



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

1. 8:30 AM Call to Order on Tuesday, March 7, 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. Consent Agenda Items

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

A. Approval of minutes

Documents:

[02-21-2023 Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 03072023.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:

[3.7.23 CLAIMS.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Finance Office

i. 2022 Annual Report

Documents:

[Finance 2022 Annual Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Public Hearing and action to approve a retail on-sale liquor license for Schade Vineyard.

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

Documents:

[Liquor License App - Schade Vineyard.pdf](#)

8. Regular Business

A. Action to approve Resolution #23-14: a resolution authorizing the purchase of corrugated metal pipe, bridge materials, and grader blades based upon the price established through the County of Beadle, South Dakota, bid process.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 23-14 Highway Purchase Auth.pdf](#)
[True North Steel Docs.pdf](#)

B. Action to approve Agreement #23-11: a Brookings County Detention Center Inmate Housing Contract between Brookings County and Moody County.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 23-11 Inmate Housing - Moody.pdf](#)

C. Approval of highway bids:

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Highway 2023 Supplies List, Bid Recommendations.pdf](#)

- i. Action to award the bid for ¾" crushed gravel on all items listed from Bowes Construction, Sterzinger Construction, Inc., Rogge Excavating, Inc. (Lake Hendricks Twp), and Rogge Excavating, Inc. (Grange Twp).
- ii. Action to award the bid for #250 crushed quartzite rip rap "Class A," #150 erosion stone crushed quartzite, 1" x #4 crushed quartzite "Class A," 3/8" natural cover aggregate and crushed quartzite ballast #4 on all items listed from L.G. Everist, Dell Rapids plant and Brookings plant.
- iii. Action to award the bid for HR class asphalt on all items listed from Bowes Construction, Inc.
- iv. Action to award the bid for asphalt patching on all items listed from Duininck, Inc.
- v. Action to award the bid for road oil – CRS2-P emulsion and CSS1H-3:1 emulsion on all items listed from Flint Hills Resources.
- vi. Action to award the bid for Fold and Form PVC/UV CIPP on all items listed from Subsurface, Inc.
- vii. Action to award the bid for equipment rentals on all items listed from Prussman Contracting, Inc.

D. Approval of highway bid agreements:

Action: Motion to Approve, Comments, Roll Call

- i. Action to approve Agreement #23-12: an agreement with Bowes Construction of Brookings, SD for ¾" crushed gravel.

Documents:

[Agr 23-12 Bowes.pdf](#)

- ii. Action to approve Agreement #23-13: an agreement with Rogge Construction, Inc. of Ghent, MN for ¾" crushed gravel.

Documents:

[Agr 23-13 Rogge.pdf](#)

- iii. Action to approve Agreement #23-14: an agreement with Sterzinger Construction of Elkton, SD for ¾" crushed gravel.

Documents:

[Agr 23-14 Sterzinger.pdf](#)

- iv. Action to approve Agreement #23-15: an agreement with L.G. Everist of Sioux Falls, SD for natural cover aggregate, #250 crushed quartzite rip rap "Class

A," #150 erosion stone crushed quartzite, 1" x #4 crushed quartzite "Class A," and crushed quartzite ballast #4.

Documents:

[Agr 23-15 LG Everist.pdf](#)

- v. Action to approve Agreement #23-16: an agreement with Bowes Construction of Brookings, SD for HR class asphalt.

Documents:

[Agr 23-16 Bowes.pdf](#)

- vi. Action to approve Agreement #23-17: an agreement with Duinick, Inc. of Prinsburg, MN for asphalt patching.

Documents:

[Agr 23-17 Duinick.pdf](#)

- vii. Action to approve Agreement #23-18: an agreement with Flint Hills of Marshall, MN for CRS2-P emulsion and CSS1H-3:1 emulsion.

Documents:

[Agr 23-18 Flint Hills.pdf](#)

- viii. Action to approve Agreement #23-19: an agreement with Subsurface Inc. of Moorhead, MN for fold and form PVC/UV CIPP.

Documents:

[Agr 23-19 Subsurface.pdf](#)

- E. Action to award the low bid and approve the Notice of Award for the 2023 Brookings County Chip Seal Project to The Road Guy Construction Company, Yankton, SD.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Chip Sealing Letting Tab Sheet.pdf](#)
[Chip Seal Project Notice of Award.pdf](#)

- F. Action to approve the low bid for the 2023 Brookings County Surfacing Project to Bowes Construction, Brookings, SD.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Surfacing Project Bid Opening Recommendation.pdf](#)

- G. Action to approve a request to fill vacancy for a Veterans Service Assistant in the Commission Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Veterans Service Assistant.pdf](#)

H. Action to approve the transfer of eight (8) laptop computers from elections to other departments.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Equipment Transfers.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[Conservation District Thank You.pdf](#)

12. Executive Session - in accordance with 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. Public Notices

- March 15, Wednesday: Sioux Valley Commissioner's Association (10 County) Meeting, hosted by Hamlin County, 12:00 PM, Bryant, SD
- April 5, Wednesday: Commission Work Session, 8:00 AM, Government Center Chambers
- April 11, Tuesday: Equalization Boards, 8:30 AM, Government Center Chambers
- 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.