



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

1. **8:30 AM Call to Order on Tuesday, April 5, 2016**
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**
5. **Consent Agenda Items**

A. Approval of minutes.

Documents: [03-22-2016 Minutes.pdf](#)

B. Approval of travel & education requests.

Documents: [Travel Requests.pdf](#)

C. Approval of personnel action notices.

Documents: [Personnel Action Notice Report.pdf](#)

D. Approval of the Human Services report.

Documents: [HHS Report.pdf](#)

6. **Routine Business**

A. Approval of claims.

Documents: [Claims Paid 4.05.16.PDF](#), [8 Cnty Mtg Meal 3.23.16.PDF](#)

B. Department Head reports.

i. County Development

Documents: [County Development.pdf](#)

- a. Be it noted, Chairperson Krogman signed the LEOP No Change certificate.

Documents: [LEOP No Change Certificate.pdf](#)

- b. Be it noted, Chairperson Krogman signed the 2nd quarter SLA report.

7. Scheduled Agenda Items

A. 9:00 AM - Discussion and possible action to support a road closure for the Brookings Farmer's Market.

Documents: [BFM Letter to Commissioners 3.30.16.pdf](#),
[6th_Ave_Closure_Maps.pdf](#)

B. 10:00 AM - Action to approve Resolution #16-13: a resolution declaring April 5, 2016 as National Service Recognition Day.

- *The Board will take a 15 minutes recess following the adoption of the resolution to attend a reception with the volunteers.*

Documents: [National Service Recognition Day.pdf](#)

8. Regular Business

A. Annual meeting with Director of Equalization - SDCL 10-3-14.

Documents: [SDCL 10-3-14.pdf](#)

B. Action to approve Abatement #16-007 made by the City of White for parcel #37375-0000-003-05 in the amount of \$3,271.90.

Documents: [Abatement 16-007.pdf](#)

C. Action to approve a Request to Fill Vacancy for an Appraiser in the Department of Equalization.

Documents: [Request to Fill Vacancy - Appraiser.pdf](#)

D. Action to approve the following Volunteer Board Appointments:

i. Housing and Redevelopment Commission - one position.

- *Angie Schmitz*

Documents: [Housing Redevelopment - Schmitz.pdf](#)

ii. Jail Expansion Advisory Committee - two positions.

- *John Mills*
- *Tim Ryneerson*
- *Martin Kloster*
- *Carol Pitts*
- *Nancy Flynn (received 03/30/2016)*

Documents: [Jail Expansion - Mills.pdf](#), [Jail Expansion - Ryneerson.pdf](#),
[Jail Expansion - Kloster.pdf](#), [Jail Expansion - Pitts.pdf](#), [Jail Expansion - Flynn.pdf](#)

E. Action to approve Agreement #16-29: a joint powers agreement between Brookings County and the State of South Dakota Department of Transportation for weed spraying services.

Documents: [Noxious Weed Control 2016.pdf](#)

F. Action to approve Agreement #16-30: a Brookings County Pictometry Purchase Agreement between Brookings County and the Brookings 911 Board.

Documents: [Pictometry 911 Board.pdf](#)

G. Action to approve Agreement #16-31: a Brookings County Pictometry Purchase Agreement between Brookings County and the City of Brookings.

Documents: [Pictometry City of Brookings.pdf](#)

H. Action to approve Agreement #16-32: a Brookings County Pictometry Purchase Agreement between Brookings County and Brookings Municipal Utilities.

Documents: [Pictometry BMU.pdf](#)

I. Action to approve Resolution #16-14: a resolution authorizing the use of vote centers and establishing vote center locations.

Documents: [Vote Center Locations.pdf](#)

J. Action to approve Agreement #16-24: a retention letter to contract with attorney Steve Bogue to conduct union negotiations.

- *Tabled from March 22, 2016.*

Documents: [Contract Negotiations.pdf](#)

K. Action to approve changes to the Brookings County Strategic Plan.

Documents: [Strategic Plan.pdf](#)

L. Discussion and possible action to hire Banner Associates, Inc. to design a road project on 468th Avenue to North Sky Dairy.

Documents: [Engineering Estimate.pdf](#)

M. Discussion and possible action regarding 213th Street.

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Brookings-Deuel Rural Water Annual Meeting.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [Dairy Fest.pdf](#), [DENR to Volga Dairy.pdf](#), [Mills Constructon Invitation.pdf](#)

12. Adjournment

13. Public Notices

- *April 5, Tuesday: 6:30 p.m., Annual Meeting for the Brookings-Deuel Rural Water System at the McKnight Hall in White.*
- *April 12, Tuesday: 8:30 a.m., the Board will meet as the Brookings County Board*

of Equalization.

- *May 19, Thursday: 8:30 a.m. - 12:30 p.m., FEMA Crisis Leadership Management Course, Brookings City & County Government Center.*
- *May 24, Tuesday: 8:00 a.m. - 12:00 p.m., Cybersecurity Training, Brookings City & County Government Center.*
- *May 25, Wednesday - May 26, Thursday: Active shooter training sessions.*

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 American's With Disabilities Act.

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, MARCH 22, 2016

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 22, 2016 with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, Lee Ann Pierce, and Tom Yseth.

CALL TO ORDER

Chairperson Krogman called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

The agenda for the March 22, 2016 Commission Meeting was approved without objection.

CONSENT AGENDA

Motion by Jensen, seconded by Pierce to approve the consent agenda. Motion carried. The consent agenda consisted of the minutes from the March 8, 2016 Commission Meeting.

Travel Requests: Richard Birk to get a signature for an easement on bridges 120-005 & 120-012 on March 2nd in St. Michael, MN; Misty Moser to attend a meeting on March 14th in Hayti; Misty Moser to attend the Deuel County Meeting on March 18th in Clear Lake; Michael Holzhauser to attend a meeting with the Sioux Falls Claims Office on March 21st in Sioux Falls; Jeff Anderson to attend a Short Course on March 22nd-24th in Oacoma, SD; Manny Langstraat to attend a K9 Training on March 28th-May 20th in Sioux Falls; Shawn Plowman & Jim Sampson to attend two Homeland Security Sessions on May 4th in Sioux Falls; Chris Lilla, Larry Klingbille, & Jacob Brehmer to attend the SDAAO Annual Conference on May 24th-27th in Spearfish, SD.

Personnel Action Notices: routine step increase- John Molengraaf to \$18.64, effective February 1, 2016; routine step increase- Jacob Brehmer to \$21.67, effective April 1, 2016; routine step increase- Aaron Scheer to \$14.99, effective April 1, 2016.

Human Services Report: case #15-144A for Avera McKennan was denied; case #15-150A for Avera McKennan was denied; case #16-023 for Avera McKennan was denied; #16-035 for rent was approved; case #16-036 for Avera McKennan was denied; case #16-037 for rent was approved; case #16-038 for County Burial was approved; case #16-040 for Brookings Municipal Utilities was approved; case #16-041 for rent was approved; case #16-043 for Avera McKennan was denied.

ROUTINE BUSINESS

Approval of Claims

Motion by Miller, seconded by Yseth to approve the following claims. Motion carried.

A&B Business Inc, Copier Contract & IT Fees, \$308.19, Maintenance Contract, \$81.58, Copier Contract Charge, \$54.84, Copier Maintenance, \$87.57, Maintenance Contract, \$50.40, Copier Contract, \$80.41; Action Process Serving, Service of Application, \$34.40, Service of Summons, \$33.20; Adair Asset Management LLC, Tax Certificate, \$8,624.69, Tax Certificate, \$1,513.48, Tax Certificate, \$3,015.21; Adams, Jason R., CAA, \$469.56; Advance, 2016 Allocation, Replace Void, \$35,000.00; AgFirst Farmers Coop, LP Fill for Crack Machine, \$12.26; AMP Electric Construction, Repair Exhaust Fans, \$732.76; Aragon, Antonio, Translation Services, \$100.00; Assn of SD County Weed & Pest, Dues, Pens, \$175.00; Aurora Auto Body & Glass Inc, Tow Jeep for Repairs, \$120.00; Auto Body Specialists, Shop Supplies, \$275.85; Avera McKennan Hospital, COP Medical, \$3,600.91; Avera Medical Group, PMD, \$392.44; Banner Associates, Engineering Services, \$7,518.00; Blackstrap Inc, Road Salt, \$1,739.44; Boyer Trucks, Vehicle Parts, \$653.42; Bozied Oil Co Inc, Car Washes, \$172.00; Breit Law Office PC, Collections, \$667.88; Brookings Auto Mall Inc, 6A1 Oil Change, \$108.20; Brookings City Utilities, Phone Service, \$1,746.44, Local Phone, \$443.26, Utilities, \$1,926.06, Phone, Utilities, \$992.75, Phone Service, \$282.35, Utilities, \$2,143.38, Water for Truck Shed, \$76.75, Phone, Internet Service, \$55.46, COP Utilities, \$218.16; Brookings County Finance, Advance Tax, \$872.56; Brookings Equipment Inc, Parts, \$147.01; Brookings Health System, Mental Health Clearance, \$171.23, PMD, \$579.91, Coroner Labs, \$88.00, COP Medical, \$2,960.40; Brookings Public Library, 1st Quarter Budget Allocation, \$4,375.00; Brookings Register, Retirement Ad, \$240.00, Minutes, Land Use Plan, Joint Powers, \$777.56, Load Limits, Call for Bids, \$244.73, Variance Notices, Conditional Use, \$48.65, Subscription, \$140.84; Brothers Pharmacy, Inmate Meds, \$573.38; Buhl's Cleaners, Rugs, Mops, \$58.60, Rug Rental, \$35.80; Butler Machinery Co, Bushings, Air Filter, Parts, \$394.07; Carquest Auto, O Rings, \$31.00; Central Business Supply, Supplies, \$130.20, Office & Programming Supplies, \$235.76, Office Supplies, \$9.27, Stamp, Markers, Post Its, \$72.91, Office Supplies, Pens, Ink, \$848.49; Century Business Products, Copier Maintenance, \$409.21, Copier Maintenance, \$58.64, Copier Maintenance, Supplies, \$57.59, Copier Contract, \$78.80; Chief/Law Enforcement Supply, Big Easy Unlocking Kit, \$225.49; CHS, Blended Dyed Diesel, Shop, \$9,561.52; City of Brookings Landfill, Chair Disposal, \$5.28; City of Brookings, Joint Building Expenses, \$17,322.86; Claritus, Ink Cartridge, \$168.51; Compass Counseling & Assessment, Psychosexual Assessment, \$1,800.00; Cook's Wastepaper & Recycling, Commercial Service, \$185.28, March Service, \$234.46, Brookings & White Shop, \$136.58, March Service, \$120.64; Courtesy Plumbing Inc, Repairs In Jail/Cell Blocks, \$686.05; Dakota Data Shred, Special Pickups, \$425.52; Diesel Machinery Inc, C75990 Motor, \$2,777.99; DVL Fire and Safety, Fire Extinguisher Inspections, \$389.00; Ed Roehr Safety Products, 2 Portable Magnetic Worklights, \$225.00; Election Source, Ballot Box, \$157.33; Election Systems & Software, Hardware & Firmware Maintenance, \$3,978.00; Elkton Community Library, 2016 Budget Allocation, \$3,200.00; The Exchange, Concealed Pistol Holsters, \$63.00; First Bank & Trust, Fuel, Ink, Room, \$208.50; Fite, Pierce & Ronning Law, CAA, \$558.00, CAA, \$387.00, CAA, \$819.00, CAA, \$540.00, CAA, \$1,818.00, CAA, \$333.00, CAA, \$639.00, CAA, \$576.00, CAA, \$873.00, CAA, \$540.00, CAA, \$1,278.00; Foerster Office & Supply, Inmate Supplies, \$445.60, Tissues, \$58.00; Galls, Taser Holsters, \$491.59; Gass Law, PC, CAA, \$922.78, CAA, \$474.49, CAA, \$507.35, CAA, \$387.53, CAA, \$1,229.47, CAA, \$47.35, CAA, \$46.00, CAA, \$749.31; Graham Tire North, Tires for Pusher Axel, \$1,458.48; Patricia J Hartsel, Transcripts, \$6.80, Transcripts, \$5.60, Transcripts, \$6.40; Haugen, Richard, Per Diem G386 Class, \$22.00; Hawley Insurance Services, Notary Bond S Hauptert, \$50.00; Hillyard/Sioux Falls, Sensor Filter Bag Pack, \$27.14, Cleaning Supplies, \$64.78; Tim Hogan, CAA, \$1,046.77, CAA, \$554.08, CAA, \$719.96, CAA, \$724.09, CAA, \$860.58; Hometown Service & Tire, LLC, 6A28 Tires, \$736.00; Katterhagen,

Mark, Inv MI Hearing, \$18.00; Keltek, Console for Crown Vic, \$388.36; Benjamin L. Kleinjan, CAA, \$3,698.00, CAA, \$662.44, CAA, \$405.00; L&L Auto & Truck Parts, Parts, \$1,119.54, Batteries, Padlock, Supplies, \$318.57; Lacroix, Heather M., CAA Inv MI, \$245.63; Lewis & Clark Behavioral Health, BMI Intake, \$160.00; Lewno, Lucy, Inv MI Hearing, \$159.49; L. G. Everist, Inc, Pea Rock, \$14,882.87; Lincoln County Auditor, MI Expenses, \$178.96; Lowe's, Mailboxes, Shop Supplies, \$294.89, Paint Supplies, Light Bulbs, \$1,084.08; Martin's Inc, Additive for Diesel Tank, \$300.00; Matheson Tri-Gas Inc, Welding Supplies, \$604.84; Donald Mccarty, CAA, \$407.10, CAA, \$379.40, CAA, \$1,281.50, CAA, \$350.00, CAA, \$163.80; McKeever's Vending, Inmate Commissary, \$267.96; Medtox Laboratories, Inc, Drug Panel, Coroner Call, \$157.50; Midstates Flooring, Bathrooms Flooring, Install, \$985.29; Gary E Mikelson, Inv MI CAA, \$502.52; Minnehaha County Auditor, Lien Payment, \$100.00; Minnehaha County JDC, JDC Costs Inv#4168a 60 Days, \$9,900.00; National Sheriff's Association, Membership Dues, \$112.00; Nancy J Nelson, CAA, \$511.52, CAA, \$596.16, CAA, \$740.60, CAA, \$690.00; Newegg Business Inc, Two Monitors, \$359.98, 6A14 Computer Tower, \$617.98, Computer, \$617.98; Northwestern Energy, Natural Gas Service, \$1,793.44, Natural Gas Service, \$374.79, Truck Shop Natural Gas, \$274.07, Natural Gas Truck Shed, \$160.55; Office Peeps Inc, Color Paper, \$113.14, Labels, Ink, \$441.04, Office Supplies, \$135.16; Ohlin Sales Inc, Li-Ion Batteries, \$281.51; One Source, Background Checks 1/28-2/29, \$76.50; Judy Ort, COP Rent, \$400.00; Park Apartments, COP Rent, \$575.00; Pennington County Jail, Transports, \$345.45; Pharmchem Inc, Sweat Patch Analysis, \$575.00; Prochem Dynamics LLC, Inmate Supplies, \$1,308.44; Proforma, 4H Pencils, \$317.87; Quickseries Publishing Inc, Emergency Pocket Guides, \$297.58; Razor's Edge Lawncare, Snow Removal 2/4-2/15 Ice Melt, \$1,406.00; RDO Equipment Co, LED Beacon, Fuel Conditioner, \$310.00; Jessica Reiner, Sheriff Trust, \$1,406.24; RFD, Publishing, Minutes, Bids, \$664.52, Legal Publishing, \$15.96; Rick Ribstein, CAA, \$1,092.87, CAA, \$677.63, CAA, \$1,856.42, CAA, \$710.18, CAA, \$685.01; Rude's Funeral Home Inc, County Burial, \$2,800.00, Transports, \$335.00; Running's Supply Inc, Supplies, \$29.64, Shop Supplies, \$229.17; Schneider Corporation HFH, Beacon Hosting 4/1-6/30, \$2,565.00; Schuneman Equipment Co, Vehicle Supplies, \$405.49; SD Attorney General's Office, 24/7 2/1-2/29, \$181.00, 24/7, Scram 2/1-2/29, \$4,747.00; SD Dept of Revenue, Ethyl Alcohol Tests, \$70.00; SD Federal Prop. Agency, Clip Board, Tape, Supplies, \$43.50, Tools, \$107.00; SDAAO, Conference Registration, \$420.00; SDACO, Relief Fund Feb 2016, \$614.00; SDSU Extension, 4-H Advisor Salary CY2016, \$18,320.00; SDSU Workstudy, SDSU Workstudy, \$91.31; Secretary of State, Notary Bond S Hauptert, \$30.00; Sinai Coop Elevator, Sinai Diesel, \$777.60; Sioux Falls Two Way Radio, Program Car Radios, \$587.50, Radio and Antenna Shop, \$3,329.11; Sioux Valley Energy, Sinai, Bruce Shops, Lights, \$354.45; Sonshine Inn, COP Rent, \$350.00; South Briar, COP Rent, \$525.00; Southland Court Apartments, COP Rent, \$554.00; Sturdevant's Auto Parts, Shop Supplies, \$295.60, Grip Inv 096005, \$4.99; Swanda, Karen, Inv MI Hearing, \$18.00; Swiftel Center, March Facility Maintenance, \$1,577.00; Thomson Reuters - West, West Info Charges 833561484, \$529.23, West Info Charges 833469661, \$606.75; Town & Country Shopper, Weed & Pest Board Meeting, \$168.00; Truenorth Steel, Cutting Edge, \$5,060.00; Tyler Technologies, Epson Thermal Receipt Printer, \$1,050.00, Doc Pro Planning & Install, \$175.00; Ultramax, Ammunition, \$440.00; UPS Store, Lab Shipment to Pierre, \$11.62; Vandenberg Law, CAA, \$797.00; Verizon Wireless, Mobile Data, \$280.07; Walburg, Duane, Animal Control Mileage 2/20-3/4, \$42.00; Walmart Community, Refreshments for Retirement, \$46.88; White City, Utilities, \$64.05; Yankton County Sheriff, Service of Process, \$25.00; Yankton County Treasurer, MI Hearing, \$125.45; SD Dept of Revenue, March Remittance, \$465,395.15

Department Head Reports

County Development Director Robert Hill said the Conditional Use Permit cu2016-002 has been appealed and will be heard on April 5th at 9:00 p.m. Hill said one of his staff members attended a Mass Care Class, G108 in Sioux Falls, as well as a Mass Fatality Class, G386 in Sioux Falls. Hill attended a PPCC Meeting on March 10th; attended a Planning for the Needs of Children in a Disaster class, G366 on March 15th; attended an ICS402 class on March 16th; and attended a SDOEM Region VI meeting on March 17th.

Hill said the department's Dodge Durango had a recall, but has since been fixed. Hill also discussed upcoming dates.

Register of Deeds Beverly Chapman said DocPro, which is a new software the office is using, will be installed on the server Wednesday, March 23rd. Chapman said they plan to go live with the new software in June.

Sheriff Martin Stanwick said there are 28 inmates in jail and 107 individuals participating in the 24/7 program. Stanwick said 139 people were booked in and released in the month of February. He said the jail remained busy Thursday through Sunday during Pub Crawl weekend.

Jail Administrator Bart Sweebe presented the Brookings County Detention Center 2015 Yearly Statistics to the board. Sweebe said there was an increase in inmate population, but a decrease in involuntary mental health commitments and involuntary alcohol/drug commitments.

Pierce asked how many beds the jail can hold. Sweebe said there are 54 beds; but they should only hold half of that because of space issues.

Sweebe said there was an increase in the daily administered and participants for the 24/7 Sobriety Program, but a decrease in total violations.

Krogman asked how the SCRAM bracelets work. Sweebe said the ankle bracelet takes a sample of the individual's perspiration every hour. Sweebe said the perspiration is then recorded into a little computer inside the device, and then the information is downloaded and sent to Colorado to be tested. Sweebe said Colorado will send alerts to them if need be. Krogman asked who determines whether or not the individual can wear the bracelet. Sweebe said unless it is a court order, the decision is up to the detention center. Sweebe said it costs \$6.00 a day to use the bracelet.

Pierce asked if the funds for the 24/7 program are restricted. Sweebe said yes; the funds can only be used towards benefiting the program. Pierce asked if the funds could be used for the detention center expansion. Stanwick said yes, if it's being used for the 24/7 program. Stanwick said they can also use the funds for employees who administrate the 24/7 program.

Sweebe also discussed the Peace Education Program, which is a rehabilitation type of program put on by Lutheran Social Services. Sweebe said the flier is passed around to each inmate and they are encouraged to go. Stanwick said there is no cost to attend the program.

Weed Supervisor Misty Moser said they have been getting a lot of questions and complaints already. Moser said she is looking at an April start date for the seasonal employees.

Moser said she attended the Annual Weed Meeting in Hamlin County and the Annual Weed Meeting in Deuel County. She said they were both very good meetings.

Moser also said she received a letter from the state stating that Brookings County received a \$5,700 grant for chemicals.

Moser discussed a phone call she received from Moody County regarding Brookings County's Gopher Program.

Jensen asked how the alternative chemicals are going with the regulations. Moser said she is looking at using Tordon 22K where the water aquifer is not close to the surface. Moser said if the aquifer is close to the surface, then the Tordon 22K will not be used.

Pierce asked Moser if she has worked with County Development Director Robert Hill on looking at the aquifer ordinance to ensure they are in compliance. Moser said she will work with Hill.

Moser discussed using a GPS system so they know exactly where they left off spraying.

Pierce asked what the cost would be. Moser said it is around \$800 per tablet, and she would like to install it in all four trucks. Pierce said she would like Moser to do the research, and find out what the benefits of having them would be.

Veterans & Human Services Director Michael Holzhauser attended a VA Meeting; attended the County Legion Meeting; and attended a meeting on campus.

Holzhauser also discussed the Welfare Spring Convention Meeting that he attended.

Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings.

Finance Officer Vicki Buseth said Senior Finance Assistant Jennifer Beller will be attending the FEMA Public Assistant Grant training in Sioux Falls with County Development Director Robert Hill.

Buseth said her office received another shipment of license plates. Buseth said they also received the blinds for the conference room between the Finance Office and the Equalization Office, which were approved by the Joint Powers Board. Buseth said the blinds will be installed sometime next week.

2015 Annual Report

Be it noted, Finance Officer Vicki Buseth presented the 2015 Annual Report to the board.

Pierce asked why the county has the monies held for SDRS. Buseth said the county does not hold the monies, but the Finance Office has to account for it because the county pays a portion of it.

2016 Investment Policy Monies and Transfers

Be it noted, Finance Officer Vicki Buseth presented the 2016 Investment Policy Monies and Transfers to the board.

Buseth said Wells Fargo decided not to participate this year; they did not want to pay the interest rate that was required for the money markets.

Miller asked if the money was taken out of Wells Fargo. Buseth said over one million dollars were taken out of Wells Fargo. Pierce asked how the loan amount is determined. Buseth said they report how many loan dollars they have out for Brookings County.

Finance Office Report

Finance Officer Vicki Buseth presented the Finance Office report for February 2016.

Be it noted, the Auditor's Account with the Treasurer was presented to the board.

February 2016

Total amount of deposits in bank.....	\$16,500,259.03
Total amount of actual cash: Currency.....	\$7,318.00
Coins.....	\$3.92
Total amount of checks/draft in Treasurer’s possession not exceeding 3 days.....	\$133,479.59
Itemized list of all other items.....	(\$167,019.45)
TOTAL.....	\$16,474,041.09

Be it noted, the Payroll & Additives for February 2016 was presented to the board. Commission/HR: \$15,528.22; Technology: \$5,587.61; Finance Office: \$18,965.98; States Attorney: \$25,665.68; Equalization: \$17,992.59; Register of Deeds: \$7,458.76; Veterans/Welfare: \$5,907.07; Sheriff’s Office: \$78,641.50; Coroner: \$355.20; Community Health: \$2,871.72; Extension: \$2,536.66; Weed: \$2,138.37; Planning/Zoning: \$5,213.58; Highway: \$50,528.87; Emergency Management: \$3,462.24.

AFLAC: \$2,697.34; Avesis: \$1,257.23; Office of Child Support: \$400.00; Delta Dental: \$4,810.24; Flex One: \$2,236.08; Dearborn Life Insurance: \$1,455.30; Local Teamsters: \$1,107.00; SDRS: \$42,741.83; SDRS Supplemental: \$1,843.00; EFTPS: \$84,896.27; Wellmark: \$91,020.26; SDRS Special Pay Plan Fee: \$45.00; SDRS Special Pay Plan: \$24,276.02; AFLAC Group/CAIC Primary: \$522.88.

Be it noted, the expenditure adjustments for the month of February 2016 were presented to the board. \$2,815.65 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted, the Register of Deeds Statement of Fees collected for the month of February 2016 in the amount of \$19,810.50 was presented to the board.

Pierce asked if juvenile detention will be over budget. Buseth said they will definitely be short; they will have to take money out of contingency.

REGULAR BUSINESS

Motion by Miller, seconded by Jensen to approve the 2016 Annual Weed Bids to low bid on all items listed to Ramsdell’s of Brookings, SD. Background information was provided by Weed Supervisor Misty Moser.

Pierce said she has concerns about making a final decision to use Tordon until County Development Director Robert Hill has looked at the aquifer ordinance. Miller said she doesn’t think it is going to be a problem. Krogman said approving this low bid does not mean they have to use Tordon.

Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.” Motion carried.

Motion by Pierce, seconded by Miller to table Agreement #16-24: a retention letter to contract with attorney Steve Bogue to conduct union negotiations, until the next regularly scheduled meeting. Miller said she would like to hold off on this until they find out more information on it. Yseth said he had a couple of questions about the letter.

Roll call vote: Miller “aye,” Jensen “aye,” Pierce “aye,” Yseth “aye,” Krogman “aye.”
Motion carried.

Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign Agreement #16-25: a Memorandum of Understanding between SDSU Extension and Brookings County. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Jensen “aye,” Pierce “aye,” Yseth “aye,” Miller “aye,” Krogman “aye.”
Motion carried.

Motion by Pierce, seconded by Miller to approve and authorize Chairperson Krogman to sign Agreement #16-26: an application for occupancy of right-of-way made by Sioux Valley Energy. Roll call vote: Pierce “aye,” Yseth “aye,” Miller “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

Motion by Yseth, seconded by Pierce to approve and authorize Chairperson Krogman to sign Agreement #16-27: an application for occupancy of right-of-way made by Sioux Valley Energy. Roll call vote: Yseth “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Krogman “aye.” Motion carried.

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #16-28: an application for occupancy of right-of-way made by Sioux Valley Energy. Roll call vote: Miller “aye,” Jensen “aye,” Pierce “aye,” Yseth “aye,” Krogman “aye.” Motion carried.

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Krogman to sign Resolution #16-11: a resolution authorizing the purchase of concrete pipe based upon the price established through the Lincoln County, SD bid process. Roll call vote: Jensen “aye,” Pierce “aye,” Yseth “aye,” Miller “aye,” Krogman “aye.” Motion carried.

RESOLUTION #16-11

A RESOLUTION AUTHORIZING THE PURCHASE OF CONCRETE PIPE BASED UPON THE PRICE ESTABLISHED THROUGH LINCOLN COUNTY, SOUTH DAKOTA BID PROCESS.

WHEREAS, the Brookings County Highway Department will need new Concrete Pipe in 2016; and

WHEREAS, Lincoln County has recently gone through a competitive bidding process for reinforced concrete culverts, concrete box culverts, precast concrete bridge deck units and bridge beams, such bidding process culminating in the bids being opened on Monday, February 8th, 2016

WHEREAS, Cretex Concrete Products, Inc, was the lowest responsible bidder under such Lincoln County, South Dakota, bid process and, Cretex Concrete Products is willing to sell to Brookings County under the same terms and options as available to Lincoln County, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

WHEREAS, pursuant to SDCL 5-18A-22, Brookings County is authorized to purchase supplies or services from any active contract that has been awarded by any governmental entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to contract for reinforced concrete culverts, concrete box culverts, and precast

concrete bridge deck units and bridge beams, with Cretex Concrete Products, Inc. based upon the bid price, or less, as established through the competitive bidding process of Lincoln County, South Dakota.

Passed this 22nd day of March, 2016.

Ryan Krogman
Chairperson, Brookings County
Board of County Commissioners

ATTEST

Vicki Buseth
Brookings County Finance Officer

Motion by Pierce, seconded by Miller to approve and authorize Chairperson Krogman to sign Resolution #16-12: a resolution to formally establish the Brookings County Jail Expansion Advisory Committee. Roll call vote: Pierce “aye,” Yseth “aye,” Miller “aye,” Jensen “aye,” Krogman “aye.” Motion carried.

RESOLUTION #16-12

A RESOLUTION TO FORMALLY ESTABLISH THE BROOKINGS COUNTY JAIL EXPANSION ADVISORY COMMITTEE

1. The Committee will be called the Brookings County Jail Expansion Advisory Committee (hereafter referred to as “Committee”). It is created by the Brookings County Board of County Commissioners (hereafter referred to as “Commissioners”) and will serve at the pleasure of the same. The Commissioners may amend this resolution at their discretion.

2. Purposes

In accordance with South Dakota Codified Laws, including, but not limited to, 24-11-2, 24-11-23, 34-45-3, 7-8-20 and 7-25, the Committee shall provide information and offer recommendations to the Commissioners regarding the current jail facility.

3. Scope

The Committee shall:

- Review the previous work done by Group II Architects and James Rowenhorst and determine the need for further analysis;
- As necessary, further analyze or recommend to the Commissioners ways to obtain the needed analysis;
- Recommend to the Commissioners options to resolve building systems, and structural, security, and space needs.

The Commissioners may refer specific questions or issue further instructions to the Committee at their discretion.

4. Relationship of the Committee to the Commissioners

The Committee shall offer recommendations and provide relevant information. The Committee has no authority to expend funds beyond what is authorized by the Commissioners or to make decisions on behalf of the Commissioners.

5. Membership

Composition: The Committee shall consist of up to eleven members and shall include:

- Up to two members of the public appointed by the Commissioners.
- Two County Commissioners appointed by the Commissioners.
- The Brookings County Sheriff
- The Brookings County Assistant Sheriff
- The Brookings County Jail Administrator
- The Deputy State's Attorney
- A Third Circuit Judge
- The Brookings County Commission Department Director

6. Procedural Rules

Meetings: The Committee will make best efforts to meet at least quarterly. A quorum must be present in order for the Committee to vote on any matters. A quorum shall be a simple majority of the members.

Dismissal: Appointed members who are absent without reasonable cause from two successive meetings will be considered to have resigned their seat. The Commissioners will move to fill the position.

Passed this 22nd day of March, 2016

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Ryan Krogman
Chairperson, Brookings County Commission

Motion by Miller, seconded by Pierce to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County in the amount of \$500.00, to GL line 101-4-211-4250, Sheriff's Office. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye."
Motion carried.

Motion by Miller, seconded by Jensen to discuss a wage grade change for the Deputy Finance Officer.

Finance Officer Vicki Buseth asked the board to move the Deputy Finance Officer from a wage Grade 7 to a Grade 9. Buseth said this is the same grade that the Deputy Director of Equalization just moved to. Buseth said the Deputy Finance Officer has as many duties and responsibilities as the Deputy Equalization Director. Buseth said the Deputy Finance Officer is in charge of the office and supervises six staff in the absence of the Finance Officer, runs elections, hires temporary election workers, poll workers, and trains them, maintains an active voter file for all elections, has to know the software programs for Total Vote, along with the Tyler system and

the state Motor Vehicle system, processes liquor licenses, does payroll every two weeks, works with apportioning of property taxes, works with abatements and added taxes, and works with adding pay ahead mobile homes in the tax file.

Pierce said the person in the current position does an outstanding job, but it makes her extremely uncomfortable changing the current wage system one employee at a time. Pierce said if the county is looking at changing everyone's pay grades, then the county should do a wage study first. Miller said a wage study was done last year by the 1st District Association. Yseth said Pierce makes a good point, but suggested moving the position to a Grade 8. Miller suggested moving the position to a wage grade 8 as well. Krogman suggested researching what other counties pay their employees with combined offices. Steffensen said Brookings County is unique in that no other county has a combined office comparable to what Brookings County has.

Buseth said when the offices combined, the Finance Officer's salary went up a grade, but the Deputy's position stayed the same. Buseth said all of the positions in the office need to be looked at. Jensen said when the offices were combined, the Deputy's position was never compensated. Miller said come budget time, the board will look at the entire Finance Office.

Motion by Yseth, seconded by Miller to amend the main motion to increase the Deputy Finance Officer to a wage grade 8.

Roll call vote on amendment: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye." Amendment carried.

Roll call vote on main motion amended: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye." Main motion carried.

The board discussed a Vote Center location on the SDSU campus.

Pierce said she discussed the topic with City Councilor Keith Corbett and he would like to see the letters the county sent to SDSU and he would look into it.

Pierce asked for statistics at the Swiftel location. Commission Department Director Stacy Steffensen said it did increase quite a bit from the Primary Election to the General Election. Deputy Finance Officer Kristen Witchey said it did increase significantly between the two elections. Witchey said she does expect the numbers to be higher this year, especially since it is a presidential election. Miller said it is important to keep the vote centers consistent so people know where to go to vote.

Witchey recommended leaving the vote centers where they are located. Steffensen said the board will need to approve a Resolution establishing the vote centers.

By consensus, the board agreed to keep the vote centers in the current locations and directed Steffensen to draft a Resolution establishing the vote centers.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen said they are currently advertising for volunteer board appointments, which include Housing & Redevelopment, Planning & Zoning Commission, and the Jail Expansion Committee. Steffensen said the board will approve the appointments on April 5th.

Steffensen said the Notices of Award for the four preliminary engineering grants were awarded to the county. She said they are just informational at this time, and the SDDOT will be sending funding agreements at a later date, which will require board action.

Steffensen said Kris Jacobsen with the SDACC provided an estimate on the amount each county will receive with the passage of SB2, the alcoholic beverage fund distribution. Steffensen said Brookings County's estimate of new revenue will be approximately \$124,624.31.

Steffensen said the concrete on the south side of the County Resource Center continues to be an issue. Steffensen asked the board how they would like to proceed with this issue. Yseth suggested contacting contractors and getting a cost estimate.

Steffensen also discussed upcoming dates.

Chief Deputy States Attorney Abigail Howard said drug court for Brookings County did get approved and team training will be in April. Howard said it will go in effect July 1, 2016. Howard said States Attorney Clyde Calhoon will be retiring at the end of the year and she will be running for States Attorney.

Krogman asked Howard if she would give a presentation at the next scheduled meeting on how the new drug court will be implemented.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce discussed the Spring Workshop; attended the Chamber Mixer; and signed a pledge, on behalf of Brookings County, to become a Breastfeeding-Friendly business.

Commissioner Jensen attended the Spring Workshop.

Commissioner Miller attended the Spring Workshop. Miller discussed an issue concerning the culverts that drain Lake Sinai.

Commissioner Yseth discussed the issue concerning the culverts that drain Lake Sinai. Yseth also discussed the Growth Partnership Meeting.

Commissioner Krogman discussed the Brookings School District Comp Plan; discussed the Affordable Housing Task Force Meeting; attended the BEDC Meeting; attended the Spring Workshop; and attended the East Central Behavioral Health Board Meeting.

Chairperson Krogman declared a recess.

SCHEDULED AGENDA ITEM

As scheduled at 1:00 p.m., the board held a work session on the Strategic Plan and Work Plan for Brookings County.

ADJOURNMENT

Motion by Yseth, seconded by Jensen to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, April 5, 2016 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. 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.

Jenna Peterson

Finance Assistant II
Brookings County

Published once at the approximate cost of_____.

Travel/Education Request Form

Name(s) Bart Sweebe

Department: Sheriff's Office/Jail Position: Jail Administrator

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
April 12 - 14, 2016			Chamberlain, SD

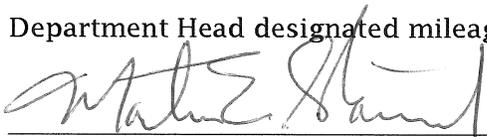
Reason for Travel South Dakota Corrections Association Spring Conference.

Passengers _____

Estimated Expenses

- Method of Travel: X County Vehicle Private Auto
 344 Miles @ \$ /per mile = \$ 144.48
 - Meals: 2 Breakfast @ \$ 6.00 = \$ 12.00
 1 Lunch @ \$ 11.00 = \$ 11.00
 2 Dinner @ \$ 15.00 = \$ 30.00
 - Additional Expenses (taxi, parking, etc):
Please list _____ = \$ 0.00
 - Lodging: 0 Estimated number of days/nights = \$ 0.00
 - Registration 1 Estimated cost Per person = \$ 70.00
- Total Cost Estimate* = \$ 160.44

Department Head designated mileage rate: \$ _____ /per mile



 Department Head Signature

3-29-16

 Date

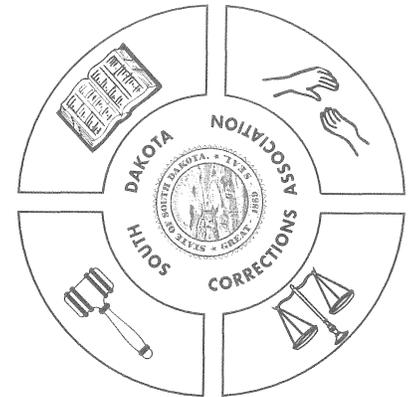


SOUTH DAKOTA
CORRECTIONS ASSOCIATION

Presents

“Change is the Only Constant”

Annual Spring Conference
April 13-14, 2016
Cedar Shore Resort
Chamberlain, South Dakota



Mark Your Calendars -
Upcoming Conference Dates

FALL CONFERENCE 2016
September 13-15, 2016
Boulder Canyon Station
Convention Center, Sturgis SD

SPRING CONFERENCE 2017
Watertown, SD

FALL CONFERENCE 2017
Spearfish, SD

S.D. Corrections Association
Hannah Carda - DOC - Juvenile Division
2510 E. Irwin
Pierre, SD 57501

MAIL THIS FORM & REMITTANCE TO:

Hannah Carda
DOC - Juvenile Div
2510 E. Irwin
Pierre, SD 57501
or fax to 773-2157

Name: _____

Address: _____

School, If Student: _____

Agency/Office: _____

Phone: _____ Email: _____

Full Conference Rates (Make checks payable to SD Corrections Association)

- Enclosed is the Conference Pre-Registration and 2016 Membership Dues of **\$85.00**
- Enclosed is the Conference Registration Fee of **\$70.00**
- Enclosed **\$50.00** - Wednesday, April 13, 2016
- Enclosed **\$20.00** - Thursday, April 14, 2016
- Student (full time) Conference Registration **\$20.00**
- Coffee Break Sponsor – (includes two conference attendees) **\$200.00**
- Enclosed **\$15.00 Membership Dues 2016**- I am unable to attend the Conference, but wish to support the SDCA with my membership



***Pre-Registration can be accomplished via the phone (773-6467) or email (hannah.carda@state.sd.us).**
Payments of conference fees are due at the beginning of the conference.

PROGRAM AGENDA

TUESDAY, APRIL 12, 2016

7:00 p.m. SDCA social event in the hotel courtyard

WEDNESDAY, APRIL 13, 2016

7:15 - 8:00 a.m. Conference Registration
- Conference area

8:00 - 8:15 a.m. Welcome to Chamberlain!

8:15 - 10:00 a.m. JJRI/FFT update

Presented by Stacy Trove and Lisa Wiepen

10:00 - 10:15 a.m. Break

10:15 - 12:00 p.m. "Psychopathy in Corrections"

Presented by Chad Straatmeyer

12:00 - 1:00 p.m. SDCA luncheon (provided)

1:00 - 3:00 p.m. NAMI, "In Our Own Voice"

3:00 - 3:15 p.m. Break

3:15 - 5:00 p.m. "Lakota Perspectives in Rehabilitation" *Presented by Michael Standing Soldier,*

THURSDAY, APRIL 14, 2016

7:30 - 8:00 a.m. Conference Registration -
Conference area

8:00 - 10:00 a.m. "Technology in Supervision"

Presented by Dan Bick

10:00 - 10:15 a.m. Break

10:15 - Noon "Technology in Supervision"

(continued)

ROSTER OF SPEAKERS

CHAD STRAATMEYER has worked for the Department of Corrections for 15 years. He started as a correctional officer and has held positions as Unit Staff, Grant Manager, and now supervises the Admissions Case Managers and oversees the Risk Reduction Program. The primary focus of the Risk Reduction Program is to identify offenders that represent a high risk committing future acts of violence. Assessments and evaluations have resulted in the positive identification of over 20 aggressive psychopaths in our system to date. Chad will be presenting on the process of identifying these offenders and how the department is supervising these very anti-social offenders.

STACY TROVE serves as the Department of Social Services Criminal Justice Initiative Program Manager. She obtained her Bachelor of Arts Degree in Political Science/Spanish from the University of South Dakota in 1995. She earned her Master's Degree in Public Administration from the University of South Dakota in 1997.

Stacy was employed with the South Dakota Department of Corrections as an Intensive Parole Agent from 1997-2002. She served as a Court Service Officer for the South Dakota Unified Judicial System in the Second Judicial Circuit from 2002-2013. During this capacity, she was a member of the Court Services Professional Development Supervision and Writing Team and the Court Services Sanction and Incentives Workgroup. She has served as President and Executive Board member of the South Dakota Corrections Association. In 2014, Stacy was named as the South Dakota Corrections Association Outstanding Member.

LISA WIEPEN, EDS, NCC, LPC, QMHP. Lisa obtained her Master's and Specialist Degree in Marriage and Family Counseling from the University of South Dakota. She has been employed by Lewis and Clark Behavioral Health Services for the last 13 years in youth and family services. She was trained in Functional Family Therapy in August 2014, and became the supervisor of her team in August 2015. She will be giving an overview of FFT, the phases, the populations, and the reasons FFT was chosen.

NAMI "In Our Own Voice" presentations change attitudes, assumptions and stereotypes by describing the reality of living with mental illness. People with mental health conditions share their powerful personal stories during this presentation.

NAMI "In Our Own Voice" adds a critical perspective to the popular understanding of what people with mental illness are like. Going to this presentation will provide you with a first-hand account of what it's like to live with a mental illness. Presenters humanize this misunderstood topic by demonstrating

GENERAL INFORMATION

Lodging: Cedar Shore Resort, 1500 Shoreline Drive, Oacoma, SD 57365, 888.697.6363. State rate is available with state identification. A block of rooms have been set aside for SDCA until two weeks prior to the conference. Make your reservations now!

Registration: The cost is \$70.00 for the full conference. Daily rates are as follows: Wednesday, April 13 - \$50.00; Thursday, April 14 - \$20.00. Student rates are \$20.00. Pre-registration can be completed via phone, email or mailing the attached form.

Remember to renew your SDCA Membership as well! Just \$15 per year! Or pay \$150 to become an SDCA member for life!

Continuing Education Units: CEU's and CCBET available at the conference.

ing that it's possible—and common—to live well with mental illness. Opportunities to ask the presenters questions will allow for a deeper understanding of mental health conditions and help dispel stereotypes and misconceptions. Every person with a mental illness can hope for a brighter future!

MICHAEL STANDING SOLDIER was recently hired by the Department of Corrections to develop a mentoring program for the Native American inmates housed in the Restrictive Housing unit. He received his Master Degree in Social Work from the George Warren Brown School of School Work at Washington University in St. Louis, with an emphasis in Mental Health and Research in Community Development. He received his Bachelor Degree in Social Work and Psychology at the University of Sioux Falls.

Michael has vast experience working with the Native American population, both in the reservation and urban settings. He has developed and helped coordinate a Substance Abuse prevention program on the Lower Brule Sioux reservation, as well as being an Executive Director of a mental health program at Pine Ridge.

He also started Indigenous Multicultural Services where he provided diversity training and consulting services to companies, government organizations, nonprofits and Indigenous Nations around the U.S., offering expertise on Indigenous American issues, cultural diversity, economic development and mental health, such as the affects of historical trauma on tribal peoples.

He knows that when developing a program that targets tribal peoples, consideration must always be given to the unique issues and circumstances Native Americans encounter. He uses traditional Lakota psychology and philosophy in every healing model he creates. Michael will be presenting on how using traditional Lakota psychology and philosophy can help reconstruct the way Native American inmates think.

DAN W. BICK is the Chief Information Security Officer for the Minnesota Department of Corrections working in IT (HYPERLINK "http://MN.IT.MN.IT). He has a degree in Computer Science and over 30 years of experience in IT operations, security or management. In addition to securing core recreational systems and data, he also teaches classes on various security related topics and conducts forensic examinations for the DOC, among other duties. Dan serves as a member of the Minnesota High Technology Crime Investigation Association (HTCIA).

His presentation, based on his knowledge and views, will focus on the different digital devices commonly encountered by staff in corrections and practical methods for handling them.

These include the unique evidence handling procedures needed for digital devices, capabilities and characteristics of mobile devices including cell phones, methods of client use or misuse of devices, and solutions/tips for those working in the field.

OFFICERS AND EXECUTIVE BOARD

SDCA OFFICERS

President Pam Linneweber
President-Elect Justin J. Elkins
Treasurer Hannah Carda
Recorder Amy Miklos
Past President Ross Smith

SDCA EXECUTIVE BOARD

Amber Nogelmeier Kristin Schroeder Briah Bahr
Ryan Van Genderen Steve Sternhagen Travis Tjeerdsmas

Travel/Education Request Form

Name(s) Robert W. Hill, Richard Haugen and Jennifer Beller

Department County Development/EM Position Director

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
4/19/2016			Sioux Falls, SD

Reason for Travel:

SDOEM will be hosting a free training taught by FEMA procurement specialists that will discuss Federal standards for procurement. The information will enable participants to successfully participate in the FEMA Public Assistance (PA) program under a disaster declaration of the Stafford Act. The FEMA PA program provides Federal assistance when the magnitude of an incident exceeds the affected state, tribal, and local government capabilities to respond to or recover from. Time: 1 to 5:30 p.m.

Passengers: 2

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
110 Miles \$ /mile = \$ 0.00

•Meals: 0 Breakfast @ \$ 6.00 = \$ 0.00
3 Lunch @ \$ 11.00 = \$ 33.00
0 Dinner @ \$ 15.00 = \$ 0.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list None = \$

•Lodging: 0 Estimated number of days/nights = \$

•Registration: 0 Estimated Cost = \$

Total Cost Estimate = \$ 33.00

•Department Head designated mileage rate: \$ 0.00 /mile

•A travel advance form is attached to this request Yes No


 Department Head Signature

3/21/2016
 Date

Brookings County

Travel/Education Request Form

Name(s) Chris Lilla & Jacob Brehmer

Department DOE Position Director/Deputy

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
April 20 th , 2016			Sioux Falls, SD

Reason for Travel: District 6 quarterly meeting
Passengers:

Estimated Expenses:

- Method of Travel: County Vehicle Private Auto
 ___ Miles @ \$ ___ per mile = \$ _____
- Meals:
 - ___ Breakfast @ \$ _____ = \$ _____
 - 2 Lunch @ \$ 11.00 = \$ 22.00
 - ___ Dinner @ \$ _____ = \$ _____

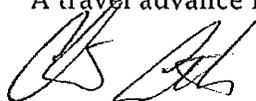
Employees will not be reimbursed for meals that are included in the registration fee.

- Additional Expenses (taxi, parking, etc):
Please list _____ \$ _____
- Lodging: ___ Estimated number of days/nights = \$ _____
- Registration ___ Estimated cost = \$ _____

Total Cost Estimate = \$ 22.00

Department Head designated mileage rate: \$ _____/per mile

- A travel advance form is attached to this request yes _____ no



Department Head Signature

3-29-16

Date

Travel/Education Request Form

Name(s) Clyde Calhoun, Abigail Howard, Teree Nesvold

Department States Attorney Position SA & Deputy SAs

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
May 3-6, 2016			Deadwood, SD

Reason for Travel: Attend South Dakota States Attorney's Association Annual Conference

Passengers: _____

Estimated Expenses

- Method of Travel: County Vehicle X Private Auto
 758 Miles @ \$.42 /per mile = \$ 318.36

- Meals: 9 Breakfast @ \$ 6.00 = \$ 54.00
 12 Lunch @ \$ 11.00 = \$ 132.00
 9 Dinner @ \$ 15.00 = \$ 135.00

- Additional Expenses (taxi, parking, etc):

- Lodging: 3 nights/3 rooms
 Estimated number of days/nights = \$ 900.00

- Registration \$0.00 Actual cost = \$ 0.00

Total Cost Estimate = \$ 1,539.36

Department Head designated mileage rate: \$ _____/per mile

 Department Head Signature

March 24, 2016
 Date

Travel/Education Request Form

Name(s) Jeff Anderson and Mike Scott

Department Highway Position Lead Foreman, Mechanic

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
May 5, 2016			Watertown, SD

Reason for Travel:

Tank Testing Class

Passengers: _____

Estimated Expenses:

•Method of Travel: County Vehicle Private Auto Air
 _____ Miles \$ _____ /mile = \$ 0.00

•Meals: _____ Breakfast @ \$ _____ = \$ 0.00
2 Lunch @ \$ 11.00 = \$ 22.00
 _____ Dinner @ \$ _____ = \$ 0.00

Employees will not be reimbursed for meals that are included in the registration fee.

•Additional Expenses (taxi, parking, etc.):
 Please list _____ = \$ 0.00

•Lodging: _____ Estimated number of days/nights = \$ _____

•Registration: _____ Estimated Cost = \$ _____

Total Cost Estimate = \$ 22.00

•Department Head designated mileage rate: \$ _____ /mile

•A travel advance form is attached to this request Yes No

Department Head Signature

Date



DEPARTMENT of ENVIRONMENT
and NATURAL RESOURCES

JOE FOSS BUILDING
523 EAST CAPITOL
PIERRE, SOUTH DAKOTA 57501-3182

denr.sd.gov

February 10, 2016

BROOKINGS CO HWY DEPT
422 WESTERN AVE
BROOKINGS, SD 57006

800-0000

Subject : Training requirements for new owners and managers of regulated underground storage tank facilities

Dear Sir/Madam,

Existing state and federal law requires training of owners and managers of regulated underground storage tank (UST) facilities. The Department of Environment and Natural Resources (DENR) previously contracted with the South Dakota Petroleum and Propane Marketers Association (SDP2MA) to provide free training to help the owners and managers of the regulated UST facilities to comply with this training requirement. DENR is continuing this partnership to provide training to new owners and managers of regulated facilities. You do not need to attend a training session if you have already completed department approved training.

The 4-hour training sessions for new owners and managers will be held on specified dates and locations across the state from March 29th to November 3rd. Training sessions will be held in Aberdeen, Chamberlain, Mitchell, Pierre, Rapid City, Sioux Falls, and Watertown. Registration can be done by calling Dawna Leitzke of the Petroleum and Propane Marketers Association at (605) 224-8606 or through DENR's webpage <http://denr.sd.gov/tanks>.

DENR also wants to remind you of its voluntary abandoned underground storage tank removal program. Under this program where DENR will remove qualifying tanks and do any necessary environmental cleanup at no cost to the owners. This program is still available to qualified tank owners, for details; please contact me or visit http://denr.sd.gov/des/gw/TankYank/Tank_Yank.aspx.

For more information regarding the training program please contact me at (605) 773-3296. Thank you for your continued assistance in protecting South Dakota's natural resources.

Sincerely,

Doug Miller, Tank Coordinator
Ground Water Quality Program
Department of Environment and Natural Resources

Not for Jeff
March 30

Robert Hill

From: cheryl.whetsel@dot.gov
Sent: Wednesday, March 16, 2016 1:22 PM
To: dbarrack@edf.org; mbrownstein@edf.org; Elaine.Burke@us.ngrid.com; cheryl.f.campbell@xcelenergy.com; adrake@spectraenergy.com; Susan.Fleck@nationalgrid.com; Paula.Gant@Hq.Doe.Gov; BEGarza@spectraenergy.com; kharris@va811.com; Robert Hill; Joy.Frye@hq.doe.gov; bkipp1@aol.com; Patricia.E.Lockhart@xcelenergy.com; rpevarski@vups.org; Don.Stursma@iub.state.ia.us; Richard.Worsinger@RockyMountNC.Gov; Chad.Zamarin@cheniere.com; LArmstrong@ci.pasadena.tx.us; michael.barre@bsee.gov; Todd.Denton@p66.com; Tfelt@colpipe.com; Michele.joy@shell.com; kuprewicz@comcast.net; chuck.lesniak@austintexas.gov; Ron_McClain@kindermorgan.com; jrmosser@marathonpetroleum.com; copierson@marathonpetroleum.com; Brian.salerno@bsee.gov; estevers@colpipe.com; Massoud.Tahamtani@scc.virginia.gov; carl@pstrust.org
Cc: Cameron.Satterthwaite@dot.gov; john.gale@dot.gov; jeff.wiese@dot.gov; linda.daugherty@dot.gov; alan.mayberry@dot.gov; nancy.white@dot.gov; david.murk@dot.gov; PHC-20@dot.gov; Max.Kieba@dot.gov
Subject: Dates of Next Advisory Committee Meeting

Dear Members,

Good Afternoon! I forwarded a calendar request a few minutes ago but several of you were unable to view it from your mobile devices. Please confirm your attendance at the next advisory committee meetings will be held on June 1 through June 3, 2016.

The schedule will be as follows -

Gas committee – Wednesday, June 1 from 1:00 to 4:00 – VOTE: Plastic Pipe

Joint committee – Thursday, June 2 from 8:30 to 4:00 – VOTE: Operator Qualification

Liquid committee – Friday, June 3 from 8:30 to 12:30 – Topics will be determined.

I will forward additional information as it becomes available. Thanks for your continued support.

Cheryl P. Whetsel

Advisory Committee Manager
U.S. Department of Transportation
Pipeline and Hazardous Materials Safety Administration
1200 New Jersey Avenue, SE
East Building, E24-445
Washington, DC 20590
Telephone: 202-366-4431
E-mail: cheryl.whetsel@dot.gov



Know what's below.
Call before you dig.



2016 SDASRO/SDDOA Safe Schools Summer Conference Schedule



Tuesday, June 7th :

- | | |
|-------------|--|
| 1200 - 1300 | Registration |
| 1300 - 1500 | Child Developmental Stages <ul style="list-style-type: none">- Dr. Celeste Uthe-Burow |
| 1500 - 1700 | JDAI - Juvenile Laws & Applications <ul style="list-style-type: none">- Terree Nesbold, Brookings County SAO |

Tuesday, June 8th:

Conference attendees will be split into two groups

Group 1

- | | |
|-------------|--|
| 0800 - 1200 | Force-on-Force training at alternate site |
| 1200 - 1300 | Lunch |
| 1300 - 1500 | Field Medical Training <ul style="list-style-type: none">- Dr. Meninga |
| 1500 - 1700 | Use of Force Simulator with Debriefs |

Group 2

- | | |
|-------------|--|
| 0800 - 1000 | Use of Force Simulator with Debriefs |
| 1000 - 1200 | Field Medical Training <ul style="list-style-type: none">- Dr. Meninga |
| 1200 - 1300 | Lunch |
| 1300 - 1700 | Force-on-Force training at alternate site |

Thursday, June 9th:

- | | |
|-----------|--|
| 0800-0830 | SDDOA & SDASRO Business Meetings |
| 0830-0945 | ALICE Introduction <ul style="list-style-type: none">- Sgt. Burke, SD Highway Patrol |
| 0945-1200 | Current Drug Trends <ul style="list-style-type: none">- Det. Darin Pedneau |



Personnel Action Notice Summary

Commission Meeting: April 5, 2016

Employee Name:	Jacob Brehmer				
Department:	Equalization		Position:	Deputy Director	
Effective Date:	04/01/2016		Salary/Wage:	\$23.14	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Amanda DeVries				
Department:	Sheriff		Position:	Correctional Officer	
Effective Date:	03/24/2016		Salary/Wage:	\$ 16.99	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Kristen Witchey				
Department:	Finance		Position:	Deputy Finance Officer	
Effective Date:	04/01/2016		Salary/Wage:	\$ 22.84	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:					
Department:			Position:		
Effective Date:			Salary/Wage:		
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

For Commission Use Only

Date Submitted to Board of County Commissioners: April 5, 2016

Reference #: 15-057

Request: Avera McKennan - 5/04 thru 5/05/16

Amount: \$ 17,765.15

Recommendation of County Assistance Officer: Deny - Had job and quit. Indigent By Design

Reference #: 16-046

Request: Brookings Municipal Utilities

Amount: \$ 155.80

Recommendation of County Assistance Officer: Approved - Winter Disconnect Notice - \$155.80

Reference #: 16-047

Request: Rent

Amount: \$ 650.00

Recommendation of County Assistance Officer: Approved - One month past due rent - \$650.00

Reference #: 16-048

Request: Rent

Amount: \$ 500.00

Recommendation of County Assistance Officer: Approved - One month past due rent - \$500.00

Reference #:

Request:

Amount:

Recommendation of County Assistance Officer:

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10376	BROOKINGS ENGRAVING	I-201603306674	101-4-111-4260	SIGNATURE STAMP DIE, STAMP		48.75
01-10536	CENTRAL BUSINESS SUPPLY	I-201603296580	101-4-111-4260	PAPER, BATTERIES		47.02
01-11453	HY-VEE FOOD STORE	I-201603296603	101-4-111-4260	CAKE FOR RETIREMENT PARTY		100.38
01-12522	RFD	I-201603296630	101-4-111-4230	COMMISSION MINUTES, LAND USE		1,267.20
01-12538	RAMKOTA INN	I-201603296626	101-4-111-4270	COMMISSION WORKSHOP LODGING		484.95
01-20259	MILLER, STEPHNE	I-201603296614	101-4-111-4270	MILLER, STEPHNE		175.44
DEPARTMENT 111 COMMISSIONERS					TOTAL:	2,123.74

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10125	ARAGON, ANTONIO	I-201603296570	101-4-130-4290	ONE HOUR TRANSLATION SERVICES		50.00
01-10336	BREMMON, CARMEN	I-201603296575	101-4-130-4290	IN-COURT TRANSLATION SERVICES		575.00
01-11453	HY-VEE FOOD STORE	I-201603296600	101-4-130-4280	JURY MEALS		39.98
01-11847	DONALD MCCARTY	I-201603296610	101-4-130-4222	CAA XXXX		1,406.30
01-12179	NANCY J NELSON	I-201603296616	101-4-130-4222	CAA XXXX		1,994.56
01-13262	VANDENBERG LAW	I-201603296646	101-4-130-4222	CAA XXXX		552.00
01-13262	VANDENBERG LAW	I-201603296647	101-4-130-4222	CAA XXXX		729.00
01-13262	VANDENBERG LAW	I-201603296648	101-4-130-4222	CAA XXXX		1,675.00
01-13262	VANDENBERG LAW	I-201603296649	101-4-130-4222	CAA XXXX		405.00
01-13370	THOMSON REUTERS - WEST	I-201603296642	101-4-130-4340	NORTHWESTERN REPORTER		331.00
01-13389	TERRY D WIECZOREK PC	I-201603296655	101-4-130-4222	CAA XXXX		288.14
01-15220	RICKY L SONNENBURG	I-201603296664	101-4-130-4280	JUROR FEES		50.84
01-15800	DAVID JOHNSON	I-201603296661	101-4-130-4280	JUROR FEES		55.04
01-17926	TIM HOGAN	I-201603296597	101-4-130-4222	CAA XXXX		1,065.70
01-17926	TIM HOGAN	I-201603296598	101-4-130-4222	CAA XXXX		968.41
01-20161	MILDRED FURNEY	I-201603296660	101-4-130-4280	JUROR FEES		79.40
01-20240	Q-SET INC	I-201603296624	101-4-130-4290	TRANSCRIPTION SERVICES		150.00
01-20985	FITE, PIERCE & RONNING	I-201603296592	101-4-130-4222	CAA XXXX		1,359.00
01-20985	FITE, PIERCE & RONNING	I-201603296593	101-4-130-4222	CAA XXXX		603.00
01-21855	DALE DESMET	I-201603296658	101-4-130-4280	JUROR FEES		51.68
01-21856	JODI FRIEDEL	I-201603296659	101-4-130-4280	JUROR FEES		53.36
01-21859	PAULA MCCALL	I-201603296662	101-4-130-4280	JUROR FEES		53.36
01-21860	ALAN MERGEN	I-201603296663	101-4-130-4280	JUROR FEES		52.52
01-21863	EDWARD WALDNER	I-201603296665	101-4-130-4280	JUROR FEES		53.36

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 12,641.65

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201603296581	101-4-143-4260	OFFICE CHAIR, FOLDERS		464.18
01-11485	TYLER TECHNOLOGIES	I-201603296644	101-4-143-4270	TRAINING IN ABERDEEN		375.00
01-11921	WELLS FARGO	I-201603296654	101-4-143-4270	FUEL		24.48
01-12261	OFFICE PEEPS INC	I-201603296618	101-4-143-4260	TONER & FILES		165.29
01-19128	EXECUTIVE MGMT FINANCE	I-201603296591	101-4-143-4280	TECH ACCESS FEE FEB 2016		53.00
01-19277	ALLEGRA PRINT & IMAGING	I-201603296668	101-4-143-4260	ENVELOPES		557.27
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	1,639.22

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13370	THOMSON REUTERS - WEST	I-201603296643	101-4-151-4260	WEST INFO INV#833561485		991.00
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	991.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10589	CLARITUS	I-201603296585	101-4-161-4267	STANDARD TAPE		45.41
01-11078	FOERSTER OFFICE & SUPPL	I-201603296594	101-4-161-4260	SOAP INV #50778		40.00
01-11921	WELLS FARGO	I-201603296654	101-4-161-4267	POSTAGE		46.47
01-12503	QUALIFIED PRESORT SERVI	I-201603296625	101-4-161-4267	POSTAGE SERVICE 3/1-3/15		14.78
01-12931	SIOUX VALLEY CLEANERS I	I-201603296638	101-4-161-4250	MARCH JANITORIAL FOR WIC		460.00
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	606.66

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11921	WELLS FARGO	I-201603296654	101-4-162-4260	MCKISSOCK USPAP COURSE		639.80
01-11921	WELLS FARGO	I-201603296654	101-4-162-4250	CAR WASH		9.00
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						648.80

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11863	MCLEOD'S PRINTING & OFF I-	201603296613	101-4-163-4260	FEE BOOK 36		716.65
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	716.65

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 167 TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY I-	201603296580	101-4-167-4260	PAPER, BATTERIES		1.94
DEPARTMENT 167 TECHNOLOGY					TOTAL:	1.94

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 168 HUMAN RESOURCES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201603296580	101-4-168-4260	PAPER, BATTERIES		3.90
01-11921	WELLS FARGO	I-201603296654	101-4-168-4230	INDEED-HR ADVERTISING		353.08
01-12782	SD NEWSPAPER SERVICE	I-201603296637	101-4-168-4230	EMPLOYMENT ADS SHOPPER		131.84
01-21541	CF PROMO SPORTS	I-201603296583	101-4-168-4260	L223 JACKET		38.00
DEPARTMENT 168 HUMAN RESOURCES					TOTAL:	526.82

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10312	BOZIED OIL CO INC	I-201603296573	101-4-211-4250	FOUR CAR WASHES		44.00
01-10918	EINSPAHR AUTO PLAZA	I-201603296588	101-4-211-4340	2016 DODGE CHARGER		25,211.00
01-11680	KNIGHT'S DEFENSE	I-201603296606	101-4-211-4262	UNIFORMS		820.84
01-12975	SOUND SENSATIONS INC	I-201603296639	101-4-211-4260	6A11 REMOTE START		304.98
01-19104	TASER INTERNATIONAL	I-201603296641	101-4-211-4220	STANDARD/BASIC LICENSE		1,800.00
01-21156	SANFORD HEALTH	I-201603296632	101-4-211-4220	EMPLOYMENT PHYSICAL		199.00
01-21166	CENTURY LINK	I-201603296582	101-4-211-4280	LONG DISTANCE PHONE		138.88
01-21491	ZUERCHER TECHNOLOGIES L	I-201603296657	101-4-211-4250	ONE YR MAINTENANCE & SUPPORT		5,588.30
DEPARTMENT 211 SHERIFF'S OFFICE					TOTAL:	34,107.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10336	BREMMON, CARMEN	I-201603296574	101-4-212-4220	INTERPRETING FOR SHERIFF		100.00
01-11453	HY-VEE FOOD STORE	I-201603296601	101-4-212-4290	INMATE MEALS		11,560.44
01-11855	MCKEEVER'S VENDING	I-201603296612	101-4-212-4260	INMATE COMMISSARY		587.46
01-21468	ENZ, GREGORY	I-201603296589	101-4-212-4260	UNIFORM SHOES		100.00
01-21491	ZUERCHER TECHNOLOGIES L	I-201603296657	101-4-212-4250	ONE YR MAINTENANCE & SUPPORT		5,588.30
01-22002	PROCHEM DYNAMICS LLC	I-201603296623	101-4-212-4260	GLOVES, CLEANER		802.56
DEPARTMENT 212 COUNTY JAIL					TOTAL:	18,738.76

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12656	RUDE'S FUNERAL HOME INC	I-201603296631	101-4-213-4220	XXX TRANSPORT		100.00
01-21156	SANFORD HEALTH	I-201603296633	101-4-213-4220	AUTOPSY XXX		2,350.00
DEPARTMENT 213 CORONER					TOTAL:	2,450.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201603296576	101-4-411-4252	COP UTILITIES XXXX		155.80
01-10536	CENTRAL BUSINESS SUPPLY	I-201603296580	101-4-411-4272	PAPER, BATTERIES		5.84
01-10754	DAKOTALAND ENTERPRISES	I-201603296587	101-4-411-4251	COP RENT XXXX		650.00
01-12027	MILLS PROPERTY MANAGEME	I-201603296615	101-4-411-4251	COP RENT XXXX		500.00
01-12746	SDACC	I-201603296634	101-4-411-4210	CATASTROPHIC POOR PAYMENT		4,010.00
DEPARTMENT 411 WELFARE					TOTAL:	5,321.64

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10617	CODY, DENISE	I-201603296586	101-4-441-4220	INV MI HEARINGS XXX		15.00
01-10617	CODY, DENISE	I-201603296586	101-4-441-4220	INV MI HEARINGS XXX		15.00
01-10617	CODY, DENISE	I-201603296586	101-4-441-4220	INV MI HEARINGS XXX		15.00
01-11287	HARMELINK, FOX & RAVNSB	I-201603296595	101-4-441-4290	CAA INV MI XXXX		143.00
01-11287	HARMELINK, FOX & RAVNSB	I-201603296595	101-4-441-4290	CAA INV MI XXXX		143.00
01-11682	KNOFF, DAVID	I-201603296607	101-4-441-4220	INV MI HEARING XXXX		45.00
01-12429	POLLARD, JERRY	I-201603296622	101-4-441-4220	INV MI HEARINGS XXX		45.00
01-12429	POLLARD, JERRY	I-201603296622	101-4-441-4220	INV MI HEARINGS XXX		45.00
01-13441	YANKTON COUNTY SHERIFF	I-201603296656	101-4-441-4270	SERVICE OF PROCESS XXX		25.00
01-13441	YANKTON COUNTY SHERIFF	I-201603296656	101-4-441-4270	SERVICE OF PROCESS XXX		25.00
01-19562	SWANDA, KAREN	I-201603296640	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-19562	SWANDA, KAREN	I-201603296640	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-19562	SWANDA, KAREN	I-201603296640	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-20920	LEWNO, LUCY	I-201603296608	101-4-441-4220	INV MI HEARING XXXX		105.49
01-20920	LEWNO, LUCY	I-201603296608	101-4-441-4220	INV MI HEARING XXXX		105.49
01-20920	LEWNO, LUCY	I-201603296608	101-4-441-4220	INV MI HEARING XXXX		105.49

DEPARTMENT 441 BEHAVIORAL HEALTH TOTAL: 877.47

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 611 COUNTY EXTENSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11868	MCI	I-201603296611	101-4-611-4280	LONG DISTANCE PHONE		31.07
01-11921	WELLS FARGO	I-201603296654	101-4-611-4260	CRAFT STICKS, SILHOUETTE CAME		313.82
01-12413	PITNEY BOWES	I-201603296621	101-4-611-4261	POSTAGE METER RENTAL CHARGES		165.00
01-13328	WALMART COMMUNITY	I-201603296653	101-4-611-4260	OFFICE & PROGRAMMING SUPPLIES		57.57
DEPARTMENT 611 COUNTY EXTENSION					TOTAL:	567.46

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11453	HY-VEE FOOD STORE	I-201603296604	101-4-615-4260	ANNUAL WEED & PEST BOARD MTG		55.71
01-11921	WELLS FARGO	I-201603296654	101-4-615-4270	HOTEL LODGING		351.96
01-12522	RFD	I-201603296630	101-4-615-4230	BIDS		36.64
01-20308	BAUER, TIM	I-201603296571	101-4-615-4270	FEB MEETING MILEAGE		9.24
DEPARTMENT 615 WEED CONTROL					TOTAL:	453.55

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11453	HY-VEE FOOD STORE	I-201603296599	101-4-711-4260	MARCH ZONING MTG REFRESHMENTS		7.49
01-11921	WELLS FARGO	I-201603296654	101-4-711-4220	APA		274.00
01-12522	RFD	I-201603296630	101-4-711-4230	CONDITIONAL USE		15.37
DEPARTMENT 711 PLANNING & ZONING						TOTAL: 296.86
FUND 101 GENERAL FUND						TOTAL: 82,709.22

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201603296569	201-4-311-4250	COPIER MAINTENANCE CONTRACT		25.00
01-10799	SD DEPT OF TRANSPORTATI	I-201603296636	201-4-311-4220	ENGINEERING 209-150		720.00
01-10985	L. G. EVERIST, INC	I-201603296609	201-4-311-4260	PEA ROCK 24B INV#311199		1,301.35
01-11453	HY-VEE FOOD STORE	I-201603296602	201-4-311-4270	MSHA TRAINING REFRESHMENTS		74.19
01-11921	WELLS FARGO	I-201603296654	201-4-311-4260	EREPLACEMENT PARTS		27.54
01-11921	WELLS FARGO	I-201603296654	201-4-311-4270	NACE		595.00
01-11921	WELLS FARGO	I-201603296654	201-4-311-4270	SDACHS REGISTRATION		82.80
01-12236	NORTHWESTERN ENERGY	I-201603296617	201-4-311-4280	HIGHWAY SHOP UTILITIES		372.16
01-12522	RFD	I-201603296629	201-4-311-4230	CALLS FOR YEARLY BIDS		79.80
01-13291	VERIZON WIRELESS	I-201603296651	201-4-311-4280	HWY TABLET INV#9761725904		40.01
01-13328	WALMART COMMUNITY	I-201603296652	201-4-311-4260	MOUSE & KEYBOARD		19.85
01-20514	KINGBROOK RURAL WATER	I-201603296605	201-4-311-4280	WATER UTILITIES		33.00
01-20828	BIRK, RICHARD	I-201603296572	201-4-311-4270	FUEL TRAVEL TO ST MICHAEL MN		19.01
01-21965	EQUIPMENT BLADES INC	I-201603296590	201-4-311-4260	8' MOUNTING BOARDS 0997		960.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 4,349.71

FUND 201 ROAD & BRIDGE FUND TOTAL: 4,349.71

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 207 E-911 FUND

DEPARTMENT: 225 911 SERVICES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-20143	CITY OF BROOKINGS	I-201603296584	207-4-225-4290	E911 NOV, DEC, JAN		76,580.22
					DEPARTMENT 225 911 SERVICES	TOTAL: 76,580.22
					FUND 207 E-911 FUND	TOTAL: 76,580.22

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-201603296596	226-4-222-4270	SDOEM TRAINING PER DIEM		64.00
01-11921	WELLS FARGO	I-201603296654	226-4-222-4220	APA		25.00
01-12538	RAMKOTA INN	I-201603296627	226-4-222-4270	G-366/ICS-402 COURSES LODGING		96.99
01-13280	VANTEK COMMUNICATIONS I	I-201603296650	226-4-222-4250	NORTH REPEATRE FEE APRIL		100.00
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						285.99
FUND 226 EMERGENCY MANAGEMENT TOTAL:						285.99

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 248 24/7 PROGRAM

DEPARTMENT: 212 24/7 PROGRAM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-20731	REDWOOD TOXICOLOGY LABO	I-201603296628	248-4-212-4260	U/A TESTS		323.29
01-21649	PHARMCHEM INC	I-201603296620	248-4-212-4260	24/7 DRUG PATCHES		1,216.00
DEPARTMENT 212 24/7 PROGRAM					TOTAL:	1,539.29

FUND 248 24/7 PROGRAM					TOTAL:	1,539.29

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 250 ROD RELIEF FUND

DEPARTMENT: 163 ROD Relief Fund

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11485	TYLER TECHNOLOGIES	I-201603296645	250-4-163-4290	DOC PRO STAGE 1		35.00
01-11485	TYLER TECHNOLOGIES	I-201603296672	250-4-163-4290	DOC PRO STAGE 1		105.00
DEPARTMENT 163 ROD Relief Fund						TOTAL: 140.00
FUND 250 ROD RELIEF FUND						TOTAL: 140.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 725 ADVANCE TAXES

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10367	BROOKINGS COUNTY FINANC	I-201603296577	725-2-2090000	ADVANCE TAX XXXXXX		1,715.71
01-10367	BROOKINGS COUNTY FINANC	I-201603296578	725-2-2090000	ADVANCE TAX XXXX		2,982.19
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 4,697.90
					FUND 725 ADVANCE TAXES	TOTAL: 4,697.90

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01513 Claims Paid 4.05.16

FUND : 761 SHERIFF TRUST

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10795	SD DEPT OF LABOR	I-201603296635	761-2-2090000	SHERIFF TRUST XXXX		1,573.59
01-22062	ONE AMERICAN BANK	I-201603296619	761-2-2090000	XXX VS XXX COLLECTION		33,157.02
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	34,730.61
FUND 761 SHERIFF TRUST					TOTAL:	34,730.61
REPORT GRA TOTAL:						205,032.94

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2016	101-4-111-4230	PUBLISHING	1,267.20	41,000	33,975.67				
	101-4-111-4260	SUPPLIES & MATERIALS	196.15	4,500	4,176.18				
	101-4-111-4270	TRAVEL & CONFERENCE	660.39	6,700	3,597.17				
	101-4-130-4222	ADULT DEFENSE	11,046.11	300,000	196,333.97				
	101-4-130-4280	JURY & WITNESS	489.54	15,000	10,589.40				
	101-4-130-4290	COURT CASE EXPENSE	775.00	30,000	22,086.81				
	101-4-130-4340	LAW LIBRARY	331.00	20,000	17,970.77				
	101-4-143-4260	SUPPLIES & MATERIALS	1,186.74	16,000	10,413.81				
	101-4-143-4270	TRAVEL & CONFERENCE	399.48	4,000	3,117.51				
	101-4-143-4280	UTILITIES	53.00	2,500	1,885.75				
	101-4-151-4260	SUPPLIES & MATERIALS	991.00	20,000	15,108.47				
	101-4-161-4250	REPAIRS AND MAINTENANCE	460.00	71,500	43,912.35				
	101-4-161-4260	SUPPLIES & MATERIALS	40.00	10,750	10,069.74				
	101-4-161-4267	Postage	106.66	35,903	30,972.01				
	101-4-162-4250	REPAIRS AND MAINTENANCE	9.00	2,500	2,236.25				
	101-4-162-4260	SUPPLIES &N MATERIALS	639.80	6,800	4,914.18				
	101-4-163-4260	SUPPLIES & MATERIALS	716.65	3,000	2,050.52				
	101-4-167-4260	SUPPLIES	1.94	16,900	7,928.81				
	101-4-168-4230	PUBLISHING	484.92	6,000	4,902.07				
	101-4-168-4260	SUPPLIES & MATERIALS	41.90	3,000	2,789.20				
	101-4-211-4220	PROFESSIONAL SERV. & FEES	1,999.00	6,000	2,367.75				
	101-4-211-4250	REPAIRS AND MAINTENANCE	5,632.30	28,000	18,816.77				
	101-4-211-4260	SUPPLIES & MATERIALS	304.98	14,500	12,017.02				
	101-4-211-4262	UNIFORMS/EQUIPMENT	820.84	4,000	1,310.05				
	101-4-211-4280	UTILITIES	138.88	20,000	15,555.96				
	101-4-211-4340	MACHINERY & EQUIPMENT	25,211.00	31,000	5,789.00				
	101-4-212-4220	PROFESSIONAL SERV. & FEES	100.00	4,000	3,592.00				
	101-4-212-4250	REPAIRS AND MAINTENANCE	5,588.30	27,000	16,330.98				
	101-4-212-4260	SUPPLIES & MATERIALS	1,490.02	46,000	36,762.63				
	101-4-212-4290	PRISONER RATION	11,560.44	145,000	103,182.57				
	101-4-213-4220	PROFESSIONAL SERV. & FEES	2,450.00	30,000	26,479.50				
	101-4-411-4210	CATASTROPHIC	4,010.00	15,000	10,990.00				
	101-4-411-4251	RENT	1,150.00	18,000	10,808.50				
	101-4-411-4252	UTILITIES	155.80	8,000	7,503.53				
	101-4-411-4272	SUPPLIES & MATERIALS	5.84	1,000	838.73				
	101-4-441-4220	PROFESSIONAL SERV. & FEES	541.47	48,000	38,524.92				
	101-4-441-4270	TRAVEL	50.00	1,000	900.00				
	101-4-441-4290	CRT APPORT. ATT'Y/M.I.	286.00	3,000	1,961.93				
	101-4-611-4260	SUPPLIES & MATERIALS	371.39	9,000	7,833.80				
	101-4-611-4261	POSTAGE REIMBURSEMENT FROM	165.00	1,500	1,335.00				
	101-4-611-4280	UTILITIES	31.07	17,000	13,551.16				
	101-4-615-4230	PUBLISHING	36.64	1,000	777.04				
	101-4-615-4260	SUPPLIES & MATERIALS	55.71	65,000	64,004.03				
	101-4-615-4270	TRAVEL & CONFERENCE	361.20	2,500	1,566.84				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	101-4-711-4220	PROFESSIONAL SERV. & FEES	274.00	1,000	516.50		
	101-4-711-4230	PUBLISHING	15.37	2,500	2,201.89		
	101-4-711-4260	SUPPLIES & MATERIALS	7.49	3,000	2,080.78		
	201-4-311-4220	PROFESSIONAL SERVICES	720.00	150,000	60,318.08		
	201-4-311-4230	PUBLISHING	79.80	2,100	1,614.47		
	201-4-311-4250	REPAIRS & MAINT.	25.00	2,100,000	2097,615.69		
	201-4-311-4260	SUPPLIES & MATERIALS	2,308.74	1,250,000	1169,043.90		
	201-4-311-4270	TRAVEL & CONFERENCE	771.00	4,000	3,229.00		
	201-4-311-4280	UTILITIES	445.17	24,000	17,221.74		
	207-4-225-4290	OTHERS	76,580.22	303,000	149,739.87		
	226-4-222-4220	PROFESSIONAL SERV. & FEES	25.00	2,050	1,855.00		
	226-4-222-4250	REPAIRS AND MAINTENANCE	100.00	3,000	2,340.00		
	226-4-222-4270	TRAVEL	160.99	3,000	2,524.87		
	248-4-212-4260	SUPPLIES & MATERIALS	1,539.29	10,000	4,511.71		
	250-4-163-4290	Other Current Expenditures	140.00	72,457	72,142.00		
	725-2-2090000	AMOUNT HELD FOR ADVANCE TA	4,697.90				
	761-2-2090000	AM'T HELD FOR SHERIFF TRUS	34,730.61				
	** 2016 YEAR TOTALS		205,032.94				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	2,123.74
101-130	JUDICIAL SYSTEM	12,641.65
101-143	FINANCE OFFICE	1,639.22
101-151	STATES ATTORNEY	991.00
101-161	COUNTY BUILDING	606.66
101-162	DIRECTOR OF EQUALIZATION	648.80
101-163	REGISTER OF DEEDS	716.65
101-167	TECHNOLOGY	1.94
101-168	HUMAN RESOURCES	526.82
101-211	SHERIFF'S OFFICE	34,107.00
101-212	COUNTY JAIL	18,738.76
101-213	CORONER	2,450.00
101-411	WELFARE	5,321.64
101-441	BEHAVIORAL HEALTH	877.47
101-611	COUNTY EXTENSION	567.46
101-615	WEED CONTROL	453.55
101-711	PLANNING & ZONING	296.86
101 TOTAL	GENERAL FUND	82,709.22

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
201-311	HIGHWAY ADMINISTRATION	4,349.71

201 TOTAL	ROAD & BRIDGE FUND	4,349.71
207-225	911 SERVICES	76,580.22

207 TOTAL	E-911 FUND	76,580.22
226-222	EMERGENCY & DISASTER SERV	285.99

226 TOTAL	EMERGENCY MANAGEMENT	285.99
248-212	24/7 PROGRAM	1,539.29

248 TOTAL	24/7 PROGRAM	1,539.29
250-163	ROD Relief Fund	140.00

250 TOTAL	ROD RELIEF FUND	140.00
725	NON-DEPARTMENTAL	4,697.90

725 TOTAL	ADVANCE TAXES	4,697.90
761	NON-DEPARTMENTAL	34,730.61

761 TOTAL	SHERIFF TRUST	34,730.61

	** TOTAL **	205,032.94

NO ERRORS

** END OF REPORT **

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-111-4270	8 COUNTY MEETING MEAL	116031	792.00
DEPARTMENT 111 COMMISSIONERS					TOTAL:	792.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-143-4270	8 COUNTY MEETING MEAL	116031	22.00
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	22.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-151-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	11.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-162-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						11.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-163-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	11.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 165 VETERAN'S SERVICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-165-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 165 VETERAN'S SERVICE					TOTAL:	11.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	101-4-211-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 211 SHERIFF'S OFFICE						TOTAL: 11.00
FUND 101 GENERAL FUND						TOTAL: 869.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01511 8 County Mtg Meal 3/23/16

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-13259	VALLEY RESTAURANT	I-201603236568	226-4-222-4270	8 COUNTY MEETING MEAL	116031	11.00
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						11.00
FUND 226 EMERGENCY MANAGEMENT TOTAL:						11.00
REPORT GRA TOTAL:						880.00

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2016	101-4-111-4270	TRAVEL & CONFERENCE	792.00	6,700	4,257.56				
	101-4-143-4270	TRAVEL & CONFERENCE	22.00	4,000	3,516.99				
	101-4-151-4270	TRAVEL & CONFERENCE	11.00	5,000	4,989.00				
	101-4-162-4270	TRAVEL & CONFERENCE	11.00	14,500	14,069.00				
	101-4-163-4270	TRAVEL & CONFERENCE	11.00	1,200	1,189.00				
	101-4-165-4270	TRAVEL & CONFERENCE	11.00	4,000	3,930.82				
	101-4-211-4270	TRAVEL & CONFERENCE	11.00	2,000	1,139.00				
	226-4-222-4270	TRAVEL	11.00	3,000	2,685.86				
		** 2016 YEAR TOTALS	880.00						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	792.00
101-143	FINANCE OFFICE	22.00
101-151	STATES ATTORNEY	11.00
101-162	DIRECTOR OF EQUALIZATION	11.00
101-163	REGISTER OF DEEDS	11.00
101-165	VETERAN'S SERVICE	11.00
101-211	SHERIFF'S OFFICE	11.00

101 TOTAL	GENERAL FUND	869.00
226-222	EMERGENCY & DISASTER SERV	11.00

226 TOTAL	EMERGENCY MANAGEMENT	11.00

	** TOTAL **	880.00

NO ERRORS

** END OF REPORT **

COUNTY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: The Members of the County Commission

DATE: March 30, 2016

SUBJECT: Departmental notes for the April 5, 2016 Brookings County Commission Meeting.

PREPARED BY: Robert W. Hill, County Development Director

Conditional Use Permit cu2016-002 has been appealed. It will be heard on April 5, 2016 at approx. 9:00 PM.

March 28, 2016, attended a State Emergency Response Commission (SERC) DTN meeting at the SDDOT in Brookings.

March 29, 2016, attended the City of Brookings Fire Department's County Fire Feed.

Strategic Plan follow-up is attached as a second page to this document.

A LEOP No-Change Document has been submitted for the County Commission's consideration at the April 5, 2016 Commission Meeting.

April 1-4, 2016 scheduled to attend the APA Conference. I should be back to allow attendance at the Planning Meeting on April 5, 2016.

April 19, 2016, FEMA Public Assistance (PA) Grant training in Sioux Falls, CD staff and one individual from Finance Department plans to attend.

April 19, 2016, NWS Severe Weather Awareness Training. East Fire Station.

May 19, 2016, Crisis Leadership, TEEX MGT 340, 830 am to 1230 pm.

May 24, 2016, Essentials of Community Cybersecurity, TEEX AWR-136, 8 to noon.

GOAL 3: Provide quality public safety for all Brookings County citizens.

Objective 1: Develop and update a responsive, countywide Emergency Management/Disaster Plan by March 31st of each year.

- i. Local Emergency Operations Plan (LEOP)
- ii. Hazardous Materials (HAZMAT) Plan
- iii. Emergency Management State and Local Agreement between the State of South Dakota and Brookings County (SLA)
- iv. Pre-Disaster Mitigation Plan (PDM), reviewed every 5 years

Local Emergency Operations Plan (LEOP) was reviewed by the County Development Director on 3-30-2016 and found to be updated at this time. A No-Change document was submitted to the Brookings County Commission for their concurrence.

Hazardous Materials (HAZMAT) Plan was reviewed at the February 18, 2016 Local Emergency Planning Committee (LEPC) meeting.

Emergency Management State and Local Agreement between the State of South Dakota and Brookings County (SLA) is updated every September and presented to the County Commissioners for their approval. Reports are sent to the South Dakota Office of Emergency Management on a Federal quarterly basis.

Pre-Disaster Mitigation Plan (PDM) was adopted by the Brookings County Commission on March 25, 2014 and accepted by the Federal Emergency Management Agency and is valid until April 2019.

“LEOP No Change” Certificate

The Local Emergency Operation Plan for Brookings County has been reviewed by Robert W. Hill, Emergency Manager, on March 30, 2016 and submitted to the Brookings County Commission April 05, 2016. In review of the Emergency Operations Plan, we certify, that there are no changes to this document.



Signature, County Emergency Manager

March 30, 2016

Date

Signature, County Commission Chairperson

April 05, 2016

Date

I CERTIFY THAT THE WORK PRODUCT AS REPORTED IN EACH QUARTERLY ACTIVITY REPORT HAS BEEN REVIEWED AND FOUND TO COMPLY WITH THE GOALS, OBJECTIVES, AND REQUIREMENTS AS IDENTIFIED.

BROOKINGS COUNTY

	SIGNATURE	DATE
1 ST QUARTER	_____	<u>1/05/2016</u>
2 ND QUARTER	_____	<u>4/05/2016</u>
3 RD QUARTER	_____	_____
4 TH QUARTER	_____	_____

(The county/district chairperson or acting chairperson must sign for verification.)



312 Main Ave
Brookings, SD 57006
605-759-8774
brookingsmarket@gmail.com

March 30, 2016

Brookings County Commissioners
520 Third Street
Suite 210
Brookings, SD 57006

Dear Brookings County Commissioners,

At the April 5th County Commissioners meeting, members of the Brookings Farmers Market Board of Directors will be seeking your support regarding a recurring street closure near the Brookings County Courthouse. We would like to bring vitality back to the market by offering fresh food and locally produced products to citizens in a beautiful, family-friendly location.

One big issue the market continually faces is the location. The currently City Plaza lot location lacks green space, shade, and nearby activities, and in general does not provide an inviting atmosphere. In a recent customer survey, parking, shade, green space, proximity to downtown, and proximity to neighborhoods were marked as the five most important aspects of the market location. While the current lot has easy parking, we believe there is a better location to suit our customers' desires and would like to see a change made for the 2016 market season. We are pursuing a weekly closure of a portion of 6th Ave, the road that runs between the Library and County Courthouse and connects at the beginning of Kidoodle Lane's one-way section. The included map details the proposed closure and suggested booth set-up. We have looked into other locations and this is the best option we can find to align with customers' expectations and our vendor's amenity requirements (vehicle access, electrical power, pavement, etc).

We are requesting the northern half of 6th Ave closes on Wednesday afternoon and Saturday morning for the market vendors to set-up on the street. The southern half will still be open to allow for parking and easy access to the back library parking lot. The Arts Council, Library, and Flaskey Chiropractic (new 317 6th Ave tenant) have approved the closure. We are working with the Children's Museum of South Dakota to gain their support as well. We believe the proximity to other activities will invite collaboration between entities, like a kid's book reading, artist demonstration, or family games. We also hope to attract more vendors like food trucks, artists, crafters, and entertainers (and of course more customers too). Our marketing efforts are increasing, social media presence is expanding, and we plan to host more market-sponsored events. The current market hours are Wednesday from 3-6 p.m. and Saturdays from 8 a.m. to 12 p.m., May through October. However, we are voting on updated hours at our 3/31 vendor meeting. If approved by our vendors, the new hours would be Wednesday 3-6 p.m. and Saturdays 9 a.m. to 1 p.m. Both the hour and location changes were frequently requested by customers in our survey.

A few common questions that have come up are:

- Electricity: We are working with Brookings Municipal Utilities to have a meter placed off of a city street light or to pull power from the Arts Council building. We would pay a monthly electricity bill either way.
- Parking: Parking is available on 3rd St and the remainder of 6th Ave. Approximately 25 parking spaces would be available in the 6th Ave section immediately behind the library, as well as additional spots across the street. A sign will be placed by the north side of the library to reserve those spots for library employees.

- Children's Museum Traffic: Children's Museum traffic frequently passes through 6th Ave on Saturday morning. We could assist in directing traffic by marking museum directions on our sandwich boards. We are working with the Children's Museum to brainstorm other solutions as well.
- Barricades: We will work with the Street Department to have barricades placed. Barricades would likely need to go up around 12 or 1 p.m. on Wednesdays and 7 a.m. on Saturdays.
- Signage: We will have sandwich boards placed a few locations around the Market to direct people to the location and parking. If the move goes well, we hope to possibly see permanent signage placed in the future. We could also note museum parking directions on the sign if desired.
- Tents: We will switch to a few smaller communal tents instead of the large tent currently used at the City Plaza lot. The large tent is too much work to take up and down each market day and would be too large for the space anyway. Each vendor will continue to use their own small tents.
- Garbage: We will provide garbage receptacles as in the previous location.
- Growth: If the market becomes larger over the years, we would seek to close the entirety of 6th Ave weekly. The Arts Council, Library, and Fliskey Chiropractic already support a full closure of 6th Ave, though we won't need the full street to begin with so are only requesting a partial closure. If an additional closure is needed in the future, we will fill out the city's street closure form again and speak to all entities for approval again.

While this street closure may require outside visitors to the courthouse and Children's Museum to drive a little more to reach their parking location, we believe the overall positive impact the market move will have on the Brookings community will be worth it. The Farmers Market has a lot of potential and we really would like to see it become another "jewel" of Brookings, similar to how the Children's Museum is perceived by the community. A 6th Ave farmers market would not only get Brookings residents involved in healthy eating engagement, sustainable practices, and local entrepreneur support, but also introduces outside museum visitors to these ideas as well. We can really showcase the vibrancy of Brookings. Street closures near businesses are a very common set-up for farmers market, seen in cities like the Historic Haymarket area of Lincoln, NE and Hennepin Ave in Minneapolis, MN.

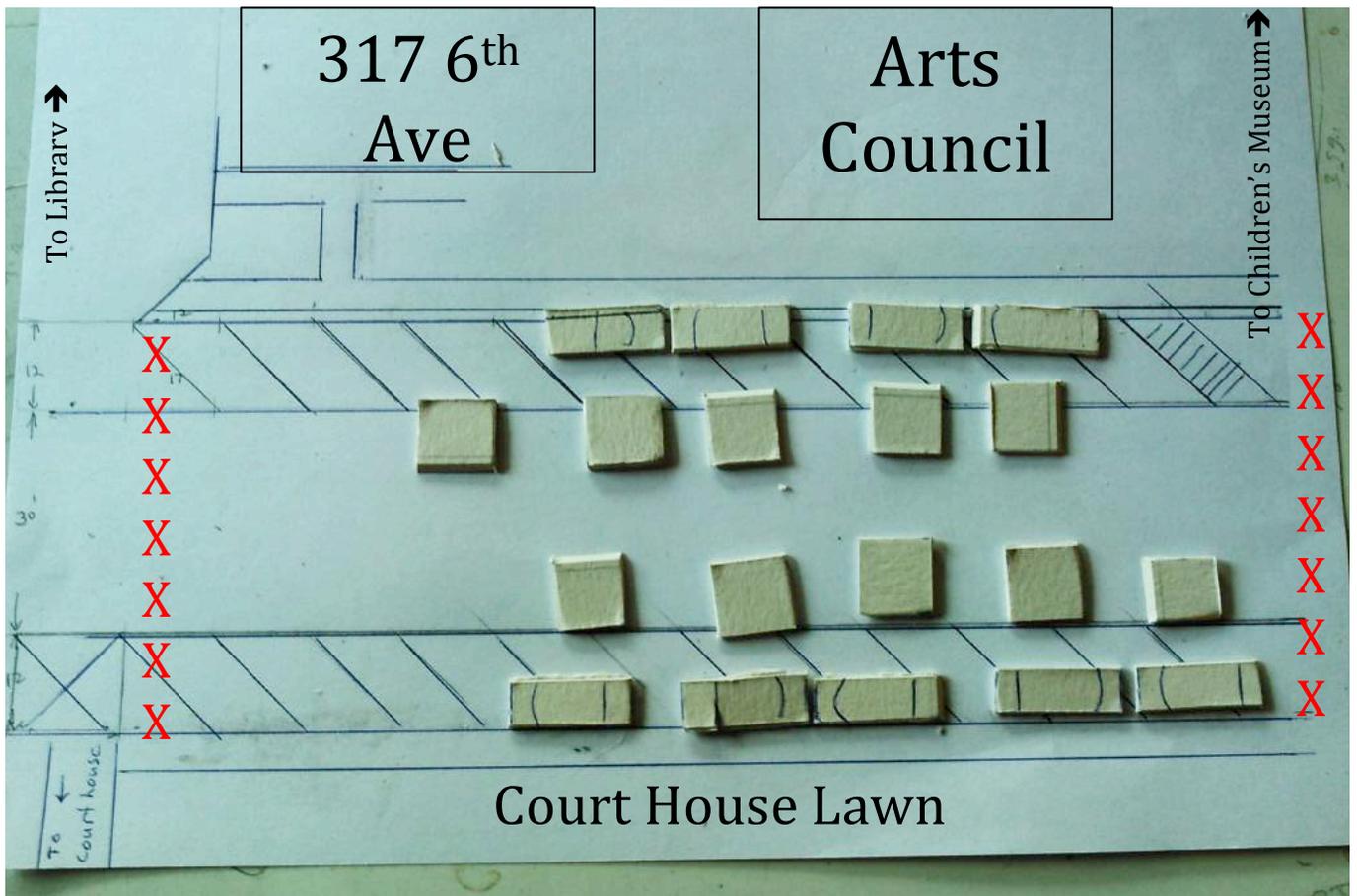
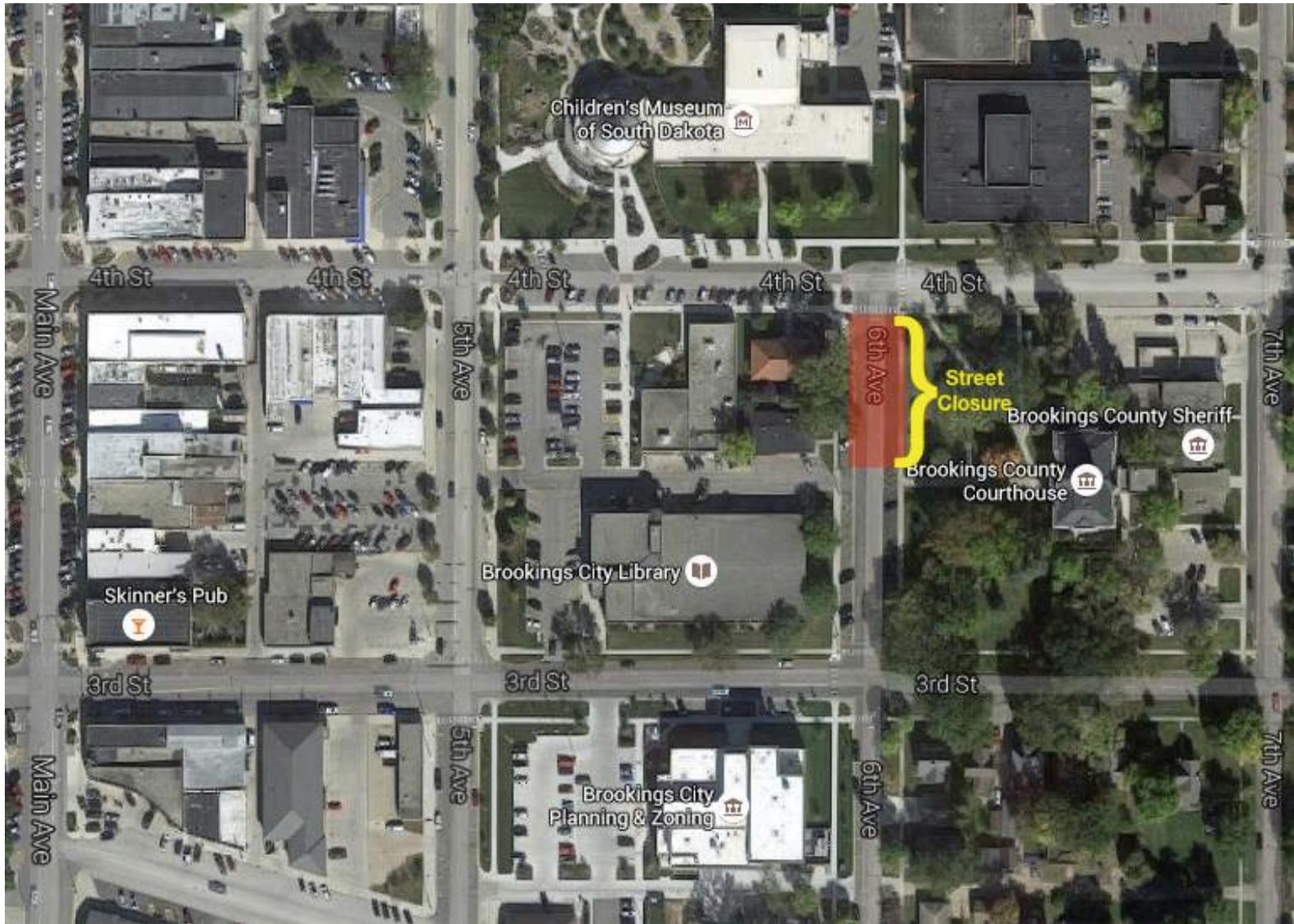
We look forward to speaking with you all on the 5th. If you have any questions prior to that point, please do not hesitate to reach out to me at 605-759-8774 or brookingsmarket@gmail.com. We would appreciate your support in approving the weekly road closure to relocate the Brookings Farmers Market to 6th Ave.

Thank you,



Kirsten Gjesdal
At-Large Board Member
Brookings Farmers Market

Enclosures: 6th_Ave_Closure_Maps.pdf



RESOLUTION #16-_____
A RESOLUTION DECLARING APRIL 5, 2016 AS
NATIONAL SERVICE RECOGNITION DAY

WHEREAS, service to others is a hallmark of the American character and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet county needs; and

WHEREAS, Senior Corps participants address the most pressing challenges facing our communities, from educating students for jobs of the 21st century and supporting veterans and military families, to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, Senior Corps participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, Brookings County utilizes the Retired & Senior Volunteer (RSVP) program in the Sheriff's Department, the county has volunteer storm spotters, Disabled American Veterans van drivers volunteer their time to take veterans to appointments, and the county appoints volunteers to boards that serve Brookings County; and

WHEREAS, the Corporation for National and Community Service shares a priority with counties nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National Association of Counties across the country for the County Day of Recognition for National Service on April 5, 2016.

THEREFORE, BE IT RESOLVED, that the Brookings County Board of County Commissioners does hereby proclaim April 5, 2016, as National Service Recognition Day, and encourages residents to recognize the positive impact of national service in our county; to thank those who serve; and to find ways to give back to their communities.

Adopted this 5th day of April, 2016.

Chairperson, Brookings County Commission

ATTEST:

Brookings County Finance Officer

10-3-14. Annual conference of commissioners and director. The director of equalization shall meet the county commissioners at the office of the county commissioners on the first Tuesday of April for conference in reference to the performance of the director's duties.

Source: SL 1901, ch 58, § 1; RPolC 1903, § 2086; RC 1919, § 6701; SDC 1939, § 57.0330; SL 1989, ch 82, § 41; SL 2011, ch 47, § 1.

***Director of Equalization
Brookings County
520 3RD St #110
Brookings, SD 57006
(605) 696-8220***

TO: Brookings County Commission

FROM: Chris Lilla
Director of Equalization

DATE: March 29, 2016

RE: Abatement Application #16-007 White City

PROPERTY: Parcel # 37375-00000-003-05
Legal Description: Sherwoods Second addn – Care Center Lot 1, OL 3
Request abatement of \$3,271.90

RELATED

FACTS: An abatement application has been submitted for the above listed property.

White city acquired this property on 8/17/15. Since the property was owned for more than 15 days of the month, the entire month of Aug shall be abated. As well as the months of Sept – Dec. White city has approved this abatement on March 22, 2016.

ASSESSORS

RECOMMENDATION: APPROVAL OF ABATEMENT #16-007

#16-007

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Tax Year Payable 2015 pay 2016

Board of County Commissioners of Brookings County, South Dakota

NAME White City

MAILING ADDRESS Po Box 682

CITY White

State SD

Zip Code 57276

Legal Description of Property Shewards Second addnl - Care center Lot 1 0 1 3

Application for an abatement / refund of taxes is being presented due to the following reason (check applicable provision)

An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;

Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;

The property is exempt from the tax;

The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessments;

Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;

The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid.

A loss occurred because of flood, fire, storm, or other unavoidable casualty; Date of Loss _____

Structures have been removed after the assessment date (upon verification by the director of equalization) Date structures removed _____

Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in § 10-6A-4

Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military.

Other / Comments Property purchased 8-17-15 need to abate Aug-Dec

No tax may be abated on any real property which has been sold for taxes, while a tax certificate is outstanding. - Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

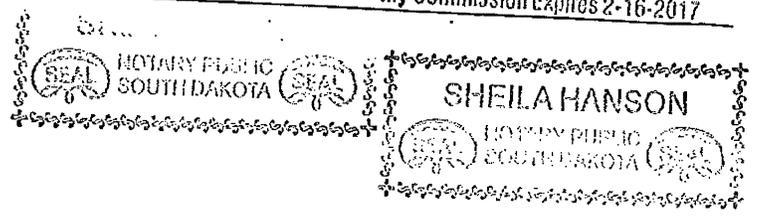
I hereby apply for an abatement / refund of property taxes for the above reasons.

Yela Nail
Applicant's Signature

Subscribed and sworn to, before me this 22 day of March, 2016

Sheila Hanson
Notary / Auditor / Deputy Auditor

My Commission Expires 2-16-2017



REQUEST TO FILL VACANCY

Position Vacancy: Appraiser

Department: Equalization

Vacancy Result of: Jacob being promoted to Deputy Director.

Please respond to each of the following or provide the requested item. Attach additional sheets if necessary.

- 1. Job Description / attached
- 2. Departmental Organizational Chart / attached
- 3. Severance Payout Calculations for Terminating Employee

Vacation	\$	0	_____
Sick Leave	\$	0	_____
Employee Retirement Recognition	\$	0	_____
Other	\$	0	_____
Total	\$	0	_____

- 4. Explain the effects of leaving the vacancy until severance is accumulated. NA
- 5. Explain the effects of leaving the vacancy permanent or discussion of alternatives.
Office is already going to be behind schedule with continuing our review process due to prior vacancies and hiring to fill those. And now to potentially have to train a new employee could set our office back even further.
- 6. Provide description of departmental discussions about the vacancy. NA
- 8. Any additional comments?

____Chris Lilla DOE_____
Department Manager

____3/28/16_____
Date

Request for filling of vacancy: _____Approved

_____Denied

Chairman, Brookings County Commission

Date

POSITION TITLE: Appraiser
DEPARTMENT: Equalization
REPORTS TO: Director of Equalization
FLSA STATUS: Non-Exempt
WAGE GRADE: 6

DESCRIPTION OF WORK

General Statement of Duties

Performs technical and professional appraisal work in establishing real property values for tax assessment purposes.

Examples of Duties: (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this grade.)

- Identifies properties to be appraised on maps by use of legal descriptions and by review of building permits and property appraisal records.
- Appraises improved and unimproved parcels. Calculates land values by classification using market value of comparable land. Uses schedules, manuals, and guidelines relating to appraisals of improved and unimproved property for classification purposes.
- Appraises commercial and industrial properties by reviewing improvements, fixtures, and replacement cost(s). May also establish values by estimates of income potentials of commercial and industrial properties as required.
- Records data necessary for appraisals including detailed observations as to quantity and type of construction components together with observed age and condition of improvement and calculates actual and assessed valuation of same.
- Answers off and on-site inquiries to provide information concerning appraisals.
- Collects field data to maintain accurate records and files on mobile homes. Assigns value to the property by referring to appropriate schedules.
- Assists in establishing, maintaining, and researching files to insure proper posting of properties. Performs calculations on value of land and structure by utilizing appropriate assessment procedures and information gathered by field and office research.
- Defends assessments and appraisals. Participates in the preparation of appraisal defense. Assists in preparation of reports for protest hearings and testifies at hearings when necessary. Advises taxpayers of appraisal process used in arriving at assessed value.
- Enters data from property cards on transfers, splits, and replatting of property, changes in valuation of land and structures, and verifies valuation for accuracy.
- Participates in the calculation and preparation of the assessment roll for delivery to the county auditor and the abstract for the SD Department of Revenue.
- Operates computer to enter data from property cards for assessment of mobile homes. Retrieves and interprets information from computer.
- Interprets transfers from the Register of Deeds for sales ratio purposes.
- Attends training sessions and meetings as required.
- Performs work in a manner consistent with safe practices.
- Develops and maintains positive professional relationships with the general public and other employees.
- Performs other such duties and functions as assigned and necessary to the proper performance of the position.

QUALIFICATION FOR APPOINTMENT

Required Knowledge, Skills, and Abilities

- Working knowledge of the geographic layout of Brookings County.
- Working knowledge of state laws governing assessment and collection of real property taxes.
- Working knowledge of methods, techniques, and procedures utilized in appraisal of property for tax assessment purposes.
- Knowledge of building construction techniques, methods, and materials.
- Ability to read and interpret directions, maps, manuals, and other written guides.
- Ability to understand and follow both verbal and written instructions.
- Ability to communicate effectively both verbally and in writing.
- Demonstrable knowledge of principles of statistics.
- Ability to use modern computer programs and perform various computer related tasks.
- Ability to make moderately complex mathematical calculations.
- Possession of a valid SD driver's license.

Education

- Graduation from high school or GED.
- CAA Certification as required by State Statute.

Experience

- No less than two (2) years experience as, or in a position equivalent to, Appraiser I

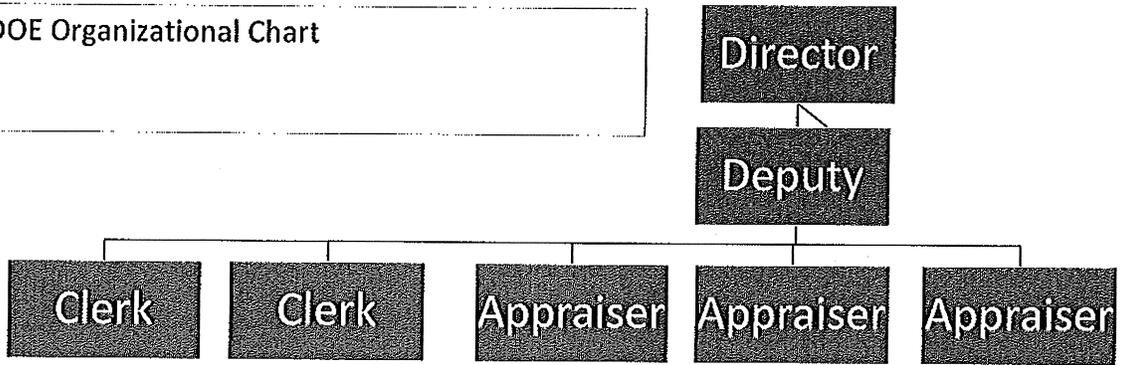
OR

Any equivalent combination of education and experience as is acceptable to the hiring authority.

Commission Chairperson

Date

DOE Organizational Chart





Citizen Interest Application

Thank you for your interest in becoming involved in Brookings County government. We encourage our citizens to volunteer to serve on our Boards, Committees, and Commissions. If you have any questions, please contact the Commission Office. All applications will be kept on file for consideration when vacancies occur.

Please attach additional sheets if needed.

Date Submitted: 2.18.16 Appointment Applied For: Housing & Redevelopment Commission
Last Name: Schmitz First: Angie re-apply for current position
Address: 410 Honor Drive Unit 12
City: Brookings State: SD Zip Code: 57006
E-mail Address: angie.schmitz@bankeasy.com
Home Phone: _____ Work Phone: 696 2112 Cell Phone: 690 6929

Describe Why You are Interested In This Board: I enjoy learning about and understanding the process of providing housing for those in need.

Amount of Time Available: unlimited - anytime works

List Any Relevant Educational Experience: NA

List Any Relevant Professional Experience: 11 years w/ First Bank & Trust - positions held are Internal Audit, Retail Banking, and Accounts Payable in Wealth Management.

Other Community Involvement/Activities/Service Organizations You Are Involved In: NA



Citizen Interest Application

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Please attach additional sheets if needed.

Date Submitted: MARCH 24, 2016 Appointment Applied For: DETENTION CENTER EXPANSION COMMITTEE

Last Name: MILLS First: JOHN

Address: 21730 46TH AVE.

City: VOLGA State: SD Zip Code: 57071

E-mail Address: JHMILLS@BROOKINGS.NET

Home Phone: 826 4290 Work Phone: 697 3118 Cell Phone: 690 3721

Describe Why You are Interested In This Board: I HAVE AVAILABLE TIME ;
BELIEVE MY CONSTRUCTION KNOWLEDGE MAY BE
HELPFUL

Amount of Time Available: FLEXIBLE - AS NEEDED

List Any Relevant Educational Experience: BS - CONSTRUCTION MANAGEMENT
NORTHEAST LOUISIANA UNIVERSITY, MONROE LA 1981

List Any Relevant Professional Experience: BUILDING CONTRACTOR/ESTIMATOR/
PROJECT MANAGER/BUSINESS OWNER 1981-2007
REAL ESTATE DEVELOPER/PROJECT MANAGER/BUSINESS
OWNER 1996-PRESENT

Other Community Involvement/Activities/Service Organizations You Are Involved In: MEMBER B.F.D.C. (PAST CHAIR [I.D.C.]
" BKGS. CHAMBER OF COMMERCE
" /PAST CHAIRMAN/ELDER PEACE LUTHERAN
" EAST BROOKINGS BUSINESS & INDUSTRY ASSOC.



Citizen Interest Application

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Please attach additional sheets if needed.

Date Submitted: 3/25/2016 Appointment Applied For: Jail Expansion
Last Name: Ry Pearson First: Tim
Address: 1618 4th St
City: Brookings State: SD Zip Code: 57006
E-mail Address: peocelut@brookings.net
Home Phone: 692-1894 Work Phone: 692-5272 Cell Phone: _____

Describe Why You are Interested In This Board: As a pastor, I have been a regular visitor to the Brookings County Jail for years. I would like to be a part of the group that considers how best to move forward on this important issue.

Amount of Time Available: Daytime - evenings I'm busy at church.

List Any Relevant Educational Experience: Master of Divinity, spent time helping
with A.A. + N.A.

List Any Relevant Professional Experience: Past - Board of Directors: East Central
Mental Health + Chemical Dependency. Board of Directors: ADVANCE.
Helped start: My ~~the~~ Neighbor
Currently, Chaplain: Brookings Fire Department

Other Community Involvement/Activities/Service Organizations You Are Involved In: _____
Previously: Brookings Soccer Association, Library Study Committee



Citizen Interest Application

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Please attach additional sheets if needed.

Date Submitted: 29 MARCH 2016 Appointment Applied For: JAIL Expansion Committee

Last Name: KLOSTER First: MARTIN G.

Address: 715 4th STREET

City: Brookings State: SD Zip Code: 57006

E-mail Address: mgk9666@SWIFTEL.NET

Home Phone: 605-692-2017 Work Phone: NA Cell Phone: 605-691-1509

Describe Why You are Interested In This Board: I FEEL WITH MY EXPERIENCE IN SECURITY, REBUBRICATING AND MANAGING CONSTRUCTION OF EXISTING AND NEW BUILDINGS BOTH IN THE MILITARY AND CIVILIAN SECTOR I CAN MAKE A POSITIVE CONTRIBUTION TO THIS COMMITTEE. I HAVE LIVED IN AND BEEN ACTIVE IN THE BROOKINGS COMMUNITY WHICH HAS PROVIDED VALUABLE EXPERIENCE.

Amount of Time Available: I AM FULLY RETIRED AND HAVE FLEXIBILITY.

Relevant Educational Experience:

Clark High School, Clark, SD

Bachelor of Science in Education, South Dakota State University (SDSU), Brookings, SD

Master of Science in Management, Naval Postgraduate School, Monterey, CA

Relevant Executive Level Military Education:

U. S. Armed Forces Staff College, Norfolk, VA

U. S. Army War College, Fellowship at the Central Intelligence Agency (CIA), Langley, VA

Relevant Additional Training:

Brookings Citizens Police Academy, Brookings, SD

Relevant Professional Experience:

I served twenty six plus years on active duty in United States Army Military Intelligence, retiring at the rank of Colonel (O6). I worked with Army Military Police and Criminal Investigation Divisions (CID) in the United States and overseas locations, as well as the Department of Justice, U.S. Customs, the Drug Enforcement Agency and the Bureau of Alcohol, Tobacco, Firearms. I worked with the German Police in the former Federal Republic of Germany on security and criminal cases; with the Saudi Arabian Police on security and an international incident during Desert Storm, and conducted liaison with local and national law enforcement agencies of the Japanese Government.

During my time in the military, I designed and managed the building and refurbishing of security facilities, to include vaults, as well as buildings not requiring in-depth security measures.

I worked nine years as a Director of Production for a local manufacturing company, and was involved in managing and directing additions to existing factory floor space and reconfiguring the space to maximize production and efficiency.

Most recently, I worked five years as a credentialed Special Investigator for an agency in the Washington, D.C. area, in support of U.S. Customs and Border Protection, U.S. Immigration and Customs Enforcement, and the Department of Defense.

Community Involvement/Activities/Service Organizations I Have Served In/Been Affiliated With:

- City of Brookings Traffic and Safety Committee
- Chairman, Brookings Area Chamber of Commerce Military Affairs Committee
- Brookings United Way Board of Directors
- Army ROTC Advisory Council
- Vice President, SDSU Army ROTC Alumni Association
- SDSU Arts and Science Development Council
- Senior Member Society of Manufacturing Engineers
- SDSU President's Association
- Brookings Service Club
- Classroom Volunteer at Hillcrest Elementary School
- Optimist Club of Brookings
- American Legion
- Veterans of Foreign Wars

To: Brookings County Commissioners
Fax 605 696 8208

From: Carol A. Pitts
ph # 605 695 5770
fax # 866 803 6725



Citizen Interest Application

Thank you for your interest in becoming involved in Brookings County government. We encourage our citizens to volunteer to serve on our Boards, Committees, and Commissions. If you have any questions, please contact the Commission Office. All applications will be kept on file for consideration when vacancies occur.

Please attach additional sheets if needed.

Date Submitted: March 29, 2016 (Fax) Appointment Applied For: Jail Expansion Committee

Last Name: Pitts First: CAROL

Address: 1018 5th St

City: Brookings State: SD Zip Code: 57006

E-mail Address: pitts@brookings.net

Home Phone: 605 695 5770 Work Phone: 605 695 5770 Cell Phone: 605 695 5770

Describe Why You are Interested In This Board: I am a Brookings County citizen interested in this volunteer position for the following reasons:

- 1) Previous experience as a legislator from District 7 and served on the State Corrections Committee for 2-3 years and have much interest in the Corrections System
- 2) Previous experience in county govt and previous jail needs and construction.
- 3) previous & current experience in public policy and meeting local needs and requirements.

Amount of Time Available: as needed. Will attend mtgs, teleconferences, video conferences and in house meetings as required.

List Any Relevant Educational Experience: Master & course work towards PhD @ SDSU. Master included a minor in Community Planning, PhD included ~30 credits in Sociology including Social Theory, Demography, Qualitative and Quantitative Research, Leadership, Social Organization and other coursework related to community development. Undergrad also included an Economics minor and a Psychology Major.

List Any Relevant Professional Experience: Professional/Public Policy included 6 years on the Brookings School Board and 4 years on the County Co. and both positions included strategic planning as well as construction. Both positions involved in depth budgeting, service on construction committees and public relations work in the community on projects. Served 6 years total as State House Representative and experience included budget, planning, knowledge of laws and public policy. District experience in all state corrections facilities for good service as well as locally in Blgs Co. jail system.

Other Community Involvement/Activities/Service Organizations You Are Involved In: _____

Current membership in Optimists Club, member of Brookings Utility Board.

Respectfully submitted,
Carol A. Pitts

Optimist



Citizen Interest Application

Thank you for your interest in becoming involved in Brookings County government. We encourage our citizens to volunteer to serve on our Boards, Committees, and Commissions. If you have any questions, please contact the Commission Office. All applications will be kept on file for consideration when vacancies occur.

Please attach additional sheets if needed.

Date Submitted: March 30, 2016 Appointment Applied For: Jail Expansion Comm.

Last Name: Fynn First: Nancy

Address: 711 Fourth St

City: Brookings State: SD Zip Code: 57000

E-mail Address: Nancy@51354@Brookings.net

Home Phone: 605-5840 Work Phone: 605-322-7941 Cell Phone: 605-695-0614

Describe Why You are Interested In This Board: _____

Since moving to Brookings 30 years ago, I have taken on a deeper understanding of preserving our past while meeting the needs of the future. The jail is across the street from my house. About fifteen years ago I toured the jail with the county commissions and am aware of the need for staff safety, office space and the changing population of my temporary neighbors.

Amount of Time Available: _____

I work part time in Sioux Falls, Vera Hospital, but know my schedule works out. I feel I am very flexible and can work to get together with others.

List Any Relevant Educational Experience: _____

MASTERS OF DIVINITY 2013

CPE: CLINICAL PASTORAL EDUCATION, 3 of 4 UNITS COMPLETED

List Any Relevant Professional Experience: _____

CHAPLAIN - Avera Hospital SIOUX FALLS, 7 VISIT WITH PRISONERS
ON HOSPITAL STAY

Other Community Involvement/Activities/Service Organizations You Are Involved In: _____

BROOKINGS CHAMBER OF COMMERCE - GOVT AFFAIRS COMMITTEE - CURRENT
EAST CENTRAL BEHAVIORAL HEALTH - CURRENT PRES, SERVICE ON BOARD 4 YEARS
ASCENSION LUTHERAN CHURCH - CURRENT HIGH SCHOOL SUNDAY SCHOOL TEACHER
BROOKINGS INFANTS COUNCIL - CURRENT

Nancy Feyn



Department of Transportation

Watertown Area Office

5000 9th Avenue SE

Watertown, South Dakota 57201 (605)882-5166

Fax: (605) 882-5117

March 21, 2016

Mr. Gary Egeberg
Brookings County Weed & Pest Board
826 32nd Avenue
Brookings, South Dakota 57006

Re: Noxious Weed Control, 2016

Dear Mr. Egeberg:

It is time again to plan for noxious weed control during the upcoming growing season. With the success of this program in the past, it is hoped that you will be able to continue the control of weeds within the state highway right-of way.

Enclosed is a contract for the "2016" weed spraying. Please fill out and return the contract in its entirety to this office. **Like last year, we need to have form DOT-967 completed and signed. It is required that a copy of the County Commission minutes or resolution authorizing the execution of the agreement be attached as Exhibit D. Also form Dot-967 needs to be signed by the County Commission Chairperson and have his signature notarized.**

We appreciate your county for doing weed spraying for the Department of Transportation and thank you for a job well done.

Sincerely,

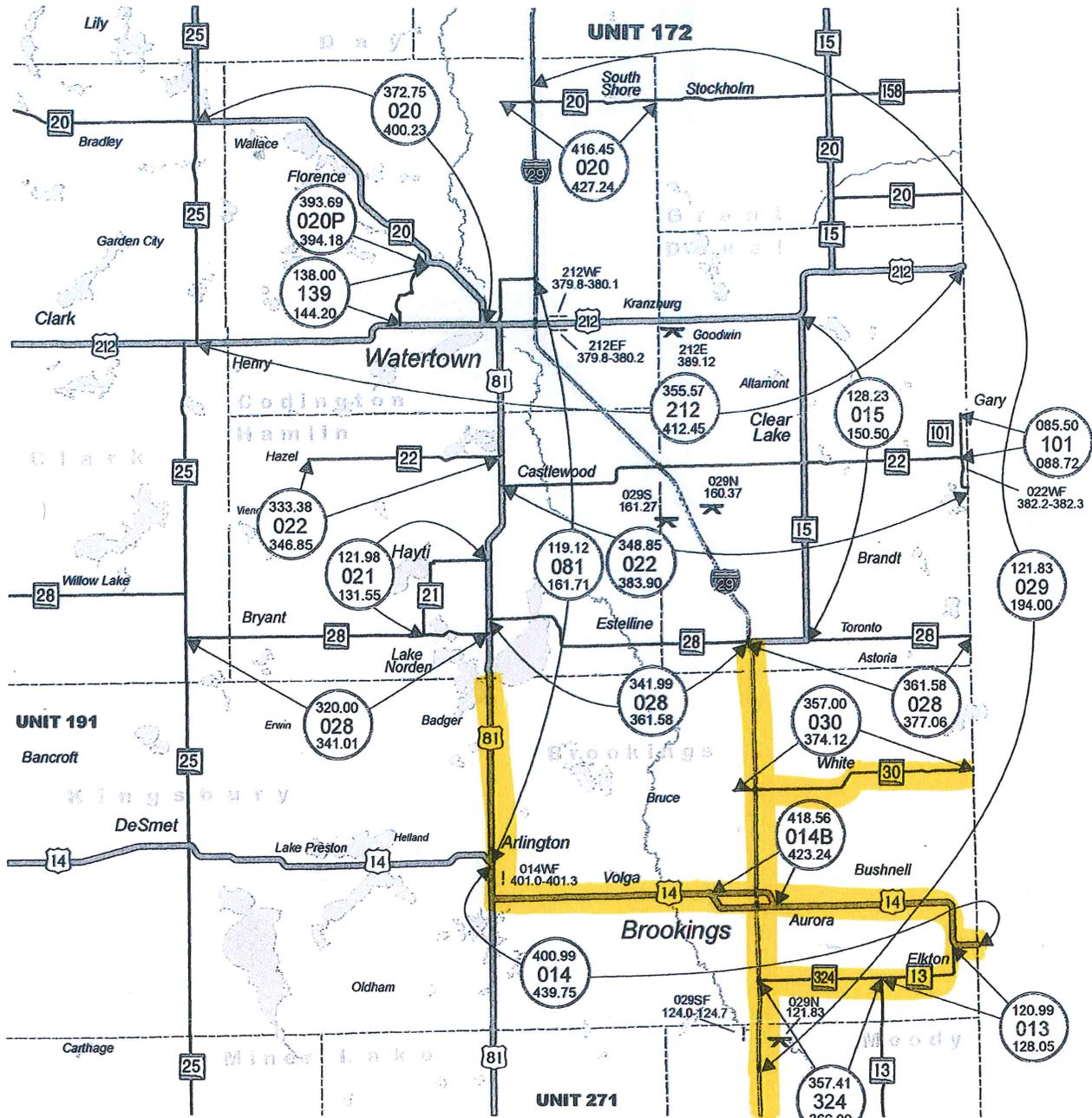
DEPARTMENT OF TRANSPORTATION

A handwritten signature in purple ink that reads "Matthew R. Brey". The signature is stylized and cursive.

Matthew R. Brey
Watertown Area Engineer

cc: Jeff Senst – Aberdeen Region Engineer
Rick Reichling, Highway Maintenance Supervisor

Aberdeen Region Maintenance Unit 171



Legend

Reporting Units

Maintenance Priority

- Non Priority Route
- Interstate
- Priority Route
- Divided Highway
- City Limits



"Contract" Daily Pesticide Application Record

Date: _____ Contact No: _____

Customer: _____

Contractor: _____

SPRAYING ON THIS DATE WAS ACCOMPLISHED ON: INDICATE WHICH DITCH

Highway No: _____ From MRM _____ To MRM _____ N S E W OR MEDIAN

Highway No: _____ From MRM _____ To MRM _____ N S E W OR MEDIAN

Highway No: _____ From MRM _____ To MRM _____ N S E W OR MEDIAN

Highway No.	Type of Pesticide	Amount Used	Cost/Unit	Cost
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____

Highway No.	Employee Name	Hours Worked	Rate	Cost
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____

Highway No.	Equipment	Miles or Hours Worked	Rate	Cost
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____
_____	_____	X	_____ =	_____

Total Cost = _____

Sprayer Operator Signature

D.O.A. License Number: _____

THIS FORM WILL BE COMPLETED IN TRIPLICATE. ONE COPY WILL BE FORWARDED TO THE LOCAL MAINTENANCE UNIT FOREMAN, ONE TO BE RETAINED ON FILE BY THE COUNTY, AND ONE (ORIGINAL) TO ACCOMPANY THE COUNTY'S INVOICE TO THE STATE FOR PAYMENT.

**STATE OF SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION
JOINT POWERS AGREEMENT
FOR WEED SPRAYING SERVICES BY COUNTY**

This Joint Powers Agreement (Agreement) is entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and Brookings County, South Dakota, referred to in this Agreement as the "COUNTY."

BACKGROUND:

1. The STATE is the owner of real property located in Brookings County, South Dakota.
2. The STATE wants the COUNTY to control the growth of declared noxious weeds within the right of way of state highway routes.
3. The COUNTY is willing to provide weed spraying services to the STATE.

THE STATE AND THE COUNTY MUTUALLY AGREE AS FOLLOWS:

I. JOINT POWERS

This Agreement does not establish a separate legal entity, as contemplated by SDCL 1-24-5. The cooperative undertaking described in this Agreement will be financed and conducted under the provisions of this Agreement by the COUNTY and the STATE. Each party has responsibilities under the terms of this Agreement and no joint board or administrator will be used. No real property will be purchased for use in connection with this Agreement.

II. THE COUNTY

- A. The COUNTY services under this Agreement will commence May 1, 2016, and will end April 30, 2017, unless terminated earlier pursuant to the terms of this Agreement.
- B. The COUNTY will provide services in compliance with the Americans with Disabilities Act of 1990, and any amendments.
- C. The COUNTY will:
 1. Furnish the necessary equipment, materials, and labor to control the growth of declared noxious weeds in accordance with the bid proposal attached to this Agreement as Exhibit A.
 2. Ensure that the weed spraying is accomplished by personnel properly licensed by the South Dakota Department of Agriculture.
 3. Advise the STATE'S local maintenance shop of the COUNTY'S intent to spray, at least forty-eight (48) hours prior to spraying.
 4. Ensure the COUNTY'S spraying vehicles are equipped with a flashing amber warning light which must be in operation while spraying highway right of way. The COUNTY will not stop its vehicle(s) on the roadway, driving lanes, or shoulders on the Interstate highway system.
 5. Complete form DOT-820 Daily Pesticide Application Record, furnished by the STATE, a copy of which is attached to this Agreement as Exhibit B. The COUNTY will complete this form on a daily basis after completion of the spraying.
 6. Provide the STATE with a completed copy of the DOT-820 Daily Pesticide Application Records within one (1) week after completion of the spraying.

7. Submit an invoice for payment to the STATE. The invoice will be accompanied by the completed original DOT-820 daily form(s). The COUNTY may submit separate invoices for the spring and fall spraying, if the COUNTY desires to do so.
8. Supply the STATE with visible proof the spraying operations are effectively killing noxious weeds. If the spraying operations do not effectively kill the noxious weeds, the COUNTY will not be paid for that portion of the spraying operations the STATE determines were ineffective.

II. THE STATE will:

- A. Pay the COUNTY the actual costs for services as set out below. Payment will be made pursuant to itemized invoices submitted by the COUNTY, and accompanied by the required form DOT-820 Daily Pesticide Application Records.
- B. Reimburse the COUNTY for all labor required to satisfactorily complete the work contemplated by this Agreement based on the hourly rate per employee as stipulated in the attached Exhibit B.
- C. Reimburse the COUNTY for all pesticides and equipment required to satisfactorily complete the work contemplated by this Agreement based on the costs as stipulated in the attached Exhibit B.
- D. Furnish the COUNTY with form DOT-820 Daily Pesticide Application Records.

III. AMENDMENT PROVISION

This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and be signed by an authorized representative of each of the parties.

IV. TERMINATION PROVISION

Either party may terminate this Agreement by providing thirty (30) days' written notice to the other. If the COUNTY breaches any term or condition of this Agreement, the STATE may terminate this Agreement with or without notice. If the STATE terminates this Agreement due to the COUNTY'S default, the STATE may adjust any payment due to the COUNTY at the time of termination to cover any additional costs to the STATE due to the COUNTY'S default. Upon termination, the STATE may take over the work and may award another party an agreement to complete the work under this Agreement. If, after the STATE terminates for a default by the COUNTY, it is determined the COUNTY was not at fault, then the COUNTY will be paid for eligible services rendered and expenses incurred up to the date of termination.

V. FUNDING PROVISION

This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If, for any reason, the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, this Agreement may be terminated by the STATE. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.

VI. INDEPENDENT CONTRACTOR PROVISION

While performing services under this Agreement, the COUNTY is an independent contractor and not an officer, agent, or employee of the STATE.

No employee of the COUNTY engaged in the performance of services required under this Agreement will be considered an employee of the STATE. No claim under the South Dakota Workers' Compensation Act on behalf of said employee or other person while so engaged and no claim made by any third party as a consequence of any act or omission by the COUNTY will be the STATE'S obligation or responsibility.

VII. EMPLOYEE STATUS PROVISION

Any officer, employee, or agent engaged in joint action under this Agreement will remain an employee with his or her agency during participation in joint action under this Agreement. Each agency will retain exclusive responsibility for its officers, agents, and employees while these officers, agents, and employees are engaged in joint action under this Agreement, including but not limited to responsibility for regular and overtime wages and salaries, unemployment benefits, workers' compensation coverage, health insurance, or other benefits, and liability coverage and indemnity, except as otherwise specifically provided in this Agreement.

VIII. COMPLIANCE PROVISION

The COUNTY will comply with all federal, state and local laws, together with all ordinances and regulations applicable to the work and will be solely responsible for obtaining current information on such requirements. The COUNTY will procure all licenses, permits, or other rights necessary for the fulfillment of its obligation under the Agreement.

IX. INDEMNIFICATION PROVISION

The COUNTY will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceedings that may arise as the result of performing services under this Agreement. This section does not require the COUNTY to be responsible for or defend against claims or damages arising from errors or omissions of the STATE, its officers, agents, or employees.

X. CONTROLLING LAW PROVISION

This Agreement will be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement will be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

XI. SEVERABILITY PROVISION

If any court of competent jurisdiction holds any provision of this Agreement unenforceable or invalid, such holding will not invalidate or render unenforceable any other provision of this Agreement.

XII. SUPERCESSION PROVISION

All other prior discussions, communications, and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and except as specifically provided in this Agreement, this Agreement constitutes the entire agreement with respect to the subject matter.

XIII. The COUNTY has designated its County Commission Chairperson as the COUNTY'S authorized representative and has empowered the Chairperson with the authority to sign this Agreement on behalf of the COUNTY. A copy of the COUNTY'S Commission minutes or resolution authorizing the execution of this Agreement by the Chairperson as the COUNTY'S authorized representative is attached to this Agreement as Exhibit D.

By signature of their representatives below, each party certifies that approval of this Agreement by ordinance, resolution, or other appropriate means has been obtained by that party's governing body or officer pursuant to SDCL § 1-24-3 and § 1-24-6.

Brookings County, South Dakota

State of South Dakota
Department of Transportation

By: _____

By: _____

Its: County Commission Chairperson

Its: Secretary

Date: _____

Date: _____

Attest:

Recommended By:

County Auditor/Clerk

Construction/Maintenance Engineer

(COUNTY SEAL)

Brookings County Pictometry Purchase Agreement

This Agreement is entered into as of the _____ day of _____, 2016. Brookings County (“the Company”) and Brookings 911 Board (“the Partners”).

Subject to the terms and conditions of this Agreement, the Company hereby engages the Partners as partners to help purchase and utilize Pictometry software and images, and the Partners hereby accept such Agreement.

DUTIES: The duties of the Partners will be to accept and pay Brookings County invoices to help purchase Pictometry’s goods. The Partners will report to Brookings County Commission Department Director Stacy Steffensen in connection with performing the duties of this Agreement.

TERM: This engagement shall commence upon execution of this Agreement and shall continue in full force and effect through the last payment in 2018. The Agreement may only be extended thereafter by mutual agreement.

PAYMENT PLAN: The total project amount for the third fly-over is \$95,399.00. Brookings E911 Board agrees to pay 25% of the total project which is \$23,849.75. Pictometry has given us a pay plan that carries over 3 years. The amount due each of the following years:

- 2016 -- \$7,949.91
- 2017 -- \$7,949.91
- 2018 -- \$7,949.91

FUNDS GENERATED: There may be funds generated from the community and businesses needing to utilize this product. The subscription based system will go against the total amount due and reduce the amount needed annually.

*Signed for an on behalf of
Brookings County*

By: _____
Name: _____
Title: _____
Date: _____

*Signed for an on behalf of
Brookings 911 Board*

By: RK
Name: Ryan Krozman
Title: Committee Chairman
Date: 3/25/16

Brookings County Pictometry Purchase Agreement

This Agreement is entered into as of the _____ day of _____, 2016. Brookings County (“the Company”) and City of Brookings (“the Partners”).

Subject to the terms and conditions of this Agreement, the Company hereby engages the Partners as partners to help purchase and utilize Pictometry software and images, and the Partners hereby accept such Agreement.

DUTIES: The duties of the Partners will be to accept and pay Brookings County invoices to help purchase Pictometry’s goods. The Partners will report to Brookings County Commission Department Director Stacy Steffensen in connection with performing the duties of this Agreement.

TERM: This engagement shall commence upon execution of this Agreement and shall continue in full force and effect through the last payment in 2018. The Agreement may only be extended thereafter by mutual agreement.

PAYMENT PLAN: The total project amount for the third fly-over is \$95,399.00. The City of Brookings agrees to pay 25% of the total project which is \$23,849.75. Pictometry has given us a pay plan that carries over 3 years. The amount due each of the following years:

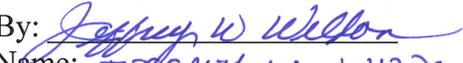
2016 -- \$7,949.91
2017 -- \$7,949.91
2018 -- \$7,949.91

FUNDS GENERATED: There may be funds generated from the community and businesses needing to utilize this product. The subscription based system will go against the total amount due and reduce the amount needed annually.

*Signed for an on behalf of
Brookings County*

By: _____
Name: _____
Title: _____
Date: _____

*Signed for an on behalf of
City of Brookings*

By: 
Name: JEFFREY W. WELDON
Title: CITY MANAGER
Date: 2-25-2016

Brookings County Pictometry Purchase Agreement

This Agreement is entered into as of the _____ day of _____, 2016. Brookings County ("the Company") and Brookings Municipal Utilities ("the Partners").

Subject to the terms and conditions of this Agreement, the Company hereby engages the Partners as partners to help purchase and utilize Pictometry software and images, and the Partners hereby accept such Agreement.

DUTIES: The duties of the Partners will be to accept and pay Brookings County invoices to help purchase Pictometry's goods. The Partners will report to Brookings County Commission Department Director Stacy Steffensen in connection with performing the duties of this Agreement.

TERM: This engagement shall commence upon execution of this Agreement and shall continue in full force and effect through the last payment in 2018. The Agreement may only be extended thereafter by mutual agreement.

PAYMENT PLAN: The total project amount for the third fly-over is \$95,399.00. Brookings Municipal Utilities agrees to pay 25% of the total project which is \$23,849.75. Pictometry has given us a pay plan that carries over 3 years. The amount due each of the following years:

- 2016 -- \$7,949.91
- 2017 -- \$7,949.91
- 2018 -- \$7,949.91

FUNDS GENERATED: There may be funds generated from the community and businesses needing to utilize this product. The subscription based system will go against the total amount due and reduce the amount needed annually.

*Signed for an on behalf of
Brookings County*

By: _____
Name: _____
Title: _____
Date: _____

*Signed for an on behalf of
Brookings Municipal Utilities*

By: Steve Meyer
Name: Steve Meyer
Title: Exec VP of DWG
Date: 2/20/16

RESOLUTION #16-__
A RESOLUTION AUTHORIZING THE USE OF VOTE CENTERS
AND ESTABLISHING VOTE CENTER LOCATIONS

WHEREAS, as per SDCL 12-14-17, the Brookings County Board of County Commissioners may authorize the use of vote centers in lieu of precinct polling places, provided that the election is conducted in conformance with all applicable election laws and rules.

WHEREAS, Brookings County, in its entirety, will be considered one precinct while utilizing multiple vote centers for Primary and General Elections, as well as any countywide election.

WHEREAS, the use of vote centers makes voting more accessible for registered voters in Brookings County as they will be able to vote at any one of the vote center locations throughout the county.

NOW, THEREFORE BE IT RESOLVED that the Brookings County Board of County Commissioners declares all of Brookings County to be one precinct for all Primary, General and countywide elections and designates the following locations as vote centers within the precinct:

1. Brookings Activity Center, Brookings
2. Bethel Baptist Church, Brookings
3. Swiftel Center, Brookings
4. Holy Life Tabernacle Church, Brookings
5. Volga Community Center, Volga
6. Sinai American Legion, Sinai
7. Trinity Lutheran Church, Arlington
8. Bruce Community Room, Bruce
9. McKnight Hall, White
10. Elkton Community Center, Elkton
11. Little Hall, Aurora

BE IT FURTHER RESOLVED that the County Finance Office will be used as an absentee vote center to process absentee ballots on Election Day.

Dated this _____ day of _____, 2016.

ATTEST:

Chairperson
Brookings County Commission

Brookings County Finance Officer

March 21, 2016

Laura Littlecott
H.R. Specialist
Brookings County Human Resources
Brookings City & County Government Center
520 3rd Street, Suite 210
Brookings, SD 57006

Re: Contract Negotiations with Brookings County

Dear Laura:

The purpose of this letter is to respond to your request for a retention letter regarding the upcoming negotiations with the Teamsters. As I mentioned during our phone conversation, it is difficult, if not impossible, to predict the course negotiations will take given the year-to-year dynamics of the relationship between bargaining unit members and the County, the different compositions of the union's bargaining committee, and the shifting goals of the union. Accordingly, it is not feasible to quote you a flat rate.

I would have primary responsibility on behalf of McGrath North for your representation. In addition, to the extent necessary and appropriate, other attorneys and legal assistants may work on this matter as well. McGrath North fees are based on the amount of time worked on the client's behalf. Each lawyer and legal assistant has an hourly billing rate based generally upon experience and knowledge. My billing rate is \$290.00 per hour. We may adjust our rates during the course of this engagement and will notify you in advance of any such adjustment. It should be noted that I do not charge my full hourly rate for travel to and from South Dakota unless actually working during that time. More specifically, I will reduce my hourly rate by 50% for travel.

We have appreciated the past working relationship with our many clients in Brookings, including Brookings County. We also appreciate the opportunity to be of service to you in this matter. If you are in agreement with the terms as provided in this letter, please sign below and return this letter to me. You can simply scan and return the signature page via email.

Should you have any questions regarding the contents of this letter or our potential representation, please do not hesitate to contact me. We look forward to working with you.

Sincerely,



A. Stevenson Bogue

ASB:jt

Agreed to and Accepted:

By: _____

Title: _____

Date: _____

BROOKINGS COUNTY STRATEGIC PLAN

VISION STATEMENT:

Meeting today's needs and preparing for tomorrow's challenges in Brookings County.

MISSION STATEMENT:

To provide efficient, quality customer service, fiscally responsible public policies, and strategic future planning to enhance the quality of life of all Brookings County citizens.

PRINCIPLES & VALUES WE WILL FOLLOW IN ACHIEVING OUR MISSION:

Integrity – be honest and have strong moral and ethical standards

Respect – hold one another in high regard

Empowerment – give others the necessary authority and responsibility, be accountable

Excellence – carry out the work of the county with professionalism and high standards

Teamwork – work together to build strong communities and maximize resources

Service – commitment to family, community, state and nation

GOALS & OBJECTIVES:

GOAL 1: To provide quality county infrastructure, equipment and technology.

Objective 1: Develop and implement a short-range (1-5 year) capital improvement/purchase plan for each department by April 30th of each year using a priority list based on current conditions. This will include:

- i. Facilities
- ii. Equipment
- iii. Technology
- iv. Vehicles
- v. Roads
- vi. Bridges
- vii. Other

Objective 2: Develop and implement a long-range (5-10 year) capital improvement/purchase plan for each department by April 30th of each year using a priority list based on current conditions. This will include:

- i. Facilities
- ii. Equipment
- iii. Technology
- iv. Vehicles
- v. Roads
- vi. Bridges
- vii. Other

Objective 3: Review Master Transportation Plan on an annual basis and implement any recommended changes.

GOAL 2: Staff county government with a competent, well-trained, efficient work force.

Objective 1: Provide training opportunities for all county employees.

- i. Job Training
 - a. Mandatory
 - b. Non-Mandatory
- ii. Safety Training
 - a. Mandatory
 - b. Non-Mandatory

Objective 2: Research current and future staffing patterns and conduct a yearly market wage analysis for all county departments and make any recommended changes by April 30th of each year.

Objective 3: Review the employee handbook on an annual basis, implement recommended changes, and follow the procedures set forth.

Objective 4: Evaluate employees on an annual basis and implement work-improvement plans where necessary.

- i. Appointed Department Heads will have annual reviews by October 31st of each year.
- ii. Department Heads will provide annual **performance** reviews for their employees on their anniversary dates.

GOAL 3: Provide quality public safety for all Brookings County citizens.

Objective 1: Develop and update a responsive, countywide Emergency Management/Disaster Plan by March 31st of each year.

- i. Local Emergency Operations Plan (LEOP)
- ii. Hazardous Materials (HAZMAT) Plan

- iii. Emergency Management State and Local Agreement between the State of South Dakota and Brookings County (SLA)
- iv. Pre-Disaster Mitigation Plan (PDM), reviewed every 5 years

Objective 2: Provide adequate funding and resources for law enforcement and the State's Attorney.

- i. By April 30th, the State's Attorney will provide an annual report for the previous years' activities.
- ii. By April 30th, the Sheriff will provide an annual report for the previous years' activities.
- iii. By April 30th, the Detention Center will provide an annual report for the previous years' activities.

GOAL 4: Create a visionary, long-term plan for county growth.

Objective 1: Implement the 2016 Brookings County Comprehensive Land Use Plan.

Objective 2: Develop and implement ordinances that reflect the 2016 Comprehensive Plan.

Objective 3: Discuss a water/drainage master plan for Brookings County.

Objective 4: Schedule a minimum of one annual meeting between county agencies and resources, to include municipalities, townships, schools, universities, and other organizations as needed within the county.

Objective 5: Provide a long-term plan and funding for a vibrant 4-H program.

GOAL 5: Provide exceptional customer service for Brookings County citizens.

Objective 1: Seek and encourage citizen input and feedback while informing and educating citizens about the county's obligations and services.

Objective 2: Respond to citizens' requests in a respectful, timely manner.

Objective 3: Continue to enhance and expand the county's website, the use of e-alerts, text alerts and other interactive communication tools with Brookings County citizens.

GOAL 6: To continue to be good stewards of Brookings County taxpayer resources.

Objective 1: Conduct an annual review of the County's Strategic Plan in February of each year and review the plan for progress in August of each year.

Objective 2: Provide a balanced budget in accordance with state statutes each year.

Objective 3: Review the process on collecting county liens.

Objective 4: Department Heads will research and identify federal and state grants to meet needs within their departments.

GOAL 7: Department Heads will create a work plan to carry out the goals and objectives of the Strategic Plan each year.

Dick Birk

From: Scott Mohror <scottm@bannerassociates.com>
Sent: Tuesday, March 29, 2016 4:21 PM
To: Dick Birk
Cc: Brad Wermers
Subject: 468th Avenue - Engineering Fee Estimate
Attachments: Opinion of Probable Cost - 468th Avenue.pdf

Dick:

Attached is a cost estimate based off the original numbers Banner provided back in November. Please note that this is preliminary and subject to change due to field conditions, actual road length and width.

One thing to discuss with the Commissioners would be who approaches the landowners for construction easements. Will that be the County or Townships discussing with the landowners. I'm sure crop damage will be a concern.

Then bid item "Miscellaneous Items" is for accounting for fence items, crop damages, etc.

If you have any questions give me or Brad a call in the office.

Thanks,

Scott Mohror
Project Manager

BANNER
Engineering | Architecture | Surveying

Banner Associates, Inc.
409 22nd Ave So | PO Box 298
Brookings, South Dakota 57006
Tel | 605.692.6342 Fax | 605.692.5714
Toll Free | 1-855-323-6342
www.bannerassociates.com

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Opinion of Probable Project Cost

BANNER

Engineering | Architecture | Surveying

Banner Associates, Inc. | 409 22nd Ave So | PO Box 298

Brookings, South Dakota 57006

Tel | 605.692.6342 Fax | 605.692.5714

Toll Free | 1.855.323.6342

www.bannerassociates.com

Location: 468th Avenue - Brookings County

Date: March 29, 2016

Project: 468th Avenue Improvements

BAI No. 07650.00.00

ITEM NO.	SPEC SECTION	DESCRIPTION OF WORK AND MATERIALS	QUANTITY	UNIT	UNIT PRICE	TOTAL
Based on:		Road Length = 13,200 Lineal Feet Road Width = 24 Lineal Feet				
		Mobilization	1	Lump Sum	\$57,708	\$57,708
		Unclassified Excavation	12,711	CuYd	\$3.50	\$44,489
		Salvage/Stockpile Excess Gravel	12,711	CuYd	\$12.00	\$152,532
		Scarify and Recompact	38,133	SqYd	\$3.00	\$114,399
		Geotextile Fabric	19,067	SqYd	\$1.50	\$28,601
		Base Course/Gravel Surfacing	25,422	Ton	\$15.00	\$381,330
		Miscellaneous Items	1	Lump Sum	\$77,906	\$77,906
Opinion of Probable Construction Costs =						\$856,964
Contingencies (10% Construction Costs) =						\$85,696
Design and Bid Phase Services ¹ =						\$81,000
Resident Engineering and Surveying =						\$65,000
Opinion of Probable Project Cost =						\$1,088,660

¹Note: Estimate is based of geotechnical soils report performed by GeoTek Engineering & Testing Services dated June 24, 2015. Actual road length and width will influence cost estimate. Construction costs and Engineering fees are subject to change.



Stacy Steffensen, Commission Department Director

Brookings County

520 3rd St., Suite 210

Brookings, SD 57006

605-696-8205

ssteffensen@brookingscountysd.gov

STAFF REPORT

Agenda Items:

- Personnel Action Notice: Chris is asking for Jacob to start at Wage Grade 9, Step 2. This would be an increase in pay from a Wage Grade 7, \$21.25 to the WG 9, \$23.14 (\$1.89 increase). The Step 1 pay at a WG 9 is \$22.69 (\$1.44 increase).
- Scheduled Agenda Item 9:00 a.m.: The Brookings Farmer's Market is looking for support from the county for a recurring weekly closure of 6th Avenue between the courthouse and the Art's Council building. Additional information is in the packet.
- Scheduled Agenda Item 10:00 a.m.: The board has been asked to pass a resolution declaring April 5, 2016 as National Service Recognition Day. Lead Program Specialist with the RSVP/Foster Grandparent Program Stephanie Bultje has invited the RSVP volunteers to the meeting and there will be a small reception following the adoption of the resolution in the Community Room.
- Annual Meeting with DOE: Per SDCL 10-3-14, the Commission is required to discuss the performance of the Director of Equalization the first Tuesday of April of each year.
- Abatement: Chris has provided a staff report.
- Request to Fill Vacancy: This is an appraiser position now vacant due to the promotion of Jacob Brehmer to Deputy DOE.
- Volunteer Board Appointments:
 - We received one application for the Housing & Redevelopment Commission from current member Angie Schmitz.
 - We received five applications for two positions on the Jail Expansion Advisory Committee. We had set a deadline for applications to be 3/29/16 and we did receive one of the applications on 3/30/19, from Nancy Flynn. Carol Pitts' application didn't come through our fax until the morning of 3/30, however my understanding is that she was in contact with Commissioner Krogman and had indicated that she had faxed it the evening of 3/29. The other three were received before the deadline. The resolution states that we will have up to two members of the public on this committee.
 - We did not receive any applications for Planning & Zoning. We will continue to advertise that position.
- Agreement for Weed Services: routine annual agreement with the State.
- Pictometry Agreements: All 3 partners are interested again in joining the county for the purchase of the next fly-over and the use of the Pictometry imaging.
- Vote Center Resolution: This resolution would permanently establish the use of vote centers and their locations for Brookings County.

- Union Negotiations: Laura spoke with Terry Satterlee about providing his services for Brookings County's upcoming contract negotiations. Mr. Satterlee contracts with Codington County as their Human Resource Director. As he is semi-retired and spends several months out of the year outside of South Dakota, he is reluctant to take on additional work and told Laura he had to think about it. He is going to get back with Laura by April 1st.
- Strategic Plan: a copy of the updated plan with the changes noted in red is included in the packet.
- 468th Avenue: Dick asked that this item be placed on the agenda following Tuesday's meeting with SDDOT personnel.
- 213th Street: The board asked that I place this on the agenda for discussion and possible action.

Upcoming Dates:

- Tuesday, April 5th, 6:30 p.m.—43rd Annual Meeting for the Brookings-Deuel Rural Water System at the McKnight Hall in White.
- Tuesday, April 12th, 8:30 a.m.—the board will meet as the Brookings County Board of Equalization.
- Thursday, May 19, 8:30 a.m. - 12:30 p.m.—FEMA Crisis Leadership Management Course, Brookings City & County Government Center.
- Tuesday, May 24, 8:00 a.m. - 12:00 p.m.—Cybersecurity Training, Brookings City & County Government Center.
- Wednesday, May 25th-Thursday, May 26th—Active shooter training sessions

Thank you,



Stacy Steffensen
Commission Department Director
Brookings County, South Dakota



BROOKINGS-DEUEL RURAL WATER SYSTEM

*Quality Water For Our Members
One Pledge...
...One Goal*

PO Box 340 • Toronto, SD 57268 • Phone (605) 794-4201 • Fax (605) 794-4061 • bdrws@itctel.com

March 24, 2016

Ryan Krogman
Brookings Co. Commissioner
3302 Walnut Lane
Brookings, SD 57006

Re: Annual Meeting Invitation

I would like to invite you to the 43rd Annual Meeting for the Brookings-Deuel Rural Water System.

The meeting will be held on April 5, 2016 at the McKnight Hall in White, South Dakota. A meatball supper will be served at 6:30 p.m. with the meeting to follow at 7:30 p.m.

We hope to see you there!

For the Brookings-Deuel Rural Water System,

Gene Wilts
System Manager

DAIRY FEST 2016

SCHEDULE OF EVENTS



THURSDAY, JUNE 2

Got Milk Gala | (Ticketed Event)

Celebrate the Dairy Industry! Various dairy products are featured during a 5-course meal paired with wine. Our featured speaker Donna Moening, Sr. Program Manager with the Center for Food Integrity, will enlighten us about consumer trends and how they will impact the agricultural industry.

- SOCIAL HOUR: 6:30P.M.
- DINNER: 7:30P.M.

Call 605-642-7539 for tickets.

FRIDAY, JUNE 3

Fork to Farm: Dairy Educational Event | (Group Reservation)

An educational program learning about dairy from fork to farm. Kids will learn how dairy cows produce milk and how milk is turned into dairy products followed by a homemade ice-cream in a bag activity. Then, groups will experience hands-on learning at the SDSU Dairy Farm. (60 kids max per session | 8-12 years recommended ages)

- SESSION #1
 - 9:30 - 10:30 A.M. | Swiftel Center
 - 10:45 - 11:30 A.M. | SDSU Dairy Farm Tour
- SESSION #2
 - 1:00 - 2:00 P.M. | Swiftel Center
 - 2:15 - 3:00 P.M. | SDSU Dairy Farm Tour

SATURDAY, JUNE 4

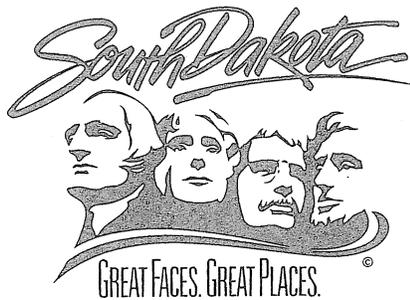
Dairy Fest | (Public Welcome!)

Come experience the Dairy Industry in a fun-filled environment. Learn how your dairy products are produced.

- COW TO CUP 5K: 8:30 A.M. | Swiftel Center Parking Lot
- SDSU DAVIS DAIRY PLANT TOUR #1: 9:00A.M. | SDSU Campus | Buses will leave from Swiftel Center
- SDSU DAVIS DAIRY PLANT TOUR #2: 9:30A.M. | SDSU Campus | Buses will leave from Swiftel Center
- DAIRY FEST CARNIVAL: 10:00A.M. - 1:30P.M. | Swiftel Center
 - Cooking with Dairy Demonstrations by Kayla Aman | Hy-Vee Registered Dietitian
 - Bounce House
 - Corn Box
 - Dairy Animals
 - Kids Carnival
 - Milk Dunk Tank
 - Straw Bole Maze and more...
- DAIRY FARM TOURS: 10:00A.M. - 1:00 P.M.
 - LUNCH ON THE DAIRY FARM: 11:00 A.M. - 1:00 P.M.
(LOCATION): Linde Dairy - 47988 207th St. White, SD 57276

sddairyfest@gmail.com | 605-692-7539

www.swiftelcenter.com | www.facebook.com/sddairyfest



DEPARTMENT of ENVIRONMENT
and NATURAL RESOURCES

JOE FOSS BUILDING
523 EAST CAPITOL
PIERRE, SOUTH DAKOTA 57501-3182

denr.sd.gov

March 18, 2016

Frido Verpaalen
Volga Dairy
46318 214th Street
Volga, SD 57071-6346

Re: Revised Phosphorus-Based Nutrient Management Plan (NMP)

Dear Mr. Verpaalen:

The Department of Environment and Natural Resources (DENR) received your request to add the fields listed in the following table to your approved phosphorus-based nutrient management plan (NMP). Your existing phosphorus-based NMP is part of your application for coverage under the *General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit). Your animal feeding operation was originally approved on September 10, 2001, and permitted on April 4, 2002, (**general permit # SDG-0100006**).

Fields Being Added to NMP					
Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
39	Brookings	E ½, Sec. 9, T109N, R51W	181.0	Yes	No
40	Brookings	NE ¼, Sec. 15, T109N, R51W	96.0	Yes	Yes

We are approving the modification and are including *Fields 39 and 40* in your approved phosphorus-based NMP. **Please put one copy of the approved field information in Appendix D of your copy of the permit.** You are required to comply with the terms and conditions of your permit.

You are also responsible for contacting the local planning and zoning office in the county where manure application will take place to determine if there are any local ordinances or requirements with which you need to comply.

All of the new fields will require soil tests from zero to two feet prior to manure application.

Field 40 is identified as being located over a shallow aquifer and has additional soil testing requirements. Soil tests are required from 0 to 2 feet **and** 2 to 4 feet prior to manure application.

For fields that require additional soil testing from 2 to 4 feet, you have the option to either conduct the initial 0 to 2-foot and the 2 to 4-foot soil test prior to land application of manure or the alternative

Frido Verpaalen
Volga Dairy
March 18, 2016
Page 2 of 3

option to conduct the initial 0 to 2-foot soil test prior to manure application and a second 0 to 2-foot soil test within four weeks after harvesting the crop. Please refer to section 1.4.4.4., beginning on page 29 of the general permit, for the annual nutrient management requirements. **You must notify the department in writing if you plan to use the post-harvest soil sampling option.**

The land application sites must be located at least 150 feet from a private well owned by you, 250 feet from a private well not owned by you and 1,000 feet from any public supply well or other public drinking water source. These setback distances from identified wells cannot be included as part of the land application acreage. Buffer zones are also required around any natural or manmade drainages or wetlands. Please review the buffer zone requirements on the land application maps included with the nutrient management plan in Appendix D of your permit prior to land applying manure.

To add fields to your approved phosphorus-based NMP, you must submit the required information for each additional field to the department for our review and approval. Information on adding fields to your approved phosphorus-based NMP may be obtained from your local Natural Resources Conservation Service (NRCS) office. You may also contact us for assistance at (605) 773-3351, or visit our website at <http://denr.sd.gov/des/fp/fieldadditions.aspx> for instructions on adding fields. **You may not apply manure to any fields not included in your approved phosphorus-based NMP.**

If manure application will involve placing hoses or other equipment in a state highway right of way (for example, in a road ditch or through a culvert), you must first obtain a Permit to Occupy Right of Way. Application for this permit may be made through the local South Dakota Department of Transportation area office. Contact your local SD DOT area office for more information on this permit. In addition, please contact your county highway superintendent to determine if your county has similar requirements.

Two copies of the field information are being retained for our files. The enclosed table is an updated listing of the fields that are currently approved for manure or wastewater application. The enclosed map shows the locations of the fields. Please review this information and notify the department if any of the information is incorrect. If the enclosed table and map are correct, please place them in your NMP.

Frido Verpaalen
Volga Dairy
March 18, 2016
Page 3 of 3

If you have any questions regarding the content of this letter, please feel free to contact Peter Adair, Feedlot Permit Program at (605) 773-3351. Thank you for your cooperation.

Sincerely,



Paul N. Wegleitner
Natural Resources Project Engineer
Feedlot Permit Program

cc: Luke Muller, F.D.A.L.G., Watertown, SD
Brookings County Commissioners
Kevin Banken, Control, Brookings, SD

Enclosures: Field List
Field Map

Volga Dairy Approved Field List

March 18, 2016

All fields require a zero to two foot soil test prior to manure application. The fields identified as being located over a shallow aquifer are shaded in the following tables and have additional soil testing requirements. For these fields, soil tests are required from zero to two feet and two to four feet prior to manure application.

For fields that require additional soil testing from 2 to 4 feet, you have the option to either conduct the initial 0 to 2-foot and the 2 to 4-foot soil test prior to land application of manure or the alternative option to conduct the initial 0 to 2-foot soil test prior to manure application and a second 0 to 2-foot soil test within four weeks after harvesting the crop. Please refer to section 1.4.4.4., beginning on page 29 of the general permit, for the annual nutrient management requirements. **You must notify the department in writing if you plan to use the post-harvest soil sampling option.**

Based on the initial field information submitted for the fields listed in Table 1, manure application may be based on nitrogen need as determined from the table on page 29 of the general permit. **However, before manure or wastewater can be applied to these fields, you must have a current soil test and use the table on page 29 of the permit to determine whether the field fits into a nitrogen need, phosphorus crop removal, or no application category based on the current phosphorus level of the field.**

Table 1 – Volga Dairy Nitrogen-Based Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
1	1	Brookings	N ½, Section 3, T109N, R51W	295.0	292.0	Yes	Yes
2	2	Brookings	SW ¼, Section 34, T110N, R51W	133.0	101.0	Yes	Yes
3	3	Brookings	SE ¼, Section 28, T110N, R51W	150.0	126.0	Yes	Yes
4	4	Brookings	N ½ of the NE ¼, Section 33, T110N, R51W	78.0	78.0	Yes	Yes
5	5	Brookings	SE ¼, Section 12, T109N, R51W	125.0	100.0	Yes	Yes
6	6	Brookings	SE ¼, Section 3, T109N, R51W	120.0	120.0	Yes	Yes
7	7	Brookings	N 2/3 of the SE ¼, Section 33, T110N, R51W	92.0	87.0	Yes	Yes
8	8	Brookings	SW ¼, Section 33, T110N, R51W	120.0	120.0	Yes	Yes
10	10	Brookings	N ½ of the SE ¼, Section 5, T109N, R51W	67.0	65.0	Yes	Yes
12	12	Brookings	NW ¼ of the SW ¼, Section 4, T109N, R51W	38.0	35.0	Yes	Yes
13	13	Brookings	S ½ of the NE ¼, Section 33, T110N, R51W	76.0	76.0	Yes	Yes
14	14	Brookings	S 1/3 of the SE ¼, Section 33, T110N, R51W	34.0	34.0	Yes	Yes
17	17	Brookings	NE ¼, Section 27, T109N, R51W	156.0	104.0	Yes	No
18	18	Brookings	SW ¼, Section 26, T110N, R51W	132.0	120.0	Yes	Yes
19	19	Brookings	NW ¼, Section 34, T110N, R51W	17.0	17.0	Yes	No
20	20	Brookings	NW ¼, Section 34, T110N, R51W	50.0	50.0	Yes	No
21	21	Brookings	NW ¼, Section 34, T110N, R51W	29.0	29.0	Yes	No
22	22	Brookings	NW ¼, Section 34, T110N, R51W	43.0	43.0	Yes	No
23	23	Brookings	NE ¼, Section 4, T109N, R51W	139.0	139.0	Yes	No

Table 1 – Volga Dairy Nitrogen-Based Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
24	24	Brookings	NE ¼, Section 27, T110N, R51W	112.0	112.0	Yes	Yes
25	25	Brookings	NW ¼ of the NE ¼ & NE ¼ of the NW ¼, Section 36, T110N, R51W	69.9	66.7	Yes	Yes
26	26	Brookings	NE ¼ of the SW ¼, Section 4, T109N, R51W	34.4	28.4	Yes	Yes
27	27	Brookings	NW ¼, Section 25, T110N, R51W	137.8	137.8	Yes	Yes
28	28	Brookings	SE ¼ & S ¼ of the NE ¼, Section 25, T110N, R51W	175.1	174.1	Yes	Yes
30	30	Brookings	SE ¼, Section 22, T110N, R51W	119.7	114.7	Yes	Yes
31	31	Brookings	NE ¼, Section 13, T109N, R52W	140.5	110.5	Yes	No
32	32	Brookings	SW ¼, Section 3, T109N, R51W	146.8	146.8	Yes	Yes
33	33	Brookings	S ½ of the SW ¼, Section 4, T109N, R51W	73.0	65.0	Yes	No
34	34	Brookings	NW ¼ and W ½ of the NE ¼, Section 10, T109N, R51W	215.0	203.0	Yes	Yes
35	35	Brookings	SE ¼, Section 3, T110N, R51W	139.0	124.0	Yes	No
36	36	Brookings	NW ¼, Section 11, T110N, R51W	142.0	142.0	Yes	Yes
37	37	Brookings	S ½, Section 10, T110N, R51W	262.0	257.0	Yes	Yes
38	38	Brookings	W ½, Section 13, T109N, R51W	257.0	242.0	Yes	Yes
39	39	Brookings	E ½, Section 9, T109N, R51W	196.0	181.0	Yes	No
40	40	Brookings	NE ¼, Section 15, T109N, R51W	100.0	96.0	Yes	Yes
Total Acres:				4,214.2	3,937.0		

Please note in your phosphorus-based NMP the estimated time it will take to build the listed fields up to 50 parts per million (ppm) (Olsen test) or 75 ppm (Bray-1 test) of phosphorus. You may need additional land in order to apply manure to your fields based on phosphorus crop removal at that time.

As indicated in your phosphorus-based NMP, none of the listed fields currently require manure application based on crop removal of phosphorus. If future soil tests identify fields with elevated phosphorus levels, the manure application rate must be based on phosphorus removal in the harvested portion of the crop. Manure application to these fields can be based on multi-year phosphorus crop removal, however application can not exceed the one year nitrogen crop need and no more manure may be applied to that field again until the applied phosphorus has been removed from the field via harvest and crop removal. Please refer to the table on page 29 of the general permit for the proper manure application determination.



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President of South Dakota AGC

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