



Commission Meeting
Brookings City & County Government Center
520 3rd Street
Chambers, Suite 310 (3rd floor)

1. 8:30 AM Call to Order on Tuesday, September 20, 2022

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:

[09-06-2022 Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report09202022.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[9.20.22 claims.pdf](#)
[8.22.22 special claim.pdf](#)
[Sept 2022 Dept of Rev.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

ii. BCOAC Report

Documents:

[BCOAC Report.pdf](#)

C. Finance Officer's Report

Documents:

[Finance Officer Report.pdf](#)

i. Be it Noted Items:

Action: Note items for minutes

1. Auditor's Account with the Treasurer
2. Payroll & Additive Totals
3. Highway Expenditures Report
4. Register of Deeds Statement of Fees Collected

7. Scheduled Agenda Items

A. 9:00 AM - Public Hearing and Approval of FY2023 Annual Budget

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

i. Action to approve the amendments to the FY2023 Provisional Budget.

Documents:

[FY2023 Provisional Budget Changes.pdf](#)

ii. Action to approve Resolution #22-46: adoption of the FY2023 Annual Budget for Brookings County, South Dakota.

Documents:

[Res 22-46 FY2023 Annual Budget.pdf](#)
[FY2023 Annual Budget.pdf](#)

- B. 9:15 AM - Dan McColley, Habitat for Humanity Commission Projects funding request

Documents:

[Funding Requests Summary.pdf](#)
[Habitat for Humanity Request.pdf](#)

- i. Discussion and possible action to approve funding

Action: Motion to Approve, Comments, Roll Call

- C. 9:30 AM - Scott Stuefen, Elkton Ambulance Commission Projects funding request

Documents:

[Elkton Ambulance Request.pdf](#)

- i. Discussion and possible action to approve funding

Action: Motion to Approve, Comments, Roll Call

- D. 10:00 AM - Public Hearing and Action to Approve the Brookings County 2023 5-Year Highway and Bridge Improvement Plan.

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

Documents:

[Highway Bridge Improvement Plan.pdf](#)

8. Regular Business

- A. Action to approve Resolution #22-47: a plat of Lots 1A & 1B, Block 2, Telkamp's Second Addition in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 13, T110N, R50W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-47 2022plat025.pdf](#)

- B. Action to approve Resolution #22-48: a Resolution to continue support for the First District Association of Local Governments during Fiscal Year 2023 (October 1, 2022 - September 30, 2023).

Action: Motion to Approve, Comments, Roll Call

Documents:

[First District Report.pdf](#)

- C. Action to Rescind Resolution #22-36: a plat of Lot 47A of the First Addition of Lake Poinsett Heights Subdivision in Lot 2, Section 5, T112N, R52W of the 5th P.M., Brookings County, South Dakota due to the applicant/owner not filing the plat.

Documents:

[Res 22-36 Rescindment.pdf](#)

- D. Action to approve Agreement #22-86: an application for occupancy of right of way of county highways made by Brookings-Deuel Rural Water System in Alton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-86 ROW Brookings-Deuel Rural Water.pdf](#)

- E. Action to approve Agreement #22-87: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Medary, Brookings, and Volga Townships.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-87 ROW Valley Telecommunications.pdf](#)

- F. Action to approve Agreement #22-88: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Trenton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-88 ROW Sioux Valley Energy.pdf](#)

- G. Action to approve Agreement #22-89: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Sinai Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-89 ROW Sioux Valley Energy.pdf](#)

- H. Action to approve Agreement #22-90: an amended Brookings City and County Government Center Lawn Care & Snow Removal Agreement.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-90 Razors Edge Lawn Care, Snow Removal.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Director.pdf](#)

[Surplus Cash Analysis.pdf](#)

[2022 Contingency Items.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[DANR to Crosswind Jerseys 2022-08-25.pdf](#)

[DANR to Drumgoon Dairy 2022-09-07.pdf](#)

[DANR to Kodiak Pork 2022-09-07.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(1): Personnel

Action: Motion to Enter into 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

- September 24, Saturday: Brookings Area Chamber of Commerce Legislative Forum, Government Center Chambers, Brookings
- September 29, Thursday: First District Annual Picnic, First District Office, 418 18th Ave., NE, Watertown
- October 1, Saturday: Brookings Area Chamber of Commerce County Candidate Forum, Government Center Chambers, Brookings
- October 8, Saturday: Banner Associates Annual Client Appreciation Tailgating at the SDSU vs USD football game
- October 10, Monday: County Offices closed for the Native American holiday
- October 12, Wednesday: County Highway Department Road & Bridge Tour, 8:00 AM to 12:00 PM
- October 29, Saturday: Hobo Day Parade and Festivities
- November 16, Wednesday: 10-County Meeting in Kingsbury County

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.