowing LLC \$930.00; Pantorium Cleaners Inc \$189.32; Pierson Ford Lincoln, Inc \$589.90; Precision Kiosk Technologies \$2,700.00; Sewer Duck, Inc \$85.00; Superior Jetting, Inc \$3,955.79; Team Lab \$49,568.75; Transource Truck & Equipment, Inc \$1,495.48; Vosika Fencing \$848.15. Supplies: A-1 Locksmithing \$737.00; Advance Auto Parts \$214.76; Agtegra Cooperative \$55,442.16; Anderson Electric \$86.25; Avera LTC Pharmacy Aberdeen \$5.21; Behnke Sand & Gravel \$33,890.76; Bimbo Foods USA, Inc \$782.60; Butler Machinery Company \$10,387.81; Cartney Bearing \$275.53; Century Business Products \$892.35; Cole Paper Inc \$1,202.81; Dakota Oil \$639.20; Diesel Machinery, Inc \$11,344.54; East Side Jersey Dairy Inc \$924.93; Farm Tire Service LLC \$2,120.00; FedEx \$66.08; Fire Safety First LLC \$65.80; GovConnection, Inc \$15.60; Ken's SuperFair Foods \$175.47; Kessler's \$121.42; Linde Gas & Equipment Inc \$385.39; Mac's Inc-Capital One Trade Credit \$180.70; Menards \$1,136.09; Pierson Ford Lincoln, Inc \$724.00; Pomp's Tire Service, Inc \$363.02; Quality Welding, Inc \$25.00; Runnings \$3,449.19; SHI International Corp \$160.00; Transource Truck & Equipment, Inc \$3,664.27; US Foods \$9,698.36; Van Diest Supply Company \$2,947.40; WEB Water Bottling Company \$37.50. Utilities: City of Aberdeen \$1,780.16; Midcontinent Communications \$85.39; Northwestern Energy \$1,515.61; State of South Dakota PMB 0112 \$120.87; Town of Frederick \$76.00; WEB Water Development Association, Inc \$172.00. Machinery & Equipment: Dakota Electronics \$5,655.00; Diesel Machinery, Inc \$48,950.00. Others: Office of Weights & Measures-SD Dept of Public Safety \$103.00; SD Assoc of County Officials \$812.00; SD Dept of Agriculture & Natural Resources \$4,727.02; SD Dept of Revenue & Regulations \$1,048,619.82. Payroll: Commission \$4,615.41; Auditor \$11,138.57; Treasurer \$18,182.68; SA \$28,045.78; Maintenance \$8,946.93; DOE \$16,796.84; ROD \$9,932.80; VSO \$4,260.08; GIS \$2,643.52; IT \$6,092.06; HR \$1,780.80; Sheriff \$47,290.21; Jail \$71,296.71; Coroner \$617.43; Court Security \$7,926.89; JDC/HD \$30,988.70; Welfare \$2,336.49; DPM \$12,264.20; Parks/Fairgrounds \$7,314.39; Fair \$5,008.93; 4-H \$1,452.43; W & P \$5,260.50; P & Z \$7,232.61; Hwy. \$48,492.12; Dispatch \$38,091.63; EM \$4,940.56; 24/7 Sobriety \$1,274.61; Landfill \$17,305.59; Mileage Benefits \$522.69; Meal Benefits \$306.00; FICA \$25,127.09; Medicare \$5,876.49; Discovery-HSA \$1,482.96. All members present voting aye. Motion carried.

#### HR REPORT:

Moved by Commissioner Gage, seconded by Wiese to approve the following Human Resource Report submitted by Human Resources Assistant, Jessica Johnson:

- Acknowledge the resignation of Meagan Delahanty, Brown County Jail Detention Officer, FT; effective June 29, 2023. Request to fill.
- Acknowledge wage amendment for Ryan McClain, original posting for \$21.72 should be \$21.19; effective June 12, 2023.
- Acknowledge Richard Schooley, Brown County Maintenance, PT; passed away on June 15, 2023. Request to fill.
- Approve the following Holiday off to follow the State: July 3rd.

All members present voting aye. Motion carried.

#### CLAIM ASSIGNMENTS:

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

#### LEASE AGREEMENTS:

Moved by Commissioner Dennert, seconded by Wiese to approve and authorize the Chairman to sign the following lease agreement: Megan Thompson for lease of Club House for Wedding Reception on September 16, 2023. All members present voting aye. Motion carried.

#### OTHER BUSINESS:

Representative Carl Perry shared that the Brown County Republicans will be having their BBQ on Thursday, June 22<sup>nd</sup> at 6pm at Wylie Park. Tickets can be purchased from Commissioner Dennert.

#### EXECUTIVE SESSION:

Moved by Commissioner Gage, seconded by Fjeldheim to go into Executive Session for Legal and Contracts per SDCL 1-25-2. All members present voting aye. Motion carried. The Chairman declared the executive session closed with no action taken.

ADJOURNMENT:

Moved by Commissioner Wiese, seconded by Dennert to adjourn the Brown County Commission meeting at 10:32 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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