



**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 22, 2019**

**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**

*Action: Motion to Approve, Request Comments, Voice Vote*

**5. Consent Agenda Items**

*Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call*

A. Approval of minutes.

Documents:

[01-08-2019 Minutes.pdf](#)

[01-15-2019 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents:

[Personnel Action Notice Report0122.pdf](#)

D. Approval of the Human Services report.

Documents:

[Human Services Report.pdf](#)

**6. Routine Business**

A. Approval of claims.

Documents:

[2018 Claims Payable 1.22.19.pdf](#)  
[2019 Claims Payable 1.23.19.pdf](#)  
[Dept of Revenue 1.10.19.pdf](#)

B. Department Head reports.

i. Community Health Quarterly Report

Documents:

[Community Health Report.pdf](#)

ii. County Development Department

Documents:

[County Dev Report.pdf](#)

C. Finance Officer's report.

*Action: Be it Noted items must be read and noted in the minutes.*

*Be it noted items:*

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

Documents:

[Finance Officer Report.pdf](#)

**7. Scheduled Agenda Items**

A. 9:00 AM - Presentation on AT&T FirstNet.

**8. Regular Business**

A. Action to approve Resolution #19-03: a resolution setting weight limit enforcements on Brookings County highways.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 19-03 Highway Weight Limits.pdf](#)

B. Action to approve Resolution #19-04: a resolution appointing an applicant agent for the Hazard Mitigation Grant Program.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 19-04 Hazard Mitigation Grant.pdf](#)

C. Action to remove Resolution #18-51 from the table (resolution tabled December 18,

2018).

*Action: Motion to Approve, Voice Vote*

- i. Discussion and possible action regarding Resolution #18-51: a resolution modifying the Brookings County Highway System due to the review of the primary county highway system.

Documents:

[Res 18-51 Highway System Modification.pdf](#)

- a. Motion was made by Jensen, seconded by Krogman to approve on December 18, 2018.

*Action: Motion to Approve, Comments, Roll Call*

- D. Action to approve Agreement #19-02: a Memorandum of Understanding between SDSU Extension and Brookings County.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 19-02 MOU SDSU Extension.pdf](#)

- E. Action to approve Agreement #19-03: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Agr 19-03 ROW Sioux Valley.pdf](#)

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

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Unpaid Mobile Homes and Buildings.pdf](#)

- G. Action to approve cell phone reimbursements for 2019.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Cell Phone Reimbursements.pdf](#)

- H. Action to approve and publish the rates/salaries for County employees for fiscal year 2019.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[2019 County Employee Wages.pdf](#)

- I. Action to declare two water heaters as surplus property to be disposed of.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Surplus Items.pdf](#)

- J. Action to appoint an Archery Range Committee member to the Brookings County Outdoor Adventure Center Advisory Board.

*Action: Motion to Approve, Comments, Voice Vote*

- *Tom Krier*
- *Paul Wiese*

Documents:

[BCOAC Board - Krier.pdf](#)  
[BCOAC Board - Wiese.pdf](#)

- K. Discussion on the updated Work Plan for Brookings County.

Documents:

[Work Plan Topics 01-22.pdf](#)

## **9. Commission Department Director Report**

Documents:

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

## **10. States Attorney's Office Report**

## **11. Commissioner Reports and Discussion Items**

## **12. Executive Session - in accordance with SDCL §1-25-2(1): Personnel**

*Action: Motion to Enter into Executive Session, Voice Vote*

*Action: Motion to Come Out of Executive Session, Voice Vote*

## **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

## **14. Public Notices**

- *January 21, Monday: County offices will be closed in honor of the Martin Luther King Jr. Day holiday.*
- *February 12, Tuesday: Optimist Club Youth in Government Breakfast, 7:00 a.m. at Prairie Cafe in Brookings.*
- *February 18, Monday: County offices will be closed in honor of the President's Day holiday.*

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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 Americans With Disabilities Act.

