



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

**1. 8:30 AM Call to Order on Tuesday, February 18, 2020**

**2. Pledge of Allegiance**

**3. Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

*Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must 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:

[02-04-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 02182020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

[Human Service Report.pdf](#)

**6. Routine Business**

A. Approval of claims

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Claims Payable 2.18.20.pdf](#)  
[Feb Dept of Revenue 2.11.20.pdf](#)  
[Health Reimbursement 1.31.20.pdf](#)

B. Department Head reports

i. County Development - Emergency Management 2020 Briefing

Documents:

[County Dev Report.pdf](#)

C. Finance Officer's Report

*Be it Noted Items:*

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

i. Action to approve the following transfers as per budget appropriations for the first quarter of 2020:

*Action: Motion to Approve, Comments, Roll Call*

- a. From General Fund 101-4-911-4294 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.
- b. From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,250.

**7. Scheduled Agenda Items**

A. 9:00 AM - Second Reading & Public Hearing on Ordinance #2020-01: an ordinance authorizing rezoning of "S150' of E165' of Lot 1 Krogman 1st Addition in the SE 1/4 SE 1/4 of Section 16, T110N, R50W (Brookings Township)" from a Joint Jurisdiction R-1B to Joint Jurisdiction B-3.

*Action: Second Reading*

Documents:

[Ordinance 2020-01 Rezoning.pdf](#)

i. Action to approve Ordinance #2020-01: an ordinance authorizing rezoning of "S150' of E165' of Lot 1 Krogman 1st Addition in the SE 1/4 SE 1/4 of Section 16, T110N, R50W (Brookings Township)" from a Joint Jurisdiction R-1B to Joint Jurisdiction B-3.

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

B. 9:15 AM - Action to approve Agreement #20-02: an application for occupancy of right-of-way of county highways made by the City of Elkton in Elkton Township. SPN & Associates will be in attendance.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Agr 20-02 ROW City of Elkton.pdf](#)

## **8. Regular Business**

- A. Action to approve Resolution #20-04: a plat of Lot 10 in Block 1 in Paradise Point Addition in Government Lot 2, 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 20-04 2020plat002.pdf](#)

- B. Action to approve Resolution #20-05: a plat of Lots 1 and 2 Converse Addition in the SE 1/4 of Section 6, T111N, R52W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 20-05 2020plat004.pdf](#)

- C. Action to approve Resolution #20-06: a resolution authorizing the purchase of corrugated metal pipe, bridge materials, and grader blades based upon the price established through the County of Beadle, South Dakota, bid process.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 20-06 Purchase of Highway materials.pdf](#)

- D. Action to approve Abatement #20-14: an abatement application made by Lawrence Jensen for parcel #02000-11048-322-00 in the amount of \$181.70

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Abatements Overview.pdf](#)  
[Abatement 20-14.pdf](#)

- E. Action to approve Abatement #20-17: an abatement application made by the City of Elkton for parcel #34425-02200-004-00 in the amount of \$655.78.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Abatement 20-17.pdf](#)

- F. Action to approve Abatement #20-19: an abatement application made by the City of Elkton for parcel #34250-00300-021-00 in the amount of \$60.77.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Abatement 20-19.pdf](#)

- G. Action to approve Abatement #20-20: an abatement application made by the City of Elkton for parcel #34250-00300-023-00 in the amount of \$54.90.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Abatement 20-20.pdf](#)

- H. Action to approve Abatement #20-21: an abatement application made by Karen Baumberger for parcel #11025-11252-061-25 in the amount of \$867.44.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Abatement 20-21.pdf](#)

- I. Action to approve Agreement #20-03: an application for occupancy of right-of-way of count highways made by Ronald Langner in Aurora Township.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Agr 20-03 ROW Langner.pdf](#)

- J. Action to approve an Automatic Supplement for the Sheriff's Office, GL #101-4-211-4340, receipt #490902, in the amount of \$30,500.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Automatic Supplement - Sheriff.pdf](#)

- K. Action to approve the appointment of Dr. Richard Hieb to a one-year term as Brookings County Coroner and to appoint the Sheriff, Assistant Sheriff, and all Sheriff's Deputies as Deputy Coroners in Brookings County.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Coroner Appointments.pdf](#)

- L. Action to approve a Request to Fill Vacancy for a Truck Driver in the Weed & Pest and Highway Departments.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Truck Driver, Weed Pest, Highway.pdf](#)

- M. Action to approve a Request to Fill Vacancy for a part-time Weed Enforcement/Bio Control Officer in the Weed & Pest Department.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - Weed Enforcement, Weed Pest.pdf](#)

- N. Action to approve a Request to Fill Vacancy for three seasonal ATV Drivers in the Weed & Pest Department.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[RFV - ATV Drivers, Weed Pest.pdf](#)

- O. Action to declare a Quasar camera as surplus property to be destroyed.

*Action: Motion to Approve, Comments, Voice Vote*

Documents:

[Surplus - Quasar Camera.pdf](#)

## **9. Commission Department Director's Report**

Documents:

[Commission Dept Report.pdf](#)

## **10. States Attorney's Office Report**

## **11. Commissioner Reports and Discussion Items**

- A. Correspondence received

Documents:

[County Dev 2019 Annual Report.pdf](#)

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

[ICAP 2019 Annual Report.pdf](#)

[DENR Notice - KC Dairies.pdf](#)

## **12. Executive Session - in accordance with SDCL §1-25-2(1)(4)(6): personnel, contract negotiations, and security.**

## **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

## **14. Public Notices**

- *February 17, Monday: County offices closed in honor of the Presidents Day holiday.*
- *February 18, Tuesday: Meeting with Russian delegation, 3:15-4:00 PM, Community Room of the Brookings City & County Government Center.*
- *February 22, Saturday: District 4 & 7 Legislative Forum, 9:00 AM, Chambers of the Brookings City & County Government Center.*
- *February 29, Saturday: District 7 Legislative Forum, 9:00 AM, Chambers of the Brookings City & County Government Center.*
- *March 5, Thursday: Towns & Townships Annual Meeting, 10:00 AM, BCOAC, Brookings*
- *March 10-12, Tuesday-Thursday: SDACC Spring Workshop, Pierre, SD*
- *March 19, Thursday: Brookings Area Chamber of Commerce Annual Meeting*
- *March 24, Tuesday: Storm Spotter Training, 7:00 PM, East Fire Station, 607 20th Ave, Brookings*

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**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.