



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

If you have any symptoms of COVID-19 or believe you may have been exposed, please consider watching the Commission meeting from home, broadcast live on Swiftel channel 19, ITC channel 168, or the Brookings County Youtube channel. You can also call in by dialing 605-697-8255 and entering code 6056968205 when prompted.

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

[2021-03-02 County Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 03162021.pdf](#)

D. Approval of cellular authorizations

Documents:

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:

[3.16.21 CLAIMS.pdf](#)
[March Dept of Rev.pdf](#)
[SPECIAL PACKET 3.3.21.pdf](#)

B. Recognition of Employees' Anniversaries

- i. David Biteler - 5 years in January
- ii. Melanie Kindt - 5 years in February
- iii. Shelly Lenander - 10 years in March
- iv. Kristen Witchey - 15 years in February

C. Department Head reports

- i. Highway Department

Documents:

[Highway Report.pdf](#)

- ii. County Development Department

Documents:

[County Dev Report.pdf](#)

D. Finance Officer's Report

Documents:

[Finance Officer Report.pdf](#)

- i. Action to approve the first quarter General Fund transfers as per budget appropriations to the Highway & Road Fund and Emergency Management Fund.

Action: Motion to Approve, Comments, Roll Call

- ii. Be it Noted Items:

1. *Auditor's Account with the Treasurer*
2. *Payroll Additives & Totals*

3. *Highway Expenditures Report*
4. *Register of Deeds Statement of Fees Collected*

7. Scheduled Agenda Items

- A. 9:00 AM - Darrell Hartmann, Brookings County Firefighters Association Update

Documents:

[Firefighters Association Budget Requests.pdf](#)

- B. 9:15 AM - Action to approve Agreement #21-16: the Letting Authorization for Project No. BRF 6312(00)18-1 PCN 06VH.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-16 Letting Authorization.pdf](#)

- i. Doug Kinniburgh, LGA Engineering Supervisor with the SDDOT.

8. Regular Business

- A. Action to approve Resolution #21-09: a plat of Lot 9 of Ramlo Shores Subdivision in Government Lot 4 in Section 21-T112N-R47W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-09 2021plat002.pdf](#)

- B. Action to approve Resolution #21-10: a bridge inspection program resolution for use with SDDOT retainer contracts.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 21-10 Bridge Inspection Program.pdf](#)

- C. Action to approve Abatement #21-3: an abatement application made by Brenda and Clifford Pratt for parcel #37350-00300-004-00 in the amount of \$326.07.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 21-3 Pratt.pdf](#)

- D. Action to approve Abatement #21-6: an abatement application made by Steven Waldner for parcel #34350-00100-001-00 in the amount of \$684.84.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 21-6 Waldner.pdf](#)

- E. Action to approve Agreement #21-17: an amendment to Agreement #19-45: an agreement by and between Teamsters Local Union No. 120 Affiliated with the

International Brotherhood of Teamsters and Brookings County Sheriff's Department effective January 1, 2020 through December 31, 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-17 Teamsters.pdf](#)

- F. Action to approve Agreement #21-18: a State of South Dakota Department of Transportation Joint Powers Agreement for pocket gopher baiting services.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-18 Gopher Baiting.pdf](#)

- G. Action to approve Agreement #21-19: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Winsor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-19 ROW Valley Telecomm.pdf](#)

- H. Action to approve Agreement #21-20: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Winsor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-20 ROW Valley Telecomm.pdf](#)

- I. Action to approve Agreement #21-21: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Bangor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-21 ROW Valley Telecomm.pdf](#)

- J. Action to approve Agreement #21-22: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Winsor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-22 ROW Valley Telecomm.pdf](#)

- K. Action to approve Agreement #21-23: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Winsor and Bangor Townships.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-23 ROW Valley Telecomm.pdf](#)

- L. Action to approve Agreement #21-24: an application for occupancy of right of way of county highways made by Valley Telecommunications Coop in Laketon Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-24 ROW Valley Telecomm.pdf](#)

- M. Action to approve Agreement #21-25: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Winsor Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-25 ROW Sioux Valley Energy.pdf](#)

- N. Action to approve Agreement #21-26: an agreement for voluntary right of way donation between Brookings County and Gary Jensen.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-26 ROW Jensen.pdf](#)

- O. Action to approve Agreement #21-27: an agreement for voluntary right of way donation between Brookings County and Wayne Smedsrud.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 21-27 ROW Smedsrud.pdf](#)

- P. Action to approve Agreement #21-28: an agreement with architect BKV Group for a modification to the construction documents to include replacement of the security electronics in the existing courthouse.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 21-28 BKV Courthouse Electronics.pdf](#)

- Q. Action to approve Change Order 003 for the Brookings County Detention Center project in the amount of \$9,370.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 003 Detention Center.pdf](#)

- R. Approval of highway bids:

Action: Motion to Approve, Comments, Roll Call

Documents:

[Highway Bids.pdf](#)

- i. Action to award the bid for 3/4" crushed gravel on all items listed from Sterzinger Crushing, Johnson Brothers Excavation, Sterzinger Construction and Rogge Excavating.
- ii. Action to award the bid for #250 crushed quartzite rip rap, #150 erosion stone crushed quartzite, 1"x#4 crushed quartzite and crushed quartzite ballast #4 on all items listed from L.G. Everist.
- iii. Action to award the bid for HR class asphalt on all items listed from Bowes Construction.
- iv. Action to award the bid for natural cover aggregate on all items listed from Johnson Brothers Excavation, Concrete Materials, and L.G. Everist.
- v. Action to award the bid for road oil on all items listed from Flint Hills Resources and Jebro Inc.
- vi. Action to award the bid for equipment rentals on all items listed from Prussman Contracting and RDO Equipment Company.

S. Approval of highway bid agreements:

Action: Motion to Approve, Comments, Roll Call

- i. Action to approve Agreement #21-29: an agreement with Sterzinger Crushing of Taunton, MN for 3/4" crushed gravel.
- ii. Action to approve Agreement #21-30: an agreement with Johnson Brothers Excavation of Madison, SD for 3/4" crushed gravel.
- iii. Action to approve Agreement #21-31: an agreement with Sterzinger Construction of Elkton, SD for 3/4" crushed gravel.
- iv. Action to approve Agreement #21-32: an agreement with Rogge Excavating, Inc. of Ghent, MN for 3/4" crushed gravel.
- v. Action to approve Agreement #21-33: an agreement with L.G. Everist of Sioux Falls, SD for #250 crushed quartzite rip rap, #150 erosion stone crushed quartzite, 1"x #4 crushed quartzite and crushed quartzite ballast #4.
- vi. Action to approve Agreement #21-34: an agreement with Bowes Construction of Brookings, SD for HR class asphalt.
- vii. Action to approve Agreement #21-35: an agreement with Johnson Brothers of Rutland, SD for natural cover aggregate.
- viii. Action to approve Agreement #21-36: an agreement with Concrete Materials of Corson, SD for natural cover aggregate.
- ix. Action to approve Agreement #21-37: an agreement with L.G. Everist of Brookings, SD for natural cover aggregate.
- x. Action to approve Agreement #21-38: an agreement with Flint Hills of Marshall, MN for road oil.
- xi. Action to approve Agreement #21-39: an agreement with Jebro Inc. of Sioux City, IA for road oil.

T. Action to approve the notice of award to The Road Guy Construction, Yankton, SD for the 2021 Chip Seal project at the bid amount of \$84,971.22.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Notice of Award - Chip Seal Project.pdf](#)

- U. Action to approve the notice of award to Asphalt Surface Technologies Corporation (ASTECH, Corp) for the 2021 micro-surfacing project at the bid amount of \$743,065.85.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Notice of Award - Micro-Surfacing Project.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Surplus Cash Analysis.pdf](#)
[Change in FTEs.pdf](#)

10. States Attorney's Office Report

- A. Presentation of 2020 Annual Report

Documents:

[States Attorney Report.pdf](#)
[States Attorney Slideshow.pdf](#)

11. Commissioner Reports and Discussion Items

12. Executive Session - in accordance with SDCL §1-25-2(4)(6): contract negotiations, 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

- *March 16-18, Tuesday-Thursday: SDACC Spring Workshop, Ramkota in Pierre, SD.*
- *April 2, Friday: Offices close at 12:00 PM in honor of the Good Friday holiday.*
- *April 13, Tuesday: 8:30 AM, Equalization Boards, Government Center Chambers, Brookings*
- *April 14, Wednesday: Award presentation from the South Dakota Center for Prevention of Child Maltreatment for the South Dakota Resilient Communities Initiative, 10:30 AM, Government Center Chambers, Brookings*
- *May 12, Wednesday: 5:00 PM, Commission Study Session, Government Center Community Room, Brookings*

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.