



**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, April 6, 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:

[2021-03-16 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 04062021.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:

[4.6.2021 CLAIMS.pdf](#)

### B. Department Head reports

#### i. Highway Department

Documents:

[Highway Report.pdf](#)

## 7. Scheduled Agenda Items

### A. 8:55 AM - Public Hearing and action to approve a retail on/off sale wine and cider license for Good Roots Farm & Garden.

*Action: Motion to Approve, Open/Close Public Hearing, Comments, Roll Call*

Documents:

[Good Roots Farm Alcoholic Beverage License App.pdf](#)

### B. 9:00 AM - Second Reading, Public Hearing and action to approve Ordinance #21-01: an ordinance amending Ordinance #91-3: an ordinance establishing a county Housing & Redevelopment Commission for the administration of HUD Section Eight (8) existing certificate, voucher, moderate rehabilitation and other related housing programs.

*Action: Motion to Approve, Open/Close Public Hearing, Comments, Roll Call*

Documents:

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

[Res 91-10 Establishing Need for Housing Commission.pdf](#)

[Res 91-11 Housing Commission.pdf](#)

#### i. Action to appoint a Commissioner to the Housing & Redevelopment Commission upon approval of the Ordinance.

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

### C. 9:15 AM - AD HOC Drainage Committee Presentation

Documents:

[AD HOC Drainage Final Report Draft 3-09-2021.pdf](#)

### D. Following Drainage Committee - Register of Deeds 2020 Year End Report

Documents:

**8. Regular Business**

- A. Action to approve Resolution #21-11: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-210-198.

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

Documents:

[Bridge Projects Map.pdf](#)

[Res 21-11 Federal Aid for Bridge 06-210-198.pdf](#)

- B. Action to approve Resolution #21-12: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-248-040.

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

Documents:

[Res 21-12 Federal Aid for Bridge 06-248-040.pdf](#)

- C. Action to approve Resolution #21-13: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-160-017.

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

Documents:

[Res 21-13 Federal Aid for Bridge 06-160-017.pdf](#)

- D. Action to approve Resolution #21-14: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-287-040.

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

Documents:

[Res 21-14 Federal Aid for Bridge 06-287-040.pdf](#)

- E. Action to approve Resolution #21-15: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-190-041.

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

Documents:

[Res 21-15 Federal Aid for Bridge 06-190-041.pdf](#)

- F. Action to approve Resolution #21-16: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-209-100.

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

Documents:

[Res 21-16 Federal Aid for Bridge 06-209-100.pdf](#)

- G. Action to approve Resolution #21-17: a Federal Aid Bridge Program Resolution for County and Urban Projects for structure #06-140-021.

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

Documents:

[Res 21-17 Federal Aid for Bridge 06-140-021.pdf](#)

- H. Action to approve Abatement #21-12: an abatement application made by Madison Air Craft, LLC for parcel #40991-40005-000-20 in the amount of \$1,398.91.

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

Documents:

[Abatement 21-12 Madison Air Craft.pdf](#)

- I. Action to approve Agreement #21-40: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration for structure #06-280-172.

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

Documents:

[Agr 21-40 BIG Structure 06-280-172.pdf](#)

- J. Action to approve Agreement #21-41: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration for structure #06-227-230.

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

Documents:

[Agr 21-41 BIG Structure 06-227-230.pdf](#)

- K. Action to approve Agreement #21-42: an agreement for voluntary right of way donation between Brookings County and Ron Knutson.

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

Documents:

[Agr 21-42 ROW Donation Knutson.pdf](#)

- L. Action to approve Agreement #21-43: an agreement for voluntary right of way donation between Brookings County and John and Marlys Heylens.

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

Documents:

[Agr 21-43 ROW Donation Heylens.pdf](#)

- M. Action to approve Agreement #21-44: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Medary Township.

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

Documents:

[Agr 21-44 ROW Sioux Valley Energy.pdf](#)

- N. Action to approve Agreement #21-45: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Medary Township.

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

Documents:

[Agr 21-45 ROW Sioux Valley Energy.pdf](#)

- O. Action to approve Agreement #21-46: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 1.

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

Documents:

[Agr 21-46 ROW Valley Telecomm Coop CR1.pdf](#)

- P. Action to approve Agreement #21-47: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 3.

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

Documents:

[Agr 21-47 ROW Valley Telecomm Coop CR3.pdf](#)

- Q. Action to approve Agreement #21-48: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 4.

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

Documents:

[Agr 21-48 ROW Valley Telecomm Coop CR4.pdf](#)

- R. Action to approve Agreement #21-49: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 5.

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

Documents:

[Agr 21-49 ROW Valley Telecomm Coop CR5.pdf](#)

- S. Action to approve Agreement #21-50: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 6.

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

Documents:

[Agr 21-50 ROW Valley Telecomm Coop CR6.pdf](#)

- T. Action to approve Agreement #21-51: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 7.

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

Documents:

[Agr 21-51 ROW Valley Telecomm Coop CR7.pdf](#)

- U. Action to approve Agreement #21-52: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 8.

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

Documents:

[Agr 21-52 ROW Valley Telecomm Coop CR8.pdf](#)

- V. Action to approve Agreement #21-53: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 10.

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

Documents:

[Agr 21-53 ROW Valley Telecomm Coop CR10.pdf](#)

- W. Action to approve Agreement #21-54: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 12.

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

Documents:

[Agr 21-54 ROW Valley Telecomm Coop CR12.pdf](#)

- X. Action to approve Agreement #21-55: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 13.

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

Documents:

[Agr 21-55 ROW Valley Telecomm Coop CR13.pdf](#)

- Y. Action to approve Agreement #21-56: an application of occupancy of right of way of county highways made by Valley Telecommunications Coop on County Road 16.

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

Documents:

[Agr 21-56 ROW Valley Telecomm Coop CR16.pdf](#)

- Z. Action to approve the low bid from Diamond Surface, Inc. for the 2021 Brookings County Concrete Pavement Rehabilitation project at the bid amount of \$767,762.98.

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

Documents:

[Concrete Pavement Rehab Project Bid Recommendation and Tab.pdf](#)

- AA. Action to approve the purchase of a mobile fingerprint computer system.

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

Documents:

[Mobile Livescan Fingerprint System Info.pdf](#)

- BB. Action to approve a request to fill vacancy for a BCOAC Assistant at the Brookings County Outdoor Adventure Center.

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

Documents:

[RFV - BCOAC Assistant.pdf](#)

- CC. Action to approve a request to fill vacancy for a Senior Finance Assistant in the Finance Office.

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

Documents:

[RFV - Senior Finance Assistant.pdf](#)

- DD. Action to approve a request to fill vacancy for a Finance Assistant in the Finance Office.

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

Documents:

[RFV - Finance Assistant.pdf](#)

- EE. 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](#)

- FF. Action to approve publication of a supplemental budget hearing.

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

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

Documents:

[Commission Dept Report.pdf](#)  
[Jail Expansion Executive Summary.pdf](#)  
[IT EagleView Report.pdf](#)  
[Brookings Spring 2022 Proposal.pdf](#)  
[2022 Sector Map.pdf](#)  
[6inch vs 9inch Farm.JPG](#)  
[6inch vs 9inch House.JPG](#)  
[6inch vs 9inch Bins.JPG](#)

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

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

- A. Correspondence received

Documents:

[DENR to Providence Dairy - 2017 Permit App As-Built Plans Review.pdf](#)  
[DENR to Providence Dairy - Cert of Compliance, Permit Coverage.pdf](#)  
[DENR to Linde Dairy.pdf](#)

## **12. Executive Session - in accordance with SDCL §1-25-2(1)(4): personnel and contract negotiations.**

*Action: Motion to Enter Into Executive Session, Voice Vote*

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

### **13. Regular Business Continued**

- A. Action to approve the bid for weed chemicals on all items listed from VanDiest Supply and AgFirst Farmer's Coop.

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

Documents:

[Weed Spray Bid Tab.pdf](#)

### **14. Adjournment**

*Action: Motion to Approve, Voice Vote*

### **15. Public Notices**

- *April 2, Friday: Offices close at 12:00 PM in honor of the Good Friday holiday.*
- *April 13, Tuesday: 8:30 AM, Equalization Boards, Government Center Chambers, Brookings*
- *April 14, Wednesday: Award presentation from the South Dakota Center for Prevention of Child Maltreatment for the South Dakota Resilient Communities Initiative, 10:30 AM, Government Center Chambers, Brookings*
- *May 12, Wednesday: 5:00 PM, Commission Study Session, Government Center Community Room, Brookings*

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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.