



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, March 3, 2026

2. Pledge of Allegiance

3. Approval of Agenda

Action: Motion to Approve, Request Comments, Voice Vote

4. Recognition of Employee Anniversaries

A. Ben Rentsch: 5 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:

[02-17-2026 County Commission minutes.pdf](#)

B. Travel & Education Requests

Documents:

[Travel Requests.pdf](#)

C. Personnel Action Notices

Documents:

[Personnel Action Notice Report 03032026.pdf](#)

D. Cellular Authorizations

E. Human Services Report

7. Routine Business

A. Approval of Claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[2.13.26 CREDIT CARDS.pdf](#)

[2.18.26 CREDIT CARD.pdf](#)

[3.3.26 Dept Register.pdf](#)

B. Department Head Reports

i. Finance Office

a. 2025 Finance Office Annual Report

Documents:

[2025 Annual Report.pdf](#)

ii. Register of Deeds

a. 2025 Register of Deeds Annual Report

Documents:

[Register of Deeds 2025 Annual Report.pdf](#)

8. Scheduled Agenda Items - 9:00 AM

A. Eric M. Pauli, Xcel Energy Community Relations Manager, SD

i. PowerOn Midwest - Project Presentation

Documents:

[PowerOn Midwest Presentation.pdf](#)

ii. PowerOn Midwest - Map

Documents:

[PowerOn Midwest Map.pdf](#)

9. Regular Business

A. Action to approve Resolution #26-07: a Resolution Declaring a Fire Danger Emergency in Brookings County and Prohibiting Open Burning.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Resolution 26-07.pdf](#)

B. Action to approve Resolution #26-08: a Resolution Establishing Fees to be Paid by Licensed Abstractors for Uncertified Copies of Recorded Documents in the Register of Deeds Office.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Resolution 26-08.pdf](#)

- C. Action to approve Agreement #26-21: the State of South Dakota Department of Public Safety Office of Emergency Management 2025 Local Emergency Management Performance Grant.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agreement 26-21.pdf](#)

- D. Action to approve Abatement #26-02: an abatement application made by Brookings Municipal Utilities for parcel #04000-11049-291-00 in the amount of \$2,409.53.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Staff Report Abatements 02, 03.pdf](#)
[Abatement 26-02.pdf](#)

- E. Action to approve Abatement #26-03: an abatement application made by Brookings Municipal Utilities for parcel #40071-00100-002-00 in the amount of \$38.04.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 26-03.pdf](#)

- F. Action to approve Abatement #26-05: an abatement application made by Clarence G. Lems for parcel #09100-11247-272-09 in the amount of \$883.54.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Staff Report Abatement 05.pdf](#)
[Abatement 26-05.pdf](#)

- G. Action to approve Abatement #26-08: an application for a late elderly and disabled assessment freeze.

Action: Motion to Approve, Comments, Voice Vote

Documents:

- H. Action to approve Abatement #26-09: an application for a late elderly and disabled assessment freeze.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 26-09.pdf](#)

- I. Action to approve all annual weed chemical bids for 2026, as presented.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Weed Chemical Bid Tab.pdf](#)

- J. Action to approve a Request to Fill Vacancy for a part-time female correctional officer in the detention center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Request to Fill Vacancy.pdf](#)

- K. Action to declare the following items as surplus property to be disposed of as part of the HVAC and boiler project for the Government Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Items - Photos.pdf](#)

- i. Four (4) variable speed drives
- ii. Cooling tower
- iii. Chiller 1
- iv. Chiller 2
- v. Chiller 3
- vi. Four (4) fluid pumps

- L. Discussion on 214th Street/County Road 16A, from 34th Avenue to Aurora City Limits, limiting truck traffic.

Action: Discussion Only, Give Future Directions to Staff

M. Commission Projects Information

Action: Discussion Only, Give Future Direction to Staff

Documents:

[Commission Projects Spreadsheet.pdf](#)

- i. Generator Discussion - Emergency Management trailer
- ii. Elkton Ambulance Discussion

10. Commission Department Director's Report

Documents:

[Commission Dept Dir Report.pdf](#)
[ByLaws.pdf](#)
[Public Comments Policy.pdf](#)
[Appointments Policy.pdf](#)
[Conflict of Interest Policy.pdf](#)
[PayTitle Change Request Policy.pdf](#)
[Pay-Ahead Claims Policy.pdf](#)
[IT Service, Software Policy.pdf](#)
[Media Relations Policy.pdf](#)
[Exempt Employee 27 Pay Period Policy.pdf](#)
[Code of Conduct.pdf](#)
[Pipeline Training Info.pdf](#)
[Museum Thank You.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

A. Correspondence received

13. Executive Session - in accordance with SDCL §1-25-2(1)(4): Personnel & Contract Negotiations

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

14. Action to approve Sick Leave Bank Request #26-01.

15. Adjournment

Action: Motion to Approve, Voice Vote

16. Public Notices

- *February 26, Thursday: Towns & Townships Meeting, 10:00 AM, BCOAC*
- *March 3, Tuesday: Bid opening for the 2026 Brookings County Asphalt & Chip Seal Projects, 2:30 PM, Government Center Community Room, Room 300*
- *March 7, Saturday: Elkton EMT Training Lunch, 12:00 PM, Elkton Community Center, 109 Elk Street, Elkton*
- *March 11, Wednesday: Babybel Expansion Groundbreaking Ceremony, 10:00 AM-11:30 AM, park at Domellie's Event Center to be bussed to the ceremony site*
- *March 12, Thursday: Brookings Public Library Board Meeting, 11:45 AM,*

Brookings Library

- *March 20, Friday: Brookings & Moody County Lincoln Day Dinner, 5:00 PM, Club 71 at SDSU*
- *April 2, Thursday: Taste of Brookings Celebration, 5:00 PM-7:30 PM, Club 71 at Dana J. Dykhouse Stadium*
- *April 8, Wednesday: South Dakota Pipeline Association Tactical Pipeline Response Training, 11:30 AM, Dacotah Bank Center*

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.