



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

1. 8:30 AM, January 6, 2026, Call to Order by Finance Officer Lori Schultz

2. Pledge of Allegiance

3. Approval of Agenda

Action: Motion to Approve, Request Comments, Voice Vote

4. Reorganization of the Board

A. Action to Appoint a Chairperson for 2026

Action: Motion to Nominate, Comments, Voice Vote

B. Action to Appoint a Vice-Chairperson for 2026

Action: Motion to Nominate, Comments, Voice Vote

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

There is a 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. No commission action will be taken during this agenda item. Any requested action item may be scheduled for a future meeting date.

6. Consent Agenda Items

Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call

A. Minutes

Documents:

[12-16-2025 County Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 01062026.pdf](#)

- D. Cellular Authorizations
- E. Human Services Report

Documents:

[Human Services Report.pdf](#)

7. Routine Business

- A. Approval of Claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[12.16.25 CLAIM CORRECTION.pdf](#)
[12.18.25 SPECIAL CLAIM.pdf](#)
[12.29.25 SPECIAL CLAIM.pdf](#)
[1.6.26 claims.pdf](#)

- B. Department Head Reports

8. Scheduled Agenda Items - 9:00 AM

9. Regular Business

- A. First Reading of Ordinance #26-01: An Ordinance Providing for the Adoption of the 2021 International Building Code and 2021 International Residential Code.

Action: First Reading Title Only, Note Date/Time of Second Reading: Tuesday, January 20, 2026, at 9:00 AM

Documents:

[Ord 2026-01 Building Code Update.pdf](#)

- B. Action to approve Resolution #26-01: a Resolution Setting Pay for Election Officials in 2026.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 26-01 Elected Official Pay.pdf](#)

- C. Action to approve Resolution #26-02: a Resolution Setting Vote Center Locations for Countywide Elections.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 26-02 Vote Center Locations.pdf](#)

- D. Action to approve Resolution #26-03: a Resolution Setting Meeting Pay and Per Diem Rates for Volunteer County Boards for 2026.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 26-03 Volunteer Boards.pdf](#)

- E. Action to approve Resolution #26-04: a Resolution Establishing Hours of Operation for Brookings County Offices.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 26-04 Hours of Operation.pdf](#)

- F. Action to approve Abatement #25-16: an Abatement Application made by Courtney Shyne for parcel #40999-00005-030-00 in the amount of \$218.54, plus a Brookings City special assessment of \$1,781.24.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 25-16 Shyne.pdf](#)

- G. Action to approve Agreement #26-01: the 2026 Roberts County Jail Bed Per Diem contract.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-01 Roberts County.pdf](#)

- H. Action to approve Agreement #26-02: a Juvenile Detention Center agreement between Brookings County and Beadle County.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-02 Beadle County.pdf](#)

- I. Action to approve Agreement #26-03: an Election Agreement for Brookings County.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-03 Election Agr.pdf](#)

- J. Action to approve Agreement #26-04: a Short Form of Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-153-200.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-04 Banner Prof Serv, 06-153-200.pdf](#)

- K. Action to approve Agreement #26-05: a Short Form of Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-248-040.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-05 Banner Prof Serv, 06-248-040.pdf](#)

- L. Action to approve Agreement #26-06: a Short Form of Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-320-235.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-06 Banner Prof Serv, 06-320-235.pdf](#)

- M. Action to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2026.

Action: Motion to Approve, Comments, Voice Vote

- N. Action to approve the official depositories for Brookings County funds and moneys for 2026 as follows: Richland State Bank, BankStar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dacotah Bank, First Interstate Bank, and Central Bank.

Action: Motion to Approve, Comments, Voice Vote

- O. Action to approve Rural Access Infrastructure Funding Applications for 2026.

Action: Motion to Approve each separately, Comments, Roll Call

Documents:

[Rural Access Infrastructure Snapshot.pdf](#)

- i. Aurora Township

Documents:

[Aurora Twp.pdf](#)

ii. Eureka Township

Documents:

[Eureka Twp.pdf](#)

iii. Laketon Township #1

Documents:

[Laketon Twp 1.pdf](#)

iv. Laketon Township #2

Documents:

[Laketon Twp 2.pdf](#)

v. Oak Lake Township #1

Documents:

[Oak Lake Twp 1.pdf](#)

vi. Oak Lake Township #2

Documents:

[Oak Lake Twp 2.pdf](#)

vii. Oak Lake Township #3

Documents:

[Oak Lake Twp 3.pdf](#)

viii. Sterling Township

Documents:

[Sterling Twp.pdf](#)

ix. Volga Township

Documents:

[Volga Twp.pdf](#)

P. Action to approve a Request to Fill Vacancy for four (4) temporary election workers in the Finance Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV Election Workers.pdf](#)

Q. Action to approve cell phone reimbursements for 2026.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Cell Phone Reimbursements.pdf](#)

R. Action to approve the Brookings County Media Relations Policy.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Media Relations Policy.pdf](#)

S. Action to approve the Exempt Employee Compensation Policy in 27-Pay-Period Years.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Exempt Emp Compensation Policy.pdf](#)

T. Discussion and action to approve Board Appointments and Liaison Assignments for 2026.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[2026 Board Appointments.pdf](#)

10. Commission Department Director Report

Documents:

[Commission Dept Director Report.pdf](#)
[Volga FD County Feed.pdf](#)
[Power On Midwest Open House.pdf](#)
[Brookings Library Card.pdf](#)
[SD BIG Program.pdf](#)
[2025 Annual Wildlife Damage Program Report.pdf](#)

A. Strategic Plan Review

Documents:

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

A. Correspondence Received

Documents:

[DANR Air Quality General Permit.pdf](#)
[DANR to Old Tree Farms.pdf](#)

13. Executive Session - in accordance with SDCL §1-25-2

Action: Motion to Enter into Executive Session, Voice Vote
Action: Chair Declares Board Out of Executive Session

14. Adjournment

Action: Motion to Approve, Voice Vote

15. Public Notices

- *January 1, Thursday: Offices closed in honor of the New Year's Day holiday*
- *January 12, Monday: Volga Fire Department County Feed, 5:30 PM, Volga Fire Hall*
- *January 14, Wednesday: PowerOn Midwest Open House, 4:00-6:00 PM, Brookings Inn & Convention Center*
- *January 19, Monday: Offices closed in honor of the Martin Luther King Jr. holiday*
- *January 21, Wednesday: Brookings Day at the Capitol, Pierre*
- *February 16, Monday: Offices closed in honor of the Presidents Day holiday*
- *February 26, Thursday: Towns & Townships Meeting, 10:00 AM, BCOAC*

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.