



Stacy Steffensen, Commission Department Director

Brookings County

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STAFF REPORT

Agenda Items:

- Personnel Action Notice: Chris is asking for Jacob to start at Wage Grade 9, Step 2. This would be an increase in pay from a Wage Grade 7, \$21.25 to the WG 9, \$23.14 (\$1.89 increase). The Step 1 pay at a WG 9 is \$22.69 (\$1.44 increase).
- Scheduled Agenda Item 9:00 a.m.: The Brookings Farmer's Market is looking for support from the county for a recurring weekly closure of 6th Avenue between the courthouse and the Art's Council building. Additional information is in the packet.
- Scheduled Agenda Item 10:00 a.m.: The board has been asked to pass a resolution declaring April 5, 2016 as National Service Recognition Day. Lead Program Specialist with the RSVP/Foster Grandparent Program Stephanie Bultje has invited the RSVP volunteers to the meeting and there will be a small reception following the adoption of the resolution in the Community Room.
- Annual Meeting with DOE: Per SDCL 10-3-14, the Commission is required to discuss the performance of the Director of Equalization the first Tuesday of April of each year.
- Abatement: Chris has provided a staff report.
- Request to Fill Vacancy: This is an appraiser position now vacant due to the promotion of Jacob Brehmer to Deputy DOE.
- Volunteer Board Appointments:
 - We received one application for the Housing & Redevelopment Commission from current member Angie Schmitz.
 - We received five applications for two positions on the Jail Expansion Advisory Committee. We had set a deadline for applications to be 3/29/16 and we did receive one of the applications on 3/30/19, from Nancy Flynn. Carol Pitts' application didn't come through our fax until the morning of 3/30, however my understanding is that she was in contact with Commissioner Krogman and had indicated that she had faxed it the evening of 3/29. The other three were received before the deadline. The resolution states that we will have up to two members of the public on this committee.
 - We did not receive any applications for Planning & Zoning. We will continue to advertise that position.
- Agreement for Weed Services: routine annual agreement with the State.
- Pictometry Agreements: All 3 partners are interested again in joining the county for the purchase of the next fly-over and the use of the Pictometry imaging.
- Vote Center Resolution: This resolution would permanently establish the use of vote centers and their locations for Brookings County.

- Union Negotiations: Laura spoke with Terry Satterlee about providing his services for Brookings County's upcoming contract negotiations. Mr. Satterlee contracts with Codington County as their Human Resource Director. As he is semi-retired and spends several months out of the year outside of South Dakota, he is reluctant to take on additional work and told Laura he had to think about it. He is going to get back with Laura by April 1st.
- Strategic Plan: a copy of the updated plan with the changes noted in red is included in the packet.
- 468th Avenue: Dick asked that this item be placed on the agenda following Tuesday's meeting with SDDOT personnel.
- 213th Street: The board asked that I place this on the agenda for discussion and possible action.

Upcoming Dates:

- Tuesday, April 5th, 6:30 p.m.—43rd Annual Meeting for the Brookings-Deuel Rural Water System at the McKnight Hall in White.
- Tuesday, April 12th, 8:30 a.m.—the board will meet as the Brookings County Board of Equalization.
- Thursday, May 19, 8:30 a.m. - 12:30 p.m.—FEMA Crisis Leadership Management Course, Brookings City & County Government Center.
- Tuesday, May 24, 8:00 a.m. - 12:00 p.m.—Cybersecurity Training, Brookings City & County Government Center.
- Wednesday, May 25th-Thursday, May 26th—Active shooter training sessions

Thank you,



Stacy Steffensen
Commission Department Director
Brookings County, South Dakota