



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

1. 8:30 AM Call to Order on Tuesday, May 1, 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:

[04-17-2018 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:

[May Cell Phones 5.01.18.pdf](#)
[Claims Payable 5.1.18.pdf](#)

B. Department Head reports.

i. Sheriff's Office

1. *Letter - RSVP Volunteers*

Documents:

[RSVP Letters.pdf](#)

ii. County Development Department

1. *Be it noted: the South Dakota Hazardous Materials Emergency Preparedness Planning Grant Application package is presented to the Board.*

Documents:

[HMEP Planning Grant App Package.pdf](#)

7. Scheduled Agenda Items

A. 9:30 AM - Presentation of Exterior Design Options for the Jail Expansion Project.

Documents:

[05-01-2018 Colored Floor Plan \(1\).pdf](#)

[05-01-2018 County Board Presentation.pdf](#)

i. BKV Group, Architects

ii. Action to approve site survey quote from Foresight Land Surveyors.

8. Regular Business

A. Action to approve Resolution #18-13: a resolution emphasizing Brookings County, South Dakota's commitment to the "Stepping Up Initiative" to reduce the number of people with mental illness in jails.

Documents:

[Res 18-13 Stepping Up.pdf](#)

B. Action to approve Resolution #18-14: a resolution supporting wildfire awareness month.

Documents:

[Res 18-14 Wildfire Awareness.pdf](#)

C. Action to approve Agreement #18-51: a memorandum of understanding between Brookings County and the City of Brookings for the purchase, installation and payment of four lighted stop signs at 22nd Avenue South and 32nd Street South.

Documents:

[Agr 18-51 MOU Lighted Stop Signs.pdf](#)

- D. Action to approve Agreement #18-52: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-52 ROW.pdf](#)

- E. Action to approve Agreement #18-53: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-53 ROW.pdf](#)

- F. Action to approve Agreement #18-54: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-54 ROW.pdf](#)

- G. Action to approve a Request to Fill Vacancy for a Deputy Sheriff in the Sheriff's Department.

Documents:

[RFV - Deputy.pdf](#)

- H. Action to approve a request by the Brookings Farmers Market to close the 300 block of 6th Avenue from 7:00 AM to 12:30 PM on Saturdays from May through October.

Documents:

[6th Ave Closure Application.pdf](#)

- I. Action to approve a request for funding from the Elkton Special Days Committee for \$500 for their annual fireworks display for the Fourth of July.

Documents:

[Elkton Special Days.pdf](#)

- J. Discussion and possible action to approve changes to the Brookings County Employee Policies and Procedures Manual.

1. *Tobacco Policy*
2. *Administrative Leave Policy*

Documents:

[Tobacco Policy.pdf](#)
[Administrative Leave Policy.pdf](#)

- K. Review and discussion of Work Plan topics.

Documents:

[Work Plan Topics.pdf](#)

9. Commission Department Director Report

Documents:

[Commission Director Report.pdf](#)
[Notice of Award 06-169-238.pdf](#)
[Notice of Award 06-147-200 .pdf](#)
[Prairie Nightingale Social.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

13. Adjournment

14. Public Notices

- *May 1, Tuesday: Groundbreaking for Prairie AquaTech facility in Volga.*
- *May 10, Thursday: CVB Annual Tourism Luncheon, 11:30 AM - 1:00 PM at the Swiftel Center.*
- *May 14, Monday: Project SEARCH Graduation, 7:00 PM at the SDSU Student Union Market Area.*
- *May 24, Thursday: Mayor's Appreciation Reception, 5:00 PM at McCrory Gardens.*
- *June 11, Monday: Prairie Nightingale Spring Social, 6:00 PM at the Brookings Hospital Main Lobby.*

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.