



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

1. 8:30 AM Call to Order on Tuesday, November 2, 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:

[2021-10-19 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 20211102.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:

[11.2.21 CLAIMS.pdf](#)
[10.14 OCT DEPT OF REV.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Department.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Supplemental Budget Public Hearing

i. Action to approve Resolution #21-48: a Supplemental Budget Resolution

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

Documents:

[Res 21-48 Supplemental Budget.pdf](#)

ii. Action to approve a cash transfer from General Fund to 304 Fund :
\$4,000,000

Action: Motion to Approve, Comments, Roll Call

8. Regular Business

A. Action to remove Agreement #21-125 from the table.

Action: Motion to Remove from Table, Comments, Voice Vote

i. 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.

a. Motion was made on 10/19/20201 by Bartley, seconded by Boersma to approve Agreement #21-125.

Action: Comments, Roll Call

Documents:

[Agr 21-125 Fiber Optic, Gov Center to Sheriff.pdf](#)

B. Action to remove Agreement #21-126 from the table.

Action: Motion to Remove from Table, Comments, Voice Vote

i. 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, Gov Center to Highway.pdf](#)

- C. Action to approve Agreement #21-127: a contract for supply of road salt between Brookings County, the City of Brookings and Black Strap, Inc. of Neligh, NE.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-127 Road Salt.pdf](#)

- D. Action to approve Agreement #21-128: a lease renewal agreement with Den-Wil Investments, Inc. for the Community Health Services office.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-128 Den-Wil Lease.pdf](#)

- E. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County to Veteran's Service GL line 101-4-165-4260 in the amount of \$346.58, receipt #00567508 for use of remaining veterans assistance account funds for Disabled American Veterans (DAV) program.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - Veterans Services.pdf](#)

- F. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County to Commission Department GL line 101-4-111-4267 in the amount of \$4,563, receipt #00574072 for payment from Dakota Mailing for remaining lease amount of postage machine.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - Postage.pdf](#)

- G. Action to approve a Request to Fill Vacancy for a Jail Administrator in the Jail/Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Jail Administrator.pdf](#)

- H. Action to donate \$500 to the "Christmas, Kids, and Cops" program.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Christmas Kids Cops.pdf](#)

I. Action to approve appointments to the following boards and commissions:

Action: Motion to Approve, Comments, Voice Vote

i. Brookings County Outdoor Adventure Center Advisory Board

a. 4-H Leader/Extension Board Member: 1 position, 2-year term

Documents:

[BCOACAB - Andy Dupraz.pdf](#)

b. Pistol Range Committee Member: 1 position, 2-year term

Documents:

[BCOACAB - Arden Sigl.pdf](#)

c. Community at Large Member: 1 position, 2-year term

Documents:

[BCOACAB - Timothy Reed.pdf](#)

d. 4-H Shooting Sports Board Member: 1 position, 1-year term

Documents:

[BCOACAB - Terry Wendt.pdf](#)

ii. Brookings Health System Board: 1 position, 3-year term

Documents:

[Health System - James Morgan.pdf](#)

iii. Extension Board: 6 positions, 1-year terms

Documents:

[Extension - Laura Stern.pdf](#)
[Extension - Richard Waldner.pdf](#)
[Extension - Ronda Houtman.pdf](#)
[Extension - Ronny Parmely.pdf](#)
[Extension - Deb Ford.pdf](#)
[Extension - Jennifer Pickard.pdf](#)

iv. Housing & Redevelopment Commission: 1 position, 5-year term

Documents:

[Housing - Joel Price.pdf](#)

- v. Planning & Zoning Commission, District 1: 1 position, 4-year term

Documents:

[Planning, Zoning - Kyle VanderWal.pdf](#)

- vi. Weed & Pest Board: 1 position, 3-year term

Documents:

[Weed - Steven Olson.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

[Detention Center Financial Summary Report.pdf](#)

10. States Attorney's Office Report

- A. Diversion Fiscal Incentive Program

Documents:

[Diversion Fiscal Incentive Program.pdf](#)

11. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[DANR to Providence Dairy - Cert of Compliance.pdf](#)

[DANR to Providence Dairy - Plans Review.pdf](#)

[DANR to Hammink Dairy.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(1)(4): personnel and contract negotiations.

Action: Motion to Enter into Executive Session, Voice Vote

Action: Motion to Come Out of Executive Session, Voice Vote

13. Recess until 1:00 PM

14. 1:00 PM - Executive Session - in accordance with SDCL §1-25-2(1): Personnel (Department Head Reviews)

15. Adjournment

Action: Motion to Approve, Voice Vote

16. Public Notices

- o November 2, Tuesday: Innovation Celebration Open House, 4:30 PM - 6:30 PM, Brookings Innovation Center Rotunda

- November 9, Tuesday: Commission Planning Retreat, 8:00 AM - 4:00 PM, Government Center Community Room, Brookings
- November 9, Tuesday: 4-H Recognition Awards Night at the BCOAC, Meal 5:00 PM, Awards 6:30 PM
- 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
- December 8, Wednesday: Virtual Chamber Pre-Legislative Luncheon, 12:00 PM - 1:00 PM via Zoom

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.