



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

**1. 8:30 AM Call to Order on Tuesday, February 21, 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. Employee Anniversary Recognitions**

- A. Beverly Chapman, 25 years in January
- B. Dale Kneebone, 20 years in February
- C. Amy Christensen, 5 years in January
- D. Dave Knutson, 5 years in February

**6. Consent Agenda Items**

*Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call*

- A. Approval of minutes

Documents:

[02-07-2023 Commission minutes.pdf](#)

- B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

- C. Approval of personnel action notices

Documents:

- D. Approval of cellular authorizations
- E. Approval of the Human Services report

**7. Routine Business**

- A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[2.9.23 FEB DEPT OF REV.pdf](#)  
[2.21.23 claims.pdf](#)

- B. Department Head reports

- i. County Development Department

Documents:

[County Dev Report.pdf](#)

- ii. BCOAC

Documents:

[BCOAC Report.pdf](#)  
[Shooting Range Grant Info.pdf](#)

- a. Consensus to approve applying for a grant through Game, Fish & Parks.

Action: Consensus of Board

- C. Register of Deeds Annual Report

Documents:

[Register of Deeds Report.pdf](#)

**8. Scheduled Agenda Items**

- A. 9:00 AM - Annual update from First District Association of Local Governments

Documents:

[First District Presentation.pdf](#)  
[First District Projects Report.pdf](#)  
[2022 Brookings County Activities.pdf](#)

- i. Todd Kays, Executive Director

**9. Regular Business**

- A. Action to approve Resolution #23-09: a Resolution Correcting Resolution #23-06: a Supplemental Budget Resolution.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-09 Supplemental Correction.pdf](#)

- B. Action to approve Resolution #23-10: a Plat of Chris Diedrich addition in the County of Brookings, South Dakota located in the Northeast Quarter (NE ¼) of Section 31, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-10 2023plat001.pdf](#)

- C. Action to approve Resolution #23-11: a Plat of Lot 1 of Wells Addition in the SE ¼ of Section 8, Township 109 North, Range 49 West of the 5th P.M. in Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-11 2023plat002.pdf](#)

- D. Action to approve Resolution #23-12: a Plat of Lot 1 of Allison's Addition in the SW ¼ of Section 8, Township 109 North, Range 49 West of the 5th P.M. in Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-12 2023plat003.pdf](#)

- E. Action to approve Resolution #23-13: a Plat of Block 1, Meyer Addition in the North ½ of the Northeast ¼ of Section 11, T111N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-13 2023plat004.pdf](#)

- F. Action to approve Agreement #23-09: an application for occupancy of right of way of County highways made by Sioux Valley Energy in Medary Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-09 ROW Sioux Valley.pdf](#)

- G. Action to approve Agreement #23-10: a State of South Dakota Consultant Contract for Provision of Community Health Services.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 23-10 Comm Health.pdf](#)

- H. Action to approve Abatement #23-01: an abatement application made by Madison Air Craft, LLC for parcel #40991-40005-000-20 in the amount of \$1,040.24.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement Letter.pdf](#)  
[Abatement 23-01.pdf](#)

- I. Action to approve Abatement #23-07: an abatement application made by Sunny Ridge, Inc for parcel #40338-01300-011-00 in the amount of \$102.54.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 23-07.pdf](#)

- J. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for opioid settlement payment to States Attorney GL line 101-4-151-4281 in the amount of \$2,965.65.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - SA.pdf](#)

- K. Action to appoint Kelly VanderWal to the at-large position on the First District Association of Local Governments board.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[First District - VanderWal.pdf](#)

- L. Action to approve the transfer of a Dell PowerEdge server from the BCOAC to the IT Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Property Transfer - Server.pdf](#)

M. Discussion and possible action on intersection at 204th Street and 459th Avenue.

Action: Motion to Approve, Comments Roll Call

N. 2022 Year End Review

Documents:

[Brookings County 2022 Year in Review.pdf](#)

#### **10. Commission Department Director's Report**

Documents:

[Commission Dept Director Report.pdf](#)  
[Dept of Energy EECBG Program.pdf](#)  
[Sioux Valley Commissioners Assoc Agenda.pdf](#)  
[First Responder Wild Game Feed.pdf](#)

#### **11. States Attorney's Office Report**

#### **12. Commissioner Reports and Discussion Items**

A. Correspondence received

Documents:

[Wildlife Damage Report.pdf](#)

#### **13. 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

#### **14. Adjournment**

*Action: Motion to Approve, Voice Vote*

#### **15. Public Notices**

- February 20, Monday: County Offices closed for the President's Day holiday
- February 23, Thursday: Brookings Community Public Open House: 2023 Construction Projects for the City of Brookings, Chambers of the Government Center, 5:00 PM - 6:30 PM.
- February 25, Saturday: First Responder Wild Game Feed, 5:00-7:00 PM, Brookings County Outdoor Adventure Center
- March 2, Thursday: Annual Township Meeting, 10:00 AM, BCOAC
- March 15, Wednesday: Sioux Valley Commissioner's Association (10 County) Meeting, hosted by Hamlin County, 12:00 PM, Bryant, SD
- April 18-20, Tuesday-Thursday: SDACC Spring Workshop, Pierre

**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.