



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

1. 8:30 AM Call to Order on Tuesday, November 5, 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:

[10-22-2019 Minutes.pdf](#)

[10-31-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 11052019.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 Pd 11.5.19.pdf](#)
[Nov Cell Phones 11.5.19.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Update on South Highway 77 Bridge Projects, John Rittershaus, SD DOT

Documents:

[SD DOT Update.pdf](#)

B. 9:30 AM - Trenton Township: Discussion and possible action to provide financial assistance to the township. A representative from Trenton Township will be discussing road conditions and the township's financial situation.

Action: Motion to Approve, Comments, Roll Call

8. Regular Business

A. Action to approve Resolution #19-51: a resolution authorizing the sale of surplus property by public auction.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-51 Surplus Property.pdf](#)

B. Action to approve Agreement #19-77: an agreement between Pictometry International, Corp and Brookings County and amending Agreement #18-61.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-77 Pictometry Amendment.pdf](#)
[Agr 18-61 Pictometry.pdf](#)

C. Action to approve and authorize Chairperson Bartley to sign a Quit Claim Deed.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Quit Claim Deed.pdf](#)

D. Action to approve an Automatic Supplement in the amount of \$4,630.98 for reimbursement from insurance.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement.pdf](#)

E. Action to approve funding for the "Christmas, Kids, and Cops" program.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Christmas Kids and Cops.pdf](#)

F. Approval of board appointments:

Action: Motion to Approve, Comments, Voice Vote

i. Brookings Health System Board of Trustees: 1 position, 3 year term

a. Sheila Anderson

Documents:

[Health System - Anderson.pdf](#)

ii. Extension Board: 6 positions, 1 year terms

a. Debra Ford

Documents:

[Extension - Ford.pdf](#)

b. Ronny Parmely

Documents:

[Extension - Parmely.pdf](#)

c. Jennifer Pickard

Documents:

[Extension - Pickard.pdf](#)

d. Ronda Stewart-Houtman

Documents:

[Extension - Stewart-Houtman.pdf](#)

e. Richard Waldner

Documents:

[Extension - Waldner.pdf](#)

f. No applicant by deadline

iii. Planning & Zoning Commission: 2 positions, 4 year terms

a. Randy Jensen - District 2

Documents:

[Zoning - Jensen.pdf](#)

b. Tom Davis - District 4

Documents:

[Zoning - Davis.pdf](#)

iv. Planning & Zoning Commission Alternate: 2 positions, 3 year terms

a. Roger Erickson

Documents:

[Zoning Alternate - Erickson.pdf](#)

b. No applicant by deadline

v. Weed & Pest Board: 2 positions, 3 year terms

a. Timothy P. Bauer

Documents:

[Weed - Bauer.pdf](#)

b. Randy Meyer (resident in city limits)

Documents:

[Weed - Meyer.pdf](#)

vi. Housing & Redevelopment Commission: 1 position, 5 year term

a. No applicant by deadline

vii. Brookings Human Rights Commission: 1 position, 3 year term

a. No applicant by deadline

G. Review updated Work Plan

Documents:

[Work Plan Topics.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Director Report.pdf](#)
[Parking Lot Project Info.pdf](#)
[Sioux Valley Commissioners Assoc Agenda.pdf](#)
[Coordinated Plan for Natural Resources Meeting.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

[Boys Girls Club Thank You.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(6): Security Information

Action: Motion to Enter into Executive Session

Motion to Come Out of Executive Session

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *November 6, Wednesday: District Weed Meeting at BCOAC, 8:30 AM – preregister by 10/28.*
- *November 9, Saturday: Pumpkin Chuckin' at the BCOAC, 11:00 AM*
- *November 11, Monday: County offices closed in honor of the Veterans Day holiday*
- *November 12, Tuesday: 4-H Recognition Night at the BCOAC, 5:00 PM – 6:15 PM meal, 6:30 PM awards*
- *November 14, Thursday: CMAR RFP Pre-Proposal meeting, 1:30 PM, Sheriff's Office*
- *November 20, Wednesday: Sioux Valley Commissioner's Association Meeting, 12:00 PM, Norby Exhibit Hall, 1060 3rd St, SW, Huron*
- *November 28-29, Thursday-Friday: County offices closed in honor of the Thanksgiving Day holiday*
- *December 3, Tuesday: Agriculture Appreciation Banquet, Swiftel Center*

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.