



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

- 1. 8:30 AM Call to Order on Tuesday, November 16, 2021**
- 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:

[2021-11-02 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 11162021.pdf](#)

D. Approval of cellular authorizations

Documents:

[Cellular Authorizations.pdf](#)

E. Approval of the Human Services report

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[11.16.21 claims.pdf](#)
[Nov Dept of Rev.pdf](#)

B. Department Head reports

i. County Development Department

Documents:

[County Development Report.pdf](#)

ii. Weed & Pest Department

Documents:

[Weed Pest Report.pdf](#)

iii. Finance Officer's Report

Be it noted items:

- *Auditor's Account with the Treasurer*
- *Payroll & Additive Totals*
- *Highway Expenditure Report*
- *Register of Deeds Statement of Fees Collected*

Documents:

[Finance Officer Report.pdf](#)

7. Scheduled Agenda Items

8. Regular Business

A. Action to approve Resolution #21-49: a plat of Lots 1, 2 and 3 of Freyberg Addition in the E ½ of Section 29, T110N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-49 2021plat017.pdf](#)

B. Action to approve Resolution #21-50: a resolution to rescind the burn ban enacted on June 15, 2021.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-50 Rescind Burn Ban.pdf](#)

- C. Action to approve Agreement #21-129: a letter of contract between Brookings County and Banner Associates, Inc. for engineering and environmental services – Medary Township Big Sioux River Diversion Channel Dike Reestablishment – Amendment 2.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-129 Banner - Big Sioux Diversion Channel.pdf](#)

- D. Action to approve Agreement #21-130: an agreement between Brookings County and BKV Group, Inc. – Additional Service Memo 2.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-130 BKV - Additional Service Memo 2.pdf](#)

- E. Action to approve PCO #058 for the Detention Center Expansion Project in the amount of \$3,979 for UPS load testing.

Action: Motion to Approve, Comments, Roll Call

Documents:

[PCO 58 Detn Center Exp.pdf](#)

- F. Action to approve adding Wi Fi capabilities to Courtrooms A and B at the courthouse.

Action: Motion to Approve, Comments, Roll Call

- G. Action to approve a Volunteer Firefighter & Honor Guard Policy for Brookings County.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Volunteer Firefighter, Honor Guard Policy.pdf](#)

- H. Action to approve a payment to the Brookings County 4-H Livestock Judging Team for travel to the National 4-H Livestock Judging competition.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Brookings County 4-H Livestock Judging Email.pdf](#)

- I. Action to approve a Request to Fill Vacancy for a Maintenance Supervisor in the Commission Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Maintenance Supervisor.pdf](#)

- J. Action to approve a Request to Fill Vacancy for a Human Services Assistant in the State's Attorney's Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Human Services Assistant.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Congressional Language, Passenger Rail Working Group.pdf](#)
[Renodry Report.pdf](#)
[ICAP Chief Exec Officer.pdf](#)
[2022 Commission Calendar.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[Food Pantry Thank You.pdf](#)
[DANR to Christensen Farms - As-Built Plans.pdf](#)
[DANR to Christensen Farms - Cert of Compliance.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(1): Personnel

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 13, Saturday: A Tailgate of Two Cities tailgate event for the SDSU vs. USD football game. 9:00 AM - 6:00 PM in Vermillion, SD
- November 25-26, Thursday-Friday: County Offices closed in honor of the Thanksgiving Day holiday
- December 7, Tuesday: Brookings Area Chamber of Commerce Ag Appreciation Banquet, 5:00 PM at the Swiftel Center
- December 8, Wednesday: Virtual Chamber Pre-Legislative Luncheon, 12:00

PM - 1:00 PM via Zoom

- December 24, Friday: Offices closed in honor of the Christmas holiday
- December 31, Friday: Offices closed in honor of the New Year's Day holiday
- January 19, Wednesday: Brookings Day at the Capitol, Pierre, SD

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.