



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

1. 8:30 AM Call to Order on Tuesday, March 8, 2022

2. Pledge of Allegiance

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

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. 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:

[02-22-2022 Commission minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 03082022.pdf](#)

D. Approval of cellular authorizations

Documents:

[Cell Authorizations - Byrd.pdf](#)

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:

[3.8.22 claims.pdf](#)

B. Department Head reports

i. Community Health - Jen Burns, RN

Documents:

[Community Health Report.pdf](#)

ii. Highway Department

Documents:

[2022 BIG Apps.pdf](#)

iii. BCOAC

Documents:

[BCOAC Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Update from Erin Thomas with Boys & Girls Club and Karlee Chapin, Youth Diversion Director

B. 10:00 AM - Break for Executive Session

8. Regular Business

A. Action to approve Agreement #22-27: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Argo Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-27 ROW Sioux Valley Energy.pdf](#)

B. Action to approve Agreement #22-28: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Argo Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-28 ROW Sioux Valley Energy.pdf](#)

- C. Action to approve Agreement #22-29: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Argo Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 22-29 ROW Sioux Valley Energy.pdf](#)

- D. Action to approve Abatement #22-26: an abatement application made by NE Hanson, LLC for parcel #04000-11049-202-00 in the amount of \$302.39.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatements Letter.pdf](#)
[Abatement 22-26.pdf](#)

- E. Action to approve Abatement #22-27: an abatement application made by Sunchase LTD for parcel #40330-00700-000-02 in the amount of \$7,571.32.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-27.pdf](#)

- F. Action to approve Abatement #22-28: an abatement application made by John H. Mills, Et Ux for parcel #40487-00000-000-00 in the amount of \$119.00.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-28.pdf](#)

- G. Action to approve Abatement #22-29: an abatement application made by access Holdings, LLC for parcel #21276-10949-062-00 in the amount of \$143.10.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-29.pdf](#)

- H. Action to approve Abatement #22-30: an abatement application made by RCS Development, Inc. for parcel #40960-10949-062-00 in the amount of \$92.98.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-30.pdf](#)

- I. Action to approve Abatement #22-32: an abatement application made by Western Estates MHP, LLC for parcel #40970-10949-062-00 in the amount of \$1.75.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-32.pdf](#)

- J. Action to approve Abatement #22-34: an abatement application made by PMVK Limited for parcel #40960-10950-011-00 in the amount of \$3.92.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Abatement 22-34.pdf](#)

- K. Action to approve the low bid for structure improvements and guardrail for structure #06-112-080 in the amount of \$733,672.40 to Prahm Construction, Inc. of Slayton, MN.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Guardrail Project Bid Tab.pdf](#)

- L. Action to approve Change Order #012 in the amount of \$46,143 for the detention center project.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Change Order 012 - Detention Center.pdf](#)

- M. Action to approve a cash transfer in the amount of \$1,050,000 from General Fund 101 to Detention Center Project Fund 304.

Action: Motion to Approve, Comments, Voice Vote

- N. Action to approve a \$1,500 donation to the Uncle Sam Jam 2022 4th of July event.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Uncle Sam Jam Email.pdf](#)

- O. Action to declare coat racks as surplus property to be sold via online auction.

Action: Motion to Approve, Comments, Voice Vote

Documents:

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Detention Center Remodel Update.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

12. 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

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- April 15, Friday: County Offices will close at noon for Good Friday
- May 18, Wednesday - May 20, Friday: NACo Western Interstate Region Conference, Anchorage, Alaska

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.