



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 21, 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:

[07-07-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 07212020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[7.21.2020 CLAIMS.pdf](#)

B. Department Head reports

i. Community Health Bi-Annual Report

Documents:

[Community Health Report.pdf](#)

C. Finance Officer's Report

Be it Noted Items:

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

Documents:

[Finance Officer Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Action to remove Resolution #20-42 from the table.

Action: Motion to Approve, Comments, Voice Vote

- #### i. 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: Comments, Roll Call (Main motion as amended Boersma/Krogman)

Documents:

[Res 20-42 HVAC Sourcewell.pdf](#)
[Johnson Controls Proposal.pdf](#)
[Johnson Controls II.pdf](#)

B. 10:00 AM - Presentation of Jail Expansion/Remodel Bids

8. Regular Business

A. Action to approve Agreement #20-40: a contract with AMP Electric to add a generator feed with power transfer to the BCOAC.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-40 Amp Generator.pdf](#)

- B. Action to approve Abatement #20-31: an abatement request made by Brenda Pratt for parcel #37350-00300-004-00 in the amount of \$326.81.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 20-31.pdf](#)

- C. Action to approve South Dakota Department of Transportation Construction Change Order #6 for project #BRF 6319(00)17-4.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Construction Change Order 6.pdf](#)

- D. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement from the City of Brookings and Brookings Municipal Utilities for the ESRI agreement, receipt #00509056 and 00511824 in the amount of \$26,666.66.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - IT.pdf](#)

- E. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement for double payment from Office Peeps for office furniture at Community Health, receipt #00515653 in the amount of \$339.00.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - Comm Health.pdf](#)

- F. Action to approve a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Equipment Operator.pdf](#)

- G. Action to approve the appointment of Angie Schmitz to the Housing & Redevelopment Commission to a term ending December 31, 2025.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Housing Redev Commission - Schmitz.pdf](#)

- H. Acton to approve a Conflict of Interest Policy for Brookings County.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Conflict of Interest Policy.pdf](#)

9. Commission Department Director's Report

Documents:

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

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[DENR to Golden Dakota Farms.pdf](#)
[DENR to Norfeld.pdf](#)

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

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

- *July 20-24: Safety Week.*
 - *Safety Picnic: Thursday, July 23, 11:00 AM - 2:00 PM at the BCOAC*
- *August 3-6: Brookings County 4-H Achievement Days*
- *August 13, Thursday: CDI Golf Outing at the Brookings Country Club*

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.