



Stacy Steffensen, Commission Department Director

Brookings County

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STAFF REPORT:

Routine Business:

- Be it Noted Items:
 - State law requires the wages to be listed in the minutes each year in January.
 - The volunteers are noted in the minutes for work comp purposes.

Scheduled Agenda Items:

- Second Reading – Ordinance 2026-01: Deputy County Development Director Richard Haugen provided a staff report on this item. This ordinance updates the building codes from the 2015 versions to the 2021 versions.
- Elkton Water/Sewer Improvements: Jeff McCormick with SPN will be at the meeting to discuss this project. Page 1 of the contract fully describes the scope of this project that involves our County Roads 30 and 33. This includes the intersection and railroad crossing improvement design work at West North Drive (Brookings Co. Rd. 30 or 217th Street) and Cornell Avenue (Brookings Co. Rd. 33 or 486th Avenue).

Regular Business:

- Resolution – Weight Limit Enforcements: This resolution sets weight limits on county roads and authorizes enforcement until signage is removed. A list of county roads is included with the resolution.
- ESRI Agreement: IT Administrator Shawn Plowman provided a staff report on this item. This is a 3-year agreement between the county, city, and BMU for ESRI software and service licensing. ESRI is our GIS mapping software.
- Johnson Controls Proposal: This is the final cost proposal for the chiller and boiler replacement project for the Government Center. The total cost is \$1,053,540 and would be split with the city at the standard 52%/48% cost-share. The county's responsibility would be just under \$550,000. There is money budgeted for this project.
- VSO Reimbursement: This request is to receive some reimbursement back for our VSO salary. Veterans Service Officer Matt Pillar reviewed the requirements and stated that he and Assistant VSO Rusty Brandsrud already attend the required trainings.
- Automatic Supplement: This is reimbursement from the City of Volga for the Samara Avenue Project.

Veterans Service Officer Report

- Rides: DAV-1; Other-5
- Outreach Events: 2
- Training: SDDVA Mini-Conference (via Teams)
- 2025 Benefit Payment Information: \$1,208,694 in retro payments; month over month increase of \$184,484.94. These are direct payments to our veterans and money being spent in our county.

Director's Report

- The December month-end General Fund surplus ended at 28% for the year. This is right where we want to be, and slightly above the 26.6% 10-year average.
- We received some updated information from Matt Brey, Area Engineer with the SDDOT regarding safety mitigation measures discussed last year. That email is included with my report. It also references some concerns about the potential for an increase in traffic to the South Dakota Soybean Processors plant in Volga. SDSP's website lists State Highway 30 as an alternate route to the plant other than State Highway 14. However, Highway 30 ends north of Brookings and turns into County Road 6 and then County Road 7 from Bruce, south to Highway 14. The map on their website shows the routes.
- The Strategic Plan review will be after Exec Session. Please take time to review this document ahead of time to be able to offer any suggestions for changes, if needed.
- Sheriff Stanwick will be giving a tour of the jail for commissioners if you are interested in doing so after the meeting.

Public Notices

- a. January 19, Monday – Offices closed in honor of the Martin Luther King, Jr Day holiday.
- b. January 21, Wednesday – Brookings Day at the Capitol, Pierre
- c. January 27, Tuesday – Bid Opening for Annual Highway Bids, 2:30 PM, Commission Office
- d. February 5, Thursday – Mental Health First Aid Training, 8:00 AM – 5:00 PM, Dakota Nature Park, registration through United Way
- e. February 16, Monday – Offices closed in honor of the President's Day holiday.
- f. February 18, Wednesday – 2026 Stronger Together, Building Assets for Brookings, a Day for Suicide Prevention, 8:00 AM – 1:00 PM, Dacotah Bank Center, registration through United Way
- g. February 26, Thursday – Towns & Townships Meeting, 10:00 AM, BCOAC



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Brookings County, South Dakota