



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

**1. 8:30 AM Call to Order on Tuesday, June 19, 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:

[06-07-2018 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:

[June Dept of Rev 6.13.18.pdf](#)  
[Claims Pd 6.19.18.pdf](#)

[Primary Election Workers 6.19.18.pdf](#)  
[Bond Pmt, Interest 6.1.18.pdf](#)

- B. Department Head reports.
- C. Finance Officer's report.

1. *Auditor's Account with the Treasurer*
2. *Payroll & Additive Totals*
3. *Highway Expenditures Report*
4. *Register of Deeds Statement of Fees Collected*

Documents:

[Finance Officer Report.pdf](#)

## **7. Scheduled Agenda Items**

- A. 9:00 AM - Winsor Township Supervisor, Josh Spilde.
  - i. Discussion and possible action on culvert replacement projects in Winsor Township.

Documents:

[Winsor Township Culvert Info.pdf](#)

- B. 9:30 AM - Recognition of Sergeant Jon Pike for his support of the National Guard.
  - *The presentation will be made by Representative Spence Hawley.*

## **8. Regular Business**

- A. Action to approve Resolution #18-16: a resolution amending resolution #17-23 and pertaining to the terms of the purchase of real property for the Brookings City & County Government Center; and expenditure of funds for the purchase of the real property for the Brookings City & County Government Center.

Documents:

[Res 18-16 Amending 17-23.pdf](#)

- B. Action to approve Resolution #18-17: a Plat of Lots 20A and 21A of Al Mar Lake Hendricks Addition in Government Lot 6 of Section 28, T112N, R47W, of the 5th P.M., Brookings County, South Dakota.

Documents:

[2018plat003.pdf](#)

- C. Action to approve Resolution #18-18: a Plat of Lot 1, Moen Addition in the SE 1/4 and the SW 1/4 of Section 28, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

Documents:

[2018plat004.pdf](#)

- D. Action to approve Agreement #18-67: an independent contractor agreement between Brookings County and Southpaw Defense, LLC.

Documents:

[Agr 18-67 Southpaw.pdf](#)

- E. Action to approve Agreement #18-68: a contract for a geotechnical investigation between Brookings County and the South Dakota Department of Transportation.

Documents:

[Agr 18-68 Geotechnical Investigation.pdf](#)

- F. Action to approve Agreement #18-69: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-69 ROW Sioux Valley Energy.pdf](#)

- G. Action to approve Agreement #18-70: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-70 ROW Sioux Valley Energy.pdf](#)

- H. Action to approve Agreement #18-71: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-71 ROW Sioux Valley Energy.pdf](#)

- I. Action to approve Agreement #18-72: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Documents:

[Agr 18-72 ROW Sioux Valley Energy.pdf](#)

- J. Action to award bids for the 2018 preservation grants to BX Civil & Construction, Inc. of Dell Rapids, SD.

- *Approval contingent upon SDDOT concurrence with the bid recommendation and bid amount.*

Documents:

[Bid Tabs.pdf](#)

- K. Action to approve an automatic supplement for unanticipated expenses incurred and reimbursement made to Brookings County in the amount of \$661.20 to GL Line 101-4-211-4263, receipt #423251, for reimbursement for patrol car accident - taking equipment out.

Documents:

[Automatic Supplement.pdf](#)

- L. Action to approve a Request to Fill Vacancy for a General Maintenance Worker in the Commission and Sheriff Departments.

Documents:

[RFV - Maintenance.pdf](#)

- M. Action to approve a Request to Fill Vacancy for a Temporary Truck Driver in the Highway Department.

Documents:

[RFV - Temp Truck Driver.pdf](#)

- N. Action to authorize Chairperson Pierce to sign the 2018 NACo Credentials voting form.

Documents:

[2018 NACo Credentials Voting Form.pdf](#)

- O. Action to declare the following property as surplus to be donated, scrapped or disposed of:

1. *Mauldin tack trailer, 300 gallon tack tank - donated to Deuel County*
2. *24" X 20" corrugated metal pipe - donated to Kirby Cemetery*
3. *Diesel pump - scrap metal*
4. *2 plank benches, 10' X 24' - disposed of*
5. *Microwave - disposed of*

Documents:

[Surplus Items.pdf](#)

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

Documents:

[Commission Report.pdf](#)  
[Notice of Hearing of Annexation.pdf](#)

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

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

- A. Correspondence received.

Documents:

[Federal Aviation Admin Card.pdf](#)

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

### 13. Adjournment

### 14. Public Notices

- *June 21, Thursday: Retirement reception for Brookings City Manager Jeff Weldon, 5:00 - 8:00 PM at the Swiftel Center in Brookings.*
- *June 26, Tuesday: STIP Review at First District Association of Local Governments, 124 1st Ave. NW, Watertown at 10:00 AM.*
- *June 28, Thursday: Retirement reception for Brookings City Manager Jeff Weldon, 2:00 - 4:00 PM in the Community Room of the Brookings City & County Government Center.*
- *July 4, Wednesday: County offices will be closed in honor of the Independence Day holiday.*
- *July 18, Wednesday: First District Association of Local Government Annual Picnic, Memorial Park, Codington County, at 6:00 PM.*

---

**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.