



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

1. **8:30 AM Call to Order on Tuesday, October 18, 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:

[10-04-2016 Minutes.pdf](#)
[10-12-2016 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:

[Human Services Report.pdf](#)

6. **Routine Business**

A. Approval of claims.

Documents:

[Claims Pd 10.18.16.PDF](#)

B. Department Head reports.

i. Community Health

Documents:

[Community Health Quarterly Report.pdf](#)

C. Finance Officer's report.

Be it noted:

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

Documents:

[Finance Officer Report.pdf](#)

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

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

7. Scheduled Agenda Items

8. Regular Business

A. Action to approve use of long-term fire department funds in the amount of \$16,000 for the purchase of a truck for the Badger Fire Dept.

Documents:

[Firetruck.pdf](#)

B. Action to approve Agreement #16-93: an amendment to Agreement #15-94: an agreement for License & Services with Tyler Technologies regarding the Document Pro software (originally approved November 3, 2015).

Documents:

[Tyler Amendment.pdf](#)

C. Action to approve Agreement #16-94: a Delinquent Tax Payment Agreement in the amount of \$4,660.75.

Documents:

D. Action to approve Agreement #16-95: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[ROW Sioux Valley Energy.pdf](#)

E. Action to approve Resolution #16-30: a plat of Lot 4 of Moss Addition in the N 1/2 of Section 32, Township 109 North, Range 47 West of the 5th P.M., Brookings County, South Dakota.

Documents:

[2016plat009.pdf](#)

9. Commission Department Director Report

Documents:

[Commission Dept Director Report.pdf](#)
[Surplus Cash Analysis.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents:

[Domestic Abuse Shelter Letter.pdf](#)
[DENR - Crosswind Jerseys.pdf](#)

12. Executive Session

In accordance with SDCL 1-25-2(1)(3)(4): Personnel, consulting with legal counsel, contract negotiations.

13. Adjournment

14. Public Notices

- *October 18, Tuesday: The Board has been invited to attend the Brookings City Council's study session at 5:00 p.m. at the Brookings City & County Government Center.*
- *October 18, Tuesday: The Board has been invited to attend a tour of the Novita facility at 6:00 p.m.*
- *October 20, Thursday: Brookings Chamber of Commerce Think Local Showcase, 5:00 p.m.-7:00 p.m. at Swiftel Center.*
- *October 22, Saturday: Hobo Day Parade and Festivities*
- *October 27, Thursday: Brookings City & County Wellness Fair, 7:00 a.m.-11:00 a.m. at the Brookings City & County Government Center*
- *November 1, Tuesday: The Board has been invited to attend a tour of the Novita facility at 6:00 p.m.*
- *November 7, Monday: The Board has been invited to attend the Prairie Nightingale Society's event-dinner and tours of the new Brookings Health System Medical Plaza from 6:00 p.m. to 8:00 p.m.*

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.