



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 20, 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. Devlin Rue: 5 years in June

6. Consent Agenda Items

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

A. Minutes

Documents:

[06-06-2023 Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 06202023.pdf](#)

D. Cellular Authorizations

E. Human Services report

7. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[6.20.23 claims.pdf](#)
[6.7.23 DEPT OF REV.pdf](#)

B. Be it Noted Items:

Action: Note names for minutes

i. BCOAC Volunteers Listed for Work Comp Purposes

a. Dick Hesse

b. Carol Vavra

C. Department Head reports

i. County Development Department

Documents:

[County Dev Report.pdf](#)

D. Finance Officer's Report

Documents:

[Finance Officer Report.pdf](#)

i. Be it Noted Items:

Action: Note Items for Minutes

a. Auditor's Account with the Treasurer

b. Payroll & Additive Totals

c. Register of Deeds Statement of Fees Collected

ii. Action to approve second quarter General Fund transfers as per budget appropriations.

Documents:

[Second Quarter Transfers.pdf](#)

a. \$464,384.50 to Highway Road & Bridge Fund

b. \$40,833.50 to Emergency Management Fund

8. Scheduled Agenda Items

9. Regular Business

- A. Action to approve Resolution #23-21: a plat of Lots 1 and 2 of Stime Addition in the SW ¼ of the SE ¼ of Section 9, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-21 2023plat006.pdf](#)

- B. Action to approve Resolution #23-22: a plat of Lot 1 of Peterson Addition in the SE ¼ of Section 5, T110N, R49W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-22 2023plat007.pdf](#)

- C. Action to approve Resolution #23-23: a plat of Lot 1 in Block 2, Goodfellow Acres Addition in Parcel 4 of the Plat of Government Lot 1 and in Government Lot 6 and in the West ½ of the Northeast ¼ and the West ½ of the East ½ of the Northeast ¼, all in Section 31, T112N, R51W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-23 2023plat008.pdf](#)

- D. Action to approve Resolution #23-24: a plat of Lots 2C and 4C, Block 2, Sunset Point Addition in Government Lots 3 & 4 of Section 22, Township 112 North, Range 47 West of the 5th Principal Meridian, Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-24 2023plat009.pdf](#)

- E. Action to approve Abatement #23-14: an abatement application made by the City of White for parcel #37275-00100-019-00 in the amount of \$22.55.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 23-14.pdf](#)

- F. Action to approve Agreement #23-40: a Brookings County Detention Center Inmate Housing Contract between Brookings County and Lake County.

Action: Motion to approve, Comments, Voice Vote

Documents:

[Agr 23-40 Lake County Inmate Housing.pdf](#)

- G. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for the PPCC/POD Committee Department of Health grant reimbursement in the amount of \$3,512.35, receipt #00645224, to GL line 226-4-222-4294.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - PPCC,POD.pdf](#)

- H. Discussion and possible action to approve the cost estimate for consideration of the reconstruction of the Big Sioux River diversion structure.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Big Sioux Diversion, Cost Estimate.pdf](#)

- I. Action to approve changes to the Brookings County Personnel Manual, effective July 1, 2023.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Personnel Manual Changes.pdf](#)

- J. Discussion and action to declare a conference room table as surplus property.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus - Conference Room Table.pdf](#)

- K. Discussion on Brookings Behavioral Health & Wellness submission of a CDBG grant.

10. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Surplus Fund Analysis.pdf](#)
[STIP Review Memo.pdf](#)
[Army Corps of Engineers Public Notice.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[Banner Open House Invitation.pdf](#)
[DANR to Bobcat Farms.pdf](#)
[DANR to Norfeld Hutterian.pdf](#)

13. Executive Session - in accordance with SDCL §1-25-2(1)(3): Personnel & Consulting with Legal Counsel

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 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
- June 28, Wednesday: STIP Review meeting, 10:00 AM, Frist District Association of Local Governments office, Watertown
- July 4, Tuesday- County offices closed in honor of the Independent Day holiday
- July 27, Thursday: Banner Associates Open House at new Sioux Falls location, 4:00-6:00 PM, 3900 N. Northview Ave, Sioux Falls
- 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.