



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

1. **8:30 AM Call to Order on Tuesday, March 21, 2017.**
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:

[03-07-2017 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:

[HS Report.pdf](#)

6. **Routine Business**

**A. Approval of claims.**

Documents:

[Claims Pd 3.21.17.PDF](#)

**B. Department Head reports.**

**C. Finance Officer's report.**

*Be it noted:*

- *Auditor's Account with the Treasurer*
- *Payroll & Additive Totals*
- *Highway Adjustments*
- *Register of Deeds Statement of Fees Collected*

Documents:

[Finance Officer Report.pdf](#)

**i. Presentation of the 2017 Investment Policy Monies and Transfers Report.**

- *Be it noted, the 2017 Investment Policy Monies and Transfers were presented to the Board.*

Documents:

[2017 Investment Policy Monies and Transfers.pdf](#)

**ii. Presentation of the 2016 Annual Report.**

- *Be it noted, the 2016 Annual Report was presented to the Board.*

Documents:

[2016 Annual Report.pdf](#)  
[Balance Sheet.pdf](#)  
[Reconciliation of the Govt Funds Balance Sheet.pdf](#)  
[Reconciliation of the Statement of Revenues etc..pdf](#)  
[Statement of Activities.pdf](#)  
[Statement of Net Positions.pdf](#)  
[Statement of Revenues, Expenditures, etc..pdf](#)

**7. Scheduled Agenda Items**

**A. 9:30 AM - 2016 Annual State's Attorney's Statistics Report.**

Documents:

[Brookings County Statistics.pdf](#)  
[Juvenile Statistics.pdf](#)

**B. 10:00 AM - Jack Otta with the Lake Sinai Association: discussion on a maintenance schedule for the outlet flow of Lake Sinai in the road right-of-way.**

**8. Regular Business**

**A. Action to approve Resolution #17-08: a resolution reaffirming Brookings County's values of inclusion, respect, tolerance, equality, and justice, and the**

**County's Commitment toward action to reinforce these values.**

Documents:

[Res 17-08 Values.pdf](#)

- B. Action to approve Resolution #17-09: Plat of "Block 2 and Block 3, VanLaecken's Addition in the SE1/4 of Section 22, T109N, R50W of the 5th P.M., Brookings County, South Dakota."**

Documents:

[Res 17-09 2017plat002.pdf](#)

- C. Action to approve Resolution #17-10: Plat of "Lot 1 Landsman Addition in the NW1/4 of Section 26, T110N, R48W of the 5th P.M., Brookings County, South Dakota."**

Documents:

[Res 17-10 2017plat003.pdf](#)

- D. Action to approve Resolution #17-11: a bridge inspection program resolution for use with SDDOT retainer contracts.**

Documents:

[Res 17-11 Bridge Inspection.pdf](#)

- E. Action to approve Agreement #17-18: a purchase agreement between Brookings County and Sterzinger Construction of Elkton, SD for 3/4" crushed gravel.**

Documents:

[Agr 17-18 Purchase Agreement.pdf](#)

- F. Action to approve Agreement #17-19: a purchase agreement between Brookings County and Sterzinger Construction of Taunton, MN for 3/4" crushed gravel.**

Documents:

[Agr 17-19 Purchase Agreement.pdf](#)

- G. Action to approve the 2017 annual weed bid on all items listed to Van Diest Supply Co of Wayne, NE.**

Documents:

[Bid Tab.pdf](#)

- H. Action to approve a Request to Fill Vacancy for a Weed Enforcement Officer in the Weed Department.**

Documents:

[RFV - Weed Enforcement Officer.pdf](#)

**I. Action to approve a Request to Fill Vacancy for a truck driver in the Weed Department.**

Documents:

[RFV - Truck Driver.pdf](#)

**J. Discussion on resolutions for the County Site Analysis Program Phase II.**

Documents:

[Lake County Site Analysis Resolution.pdf](#)  
[Proposed Site Analysis Resolution.pdf](#)

**K. Discussion/possible action on approving the updated Employee Policies and Procedures manual for Brookings County.**

Documents:

[Draft Employee Manual.pdf](#)

**L. Action to request funds from the Fire Department Long Term Fund for the Elkton Fire Department in the amount of \$36,500.**

Documents:

[Fire Dept Request.pdf](#)

**9. Commission Department Director Report**

Documents:

[Commission Report.pdf](#)  
[Website Updates.pdf](#)  
[Sioux Valley Commissioners Assoc Agenda.pdf](#)

**10. Deputy States Attorney's Report**

**11. Commissioner Reports and Discussion Items**

**A. Correspondence received.**

Documents:

[DENR - Kodiak Pork.pdf](#)

**12. Executive Session**

- *In accordance with SDCL 1-25-2(4) contract negotiations.*

**13. Adjournment**

**14. Public Notices**

- *Public Hearing - Brookings County Detention Center Expansion. Monday, April 3,*

*2017 at 7:00 p.m. in the Brookings City & County Government Center Commission Chambers.*

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**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.