



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 20, 2018

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:

[02-06-2018 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 2.20.18.pdf](#)
[Feb Dept of Revenue 2.12.18.pdf](#)

B. Department Head reports.

- i. Finance Office - staff report for agenda items

Documents:

[Finance Office Staff Report.pdf](#)

C. Finance Officer's report.

Be it noted:

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](#)

- i. Action to approve transfers as per budget appropriations for the first quarter of 2018.

1. *From General Fund 101-4-911-4294 to Highway and 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 \$18,517.75.*

7. Scheduled Agenda Items

A. 9:00 AM - Joseph Stahl - Norfeld Colony

- i. Discussion on lack of action on the easement request at the February 6, 2018 commission meeting.

Documents:

[Norfeld Colony Easement App.pdf](#)

B. 9:30 AM - Second Reading and Public Hearing of Ordinance #2018-01: an ordinance establishing a 25 mile per hour speed limit upon a portion of County Road 23.

- i. Second Reading
- ii. Public Hearing
- iii. Action to approve Ordinance #2018-01: an ordinance establishing a 25 mile per hour speed limit upon a portion of County Road 23.

Documents:

[Ord 18-01 25 MPH Co Rd 23.pdf](#)

8. Regular Business

- A. First Reading of Ordinance #2018-02: an ordinance providing for the amendment of Ordinance #2015-03.

- *The second reading and public hearing will be held at 9:30 AM on Tuesday, March 13, 2018.*

Documents:

[Ord 18-02 Amendment of 2015-03.pdf](#)
[Article 5.pdf](#)
[Article VI - Administration.pdf](#)

- B. Action to approve Resolution #18-06: a resolution authorizing the purchase of corrugated metal pipe, bridge materials and grader blades based upon the price established through the County of Beadle, South Dakota, bid process.

Documents:

[Res 18-06 Purchase of Corrugated Metal Pipe, Etc..pdf](#)

- C. Action to approve Agreement #18-13: an agreement between Brookings County, South Dakota and the State of South Dakota Game Fish & Parks for construction of two office spaces for use by employees of the State at the Brookings County Outdoor Adventure Center.

Documents:

[Agr 18-13 GFP.pdf](#)

- D. Action to approve Agreement #18-14: a State of South Dakota Lease Agreement between Brookings County, South Dakota and the State of South Dakota, Office of Executive Management, Bureau of Administration on behalf of the Department of Game, Fish & Parks.

Documents:

[Agr 18-14 Lease Agreement BCOAC.pdf](#)

- E. Action to approve Agreement #18-15: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-15 ROW Sioux Valley Energy.pdf](#)

- F. Action to approve Agreement #18-16: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-16 ROW Sioux Valley Energy.pdf](#)

- G. Action to approve Agreement #18-17: an application for occupancy of right-of-way of county highways made by Interstate Telecommunications Cooperative.

Documents:

[Agr 18-17 ROW Interstate.pdf](#)

- H. Action to approve Abatement #18-001: an abatement request made by Ayres Properties, LLC in the amount of \$402.00.

Documents:

[Abatement 18-001.pdf](#)

- I. Action to approve Abatement #18-007: an abatement request made by Brookings County in the amount of \$193.14.

Documents:

[Abatement 18-007.pdf](#)

- J. Action to approve Abatement #18-008: an abatement request made by Brookings County in the amount of \$108.94.

Documents:

[Abatement 18-008.pdf](#)

- K. Action to approve a delinquent tax payment agreement in the amount of \$1,877.04.

Documents:

[Delinquent Tax Payment Agreement.pdf](#)

- L. Action to approve funding an additional \$45,000 from the FY2018 budget for East Central Behavioral Health.

- M. Action to declare items as surplus property:

1. *2009 Jeep Patriot 4x4 to be sold on the online auction.*
2. *Seven (7) external defibrillators to be traded in.*

Documents:

[Surplus Item - Jeep.pdf](#)

[Surplus Items - Defibrillators.pdf](#)

9. Executive Session - in accordance with SDCL 1-25-2(1): Personnel

- A. Discussion and possible action to approve a Request to Fill Vacancy for a Deputy State's Attorney in the State's Attorney's Office.

Documents:

[RFV - Deputy States Attorney.pdf](#)

10. Commission Department Director Report

Documents:

[Commission Dept Report.pdf](#)

[Surplus Cash Analysis.pdf](#)

[Legislative Update 4.pdf](#)

11. States Attorney's Office Report

12. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents:

Food Pantry Thank You.pdf
Boys and Girls Club Thank You.pdf
Otter Tail - Responses.pdf

13. Executive Session - in accordance with SDCL 1-25-2(3): Contractual Matters

14. Adjournment

15. Public Notices

- *February 17, Saturday: Chamber Legislative Forum at 8:30 AM in the Chambers of the Brookings City & County Government Center.*
- *February 19, Monday: County offices will be closed in honor of the President's Day holiday.*
- *March 3, Saturday: Chamber Legislative Forum at 8:30 AM in the Chambers 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 Americans With Disabilities Act.