



**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, June 16, 2020**

**2. Pledge of Allegiance**

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

*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:

[06-04-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 06162020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

## 6. Routine Business

### A. Approval of claims

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

Documents:

[CLAIMS 6.16.2020.pdf](#)

[DEPARTMENT OF REVENUE CLAIM 6.10.2020.pdf](#)

### B. Department Head reports

#### i. BCOAC

Documents:

[BCOAC Report.pdf](#)

### C. Finance Officer's Report

*Be it Noted Items:*

- *Auditor's Account with the Treasurer*
- *Payroll Additives and Totals*
- *Highway Expenditures Report*
- *Register of Deeds Statement of Fees Collected*
- *Quarterly Investment Report*

Documents:

[Finance Officer Report.pdf](#)

## 7. Scheduled Agenda Items

- A. 9:00 AM - Action to approve an annual request to shut down a portion of Broadway Avenue in Aurora for Gala Days, August 1, 2020 at 6:00 AM to August 2, 2020 at 3:00 AM.

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

Documents:

[Gala Days Detour.pdf](#)

- B. 9:05 AM - Preston Township, Barry Loomis - request for funding for a portion of a township road affected by the Big Sioux River.

Documents:

[Road Pics.pdf](#)

- i. Discussion and possible action on a potential funding request.

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

## 8. Regular Business

- A. Action to approve Resolution #20-34: a resolution establishing a discretionary formula for reduced taxation of new commercial residential structures and additions in the County of Brookings, South Dakota and amending Resolution #95-16.

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

Documents:

[House Bill 1259.pdf](#)  
[Res 20-34 Discretionary Formula.pdf](#)

- B. Action to approve Resolution #20-35: a resolution establishing a discretionary formula for reduced taxation of new industrial structures and additions in the County of Brookings, South Dakota and amending Resolution #96-52.

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

Documents:

[Res 20-35 Discretionary Formula.pdf](#)

- C. Action to approve Resolution #20-36: a resolution establishing a discretionary formula for reduced taxation of new nonresidential agricultural structures and additions in the County of Brookings, South Dakota and amending Resolution #96-53.

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

Documents:

[Res 20-36 Discretionary Formula.pdf](#)

- D. Action to approve Resolution #20-37: a resolution establishing a discretionary formula for reduced taxation of new commercial structures and additions in the County of Brookings, South Dakota and amending Resolution #00-48.

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

Documents:

[Res 20-37 Discretionary Formula.pdf](#)

- E. Action to approve Resolution #20-38: a plat of Block 1, Elenkiwich Addition in the Northeast  $\frac{1}{4}$  of Section 10, T110N, R50W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-38 2020plat010.pdf](#)

- F. Action to approve Resolution #20-39: a plat of Block 1, Ommen Second Addition in Government Lot 8 and 9 in the Northeast  $\frac{1}{4}$  of Section 12, T112N, R48W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-39 2020plat011.pdf](#)

- G. Action to approve Resolution #20-40: a plat of Block 1, Intermill-Misar Addition in the Southeast  $\frac{1}{4}$  of Section 12, T110N, R51W of the 5th P.M., Brookings County, South

Dakota and Block 2, Intermill-Misar Addition in the Northeast ¼ of Section 13, T110N, R51W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-40 2020plat012.pdf](#)

H. Action to approve Resolution #20-41: a plat of Block 1, Jensen Addition in the Northeast ¼ of the Northwest ¼ of Section 32, T110N, R48W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-41 2020plat013.pdf](#)

I. Action to approve Abatement #20-30: an application for abatement made by Broadacre Mobile Homes for parcel #40999-00001-020-00 in the amount of \$21.79.

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

Documents:

[Abatement 20-30 Broadacre Mobile Homes.pdf](#)

J. Action to approve Agreement #20-26: a letter of contract for engineering and environmental services – feasibility memo between Brookings County and Banner Associates, Inc. for an amount not to exceed \$40,000.

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

Documents:

[County Dev Report.pdf](#)  
[Agr 20-26 Engineering Services, Banner.pdf](#)

K. Action to approve Agreement #20-27: an agreement between Brookings County and TopKote Inc. for the 2020 Brookings County chip seal project.

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

Documents:

[Agr 20-27 TopKote Inc.pdf](#)

L. Action to approve Agreement #20-28: an application for occupancy of right-of-way of county highways made by Double D Gravel in Elkton Township.

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

Documents:

[Agr 20-28 ROW Double D Gravel.pdf](#)

M. Action to approve Agreement #20-29: an application for occupancy of right-of-way of county highways made by Marvin O. Rentsch in Oakwood Township.

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

Documents:

[Agr 20-29 ROW Rentsch.pdf](#)

- N. Action to approve Agreement #20-30: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Richland Township.

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

Documents:

[Agr 20-30 ROW Sioux Valley Energy.pdf](#)

- O. Action to approve Agreement #20-31: an application for occupancy of right-of-way of county highways made by Victor Construction in Lake Hendricks Township.

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

Documents:

[Agr 20-31 ROW Victor Construction.pdf](#)

- P. Approval of grant applications for culvert replacements:

Documents:

[Township Grant Info.pdf](#)

- i. Action to approve an application made by Oak Lake Township in the amount of \$5,127.

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

Documents:

[Culvert Assistance - Oak Lake Township.pdf](#)

- ii. Action to approve an application made by Volga Township in the amount of \$5,408.13.

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

Documents:

[Culvert Assistance - Volga Township.pdf](#)

- Q. Discussion and possible action on generator needs at the Brookings County Outdoor Adventure Center.

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

- R. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement for the Pre-Disaster Mitigation Plan in the amount of \$11,283.75, receipt #511829, to Emergency Management GL line 226-4-222-4290.

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

Documents:

[Automatic Supplement - County Dev.pdf](#)

- S. Action to approve a Request to Fill Vacancy for a full-time male correctional officer in the Sheriff's Office.

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

Documents:

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

T. Action to approve the Commission's citizen board appointment policy.

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

Documents:

[Board, Commission, Committees Policy.pdf](#)

U. Work Plan Update

Documents:

[Work Plan Topics.pdf](#)

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

Documents:

[Commission Dept Report.pdf](#)

[Surplus Cash Analysis.pdf](#)

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

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

A. Correspondence received

Documents:

[DENR to Bobcat Farms.pdf](#)

## **12. Executive Session**

### **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

### **14. Public Notices**

- *June 18, Tuesday: FY2021 budget hearings, 8:00 AM in the Community Room (Rm 300) of the Brookings City & County Government Center.*
- *June 24, Wednesday: Steel cell demonstration, 9:00 AM west of the courthouse along 6th Avenue.*
- *July 2, Thursday: Jail Expansion bid opening, 2:00 PM in Suite 210 of the Brookings City & County Government Center.*
- *July 3, Friday: County offices will be closed in honor of the Independence Day holiday.*
- *July 20-24: Safety Week.*
  - *Safety Picnic: Thursday, July 23, 11:00 AM - 2:00 PM at the BCOAC.*

---

**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.