



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

1. 8:30 AM Call to Order on Tuesday, March 26, 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:

[03-12-2019 Minutes.pdf](#)

B. Approval of travel requests.

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents:

[Personnel Action Notice Report 032619.pdf](#)

D. Approval of cellular authorizations.

Documents:

[Cellular Authorization-Brehmer.pdf](#)

E. Approval of 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 3.26.19.pdf](#)

[Dept of Rev_10 County 3.7.19.pdf](#)

B. Department Head reports.

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Finance Officer's report.

Be it noted:

- *Investment Policy Monies & Transfers*
- *Auditor's Account with the Treasurer*
- *Payroll Additives & Totals*
- *Highway Expenditures Report*
- *Register of Deeds Statement of Fees Collected*

Documents:

[Finance Officer Report.pdf](#)

[Investment Policy Monies, Transfers.pdf](#)

i. Presentation of 2018 Annual Report

Documents:

[2018 Annual Report.pdf](#)

7. Scheduled Agenda Items

A. 9:00 AM - Boulevard Tree Project Funding Request. Jameson Berreth, Advisor.

Action: Motion to Approve, Comments, Roll Call

B. 9:15 AM - State's Attorney's 2018 Annual Report

8. Regular Business

A. Action to approve Resolution #19-11: a plat of Lot 1, Olsen Addition in the SE 1/4 of Section 6, T112N, R47W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-11 2019plat004.pdf](#)

- B. Action to approve Resolution #19-12: a resolution appointing a Limited Deputy State's Attorney.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-12 Limited Deputy States Attorney.pdf](#)

- C. Action to approve Resolution #19-13: a bridge re-inspection program resolution for use with SDDOT retainer contracts.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-13 Bridge Reinspection.pdf](#)

- D. Action to remove Resolution #18-51: a resolution modifying the Brookings County Highway System due to the review of the primary county highway system, from the table. (Tabled on 12/18/18 & 01/22/19)

Action: Motion to Approve, Voice Vote

Documents:

[Res 18-51 County Highway System.pdf](#)

- i. Discussion and action to table to a future date.

Action: Motion to Approve, Comments, Voice Vote

- E. Action to remove Agreement #19-13: an easement agreement for use of county road right-of-way made by Old Tree Farms/Frido Verpaalen, from the table.

Action: Motion to Approve, Voice Vote

Documents:

[Agr 19-13 Easement.pdf](#)

- i. Motion by Krogman/Boersma from 03/12/19 to approve.

Action: Comments, Voice Vote

- F. Action to approve Agreement #19-23: an agreement to provide for the striping and continuing maintenance of county roads within Brookings County.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-23 Striping.pdf](#)

- G. Action to approve Abatement #19-11: an abatement request made by the SDSU Foundation for parcel #06000-11050-153-02 in the amount of \$701.89.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatements.pdf](#)
[Abatement 19-11.pdf](#)

- H. Action to approve Abatement #19-12: an abatement request made by Lorraine

Kracke for parcel #40185-00000-017-04 in the amount of \$419.78.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 19-12.pdf](#)

- I. Action to approve Abatement #19-13: an abatement request made by Lone Swedlund for parcel #36025-01200-013-00 in the amount of \$690.54.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 19-13.pdf](#)

- J. Action to approve Abatement #19-14: an abatement request made by Hugh Randall for parcel #14108-11151-073-54 in the amount of \$184.96.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 19-14.pdf](#)

- K. Action to approve Abatement #19-15: an abatement request made by Eric J. Jones for parcel #34125-00200-001-00 in the amount of \$221.31.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 19-15.pdf](#)

- L. Action to approve Abatement #19-16: an abatement request made by Robert Fey for parcel #01980-11149-263-00 in the amount of \$637.64.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Abatement 19-16.pdf](#)

- M. Action to approve the annual chemical bid for the Weed & Pest Department to low bid on all items listed from AgFirst Farmer's Coop of Brookings.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Chemical Bids.pdf](#)

- N. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County - insurance reimbursement for a damaged patrol vehicle, receipt #452922, to GL line 101-4-211-4250, in the amount of \$345.76.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Automatic Supplement-Sheriff.pdf](#)

- O. Action to approve a request to fill vacancy for a Marketing Intern at the Brookings

County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV-Marketing Intern.pdf](#)

P. Action to approve a request to fill vacancy for a Programming Intern at the Brookings County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV-Programming Intern.pdf](#)

Q. Action to approve a request to fill vacancy for a Membership Assistant Intern at the Brookings County Outdoor Adventure Center.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[RFV-Membership Assistant Intern.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[Surplus Cash Analysis Reports.pdf](#)
[Base Trial Balance Report.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence Received

Documents:

[DENR to KC Dairies.pdf](#)

12. Adjournment

Action: Motion to Approve, Voice Vote

13. Public Notices

- *April 2, Tuesday - Chamber/CVB/BEDC Annual Meeting, 5:00 p.m. - 7:00 p.m. at the Swiftel Center.*
- *April 9, Tuesday - Equalization Boards, 1:00 p.m., Chambers of the Brookings City & County Government Center.*
- *April 19, Friday - County offices closed in honor of the Good Friday holiday.*

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.