



Stacy Steffensen, Commission Department Director

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## STAFF REPORT:

### Scheduled Agenda Items

- 9:00 AM – Aurora Gala Days: Pat Tingle will be at the meeting to request the closure of a portion of Broadway Avenue (County Road 23) in Aurora for Gala Days on August 1<sup>st</sup> starting at 6:00 AM until August 2<sup>nd</sup> at 3:00 AM. A map of the proposed detour route is included in the packet.
- 9:05 AM – Preston Township: Preston Township Supervisor Barry Loomis will be at the meeting to discuss and request county assistance with a township road that is being encroached upon by the Big Sioux River. There are several pictures that Mr. Loomis sent included in the packet.

### Regular Business Items

- ❖ Director of Equalization Resolutions: There are four resolutions that speak to the discretionary formula. There are no substantive changes to these resolutions. However, the codified law that was referenced in the previous resolutions was changed during this year's legislative session through HB 1259 and the new law goes into effect on July 1, 2020. I've included the previous resolutions and HB 1259 in the packet, as well.
- ❖ Plats: The Planning Commission unanimously approved these four plats at their June 3, 2020 meeting. Richard Haugen provided a staff report with each one.
- ❖ Abatement: There is one application for an abatement due to a home moved off the lot in question. The amount requested is \$21.79.
- ❖ Feasibility Study Memo: This is an agreement with Banner Associates to conduct a study on the area where there was a dike breached by the Big Sioux River south of Brookings in Medary Township. The amount of the study would cost up to \$40,000. Because this is a drainage issue, that is the budget that makes the most sense to code this expense out of. However, that budget has only \$746 remaining. We could take it out of Commission – professional services, which has about \$28,000 left in it. But that's also our budget line for paying our attorney fees. This will more than likely require contingency at year end no matter what budget is used.
- ❖ Chip Seal Agreement: This is an agreement with TopKote, Inc. to do the chip sealing in the county. Brian Gustad can answer questions on this. I believe it is a budgeted item.
- ❖ Right-of-Way Agreements: There are four routine right-of-way agreements that have been approved by Brian Gustad or Jeff Anderson.
- ❖ Township Grants: We had two grant applications submitted. Oak Lake and Volga Townships submitted grant applications for culverts totaling \$10,535.13. Brian has been to these sites and is recommending approval. This leaves \$89,464.87 in the budget for additional projects. I did send out a second round of letters to the townships with a new deadline of July 31<sup>st</sup>.
- ❖ Generator: In reviewing the need for a generator at the BCOAC – the small generator that Emergency Management has now would power a very minimal portion of the building. We need direction from the board if they would like us to research what it would cost to purchase and install a generator that could power more of the building, including the heating and cooling systems, if the building were to be needed as a Red Cross Shelter. More than likely, this would need to be a budgeted item in FY2021. The other options are to move forward using the current generator, or do nothing. Dustin, Bob and I hope to have additional information by Tuesday.

- ❖ Automatic Supplement: This is to supplement the Emergency Management budget for reimbursement for the Pre-Disaster Mitigation Plan.
- ❖ Request to Fill Vacancy: This is for an internal-only posting for a full-time male correctional officer.
- ❖ Appointment Policy: This the current policy, in written form, of what we do for citizen board appointments. I want to get this officially approved by the board.
- ❖ Work Plan: I have updated the Work Plan. The changes are noted in pink.

### **Director's Report**

- The General Fund surplus comparison information is included with my report. We are right at the 10-year average at just shy of 41%.

### **Public Notices**

- ✓ FY2021 budget hearings will be held on Thursday, June 18, 2020 starting at 8:00 AM in the Community Room (Rm 300) of the Government Center.
- ✓ Steel cell demonstration on Wednesday, June 24, 2020 at 9:00 AM, west of the courthouse along 6<sup>th</sup> Avenue.
- ✓ Jail Expansion Bid Opening, Thursday, July 2, 2020 at 2:00 PM, Brookings City & County Government Center, 520 3<sup>rd</sup> Street, Suite 210.
- ✓ County offices will be closed on Friday, July 3, 2020 in honor of the Independence Day holiday.
- ✓ Safety Week – July 20-24, 2020
  - Safety Picnic, Thursday, July 23, 2020, 11:00 AM – 2:00 PM at the BCOAC.



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