

MARCH 5, 2024 – 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 and Sutton. Commissioners Gage and Wiese were Absent. Auditor Heupel led the Pledge of Allegiance.

APPROVAL OF AGENDA:

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

OPPORTUNITY FOR PUBLIC COMMENT: None

BID NOTICE OF AWARD – WOOD WASTE GRINDING:

Time and place as advertised to open, read and consider sealed bids for Wood Waste Grinding at the Brown County Landfill for 2024. One bid was received from Dakota Wood-Grinding, Inc. from Rosemount, MN in the amount of \$750.00 per hour and \$2,500.00 for Mobilization. Mike Scott, Landfill Manager recommended to accept the bid from Dakota Wood-Grinding because they are the only company to do this type of work. Moved by Commissioner Dennert, seconded by Fjeldheim to award the bid to Dakota Wood-Grinding, Inc. at \$750.00 per hour for grinding and \$2,500.00 for mobilization and authorize Chairman Sutton to sign the agreement. All members present voting aye. Motion Carried.

BID NOTICE OF AWARD – WASTE TIRE REMOVAL:

Time and place as advertised to open, read and consider sealed bids for Waste Tire Removal at the Brown County Landfill for 2024. Bids were received from Liberty Tire for \$218.00 per ton and Saber Shred for \$235.00 per ton. Mike Scott, Landfill Manager recommended going with Liberty Tire at \$218.00 per ton. Moved by Fjeldheim, seconded by Dennert to award the bid to Liberty Tire for \$218.00 per ton. All members present voting aye. Motion Carried.

EQUIPMENT PURCHASE-LANDFILL:

Mike Scott, Landfill Manager requested to purchase a 2006 Osh Kosh T-1500 Fire Truck from Federal Surplus in Huron, SD for \$13,000.00. The Fire Truck only has 7,450 miles and 1,048 hours on it. Moved by Commissioner Fjeldheim, seconded by Denner to approve the purchase of the 2006 Osh Kosh T1500 Fire Truck from Federal Surplus for \$13,000.00 to be used at the Brown County Landfill. All members present voting aye. Motion carried.

SPRING RESIDENTIAL CLEAN-UP:

Mike Scott, Landfill Manager met with the Commissioners to ask them to waive the fees for the Spring Residential Clean-up which will be from April 26th to May 11th. There is a 4-tire limit. One change this year is that there will be only one drop off site in Aberdeen on Saturday, April 27th and it will be at Jensen's Rock & Sand located on South 5th Street from 8am to 5pm. All other dates the items will need to be delivered to the Landfill. Moved by Commissioner Dennert to approve waiving the fees during Spring Residential Clean-up, seconded by Fjeldheim. All members present voting aye. Motion carried.

MINUTES:

Moved by Commissioner Dennert, seconded by Fjeldheim to approve the February 27, 2024 General Meeting Minutes. All members present voting aye. Motion carried.

CLAIMS/PAYROLL:

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

CLAIMS: Insurance: SD Public Assurance Alliance \$289,917.68. Professional Fees: CO-OP Architecture \$3,562.50; Helms & Associates \$320.00; Kennedy Pier Loftus & Reynolds, LLP \$253.00; Lincoln County Auditor \$233.80; Lucy Lewno \$90.00; Mark Katterhagen \$27.00; Minnehaha County Auditor \$435.66; Priority Dispatch Corp \$3,496.00; Schneider Geospatial, LLC \$2,916.00; SD Dept of Transportation \$2,696.59; SD Secretary of State \$30.00; Taliaferro Law Firm, PC \$51.50; Valerie Larson \$27.00. Publishing: Groton Daily Independent \$120.59; Heartland Association of Fairs, Festivals & Events \$400.00; McQuillen Creative Group, Inc \$400.00; South Dakota Magazine \$255.00. Repairs & Maintenance: B & B Contracting, Inc \$15,339.86; Dakota Pump LLC \$26,309.29; Fox Law Firm, PLLC \$220.00; House of Glass \$279.99; Hoven Auto Repair, Inc \$356.05; K&S Plumbing, Inc \$3,506.24; Lawson Products, Inc \$37.87; Leidholt Electric, LLC \$1,381.33; SD

Dept of Public Safety \$2,340.00; SD Public Assurance Alliance \$3,348.03. Supplies: Amazon Capital Services, Inc \$516.87; Bakken Building Maintenance \$500.00; Brandon Mills \$200.00; Correct RX Pharmacy Services, Inc \$29.23; Crawford Trucks & Equipment \$421.36; DiscountCell LLC \$1,352.70; Farm Power Mfg \$7.20; Fastenal Company \$347.68; Fox Law Firm, PLLC \$3.53; GovConnection, Inc \$185.15; Graham Tire Inc \$844.48; Lawson Products, Inc \$448.64; Leidholt Electric, LLC \$28.19; Lucy Lewno \$1.50; Menards \$361.95; Meyers Tractor Salvage, LLC \$500.00; Midstates Group \$178.50; Network Center, Inc \$1,351.75; Performance Oil \$119.15; Safety Service \$3,400.00; Warne Chemical & Equipment Company, Inc \$402.98. Travel & Conference: Kristin Boeshans \$20.40; Lynn Heupel \$221.84; SD Narcotics Officers Association \$100.00; Spearfish Holiday Inn Convention Center \$575.43; Stephanie Jacobson \$54.00. Utilities: AT&T Mobility \$185.09; CenturyLink \$305.67; Midcontinent Communications \$327.44; Northwestern Energy \$3,035.50. Machinery & Equipment: Karl Chevrolet \$97,322.80; Transource Truck & Equipment, Inc \$146,000.00. Others: SD Dept of Agriculture & Natural Resources \$600.00. All members present voting aye. Motion carried.

HR REPORT:

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

- Employment ending for Dorren Howell, Brown County Sheriff's Office Records Technician, FT; effective February 23, 2024. Request to fill.
- Employment ending for LeeAnn Harrell, Brown County Jail/JDC Nurse, PRN; effective February 23, 2024.
- Promotion of Stephanie Morgan from Brown County Appraisal Assistant to Brown County Real Property Appraiser, starting wage \$23.50/hr.; effective March 3, 2024. Will move from Grade 15A to Grade 16A (\$24.69), once temporary certification concludes, and permanent certification commences; effective September 1, 2024.
- Hiring of Brenda Lyke and Allison Campton as Brown County Jail/JDC Nurse, PRN – PT Temporary; effective February 23, 2024. Approximate time-period for assignment is two weeks.
- Request to fill State's Attorney Legal Assistant.
- Governor granted State Holidays off: Good Friday, March 29, 2024 and Easter Monday, April 1, 2024.

All members present voting aye. Motion carried.

TRAVEL REQUESTS:

Moved by Commissioner Fjeldheim, seconded by Dennert to approve the following travel request: Mariann Malsom, Register of Deeds to go to Lake Region District Meeting in Sisseton on March 28, 2024. All members present voting aye. Motion carried.

WEED & PEST CHEMICAL BIDS:

Moved by Commissioner Dennert, seconded by Sutton to authorize advertising public hearing to open, read and consider bids for weed and pest chemical at 8:45 a.m., on Tuesday, March 26, 2023, in the Commissioner's Chambers, Courthouse Annex, Brown County, SD. Specifications are online brown.sd.us and on file in the Brown County Auditor's Office. All members present voting aye. Motion carried.

LEASE AGREEMENTS:

Moved by Commissioner Fjeldheim, seconded by Dennert to approve and authorize Chairman Sutton to sign the following lease agreement: Kayden Svarstad for lease of Club House on September 7, 2024 for Wedding; Aberdeen Area Humane Society for lease of the Holum Expo Building on May 4, 2024 for Spring Second Paw Sale. All members present voting aye. Motion carried.

ABATEMENTS:

Moved by Commissioner Dennert, seconded by Fjeldheim to approve the following abatements: for Tax Year 2024: for Joe Malsom, Parcel #24778 \$146.00 and for Richmond Heights Homeowners Assoc., Parcel #21274 \$75.33. All members present voting aye. Motion carried.

SPECIAL EVENT MALT BEVERAGE LICENSE:

Moved by Commissioner Fjeldheim, seconded by Dennert to authorize advertising a public hearing to be held in the Commissioner's Chambers, Courthouse Annex, Brown County, SD on March 26, 2024 to consider the following application for Special Malt Beverage License, submitted by Boys & Girls Club of Aberdeen Area,

Aberdeen, SD – Holum Expo Building, SW ¼ of Sec 1-T123N-R64 Brown County, SD. Special License effective April 12-13, 2024. All members present voting aye. Motion carried.

LANDFILL TONNAGE REPORT:

Moved by Commissioner Dennert, seconded by Sutton to acknowledge the Landfill Tonnage Report for February 2024. All members present voting aye. Motion carried.

OTHER BUSINESS: None

EXECUTIVE SESSION:

Moved by Commissioner Fjeldheim, seconded by Dennert to go into executive session to discuss Personnel and Legal/Contracts 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 Dennert, seconded by Fjeldheim to adjourn the Brown County Commission at 9:17 a.m. All members present voting aye. Motion carried.

Lynn Heupel, Brown County Auditor

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