



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, September 1, 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:

[08-18-2020 Minutes.pdf](#)

[08-20-2020 Minutes.pdf](#)

B. Approval of travel requests

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 09012020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[CLAIMS 9.1.2020.pdf](#)
[FIRE PREMIUM REFUND 8.5.2020.pdf](#)
[August Dept of Rev 8.10.2020.pdf](#)
[Sept Cell Phones 9.1.2020.pdf](#)

B. Recognition of Employees' Anniversaries

- i. Linda Gross: 15 years in July
- ii. Melissa Walsh: 5 years in August
- iii. Rae Lynn Maher: 15 years in September

C. Department Head reports

- i. Highway report

Documents:

[Highway Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Public Hearing: FY2021 Provisional Budget

- i. Action to approve Resolution #20-50: adoption of the 2021 Provisional Budget for Brookings County, South Dakota.

Action: Motion to Approve, Open/Close Public Hearing, Comments, Roll Call

Documents:

[Res 20-50 2021 Provisional Budget.pdf](#)
[FY2021 Provisional Budget.pdf](#)

8. Regular Business

A. Action to approve Agreement #20-47: a State of South Dakota Department of Public Safety Office of Emergency Management 2021 Local Emergency Management Performance Grant.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Dept of Public Safety Letter.pdf](#)
[Agr 20-47 EM Performance Grant.pdf](#)

B. Action to approve Agreement #20-48: a Native Unprocessed Material Agreement – Bowne Pit.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 20-48 Bowne Pit.pdf](#)

C. Action to approve Agreement #20-49: an application for occupancy of right-of-way of county highways made by the City of Elkton in Elkton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-49 ROW City of Elkton.pdf](#)

- D. Action to approve Agreement #20-50: an application for occupancy of right-of-way of county highways made by the City of Elkton in Elkton Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 20-50 ROW City of Elkton.pdf](#)

- E. Action to approve a Request to Fill Vacancy for two Temporary Election Workers in the Finance Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Election Workers.pdf](#)

- F. Action to approve a Request to Fill Vacancy for two part-time Membership Assistants at the BCOAC.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Membership Attendants.pdf](#)

- G. Action to declare a Smith & Wesson rental gun as surplus property to be disposed of.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Property - Smith Wesson.pdf](#)

- H. Action to transfer four trail cameras from the BCOAC to the Sheriff's Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Property Transfer - Trail Cams.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Director Report.pdf](#)

[2020 Proposed Resolutions.pdf](#)

[TIF Districts - Brookings.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

- A. Correspondence received

12. Executive Session

*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

- *September 7, Monday: County offices closed due to the Labor Day holiday.*
- *September 9, Wednesday: "Resilient Communities: Brookings" Zoom meeting. 10:30 AM - 12:00 PM.*
- *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.*

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.