



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

1. 8:30 AM Call to Order on Tuesday, January 4, 2022

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. Reorganization of the Board

A. Election of a Chairperson for 2022

Action: Motion to Approve, Comments, Voice Vote

B. Election of a Vice-Chairperson for 2022

Action: Motion to Approve, Comments, Voice Vote

6. Consent Agenda Items

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

A. Approval of minutes

Documents:

[2021-12-21 Commission Meeting minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 01042022.pdf](#)

D. Approval of cellular authorizations

Documents:

[Cellular Auth - Bjordal.pdf](#)

E. Approval of the Human Services report

Documents:

[Human Services report.pdf](#)

7. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[1.4.22 claim.pdf](#)

B. Department Head reports

i. County Development Department

Documents:

[County Dev Report.pdf](#)

ii. Highway Department

Documents:

[Highway Report.pdf](#)

8. Scheduled Agenda Items

9. Regular Business

A. Action to approve Resolution #22-01: a resolution setting meeting pay and per diem rates for volunteer county boards for 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-01 Meeting Pay, Per Diem.pdf](#)

B. Action to approve Resolution #22-02: a resolution setting the pay for election workers in 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-02 Election Worker Pay.pdf](#)

C. Action to approve Agreement #22-01: an agreement for Detention Services between Minnehaha County, Lutheran Social Services South Dakota and Brookings County.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Minnehaha Partner Agreement Letter.pdf](#)
[Agr 22-01 Detention Services, Minnehaha County.pdf](#)

- D. Action to approve Agreement #22-02: an intergovernmental contract for the South Dakota Public Assurance Alliance and amending Agreement #15-04.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-02 SDPAA Contract.pdf](#)

- E. Action to approve the bid recommendation for one used Crawler Excavator to Titan Machinery, Inc., West Fargo, ND.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Bid Recommendation - Crawler Excavator.pdf](#)

- F. Action to approve the bid recommendation for one 55-ton trailer to Jim Hawk Truck Trailer & Hawk Equipment, Sioux Falls, SD.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Bid Recommendation - 55 ton Trailer.pdf](#)

- G. Action to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2022.

Action: Motion to Approve, Comments, Voice Vote

- H. Action to approve the official depositories for Brookings County funds and moneys for 2022 as follows: Richland State Bank, Bankstar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dacotah Bank, Great Western Bank, and Central Bank.

Action: Motion to Approve, Comments, Voice Vote

- I. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for postage, receipt #00579654, to Commission Department GL line 101-4-111-4267 in the amount of \$4,100.04.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Automatic Supplement - Commission.pdf](#)

- J. Action to approve a Request to Fill Vacancy for a General Maintenance Worker in the Commission Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Maintenance Worker.pdf](#)

- K. Action to approve cell phone reimbursements for 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[2022 Cell Phone Reimbursements.pdf](#)

- L. Action to approve board assignments and department liaisons for 2022.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Proposed 2022 Board Appointments.pdf](#)

10. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[2022 Commission Calendar.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[Voga Fire Dept County Feed.pdf](#)
[Christmas Kids Cops Thank You.pdf](#)
[Tactical Pipeline Response Training Info.pdf](#)

13. Executive Session - in accordance with SDCL §1-25-2

Action: Motion to Enter into Executive Session, Voice Vote

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

14. Adjournment

Action: Motion to Approve, Voice Vote

15. Public Notices

- o December 31, Friday: Offices closed in honor of the New Year's Day holiday

- January 10, Monday: Volga Fire Department County Feed, 5:30 PM at the Volga Fire Hall, 226 Kasan Ave, Volga
- January 14, Friday: Retirement Party for Jail Administrator Bart Sweebe, 2:00-4:00 PM, County Commission Chambers, Government Center, Brookings
- 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
- February 14, Monday: Towns & Townships Meeting, 10:00 AM, BCOAC, Brookings
- February 21, Monday: Offices closed in honor of the Presidents Day 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.