



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 25, 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:

[07-11-2023 Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 07252023.pdf](#)

D. Cellular Authorizations

E. Human Services report

Documents:

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[7.25.23 claims.pdf](#)

[7.6.23 dept of rev claim.pdf](#)

B. Department Head reports

C. 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. Highway Expenditure Report (May & June)

c. Payroll & Additive Totals

d. Register of Deeds Statement of Fees Collected

7. Scheduled Agenda Items

8. Regular Business

A. Action to approve Resolution #23-28: a plat of Lots 2B and 2C of Block 1 in Country Club Estates in the SE ¼ of the NE ¼ of Section 28, T109N, R50W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-28 2023plat10.pdf](#)

B. Action to approve Resolution #23-29: a Local Federal Bridge Program Resolution Authorizing Submission of Applications.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-29 Local Fed Brige Prog.pdf](#)

C. Action to approve Resolution #23-30: a Bridge Improvement Grant Program Resolution Authorizing Submission of Applications.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-30 Ridge Impov Grant.pdf](#)

- D. Action to approve Agreement #23-43: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration, PCN 09GT.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-43 DOT BIG PCN 09GT.pdf](#)

- E. Action to approve Agreement #23-44: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration, PCN 09GU.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-44 DOT BIG PCN 09GU.pdf](#)

- F. Action to approve the Call for Bids and plans for the new Highway Shop in Bruce that was destroyed by the derecho May 2022.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Call for Bids - Bruce Hwy Shop.pdf](#)

- G. Action to approve the Call for Bids for the courthouse roof replacement project.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Call for Bids - Courthouse Roof.pdf](#)

- H. Action to approve a Request to Fill Vacancy for a full-time male correctional officer.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Male CO.pdf](#)

- I. Action to declare items as surplus property to be disposed of.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Items List.pdf](#)

- J. Discussion on Ordinance #2021-04: an ordinance establishing the requirements, fees, and regulations for the issuance of alcoholic beverage licenses within Brookings County.

Documents:

[SDCL 35-4-124.pdf](#)

[Ord 21-04 Alcoholic Beverage Licenses.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Report.pdf](#)

[Surplus Cash Analysis.pdf](#)

[Conservation Dist Tour 2023.pdf](#)

[Korean War, Defense Veteran Appreciation.pdf](#)

[Brookings County State of Community.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[DANR to Hammink Dairy 2023-07-13.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2

Action: Motion to Enter into Executive Session, Voice Vote

Action: Motion to come out of Executive Session, Voice Vote

13. Budget Discussions

14. Adjournment

Action: Motion to Approve, Voice Vote

15. 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 2, Wednesday: SD Resilient Community event The State of the Community: Brookings County, 10:00 Am - 1:00 PM, location TBD
- 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.