



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

1. 8:30 AM Call to Order on Tuesday, January 2, 2024

2. Pledge of Allegiance

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

There is a 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. No commission action will be taken during this agenda item. Any requested action item may be scheduled for a future meeting date.

4. Approval of Agenda

Action: Motion to Approve, Request Comments, Voice Vote

5. Reorganization of the Board

Action: Motion to Appoint, Comments, Voice Vote

A. Appointment of a Chairperson for 2024

B. Appointment of a Vice-Chairperson for 2024

6. Consent Agenda Items

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

A. Minutes

Documents:

[12-19-2023 Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 01012024.pdf](#)

D. Cellular Authorizations

E. Human Services report

7. Routine Business

A. Approval of claims

Action to Approve, Comments, Roll Call

Documents:

[010224 Claims.pdf](#)

B. Department Head reports

8. Scheduled Agenda Items - 9:00 AM

A. First District Association of Local Governments Annual Report - Executive Director
Todd Kays

9. Regular Business

A. Action to approve Resolution #24-01: a Resolution Setting Pay for Election Officials
in 2024.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 24-01 Pay for Election Officials.pdf](#)

B. Action to approve Resolution #24-02: a Resolution Setting Vote Center Locations for
Countywide Elections.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 24-02 Vote Center Locations.pdf](#)

C. Action to approve Resolution #24-03: a Resolution Setting Meeting Pay and Per
Diem Rates for Volunteer County Boards for 2024.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 24-03 Meeting Pay, Per Diem.pdf](#)

D. Action to approve Agreement #24-01: a 3-Year Planned Service Agreement between
Brookings County and Johnson Controls, Inc. for the Courthouse and Detention
Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 24-01 Johnson Controls.pdf](#)

- E. Action to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2024.

Action: Motion to Approve, Comments, Voice Vote

- F. Action to approve the official depositories for Brookings County funds and moneys for 2024 as follows: Richland State Bank, BankStar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dacotah Bank, First Interstate Bank, and Central Bank.

Action: Motion to Approve, Comments, Voice Vote

- G. Action to approve cell phone reimbursements for 2024.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Cell Phone Reimbursements.pdf](#)

- H. Approval of RAIF Applications

Documents:

[Total Projects Report.pdf](#)

- i. Eureka Township

- a. Eureka Project 1: 06-1203-0304

Action: Motion to Approve, Comments, Roll Call

Documents:

[Eureka - Project 1.pdf](#)

- b. Eureka Project 2: 06-1403-0302

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

Documents:

[Eureka - Project 2.pdf](#)

- ii. Oak Lake Township

- a. Oak Lake Project 1: 06-2749-0207

Action: Motion to Approve, Comments, Roll Call

Documents:

[Oak Lake - Project 1.pdf](#)

b. Oak Lake Project 2: 06-2682-0020

Action: Motion to Approve, Comments, Roll Call

Documents:

[Oak Lake - Project 2.pdf](#)

iii. Oslo Township

a. Oslo Project 1: 06-1143-2104, 06-1143-2105

Action: Motion to Approve, Comments, Roll Call

Documents:

[Oslo - Project 1.pdf](#)

b. Oslo Project 2: 06-0771-2301, 06-0770-2300

Action: Motion to Approve, Comments, Roll Call

Documents:

[Oslo - Project 2.pdf](#)

iv. Preston Township

a. Preston Project 1: 06-0965-0607

Action: Motion to Approve, Comments, Roll Call

Documents:

[Preston - Project 1.pdf](#)

v. Volga Township

a. Volga Project 1: 06-0895-1562, 06-0896-1561

Action: Motion to Approve, Comments, Roll Call

Documents:

[Volga - Project 1.pdf](#)

b. Volga Project 2: 06-0800-1607, 06-0800-1606

Action: Motion to Approve, Comments, Roll Call

Documents:

[Volga - Project 2.pdf](#)

c. Volga Project 3: 06-1037-1404

Action: Motion to Approve, Comments, Roll Call

Documents:

[Volga - Project 3.pdf](#)

- I. 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 Male Correctional Officer.pdf](#)

- J. Action to transfer the Equalization Suburban, asset #79015, to County Building/Maintenance.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Transfer - Suburban.pdf](#)

- K. Action to approve board appointments for 2024.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[2024 Board Appointments.pdf](#)

10. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Volga Fire Dept Feed.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[DANR to Valley View - State General Permit.pdf](#)
[DANR to Valley View - 2017 General Permit Coverage.pdf](#)

13. 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

14. Adjournment

Action: Motion to Approve, Voice Vote

15. Public Notices

- January 1, Monday: Offices closed in honor of the New Year's Day holiday
- January 8, Monday: Volga Fire Department County Feed, 5:30 PM
- January 15, Monday: Offices closed in honor of the Martin Luther King Jr. holiday
- January 17, Wednesday: Brookings/SDSU Day at the Capitol

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.