



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

1. 8:30 AM Call to Order on Tuesday, October 19, 2021

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:

[2021-10-05 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[10.19.21 CLAIMS.pdf](#)
[10.12.21 Oct Dept of Rev.pdf](#)

B. Recognition of Employee Anniversaries

- i. Suzanne Bjordal: 5 years with the Sheriff's Office
- ii. Michael Erickson: 20 years with the Highway Department

C. Department Head reports

- i. Highway Department

Documents:

[Highway Report.pdf](#)

- ii. 4-H Report

Documents:

[4-H Report.pdf](#)

- a. Livestock Judging Team update

D. Finance Officer's Report

Be it noted items:

- o Auditor's Account with the Treasurer
- o Payroll & Additive Totals
- o Highway Expenditure Report
- o Register of Deeds Statement of Fees Collected

Documents:

[Finance Officer Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Brookings County Firefighter's Association request for long term funds, Association President, Dave Jacobson

- i. Action to approve a request for \$28,000 for the Bruce Fire Department of a 2003 Ford F550 4x4 crew cab

Action: Motion to Approve, Comments, Roll Call

Documents:

[Firefighters Assn Request.pdf](#)

8. Regular Business

- A. Action to approve Resolution #21-46: a plat of Lots 1, 2, 3 and 4 of Lot B of Haffner Addition in Government Lots 2 and 3 in the SE ¼ of the SW ¼ of Section 22, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-46 2021plat014.pdf](#)

- B. Action to approve Resolution #21-47: a resolution for the State Department of Agriculture & Natural Resources Solid Waste Permit for a Construction & Demolition Debris Site by Willmott Gravel.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-47 DANR Solid Waste Permit.pdf](#)

- C. Action to approve Agreement #21-122: a Food Services Agreement between Brookings County and Trinity Services Group, Inc.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-122 Food Services.pdf](#)

- D. Action to approve Agreement #21-123: a native unprocessed material agreement – Davis Pit/Thomas A. Davis.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-123 Native Unprocessed Material - Davis Pit, Thomas Davis.pdf](#)

- E. Action to approve Agreement #21-124: a native unprocessed material agreement – Davis Pit/Philip Davis.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-124 Native Unprocessed Material - Davis Pit, Phillip Davis.pdf](#)

- F. Action to approve Agreement #21-125: a lease agreement for fiber optic windows between Brookings County and Swiftel Communications from the Government Center to the Sheriff's Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-125 Fiber Optic, Sheriffs Dept.pdf](#)

- G. Action to approve Agreement #21-126: a lease agreement for fiber optic windows between Brookings County and Swiftel Communications from the Government Center to the County Highway Department.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-126 Fiber Optic, Highway Dept.pdf](#)

- H. Action to approve Change Order #008 for the Brookings County Detention Center Expansion & Remodel Project in the amount of \$25,023.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 008 Detention Center.pdf](#)

- I. Action to approve a Request to Fill Vacancy for a full-time jail nurse.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Nurse.pdf](#)

- J. Action to declare items as surplus property to be destroyed or to be traded in.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Items.pdf](#)

- i. Destroyed: Hamilton Beach microwave
- ii. Trade-In: Kel-Tec CMR-30 firearm; Walther P22 firearm

- K. Discussion and possible action to approve a payment of \$2,000 to the South Dakota Association of County Commissioners for Eide Bailly's consulting services for American Rescue Plan Act funds.

Action: Motion to Approve, Comments, Roll Call

Documents:

[SDACC Claim.pdf](#)

- L. Discussion and possible action on funds left in the veterans assistance account.

Action: Motion to Approve, Comments, Roll Call

- M. Update on HB1259 culvert inventory process.

Documents:

[Culvert Inventory Process.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

[Surplus Cash Analysis.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[SDSU Precision Agriculture Impacts.pdf](#)

[DANR to Mustang Pass, LLC.pdf](#)

[DANR to Valley View Dairy.pdf](#)

12. Executive Session - SDCL 1-25-2

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. Jail Tour

A. Meet at the Henry Carlson job trailer on the east side of the Sheriff's Department

15. Public Notices

- October 23, Saturday: Hobo Day Parade and events, Brookings
- November 9, Tuesday: Commission Planning Retreat, 8:00 AM - 4:00 PM, Government Center Community Room, Brookings
- November 10, Wednesday: Sioux Valley Commissioner's Meeting, 12:00 PM, Brookings County Outdoor Adventure Center, Brookings
- November 11, Thursday: County offices closed in honor of the Veterans Day holiday
- November 25-26, Thursday-Friday: County Offices closed in honor of the Thanksgiving Day holiday
- December 7, Tuesday: Brookings Area Chamber of Commerce Ag Appreciation Banquet, 5:00 PM at the Swiftel Center

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.