



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 THURSDAY, June 4, 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:

[05-19-2020 Minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 06042020.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:

[CLAIMS 6.4.2020.pdf](#)

[June Cell Phones 6.4.2020.pdf](#)

B. Recognition of Employees' Anniversaries

- i. Jennifer Beller, Finance Office - 5 years in February
- ii. Michael Andresen, Highway/Weed - 5 years in March
- iii. Jenna Byrd, Finance Office - 5 years in March
- iv. Kevin Murfield, Sheriff's Office - 5 years in March
- v. Mike Holzhauser, Veterans & Human Services - 10 years in March
- vi. Richard Haugen, County Development - 15 years in March
- vii. Mitchell Lang, Highway Department - 5 years in May
- viii. Matt Christensen, Sheriff's Office - 10 years in June

C. Department Head reports

7. Scheduled Agenda Items

A. 9:00 AM - Presentation by Don Brown and Michael Clancy from RenoDry USA.

- i. Discussion on budgeting for RenoDry to install two devices to dehydrate the courthouse building.

Documents:

[RenoDry Info.pdf](#)

8. Regular Business

A. Action to approve Resolution #20-23: a resolution authorizing the purchase of snow and ice handling equipment, supplies, and accessories through the Sourcewell, formerly National Joint Powers Alliance, bid process.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-23 Snow, Ice Equipment.pdf](#)

B. Action to approve Resolution #20-24: a Bridge Improvement Grant Program resolution authorizing 5 year County Plan amendments.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-24 5 Year Plan Amendments.pdf](#)

C. Action to approve Resolution #20-25: a Bridge Improvement Grant Program Resolution authorizing submission of applications for structure 06-220-089.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-25 BIG 06-220-089.pdf](#)

- D. Action to approve Resolution #20-26: a Bridge Improvement Grant Program resolution authorizing submission of applications for structure 06-301-110.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-26 BIG 06-301-110.pdf](#)

- E. Action to approve Resolution #20-27: a Bridge Improvement Grant Program resolution authorizing submission of applications for structure 06-306-110.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 20-27 BIG 06-306-110.pdf](#)

- F. Action to approve Resolution #20-28: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-141-090.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-28 BIG 06-141-090.pdf](#)

- G. Action to approve Resolution #20-29: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-210-198.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-29 BIG 06-210-198.pdf](#)

- H. Action to approve Resolution #20-30: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-170-101.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-30 BIG 06-170-101.pdf](#)

- I. Action to approve Resolution #20-31: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-190-041.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-31 BIG 06-190-041.pdf](#)

- J. Action to approve Resolution #20-32: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-209-100.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-32 BIG 06-209-100.pdf](#)

- K. Action to approve Resolution #20-33: a Federal Aid Bridge Replacement Program resolution for county and urban projects for structure 06-210-098.

Action: Motion to Approve, Comment, Roll Call

Documents:

[Res 20-33 BIG 06-210-098.pdf](#)

- L. Action to approve Agreement #20-25: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Oakwood Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-25 ROW Sioux Valley Energy.pdf](#)

- M. Action to approve an expense from the Fire Department Long Term Fund in the amount of \$33,389.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Fire Dept Claim.pdf](#)
[Additional Claims 6.4.2020.pdf](#)

- N. Action to approve a funding request in the amount of \$1,500 from the Uncle Sam Jam for the annual 4th of July fireworks display in Brookings.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Uncle Sam Jam Request.pdf](#)

- O. Action to approve a funding request in the amount of \$500 from the Elkton Special Days Committee for the annual 4th of July fireworks display in Elkton.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Elkton Special Days Request.pdf](#)

- P. Action to approve a fireworks display at the driving range at Meadow Creek Golf Course near Volga on June 12, 2020 at dusk.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Meadow Creek Request.pdf](#)

- Q. Canvas of June 2, 2020 Primary Election in Brookings County.

- i. Action to approve the results from the June 2, 2020 Primary Election.

Action: Motion to Approve, Comments, Roll Call

9. Commission Department Director's Report

Documents:

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

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

12. Executive Session

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *FY2021 budget hearings will be held on Thursday, June 18, 2020 starting at 8:00 AM in the Community Room (300) of the Brookings City & County Government Center.*

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.