



Stacy Steffensen, Commission Department Director

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## STAFF REPORT:

### Regular Business Agenda Items

- Easement Agreement: Brian Gustad has reviewed the site and has signed off on this agreement.
- BCOAC Agreement: This agreement was discussed at the last meeting. Dan Nelson has had a chance to review the agreement and doesn't have concerns. Kristin Heismeyer will require the intern to sign the BCOAC's liability waiver, as she requires of all volunteers and staff.
- Malt Beverage Licenses: These are all renewals. There were no violations during the current licensing period, so a public hearing is not required.
- Elkton Fireworks: This request is a budgeted item in the Commission-public relations budget. The County has approved \$500 each year since 2013.
- Supplemental Budget: The City Finance Office requested the wrong amount from the E911 budget for FY2018. The County budgeted \$128,500, but the request was for \$96,500. The city is now requesting an additional \$32,000. These dollars rolled into the General Fund, fund balance on 12/31/18. In order to pay this amount in FY2019, it requires a supplemental budget hearing. We would publish the required notices and the hearing would be held on June 18<sup>th</sup>.
- Subdivision Ordinance: The board requested that Bob Hill review the county's current subdivision ordinance.

### Director's Report

- The RFP for the CMAR for the jail project was posted on Thursday, May 9<sup>th</sup>.
  - Other upcoming on jail dates:
    - Pre-proposal meeting, Thursday, May 23<sup>rd</sup> at 1:30 PM at Sheriff's Office
    - RFP questions due, Thursday, May 30<sup>th</sup> at 4:00 PM
    - RFPs due, Thursday, June 6<sup>th</sup> at 4:00 PM
    - BKV Board Update, Tuesday, June 18<sup>th</sup> at Commission Meeting
    - Review RFPs by Commission, Tuesday, June 18<sup>th</sup> at Commission Mtg. (Exec Session)
    - Notify candidates on short list, Thursday, June 20<sup>th</sup>
    - CMAR candidate interviews, Tuesday, July 9<sup>th</sup> (Need to schedule)
    - BKV Board Update, Tuesday, July 23<sup>rd</sup>
    - Approval of CMAR, Tuesday, July 23<sup>rd</sup> Commission Meeting
    - BKV Board Update, Tuesday, August 6<sup>th</sup>
    - BKV Board Update, Tuesday, September 3<sup>rd</sup>
    - BKV Board Update and final design development packet and estimate, Tuesday, September 24<sup>th</sup>
- Commissioner Pierce asked for information on the County's Employee Assistance Program (EAP). There is information attached to my report. The county pays approximately \$3,800 annually for this program, which has been in place since 2012.

- BEDC Executive Director Al Hueton provided population information during a recent BEDC meeting. That information is attached to my report.

### Upcoming Dates

- Monday, May 20<sup>th</sup> – 4-H Shooting Sports Awards Night & Ice Cream Social, 6:30 p.m. at the BCOAC.
- Wednesday, May 22<sup>nd</sup> – Sioux Valley Commissioner's Meeting (10-County) hosted by Moody County at Mad Mary's Steakhouse in Flandreau.
- Thursday, May 23<sup>rd</sup> – RFP Pre-Proposal Meeting, 1:30 p.m. at the Sheriff's Office.
- Monday, May 27<sup>th</sup> – County Offices will be closed in honor of the Memorial Day holiday.
- Tuesday, June 4<sup>th</sup> – Mental Health Task Force presentation, 3:30 p.m. in the Chambers.
- Tuesday, June 11<sup>th</sup> – Budget Hearings – starting at 8:30 a.m., Community Room



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