



Stacy Steffensen, Commission Department Director

Brookings County

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STAFF REPORT:

9:00 AM Scheduled Agenda Items:

- Elkton Ambulance Presentation: Berniece Stuefen with the Elkton Ambulance will be at the meeting to discuss a request for funding for an ambulance garage.
- Brookings Public Library: Ashia Gustafson, Director of Library Services, will be at the meeting to give a report.

Regular Business:

- SDPAA Agreement: The county has our liability insurance through the South Dakota Public Assurance Alliance. Their board of directors recently updated the intergovernmental contract (IGC) and are asking all entities to approve the updated agreement. The changes are as follows:
 - The addition of language to Article V, which serves to clarify that no Member shall have more than one representative serving on the board at any one time. This is consistent with the intent of the IGC as previously written.
 - The reformatting of the content for Article IX, moving the notice rescinding paragraph to the top of the section. The relocation of this paragraph does not change or alter the prior version's language nor intent.
- TRANE Agreement: This is a 3-year service contract with TRANE for the HVAC system at the BCOAC. The annual costs are listed on the front page of the contract. BCOAC Director Joe Salvati will have additional information.
- Change Order #2: During construction, additional watermain improvements were requested by the City of Volga. All cost allocations for this change order will be at the City of Volga's expense. Because the county is a partner in this project, we still need to approve all change orders. The City of Volga approved this change order at their February 2nd meeting.
- Change Order #1: This agenda item has two action items. The first is approving a change order in the amount of \$75,733.11 for the structure and approach grading project for structure #06-227-230, PCN 08F4. The second action is to approve the claim for the change order amount to Timmon's Construction. Highway Superintendent Brian Gustad will have additional information.
- Vacancy Requests: There are four vacancy requests due to various reasons. Three are in the detention center, and one is for a part-time Weed & Pest Supervisor.

Veterans Service Officer Report

- ❖ Rides – DAV-3; Other-1
- ❖ Outreach Events – 4, including the newspaper interview for DAV drivers
 - There was good response to the newspaper article recruiting drivers for the DAV van, but the office is already seeing frustration with the onboarding process. If this push doesn't work due to the process, we've been talking to the Volunteer Service Bank and we're confident we can transition to working with them for rides with better results. We should have a good idea on how it's working out with DAV by the end of February.

Director's Report

- I would like to get consensus from the board to move forward with a supplemental budget resolution. There is money in fund balance that we need to get into the 2026 budget for the CitCo HVAC project, the library, the Samara Avenue project, and bridge projects.
- The January General Fund surplus was at 21%, just below the 10-year average of 22.6%. As usual, we will continue to monitor this percentage throughout the year.
- The Trout Extravaganza will be Saturday, May 16th from 9-4, and Sunday, May 17th from 10-4. A sign-up for volunteers will be sent out soon.

Public Notices

- a. February 16, Monday – Offices closed in honor of the President's Day holiday.
- b. February 21, Saturday – Legislative Coffee, 9:00 AM, Government Center Chambers
- c. February 25, Wednesday – SDDOT and City of Brookings Stakeholder Meetings for the Brookings Area Transportation Plan, 12:00 PM – 1:00 PM and 2:00 PM – 3:00 PM, Chambers, Government Center.
- d. February 25, Wednesday – SDDOT and City of Brookings public meeting/open house on Brookings Area Transportation Plan, 4:00 PM – 6:00 PM, Community Room (300), Government Center.
- e. February 26, Thursday – Towns & Townships Meeting, 10:00 AM, BCOAC
- f. 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.
- g. March 20, Friday – Brookings & Moody County Lincoln Day Dinner, 5:00 PM, Club 71 at SDSU.



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