



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, May 2, 2023

2. Pledge of Allegiance

3. 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.

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. Minutes

Documents:

[4-18-23 Commission Minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Education Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 05022023.pdf](#)

D. Cellular Authorizations

Documents:

[Cellular Authorizations.pdf](#)

E. Human Services report

Documents:

[Human Services - Commission Report.pdf](#)

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[5.2.23 claims.pdf](#)
[6.1.23 special claim 1.pdf](#)
[6.1.23 special claim 2.pdf](#)

B. Department Head reports

i. Highway

Documents:

[Highway Dept..pdf](#)

7. Regular Business

A. Action to approve Agreement #23-26: an Election Agreement between the City of Brookings, Brookings School District and Brookings County

Action: Motion to approve, Comments, Voice Vote

Documents:

[Agr 23-26 - Election Agreement.pdf](#)

B. Action to approve Retail (On & Off Sale) Malt Beverage & SD Farm Wine licenses for July 1, 2023 through June 30, 2024

Action: Motion to approve, Comments, Voice Vote

1. Brookings Country Club
2. Cuzbins, LLC (ABR)
3. Good Roots Farm & Gardens
4. K&K Enterprises/The Corner Gas & Goodies
5. Skyview Junction, LLC
6. SVK Properties, LLC (Midway Camp)
7. Wagon Wheel Resort, LLC

Documents:

[Licensing Report.pdf](#)

[Malt Beverage and SD Farm Wine License Applications.pdf](#)

- C. Action to approve a John Deere Investment Proposal Quote for a 2023 John Deere 744P Loader

Action: Motion to approve, Comments, Roll Call

Documents:

[JD Investment Proposal.pdf](#)

- D. Action to authorize the South Dakota Department of Legislative Audit to conduct a combined audit for fiscal years 2021 and 2022

Action: Motion to approve, Comments, Voice Vote

- E. Discussion and possible action to authorize bi-annual audits by the SD Department of Legislative Audit

Action: Motion to Approve, Comments, Voice Vote

- F. Discussion and possible action to provide additional funding for the Samara Avenue Reconstruction Project

Action: Motion to approve, Comments, Roll Call

Documents:

[Samara Avenue Update.pdf](#)

- G. Action to declare items as surplus property to sell via online auction or dispose of

Action: Motion to approve, Comments, Voice Vote

Documents:

[Surplus Items List.pdf](#)

- H. Action to authorize Sheriff Marty Stanwick to apply for a Highway Safety Grant

Action: Motion to approve, Comments, Voice Vote

- I. Action to approve a request to fill vacancy for a Courtroom Sheriff's Deputy

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Vacancy Request - Sheriffs Dept.pdf](#)

- J. Action to approve a request from James Smith to conduct a fireworks display for a wedding at Good Roots Farm & Gardens, 3712 Medary Ave., Brookings, on Saturday, May 13 at 9:30 p.m.

Action: Motion to Approve, Comments, Voice Vote

8. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

9. States Attorney's Office Report

10. Commissioner Reports and Discussion Items

A. Correspondence Received

Documents:

[Resilient Communities.pdf](#)

[LSS Thank You.pdf](#)

[DANR to Old Tree Farms 04-18-2023.pdf](#)

11. Executive Session - in accordance with SDCL 1-25-2(1)(4): personal and contract negotiations

Action: Motion to enter into Executive Session, Voice Vote

Action: Motion to come out of Executive Session, Voice Vote

12. Action to approve a request to fill vacancy in the State's Attorney's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Vacancy Request - States Atty.pdf](#)

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

1. May 5, Friday – Grand Re-Opening & Open House for ID8 Architecture, 3:30 PM – 6:30 PM, 418 Main Ave., Brookings
2. May 10, Wednesday – SD Resilient Community sessions: Overcoming Adversity Together, 10:00 AM – 12:00 PM, Swiftel Center, Brookings
3. May 18, Thursday – United Way Ribbon Cutting, 3:00 PM – 6:00 PM, 908 Hope Drive, Brookings
4. May 29, Monday – County offices closed in honor of the Memorial Day holiday.
5. June 12-16 – City & County Safety Week
 1. June 15, Thursday – Annual Safety Picnic, 11:00 AM – 2:00 PM, BCOAC
6. June 26, Monday – Budget Hearings, 8:00 AM – 5:00 PM, Government Center Community Room
7. August 9, Wednesday – Save the Date: Conservation District Annual Tour

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.