



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 20, 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:

[11-06-2018 Minutes.pdf](#)
[11-06-2018 Special Minutes.pdf](#)
[11-08-2018 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents:

[Personnel Action Notice Report112018.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 11.20.18.pdf](#)
[Nov Dept of Rev 11.13.18.pdf](#)

B. Department Head reports.

C. Finance Officer's report.

Be it Noted:

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

Documents:

[Finance Officer Report.pdf](#)

i. Action to approve the fourth quarter transfers as per budget appropriations:

1. *From General Fund 101-4-911-4294 to Highway and Bridge Fund 201-3-371-0000 in the amount of \$750,000.*
2. *From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$18,517.75.*

7. Scheduled Agenda Items

8. Regular Business

A. Action to approve Resolution #18-45: a plat of Lot 12A, Block 1, Sunset Point Addition of Section 22, Township 112 North, Range 47 West of the 5th Principal Meridian, Brookings County, South Dakota.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Res 18-45 2018plat021.pdf](#)

B. Action to approve Resolution #18-46: a plat of Lot 1 of Lot 47 Al Mar Lake Hendricks Addition to the County of Brookings in Government Lot 5 of Section 21, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Res 18-46 2018plat022.pdf](#)

C. Action to approve Resolution #18-47: a plat of Blocks 1&2 of Lot H-1 in the northeast 1/4, Section 1, T112, R51 W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Res 18-47 2018plat023.pdf](#)

- D. Action to approve Resolution #18-48: a Bridge Improvement Grant Program Resolution authorizing submission of applications for structure #06-112-080.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 18-48 Bridge Improvement Grant.pdf](#)

- E. Action to approve Agreement #18-101: a State of South Dakota, Department of Transportation, Bridge Improvement Grant Agreement for Preliminary Engineering - State Administration for structure #06-153-200.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 18-101 BIG Agreement.pdf](#)

- F. Action to approve Agreement #18-102: a Letter of Agreement between Brookings County and First District Association of Local Governments to assist with updating the county's hazmat plan.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 18-102 First District.pdf](#)

- G. Action to approve Agreement #18-103: a State of South Dakota Consultant Contract for provision of Community Health Services between Brookings County and the South Dakota Department of Health, Family and Community Health, Child and Family Services.

Action: Motion to Approve, Comments, Roll Call

Documents:

[DOH Letter.pdf](#)

[Agr 18-103 Community Health.pdf](#)

- H. Action to approve a request to fill vacancy in the Register of Deeds Office.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV - Register of Deeds.pdf](#)

- I. Approval of board appointments:

Action: Motion to Approve, Comments, Voice Vote

- i. First District Planning Board

- *Stephne Miller*

Documents:

[First District - Miller.pdf](#)

- ii. Weed & Pest Board

- *Steve Olson*

Documents:

[Weed Board - Olson.pdf](#)

9. Commission Department Director Report

Documents:

[Commission Dept Report.pdf](#)
[Res, Policy Statement Changes.pdf](#)
[Surplus Cash Analysis.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents:

[Food Pantry Thank You.pdf](#)
[JJRI Letter.pdf](#)
[JAG and COPS Programs Letter.pdf](#)
[DENR to Hammink - As-Built Rev.pdf](#)
[DENR to Hammink - Cert of Comp.pdf](#)
[DENR to Norfeld Colony.pdf](#)

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

Action: Motion to Enter in Executive Session, Voice Vote

Action: Motion to Come Out of Executive Session, Voice Vote

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *November 19, Monday: Chamber's Pre-Legislative Luncheon, 11:00 a.m., Swiftel Center, Brookings.*
- *November 22 - 23, Thursday - Friday: County 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 a.m., Conference Room A of Brookings Health Systems, Brookings.*
- *December 6, Thursday: Brookings Holiday Celebration, 5:00 p.m., McCrory Gardens Education & Visitors Center, 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.

