



Stacy Steffensen, Commission Department Director
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STAFF REPORT:

Regular Business Agenda Items

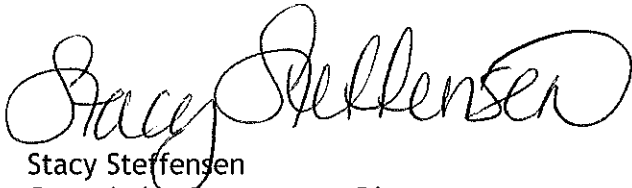
- ❖ Plat: This was unanimously approved at the April 2nd Planning & Zoning Commission meeting. Richard Haugen has provided a staff report.
- ❖ State of Emergency Resolution: Bob Hill submitted this resolution for board approval to start the process to obtain assistance for damages that occurred due to the snow event last month.
- ❖ DOT Agreements: Misty Moser submitted the gopher baiting and weed spraying contracts with the SDDOT and is recommending approval.
- ❖ Boque Agreement: This is an agreement to retain attorney Steve Bogue to conduct our union negotiations. The current union contracts expire at the end of this year. As we start budget discussions this summer, it would be best to have these negotiations decided in case there are budget impacts that will have to be considered. Mr. Bogue has conducted negotiations for Brookings County in the past.
- ❖ Bid: The bids were opened on April 2nd and reviewed by Colin Szaschka at Banner. This bridge is located 9.4 miles north and 4 miles west of Elkton on 482nd Avenue. The estimate was \$575,000, the low bid came in at \$541,644.65.
- ❖ Elderly Tax Freeze: Vicki Buseth is recommending approval, as the applicant meets the qualifications.
- ❖ Automatic Supplement: This is reimbursement for our registration fees for the SDACC Spring Workshop that had to be canceled due to weather.
- ❖ Assignment of Funds: As of 04/03/19, there was \$807,589.13 in fund balance in the 301 Fund. The board discussed assigning \$200,000 of that for the future purchase of the BATA bus garage. I have included the trial balance for fund 301 in the packet.
- ❖ Vacancy Request: This is due to a resignation by a current full-time correctional officer.

Director's Report

- The Traverse is reserved for travel to Olivia, MN on Wednesday, April 10th.
- Included with my report are two invitations to fire department feeds: Elkton & Brookings. The details are listed in the public notices.
- We are going to be starting the 2020 budget process in upcoming weeks. I would like to schedule June budget hearings so everyone can get those dates on their calendars. If we met at the same time as last year, we would have the hearings on Tuesday, June 11th all day and Wednesday, June 12th in the morning only.

Upcoming Dates

- Tuesday, April 9th – Equalization Boards, 1:00 p.m., Chambers of the City & County Government Center.
- Wednesday, April 10th – The board will travel to Olivia, MN to tour the Renville County Detention Center.
- Wednesday, April 17th – Chamber Post-Legislative Luncheon, 12:00 p.m. at Swiftel Center.
- Friday, April 19th – Offices closed in honor of the Good Friday holiday.
- Friday, April 26th – Elkton Fireman’s Feed, 5:30 p.m. at the Elkton Fire Hall.
- Tuesday, April 30th – Brookings Volunteer Fire & Rescue’s annual County Night feed, 5:30 p.m. at the East Station.

A handwritten signature in black ink that reads "Stacy Steffensen". The signature is written in a cursive style with a large, looping initial "S".

Stacy Steffensen
Commission Department Director
Brookings County, South Dakota