



**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, June 15, 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:

[2021-06-01 County Commission Minutes.pdf](#)  
[2021-05-25 Joint Meeting Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 06152021.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:

[6.15.21 CLAIMS.pdf](#)  
[June Dept of Rev.pdf](#)

### B. Department Head reports

#### i. Highway Department

Documents:

[Highway Report.pdf](#)

#### ii. 4-H Report

Documents:

[4-H Report.pdf](#)

#### iii. County Development Department

### C. Finance Officer's Report

*Be it Noted Items:*

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

Documents:

[Finance Officer Report.pdf](#)

## 7. Scheduled Agenda Items

### A. 9:00 AM - Public Hearing and action to approve Resolution #21-23: a Supplemental Budget Resolution.

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

Documents:

[Res 21-23 Supplemental Budget.pdf](#)

#### i. Action to approve a cash transfer of \$2 million dollars from the General Fund to the Road & Bridge Fund.

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

- B. 9:05 AM - Action to approve Resolution #21-24: a resolution honoring the Brookings County Pandemic Planning and Coordination Committee.

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

Documents:

[Res 21-24 Pandemic Planning and Coordination Committee.pdf](#)

- i. Presentation of certificates

- C. 9:15 AM - Presentation by Richard Uckert with Banner Associates and Steve Hoff with HDR on potential highway grants.

## 8. Regular Business

- A. Action to approve Resolution #21-25: a resolution declaring a fire danger emergency in Brookings County and prohibiting open burning.

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

Documents:

[Res 21-25 Fire Danger.pdf](#)

- B. Action to approve Resolution #21-26: a plat of Lots 1A and 2A of Lorenzen Addition in the SW ¼ of Section 1, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 21-26 2021plat007.pdf](#)

- C. Action to approve Abatement #21-14: an abatement application made by Erik Schlimmer Living Trust for parcel #36550-00100-003-00 in the amount of \$157.36.

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

Documents:

[Abatement 21-14.pdf](#)

- D. Action to remove Agreement #21-81: a One Chart Link partner agreement between Brookings County and Sanford from the table.

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

Documents:

[Agr 21-81 One Chart Link.pdf](#)

- i. Vote on motion from June 1, 2021 (Motion by Bartley, seconded by Boersma to approve Agreement #21-81).

*Action: Comments, Roll Call*

- E. Action to approve Agreement #21-82: a letter of contract for engineering and environmental services – feasibility memo Amendment #1 to the Medary Township Big Sioux River Diversion Channel Dike Reestablishment.

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

Documents:

[Agr 21-82 Big Sioux River Diversion.pdf](#)

- F. Action to approve Agreement #21-83: a purchase agreement between Brookings County and Duininck Inc. of Prinsburg, MN for asphalt patching.

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

Documents:

[Agr 21-83 Duininck Inc.pdf](#)

- G. Action to approve a retail on/off sale malt beverage and South Dakota farm wine license to Smokins' Pub & Grub, LLC.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Liquor License App - Smokins.pdf](#)

- H. Action to approve a retail on/off sale malt beverage and South Dakota farm wine license to Schade Vineyard..

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

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

- I. Action to approve a Request to Fill Vacancy for two part-time Membership Assistants at the BCOAC.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Membership Assistants.pdf](#)

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

Documents:

[Commission Dept Director Report.pdf](#)  
[Surplus Cash Analysis.pdf](#)  
[Jail Expansion Executive Summary.pdf](#)  
[Ken Gabel Appraiser Certification.pdf](#)  
[Brookings Empowerment Project Picnic Invite.pdf](#)  
[STIP Review.pdf](#)

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

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

- A. Correspondence received

### **12. 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*

### **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

#### 14. Public Notices

- *June 21, Monday: Mental Illness & Stress Tolerance (Brookings Empowerment Project Picnic), 5:00-7:30 PM, Pioneer Park Picnic Shelter, Brookings*
- *June 23, Wednesday: STIP Review, 10:00 AM, First District Office, Watertown*
- *June 24, Thursday: 8:15 AM, Budget Hearings in the Community Room of the Brookings City & County Government Center.*
- *July 18, Sunday: 2:00 PM, Medary Monument Rededication.*
- *July 19-23, Monday-Friday: Brookings City & County Safety Week Activities*
  - *July 22, Thursday: Safety Picnic 11:00 AM-2:00 PM*
  
- *August 12, Thursday: CDI Golf Outing, 10:00 AM, Brookings Country Club*

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**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.