



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

1. 8:30 AM Call to Order on Tuesday, July 23, 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:

[07-02-2019 Minutes.pdf](#)
[07-09-2019 minutes.pdf](#)
[07-18-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 07232019.pdf](#)

D. Approval of cellular authorizations

Documents:

[Cellular Auth - Brandsrud.pdf](#)

E. Approval of the Human Services report

Documents:

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[Claims Payable 7.23.19.pdf](#)
[Dept of Revenue 7.11.19.pdf](#)
[FD Claim 7.09.19.pdf](#)

B. Department Head reports

i. Community Health

Documents:

[Community Health Report.pdf](#)

ii. Highway Department

Documents:

[Highway Report.pdf](#)

iii. County Development Department

Be it noted items:

- 1. Chairperson Bartley is authorized to sign the Personnel Action Form for the South Dakota Office of Emergency Management.*
- 2. Chairperson Bartley is authorized to sign the 2019 State and Local Agreement 3rd Quarter Report.*

Documents:

[Em Mgmt - Personnel Action.pdf](#)
[SLA 3rd Qtr.pdf](#)

C. Finance Officer's Report

Be it noted items:

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

Documents:

[Finance Officer Report.pdf](#)

- i. Action to approve quarterly transfers as per budget appropriations for the third

quarter of 2019:

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 \$21,250.*

7. Scheduled Agenda Items

- A. 9:00 AM - Second Reading, Public Hearing and Action on Ordinance #2019-01: an Ordinance establishing a 35 mile per hour speed limit upon a portion of Brookings County Road 5, also known as 464th Avenue.

Action: Second Reading, Motion to Approve, Open/Close Public Hearing, Board Comments, Roll Call Vote

Documents:

[Ord 2019-01 Speed Limit County Road 5.pdf](#)

8. Regular Business

- A. Action to approve Resolution #19-20: a resolution authorizing the appeal of the City of Brookings Resolution #19-053 and City of Brookings Resolution #19-055.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-20 Appeal.pdf](#)

- B. Action to approve Resolution #19-21: a resolution authorizing the purchase of Plexi Melt Mastic based upon the price established through the Yankton County, South Dakota bid process.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-21 Plexi Melt Mastic.pdf](#)

- C. Action to approve Resolution #19-22: a resolution authorizing the purchase of heavy construction equipment with related accessories, attachments and supplies through the Sourcewell, formerly National Joint Powers Alliance, bid process.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-22 Heavy Equipment.pdf](#)

- D. Action to approve Resolution #19-23: a plat of Block 1, Jensen Addition in the Northwest 1/4 of Section 9, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-23 2019plat008.pdf](#)

- E. Action to approve Resolution #19-24: a plat of Anderson Addition in the Southwest 1/4 of Section 27, T110N, R49W, of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-24 2019plat009.pdf](#)

- F. Action to approve Resolution #19-25: a plat of Lots 12 & 14 in Block 1 in Paradise Point Addition in Government Lot 2, Section 22, Township 112 North, Range 47 West of the 5th Principal Meridian, Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-25 2019plat010.pdf](#)

- G. Action to approve Resolution #19-26: a plat of Block 1, Goodfellow Acres Addition in parcel 4 of the plat of Government Lot 1 and in Government Lot 6, all in the Northwest 1/4 of Section 31, T112N, R51W, of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-26 2019plat011.pdf](#)

- H. Action to approve Agreement #19-42: a Professional Services Agreement with Schneider Geospacial.

Documents:

[Agr 19-42 Schneider Geospacial.pdf](#)

- i. Tabled from July 2, 2019 - Motion was made by Krogman, seconded by Jensen to approve.

Action: Motion to Remove from Table, Voice Vote

Action: Board Comments, Roll Call

- l. Action to approve Agreement #19-44: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and Brookings County Highway Department effective January 1, 2020 through December 31, 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 19-44 Teamsters, Highway.pdf](#)

- J. Action to approve Agreement #19-45: an agreement by and between Teamsters Local Union No. 120 Affiliated with the International Brotherhood of Teamsters and Brookings County Sheriff Department effective January 1, 2020 through December 31, 2022.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 19-45 Teamsters, Sheriff.pdf](#)

- K. Action to approve Agreement #19-46: an application for occupancy of right-of-way of county highways made by the City of Volga.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-46 ROW City of Volga.pdf](#)

- L. Action to approve Agreement #19-47: a delinquent tax payment agreement in the amount of \$1,854.88.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-47 Delinquent Tax Agr.pdf](#)

- M. Discussion and possible action to award a bid for paving a portion of the parking lot at the Brookings County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Bid Tab - BCOAC Parking Lot.pdf](#)

- N. Action to approve a letter of support for the Rural Jails Research and Policy Network grant being submitted by Erin Srstka, Community Projects Director at USD Medical Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Rural Jails Research and Policy Network RFP.pdf](#)

- O. Discussion and possible action on contract update for IPAAs.

Action: Motion to Approve, Comments, Roll Call

- P. Action to approve a request to fill vacancy for an Equipment Operator in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Equipment Operator.pdf](#)

- Q. Action to declare a Ricoh MPC 2551 copier as surplus property to be sold via online auction.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Item.pdf](#)

- R. Action to remove a brochure holder and folding chairs from the surplus list.

Action: Motion to Approve, Comments, Voice Vote

Documents:

9. Commission Department Director's Report

Documents:

Commission Dept Report.pdf
Surplus Cash Analysis.pdf
Achievement Days.pdf
Senior Companions Invitation.pdf
UJS Summit.pdf
Conservation District Tour.pdf

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

Skychaser Newsletter.pdf
BEDC Brookings Area Workforce Study.pdf
DENR to Bobcat Farms Amended Cert.pdf
DENR to Bobcat Farms As-Built Plans.pdf
DENR to Crosswind As-Built Plans.pdf
DENR to Crosswind Cert of Compliance.pdf

12. Executive Session - in accordance with SDCL §1-25-2(1)(4): personnel and contract negotiations.

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

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- July 29, Monday-August 1, Thursday: Brookings County 4-H Achievement Days at the Swiftel Center, Brookings.
- August 1, Thursday: 4-H BBQ from 5:00-7:00 p.m. at the Swiftel Center, Brookings.
- August 20, Tuesday: Conservation District Tour, 12:00 p.m. starting at the Conservation District (130 42nd Street), Brookings.
- September 2, Monday: County offices will be closed in honor of the Labor Day holiday.
- September 16, Monday-September 17, Tuesday: SDACC Fall Convention, Pierre.

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.