



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

**1. 8:30 AM Call to Order on Tuesday, July 20, 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:

[2021-07-06 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

- i. Be it noted: the travel request for TJ Bigge and Haley Ringkob needs to be included in the minutes. This was approved on May 18, 2021.

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 07202021.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:

[7.20.21 CLAIMS.pdf](#)

[7.10.2021 July Dept of Rev.pdf](#)

### B. Recognition of Employees' Anniversaries

i. Heather Murfield: 5 years in June

ii. Tonia Thornton: 10 years in June

### C. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

ii. Community Health

Documents:

[Community Health Report.pdf](#)

### D. Finance Officer's Report

Be it noted items:

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

Documents:

[Finance Officer Report.pdf](#)

## 7. Scheduled Agenda Items

A. 9:00 AM - Action to approve Agreement #21-85: an application for occupancy of right-of-way of county highways made by the City of Volga.

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

Documents:

[Agr 21-85 ROW - Volga.pdf](#)

## 8. Regular Business

- A. Action to approve Resolution #21-28: a plat of Block 1 of Seppanen Addition located in the South  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  and North  $\frac{1}{2}$  of the Southwest  $\frac{1}{4}$  of Section 10, T112N, R50W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-28 2021plat008.pdf](#)

- B. Action to approve Resolution #21-29: a plat of Kirby Pioneer Cemetery Addition being located in the Southeast 1 acre of the Southeast  $\frac{1}{4}$  of Section 24, T110N, R51W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-29 2021plat009.pdf](#)

- C. Action to approve Resolution #21-30: a Bridge Improvement Grant Program Resolution authorizing submission of applications for structure numbers 06-190-041, 06-210-198 and 06-280-139.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-30 BIG Res.pdf](#)

- D. Action to approve Resolution #21-31: a resolution authorizing the purchase of office furniture and equipment needed to furnish the Brookings County Detention Center Expansion and Remodel Project based upon the price established through the State of South Dakota, Bureau of Administration, Procurement Management, bid process.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 21-31 Furniture, Jail Expansion.pdf](#)

- E. Action to approve Resolution #21-32: a resolution requesting the Department of Revenue exclude fingerprinting fees from sales tax.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-32 Dept of Rev, Fingerprinting.pdf](#)

- F. Action to approve Agreement #21-86: Amendment #1 to Agreement #19-38: a State of South Dakota Department of Transportation Funding Agreement.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-86 Amend to Agr 19-38 DOT Funding.pdf](#)  
[Agr 19-38 DOT Funding.pdf](#)

- G. Action to approve Agreement #21-87: Brookings County 34th Avenue (473rd Avenue) Line Relocation, Utility Relocation Agreement, Contribution in Aid of Construction, Sioux Valley Southwestern Electric Cooperative, Inc.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-87 Sioux Valley Energy Agreement.pdf](#)

- H. Discussion and action to set a fee for Off-Sale Liquor Licenses in accordance with SDCL 35-4-11.1.

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

Documents:

[Off-Sale Liquor License Info.pdf](#)

- I. Action to approve an appointment to the Human Rights Commission to fill an unexpired term that ends December 31, 2022.

Action: Motion to Approve, Comments, Voice Vote.

- i. Charlie Ward

Documents:

[Human Rights Comm - Ward.pdf](#)

- ii. Marjorie Bohlen

Documents:

[Human Rights Comm - Bohlen.pdf](#)

- J. Work Plan Update

Documents:

[Work Plan Topics.pdf](#)

- K. Discussion on Housing & Redevelopment Ordinance

Documents:

[Ord 21-01 Housing and Redevelopment Commission.pdf](#)

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

Documents:

Comission Dept Director Report.pdf  
Surplus Cash Analysis.pdf  
Senior Companions Invitation.pdf  
DakotAbilities Letter.pdf

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

**11. Commissioner Reports and Discussion Items**

A. Correspondence received

**12. Executive Session - in accordance with SDCL §1-25-2(6): Security Information**

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**

- *July 18, Sunday: 2:00 PM, Medary Monument Rededication.*
- *July 19-23, Monday-Friday: Brookings City & County Safety Week Activities*
  - *July 22, Thursday: Safety Picnic 11:00 AM, 1:00 PM, or 2:00 PM*
- *August 2, Monday - August 5, Thursday: Achievement Days events and activities at the Swiftel Center in Brookings.*
- *August 12, Thursday: CDI Golf Outing, 10:00 AM, Brookings Country Club*
- *August 18, Wednesday: Sioux Valley Commissioner's Meeting, Spink County*
- *August 31, Tuesday: Brookings County Conservation District Tour*
- *September 2, Thursday: Chamber Legislative Luncheon with John Thune, 11:30 Am - 1:00 PM*
- *September 23, Thursday: First District Open House & Picnic, 418 18th Ave, NE, Watertown*
  - *Ribbon Cutting & Open House from 11:00-1:00*
  - *Social Hour at 5:00, Picnic at 6:00*

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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.