

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, JANUARY 6, 2026

The Brookings County Board of County Commissioners met in regular session with the following members present: Larry Jensen, Kelly VanderWal, Shawn Hostler, Doug Post and Dave Miller.

CALL TO ORDER

Finance Officer Lori Schultz called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Post, seconded by Miller to approve the agenda for the January 6, 2026 Commission Meeting. All members present voted “aye.” Motion carried.

REORGANIZATION OF THE BOARD

Motion by VanderWal, seconded by Jensen to appoint Shawn Hostler as Chairperson for 2026. All members voted “aye.” Motion carried.

Motion by Post, seconded by Miller to appoint Kelly VanderWal as Vice-Chairperson for 2026. All members voted “aye.” Motion carried.

CITIZEN INVITATION

No one signed in to speak to the board.

CONSENT AGENDA ITEMS

Motion by Post, seconded by VanderWal to approve the consent agenda. Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.” Motion carried.

The consent agenda consisted of the minutes from December 16, 2025 Commission Meeting.

Travel Requests: DJ Reker to attend training on December 18, 2025 in Aberdeen; Commissioners, Department Heads and/or their designee to attend the Legislative Session in Pierre; Commissioners, Department Heads (or designees) to attend Brookings Day at the Capitol on January 21, 2026 in Pierre; Commissioners, Department Heads and/or designees to attend Sioux Valley Commissioners/10 -County Meetings for 2026 in April, August and November in Kingsbury

County, Hamlin County, and Moody County; Kristen Witchey & Stacy Steffensen to attend 2026 SoDak SHRM State Conference on April 29th - May 1st in Oacoma, SD.

Personnel Action Notices: new hire- Equipment Operator Joshua Reeser at \$23.90, effective December 29, 2026; new hire - Part-time HR Assistant Madison Westall at \$22.28, effective January 5, 2026.

Human Services Report: case #25-70 for burial was approved; case #25-71 for rent was approved; case #25-74 for rent was approved; case #25-75 for rent was denied; case #25-77 for burial was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Jensen, seconded by VanderWal to approve the following claims. Roll call vote: Post "aye," Miller "aye," Jensen "aye," VanderWal "aye," Hostler "aye." Motion carried.

605 Custom Design LLC, Logo Apparel, \$412.00; A&B Business Inc, Copier Contract, \$701.47; A-i Computer Solutions, HDMI To Displayport Active Adap, \$159.98; ABM Manufacturing LLC, 3x5x3/4" Tube, \$35.00; Access Health-Brookings, Inmate Lienable Clinical Visit, \$1,150.00; Amazon Capital Services, Pipe Heating Cables, Key Holder/Cordless Vacuum, Toner For Veteran Service Office, Deputy/Jail/Admin Supplies, \$664.64; Asure Operations, LLC, Jobs Listed-Hireclick/Unlimited Jobs, \$149.00; Aurora Auto Body & Glass, Patrol Vehicle Repair, \$453.36; Aurora Quick Stop, Deputy Fuel, \$800.02; Banner Associates, Prof Services-Medary Twp Big Sioux River Diversion Channel, Str06-280-172, Str06-320-118, 214th Feasability/H&H Study, Str06-240-123/141, Str06-227-230, \$20,123.02; Bowes Construction, Samara Ave Project, \$88,914.95; Brookings City Utilities, Monthly Utilities/Fees, BCOAC Utilities/Irrigation, Western Ave/Swiftel, Water For Truck Shed, Courthouse/Lawn Irrigation, \$10,135.22; Brookings County Finance Office, Title&Reg 2026 Freightliner, \$28.70; Brookings County Food Pantry, 2026 Funding, \$7,000.00; Brookings-Deuel Rws, Bruce Shop, \$35.10; CC&F Retail, Inc, Refund Pkg Off Sale Liquor License, \$500.00; Century Business Products, Copier Contract, Copy Fees, \$758.16; CHS, Fuel Statement, \$6,318.46; Cook's Wastepaper & Recycling, Main/White Shop, \$273.13; Cornerstone Detention Products, Jail Repairs/Maintenance, \$2,332.50; Courtesy Plumbing Inc, Zurn Cartridge For Sink In 210, \$50.00; Den-Wil Inc, Jan Community Health Rent, \$1,050.00; Dmc Wear Parts, Cutting Edges, \$2,588.09; Eidsness Funeral Home, COP Burial, \$3,000.00; Ekern Home Equipment Co, Toiler Repair/Labor/Replacement, \$678.38; Eureka Township, Gopher Bounty Program, \$37.50; Fastenal Company, Filters For Courthouse, \$61.46; Fedex, Postage, \$19.70; First Bank & Trust, Dlvr.It Pro Annual, \$129.50; Fite & Pierce Law Office, Court Appointed Attorney, \$3,424.00; Foerster Distributing, Courthouse Janitorial Items, \$267.00; Fox Law Firm, PLLC, CAA Involuntary MI Hearing, \$225.57; GE Software Inc dba Ekos, 2026 Annual Contract, \$4,296.00; Jennifer Goldammer, Court Appointed Attorney, \$4,803.50; Patricia J Hartsel, Transcripts, \$944.50; Health Reimbursement, Health Reimbursement, \$120,800.00; Hillyard/Sioux Falls, Jail Janitorial Supplies, \$93.90; Hometown Service & Tire, Repairs-2007 Durango, \$261.64; Hy-Vee Food Store, Zoning Meeting Refreshments, \$14.98; Innovative Office Solutions, Treas Daily Balance Book, \$963.33; Kent

C Jensen, Santa, \$50.00; Johnson Controls Building, Service Agrmnt 12/1/25-5/31/26, \$21,202.23; Katterhagen, Mark, Inv MI Hearing, \$30.00; L&L Auto & Truck Parts, Battery Maintainer, \$16.77; L.G. Everist Inc, Icing Sand Tickets, \$3,431.75; Val Larson, Involuntary MI Hearing, \$30.00; Lowe's, Duramax/Whitewood, Maintenance Items For Courthouse, \$340.60; Manatron Inc, Marshall&Swift Rate Tables, \$6,706.76; Master Burn, Winterize Pressure Washer, \$169.58; Mediacom LLC, Courthouse Wifi, \$181.94; Michaels Fence & Supply, Gate Repair/Service, \$430.10; Minnehaha County JDC, 2025 JUV Housing Costs, \$296.14; Mix Dry Cleaners, Tablecloth Dry Cleaning, \$380.00; Moriarty Rentals, COP Rent, \$650.00; Nancy J Nelson, Court Appointed Attorney, \$1,761.60; North American Banking, Postage Machine Rental, \$360.00; Northwestern Energy, Monthly Utilities/Fees, Courthouse Natural Gas Usage, \$1,855.59; Nutrien Ag Solutions, Inc, Tree Chemical Killer, \$3,839.12; Oakwood Township, Gopher Bounty Program, \$594.00; Office Peeps Inc, Office Supplies, Batteries, File Folders, Tape, Thermal Paper, Ink, Envelopes, \$742.50; Oslo Township, Gopher Bounty Program, \$112.50; Outlaw Graphics, Graphics For Archery Range, \$310.00; Perry Electric Inc, Motorized Door Maintenance, \$600.00; Pheasantland Industries, Safety Apparel, \$1,620.70; PJ Iowa Lc, Meals For 12/11 PPCC/POD Mtg, \$102.45; Ramkota Hotel, Hotel Rooms, \$697.00; Razors Edge Grounds Keeping, Landscape Maint/Snow Removals/Nov Courthouse Grounds Maintenance, \$4,137.50; Reassurance Solutions, LLC, Jail Supplies/Data Monitor, \$6,000.00; Reserve Account, Postage, \$5,000.00; Robby's Auto Shop, Patrol Vehicle Maint/Repairs, \$241.49; Rude's Funeral Home Inc, COP Burial, \$3,000.00; Running's Supply Inc, Ammo/Tape Measure, Maintenance Items For CH, Softener Salt, \$207.49; Satellite Tracking Of People, GPS Monitoring, \$399.75; Schneider Geospatial LLC, 1st Quarter-Beacon Hosting/Maintenance, \$7,554.80; Schultz, Lori, 10-County Meeting Mileage, \$56.00; SD Assn Of Co Weed & Pest, Membership, \$75.00; SD Dept Of Revenue, Distress Warrant, OAC Sales & Use Tax Dec 2025, \$2,183.08; SD Planners Association, 3 Membership Dues, \$150.00; SD Sheriff's Association, 2026 Dues, \$1,531.25; SDACC, 2026 Membership Dues, \$9,001.00; SDML Workers' Comp Fund, 2026 Renewal Billing, \$126,984.00; Sign Solutions USA, Bridge Markers, \$2,570.71; Sioux Valley Cleaners Inc, December Janitorial For WIC, \$478.00; State Bar Of South Dakota, Derrick Johnson/Austin Oxner/Dan Nelson-2026 Bar Dues, \$1,400.00; Team Laboratory Chemical, Base One Totes, \$30,800.00; Teesdale Law Office PLLC, Court Appointed Attorney, \$1,386.00; Timmons Construction Inc, Highway Shop Remove/Replace, \$6,078.58; Town Of Sinai, 2025 Nov Sewer/Dec Garbage, \$66.00; Trinity Services Group, Inc, Inmate Meal Services, \$13,109.05; Trittech Software System, Central Square Software Upgrad, \$1,560.00; Truenorth Steel, Culverts-County Road 1, \$2,800.00; Turnwell Mental Health Of South Dakota, Case&File Review, Consult Ag, \$4,356.25; Tyler Technologies, Vetraspec State Solution Renewal, \$951.88; Verizon Wireless, Toughbook USB Hwy Dept Tablet, \$80.14; Vlex Fast Case, Inmate Law Library-Digital, \$500.00; Wageworks Inc, Healthcare-Benefit Period December, \$541.15; Walburg, Duane, Anima Control Mileage, \$70.38; Warrior Monk Academy LLC, Enhanced Concealed Carry Renewal, \$542.00; Windsor Estates, COP Rent, \$295.00; Kristin A Woodall, Transcripts, \$137.20; WW Tire Service Inc, Patrol Vehicle Maint/Repairs, \$2,601.08; Brookings City Utilities, Phone Service, COP Utilities, Monthly Utilities/Fees, Telephone For Office, \$1,155.35; Northwestern Energy, Natural Gas For Truck Shed, \$136.98; City Of Brookings, Oct 2025 E911 Money From State, \$51,246.88; SD Dept Of Revenue, Sale & Use Tax Return, \$776.24.

Department Head Reports

Highway Superintendent Brian Gustad said his department has been working on tree removal. Gustad said the annual bid opening for supplies and materials will be Tuesday, January 27th at 2:30 p.m. Gustad presented inventory totals to the board.

Sheriff Marty Stanwick said there are 38 inmates in jail and 93 individuals participating on the 24/7 sobriety program.

Stanwick said he will present a year-end report at the next meeting.

Finance Officer Lori Schultz said tax bills have been mailed to each property owner. Schultz reminded the public of the Disabled Veteran and Surviving Spouse program, as well as the Senior Citizens and Disabled Tax Assessment Freeze program.

Schultz said the deadline for filing nominating petitions for the primary election is March 31st by 5:00 p.m. She said if you are running as an independent candidate, your petition is due April 28th by 5:00 p.m. Schultz said she will be retiring sometime in 2026, so that position will also be available for someone to run for the remaining two years of her term.

County Development Director Robert Hill said there was a question at the last meeting regarding a \$14,000 payment from the disaster recovery fund. He said that payment was for the pre-mitigation plan.

Hill said he would like the Drainage Board to meet sometime to discuss the correspondence they've received regarding the Big Sioux River Drainage project. By consensus, the board agreed to meet as the Drainage Board at the first meeting in February.

Hill discussed upcoming dates.

REGULAR BUSINESS

The Commission held the First Reading of Ordinance #26-01: an Ordinance Providing for the Adoption of the 2021 International Building Code and 2021 International Residential Code.

The Second Reading and Public Hearing is scheduled for Tuesday, January 20, 2026 at 9:00 A.M.

Motion by Post, seconded by Miller to approve and authorize Chairperson VanderWal to sign Resolution #26-01: a Resolution Setting Pay for Election Officials in 2026.

Roll call vote: Miller "aye," Jensen "aye," VanderWal "aye," Post "aye," Hostler "aye."
Motion carried.

RESOLUTION #26-01

A RESOLUTION SETTING PAY FOR ELECTION OFFICIALS IN 2026

WHEREAS, it may be necessary to appoint election officials in 2026, and

WHEREAS, pursuant to SDCL 12-15-11, the fee paid to election officials shall be established annually by the Board of County Commissioners at its first meeting of the year.

NOW THEREFORE BE IT RESOLVED, by the Brookings County Board of County Commissioners, that for the year 2026, election officials shall be paid as follows:

Vote Center Deputy	\$16.00 per hour
Vote Center Superintendent	\$16.50 per hour
Post-Election Audit Official	\$16.00 per hour
Election School Attendance	\$25.00
“On Call” Election Officials	\$50.00

Passed and approved this 6th day of January 2026.

Shawn Hostler
Chairperson
Brookings County Commission

ATTEST:

Lori Schultz
Finance Officer
Brookings County

Motion by Jensen, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign Resolution #26-02: a Resolution Setting Vote Center Locations for Countywide Elections. Background information was provided by Finance Specialist Jenna Baker.

Roll call vote: Jensen “aye,” VanderWal “aye,” Post “aye,” Miller “aye,” Hostler “aye.” Motion carried.

RESOLUTION #26-02

A RESOLUTION SETTING VOTE CENTER LOCATIONS FOR COUNTYWIDE ELECTIONS

WHEREAS, the Brookings County Board of County Commissioners is required by SDCL 12-14-1 to establish the polling places for countywide elections; and

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Vote Center locations are as follows:

Aurora Impact Church	201 E Pine Street, Aurora, SD 57002
Bethel Baptist Church Area 1	714 17 th Avenue S, Brookings, SD 57006
Bethel Baptist Church Area 2	714 17 th Avenue S, Brookings, SD 57006
Brookings Activity Center	320 5 th Avenue, Brookings, SD 57006
Bruce Community Club	409 Jefferson Street, Bruce, SD 57220
Elkton Community Center	109 N Elk Street, Elkton, SD 57026
Holy Life Tabernacle	241 Mustang Pass, Brookings, SD 57006
Volga Community Center	109 Samara Avenue, Volga, SD 57071
White McKnight Hall	228 W Main Street, White, SD 57276

ALSO THEREFORE BE IT RESOLVED that this Resolution supersedes all previous resolutions pertaining to Vote Center locations.

Dated this 6th day of January, 2026.

Shawn Hostler
Brookings County Commission

ATTEST:

Lori Schultz
County Finance Officer

Motion by Post, seconded by Miller to approve and authorize Chairperson VanderWal to sign Resolution #26-03: a Resolution Setting Meeting Pay and Per Diem Rates for Volunteer County Boards for 2026.

Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.”
Motion carried.

RESOLUTION #26-04
A RESOLUTION SETTING MEETING PAY AND PER DIEM RATES
FOR VOLUNTEER COUNTY BOARDS FOR 2026

Be it resolved by the governing body of Brookings County, South Dakota:

That the official meeting pay and per diem rates are in effect for the year 2026 and become effective January 6, 2026.

Meeting Pay:

Weed Board Members:	\$40.00 per meeting
Zoning Board Members:	\$75.00 per meeting
Extension Board Members:	\$40.00 per meeting

Mileage

Reimbursed according to approved county policy which follows the current state rates.

Per Diem

Reimbursed according to approved county policy which follows the current state rates.

Passed and approved this 6th day of January, 2026

Shawn Hostler
Brookings County

Motion by Post, seconded by Jensen to approve and authorize Chairperson VanderWal to sign Resolution #26-04: a Resolution Establishing Hours of Operation for Brookings County Offices. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Post “aye,” Miller “aye,” Jensen “aye,” VanderWal “aye,” Hostler “aye.”
Motion carried.

RESOLUTION #26-04
A RESOLUTION ESTABLISHING HOURS OF OPERATION
FOR BROOKINGS COUNTY OFFICES

WHEREAS, SDCL 7-7-2 requires the Board of County Commissioners to establish the hours of operation for each county government office, except for the offices of the Sheriff and State's Attorney.

THEREFORE, BE IT RESOLVED by the Brookings County Board of Commissioners that the hours of 8:00 AM to 5:00 PM, Monday through Friday of each week, excluding holidays, are the standard business hours for most county departments, with the exception of the Brookings County Sheriff's Department and State's Attorney's Office.

BE IT FURTHER RESOLVED that due to the unique demands of the Brookings County Highway Department, primarily due to weather, the Highway Superintendent may establish a summer schedule (7:00 AM to 5:30 PM, Monday through Thursday) and a winter schedule (7:00 AM to 3:30 PM, Monday through Friday) for hours of operation; and

BE IT FURTHER RESOLVED that due to the unique demands of the Brookings County Weed & Pest Department the Weed & Pest Supervisor may establish a summer schedule based on the weather conditions. The Weed & Pest Supervisor's winter schedule for hours of operation are 7:00 AM to 3:00 PM, on Tuesdays;

BE IT FURTHER RESOLVED that due to the unique demands of the Brookings County Outdoor Adventure Center, the Director of the Outdoor Adventure Center may establish a schedule for hours of operation to accommodate the public use of the ranges and other events; and

BE IT FURTHER RESOLVED that every county government department shall post its hours of operation on the Brookings County website.

BE IT FURTHER RESOLVED that it is the policy of Brookings County to remain open during inclement weather except under the most extreme conditions. In such events, the Chairperson of the Board of County Commissioners or their designee may recommend closure due to traffic safety considerations.

BE IT FURTHER RESOLVED that Resolution #26-04 supersedes all previous resolutions pertaining to hours of operation for Brookings County Departments.

Dated this 6th day of January 2026.

Shawn Hostler
Chairperson
Brookings County

ATTEST:

Lori Schultz
Finance Officer
Brookings County

Motion by Post, seconded by Jensen to approve and authorize Chairperson VanderWal to sign Abatement #25-16: an Abatement Application made by Courtney Shyne for parcel #40999-00005-030-00 in the amount of \$218.54, plus a Brookings City special assessment of \$1,781.24.

Roll call vote: Miller "aye," Jensen "aye," VanderWal "aye," Post "aye," Hostler "aye."
Motion carried.

Motion by Post, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign Agreement #26-01: the 2026 Roberts County Jail Bed Per Diem contract. Background information was provided by Sheriff Marty Stanwick.

Roll call vote: Jensen “aye,” VanderWal “aye,” Post “aye,” Miller “aye,” Hostler “aye.” Motion carried.

Motion by Jensen, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign Agreement #26-02: a Juvenile Detention Center agreement between Brookings County and Beadle County.

Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign Agreement #26-03: an Election Agreement for Brookings County. Background information was provided by Finance Officer Lori Schultz.

Roll call vote: Post “aye,” Miller “aye,” Jensen “aye,” VanderWal “aye,” Hostler “aye.” Motion carried.

Motion by Miller, seconded by Post to approve and authorize Chairperson VanderWal to sign Agreement #26-04: a Short Form Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-153-200. Background information was provided by Highway Superintendent Brian Gustad.

Roll call vote: Miller “aye,” Jensen “aye,” VanderWal “aye,” Post “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign Agreement #26-05: a Short Form of Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-248-040.

Roll call vote: Jensen “aye,” VanderWal “aye,” Post “aye,” Miller “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by Jensen to approve and authorize Chairperson VanderWal to sign Agreement #26-06: a Short Form of Agreement between the Brookings County Highway Department and Banner Associates, Inc. for design and bidding services for SN 06-320-235.

Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.” Motion carried.

Motion by Miller, seconded by Post to approve the Brookings Register, Volga Tribune, Tri-City Star, and Elkton Record as the legal papers of Brookings County for 2026. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Post, seconded by Miller to approve the official depositories for Brookings County funds and moneys for 2026 as follows: Richland State Bank, BankStar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dacotah Bank, First Interstate Bank, and Central Bank.

All members voted “aye.” Motion carried.

Motion by Post, seconded by Jensen to approve the Rural Access Infrastructure Funding Application for 2026 for Aurora Township. Background information was provided by Commission Department Director Stacy Steffenen.

Roll call vote: Post “aye,” Miller “aye,” Jensen “aye,” VanderWal “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve the Rural Access Infrastructure Funding Application for 2026 for Eureka Township.

Roll call vote: Miller “aye,” Jensen “aye,” VanderWal “aye,” Post “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by Jensen to approve the Rural Access Infrastructure Funding Application for 2026 for Laketon Township #1.

Roll call vote: Jensen “aye,” VanderWal “aye,” Post “aye,” Miller “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve the Rural Access Infrastructure Funding Application for 2026 for Laketon Township #2.

Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by Miller to approve the Rural Access Infrastructure Funding Application for 2026 for Oak Lake Township #1.

Roll call vote: Post “aye,” Miller “aye,” Jensen “aye,” VanderWal “aye,” Hostler “aye.” Motion carried.

Motion by Jensen, seconded by Post to approve the Rural Access Infrastructure Funding Application for 2026 for Oak Lake Township #2.

Roll call vote: Miller “aye,” Jensen “aye,” VanderWal “aye,” Post “aye,” Hostler “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve the Rural Access Infrastructure Funding Application for 2026 for Oak Lake Township #3.

Roll call vote: Jensen “aye,” VanderWal “aye,” Post “aye,” Miller “aye,” Hostler “aye.” Motion carried.

Motion by VanderWal, seconded by Miller to approve the Rural Access Infrastructure Funding Application for 2026 for Sterling Township.

Roll call vote: VanderWal “aye,” Post “aye,” Miller “aye,” Jensen “aye,” Hostler “aye.”
Motion carried.

Motion by Post, seconded by VanderWal to approve the Rural Access Infrastructure Funding Application for 2026 for Volga Township.

Roll call vote: Post “aye,” Miller “aye,” Jensen “aye,” VanderWal “aye,” Hostler “aye.”
Motion carried.

Motion by Post seconded by Miller to approve and authorize Chairperson VanderWal to sign a Request to Fill Vacancy for four (4) temporary election workers in the Finance Department. Background information was provided by Finance Specialist Jenna Baker.

All members voted “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve cell phone reimbursements for 2026. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign the Brookings County Media Relations Policy. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Post, seconded by VanderWal to approve and authorize Chairperson VanderWal to sign the Exempt Employee Compensation Policy in 27-Pay-Period. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Post, seconded by Miller to approve Board Appointments and Liaison Assignments for 2026.

All members voted “aye.” Motion carried.

2026 BOARD APPOINTMENTS

2026

COMMITTEE/BOARD/DEPARTMENT

Hostler	BCOAC Advisory Board (monthly)
Jensen	BCOAC Advisory Board
Miller	Brookings Area Transit Authority (BATA) (quarterly)
Miller	Brookings County Regional Road Authority (as needed)
Post	Brookings County Regional Railroad Authority
Hostler	Brookings Regional Growth Alliance
Miller	Brookings Economic Development Corp - Alternate
Post	Brookings County Extension Board (quarterly)
Miller	Domestic Abuse Shelter
Miller	Brookings Behavioral Health & Wellness Board

Hostler	East Central Regional Communications Council (quarterly)
VanderWal	East Central Regional Communications Council
VanderWal	First District Association of Local Governments
Hostler	Growth Partnership Board
Jensen	Hospital Board - Ex-Officio
Miller	Housing & Redevelopment Commission
Miller	Inter-Lakes Community Action -Governing Board (bi-monthly)
Jensen	Joint Powers Board (quarterly)
Steffensen	Joint Powers Board
Jensen	Intergovernmental Meeting Group (quarterly)
VanderWal	Intergovernmental Meeting Group
Hostler	Local Emergency Planning Committee (LEPC) (quarterly)
VanderWal	Planning & Zoning Board Member (monthly)
Post	Planning & Zoning Board Member - Alternate
Hostler	Public Affairs Committee (monthly)
Post	Weed & Pest Board Member (quarterly)
Hostler	Youth & Family Services - Advisory Board for JDC
Hostler	Juvenile Detention Alternatives Initiative (JDAI)
Jensen	Medary Township Drainage
Post	Medary Township Drainage
Jensen	Samara Avenue Project
VanderWal	Samara Avenue Project
Jensen	214 th Street Project
VanderWal	214 th Street Project
Dave Erickson	County Coroner
Sheriff Stanwick	Deputy County Coroner
All Deputies	Deputy County Coroners
Gustad	Highway Superintendent - 2-year appointment

DEPARTMENT LIAISONS

Jensen	BCOAC
Post	Community Health
Hostler	Emergency Management
VanderWal	Equalization
Post	Extension
Post	Finance Office
Jensen	Highway
Miller	Register of Deeds
Hostler	Sheriff/Detention Center
Hostler	States Attorney/Courthouse/Human Services
Post	Weed & Pest
VanderWal	Zoning/Drainage

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen said the strategic plan could use a concentrated review and recommended scheduling a work session to work on it. By consensus, the board agreed to schedule a work session on Tuesday, January 20th.

Steffensen said the commission received an invitation for the Volga Fire Department County Feed on Monday, January 12th at 5:30 p.m. and an invitation for the PowerOn Midwest Open House on Wednesday, January 14th from 4:00 p.m. to 6:00 p.m.

Steffensen discussed upcoming dates.

States Attorney Dan Nelson said he will present an end-of-year report at the first meeting in February.

COMMISSIONERS' REPORTS & DISCUSSION ITEMS

Commissioner VanderWal attended the East Brookings Business Annual meeting.

Commissioner Post had nothing to report.

Commissioner Miller had nothing to report.

Commissioner Jensen attended a Conservation District meeting and attended the East Brookings Business Annual meeting.

Commissioner Hostler attended a BEDC Board meeting; attended a Brookings Regional Growth Alliance CEO Search meeting; attended a Brookings Regional Growth Alliance Board meeting; attended a Dakota BioWorx Announcement.

ADJOURNMENT

Motion by Jensen, seconded by VanderWal to adjourn the meeting. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, January 20, 2026 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. 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.

Jenna Baker
Finance Specialist
Brookings County