



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

**1. 8:30 AM Call to Order on Tuesday, August 6, 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:

[07-23-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 08062019.pdf](#)

D. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

E. Approval of Sick Leave Bank report

**6. Routine Business**

A. Approval of claims

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

Documents:

[Aug Cell Phones 8.06.19.pdf](#)  
[Claims Payable 8.6.19.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Census Update

Documents:

[Census Report.pdf](#)

**7. Scheduled Agenda Items**

- A. 9:00 AM - Action to approve Agreement #19-48: a Memorandum of Understanding with the Medary Chapter of the National Society of the Daughters of the American Revolution.

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

Documents:

[MOU Medary DAR.pdf](#)

- i. Presentation of check by Nancy Stewart, Chapter Regent, Medary Chapter of the National Society of the Daughters of the American Revolution.

- B. 9:30 AM - Jail remodel project design update - Bruce Schwartzman & Anthony Enright with BKV Group presenting.

**8. Regular Business**

- A. Action to approve Resolution #19-27: an Order for the Organization and Incorporation of the Bortnem Beach Road District, Brookings County, South Dakota.

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

Documents:

[Res 19-27 Bortnem Beach Road Dist.pdf](#)

- B. Action to approve Resolution #19-28: a Bridge Improvement Grant Program resolution authorizing 5-year county plan amendments.

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

Documents:

[Res 19-28 5-Year County Plan Amendments.pdf](#)

- C. Action to approve Resolution #19-29: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-157-110.

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

Documents:

[Res 19-29 BIG 06-157-110.pdf](#)

- D. Action to approve Resolution #19-30: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-170-101.

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

Documents:

[Res 19-30 BIG 06-170-101.pdf](#)

- E. Action to approve Resolution #19-31: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-181-230.

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

Documents:

[Res 19-31 BIG 06-181-230.pdf](#)

- F. Action to approve Resolution #19-32: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-227-230.

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

Documents:

[Res 19-32 BIG 06-227-230.pdf](#)

- G. Action to approve Resolution #19-33: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-280-172.

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

Documents:

[Res 19-33 BIG 06-280-172.pdf](#)

- H. Action to approve Resolution #19-34: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-320-118.

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

Documents:

[Res 19-34 BIG 06-320-118.pdf](#)

- I. Action to approve Resolution #19-35: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-150-215.

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

Documents:

[Res 19-35 BIG 06-150-215.pdf](#)

- J. Action to approve Resolution #19-36: a Bridge Improvement Grant Program resolution authorizing submission of applications - structure #06-240-141.

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

Documents:

[Res 19-36 BIG 06-240-141.pdf](#)

- K. Action to approve Agreement #19-49: an easement for use of county road right-of-way agreement between Brookings County and KC Dairies, LLP.

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

Documents:

[Agr 19-49 ROW KC Dairies.pdf](#)

- L. Action to approve Agreement #19-50: an easement for use of county road right-of-way agreement between Brookings County and KC Dairies, LLP.

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

Documents:

[Agr 19-50 ROW KC Dairies.pdf](#)

- M. Action to approve Agreement #19-51: an application for occupancy of right-of-way of county highways made by Sioux valley Energy in Laketon Township.

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

Documents:

[Agr 19-51 ROW Sioux Valley Energy.pdf](#)

- N. Action to approve Agreement #19-52: an application for occupancy of right-of-way of county highways made by Sioux valley Energy in Sherman Township.

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

Documents:

[Agr 19-52 ROW Sioux Valley Energy.pdf](#)

- O. Action to approve a Request to Fill Vacancy for a Truck Driver - a split position in the Highway & Weed Departments.

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

Documents:

[RFV Truck Driver.pdf](#)

- P. Action to approve a Request to Fill Vacancy for a Heavy Equipment Operator in the Highway Department.

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

Documents:

[RFV Heavy Equipment Operator.pdf](#)

- Q. Review & Update Work Plan

Documents:

[Work Plan Topics - Aug 2019.pdf](#)

## 9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)  
[Conservation District Tour.pdf](#)  
[SDPAA Election Notice.pdf](#)

## 10. States Attorney's Office Report

## 11. Commissioner Reports and Discussion Items

### A. Correspondence Received

Documents:

[DENR to Heartland.pdf](#)

## 12. Adjournment

*Action: Motion to Approve, Voice Vote*

## 13. Work Session - FY2020 Budget

## 14. Public Notices

- *August 19, Monday: County Site Tour, 2:00 p.m. Leave from the County Highway Department in Brookings.*
- *August 20, Tuesday: Conservation District Tour, 12:00 p.m. starting at the Conservation District (130 42nd Street), Brookings.*
- *August 21, Wednesday: Sioux Valley Commissioner's Quarterly Meeting, 12:00 p.m., Clear Lake.*
- *September 2, Monday: County offices will be closed in honor of the Labor Day holiday.*
- *September 16, Monday-September 17, Tuesday: SDACC Fall Convention, Pierre.*

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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.