



Stacy Steffensen, Commission Department Director  
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## **STAFF REPORT:**

### Scheduled Agenda Items

- ✓ 9:30 a.m. – Riparian Buffer Strip Resolution: This is a discussion item only. A resolution will be presented at a future meeting for approval. State law changed in July to allow for a reduction in value of land within 120 feet of a tributary to any lake, river or stream that is being used as a riparian buffer to that waterway. The lakes, rivers or streams are listed in Administrative Rule. The Brookings County list is included in the packet. The discussion needs to be if the resolution should contain specific tributaries or a general statement that would allow the Equalization Office to determine if a waterway is tributary to one of the bodies of water listed in Administrative Rule. I have included resolutions from Codington, Hamlin and Grant Counties. They have chosen to list their tributaries. The Moody County Commission, with their resolution, opted to authorize their Director of Equalization identify these tributaries on an annual basis.
- ✓ 10:00 a.m. – Medary Township Drainage: Marc Richards, Medary Township Supervisor, will be at the meeting to update the board on discussions and progress with regards to drainage concerns in Medary Township.

### Regular Business Agenda Items

- ❖ Surplus Items: These are items to be disposed of.
- ❖ Highway Superintendent: I have included the job description in the packet. I'll need a consensus on any changes to the job description and a discussion on how you would like to conduct the advertising and interview process for a new Highway Superintendent following Dick's announcement that he will retire at the end of the year.
- ❖ Communities of Excellence: I am still working on getting more details. I will have information at the meeting for discussion.

### Director's Report

- The General Fund Surplus Analysis information is included with my report. August ended at 25.18% - which is average for the past 8 years.
- Included with my report is a letter from NACo President Greg Cox to Robert Hill regarding his nomination as a member of the Justice and Public Safety Policy Steering Committee.

Upcoming Dates

- Thursday, October 4: City & County Wellness Fair, 7:00 a.m. – 10:30 a.m., City & County Government Center.
- Saturday, October 6: Candidate Forum, 8:30 a.m. – 10:30 a.m., City & County Government Center.
- Saturday, October 6: Raven Precision Agriculture Center Groundbreaking Ceremony, 1:30 p.m., south of the Animal Science Complex on the SDSU campus.
- Monday, October 8: Offices will be closed in honor of the Native American Day holiday.
- Saturday, October 13: Hobo Day parade and events
- Thursday, October 18: Chamber's Business Expo, 5:00 p.m. – 7:00 p.m., Swiftel Center.
- Friday, October 19: Department Head evaluations due to HR Office.
- Tuesday, October 30: Special Commission Meeting (Exec Session), 8:30 a.m. – Department Head Reviews.
- Tuesday, November 13: 4-H Recognition Awards Night at the BCOAC, 5:00 p.m. – meal; 6:30 p.m. – awards.

A handwritten signature in black ink, reading "Stacy Steffensen". The signature is written in a cursive, flowing style with large loops and a prominent flourish at the end.

Stacy Steffensen  
Commission Department Director  
Brookings County, South Dakota