



Commission Meeting
Brookings City & County Government Center
520 3rd Street
Chambers, Suite 310 (3rd floor)

1. **8:30 AM Call to Order on Tuesday, January 26, 2016.**
2. **Pledge of Allegiance**
3. **Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

Action items will be scheduled for a future meeting date.

4. **Approval of Agenda**
5. **Consent Agenda Items**

A. Approval of minutes.

Documents: [01-05-2016 Minutes.pdf](#), [01-12-2016 Minutes.pdf](#), [01-19-2016 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents: [Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents: [Personnel Action Notice Report.pdf](#)

D. Approval of the Human Services report.

Documents: [HHS Report.pdf](#), [Collections Report.pdf](#)

6. **Routine Business**

A. Approval of claims.

Documents: [2015 Claims Pd 1 26 16.pdf](#), [2016 Claims Pd 1 27 16.pdf](#), [Dept of Revenue 1 12 16.pdf](#)

B. Department Head reports.

i. County Development

Documents: [County Dev - 2015 End of Yr Report.pdf](#)

ii. Register of Deeds

Documents: [1 rod month report.pdf](#), [2 2015 2014 comparison.pdf](#), [3 docs filed.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Action to approve Chris Lilla as the Director of Equalization for Brookings County, effective January 26, 2016.

- *Brookings Mayor Tim Reed will be included in this vote pursuant to SDCL 10-3-3.*

Documents: [Personnel Action Notice - Equalization.pdf](#)

B. 9:15 AM - First District Association of Local Governments Executive Director Todd Kays: First District's Annual Report.

Documents: [First District Powerpoint.pdf](#), [2015 Brookings County Activities.pdf](#)

C. 9:45 AM - Discussion and possible action on Brookings County Extension Board Recommendations and 4-H Strategic Plan and Goals.

Documents: [Extension Recommendations.pdf](#)

8. Regular Business

A. Presentation of the Brookings County 2016 assessment plan and intentions.

Documents: [2016 Assessment Plan and Intentions.pdf](#)

B. Action to authorize the Finance Office to issue distress warrants to the Sheriff's Office for collection in accordance with SDCL 10-22-31.

Documents: [Finance Office Explanation.pdf](#), [Tax List.pdf](#)

C. Action to approve application #2016-01: an elderly or disabled tax freeze application.

Documents: [Finance Office Explanation.pdf](#), [Tax Freeze Apps.pdf](#)

D. Action to approve application #2016-02: an elderly or disabled tax freeze application.

Documents: [Finance Office Explanation.pdf](#), [Tax Freeze Apps.pdf](#)

E. Action to approve Resolution #16-04: a resolution setting weight limit enforcements on Brookings County highways.

Documents: [Weight Limit.pdf](#)

F. Action to approve Resolution #16-05: a resolution authorizing the purchase of one new 2016 tandem axle truck 64,000, G.V.W. 80,000 LB G.C.W.

Documents: [2016 Tandem Axle Truck.pdf](#)

G. Action to approve Resolution #16-06: a resolution authorizing the purchase of a dump body, hoist, hydraulics, truck plow hitch, with options: reversible plow, mid mount 10' wing, assist axle, pup pull plate and sand spreader, based upon the price established through the Brookings County bid process.

Documents: [Resolution 16-06 Dump Body, Hoist, etc..pdf](#)

H. Action to approve Agreement #16-01: a Joint Work Agreement between the Brookings County Highway Department and the Moody County Highway Department.

Documents: [Brookings and Moody County Joint Work Agreement.pdf](#)

I. Action to approve Agreement #16-02: a sublease agreement with the South Dakota Department of Health.

Documents: [Sublease with Dept of Health.pdf](#)

J. Discussion and possible action on restructuring the makeup of correctional officers in the jail.

Documents: [FT Correctonal Officer.pdf](#)

K. Discussion and possible action on creating a subcommittee for the jail expansion project.

L. Discussion and possible action on approving the 2016 Chamber Membership fees.

Documents: [Chamber Fees.pdf](#)

M. Presentation of the South Dakota Emergency Management Association Certificate designating County Development Director Robert Hill as a Certified Emergency Manager-Advanced.

Documents: [Emergency Manager Certification.pdf](#)

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Legislative Session Bills.pdf](#), [Grassroots SB2.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [DENR Air Quality Notice.pdf](#), [Reception for Councilor Meyer.pdf](#), [Boys and Girls Club Thank You.pdf](#)

12. Adjournment

13. Public Notices

- *January 26, Tuesday: Optimist's Club Breakfast, 6:45 a.m. at the Econolodge in Brookings.*
- *January 26, Tuesday: County Holiday Party at 5:00 p.m. at the Brookings VFW.*
- *January 27, Wednesday: South Dakota Pipeline Association's Coordinated Response Exercise for Pipeline program at 11:30 a.m. at the Swiftel Center.*
- *January 27, Wednesday: Reception honoring City Council Member Scott Meyer from 5:00-7:00 p.m. at the Homestead Co-working Space, 311 3rd St., Brookings.*

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 American's With Disabilities Act.