



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 6, 2018

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:

[10-16-2018 Minutes.pdf](#)

[10-30-2018 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents:

[11- 06 Personnel Action Notice Report.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 11.6.18.pdf](#)
[Nov Cell Phones 11.6.18.pdf](#)
[Oct Dept of Rev 10.11.18.pdf](#)

B. Department Head reports.

i. County Development Department

Documents:

[County Dev.pdf](#)

ii. Finance Office

- *Be it noted, a trophy case from the 4-H department was declared surplus on July 3, 2018, but has been repurposed for the office; therefore it is no longer considered surplus property.*

7. Scheduled Agenda Items

A. 9:00 AM - Public Hearing and Action to Approve Resolution #18-43: a Resolution for Consideration of Supplemental Budget.

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

Documents:

[Res 18-43 Supplemental Budget.pdf](#)

8. Regular Business

A. Action to approve Resolution #18-44: the Brookings County Commission's written determination concerning the current Detention Center Expansion Project, pursuant to SDCL §1-19A-11.1(1).

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 18-44 Det Center Exp.pdf](#)

B. Action to approve Agreement #18-97: a delinquent tax payment agreement in the amount of \$4,639.72.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Delinquent Tax Agr REDACTED.pdf](#)

C. Action to approve Agreement #18-98: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 18-98 ROW Sioux Valley Energy.pdf](#)

- D. Action to approve Agreement #18-99: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 18-99 ROW Sioux Valley Energy.pdf](#)

- E. Action to approve Agreement #18-100: an application for occupancy of right-of-way of county highways made by Thielen Farms.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 18-100 ROW Thielen Farms.pdf](#)

- F. Action to approve liquor license renewals for 2019 for the following businesses:

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Beach Bums Inc.pdf](#)
[Brookings Country Club Inc.pdf](#)
[Cuzbins LLC.PDF](#)
[Meadow Creek Golf Course.pdf](#)
[Skyview Junction, LLC.PDF](#)
[Smokins Pub N Grub LLC.PDF](#)
[Wagon Wheel Resort LLC.PDF](#)

- i. Beach Bums, Inc. (Danceland Campground)
- ii. Brookings Country Club, Inc.
- iii. Cuzbins, LLC (The Boathouse)
- iv. Meadow Creek Golf Course
- v. Skyview Junction, LLC
- vi. Smokin's Pub N Grub, LLC
- vii. Wagon Wheel Resort, LLC

- G. Action to approve funding for the Christmas, Kids & Cops program.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Christmas, Kids, Cops.pdf](#)

- H. Action to approve a Request to Fill Vacancy for a 4-H Support Staff person.

Action: Motion to Approve, Comments, Voice Vote

- I. Approval of board appointments:

Action: Motion to Approve, Comments, Voice Vote

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

1. *Darrel Kleinjan (District 1)*
2. *Terrell Spence (District 3)*

Documents:

[Planning Zoning - Kleinjan.pdf](#)
[Planning Zoning - Spence.pdf](#)

ii. Housing and Redevelopment Commission: 1 position, 3-year term

1. *Ellie VandenBerg*

Documents:

[Housing - VandenBerg.pdf](#)

iii. Brookings Health System Board: 1 position, 3-year term

1. *James (Jim) Morgan*
2. *Bonny Specker*

Documents:

[Brookings Health System - Morgan.pdf](#)
[Brookings Health System - Specker.pdf](#)
[Wosje Letter.pdf](#)

iv. 4-H Promotion & Expansion Committee: 2 positions, 2-year terms

1. *Debra Ford*
2. *Joel Foster*

Documents:

[4-H - Ford.pdf](#)
[4-H - Foster.pdf](#)

v. Extension Board: 6 positions, 1-year terms

1. *Andy Dupraz*
2. *Debra Ford*
3. *Ronny Parmely*
4. *Jennifer Pickard*
5. *Ronda Stewart-Houtman*
6. *Richard Waldner*

Documents:

[Extension - Dupraz.pdf](#)
[Extension - Ford.pdf](#)
[Extension - Parmely.pdf](#)
[Extension - Pickard.pdf](#)
[Extension - Stewart-Houtman.pdf](#)

[Extension - Waldner.pdf](#)

- J. Action to declare items as surplus property to be transferred to another department or disposed of.

Action: Motion to Approve, Comments, Voice Vote

- i. Transfers: 3 table/chair racks, from Brookings County Extension to the Weed & Pest Department.

Documents:

[Items to be Transferred.pdf](#)

- ii. Disposals: 7 rolling office chairs, 2 blue sitting chairs, 2 bay sinks and counter tops, 2 Kodak Easy Share cameras, Kodak Schneider-Krueznach Variogon camera, Canon Sure Shot Telemax camera, Polaroid camera - 600 film, 2 lb. electronic scale, hog system scale.

Documents:

[Items for Disposal.pdf](#)

- K. Review Work Plan

Documents:

[Work Plan Topics.pdf](#)

9. Commission Department Director Report

Documents:

[Commission Dept Director Report.pdf](#)
[Surplus Cash Analysis.pdf](#)
[2019 Commission Calendar.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

- A. Correspondence received.

Documents:

[CyberSecurity Lunch Learn.pdf](#)
[SD EMS Survey Results.pdf](#)
[Domestic Abuse Shelter Thank You.pdf](#)
[DENR - Crosswind Jersey.pdf](#)
[DENR - Norfeld.pdf](#)
[DENR - Valley View Dairy.pdf](#)

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

Action: Motion to approve to go into Executive Session, Voice Vote
Action: Motion to approve to come out of Executive Session, Voice Vote

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *November 8, Thursday: Special Commission meeting, 8:30 AM - canvas of General Election.*
- *November 12, Monday: Offices closed in honor of the Veterans Day holiday.*
- *November 13, Tuesday: 4-H Recognition Awards Night at the BCOAC. 5:00 PM meal, 6:30 PM awards.*
- *November 14, Wednesday: Sioux Valley Commissioner's Meeting, Kingsbury County. 12:00 PM.*
- *November 19, Monday: Chamber's Pre-Legislative Luncheon, 11:00 AM, Swiftel Center. They will be honoring Senator Tidemann and Representative Hawley for their years of service in the Legislature starting at 11:30 AM.*
- *November 22, Thursday - November 23, Friday: Offices closed in honor of the Thanksgiving holiday.*
- *December 5, Wednesday: meeting to discuss the long-term sustainability of EMS in South Dakota, 10:00 AM. Conference Room A at Brookings Health Systems.*

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.