



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

**1. 8:30 AM Call to Order on Tuesday, August 16, 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:

[08-02-2022 Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 20220816.pdf](#)

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:

[8.16.22 claims.pdf](#)  
[8.4.22 AUG DEPT OF REV.pdf](#)  
[8.4.22 SPECIAL CLAIM.pdf](#)  
[8.16.22 SPECIAL CLAIM.pdf](#)

### B. Department Head reports

#### i. Highway Department

Documents:

[Highway Report.pdf](#)

### C. Finance Officer's Report

*Action: Note items listed for minutes*

Documents:

[Finance Officer Report.pdf](#)

#### i. Department Head Report

Documents:

[Finance Report.pdf](#)

#### ii. Be it Noted Items:

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

## 7. Scheduled Agenda Items

### A. 9:00 AM - Public Hearing and action to approve a Special Events License for Andrea Diedrich/Jay Street Pub wedding at Bennett Barn on August 27, 2022.

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

Documents:

[Special Events License - Jay Street Pub.pdf](#)

### B. 9:05 AM - Request for American Rescue Plan Act funding for Brookings County fire departments - Dave Jacobson, Brookings County Firefighters Association

Documents:

[Fire Fighters Association Request.pdf](#)

C. 9:30 AM - Jeff Schaefer, Legislative Audit - FY2020 audit review

Documents:

[Closing Conference Info Email.pdf](#)  
[Dept of Legislative Audit Letter 1.pdf](#)  
[Dept of Legislative Audit Letter 2.pdf](#)  
[Brookings County 2020 Audit Letter.pdf](#)  
[Schedule of Prior and Current Audit Findings and Questioned Costs.pdf](#)  
[Trust Deposits - Proper Recording and Reporting CY2020.pdf](#)

## 8. Regular Business

A. Action to approve Resolution #22-33: a plat of Lot 1 of Suhr Addition in the SW ¼ of Section 4, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-33 2022plat013.pdf](#)

B. Action to approve Resolution #22-34: a plat of Lot 1 of Suhr Addition in the SE ¼ of Section 5, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-34 2022plat014.pdf](#)

C. Action to approve Resolution #22-35: a plat of Tract 1 of Langland's Addition in the NW ¼ of Section 32, T111N, R52W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-35 2022plat015.pdf](#)

D. Action to approve 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.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-36 2022plat016.pdf](#)

E. Action to approve Resolution #22-37: a plat of Blocks 1, 2, 3 & 4, Langum Addition in the SW ¼ and W ½ of the SE ¼ of Section 18, T109N, R51W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-37 2022plat017.pdf](#)

- F. Action to approve Resolution #22-38: a plat of Block 1, Jensen Second Addition in the NW ¼ of Section 9, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-38 2022plat018.pdf](#)

- G. Action to approve Resolution #22-39: a plat of Block 1, Inger Addition in the NW ¼ of Section 7, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-39 2022plat019.pdf](#)

- H. Action to approve Resolution #22-40: a plat of Lots 1B and 1C of Goodfellow Addition in the N ½ of the NE ¼ of Section 18, T111N, R51W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-40 2022plat020.pdf](#)

- I. Action to approve Resolution #22-41: a plat of Tract 1 of BMU WTP Addition in the NW ¼ and the SW ¼ of Section 20, T110N, R49W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-41 2022plat021.pdf](#)

- J. Action to approve Resolution #22-42: a plat of Lot 1 of Smallfield Addition in the NE ¼ of Section 7, T109N, R47W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-42 2022plat022.pdf](#)

- K. Action to approve Resolution #22-43: a plat of Lots 1 and 2 of Cooper Addition in Government Lots 4, 5, 6 and 7 of Section 6, T110N, R50W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 22-43 2022plat023.pdf](#)

- L. Action to approve Resolution #22-44: a plat of Lot 1 of Risty Farms Addition in Government Lot 3 and the S ½ of the NW ¼ of Section 4, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 22-44 2022plat024.pdf](#)

- M. Action to approve Agreement #22-79: an amended custodial contract for the Brookings City & County Government Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 22-79 Custodial Contract Gov Center.pdf](#)

- N. Action to approve Agreement #22-80: a Memorandum of Understanding between Brookings County and Helpline Center Network of Care.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 22-80 MOU Helpline.pdf](#)

- O. Action to approve Change Order #015 for the Brookings County Detention Center Expansion and Remodel project in the amount of \$62,053.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 015.pdf](#)

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

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Correctional Officer FT.pdf](#)

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

Action: motion to Approve, Comments, Voice Vote

Documents:

[Surplus Property List.pdf](#)

R. Discussion on Rural Access Infrastructure Funds.

i. Discussion and possible action to approve culvert replacement applications.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[2022 Township Grant Info.pdf](#)

[Levy Pay.pdf](#)

a. Oakwood Township

Documents:

[Oakwood Twp 1.pdf](#)

[Oakwood Twp 2.pdf](#)

[Oakwood Twp 3.pdf](#)

[Oakwood Twp 4.pdf](#)

[Oakwood Twp 5.pdf](#)

[Oakwood Twp 6.pdf](#)

[Oakwood Twp 7.pdf](#)

[Oakwood Twp 8.pdf](#)

[Oakwood Twp 9.pdf](#)

[Oakwood Twp 10.pdf](#)

b. Eureka Township

Documents:

[Eureka Twp 1.pdf](#)

[Eureka Twp 2.pdf](#)

S. Discussion on FEMA floodplain map.

**9. Commission Department Director's Report**

Documents:

[Commission Report.pdf](#)

**10. States Attorney's Office Report**

**11. Commissioner Reports and Discussion Items**

A. Correspondence received

Documents:

[Historical Society Letter.pdf](#)

**12. Executive Session - in accordance with SDCL §1-25-2(1)(6): personnel and security**

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**

- *August 11, Thursday: CDI Golf Outing, Brookings Country Club, 10:00 AM*
- *August 30, Tuesday: Commission ARPA meeting, 8:30 AM, Community Room in Government Center, Brookings*
- *September 5, Monday: County Offices closed for the Labor Day holiday*
- *September 11, Sunday - September 13, Tuesday: SDACC Fall Convention, Pierre Ramkota*
- *September 29, Thursday: First District Annual Picnic, First District Office, 418 18th Ave., NE, Watertown*
- *October 8, Saturday: Banner Associates Annual Client Appreciation Tailgating at the SDSU vs USD football game*

**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.