



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

*If you have any symptoms of COVID-19 or believe you may have been exposed, please consider watching the Commission meeting from home, broadcast live on Swiftel channel 19, ITC channel 168, or the Brookings County Youtube channel. You can also call in by dialing 605-697-8255 and entering code 6056968205 when prompted.*

**1. 8:30 AM Call to Order on Tuesday, August 18, 2020**

**2. Pledge of Allegiance**

**3. Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

*Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must 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:

[08-04-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 08182020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

## 6. Routine Business

### A. Approval of claims

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

Documents:

[CLAIMS 8.18.2020.pdf](#)

### B. Department Head reports

#### i. Highway Department

Documents:

[Highway Report.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 the third quarter General Fund transfer per budget appropriations from General Fund 101-4-911-4294 to Highway Fund 201-3-371-0000 in the amount of \$750,000.

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

## 7. Scheduled Agenda Items

## 8. Regular Business

- A. Action to approve Resolution #20-46; a plat of Lot 11A, Block 2, Sunset Point Addition in Government Lots 3 & 4 of 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 20-46 2020plat014.pdf](#)

- B. Action to approve Resolution #20-47: a plat of Lots 1-5 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 20-47 2020plat015.pdf](#)

- C. Action to approve Resolution #20-48: a plat of Lot 44A of the First Addition of Lake Poinsett Heights Subdivision in Lot 2, Section 5, T112N, R52W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-48 2020plat016.pdf](#)

- D. Action to approve Resolution #20-49: a plat of Lot 12 of Ramlo Shores Subdivision in Government Lot 4 in Section 21-T112N-R47W of the 5th P.M., Brookings County, South Dakota.

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

Documents:

[Res 20-49 2020plat017.pdf](#)

- E. Discussion and possible action on Alton Township grant request.

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

Documents:

[Alton Township Culvert Application.pdf](#)

- F. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement due to double payment in the amount of \$2,142.00, receipt #00518169, Human Services Department GL line 101-4-441-4241.

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

Documents:

[Automatic Supplement - Human Services.pdf](#)

- G. Action to approve a request to fill vacancy for three (3) temporary election workers in the Finance Office.

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

Documents:

[RFV - Election Workers.pdf](#)

- H. Action to approve a Request to Fill Vacancy for a Truck Driver - split position between Weed & Pest and Highway Departments.

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

Documents:

[RFV - Truck Driver.pdf](#)

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

Documents:

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

**11. Commissioner Reports and Discussion Items**

A. Correspondence received

**12. Executive Session - in accordance with SDCL §1-25-2(1)(3)(4)(6): personnel, consulting with legal counsel, contract negotiations, security.**

*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**

- *September 7, Monday: County offices closed due to the Labor Day holiday.*
- *September 13-15: SDACC Fall Convention. Ramkota, Sioux Falls*
- *September 29, Tuesday: County Tour starting at 8:30 a.m. from the Highway Department in Brookings.*

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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.