



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 22, 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: [03-08-2016 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: [HS Report.pdf](#)

6. **Routine Business**

A. Approval of claims.

Documents: [Claims Pd 3 22 16.pdf](#), [March Dept of Revenue.pdf](#)

B. Department Head reports.

i. Sheriff's Office

Documents: [Detention Center Statistics.pdf](#)

C. Finance Officer's report.

i. Presentation of the 2015 Annual Report.

- *Be it noted, the 2015 Annual Report was presented to the Board.*

Documents: [2015 Annual Report.pdf](#)

ii. Presentation of the 2016 Investment Policy Monies and Transfers.

- *Be it noted, the 2016 Investment Policy Monies and Transfers were presented to the Board.*

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

iii. Finance Officer's report for February 2016.

Be it noted items:

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

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

7. Scheduled Agenda Items

A. 1:00 PM - Work Session on Strategic Plan and Work Plan for Brookings County.

Documents: [Strategic Plan.pdf](#), [Work Plan Topics May 5.pdf](#), [Works Session Topics April 21.pdf](#)

8. Regular Business

A. Action to approve the 2016 Annual Weed Bids to low bid on all items listed to Ramsdell's of Brookings, SD.

Documents: [Chemical Bids.pdf](#)

B. Action to approve Agreement #16-24: a retention letter to contract with attorney Steve Bogue to conduct union negotiations.

C. Action to approve Agreement #16-25: a Memorandum of Understanding between SDSU Extension and Brookings County.

Documents: [SDSU Extension SD Counties MOU.pdf](#)

D. Action to approve Agreement #16-26: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Agr 16-26 ROW Sioux Valley Energy.pdf](#)

E. Action to approve Agreement #16-27: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Agr 16-27 ROW Sioux Valley Energy.pdf](#)

F. Action to approve Agreement #16-28: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Agr 16-28 ROW Sioux Valley Energy.pdf](#)

G. Action to approve Resolution #16-11: a resolution authorizing the purchase of concrete pipe based upon the price established through the Lincoln County, SD bid process.

Documents: [Res 16-11 Concrete Pipe.pdf](#)

H. Action to approve Resolution #16-12: a resolution to formally establish the Brookings County Jail Expansion Advisory Committee.

Documents: [Res 16-12 Jail Expansion Comm.pdf](#)

I. Action to approve an Automatic Supplement for the Sheriff's Office in the amount of \$500.00, an insurance reimbursement payment.

Documents: [Automatic Supplement Sheriff.pdf](#)

J. Discussion and possible action on a wage grade change for the Deputy Finance Officer.

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

K. Discussion on a Vote Center location on the SDSU campus.

Documents: [Vote Center Letter.pdf](#)

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Surplus Cash Analysis.pdf](#), [DOT Notice of Award 06-120-053.pdf](#), [DOT Notice of Award 06-169-238.pdf](#), [DOT Notice of Award 06-169-239.pdf](#), [DOT Notice of Award 06-240-123.pdf](#), [Alcoholic Beverage Fund Distribution.pdf](#), [Legislative Update.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [Elkton Library Thank You.pdf](#)

12. Adjournment

13. Public Notices

- *March 23, Wednesday: Quarterly meeting of the Sioux Valley Commissioners Association. 12:00 p.m. at the Brookings City & County Government Center.*
- *March 29, Tuesday: Meeting regarding 468th Avenue with SDDOT staff at 10:00 a.m. in the Community Room of the Brookings City & County Government Center.*

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.