



Commission Meeting
Brookings City & County Government Center
520 3rd Street
Chambers, Suite 310 (3rd floor)

1. 8:30 AM Call to Order on Tuesday, May 21, 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:

[05-07-2019 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 05212019.pdf](#)

D. Approval of cellular allowances

Documents:

[Cellular Authorizations.pdf](#)

E. 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 5.21.19.pdf](#)

[Dept of Revenue 5.6.19.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Finance Officer's Report

Action: List 'Be it Noted' items for minutes

Be it Noted items:

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

Documents:

[Finance Officer Report.pdf](#)

i. Action to approve the second quarter General Fund Transfers:

- a. From General Fund 101-4-911-4294 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.
- b. From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,250.

Action: Motion to Approve, Comments, Voice Vote

7. Regular Business

A. Action to approve Agreement #19-30: an easement agreement for use of county road right-of-way made by Old Tree Farms/Frido Verpaalen.

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Agr 19-30 Easement, Old Tree Farms.pdf](#)

B. Action to authorize Brookings County Outdoor Adventure Center Director Kristin Heismeyer to sign Agreement #19-31: a Joint Powers Agreement supporting a City of Brookings Dakota Nature Park seasonal education position in South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Agr 19-31 BCOAC.pdf](#)
[Release and Waiver of Liability.pdf](#)

C. Action to approve malt beverage license renewals for the following businesses:

Action: Motion to Approve, Comments, Voice Vote

Documents:

[Malt Beverage License Cover Letter.pdf](#)

i. K&K Enterprises, Inc. (dba: The Corner Gas and Goodies)

Documents:

[KK Enterprises.pdf](#)

ii. Cuzbins, LLC (dba: The Boathouse)

Documents:

[Cuzbins.pdf](#)

iii. Meadow Creek Golf Club

Documents:

[Meadow Creek.pdf](#)

iv. Brookings Country Club, Inc.

Documents:

[Brookings Country Club.pdf](#)

v. Skyview Junction, LLC

Documents:

[Skyview Junction.pdf](#)

vi. Wagon Wheel Resort, LLC

Documents:

[Wagon Wheel Resort.pdf](#)

vii. Beach Bums, Inc. (dba: Danceland Campground)

Documents:

[Beach Bums Inc.pdf](#)

D. Action to approve a funding request made by the Elkton Special Days Committee of \$500 for the annual fireworks display.

Action: Motion to Approve, Comments, Roll Call

Documents:

[Elkton Special Days Request.pdf](#)

- E. Action to authorize the Finance Office to advertise for a Supplemental Budget hearing for the E911 budget for \$32,000.

Action: Motion to Approve, Comments, Voice Vote

- F. Review of Subdivision Ordinance

Documents:

[2007 Revised Subdivision Ordinance.pdf](#)

8. Commission Department Director's Report

Documents:

[Commission Dept Report.pdf](#)

[EAP Facts.pdf](#)

[BEDC Report.pdf](#)

9. States Attorney's Office Report

10. Commissioner Reports and Discussion Items

- A. Correspondence Received

Documents:

[DENR to Hilltop Dairy.pdf](#)

11. Executive Session - in accordance with SDCL §1-25-2(4): contract negotiations.

Action: Motion to enter into Executive Session, Voice Vote

Motion to come out of Executive Session, Voice Vote

12. Adjournment

Action: Motion to Approve, Voice Vote

13. Public Notices

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