



**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, July 7, 2020**

**2. Pledge of Allegiance**

**3. Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

*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:

[06-16-2020 Minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 07072020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

**6. Recognition of:**

A. Appraiser Rusty Brandsrud on becoming a "Certified Appraiser Assessor."

Documents:

[Appraiser Certification - Brandsrud.pdf](#)

B. 2020 Disabled American Veterans awards

- i. Outstanding DAV Member - Michael Holzhauser
- ii. Outstanding DAV Transportation Network Driver - Calvin Tolle
- iii. Outstanding State Representative - Representative Tim Reed, District 7
- iv. Outstanding DAV and All Veterans Support and Patriotic Values for the Community - Brookings Radio
- v. Outstanding DAV Veteran Advocate - Connie Johnson
- vi. Outstanding Support by a Small Business - Best Choice Real Estate (Kari Westlund)
- vii. Outstanding Support to the DAV Transportation Network - 727th Transportation Unit of Brookings, SD

**7. Routine Business**

A. Approval of claims

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

Documents:

[7.7.20 CLAIMS.pdf](#)

B. Department Head reports

i. BCOAC

Documents:

[BCOAC Report.pdf](#)

ii. Highway

Documents:

[Highway Report.pdf](#)

**8. Scheduled Agenda Items**

A. 9:00 AM - Public hearing and action to approve a Special Events License for Jay Street Pub.

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

Documents:

[Alcoholic Beverage App - Jay Street Pub.pdf](#)

B. 9:05 AM - Public Hearing and action to approve a Malt Beverage & SD Farm Wine license for SVK Properties.

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

Documents:

[Alcoholic Beverage License App - SVK Properties.pdf](#)

## **9. Regular Business**

- A. Action to approve Resolution #20-42: a resolution authorizing the purchase of HVAC systems, installation and service with related products and supplies through Sourcewell.

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

Documents:

[Res 20-42 HVAC Sourcewell.pdf](#)

[Johnson Controls Proposal.pdf](#)

[Johnson Controls II.pdf](#)

- B. Action to approve Resolution #20-43: a resolution forgiving juvenile liens and authorizing the Finance Office and Register of Deeds to remove them from the County's records.

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

Documents:

[Res 20-43 Juvenile Lien Forgiveness.pdf](#)

[Juvenile Liens Total.pdf](#)

- C. Action to approve Resolution #20-44: a resolution placing mobile homes on the uncollectable list.

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

Documents:

[Res 20-44 Mobile Home Uncollectable List.pdf](#)

- D. Action to approve Resolution #20-45: a resolution authorizing the execution of contractual documents with the State of South Dakota for the receipt of CARES Act funds to address the COVID-19 public health crisis.

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

Documents:

[Res 20-45 CARES Act Funds.pdf](#)

- E. Action to approve Agreement #20-32: a State of South Dakota local government COVID recovery fund reimbursement agreement.

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

Documents:

[Agr 20-32 COVID Recovery Fund.pdf](#)

- F. Action to approve Agreement #20-33: Amendment 1 to Agreement #20-20: a State of South Dakota Department of Health, Division of Family and Community Health sub-recipient agreement between Brookings County and the State of South Dakota Office of Child and Family Services.

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

Documents:

[Agr 20-33 Amendment 1 Agr 20-20.pdf](#)  
[Agr 20-20 Adjustments.pdf](#)

- G. Action to approve Agreement #20-34: Brookings City & County Government Center custodial contract general specifications between Brookings County, City of Brookings, and ISS Facilities Services.

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

Documents:

[Agr 20-34 Custodial Contract.pdf](#)

- H. Action to approve Agreement #20-35: the first amendment to Agreement #17-27: an agreement with Election Systems & Software, LLC for election services.

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

Documents:

[Agr 20-35 Election Systems, Software.pdf](#)

- I. Action to approve Agreement #20-36: an independent contractor agreement between Brookings County and Southpaw Defense, LLC.

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

Documents:

[Agr 20-36 Southpaw Defense.pdf](#)

- J. Action to approve Agreement #20-37: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Richland Township.

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

Documents:

[Agr 20-37 ROW Sioux Valley Energy.pdf](#)

- K. Action to approve Agreement #20-38: an application for occupancy of right-of-way of county highways made by Brookings Municipal Utilities in Medary Township.

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

Documents:

[Agr 20-38 ROW BMU.pdf](#)

- L. Action to approve Agreement #20-39: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Trenton Township.

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

Documents:

[Agr 20-39 ROW Sioux Valley Energy.pdf](#)

- M. Action to approve the third and fourth quarter General Fund transfer as per budget

appropriations from General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$42,500.

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

Documents:

[3rd, 4th Quarter General Fund Transfer.pdf](#)

- N. Action to approve the renewal of a retail on-off sale malt beverage and SD farm wine license for Smokin's Pub N Grub.

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

Documents:

[Alcoholic Beverage License App - Smokins Pub N Grub.pdf](#)

- O. Action to declare buttresses as surplus property to be transferred to Deuel County.

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

Documents:

[Surplus - Buttresses.pdf](#)

- P. Action to approve a fireworks display at Lake Poinsett on Saturday, August 22, 2020 at dusk.

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

Documents:

[Fireworks Request.pdf](#)

- Q. Action to appoint a County Delegate and approve the voting credentials for the NACo Virtual Annual Business Meeting on July 20, 2020. If someone knows they will attend this meeting, the Board can appoint them as the County's delegate. Otherwise the Board can authorize our State Association to receive our ballot.

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

Documents:

[NACo Voting Credentials.pdf](#)

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

Documents:

[Commission Dept Report.pdf](#)  
[2020 Federal Bridge Replacement Projects.pdf](#)  
[Brookings Chamber Membership Benefit Levels.pdf](#)  
[SDACC Elections.pdf](#)  
[Rolling Thunder Bench Dedication.pdf](#)  
[DOT STIP Program.pdf](#)  
[Substance Abuse and Mental Illness Conference.pdf](#)

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

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

- A. Correspondence received

**13. Executive Session - in accordance with SDCL §1-25-2(1)(4): personnel and contract negotiations.**

*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. 1:00 PM - Budget Work Session, Community Room (Rm 300)**

**16. Public Notices**

- *July 3, Friday: County offices will be closed in honor of the Independence Day holiday.*
- *July 4, Saturday: Dedication ceremony for POW/MIA bench at the courthouse at 10:00 a.m.*
- *July 7, Tuesday: Budget Hearings at the Brookings City & County Government Center, Community Room (300)*
- *July 9, Thursday: Jail Expansion bid opening, 2:00 PM in Suite 210 of the Brookings City & County Government Center.*
- *July 20-24: Safety Week.*
  - *Safety Picnic: Thursday, July 23, 11:00 AM - 2:00 PM at the BCOAC.*

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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.