



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, May 19, 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:

[05-05-2020 Minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 05192020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

B. Department Head reports

C. Finance Officer's Report

Be it Noted:

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

Documents:

[Finance Officer Report.pdf](#)

- i. Action to approve the second quarter 2020 general fund transfers to the Road & Bridge Fund and Emergency Management Fund per budget appropriations.

Action: Motion to Approve, Comments, Voice Vote

- a. From General Fund 101-4-911-4294 to Highway & Bridge Fund 201-3-371-0000 in the amount of \$750,000.
- b. From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,250.

7. Scheduled Agenda Items

A. 9:00 AM - Brookings Fire Chief Darrell Hartmann

- i. Action to approve an expense from the Fire Department Long Term Fund in the amount of \$81,288.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Fire Dept Claim.pdf](#)

B. 9:05 AM - Nicole Biever or Tim Lease with the Boys & Girls Club

- i. Action to approve the Alternatives to Detention Support Subgrant Application.

Action: Motion to Approve, Comments, Roll Call

Documents:

[2020 ATD Support Application with Attachments.pdf](#)

C. 10:20 AM - Executive Session - in accordance with SDCL §1-25-2(4)(6): contract negotiations and security.

8. Regular Business

A. Action to approve Resolution #20-21: a plat of Lot 1 of Richarz Addition in the SE ¼ of Section 35, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 20-21 2020plat009.pdf](#)

- B. Action to approve Resolution #20-22: a resolution limiting vote center locations for the June 2, 2020 Primary Election.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 20-22 Limiting Vote Centers.pdf](#)

- C. Action to approve Agreement #20-23: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-23 BIG.pdf](#)

- D. Action to approve Agreement #20-24: an application for occupancy of right-of-way of county highways made by Gene & Ann Blondheim in Laketon Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-24 ROW Blondheim.pdf](#)

- E. Action to approve the following renewals for on/off sale malt beverage and South Dakota farm wine licenses for July 1, 2020 through June 30, 2021.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Liquor License Renewal Letter.pdf](#)

- i. Brookings Country Club, Inc.

Documents:

[Brookings Country Club.pdf](#)

- ii. Cuzins, LLC (The Boathouse)

Documents:

[Cuzbins.pdf](#)

- iii. Beach Bums, Inc. (Danceland Campground)

Documents:

[Beach Bums.pdf](#)

- iv. William Ross (Good Roots Farm & Gardens)

Documents:

[William Ross.pdf](#)

v. Schade Vineyard, Inc.

Documents:

[Schade Vineyard.pdf](#)

vi. Skyview Junction, LLC

Documents:

[Skyview Junction.pdf](#)

vii. K&K Enterprises, Inc. (The Corner Gas & Goodies)

Documents:

[K, K Enterprises.pdf](#)

viii. Wagon Wheel Resort, LLC

Documents:

[Wagon Wheel Resort.pdf](#)

F. Action to approve a Request to Fill Vacancy for an Equipment Mechanic Fabricator/Welder in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Mech, Welder.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Report.pdf](#)
[City of Brookings Property Annexation 1.pdf](#)
[City of Brookings Property Annexation 2.pdf](#)
[Procedures for Due Process, Resolutions.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[DENR to Golden Dakota Farms, Manure Management.pdf](#)
[DENR to Golden Dakota Farms.pdf](#)

12. Executive Session

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *County offices will be closed Monday, May 25, 2020 in honor of the Memorial Day holiday.*
- *FY2021 budget hearings will be held on Thursday, June 18, 2020 starting at 8:00 AM in the Community Room (300) of the Brookings City & County Government Center in Brookings.*

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.