



Commission Meeting
Brookings City & County Government Center
520 3rd Street
Chambers, Suite 310 (3rd floor)

If you have any symptoms of COVID-19 or believe you may have been exposed, please consider watching the Commission meeting from home, broadcast live on Swiftel channel 19, ITC channel 168, or the Brookings County Youtube channel. You can also call in by dialing 605-697-8255 and entering code 6056968205 when prompted.

1. 8:30 AM Call to Order on Thursday, November 5, 2020

2. Pledge of Allegiance

3. Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.

Five (5) minute time limit per person. Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must be scheduled for a future meeting date.

4. Approval of Agenda

Action: Motion to Approve, Request Comments, Voice Vote

5. Consent Agenda Items

Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call

A. Approval of minutes

Documents:

[10-20-2020 Minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 11052020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

6. Routine Business

A. Approval of claims

Documents:

[11.5.2020 CLAIMS.pdf](#)
[November Cell Phones.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

7. Scheduled Agenda Items

8. Regular Business

A. Action to approve Resolution #20-62: a resolution to rescind the burn ban enacted on October 15, 2020.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 20-62 Rescinding Burn Ban.pdf](#)

B. Action to approve Resolution #20-63: a resolution authorizing the removal of five NSF checks dating back to 2015 from the Treasurer's Records.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 20-65 NSF Checks.pdf](#)

C. Action to approve Abatement #20-32: an abatement application made by Dale Patrick for parcel #37525-00000-004-00 in the amount of \$531.57.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 20-32 - Patrick.pdf](#)

D. Action to approve Agreement #20-57: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering – State Administration for structure #06-220-089, project #BRO 8006(00)21-1, PCN 08AK.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-57 BIG 06-220-089.pdf](#)

E. Action to approve Agreement #20-58: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering – State Administration for structure #06-301-110, project #BRO 8006(00)21-2, PCN 08AL.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-58 BIG 06-301-110.pdf](#)

- F. Action to approve Agreement #20-59: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Preliminary Engineering – State Administration for structure #06-306-110, project #BRO 8006(00)21-3, PCN 08AM.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-59 BIG 06-306-110.pdf](#)

- G. Action to approve Agreement #20-60: an agreement between Brookings County, the City of Brookings and Johnson Feeds, Inc. for supplying road salt.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-60 Road Salt.pdf](#)

- H. Action to Approve Agreement #20-61: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Afton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-61 ROW Sioux Valley Energy.pdf](#)

- I. Action to approve Agreement #20-62: an application for occupancy of right-of-way of county highways made by Jesse Hall in Laketon Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-62 ROW Hall.pdf](#)

- J. Action to approve Agreement #20-63: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Medary Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-63 Sioux Valley Energy.pdf](#)

- K. Action to approve Agreement #20-64: an application for occupancy of right-of-way of county highways made by Dale Josephsen in Winsor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-64 ROW Josephsen.pdf](#)

- L. Action to approve a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Equipment Operator.pdf](#)

- M. Action to approve a request for funding from the "Christmas, Kids and Cops" program.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Christmas Kids Cops Request.pdf](#)

- N. Action to approve the following changes to fund balance assignments:

Documents:

[Assignments.pdf](#)

- i. Un-Assign \$500,000 from Assigned Fund Balance - Administration Building to Un-Assigned Fund Balance in the General Fund.

Action: Motion to Approve, Comments, Voice Vote

- ii. Un-Assign \$1,300,000 from Fund Balance Reserved BIG - Rivers Bridges to Restricted Fund Balance - Road Purposes in the Road & Bridge Fund.

Action: Motion to Approve, Comments, Voice Vote

- iii. Un-Assign \$660,000 from Assigned for Basin Bridge to Restricted Fund Balance - Road Purposes in the Road & Bridge Fund.

Action: Motion to Approve, Comments, Voice Vote

- iv. Assign \$11,800 from Restricted Fund Balance - Road Purposes to Assigned Fund Balance - Sinai Bridge in the Road & Bridge Fund.

Action: Motion to Approve, Comments, Voice Vote

- v. Assign \$1,100,000 from Restricted Fund Balance - Road Purposes to Assigned Fund Balance - Bruce Bridge in the Road & Bridge Fund.

Action: Motion to Approve, Comments, Voice Vote

- O. Canvas of the 2020 General Election results

- i. Action to approve the canvas of the 2020 General Election.

Action: Motion to Approve, Comments, Voice Vote

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[DOT Letter Five Year Plan.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

DENR to KC Dairies 10-15-2020.pdf
DENR to KC Dairies 10-21-2020.pdf
DENR to KC Dairies Approved Field List.pdf
DENR to Gary Balbach Family Trust Feedlot and Hollywood Feeders,
LLC.pdf

12. Executive Session

Action: Motion to Enter Into Executive Session, Voice Vote

Action: Motion to Come Out of Executive Session, Voice Vote

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *November 3, Tuesday: Special Meeting at 8:00 AM in the Chambers of the Government Center to conduct department head reviews.*
- *November 11, Wednesday: County Offices closed in honor of the Veterans Day holiday*
- *November 13, Friday: Retirement Open House for Finance Officer Vicki Buseth, 2:00-4:00 p.m. with a short program at 3:00 p.m. in the Chambers of the Brookings City & County Government Center*
- *November 26-27, Thursday & Friday: County Offices closed in honor of the Thanksgiving holiday*

NOTE: Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact Brookings County (605-696-8205) 48 hours in advance of the meeting to make necessary arrangements. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.