



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 19, 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:

[02-05-2019 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents:

[Personnel Action Notice Report0219.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 2.19.19.pdf](#)
[Feb Dept of Revenue 2.11.19.pdf](#)

B. Department Head reports.

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Register of Deeds - 2018 Annual Report

Documents:

[ROD 2018 Report.pdf](#)
[2017, 2018 Comparisons.pdf](#)
[2017, 2018 Monthly.pdf](#)

D. Finance Officer's report.

Be it Noted Items:

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

Documents:

[Finance Officer Report.pdf](#)

i. Action to approve first quarter 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 \$21,250.*

7. Scheduled Agenda Items

A. 9:00 AM - Kaleb Hight with United Living Center & Bill Retterath with the Larson Foundation

i. Action to approve Resolution #19-05: a resolution to consent to a lease and assignment thereof in connection with an economic development bond previously issued by the county to finance improvements to facilities owned by United Retirement Center.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-05 URC.pdf](#)

ii. Action to approve Agreement #19-08: a consent to lease and assignment.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 19-08 URC.pdf](#)

8. Regular Business

- A. Action to approve Resolution #19-06: a plat of Lots 1 and 2 of Davis Farms Addition in the SE 1/4 of Section 1-T110N-R50W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-06 2019plat001.pdf](#)

- B. Action to approve Resolution #19-07: a plat of Lot 1 Evenson Addition in the S 1/2 of Section 20, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-07 19plat002.pdf](#)

- C. Action to approve Resolution #19-08: 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 19-08 Metal Pipe, Bridge Materials, Grader Blades.pdf](#)

- D. Action to approve Resolution #19-09: a letter of contract between Brookings County and Banner Associates, Inc. for construction administration services of overlay projects.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Res 19-09 Letter of Contract Banner.pdf](#)

- E. Action to approve Agreement #19-10: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Volga Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-10 ROW Sioux Valley Energy.pdf](#)

- F. Action to approve Agreement #19-11: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Oslo Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-11 ROW Sioux Valley Energy.pdf](#)

- G. Action to declare a 2015 Ram pickup as surplus property to be declared a total loss due to an accident.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus - Pickup.pdf](#)

- H. Action to declare several guns from the BCOAC as surplus property to be traded in.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Surplus - Guns.pdf](#)

9. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)
[SDACC Agenda.pdf](#)
[Sioux Valley Commissioners Agenda.pdf](#)
[Legislative Update.pdf](#)

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

- A. Correspondence received

Documents:

[Boys, Girls Club Card.pdf](#)
[BATA Community Meeting.pdf](#)
[County Museum Thank You, Invitation.pdf](#)
[Environmental Training for CAFOs Email.pdf](#)

12. Executive Session - in accordance with SDCL §1-25-2(3): consulting with legal counsel.

Action: Motion to enter into executive session in accordance with SDCL, voice vote

Action: Motion to come out of executive session, voice vote

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *February 15, Friday: BATA Community Meeting/Service Review, 1:00 p.m., Community Life Center, Brookings.*
- *February 18, Monday: County offices will be closed in honor of the Presidents Day holiday.*
- *February 21, Thursday: County Holiday Party, 5:30 p.m., VFW in Brookings.*
- *February 23, Saturday: Medary Township drainage meeting, 9:00 a.m., Brookings County Outdoor Adventure Center.*
- *February 23, Saturday: Legislative Forum, 9:00 a.m., Chambers of the Brookings City & County Government Center.*
- *February 26, Tuesday: Commission Work Session, 10:00 a.m., Community Room*

of the Brookings City & County Government Center.

- *March 7, Thursday: Towns & Townships Annual Meeting, 10:00 a.m., Brookings County Outdoor Adventure Center.*
- *March 13, Wednesday & March 14, Thursday: SDACC Spring Workshop at the Ramkota in Pierre.*
- *March 20, Wednesday: Sioux Valley Commissioner's Association quarterly meeting, 12:00 p.m. at Hamlin County.*

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.