



**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 Tuesday, February 2, 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:

[2021-01-19 County Commission minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 02022021.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

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[2.2.2021 claims.pdf](#)  
[February 2021 Cell Phones.pdf](#)  
[1.12.21 DEPT OF REVENUE.pdf](#)

B. Department Head reports

i. County Development - FY2020 Annual Report

Documents:

[County Dev Report.pdf](#)

ii. Highway Department

Documents:

[Highway Report.pdf](#)

**7. Scheduled Agenda Items**

**8. Regular Business**

A. Action to approve Resolution #21-03: a resolution designating the contact person to request assistance from the South Dakota Wildland Fire Coordinator pursuant to SDCL 41-20A-11.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 21-03 Wildland Fire Coordinator.pdf](#)

B. Action to approve Resolution #21-04: a resolution setting weight limit enforcements on Brookings County highways.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 21-04 Highway Weight Limits.pdf](#)

C. Action to approve Agreement #21-04: a State of South Dakota consultant contract for provision of Community Health Services between Brookings County and the South Dakota Department of Health, Family and Community Health Child and Family Services.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 21-04 Comm Health.pdf](#)

D. Action to approve Agreement #21-05: an agreement for voluntary right of way donation between Brookings County and Twila Eggers for project #BRF 6312(00)18-1, PCN 06VH.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Agr 21-05 ROW Donation, Eggers.pdf](#)

- E. Action to approve Agreement #21-06: an agreement for voluntary right of way donation between Brookings County and Sean Lesnar for project #BRF 6312(00)18-1, PCN 06VH.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Agr 21-06 ROW Donation, Lesnar.pdf](#)

- F. Action to approve Change Order 002 for the Detention Center project.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Detn Center Change Order 002.pdf](#)

- G. Action to approve the Right-of-Way Certificate for project #BRF 6312(00)18-1, PCN 06VH.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[ROW Cert BRF 63120018-1 PCN 06VH.pdf](#)

- H. Action to approve the Utilities Certificate for project #BRF 6312(00)18-1, PCN 06VH.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Utilities Cert BRF 63120018-1 PCN 06VH.pdf](#)

- I. Action to approve a Request to Fill Vacancy for a Deputy State's Attorney.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Deputy States Attorney.pdf](#)

- J. Action to approve a Request to Fill Vacancy for a full time Female Correctional Officer.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Female Correctional Officer.pdf](#)

- K. Action to declare items as surplus property to be transferred or disposed of.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Surplus Items - Transferred.pdf](#)

[Surplus Items - Disposed of.pdf](#)

L. Action to approve changes to the Sick Leave Bank policy.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Sick Leave Bank Policy.pdf](#)

## **9. Commission Department Director's Report**

Documents:

[Commission Dept Report.pdf](#)

[Fund Balance - Dec 31.pdf](#)

[Detn Center Financial Summary Report.pdf](#)

[Network Security Letter.pdf](#)

## **10. States Attorney's Office Report**

## **11. Commissioner Reports and Discussion Items**

A. Correspondence received

Documents:

[History Museum 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**

- *February 15, Monday: County offices closed for the Presidents' Day holiday..*
- *February 16-18, Tuesday-Thursday: SDACC Spring Workshop, Ramkota in Pierre, SD.*

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**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.