



Stacy Steffensen, Commission Department Director

Brookings County

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STAFF REPORT:

9:00 AM Scheduled Agenda Items:

- Xcel Energy – PowerOn Midwest Project Presentation: Representatives from Xcel Energy will be at the meeting to discuss this proposed project. Their PowerPoint presentation and a map of the proposed route are included in the packet.

Regular Business:

- Burn Ban Resolution: This may or may not be needed at this time. The Commission can discuss the resolution based on current conditions.
- ROD Fee Resolution: This resolution increases the fees for abstractors' copies in the Register of Deeds Office. Register of Deeds Bev Chapman is requesting this change. The last update was in 2007 to this resolution.
- LEMP Grant Agreement: This is the Local Emergency Management Performance Grant agreement with the state. County Development Director Robert Hill asked to have this approved and will have additional information.
- Abatements: There are several abatements for approval. All are recommended for approval by both Finance Officer Lori Schultz and Equalization Director Jacob Brehmer.
- Weed Bids: The weed chemical bids were opened on Tuesday, February 17th. The board typically approves all bids, so availability of chemical isn't a concern.
- Vacancy Request: This request is due to an internal promotion.
- Surplus Items: These are all items that need to be surplus and will be disposed of from the HVAC project at the Government Center.
- 214th Street Discussion: This is discussion only on the possibility of limiting truck traffic on 214th Street/County Road 16A.
- Commission Projects Information: The updated "Commission Projects" funding spreadsheet is included in the packet. This is for commission review, and to discuss recent funding requests.

Director's Report

- As part of my staff report, I have included documents titled "Brookings County, South Dakota Board of Commissioners Bylaws, Rules of Procedure, and Policies," and "Code of Conduct for County Commissioners, Elected and Appointed Department Heads, Members of All Boards, Commissions, Committees, Task Forces, or Other Appointed Advisory Groups." The Commission has never had official bylaws and a location where policies are kept. I reviewed the bylaws from Pennington County, which also referenced the Code of Conduct document. These are here for your review over the next couple of weeks. If the board wishes to formally adopt these documents, I can add them as action items at the second meeting in March.

- We received a project schedule for the HVAC/Boiler project for the Government Center:
 - February 23 – cooling system demolition
 - March 9 – cooling tower demolition and expansion of the concrete pad
 - April 6 – delivery of the new chiller
 - April 16 – chiller startup
 - TBD – boiler installation
- On Wednesday, April 8th, there will be tactical pipeline response training through the South Dakota Pipeline Association, at 11:30 AM at the Dacotah Bank Center.
- The Commission received a ‘thank you’ note from the Brookings County History Museum. A copy is included with my report.

Public Notices

- a. March 3, Tuesday – Bid Opening for the 2026 Brookings County Asphalt & Chip Seal Projects, 2:30 PM, Government Center Community Room, Room 300.
- b. March 7, Saturday – Elkton EMT Training Lunch, 12:00 PM, Elkton Community Center, 109 Elk Street, Elkton.
- c. 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.
- d. March 12, Thursday – Brookings Public Library Board Meeting, 11:45 AM, Brookings Library
- e. March 20, Friday – Brookings & Moody County Lincoln Day Dinner, 5:00 PM, Club 71 at SDSU.
- f. April 2, Thursday – Retirement Party for Finance Officer Lori Schultz, 3:00 PM – 5:00 PM, Commission Chambers
- g. April 2, Thursday – Taste of Brookings Celebration, 5:00 PM – 7:30 PM, Club 71 at Dana J. Dykhouse Stadium.
- h. April 3, Friday – Offices close at 12:00 PM in honor of the Good Friday holiday.
- i. April 8, Wednesday – South Dakota Pipeline Association Tactical Pipeline Response Training, 11:30 AM, Dacotah Bank Center



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