



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

1. 8:30 AM Call to Order on Tuesday, February 3, 2026

2. Pledge of Allegiance

3. Approval of Agenda

Action: Motion to Approve, Request Comments, Voice Vote

4. Recognition of Employee Anniversaries

- A. Dave Biteler: 10 years in January
- B. Melanie Kindt: 10 years in February
- C. Shelly Larson: 10 years in February
- D. Ben Rentsch: 5 years in February
- E. Kristen Witchey: 20 years in February

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:

[01-20-2026 County Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

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:

[2.3.26 CLAIMS.pdf](#)

B. Department Head Reports

i. Brookings County Outdoor Adventure Center

Documents:

[BCOAC Report.pdf](#)

8. Scheduled Agenda Items

A. 9:00 AM - Todd Kays, Executive Director of First District Association of Local Governments, Annual Presentation

Documents:

[First District Report.pdf](#)

[First District Presentation.pdf](#)

B. 10:00 AM - Recess as the Brookings County Board of County Commissioners

C. Convene as the Brookings County Drainage Board

i. Drainage Board Meeting

a. Discussion on the Medary Township Big Sioux River Diversion Channel - Dike Reestablishment Project

Documents:

[Drainage Board Report.pdf](#)

[Banner - Scoping Letter.pdf](#)

[Conservation District Letter.pdf](#)

[Behrend Letter.pdf](#)

[Keppen Letter.pdf](#)

[Lesnar Letter.pdf](#)

[Voss Letter.pdf](#)

b. Action on a recommendation for how to proceed with this project

ii. Adjourn as the Brookings County Drainage Board

D. Reconvene as the Brookings County Board of County Commissioners

9. Regular Business

- A. Action to approve Resolution #26-06: a Resolution for Brookings County Bridge Inspection Program for use with SDDOT Retainer Contracts.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 26-06 Bridge Inspection.pdf](#)

- B. Action to approve Agreement #26-09: a Combined Election Agreement between Brookings County and the Brookings School District.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 26-09 Election - School District.pdf](#)

- C. Action to approve Abatement #26-01: an abatement application made by Kenneth Fideler for parcel #36025-01400-001-00 in the amount of \$207.75.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 26-01.pdf](#)

- D. Action to approve a late application for the assessment freeze for elderly and disabled for parcel #06980-11050-062-00 in the amount of \$22.66.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Assessment Freeze App.pdf](#)

- E. Action to approve Change Order #1 for project: Structure and Approach Grading - SN 06-280-172, PCN 08F4, a decrease of \$41,368.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 1, SN 06-280-172.pdf](#)

- F. Action to approve Change Order #1 for project: Structure and Approach Grading - SN06-320-118, PCN 08X0, a decrease of \$7,691.86.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 1, SN06-320-118.pdf](#)

- G. Action to approve the pricing and acceptance for the Tracer SC+ Upgrade from Trane for the Brookings County Outdoor Adventure Center in the amount of \$7,950.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Trane Tracer SC Pricing, Acceptance.pdf](#)

- H. Approval of 2026 Highway Bids:

Action: DO EACH MOTION SEPERATELY - Motion to Approve, Comments, Roll Call

Documents:

[Highway Bid Tabs.pdf](#)

[2026 Annual Bid Recommendations.pdf](#)

- i. Action to award the bid for ¾" crushed gravel on all items listed from Bowes Construction, Brookings, SD; and Sterzinger Crushing, Taunton, MN.
- ii. Action to award the bid for #250 crushed quartzite rip rap "Class A," #150 erosion stone crushed quartzite, 1" x #4 crushed quartzite "Class A," crushed quartzite ballast #4, 3/8" pea rock, and icing sand on all items listed from L.G. Everist, Sioux Falls, SD.
- iii. Action to award the bid for HR class asphalt on all items listed from Bowes Construction, Brookings SD, and Duininck, Prinsburg, MN (Watertown, SD).
- iv. Action to award the bid for asphalt patching on all items listed from Bowes Construction, Brookings, SD.
- v. Action to award the bid for road oil – CRS2-P emulsion and CSS1H-3:1 emulsion, MC-70 asphalt, on all items listed from Jebro Inc., Sioux City, IA.
- vi. Action to award the bid for Fold and Form PVC/UV CIPP on all items listed from Subsurface, Inc., Moorhead, MN.
- vii. Action to award the bid for Aggregate Base Stabilizer on all items listed from Team Laboratory Chemical Corp., Detroit Lakes, MN.
- viii. Action to award the bid for equipment rentals on all items listed from Equipment Share, Sioux Falls, SD, Holloway Construction, Parker, SD, and Meyer Services Inc., Volga, SD.

- I. Approval of 2025 Highway Bid Agreements:

Action: DO EACH MOTION SEPERATELY - Motion to Approve, Comments, Roll Call

Documents:

[Highway Purchase Agreements.pdf](#)

- i. Action to approve Agreement #26-10: an agreement with Bowes Construction, Inc. of Brookings, SD, for ¾" gravel.
 - ii. Action to approve Agreement #26-11: an agreement with Sterzinger Crushing of Taunton, MN, for ¾" crushed gravel.
 - iii. Action to approve Agreement #26-12: an agreement with L.G. Everist of Brookings, SD, for natural cover aggregate: #250 crushed quartzite rip rap "Class A," #150 erosion stone crushed quartzite, 1" x #4 crushed quartzite "Class A," crushed quartzite ballast #4, 3/8" pea rock, and icing sand.
 - iv. Action to approve Agreement #26-13: an agreement with Bowes Construction of Brookings, SD for HR class asphalt.
 - v. Action to approve Agreement #26-14: an agreement with Duininck, Prinsburg, MN (Watertown, SD) for HR class asphalt.
 - vi. Action to approve Agreement #26-15: an agreement with Bowes Construction, Inc. of Brookings SD for asphalt patching.
 - vii. Action to approve Agreement #26-16: an agreement with Jebro Inc. of Sioux City, IA for CRS2-P emulsion, CSS1H-3:1 emulsion, and MC-70 asphalt.
 - viii. Action to approve Agreement #26-17: an agreement with Subsurface Inc. of Moorhead, MN for fold and form PVC/UV CIPP.
 - ix. Action to approve Agreement #26-18: an agreement with Team Laboratory Chemical Corp., Detroit Lakes, MN for aggregate base stabilizer.
- J. Action to approve the updated Brookings County Strategic Plan.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Strategic Plan.pdf](#)

- K. Annual review of the South Dakota Open Meetings Laws per SDCL 1-25.

Action: Be it noted for minutes

Documents:

[Open Meeting Laws Guide.pdf](#)

10. Commission Department Director Report

Documents:

[Commission Dept Report.pdf](#)

- A. 2025 Year End Report

Documents:

[2025 Year in Review.pdf](#)

11. States Attorney's Office Report

A. Brookings County Statistics 2025

Documents:

[Brookings County Statistics 2025.pdf](#)

12. Commissioner Reports and Discussion Items

A. Correspondence Received

Documents:

[DANR to N6 Cattle Co - State Gen Permit App.pdf](#)
[DANR to Hammink - Amended Cert of Compliance.pdf](#)
[DANR to Hammink - As-Built Plans and Specs.pdf](#)
[DANR to N6 Cattle Co - 2017 Gen Permit, Amended Cert of Compliance.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

- *February 5, Thursday: Mental Health First Aid Training, 8:00 AM - 5:00 PM, Dakota Nature Park, registration through United Way*
- *February 16, Monday: Offices closed in honor of the Presidents Day holiday*
- *February 18, Wednesday: 2026 Stronger Together, Building Assets for Brookings, a Day for Suicide Prevention, 8:00 AM - 1:00 PM, Dacotah Bank Center, registration through United Way*
- *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.