



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

1. **8:30 AM Call to Order on Tuesday, February 9, 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: [01-26-2016 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 cellular authorizations.

Documents: [Cellular Authorizations.pdf](#)

E. Approval of the Human Services report.

Documents: [HHS Report.pdf](#)

6. **Routine Business**

A. Approval of claims.

Documents: [Feb 2016 Cell Phones 2 09 16.pdf](#), [Claims Paid 2 09 16.pdf](#)

B. Department Head reports.

i. Department of Equalization

Documents: [Equalization Dates.pdf](#)

ii. County Development Department

Documents: [County Dev Report.pdf](#)

iii. Finance Officer's report.

Be it noted items:

1. *Auditor's Account with the Treasurer*
2. *Payroll & Additive Totals*
3. *Highway Expenditure Report*
4. *Register of Deeds Statement of Fees Collected*

Documents: [Finance Officer Report.pdf](#)

a. Action to approve the following transfers as per budget appropriations for the first quarter of 2016:

1. *From General Fund 101-4-911-4294 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.*
2. *From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,568.*
3. *From General Fund 101-4-911-4298 to Register of Deeds Relief Fund 250-3-371-0000 in the amount of \$3,239.25.*

C. Be it noted items:

i. Volunteers recognized by Brookings County for work comp purposes.

Documents: [RSVP List.pdf](#), [Radio Club and Storm Spotters.pdf](#)

ii. County employee wages for 2016.

Documents: [2016 Wages.pdf](#)

iii. The Board agrees to accept at \$25,000 in-kind credit with L.G. Everist of Brookings as part of their contribution for the 34th Avenue project.

iv. Authorize Chairperson Krogman to sign the South Dakota Office of Emergency Management Report of Personnel Action for Robert Hill.

Documents: [Report of Personnel Action - Hill.pdf](#)

v. Authorize Chairperson Krogman to sign the South Dakota Office of Emergency Management Report of Personnel Action for Richard Haugen.

Documents: [Report of Personnel Action - Haugen.pdf](#)

7. Scheduled Agenda Items

A. 9:15 AM - Logan Zeisler with Delta Chi to discuss the Boulevard Tree Project.

i. Discussion and possible action to fund the Boulevard Tree Project.

B. 1:00 PM - Public Hearing on the Comprehensive Land Use Plan for Brookings County.

Documents: [Planning Commission Notes.pdf](#),
[BroCoCompPlanPZAdopted012616Cleanw-amendments.pdf](#)

i. Discussion and possible action on Resolution #16-07: a resolution adopting the Comprehensive Land Use Plan for Brookings County, as provided for in SDCL 11-2.

8. Regular Business

A. Action to approve a Request to Fill Vacancy for the Deputy Director of Equalization in the Equalization Department.

Documents: [Request to Fill Vacancy - Equalization.pdf](#)

B. Action to approve Agreement #16-03: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Agr 16-03 - ROW Sioux Valley Energy.pdf](#)

C. Action to approve Agreement #16-04: an agreement to provide for the striping and continuing maintenance of County Roads within Brookings County.

Documents: [Agr 16-04 - Striping and Maintenance.pdf](#)

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

- *Tabled from January 26, 2016: "Motion by Pierce, seconded by Miller to approve the 2016 Chamber Membership fee of \$900."*

Documents: [Chamber Membership Info.pdf](#)

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Tentative SDACC Agenda.pdf](#), [4th Qtr Community Health Report.pdf](#), [Retirement Invitation - Dragseth.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [Brookings Health System Email.pdf](#), [BCYMP Thank You.pdf](#), [Conservation Dist Minutes.pdf](#), [Build Dakota Scholarship Fund.pdf](#), [Brookings Backpack Request.pdf](#), [DENR to Crosswind Jersey.pdf](#)

12. Adjournment

13. Public Notices

- *February 15, Monday: County Offices will be closed in honor of Presidents' Day.*
- *February 19, Friday: Retirement party for Director of Equalization Joyce Dragseth in the Chambers from 2:00-4:00 PM. There will be a short program at 3:00 PM.*

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.