



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

1. 8:30 AM Call to Order on Tuesday, December 7, 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:

[2021-11-09 County Commission Work Session minutes.pdf](#)
[2021-11-16 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 12072021.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[12.7.2021 CLAIMS.pdf](#)
[12.1.2021 SPECIAL CLAIM 1.pdf](#)
[12.1.2021 SPECIAL CLAIM 2.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

ii. County Development Department

Documents:

[County Development.pdf](#)

7. Scheduled Agenda Items

8. Regular Business

- A. Action to approve Resolution #21-51: a Bridge Improvement Grant Program Resolution authorizing submission of applications – structure #06-150-215.

Action: Motion to Approve, Comments, Roll Call

Documents:

[BIG Application Email.pdf](#)
[Res 21-51 BIG 06-150-215.pdf](#)

- B. Action to approve Resolution #21-52: a Bridge Improvement Grant Program Resolution authorizing submission of applications – structure #06-320-118.

Action: Motion to Approve, Comments, Roll Call

Documents:

[BIG Application Email.pdf](#)
[Res 21-52 BIG 06-320-118.pdf](#)

- C. Action to approve Agreement #21-131: an application for occupancy of right-of-way of county highways made by Interstate Telecommunications Coop in Trenton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-131 ROW Interstate Tele.pdf](#)

- D. Action to approve Agreement #21-132: an amended and restated joint cooperative agreement for the management of the Brookings City & County Government Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Britzman Memo.pdf](#)
[Agr 21-132 Joint Coop - Gov Center.pdf](#)

- E. Action to approve Agreement #21-133: a Memorandum of Understanding between SDSU Extension and Brookings County for 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-133 MOU SDSU Extension.pdf](#)

- F. Action to approve Agreement #21-134: a Brookings City and County Government Center lawn care and snow removal agreement between Brookings County, the City of Brookings and Razor's Edge.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-134 Razors Edge - Gov Center.pdf](#)
[Lawn Care and Snow Removal Proposal Form.pdf](#)

- G. Action to approve Change Order #009 for the Brookings County Detention Center project in the amount of \$36,520.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 009 Detention Center Project.pdf](#)

- H. Action to approve Retail On Sale Liquor Licenses and an On/Off Sale Wine & Cider license.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Renewal of Liquor Licenses.pdf](#)

- i. Brookings Country Club, Inc.

Documents:

[Brookings Country Club.pdf](#)

- ii. Cuzbins, LLC (The Boathouse)

Documents:

[Cuzbins.pdf](#)

- iii. Danceland Campground

Documents:

[Danceland.pdf](#)

iv. Skyview Junction, LLC

Documents:

[Skyview.pdf](#)

v. Smokin's Pub & Grub, LLC

Documents:

[Smokins.pdf](#)

vi. SVK Properties, LLC

Documents:

[SVK Properties.pdf](#)

vii. Wagon Wheel Resort, LLC

Documents:

[Wagon Wheel.pdf](#)

viii. Good Roots Farm & Gardens

Documents:

[Good Roots.pdf](#)

I. Action to declare items as surplus property to be disposed of or sold via online auction.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Items.pdf](#)

J. Action to approve a Request to Fill Vacancy for an Administrative Assistant in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Admin Assist.pdf](#)

K. Action to approve a Request to Fill Vacancy for a Corrections Sergeant in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Corrections Srgt.pdf](#)

- L. Action to approve a Request to Fill Vacancy for a Deputy Sheriff in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Deputy.pdf](#)

- M. Action to approve a Request to Fill Vacancy for two Sheriff's Deputies in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Two Deputies.pdf](#)

- N. Action to approve a Request to Fill Vacancy for a Court Security Deputy in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Court Security Deputy.pdf](#)

- O. Action to appoint Paul Wiese as the BCOAC archery range volunteer to the Brookings County Outdoor Adventure Center Advisory Board for a 1-year term.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[BCOACAB - Wiese.pdf](#)

- P. Action to un-assign fund balance amounts as follows:

Action: Motion to Approve, Comments, Voice Vote

- i. \$2,000,000 - 101-2-276-9102: Interchange Project
- ii. \$6,000,000 - 101-2-276-9400: detention center project
- iii. \$1,100,000 - 201-2-271-1800: river bridges project
- iv. \$811,800 - 201-2-271-1900: Sinai bridge project
- v. \$2,463,985 - 301-2-276-9200: detention center project

- Q. Consensus to advertise for a supplemental budget public hearing.

Action: Consensus of the Board

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Ordinance Statute.pdf](#)
[Detention Center Expansion Executive Report.pdf](#)
[2022 Commission Calendar.pdf](#)
[East Brookings Business Annual Meeting.pdf](#)

10. States Attorney's Office Report

Documents:

[States Attorney Report.pdf](#)

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[Dusty Johnson CARES Act Letter.pdf](#)
[Boys and Girls Club Thank You.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

- 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 9, Thursday: Jail Open House, 3:00 PM - 7:00 PM
- December 13, Monday: East Brookings Business and Industry Meeting, Daktronics, 5:00 PM
- 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 17, Monday: Offices closed in honor of the Martin Luther King Jr. 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.