



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, June 6, 2023

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. Recognition of Employees' Anniversaries

- A. Craig Chapman - 15 years in April
- B. Maggie Harkness - 5 years in May

6. Consent Agenda Items

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

A. Minutes

Documents:

[05-16-2023 Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 06062023.pdf](#)

D. Cellular Authorizations

Documents:

[Cellular Authorizations.pdf](#)

E. Human Services report

7. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[6.6.23 CLAIMS.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

ii. County Development Department

Documents:

[County Dev Report.pdf](#)

8. Scheduled Agenda Items

9. Regular Business

A. Action to approve Abatement #23-08: an abatement request made by Jones Optometric Clinic, LLC for parcel #40262-00200-002-00 in the amount of \$1,282.79.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 23-08.pdf](#)

B. Action to approve Abatement #23-12: an abatement request for a disabled veteran's exemption in the amount of \$2,323.07.

Action: Motion to Approve, Comments, Voice Vote

C. Action to approve Agreement #23-29: an AIA Document B101-2017, between Brookings County and designArc Group, LLC for the Historic Courthouse Roof Replacement.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-29 designArc, Courthouse Roof.pdf](#)

- D. Action to approve Agreement #23-30: an alarm monitoring service agreement between Brookings County and Rapid Response Monitoring Services, Inc.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-30 Rapid Response.pdf](#)

- E. Action to approve Agreement #23-31: an agreement for voluntary right of way donation made by Crystal D. Pochardt ETAL and Carol I. Anderson for project #BRO-B 8006(55), PCN 084G.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-31 ROW Pochardt, Anderson.pdf](#)

- F. Action to approve Agreement #23-32: an agreement for voluntary right of way donation made by Norris A. Patrick and Corinne E. Patrick for project #BRO-B 8006 (56), PCN 08MJ, parcel #13000-11248-261-20.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-32 ROW Patrick.pdf](#)

- G. Action to approve Agreement #23-33: an agreement for voluntary right of way donation made by Norris A. Patrick and Corinne E Patrick for project #BRO-B 8006 (56), PCN 08MJ, parcel #13000-11248-234-00.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-33 ROW Patrick.pdf](#)

- H. Action to approve Agreement #23-34: an agreement for voluntary right of way donation made by Goodland, LLC for project #BRO 8006(00)21-4.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-34 ROW Goodland.pdf](#)

- I. Action to approve Agreement #23-35: an agreement for voluntary right of way donation made by Raymond Suhr and Habe Suhr, Trustees, for project #BRO 8006 (00)21-4.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-35 ROW Suhr.pdf](#)

- J. Action to approve Agreement #23-36: an application for occupancy of right of way of county highways made by Brookings-Deuel Rural Water System in Afton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-36 ROW Brookings-Deuel Rural Water.pdf](#)

- K. Action to approve Agreement #23-37: an application for occupancy of right of way of county highways made by the City of Volga in Volga Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-37 ROW Volga.pdf](#)

- L. Action to approve Agreement #23-38: an application for occupancy of right of way of county highways made by the City of Volga in Volga Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-38 ROW Volga.pdf](#)

- M. Action to approve a Utilities Certificate for Project #BRO-B 8006(56), PCN 08MJ.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Utilities Certificate.pdf](#)

- N. Action to approve quotes from Stanga Construction for additional 4-H storage and Game, Fish & Parks office space at the Brookings County Outdoor Adventure Center for \$52,750.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Stanga Construction Quotes.pdf](#)

- O. Action to approve Agreement #23-39: a State of South Dakota Department of Game, Fish & Parks Agreement with Brookings County, amending Agreement #18-13, to construct additional office space for Game, Fish & Parks at the Brookings County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-39 GFP Space at BCOAC.pdf](#)

[Agr 18-13 GFP BCOAC.pdf](#)

- P. Action to approve the annual Retail (On/Off Sale) Malt Beverage & SD Farm Wine License renewal for Beach Bums, Inc./Danceland Campground.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Malt Beverage, Farm Wine License - Danceland.pdf](#)

- Q. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County in the amount of \$2,585.47 for reimbursement for duplicate payment, receipt #00643370 to GL line 101-4-223-4220.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - Duplicate Pmt.pdf](#)

- R. Action to approve a Request to Fill Vacancy for a full-time Deputy in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Deputy.pdf](#)

- S. Action to approve a request to fill vacancy for a full-time Correctional Officer in the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - FT CO.pdf](#)

- T. Action to approve a \$500 funding request from the Elkton Special Days Committee for their annual 4th of July fireworks display.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Elkton Special Days.pdf](#)

10. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

[Minnehaha County Juvenile Detn 2024 Rates.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[DANR - Surface Water Discharge Permit, Biosolids.pdf](#)
[DANR - Surface Water Discharge Permit, Pesticides.pdf](#)

13. 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

14. Adjournment

Action: Motion to Approve, Voice Vote

15. Public Notices

- June 12-16- City & County Safety Week
 - June 15, Thursday- Annual Safety Picnic, 11:00 AM - 2:00 PM, BCOAC
- June 15, Thursday- "Good, Bad, and Similar Looking" Plant Tour, 10:00 AM - 3:30 PM, 10770 436th Ave., Veblen, SD
- June 19, Monday- BCOAC RSO Appreciation Party, 5:30 PM, at the BCOAC
- June 26, Monday- Budget Hearings, 8:00 AM - 5:00 PM, Government Center Community Room July 4, Tuesday- County offices closed in honor of the Independent Day holiday.
- July 29, Saturday- 108th Annual Brookings Firefighter's Dance, 7:00 PM, Main Avenue, Brookings
- August 9, Wednesday- Save the Date: Conservation District Annual Tour
- August 10, Thursday - CDI Golf Outing, 10:00 AM, Brookings Country Club

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.