



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, July 11, 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. Consent Agenda Items

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

A. Minutes

Documents:

[06-20-2023 Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 07112023.pdf](#)

D. Cellular Authorizations

Documents:

[Cellular Authorizations.pdf](#)

E. Human Services report

Documents:

[Human Services Report.pdf](#)

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[7.11.23 CLAIMS.pdf](#)

B. Be it Noted Items:

Action: Note names for minutes

i. BCOAC Volunteers Listed for Work Comp Purposes

a. Merrit Warren

C. Department Head reports

i. County Development Department

Documents:

[County Dev Report.pdf](#)

7. Scheduled Agenda Items

A. 9:30 AM - Presentation by Matthew Weiss, Project Manager with designArc, Inc on the courthouse roof project and alternatives.

Documents:

[Courthouse Roof Project Presentation.pdf](#)

i. Discussion and possible action on funding project alternatives.

8. Regular Business

A. Action to approve Resolution #23-25: a resolution authorizing Brookings County to apply for a Community Development Block Grant on behalf of Brookings Behavioral Health and Wellness for their facility expansion project.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-25 Comm Dev Block Grant.pdf](#)

B. Action to approve Resolution #23-26: a resolution listing uncollectible distress warrants.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-26 Uncollectible Distress Warrants.pdf](#)

- C. Action to approve Resolution #23-27: a resolution proclaiming July 29, 2023 as the Korean War/Korean Defense Veterans Appreciation Day in Brookings County.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-27 Korean War Veterans Day.pdf](#)

- D. Action to approve Abatement #23-15: an abatement application made by Teresa Ritzer for parcel #40999-00006-157-00 in the amount of \$29.13.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 23-15 Ritzer.pdf](#)

- E. Action to approve Agreement #23-41: an inmate housing agreement between the Brookings County Sheriff's Office and Roberts County Detention Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-41 Inmate Housing, Robert County.pdf](#)

- F. Action to approve Agreement #23-42: an agreement for voluntary right of way donation between Brookings County and Klint and April Willert.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-42 ROW Willert.pdf](#)

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

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Correctional Officer.pdf](#)

- H. Action to approve a payout of \$51,339.73 in accrued vacation and sick leave for Elected Officials due to a policy change that went into effect on July 1, 2023.

Action: Motion to Approve, Comments, Roll Call

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[2023 Conservation Tour.pdf](#)
[I29 Interchange Email.pdf](#)
[County Convention Registration.pdf](#)
[SDPAA Election Notice.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[DANR to Hammink Dairy 06-27-2023.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(1)(3): personnel and consulting with legal counsel

Action: Motion to Enter in 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 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
- August 23, Wednesday: I-29 Interchange Ribbon Cutting Ceremony, 10:00 AM
- September 4, Monday: County offices closed in honor of the Labor Day holiday
- September 11-13, Monday-Wednesday: SDACC Fall Convention, Sioux Falls Ramkota

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.