



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

1. 8:30 AM Call to Order on Tuesday, September 24, 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:

[09-03-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 09242019.pdf](#)

D. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

6. Routine Business

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

[Claims Payable 9.24.19.pdf](#)
[Sept Dept of Rev 9.9.19.pdf](#)

B. Employee Recognition of Milestone Anniversaries

1. *Laura Littlecott - 5 years in July*
2. *Alex Berkness - 5 years in August*
3. *Bart Sweebe - 15 years in September*
4. *Susan Taylor - 5 years in September*

C. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

ii. Brookings County 4-H

Documents:

[4-H Report.pdf](#)

D. Finance Officer's report

Documents:

[Finance Officer Report.pdf](#)

i. Surplus Sale Update

Documents:

[Surplus Sale Update.pdf](#)

ii. Be it Noted Items:

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

E. Local Emergency Management Performance Grant (LEMPG) 2020 Briefing

F. Census Update

7. Scheduled Agenda Items

A. 9:30 AM - Public Hearing & Approval of the FY2020 Annual Budget.

i. Action to approve the amendments to the FY2020 Provisional Budget.

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

Documents:

[Provisional Budget Amendments.pdf](#)

- ii. Action to approve Resolution #19-42: a resolution approving the FY2020 Annual Budget.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-42 FY2020 Annual Budget.pdf](#)

- B. 9:45 AM - Elkton Property Discussion - David Landsman, Mayor of Elkton

Documents:

[Elkton City Tax Deed Property.pdf](#)

- i. Discussion and possible action on how to dispose of parcel #34425-02200-004-00 in Elkton Town, Lot 4 Block 22 in the subdivision entitled Blocks 14 to 26.

Action: Motion to Approve, Comments, Roll Call

- C. 10:30 AM - Jail Remodel Update - Architects BKV Group

8. Regular Business

- A. Action to approve Resolution #19-43: plat of Lot 10A, 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 19-43 2019plat015.pdf](#)

- B. Action to approve Resolution #19-44: a resolution to continue support for the First District Association of Local Governments during fiscal year 2020 (October 1, 2019 - September 30, 2020).

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-44 First District.pdf](#)

- C. Action to approve Resolution #19-45: a resolution authorizing the purchase of construction equipment from State of South Dakota - contract 17286, bid process.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-45 Construction Equipment.pdf](#)

- D. Action to approve Resolution #19-46: 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 19-46 Heavy Construction Equipment.pdf](#)

- E. Action to approve Agreement #19-63: the 2019 Brookings County Hazardous Materials Plan.

Action: Motion to Approve, Comments, Voice Vote

- F. Action to approve Agreement #19-64: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Laketon Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-64 ROW Sioux Valley Energy.pdf](#)

- G. Action to approve Agreement #19-65: an application for occupancy of right-of-way of county highways made by the City of Elkton.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-65 ROW City of Elkton.pdf](#)

- H. Action to approve a Request to Fill Vacancy for a part-time 4-H Program Assistant in the 4-H Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV 4-H Program Assistant.pdf](#)

- I. Action to approve a Request to Fill Vacancy for a part-time Membership Assistant at the Brookings County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV BCOAC Membership Assistant.pdf](#)

- J. Action to declare a 2013 Ford Explorer as surplus property to be sold via online auction.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus Item - Explorer.pdf](#)

- K. Discussion on Samara Avenue in the City of Volga

- L. Review Strategic Plan

Documents:

[Brookings County Strategic Plan.pdf](#)

9. Commission Department Director's Report

Documents:

Commission Dept Report.pdf
Notices of BIG Awards.pdf
Sunde Letter.pdf
Hobo Day Info.pdf
2020 Commission Calendar.pdf
Conservation District Invitation.pdf
Poverty Simulation Invitation.pdf

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

Skychaser Newsletter.pdf
SDPAA Annual Report.pdf
BEDC Consumer Survey.pdf
DENR to Golden Dakota.pdf
DENR to Steve Ollerich Feedyards.pdf

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

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *September 20: United Way hosts a Poverty Simulation Event. 12:30 - 4:00 PM at the Community Life Center in Brookings*
- *September 21: Brookings County Conservation District Complimentary Pancake Breakfast. 9:00- 11:00 AM at the Conservation District Building in Brookings*
- *October 1: County Road & Bridge Tour, 8:30-11:30 AM, leave from Highway Shop in Brookings*
- *October 5: Hobo Day activities*
- *October 14: Offices closed in honor of the Native American Day holiday*
- *October 17: Brookings Innovation Summit, 9 AM - 3 PM, Wilbert Square Event Center 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.