



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

1. 8:30 AM Call to Order on Tuesday, October 22, 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:

[10-08-2019 Minutes.pdf](#)

[10-15-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

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 Pd 10.22.19.pdf](#)

B. Department Head reports

i. County Development Department

- a. Be it Noted: Chairperson Bartley is authorized to sign the 4th Quarter 2019 State and Local Agreement report.

Documents:

[4th Qtr State and Local Agr.pdf](#)

C. Finance Officer's Report

Documents:

[Finance Officer Report.pdf](#)

- i. Action to approve the fourth quarter transfer to Emergency Management in the amount of \$21,250.

Action: Motion to Approve, Comments, Voice Vote

ii. Be it Noted Items:

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

7. Scheduled Agenda Items

- A. 9:00 AM - Presentation by Ed Zepeda with McKinstry - Facility Condition Assessment Proposal

Documents:

[McKinstry Info.pdf](#)

- B. 9:30 AM - Presentation by Candi Kisely - Peace Education Program

Documents:

[Peace Education Program.pdf](#)

8. Regular Business

- A. Action to approve Agreement #19-76: a software license agreement between Brookings County and BPro, Inc.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 19-76 BPro.pdf](#)

- B. Action to approve an Automatic Supplement in the amount of \$6,609.93 for reimbursement for joint expenses from the City of Brookings.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement - Joint Expenses.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Director Report.pdf](#)
[Surplus Cash Analysis.pdf](#)
[Ag Appreciation Banquet.pdf](#)
[Holiday Admin Leave.pdf](#)
[District Weed Pest Meetings.pdf](#)
[5 Year Highway Bridge Improvement Plan.pdf](#)
[Finished BIG Projects.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

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

- *October 31, Thursday: Special meeting for Department Head Reviews, 8:30 AM in the Executive Session room of the Government Center, Brookings*
- *November 6, Wednesday: District Weed Meeting at BCOAC, 8:30 AM - preregister by October 28*
- *November 9, Saturday: Pumpkin Chuckin' at the BCOAC, 11:00 AM*
- *November 12, Tuesday: 4-H Recognition Night at the BCOAC, 5:00 - 6:15 PM meal, 6:30 PM awards*
- *November 20, Wednesday: Sioux Valley Commissioners Association Meeting, 12:00 PM, Beadle County (Huron)*

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.