



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

1. **8:30 AM Call to Order on Tuesday, April 19, 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: [04-05-2016 Minutes.pdf](#), [04-12-2016 Minutes Equalization Board.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 19 16.pdf](#), [APRIL DEPT OF REVENUE.pdf](#)

B. Department Head reports.

i. Community Health Quarterly Report

Documents: [Community Health Report.pdf](#)

ii. County Development

Documents: [County Development Report.pdf](#)

iii. Finance Office - surplus sale report

Documents: [Surplus Sale.pdf](#)

iv. Equalization

Documents: [Equalization Audit.pdf](#)

C. Finance Officer's report.

Be it noted items:

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

Documents: [Finance Officer Report.pdf](#)

i. Action to approve the quarterly General Fund transfers as per budget appropriations for the second quarter of 2016.

- *From General Fund 101-4-911-4294 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.*
- *From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of \$21,568.*
- *From General Fund 101-4-911-4298 to Register of Deeds Relief Fund 250-3-371-0000 in the amount of \$3,239.25.*

7. Scheduled Agenda Items

8. Regular Business

A. Action to transfer \$79.72 from General Fund 101-4-221-4290 to Fire Department Fund 759-3-339-0100.

Documents: [Transfer to Fire Fund.pdf](#)

B. Action to declare the following property as surplus to be disposed of:

1. *Parcel #35400-00200-009-00; Lot Nine (9) in Block Two (2) of Pleasant Heights Second Addition in the Town of Sinai, Brookings County, South Dakota.*

Documents: [Sinai Tax Deed Property.pdf](#)

C. Action to declare the highway shop in Sinai as surplus to be razed.

Documents: [Highway Shop Surplus.pdf](#)

D. Action to approve Agreement #16-33: an agreement between Brookings County and designArc LLC for architectural services for the maintenance equipment storage building in Sinai for the Highway Department.

Documents: [designArc Agreement Cover.pdf](#), [designArc Agreement.pdf](#)

E. Action to approve Agreement #16-34: an agreement between Brookings County and the State of South Dakota's Department of Transportation for the installation of highway-rail grade crossing signals and precast concrete crossing the surface material on 34th Avenue.

Documents: [Dept of Transportation Agreement Cover.pdf](#), [Dept of Transportation Agreement.pdf](#)

F. Action to approve Agreement #16-35: an application for occupancy of right-of-way made by Sioux Valley Energy.

Documents: [Right of Way App Sioux Valley Energy.pdf](#)

G. Action to approve the following board appointment:

i. Michael VandeWeerd to the Planning & Zoning Commission

Documents: [Citizen Interest App - VandeWeerd.pdf](#)

H. Action to approve Resolution #16-15: a Plat of Block 1; Lots 1-5 in Block 1; and Block 2 of Pearson-Overby Addition An Addition in Government Lot 4 in Section 22-T112N-R47W of the 5th P.M., Brookings County, South Dakota.

Documents: [2016plat001 Staff Report for CC .pdf](#)

I. Discussion on department work plans.

Documents: [Work Plan Topics.pdf](#), [Work Plan - Commission.pdf](#), [Work Plan - Community Hlth.pdf](#), [Work Plan - County Dev.pdf](#), [Work Plan - Detention Center.pdf](#), [Work Plan - Equalization.pdf](#), [Work Plan - Extension.pdf](#), [Work Plan - Finance.pdf](#), [Work Plan - Highway.pdf](#), [Work Plan - Register of Deeds.pdf](#), [Work Plan - Sheriffs Office.pdf](#), [Work Plan - States Attorney.pdf](#), [Work Plan - Veterans Services.pdf](#), [Work Plan - Human Services.pdf](#), [Work Plan - Weed Pest.pdf](#)

9. Commission Department Director Report

Documents: [Commission Dept Director Report.pdf](#), [Surplus Cash Analysis.pdf](#), [Elkton Fire Dept Feed.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. Correspondence received.

Documents: [DENR to Hammink Dairy.pdf](#)

12. Adjourn as the Brookings County Board of County Commission

13. Convene as the Brookings County Board of Equalization

A. Action to approve the new applications for tax exempt status as presented.

Documents: [Tax-Exempt Brookings County Property.pdf](#)

B. Discussion and possible action on the Dorothy Ishol appeal.

- *Tabled from April 12, 2016.*

14. Adjourn as the Brookings County Board of Equalization

15. Public Notices

- *April 25, Monday: 5:30 p.m. Elkton Fire Department's County Feed at the Elkton Community Center.*
- *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, APRIL 5, 2016

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 5, 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 April 5, 2016 Commission Meeting was approved without objection.

CONSENT AGENDA

Motion by Pierce, seconded by Jensen to approve the consent agenda. Motion carried. The consent agenda consisted of the minutes from the March 22, 2016 Commission Meeting.

Travel Requests: Abigail Howard & Teree Nesvold to conduct legal intern interviews at Law School on March 29th in Vermillion; Bart Sweebe to attend the South Dakota Corrections Association Spring Conference on April 12th-14th in Chamberlain, SD; Abigail Howard to attend Drug Court Training on April 18th-20th in Sioux Falls; Robert Hill, Richard Haugen, & Jennifer Beller to attend FEMA Training on April 19th in Sioux Falls; Chris Lilla & Jacob Brehmer to attend the District 6 Quarterly Meeting on April 20th in Sioux Falls; Clyde Calhoon, Abigail Howard, & Teree Nesvold to attend the South Dakota States Attorney's Association Annual Conference on May 3rd-6th in Deadwood, SD; Jeff Anderson & Mike Scott to attend a Tank Testing Class on May 5th in Watertown; Robert Hill to attend the Gas Pipeline Advisory Committee Meeting on June 1st-3rd in Washington D.C., Jon Pike to attend DARE/SRO In-Service on June 7th-9th in Pierre.

Personnel Action Notices: status change- Jacob Brehmer to Deputy Director of Equalization at \$23.14, effective April 1, 2016; new hire- Part-time Correctional Officer Amanda Devries at \$16.99, effective March 24, 2016; status change- Kristen Witchey to \$22.84, effective April 1, 2016.

Human Services Report: case #15-057 for Avera McKennan was denied; case #16-046 for Brookings Municipal Utilities was approved; case #16-047 for rent was approved; case #16-048 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Maintenance Contract, \$25.00; Allegra Print & Imaging, Envelopes, \$557.27; Aragon, Antonio, One Hour Translation Services, \$50.00; Bauer, Tim, Feb Meeting Mileage, \$9.24; Birk, Richard, Fuel Travel to St Michael MN, \$19.01; Bozied Oil Co Inc, Four Car Washes, \$44.00; Bremmon, Carmen, In-Court Translation Services, \$575.00, Interpreting for Sheriff, \$100.00; Brookings City Utilities, COP Utilities, \$155.80; Brookings County Finance, Advance Tax, \$2,982.19, Advance Tax, \$1,715.71; Brookings Engraving, Signature Stamp Die, Stamp, \$48.75; Central Business Supply, Office Chair, Folders, \$464.18, Paper, Batteries, \$58.70; Century Link, Long Distance Phone, \$138.88; CF Promo Sports, L223 Jacket, \$38.00; City of Brookings, E911 Nov, Dec, Jan, \$76,580.22; Claritus, Standard Tape, \$45.41; Cody, Denise, Inv MI Hearings, \$45.00; Dakotaland Enterprises Inc, COP Rent, \$650.00; Donald McCarty, CAA, \$1,406.30; Einspahr Auto Plaza, 2016 Dodge Charger, \$25,211.00; Enz, Gregory, Uniform Shoes, \$100.00; Equipment Blades Inc, 8' Mounting Boards 0997, \$960.00; Executive Mgmt Finance Office, Tech Access Fee Feb 2016, \$53.00; Fite, Pierce & Ronning Law, CAA, \$603.00, CAA, \$1,359.00; Foerster Office & Supply, Soap Inv #50778, \$40.00; Harmelink, Fox & Ravensborg, CAA Inv MI Hearing, \$286.00; Hill, Robert, SDOEM Training Per Diem, \$64.00; Hy-Vee Food Store, Annual Weed & Pest Board Mtg, \$55.71, Cake for Retirement Party, \$100.38, Inmate Meals, \$11,560.44, Jury Meals, \$39.98, March Zoning Mtg Refreshments, \$7.49, MSHA Training Refreshments, \$74.19; Kingbrook Rural Water, Water Utilities, \$33.00; Knight's Defense, Uniforms, \$820.84; Knoff, David, Inv MI Hearing, \$45.00; L. G. Everist, Inc, Pea Rock 24B Inv#311199, \$1,301.35; Lewno, Lucy, Inv MI Hearing, \$316.47; MCI, Long Distance Phone, \$31.07; McKeever's Vending, Inmate Commissary, \$587.46; McLeod's Printing & Office, Fee Book 36, \$716.65; Miller, Stephne, Per Diem, \$175.44; Mills Property Management, COP Rent, \$500.00; Nancy J Nelson, CAA, \$1,994.56; Northwestern Energy, Highway Shop Utilities, \$372.16; Office Peeps Inc, Toner & Files, \$165.29; One American Bank, Collection, \$33,157.02; Pharmchem Inc, 24/7 Drug Patches, \$1,216.00; Pitney Bowes, Postage Meter Rental Charges, \$165.00; Pollard, Jerry, Inv MI Hearings, \$90.00; Prochem Dynamics LLC, Gloves, Cleaner, \$802.56; Q-Set Inc, Transcription Services, \$150.00; Qualified Presort Service, Postage Service 3/1-3/15, \$14.78; Ramkota Inn, Commission Workshop Lodging, \$484.95, G-366/LCS-402 Courses Lodging, \$96.99; Redwood Toxicology Laboratory, U/A Tests, \$323.29; RFD, Calls for Yearly Bids, \$79.80, Commission Minutes, Bids, \$1,319.21; Rude's Funeral Home Inc, Transport, \$100.00; Sanford Health, Autopsy, \$2,350.00, Employment Physical, \$199.00; SD Dept of Labor, Sheriff Trust, \$1,573.59; SD Dept of Transportation, Engineering 209-150, \$720.00; SD Newspaper Service, Employment Ads Shopper, \$131.84; SDACC, Catastrophic Poor Payment, \$4,010.00; Sioux Valley Cleaners Inc, March Janitorial for WIC, \$460.00; Sound Sensations Inc, 6A11 Remote Start, \$304.98; Swanda, Karen, Inv MI Hearings, \$45.00; Taser International, Standard/Basic License, \$1,800.00; Terry D Wiczorek PC, CAA, \$288.14; Thomson Reuters - West, Northwestern Reporter, \$331.00, West Info Inv#833561485, \$991.00; Tim Hogan, CAA, \$1,065.70, CAA, \$968.41; Tyler Technologies, Doc Pro Stage 1, \$35.00, Doc Pro Stage 1, \$105.00, Training In Aberdeen, \$375.00; Vandenberg Law, CAA, \$405.00, CAA, \$552.00, CAA, \$1,675.00, CAA, \$729.00; Vantek Communications Inc, North Repeater Fee April, \$100.00; Verizon Wireless, Hwy Tablet Inv#9761725904, \$40.01; Walmart Community, Mouse & Keyboard, \$19.85, Office & Programming Supplies, \$57.57; Wells Fargo, Wells Fargo CC, \$2,742.95; Yankton County Sheriff, Service of Process, \$50.00; Zuercher Technologies LLC, One Yr Maintenance & Support, \$11,176.60; Valley Restaurant, 8 County Meeting Meals, \$880.00

Cell Phone Reimbursements: Anderson, Jeffrey G, \$75.00; Birk, Richard, \$105.00; Biteler, David, \$30.00; Buseth, Vicki, \$105.00; Chapman, Beverly, \$105.00; DeJong, Darren J, \$60.00;

Doremus, Sean, \$30.00; Friedrich, Cliff, \$45.00; Gengler, Michael, \$30.00; Giegling, Mike, \$30.00; Gross, Linda, \$30.00; Haider, Darin, \$60.00; Haugen, Richard, \$45.00; Hieb, Richard, \$30.00; Hill, Robert, \$105.00; Hoekman, Devan, \$30.00; Holzhauser, Michael, \$105.00; Howard, Abigail A., \$105.00; Jensen, Larry, \$75.00; Kriese, Jeremy, \$30.00; Krogman, Ryan, \$75.00; Langstraat, Manual, \$30.00; Lilla, Christopher L., \$105.00; Littlecott, Laura, \$45.00; McCrea, Don, \$15.00; Miller, Stephne, \$75.00; Molengraaf, John, \$30.00; Moser, Misty, \$75.00; Nesvold, Tereee, \$105.00; Pierce, Irene, \$45.00; Pierce, Leann, \$75.00; Pike, Jon, \$60.00; Plowman, Shawn, \$90.00; Scheer, Aaron, \$30.00; Scott, Michael, \$45.00; Sebring, Scott, \$105.00; Stanwick, Martin, \$105.00; Steffensen, Stacy, \$105.00; Stoltenburg, Michael, \$15.00; Sweebe, Bart, \$105.00; Umberger, Charles, \$45.00; Witchey, Kristen, \$75.00; Yseth, Tom, \$75.00.

Department Head Reports

County Development Director Robert Hill said the Conditional Use Permit cu2016-002 has been appealed and will be heard on April 5, 2016 at 9:00 p.m.

Hill said he attended a State Emergency Response Commission DTN Meeting at the SDDOT in Brookings and attended the City of Brookings Fire Department's County Fire Feed. Hill also presented the department's strategic plan.

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

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

Hill discussed upcoming dates.

Veterans & Human Services Director Michael Holzhauser discussed the Brookings Area Chamber Commerce Meeting regarding military and veterans affairs.

Holzhauser said they are currently working on re-writing the policy manual and will bring that to the board for approval at a future meeting.

Holzhauser updated the board on the number of phone calls the office has made and received, and the number of in-person meetings. Holzhauser said the welfare side is picking up.

Director of Equalization Chris Lilla said there are five appeals and eight corrections and those appeals will be heard Tuesday, April 12, 2016 starting at 8:30 a.m.

Finance Officer Vicki Buseth said tax payments can now be paid online through the Beacon website or the Brookings County website. Buseth said you can pay by check for an extra \$1.50 or by credit card for an extra 2.5%. Buseth thanked IT Specialist Shawn Plowman for making that happen.

Buseth said Plowman is also working on getting tablets that show the cameras at the front counter for the employees who sit in the back of the office and cannot see the counter.

Buseth said they will advertise for the Primary Election and the General Election in the Town & Country Shopper, as well as the four legal newspapers. Buseth said Deputy Finance Officer Kristen Witchey hired temporary election workers and they will start April 19th. Buseth said absentee voting for the Primary Election will begin April 22nd.

Buseth said Finance Assistant II Jenna Peterson is still working on the surplus sale and there are bids for over half of the items.

Buseth said the deadline for the Elderly Tax Freeze has passed. Buseth also said the county took tax deed to a property in Sinai six months ago, so the board will need to make a decision on what they would like to do with that property at the next meeting.

Pierce asked if the office is prepared for the upcoming elections. Buseth said there isn't a lot to vote on with the Primary Election, but they did order plenty of ballots.

Sheriff Martin Stanwick said there are 26 inmates in jail and 106 individuals participating on the 24/7 program. Stanwick said the total amount of book-ins have decreased since the last meeting. Stanwick said they have served 32 out of 33 warrants. Stanwick said they've issued 7 Enhanced Concealed Permits.

Pierce asked if the numbers for concealed weapons are up. Stanwick said yes.

Stanwick said they conducted alcohol compliance checks and all 11 businesses passed.

Highway Superintendent Richard Birk said he hasn't heard anything on the BIG Grant award. Birk said they will begin summer hours on Monday, April 11th. Birk said the fuel system has a glitch in it, so they will need some upgrades at some point. Birk said his crew is in the final stage of crack-sealing and the weight limit signs were removed yesterday.

Birk said they interviewed five individuals for the heavy equipment operator position.

REGULAR BUSINESS

Motion by Miller, seconded by Pierce to approve and authorize Chairperson Krogman to sign Abatement #16-007: an abatement application made by the City of White for parcel #37375-0000-003-05 in the amount of \$3,271.90. Background information was provided by Director of Equalization Chris Lilla.

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

Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign a Request to Fill Vacancy for an Appraiser in the Department of Equalization. Commission Department Director Stacy Steffensen asked Director of Equalization Chris Lilla what the starting wage grade would be for this position. Lilla said the position will start at a wage grade 6.

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

The board approved the following Volunteer Board Appointments:

Motion by Jensen, seconded by Miller to appoint Angie Schmitz to the Housing and Redevelopment Commission. Background information was provided by Commissioner Miller.

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

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., Board President Steve Helling and At-Large Board Member Kirsten Gjesdal asked for the board's support in closing the northern half of 6th Avenue on Wednesday afternoons and Saturday mornings for the Brookings Farmer's Market.

Gjesdal said the City Plaza parking lot is the current location and it lacks green space, shade, and nearby activities.

Laura Marsh with Dakota Rural Action said the location change would be beneficial and it is a much friendlier space.

Commission Department Director Stacy Steffensen said the board received a letter from the Historic Preservation Commission and they are supporting the location change as well.

Circuit Court Administrator Jenny Hammrich said they support the Farmer's Market, but believes it would conflict with the courthouse business hours, which are Monday through Friday 8:00 a.m. to 5:00 p.m. Hammrich said they do have felony jury trials once a month and they need every parking spot because there are seventy to eighty jurors present.

Helling asked if having the market on Saturdays only would work better. Gjesdal said it is pretty common to have it only on Saturdays. Pierce asked Hammrich if the courthouse would support having the market on Saturdays only. Hammrich said they would support that option.

Miller said she supports the Farmer's Market, but said the county has no control of shutting down a city street. Miller agreed that Wednesdays would not be a good fit because of the shortage of parking spots.

Motion by Yseth, seconded by Pierce to support a road closure on the northern half of 6th Avenue on Saturdays for the Brookings Farmer's Market. Roll call vote: Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.

REGULAR BUSINESS

The board held the annual meeting with Director of Equalization Chris Lilla, according to SDCL 10-3-14.

The board approved the following Volunteer Board Appointments:

Miller noted that two applications for the Jail Expansion Advisory Committee were received after the deadline. Yseth asked the board what there are looking for specifically for the positions. Sheriff Martin Stanwick said they need public input on how the expansion will look, change, or affect the surrounding neighborhood. Pierce said even though two of the applicants didn't make the deadline, the board should still consider all five applicants. Pierce said if they throw out the two applicants then they won't have a gender neutral decision; the board would be eliminating the females. Miller said a deadline is a deadline. Jensen said they have turned down other applicants for different boards because they've missed the deadline.

By consensus, the board agreed to remove two of the applicants because they didn't meet the deadline.

Miller suggested interviewing the three other applicants. Krogman said he is not in favor of interviewing the applicants and would just like to look at the application they filled out. Krogman said John Mills brings certain qualities to the table with his construction background and that could be helpful.

Motion by Miller, seconded by Pierce to appoint John Mills and Martin Kloster to the Jail Expansion Advisory Committee. Jensen said Martin Kloster will be a good fit because he lives in the neighborhood and he has building experience with facilities. Krogman said he appreciates the individuals who applied for this committee.

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

Sheriff Martin Stanwick asked if they could schedule another meeting with all committee members. Commission Department Director Stacy Steffensen said they could meet April 19th at 1:00 p.m.

Motion by Pierce, seconded by Jensen to approve and authorize Chairperson Krogman to sign Agreement #16-29: a joint powers agreement between Brookings County and the State of South Dakota Department of Transportation for weed spraying services. Background information was provided by Weed Supervisor Misty Moser.

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

Motion by Pierce, seconded by Miller to approve and authorize Vice-Chairperson Jensen to sign Agreement #16-30: a Brookings County Pictometry Purchase Agreement between Brookings County and the Brookings 911 Board. Background information was provided by Commission Department Director Stacy Steffensen. Steffensen said Vice-Chairperson Jensen will need to sign this agreement because Commissioner Krogman is the Chairman for the Brookings 911 Board.

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

Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign Agreement #16-31: a Brookings County Pictometry Purchase Agreement between Brookings County and the City of Brookings.

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

Motion by Jensen, seconded by Pierce to approve and authorize Chairperson Krogman to sign Agreement #16-32: a Brookings County Pictometry Purchase Agreement between Brookings County and Brookings Municipal Utilities.

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

Motion by Miller, seconded by Pierce to approve and authorize Chairperson Krogman to sign Resolution #16-14: a resolution authorizing the use of vote centers and establishing vote center locations.

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

RESOLUTION #16-14

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.

Passed this 5th day of April, 2016.

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Ryan Krogman
Chairperson
Brookings County Commission

Motion by Miller, seconded by Yseth to remove Agreement #16-24: a retention letter to contract with attorney Steve Bogue to conduct union negotiations from the table. Roll call vote: Jensen "aye," Pierce "aye," Yseth "aye," Miller "aye," Krogman "aye." Motion carried.

Motion by Yseth, seconded by Miller to approve and authorize Chairperson Krogman to sign Agreement #16-24: a retention letter to contract with attorney Steve Bogue to conduct union negotiations. Background information was provided by Commission Department Director Stacy Steffensen. Roll call vote: Pierce "no," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.

Motion by Miller, seconded by Yseth to approve changes to the Brookings County Strategic Plan. 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 Yseth to hire Banner Associates, Inc. to design a road project on 468th Avenue to North Sky Dairy.

Highway Superintendent Richard Birk said they would like to move forward with designing the project. Birk said the county will have to pay for it up front, but would be reimbursed through grants. Miller said Banner Associates has already done a lot of work on this project, and the county could go as far as the money takes them. Miller said they could then finish the road as the money

comes in. Yseth said the project will cost around \$900,000. Yseth said he supports moving forward with hiring an engineering firm.

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

The board discussed 213th Street.

Miller said it sounds like everyone would like to finish 213th Street; it is just a matter of budgeting for it. Jensen said he would like to hire an engineering firm to give the county an estimate on what it would cost to finish the road before the board starts the budget. Miller suggested getting requests for proposals. Krogman asked if the traffic count suggests a need for it right now. Krogman said he isn't sure that he wants to improve it just to improve it; it is going to cost around \$1.5 million dollars. Pierce said she wants to encourage people to use 213th Street, but doesn't believe a traffic count would do any good right now. Jensen said there are delivery trucks using that road and it would relieve pressure on Highway 14 by completing 213th Street. Miller said a traffic count wouldn't do a lot of good right now, and the logical thing to do is to go ahead with a request for proposal and budget for it. Jensen said it is now a county road and is hoping it is getting the normal maintenance upkeep. Krogman said he is not opposed to getting a RFP, but is unsure that there is an absolute need for it right now. Krogman said he is unsure if he wants to spend over \$1.5 million dollars for something that isn't needed at the moment.

Motion by Miller, seconded by Pierce to get Requests for Proposals to finish 213th Street. Roll call vote: Jensen “aye,” Pierce “aye,” Yseth “aye,” Miller “aye,” Krogman “aye.” Motion carried.

SCHEDULED AGENDA ITEM

Motion by Miller, seconded by Yseth to approve and authorize Chairperson Krogman to sign Resolution #16-13: a resolution declaring April 5, 2016 as National Service Recognition Day.

Lead Program for the RSVP and Foster Grandparent Program Stephanie Bultje formally introduced the RSVP volunteers in attendance to the commission. Pierce thanked the volunteers for the service they provide. Miller said it's nice to see females working at that capacity; she thanked the volunteers for all of their hard work. Krogman also thanked the volunteers and said he is glad the county can recognize all of the volunteers by dedicating a day out of the year.

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

RESOLUTION #16-13

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.

Passed this 5th day of April, 2016.

Ryan Krogman
Chairperson, Brookings County Commission

ATTEST:

Vicki Buseth
Brookings County Finance Officer

The board took a 15 minute recess.

REGULAR BUSINESS

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

Steffensen said the city is looking at setting up conference calls and they wanted to know if the county is interested in going in on the cost for it. Steffensen said it would be \$6.95 per month and about 3 cents per minute per caller. Steffensen said she isn't sure there is a need for it. Pierce said her office uses this system and there is another option where everyone that calls in pays their own long distance fee; there is no monthly fee. Steffensen said this is a business type option. Steffensen asked the department heads if they were interested in this. Highway Superintendent Richard Birk said he holds conference calls through the DOT. Steffensen said it sounds like the county's needs are very minimal and are probably being met without paying additional money.

Steffensen discussed upcoming dates.

Deputy States Attorney Teree Nesvold presented the Deputy States Attorney's Report.

Nesvold said they have hired an intern and the individual will start May 16th. Nesvold said Chief Deputy States Attorney Abigail Howard and the drug court team will present to the board after their training.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the 8-County Meeting; met with County Development Director Robert Hill, County Development Deputy Director Richard Haugen, Luke Muller with First District, and Deputy States Attorney Teree Nesvold on the procedures for the appeal process for conditional uses; and attended the Swiftel Center's Annual Meeting.

Commissioner Jensen attended the work session on the Strategic Plan and Work Plan for Brookings County; attended the 8-County Meeting; met with DOT officials regarding 468th Avenue to North Sky Dairy; and discussed the BATA Meeting.

Commissioner Miller attended the work session on the Strategic Plan and Work Plan for Brookings County; attended the 8-County Meeting; attended the Domestic Abuse Meeting; attended the DOT Meeting regarding 468th Avenue to North Sky Dairy; and attended the Brookings Vision III Meeting.

Commissioner Yseth attended the DOT Meeting regarding 468th Avenue to North Sky Dairy. Yseth also discussed the phone call he received regarding the bridge south of White. Yseth said he would really like for the board to keep those individuals informed by either sending an email or writing a letter. Highway Superintendent Richard Birk said he doesn't have any new information regarding the bridge south of White. Birk said when he receives new information, he will let them know.

By consensus, the board directed Commission Department Director Stacy Steffensen to write a letter to the individuals explaining to them why the bridge is not being done this year.

Commissioner Krogman attended the 8-County Meeting and attended the BEDC Investment Committee Meeting.

ADJOURNMENT

Motion by Yseth, seconded by Pierce to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, April 19, 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_____.

BROOKINGS COUNTY BOARD OF EQUALIZATION & BROOKINGS COUNTY COMMISSION

Tuesday, April 12, 2016

The Brookings County Commission convened as the Brookings County Board of Equalization at 8:30 a.m. on Tuesday, April 12, 2016, with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, Lee Ann Pierce, and Tom Yseth.

Chairperson Krogman called the Board of Equalization to order. The Pledge of Allegiance was recited.

The agenda for the April 12, 2016 Brookings County Board of Equalization and Commission Meeting was approved without objection. Be it noted, the 10:40 a.m. scheduled agenda item was removed from the agenda.

The board members signed their oaths qualifying them as members of the County Board of Equalization according to SDCL 10-11-25.

Director of Equalization Chris Lilla and Deputy Director of Equalization Jacob Brehmer signed their oaths according to SDCL 10-3-12.

DIRECTOR OF EQUALIZATION REPORTS

Director of Equalization Chris Lilla presented the 2016 Assessment of Real Property in Brookings County.

Motion for Corrections

Motion by Miller, seconded by Yseth to approve corrections to the following parcels: Rudolph Curtler, parcel #40465-00500-015-00 and parcel #40465-00900-004-00; Broadacre Rentals, parcel #40995-00001-027-00; MK Properties, parcel #40960-11049-203-00; Dale Halstead, parcel #40999-00011-046-00; Thomas Delzer, parcel #11000-11252-154-00; Joseph Davis, parcel #02000-11048-113-00; Tom Davis, parcel #02000-11048-113-05; Mark Madsen, parcel #11000-11252-324-00; James Patrick & Susan Gilley, parcel #40175-00800-013-00. Roll call vote: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye." Motion carried.

Reports

Be it noted, the following reports were presented by Lilla and were reviewed by the board: the 2016 Tax Exempt Status Report, Renewable Energy Resource Applications for 2016, the 2016 Disabled Veterans Exemptions, the 2016 Tax Moratorium, the 2016 Discretionary Formula, and the 2016 Elderly or Disabled Tax Freeze List.

Appeals

The following appeals were heard. Motions, seconds, roll call votes as follows:

Appeal	Property Owner/Legal Description	Motion/Second Roll call vote	Board Action
16-1	Thomas Delzer SE ¼ EXC 9.4 15-112-52	Jensen/Pierce to accept Director's recommendation. Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye." Motion carried.	AGA- \$337,700 AGA1- \$300.00 NAA1S- \$30,400
16-2	Dorothy Ishol NE ¼ SE ¼ S ½ SW ¼ 28-109-52	Yseth/Miller to table until examined by DOE until Tuesday, April 19, 2016. Jensen "aye," Pierce "abstain," Yseth "aye," Miller "aye," Krogman, aye." Motion carried.	
16-3	Michael Stern E 1700' EXC W 1400' of E 1700' of S 670' of S ½ SE ¼ 4-112-50	Yseth/Miller Pierce "aye," Yseth "aye," Miller "aye," Jensen "aye," Krogman "aye." Motion carried.	AGC- \$51,800 AGC1- \$3,600 NAC1S- \$70,000
16-4	Sam Clauson Outlot A in N ½ 14-112-48 10 acres	Yseth/Jensen Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman, "aye." Motion carried.	NAC- \$25,000
16-5	Mary Trewatha Lot 1 EXC W 81.5' Lot 2 Black 1 & OL 2 of States Addition	Yseth/Jensen Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye." Motion carried.	NADS- \$16,600 NAD1S- \$92,400

Motion by Yseth, seconded by Miller to adjourn the meeting of the Brookings County Board of Equalization. Motion carried.

Chairperson Krogman declared a recess.

As scheduled at 12:00 p.m., the board reconvened as the Brookings County Board of County Commissioners.

EXECUTIVE SESSION

Motion by Miller, seconded by Yseth to enter into Executive Session at 12:01 p.m., in accordance with SDCL 1-25-2(4), contract negotiations. Motion carried. The board came out of Executive Session at 1:23 p.m. No action was taken.

ADJOURNMENT

Motion by Miller, seconded by Yseth to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, April 19, 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) Vicki Buseeth Kristen Witchey Bev Chapman
 Department Finance and Register of Deeds Position(s) _____

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
5-11-16 5-12-16			Pierre

Reason for Travel Officials Spring Workshop

Passengers _____

Estimated Expenses

- Method of Travel: County Vehicle Private Auto
 _____ miles @ \$____/per mile = \$ 50.00
- Meals: 6 Breakfast @ \$ 6.00 = \$ 36.00
3 Lunch @ \$ 11.00 = \$ 33.00
6 Dinner @ \$ 15.00 = \$ 90.00
- Additional Expenses (taxi, parking, etc)
 Please list _____ = \$ _____
- Lodging: 2 Estimated number of days/nights = \$ 600.00
- Registration 3 Estimated cost = \$ 525.00
- Total Cost Estimate = \$ 1334.00

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

Vicki Buseeth
 Department Head Signature

4/6/16
 Date

Travel/Education Request Form

Name(s) Laura Littlecott

Department _____ Commission _____ Position HR Specialist

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
6/5-6/8/2016			St. Louis, MO

Reason for Travel: Attendance at 2016 International Public Management Association - HR Central Region Training Conference

Passengers: _____

Estimated Expenses:

- Method of Travel: _____ County Vehicle _____ Private Auto
 _____ Miles @ \$ _____/per mile = \$ _____
- Meals: _____ Breakfast @ \$ _____ = \$ _____
 2 Lunch @ \$ 14.00 = \$ 28.00
 _____ Dinner @ \$ _____ = \$ _____

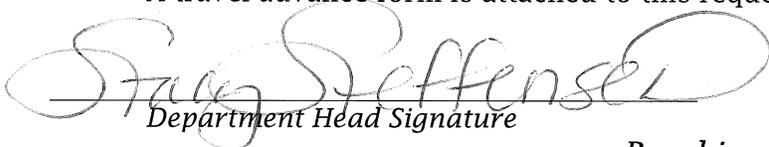
Employees will not be reimbursed for meals that are included in the registration fee.

- Additional Expenses (taxi, parking, etc):
 Please list Round trip flight from Sioux Falls to St. Louis = \$ 293.70
- Lodging: 3 Estimated number of days/nights = \$ 375.00
- Registration _____ Estimated cost = \$ 295.00

Total Cost Estimate = \$ 991.70

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

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


 Department Head Signature

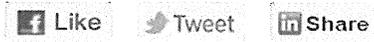
4-11-16
 Date

Laura Littlecott IPMA-HR Central Region Training Conference

littlecott@brookingscountysd.gov
 HR Specialist
 Brookings County
 General

Hilton St.Louis at the Ball Park
 1 South Broadway Street
 St. Louis, MO 63102
 June 5 - 8, 2016
[More Info](#)

Confirmation



Thank you for registering for this event. A confirmation containing these details will be sent to **littlecott@brookingscountysd.gov**. Your registration and payment information follow:

Instruction for payment by check:

Mail To:
 Lori Briggs
 City of KCMO - Aviation
 601 Brasilia Avenue
 Kansas City, MO 64153

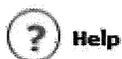
04/11/2016

Name	# Item	Registration Nu
Laura Littlecott	Full Conference Registration (includes all social activities and meals)	38

Pending Payment Information

Payment By: Check
 Amount: US\$ 295.00
 Transaction Number: 6323747

- Invoice** Click to view your invoice. Note: You must have Adobe Acrobat Reader software installed on your computer in order to view/print/save your invoice. [Click here](#) to download a free copy of Adobe Acrobat Reader
- Outlook** Click to add to your Outlook calendar.
- iCal** Click to add to your iCal calendar.
- Google** Click to add to your Google calendar.
- Calendar** Click to go to the Calendar.
- Register** Click to register another person.
- Finish** Click to exit.



Registration Powered by 123Signup

HUMAN RESOURCES



GATEWAY TO HIGHER RESULTS



80TH ANNUAL IPMA-HR CENTRAL REGION
TRAINING CONFERENCE
JUNE 5-8, 2016 - ST. LOUIS, MISSOURI

CONFERENCE AT A GLANCE — SUBJECT TO CHANGE

TIME	PROGRAM	SPEAKER (S)	PRESENTATION TOPIC
SATURDAY—JUNE 4, 2016			
9:00 a.m.—5:00 p.m.	DEVELOPING COMPETENCIES FOR HR SUCCESS (PRE-REGISTRATION REQUIRED) Facilitators: Fagan Stackhouse & Richard Heil Through discussion, exercises and assessments using the IPMA-HR model as a vehicle for dialogue about changes happening within and around HR, the program contributes an increased value to an organization and helps staff gain expertise on the roles of the Business Partner, the HR Leader and the Change Agent.		
SUNDAY—JUNE 5, 2016			
1:00 p.m.—5:30 p.m.	CONFERENCE REGISTRATION BOOTH OPEN		
9:00 a.m.—5:00 p.m.	DEVELOPING COMPETENCIES FOR HR SUCCESS (PRE-REGISTRATION REQUIRED)		
6:00 p.m.—8:00 p.m.	WELCOME RECEPTION		
8:00 p.m.—Closing	HOSPITALITY SUITE		
MONDAY, JUNE 6, 2016			
7:30 a.m.—5:00 p.m.	CONFERENCE REGISTRATION BOOTH OPEN		
7:30 a.m.—5:00 p.m.	EXHIBIT AREA OPEN		
7:30 a.m.—8:15 a.m.	CONTINENTAL BREAKFAST		
8:15 a.m.—8:45 a.m.	OPENING CEREMONIES: Lawrence Miskel, 2015-2016 Central Region President		

8:45 a.m.—10:15 a.m.	<p>KEYNOTE SPEAKER – ANDY MASTERS</p>  <p>Award-winning author and leadership expert Andy Masters uses the magical imagery of Hollywood to help leaders develop and empower organizations – while defeating the succession planning crisis – in this era of having to “do more with less.”</p> <p>Andy will entertain and inspire you with his powerful leadership principles in this interactive multimedia experience, but he also will provide you with immediate “take home”</p>		
10:15 a.m.—10:30 a.m.	BREAK WITH EXHIBITORS		
10:30 a.m.—11:45 a.m.	Breakout #1	Masters Performance Improvement LLC—Andy Masters, MA, CSP	“Humor in the Workplace for HR Professionals: Not Just HOW, But WHY.”
	Breakout #1	Littler Mendleson – Employment Law – Attorneys Joseph M. Wientge & Andrew C. Johnson	Surviving Expanding ADA, FMLA, and Paid Sick Leave Obligations
	Breakout #1	Paule, Camazine, & Blumenthal, P.D. – Attorneys Pete Gianino, Amy R. Johnson, Melissa G. Nolan	Employee Engagement
11:45 a.m. —1:15 p.m.	ANNUAL RECOGNITION AND AWARDS LUNCHEON		
1:15 p.m. —1:45 p.m.	BREAK WITH EXHIBITORS		
1:45 p.m. —3:00 p.m.	Breakout #2	Lewis Rice LLC – Attorney John Hessel	Violence in the Workplace
	Breakout #2	Missouri Foundation for Health – M. Ryan Barker	Affordable Care Act (ACA) Update

	Breakout #2	Little Mendleson – Employment Law – Attorneys Jennifer C. Znosko and Andrew C. Johnson	Avoiding Legal Claims in the Hiring Process
3:00 p.m.—3:15 p.m.	BREAK WITH EXHIBITORS		
3:15 p.m.—4:30 p.m.	Breakout #3	Sylvia Smith – EEOC	Equal Employment Opportunity Commission (EEOC) Update
	Breakout #3	Lewis Rice LLC – Attorney Billee McAuliffe	Data Security
	Breakout #3	Paule, Camazine, & Blumenthal, P.C. – Attorneys Pete Gianino, Amy R. Johnson, Melissa G. Nolan	Recruitment – The Options and Requirements of Hiring Non-Citizens
6:00 p.m.	DINE AROUND ST. LOUIS		
8:00 p.m.—Closing	HOSPITALITY SUITE		
TUESDAY, JUNE 7, 2016			
7:30 a.m.—5:00 p.m.	CONFERENCE REGISTRATION BOOTH OPEN		
7:30 a.m.—3:00 p.m.	EXHIBIT AREA OPEN		
7:30 a.m.—8:30 a.m.	CONTINENTAL BREAKFAST		
8:30 a.m.—10:00 a.m.	KEYNOTE SPEAKER – GREG GILBERT		
	 <p>Leadership Development Reality Show Improving results, customer service and morale without buying someone a car or writing big checks. Featuring epic, unrehearsed, unedited everyday battles such as;</p> <ul style="list-style-type: none"> • Accountable vs. Unaccountable • Proactive vs. Reactive 		

- Doing what you're paid to do vs. Buying someone a car and writing big checks to sell TV ads while embarrassing local leadership.

Hosted By: Greg Gilbert, "Mr. HR With A Guitar"

Leader -Owner Mindset vs. Undercover Boss is a leadership development exercise that restores profitability to a non-profitable company by using basic and new leadership tools. This is accomplished by setting high expectations and establishing standards for Education, Engagement and Accountability. Attendees are asked to imagine using their life savings to salvage this company and the associated livelihoods. The program also explores why the source of funding should not change the sense of urgency. This is the difference in Leader - Owner Mindset and employee thinking. Real life successes, failures and what led to each will also be covered and discussed.

Attendees will be able to compare the steps taken in this leadership development session to their current leadership roles. This session will provide leaders;

1. A simple method, (Two, One, Zero), to perform a quick self-appraisal of their own performance.
2. A simple method, (Two, One, Zero), to perform a quick self-appraisal of their team.
3. Real life examples, tools and knowledge to correct any leadership or customer service issues AND improve the self-appraisals in items one and two.
4. Encouragement to ask themselves two questions; "Why am I doing this?" and "Why am I not doing that?"

Note One: The greatest ROI on this session will be when a leadership team gathers after a session and asks; "Why are WE doing this?" and "Why are WE not doing that?" These answers are then used to close the gap between the Performance and Potential of every team member. Note Two: Many of the leadership principles covered will be from the leadership book, "Leading Like You Own It - Why We Never Wax A Rental Car" by Greg Gilbert. (Available on Amazon)

10:00 a.m.—10:30 a.m.	BREAK WITH EXHIBITORS		
10:30 a.m.—11:45 a.m.	Breakout #4	Colonial Life	Controlling Healthcare and Benefit Costs
	Breakout #4	BOLD, LLC – Owner Cyndi Berry	Process for Handling Workplace Investigations
	Breakout #4	City of St. Louis – David Newburger, Commissioner on the Disabled	Disability in the Workplace
11:45 a.m.—1:15 p.m.	LUNCH ON YOUR OWN		

1:15 p.m.—2:30 p.m.	Breakout #5	Florissant Police Department – Officer Kim Berry and Officer Freddie Lee	Active Shooter – 4E – Educate-Evade-Escape-Engage
	Breakout #5	Lowenbaum Law – Partner Danae Delano	Health and Welfare Plan Compliance Issues for Gov't Employers
	Breakout #5	DeLoitte Consulting – Peter Weinberg	FLSA – How to Address the New Regulations
2:30 p.m.—3:00 p.m.	SNACK BREAK/ PRIZE DRAWINGS		
3:00 p.m.—4:15 p.m.	GENERAL SESSION	Lowenbaum Law – Partners Heidi Eckert, Dave Frenzia, and Ivan Schraeder	Ferguson Effect – the Impact on Municipal Employers
4:15 p.m.—5:00 p.m.	CENTRAL REGION BUSINESS MEETING AND ELECTION		
6:00 p.m.—8:00 p.m.	PRESIDENT'S CELEBRATION RECEPTION - ANHEUSER BUSCH		
8:00 p.m. —Closing	HOSPITALITY SUITE		
WEDNESDAY, JUNE 8, 2016			
7:30 a.m.—8:30 a.m.	CONFERENCE REGISTRATION BOOTH OPEN		
7:45 a.m.—8:30 a.m.	FULL BREAKFAST BUFFET		
8:30 a.m.—9:00 a.m.	GENERAL SESSION: Neil Reichenberg, Executive Director, IPMA-HR, Legislative Update from D.C.		
9:00 a.m.—10:30 a.m.	<p>CLOSING KEYNOTE- NEVER GIVE UP GUY</p>  <p>Scott shares his incredible story of rescuing his two small children, who were kidnapped to the Middle East, while presenting the concepts of tenacity and</p>		

	<p>persistence that will allow anyone to triumph over challenges, increase performance and focus on what's truly important.</p> <p>Scott's powerful message of Never Giving Up demonstrates how you can achieve your goals using clear focus imagery and dogged determination. Anyone can rise to the occasion and turn themselves into the next "Never Give Up" guy (or woman)!</p>
10:30 a.m.—11:00 a.m.	CLOSING REMARKS: PRIZE DRAWINGS
11:00 a.m. —12:00 p.m.	DEVELOPING COMPETENCIES FOR HR SUCCESS (PRE-REGISTRATION REQUIRED)
1:00 p.m.—4:30 p.m.	PROCTORED TEST

Travel/Education Request Form

Name(s) Robert W. Hill

Department County Development Position Director

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
7/22-26/2016			Long Beach, CA

Reason for Travel:

Attend the 2016 National Association of Counties (NACo) Annual Conference.

Passengers: 0

Estimated Expenses:

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

•Meals: 4 Breakfast @ \$ 10.00 = \$ 40.00
4 Lunch @ \$ 14.00 = \$ 56.00
4 Dinner @ \$ 21.00 = \$ 84.00

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

•Additional Expenses (taxi, parking, etc.):
 Please list Air fare to LAX, approx \$500.00, Parking approx \$50.00, Tranist \$20.00 = \$ 570.00

•Lodging: 4 Estimated number of days/nights = \$ 800.00

•Registration: 515.00 Estimated Cost = \$ 515.00

Total Cost Estimate = \$ 2,065.00

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

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



Department Head Signature

4/11/2016

Date

Travel/Education Request Form

Name(s) Richard Haugen

Department County Development Position Deputy

Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
May 9-11, 2016			Pierre

Reason for Travel:

To attend FEMA G318 Mitigation workshop in Pierre, SD

Passengers: _____

Estimated Expenses:

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

•Meals: 2 Breakfast @ \$ 6.00 = \$ 12.00
2 Lunch @ \$ 11.00 = \$ 22.00
2 Dinner @ \$ 14.00 = \$ 28.00

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

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

•Lodging: 2 Estimated number of days/nights = \$ 114.00

•Registration: _____ Estimated Cost = \$ _____

Total Cost Estimate = \$ 176.00

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

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



 Department Head Signature

4/12/2016

 Date

Personnel Action Notice Summary

Commission Meeting: April 19, 2016

Employee Name:	Craig Chapman				
Department:	Highway	Position:	Heavy Equipment Operator		
Effective Date:	04/01/2016	Salary/Wage:	\$ 19.77		
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Joyce Dragseth				
Department:	Finance	Position:	Election Worker		
Effective Date:	04/19/2016	Salary/Wage:	\$ 11.00		
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Paulette Heesch				
Department:	Finance	Position:	Election Worker		
Effective Date:	04/19/2016	Salary/Wage:	\$ 11.00		
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Judith DeZeeuw				
Department:	Finance	Position:	Election Worker		
Effective Date:	04/19/2016	Salary/Wage:	\$ 11.00		
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Personnel Action Notice Summary

Commission Meeting: April 19, 2016

Employee Name:	Martha Brettschneider				
Department:	Finance		Position:	Election Worker	
Effective Date:	04/19/2016		Salary/Wage:	\$ 11.00	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Michelle Delaney				
Department:	Commission		Position:	Office Coordinator	
Effective Date:	05/01/2016		Salary/Wage:	\$ 18.39	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Brooke Goodale				
Department:	States Attorney		Position:	Legal Intern	
Effective Date:	01/01/2016		Salary/Wage:	\$ 12.00	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Abigail Baatz				
Department:	States Attorney		Position:	Legal Intern	
Effective Date:	05/23/2016		Salary/Wage:	\$ 11.00	
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 19, 2016

Reference #: 16-039

Request: Brookings Municipal Utilities

Amount: \$ 128.54

Recommendation of County Assistance Officer: Deny - LIEAP paid and Landlord paid the balance.

Reference #: 16-049

Request: Avera McKennan - 1/15 -1/17/2016

Amount: \$ 21,922.78

Recommendation of County Assistance Officer: Deny - Alternative Funding - Patient paying hospital

Reference #: 16-051

Request: Rent

Amount: \$ 475.00

Recommendation of County Assistance Officer: Approved - One month past due rent - One time - \$475.00

Reference #: 16-052

Request: Brookings Municipal Utilities

Amount: \$ 203.22

Recommendation of County Assistance Officer: Approved - Disconnect Notice - \$203.22

Reference #: 16-054

Request: Brookings Municipal Utilities

Amount: \$ 400.80

Recommendation of County Assistance Officer: Approved - Disconnect Amount - LIEAP paid \$325.02 - County \$75.58

Reference #: 16-055

Request: Brookings Municipal Utilities

Amount: \$ 124.35

Recommendation of County Assistance Officer: Approved - Disconnect Amount - \$124.35

Reference #: 16-042

Request: Rent

Amount: \$ 450.00

Recommendation of County Assistance Officer: Approved - One month past due rent- One time - \$450.00

Reference #: 16-056

Request: Brookings Municipal Utilities

Amount: \$ 359.58

Recommendation of County Assistance Officer: Deny - Paid Client's rent - can't pay on Utilities.

Reference #: 16-057

Request: Brookings Municipal Utilities

Amount: \$ 92.75

Recommendation of County Assistance Officer: Approved - Final Disconnect Notice - \$92.75

Reference #: 16-058

Request: Brookings Municipal Utilities

Amount: \$ 224.38

Recommendation of County Assistance Officer: Approved - Disconnect Amount - LIEAP paid \$167.03 - County \$57.35

Reference #: 16-059

Request: Brookings Municipal Utilities

Amount: \$ 322.85

Recommendation of County Assistance Officer: Approved - Disconnect Notice - \$322.85

Reference #: 16-060

Request: Brookings Municipal Utilities

Amount: \$ 369.47

Recommendation of County Assistance Officer: Approved - Disconnect Amount - \$369.47

Reference #: 16-070

Request: Brookings Municipal Utilities

Amount: \$ 161.11

Recommendation of County Assistance Officer: Approved - Final Notice - \$161.11

Reference #: 16-071

Request: Brookings Municipal Utilities

Amount: \$ 209.24

Recommendation of County Assistance Officer: Approved - One month past due utilities - \$209.24

Reference #: 16-072

Request: Brookings Municipal Utilities

Amount: \$ 295.06

Recommendation of County Assistance Officer: Approved - Final Notice - \$295.06

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126681	101-4-111-4250	COPIER CONTRACT		275.71
01-10371	BROOKINGS REGISTER	I-201604126724	101-4-111-4230	MOMENTUM 2016		799.00
01-10371	BROOKINGS REGISTER	I-201604126730	101-4-111-4230	MINUTES, SALE, ANNUAL RPT		1,376.22
01-10376	BROOKINGS ENGRAVING	I-201604126720	101-4-111-4260	SIGN PLATES		19.50
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126736	101-4-111-4260	COPY PAPER		27.27
01-11762	LAUTZENHISER'S STATIONE	I-201604126803	101-4-111-4260	MINUTE BOOK #24		362.50
01-13328	WALMART COMMUNITY	I-201604126866	101-4-111-4260	8 CNTY MTG REFRESHMENTS		17.88
DEPARTMENT 111 COMMISSIONERS					TOTAL:	2,878.08

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-201604126730	101-4-120-4230	ELECTION DEADLINE		31.57
01-10410	BROWN AND SAENGER	I-201604126725	101-4-120-4260	ABSENTEE ENVELOPES		1,675.00
01-10924	ELECTION SYSTEMS & SOFT	I-201604126760	101-4-120-4260	THUMB DRIVES FOR SCANNER		618.47
DEPARTMENT 120 ELECTIONS					TOTAL:	2,325.04

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10390	BROOKINGS HEALTH SYSTEM	I-201604126722	101-4-130-4230	FEBRUARY BLOOD ALCOHOL TESTIN		5,264.00
01-11300	PATRICIA J HARTSEL	I-201604126782	101-4-130-4226	TRANSCRIPTS		115.80
01-11300	PATRICIA J HARTSEL	I-201604126783	101-4-130-4226	TRANSCRIPTS		57.80
01-11300	PATRICIA J HARTSEL	I-201604126784	101-4-130-4226	TRANSCRIPTS		64.60
01-11300	PATRICIA J HARTSEL	I-201604126785	101-4-130-4226	TRANSCRIPTS		61.20
01-11300	PATRICIA J HARTSEL	I-201604126786	101-4-130-4226	TRANSCRIPTS		51.00
01-11300	PATRICIA J HARTSEL	I-201604126787	101-4-130-4226	TRANSCRIPTS		88.40
01-11300	PATRICIA J HARTSEL	I-201604126788	101-4-130-4226	TRANSCRIPTS		44.20
01-12179	NANCY J NELSON	I-201604126823	101-4-130-4222	CAA XXXX		625.60
01-13262	VANDENBERG LAW	I-201604126861	101-4-130-4222	CAA XXXX		598.00
01-13262	VANDENBERG LAW	I-201604126862	101-4-130-4222	CAA XXXX		1,058.00
01-13389	TERRY D WIECZOREK PC	I-201604126868	101-4-130-4222	CAA XXXX		1,244.01
01-13389	TERRY D WIECZOREK PC	I-201604126869	101-4-130-4222	CAA XXXX		251.51
01-13389	TERRY D WIECZOREK PC	I-201604126870	101-4-130-4222	CAA XXXX		2,891.04
01-13389	TERRY D WIECZOREK PC	I-201604126871	101-4-130-4222	CAA XXXX		2,270.63
01-19572	ARAGON, MARTHA A	I-201604126689	101-4-130-4290	TRANSLATION SERVICES		50.00
01-19694	REED T MAHLKE	I-201604126811	101-4-130-4222	CAA XXXX		929.20
01-19694	REED T MAHLKE	I-201604126812	101-4-130-4222	CAA XXXX		662.40
01-19694	REED T MAHLKE	I-201604126813	101-4-130-4222	CAA XXXX		1,232.80
01-19694	REED T MAHLKE	I-201604126814	101-4-130-4222	CAA XXXX		1,117.60
01-20023	GASS LAW, PC	I-201604126769	101-4-130-4222	CAA XXXX		469.69
01-20023	GASS LAW, PC	I-201604126770	101-4-130-4222	CAA XXXX		311.47
01-20023	GASS LAW, PC	I-201604126771	101-4-130-4222	CAA XXXX		203.53
01-20985	FITE, PIERCE & RONNING	I-201604126764	101-4-130-4222	CAA XXXX		477.00
01-20985	FITE, PIERCE & RONNING	I-201604126874	101-4-130-4222	CAA XXXX		1,197.00
01-20985	FITE, PIERCE & RONNING	I-201604126875	101-4-130-4222	CAA XXXX		1,017.00
01-21064	BENJAMIN L. KLEINJAN	I-201604126797	101-4-130-4222	CAA XXXX		442.20
01-21064	BENJAMIN L. KLEINJAN	I-201604126798	101-4-130-4222	CAA XXXX		413.60
01-21064	BENJAMIN L. KLEINJAN	I-201604126799	101-4-130-4222	CAA XXXX		459.00
01-21064	BENJAMIN L. KLEINJAN	I-201604126800	101-4-130-4222	CAA XXXX		1,901.94
01-22039	JENNIFER GOLDAMMER	I-201604126772	101-4-130-4222	CAA XXXX		472.80
01-22039	JENNIFER GOLDAMMER	I-201604126773	101-4-130-4222	CAA XXXX		1,552.90
01-22039	JENNIFER GOLDAMMER	I-201604126774	101-4-130-4222	CAA XXXX		270.00
01-22039	JENNIFER GOLDAMMER	I-201604126775	101-4-130-4222	CAA XXXX		771.06
01-22039	JENNIFER GOLDAMMER	I-201604126776	101-4-130-4222	CAA XXXX		453.10
01-22039	JENNIFER GOLDAMMER	I-201604126777	101-4-130-4222	CAA XXXX		830.30
01-22039	JENNIFER GOLDAMMER	I-201604126778	101-4-130-4222	CAA XXXX		340.40
01-22039	JENNIFER GOLDAMMER	I-201604126779	101-4-130-4222	CAA XXXX		418.20
01-22039	JENNIFER GOLDAMMER	I-201604126780	101-4-130-4222	CAA XXXX		515.20
01-22039	JENNIFER GOLDAMMER	I-201604126781	101-4-130-4222	CAA XXXX		903.90

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 32,098.08

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126684	101-4-143-4250	COPIER MAINTENANCE CONTRACT		90.05
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126738	101-4-143-4260	RAZOR BLADES		18.99
01-10541	CENTURY BUSINESS PRODU	I-201604126743	101-4-143-4250	COPIER CONTRACT		24.85
01-12261	OFFICE PEEPS INC	I-201604126830	101-4-143-4260	TONER CARTRIDGE		166.53
01-12261	OFFICE PEEPS INC	I-201604126831	101-4-143-4260	PAPER, FILES, LABELS		49.54
01-12747	SDACO	I-201604126841	101-4-143-4270	REGISTRATION FOR SPRING WRKSH		350.00
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	699.96

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10541	CENTURY BUSINESS PRODUC	I-201604126742	101-4-151-4260	COPIER SUPPLIES, MAINTENANCE		44.00
01-11926	MATTHEW BENDER & CO.	I-201604126817	101-4-151-4260	LEXIS SD COURT RULES 2016 SUP		46.44
01-19603	MEDIACOM LLC	I-201604126819	101-4-151-4260	LAW LIBRARY INTERNET, APRIL		75.90
01-22020	NESVOLD, TERE	I-201604126824	101-4-151-4270	PER DIEM, INTERNSHIP INTERVIE		96.60
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	262.94

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201604126703	101-4-161-4280	UTILITIES		946.18
01-10354	BROOKINGS CITY UTILITIE	I-201604126703	101-4-161-4282	UTILITIES		60.91
01-10354	BROOKINGS CITY UTILITIE	I-201604126703	101-4-161-4283	UTILITIES		264.36
01-10354	BROOKINGS CITY UTILITIE	I-201604126704	101-4-161-4280	PHONE SERVICE		1,150.44
01-10670	COOK'S WASTEPAPER & REC	I-201604126748	101-4-161-4250	APRIL SERVICE		234.46
01-11038	FIRST BANK & TRUST	I-201604126762	101-4-161-4267	TRAINING, FUEL, SUPPLIES		21.05
01-11827	LOWE'S	I-201604126809	101-4-161-4260	BLINDS, SCREWDRIVER SET, PAIN		18.01
01-11827	LOWE'S	I-201604126809	101-4-161-4243	BLINDS, SCREWDRIVER SET, PAIN		340.29
01-12236	NORTHWESTERN ENERGY	I-201604126828	101-4-161-4280	NATURAL GAS SERVICE		218.20
01-12503	QUALIFIED PRESORT SERVI	I-201604126834	101-4-161-4267	3/16-3/31 WORK		19.50
01-12515	RAZOR'S EDGE LAWNCARE	I-201604126835	101-4-161-4250	SNOW REMOVAL, IVE MELT,CLEANU		3,104.00
01-12666	RUNNING'S SUPPLY INC	I-201604126837	101-4-161-4260	BATTERIES, WHEEL, SUPPLIES		72.95
01-19152	DAKOTA DATA SHRED	I-201604126755	101-4-161-4250	SHREDDING SERVICE		44.85
01-20143	CITY OF BROOKINGS	I-201604126745	101-4-161-4243	JOINT BUILDING COSTS		9,968.31

DEPARTMENT 161 COUNTY BUILDING TOTAL: 16,463.51

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126683	101-4-162-4260	COPIER MAINTENANCE CONTRACT		87.57
01-10371	BROOKINGS REGISTER	I-201604126729	101-4-162-4230	TAX EXEMPT LIST		785.07
01-10371	BROOKINGS REGISTER	I-201604126730	101-4-162-4230	EQUALIZATION MTG NOTICE		15.93
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						888.57

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126682	101-4-163-4250	COPIER MAINTENANCE CONTRACT		54.84
01-12747	SDACO	I-201604126841	101-4-163-4270	REGISTRATION FOR SPRING WRKSH		175.00
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	229.84

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 167 TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126681	101-4-167-4250	COPIER CONTRACT		48.96
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126736	101-4-167-4260	COPY PAPER		1.94
01-21587	FRANZ DIGITAL	I-201604126767	101-4-167-4260	BOND PAPER		72.21
DEPARTMENT 167 TECHNOLOGY					TOTAL:	123.11

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 168 HUMAN RESOURCES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126681	101-4-168-4250	COPIER CONTRACT		55.14
01-10162	AVERA QUEEN OF PEACE	I-201604126693	101-4-168-4220	DRUG TESTS		56.90
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126736	101-4-168-4260	COPY PAPER		3.90
01-12799	SD SHRM	I-201604126849	101-4-168-4270	REGISTRATION STATE CONFERENCE		209.00
DEPARTMENT 168 HUMAN RESOURCES						TOTAL: 324.94

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

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-201604126697	101-4-211-4250	CAR WASHES		171.00
01-10339	BROOKINGS AUTO MALL INC	I-201604126698	101-4-211-4250	RSVP GAS TANK CHECK		112.19
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126739	101-4-211-4261	INK, PAPER		48.28
01-10541	CENTURY BUSINESS PRODUC	I-201604126744	101-4-211-4250	COPIER CONTRACTS		229.19
01-10918	EINSPAHR AUTO PLAZA	I-201604126759	101-4-211-4250	6A12 TIRE BALANCING,6A25 OIL		203.03
01-11038	FIRST BANK & TRUST	I-201604126762	101-4-211-4260	TRAINING, FUEL, SUPPLIES		129.91
01-11038	FIRST BANK & TRUST	I-201604126762	101-4-211-4265	TRAINING, FUEL, SUPPLIES		23.70
01-11719	L&L AUTO & TRUCK PARTS	I-201604126802	101-4-211-4260	WIPER BLADES, UNLOCKING SYSTE		145.23
01-12666	RUNNING'S SUPPLY INC	I-201604126839	101-4-211-4262	6A28 REAR SIGHT, JAIL SUPPLIE		57.99
01-13256	VS/ADRDL	I-201604126864	101-4-211-4221	RABIES TESTING XXX		63.00
01-13291	VERIZON WIRELESS	I-201604126863	101-4-211-4280	MOBILE DATA		280.07
01-18134	WALBURG, DUANE	I-201604126865	101-4-211-4221	ANIMAL CNTRL MILEAGE 3/19-4/1		70.00
01-19104	TASER INTERNATIONAL	I-201604126856	101-4-211-4260	TASER CABLES		51.81

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 1,585.40

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201604126701	101-4-212-4280	UTILITIES		2,095.58
01-10354	BROOKINGS CITY UTILITIE	I-201604126702	101-4-212-4280	LOCAL PHONE		443.26
01-10357	AVERA MEDICAL GROUP	I-201604126692	101-4-212-4263	PMD XXXX		131.00
01-10357	AVERA MEDICAL GROUP	I-201604126692	101-4-212-4263	PMD XXXX		410.28
01-10357	AVERA MEDICAL GROUP	I-201604126692	101-4-212-4263	PMD XXXX		262.04
01-10357	AVERA MEDICAL GROUP	I-201604126692	101-4-212-4263	PMD XXXX		71.94
01-10357	AVERA MEDICAL GROUP	I-201604126692	101-4-212-4263	PMD XXXX		209.00
01-10390	BROOKINGS HEALTH SYSTEM	I-201604126721	101-4-212-4263	PMD XXXX		261.99
01-10435	BUHL'S CLEANERS	I-201604126733	101-4-212-4250	RUGS, MOP		58.60
01-10541	CENTURY BUSINESS PRODUC	I-201604126744	101-4-212-4250	COPIER CONTRACTS		222.42
01-10670	COOK'S WASTEPAPER & REC	I-201604126751	101-4-212-4280	COMMERCIAL SERVICE		185.28
01-10684	COURTESY PLUMBING INC	I-201604126754	101-4-212-4250	TOILET CLEANER, DRAIN LEAK RE		113.50
01-11024	FERGEN'S CLOTHING & SHO	I-201604126761	101-4-212-4250	SEW PATCHES-BITELER		14.00
01-11038	FIRST BANK & TRUST	I-201604126762	101-4-212-4260	TRAINING, FUEL, SUPPLIES		66.00
01-11038	FIRST BANK & TRUST	I-201604126762	101-4-212-4265	TRAINING, FUEL, SUPPLIES		54.52
01-11078	FOERSTER OFFICE & SUPPL	I-201604126766	101-4-212-4260	JAIL SUPPLIES		563.65
01-11304	KONARD O HAUFFE DDS PC	I-201604126789	101-4-212-4263	PMD XXXX		449.85
01-11827	LOWE'S	I-201604126809	101-4-212-4260	BLINDS, SCREWDRIVER SET, PAIN		82.09
01-11855	MCKEEVER'S VENDING	I-201604126818	101-4-212-4260	INMATE COMMISSARY		363.08
01-12236	NORTHWESTERN ENERGY	I-201604126828	101-4-212-4280	NATURAL GAS SERVICE		654.61
01-12666	RUNNING'S SUPPLY INC	I-201604126839	101-4-212-4260	6A28 REAR SIGHT, JAIL SUPPLIE		59.74
01-12921	SIOUX RIVER BICYCLE & F	I-201604126846	101-4-212-4250	REPAIR FITNESS EQUIPMENT		99.99
01-21092	BROTHERS PHARMACY	I-201604126731	101-4-212-4261	INMATE MEDICATION		410.65
01-21092	BROTHERS PHARMACY	I-201604126731	101-4-212-4262	INMATE MEDICATION		1,568.25
01-22054	CORRISOFT LLC	I-201604126753	101-4-212-4273	GPS ACTIVATIONS		331.50
01-22055	INMATE SERVICES CORPORA	I-201604126793	101-4-212-4271	INMATE TRANSPORT XXXX		1,095.00
01-22067	TONIA THORNTON	I-201604126857	101-4-212-4260	UNIFORM SHOES PER CONTRACT		54.99
01-22068	AVERA EDUCATION & STAFF	I-201604126691	101-4-212-4260	MED TRAINING VIDEO		125.00

DEPARTMENT 212 COUNTY JAIL TOTAL: 10,457.81

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10390	BROOKINGS HEALTH SYSTEM I-201604126723		101-4-213-4220	BLOOD DRAW XXXX		146.00
01-10390	BROOKINGS HEALTH SYSTEM I-201604126723		101-4-213-4220	AMBULANCE XXXX		51.49
01-19005	MEDTOX LABORATORIES, IN I-201604126820		101-4-213-4220	TOX SCREEN XXXX		157.50
DEPARTMENT 213 CORONER					TOTAL:	354.99

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 214 JUVENILE DETENTION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12037	MINNEHAHA COUNTY JDC	I-201604126873	101-4-214-4291	JDC COSTS INV #4176A		13,802.82
DEPARTMENT 214 JUVENILE DETENTION					TOTAL:	13,802.82

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 223 DRAINAGE COMMISSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126680	101-4-223-4250	MAINTENANCE CONTRACT		12.60
01-12259	OFFICE DEPOT INC	I-201604126829	101-4-223-4260	OFFICE, MAIL SUPPLIES		15.55
DEPARTMENT 223 DRAINAGE COMMISSION TOTAL:						28.15

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126681	101-4-411-4270	COPIER CONTRACT		18.38
01-10354	BROOKINGS CITY UTILITIE	I-201604126708	101-4-411-4252	COP UTILITES XXXX		209.24
01-10354	BROOKINGS CITY UTILITIE	I-201604126709	101-4-411-4252	COP UTILITIES XXXX		295.06
01-10354	BROOKINGS CITY UTILITIE	I-201604126710	101-4-411-4252	COP UTILITIES XXXX		203.22
01-10354	BROOKINGS CITY UTILITIE	I-201604126711	101-4-411-4252	COP UTILITIES XXXX		75.58
01-10354	BROOKINGS CITY UTILITIE	I-201604126712	101-4-411-4252	COP UTILITIES XXXX		124.35
01-10354	BROOKINGS CITY UTILITIE	I-201604126713	101-4-411-4252	COP UTILITIES XXXX		92.75
01-10354	BROOKINGS CITY UTILITIE	I-201604126714	101-4-411-4252	COP UTILITIES XXXX		322.82
01-10354	BROOKINGS CITY UTILITIE	I-201604126715	101-4-411-4252	COP UTILITIES XXXX		369.47
01-10354	BROOKINGS CITY UTILITIE	I-201604126716	101-4-411-4252	COP UTILITIES XXXX		161.11
01-10354	BROOKINGS CITY UTILITIE	I-201604126717	101-4-411-4252	COP UTILITIES XXXX		57.35
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126736	101-4-411-4272	COPY PAPER		5.84
01-21967	DOT PROPERTY MANAGEMENT	I-201604126758	101-4-411-4251	COP RENT XXXX		475.00
01-22064	ROBERT C JOHNSON	I-201604126794	101-4-411-4251	COP RENT XXXX		450.00

DEPARTMENT 411 WELFARE TOTAL: 2,860.17

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 421 COMMUNITY HEALTH NURSE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126740	101-4-421-4260	OFFICE SUPPLIES, PAPER		42.75
01-22063	MELANIE KINDT	I-201604126796	101-4-421-4270	PER DIEM, SDWIC TRAINING		100.00
01-22063	MELANIE KINDT	I-201604126796	101-4-421-4260	PER DIEM, SDWIC TRAINING		4.68
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						147.43

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

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-201604126747	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-10617	CODY, DENISE	I-201604126747	101-4-441-4220	INV MI HEARINGS XXXX		6.00
01-11788	LEWIS & CLARK BEHAVIORA	I-201604126804	101-4-441-4220	BMI INTAKE XXXX		160.00
01-11788	LEWIS & CLARK BEHAVIORA	I-201604126804	101-4-441-4220	BMI INTAKE XXXX		160.00
01-11788	LEWIS & CLARK BEHAVIORA	I-201604126804	101-4-441-4220	BMI INTAKE XXXX		160.00
01-11788	LEWIS & CLARK BEHAVIORA	I-201604126804	101-4-441-4220	BMI INTAKE XXXX		160.00
01-11788	LEWIS & CLARK BEHAVIORA	I-201604126804	101-4-441-4220	BMI INTAKE XXXX		160.00
01-11805	LINCOLN COUNTY AUDITOR	I-201604126806	101-4-441-4220	MI EXPENSE XXXX		112.50
01-11805	LINCOLN COUNTY AUDITOR	I-201604126806	101-4-441-4220	MI EXPENSE XXXX		153.00
01-11805	LINCOLN COUNTY AUDITOR	I-201604126806	101-4-441-4220	MI EXPENSE XXXX		153.00
01-11805	LINCOLN COUNTY AUDITOR	I-201604126806	101-4-441-4220	MI EXPENSE XXXX		115.00
01-12429	POLLARD, JERRY	I-201604126833	101-4-441-4220	INV MI HEARING XXXX		18.00
01-13441	YANKTON COUNTY SHERIFF	I-201604126872	101-4-441-4270	SERVICE OF PROCESS XXXX		25.00
01-19562	SWANDA, KAREN	I-201604126855	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-19562	SWANDA, KAREN	I-201604126855	101-4-441-4220	INV MI HEARINGS XXXX		6.00
01-20920	LEWNO, LUCY	I-201604126805	101-4-441-4220	INV MI HEARINGS XXXX		150.49
01-20920	LEWNO, LUCY	I-201604126805	101-4-441-4220	INV MI HEARINGS XXXX		84.25
DEPARTMENT 441 BEHAVIORAL HEALTH TOTAL:						1,653.24

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 611 COUNTY EXTENSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201604126703	101-4-611-4280	UTILITIES		707.14
01-10354	BROOKINGS CITY UTILITIE	I-201604126707	101-4-611-4280	PHONE SERVICE		282.35
01-10536	CENTRAL BUSINESS SUPPLY	I-201604126737	101-4-611-4260	OFFICE & PROGRAMMING SUPPLIES		51.65
01-10541	CENTURY BUSINESS PRODUC	I-201604126741	101-4-611-4250	COPIER MAINTENANCE CONTRACT		130.38
01-10670	COOK'S WASTEPAPER & REC	I-201604126749	101-4-611-4280	APRIL SERVICE		120.64
DEPARTMENT 611 COUNTY EXTENSION					TOTAL:	1,292.16

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201604126705	101-4-615-4280	PHONE/INTERNET SERVICE		55.85
01-10354	BROOKINGS CITY UTILITIE	I-201604126706	101-4-615-4280	TRUCK SHED WATER		95.80
01-10371	BROOKINGS REGISTER	I-201604126726	101-4-615-4230	NOTICE OF RESPONSIBILITY		23.07
01-12236	NORTHWESTERN ENERGY	I-201604126827	101-4-615-4280	TRUCK SHED HEAT		60.68
01-12666	RUNNING'S SUPPLY INC	I-201604126840	101-4-615-4260	GOPHER TRAPS		53.91
01-13328	WALMART COMMUNITY	I-201604126866	101-4-615-4260	INK		58.91
DEPARTMENT 615 WEED CONTROL					TOTAL:	348.22

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201604126680	101-4-711-4250	MAINTENANCE CONTRACT		37.80
01-10012	A&B BUSINESS INC	I-201604126681	101-4-711-4250	COPIER CONTRACT		18.38
01-10371	BROOKINGS REGISTER	I-201604126727	101-4-711-4230	LEGAL NOTICES		87.33
01-11365	HILL, ROBERT	I-201604126790	101-4-711-4270	PER DIEM, MILEAGE APA CONF		228.20
01-12259	OFFICE DEPOT INC	I-201604126829	101-4-711-4260	OFFICE, MAIL SUPPLIES		46.64
01-20008	BUFFALO RIDGE NEWSPAPER	I-201604126732	101-4-711-4230	LEGAL NOTICES		141.90
01-21502	STEVEN UST	I-201604126860	101-4-711-4221	BUILDING INSPECTIONS		600.00
DEPARTMENT 711 PLANNING & ZONING TOTAL:						1,160.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 101 GENERAL FUND

DEPARTMENT: 712 1ST DISTRICT

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11042	FIRST DISTRICT ASSOCIAT	I-201604126763	101-4-712-4290	FY16 ANNUAL DUES, 2ND QTR		10,107.73
DEPARTMENT 712 1ST DISTRICT						TOTAL: 10,107.73
FUND 101 GENERAL FUND						TOTAL: 100,092.44

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

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-201604126679	201-4-311-4250	MAINTENANCE CONTRACT		50.30
01-10047	AGFIRST FARMERS COOP	I-201604126686	201-4-311-4260	LP, DUST MASKS		72.78
01-10106	ANDERSON, JEFFREY G	I-201604126687	201-4-311-4270	PER DIEM, MILEAGE		196.48
01-10111	ANDERSON OIL	I-201604126688	201-4-311-4265	DIESEL FOR WHITE SHOP		835.45
01-10159	AUTO BODY SPECIALISTS	I-201604126690	201-4-311-4260	PAINT		123.65
01-10204	BANNER ASSOCIATES	I-201604126694	201-4-311-4220	ENGINEERING SERVICES		17,168.56
01-10247	BIERSCHBACH EQUIPMENT	I-201604126695	201-4-311-4260	ROAD FABRIC		2,920.00
01-10303	BOYER TRUCKS	I-201604126696	201-4-311-4260	HEAD LIGHT KIT 0595		57.09
01-10354	BROOKINGS CITY UTILITIE	I-201604126700	201-4-311-4280	UTILITIES		968.11
01-10371	BROOKINGS REGISTER	I-201604126728	201-4-311-4230	LOAD LIMITS, CALL FOR BIDS		132.46
01-10457	BUTLER MACHINERY CO	I-201604126734	201-4-311-4260	ALARM KITS, CUTTING EDGE		2,778.27
01-10508	CARQUEST AUTO	I-201604126735	201-4-311-4260	SHOP SUPPLIES, BRAKE PADS		89.42
01-10670	COOK'S WASTEPAPER & REC	I-201604126750	201-4-311-4250	APRIL SERVICE		136.58
01-10740	DAKOTA FLUID POWER INC	I-201604126756	201-4-311-4250	CYLINDER REPAIR 0599W		45.00
01-10744	DAKOTA RIGGERS & TOOL I	I-201604126757	201-4-311-4260	CABLE CLIP 0599P		144.60
01-11078	FOERSTER OFFICE & SUPPL	I-201604126765	201-4-311-4260	JANITOR SUPPLIES		124.55
01-11125	G&K SERVICES	I-201604126768	201-4-311-4250	LAUNDRY SERVICES		303.94
01-11403	HOMESTEAD DO-IT CENTER	I-201604126791	201-4-311-4260	PVC PIPE, SINAI SHOP		6.99
01-11439	TRUENORTH STEEL	I-201604126858	201-4-311-4260	INVENTORY CULVERT		10,037.17
01-11636	KENNER PLUMBING COMPANY	I-201604126795	201-4-311-4260	IRON PIPE 0599P		140.40
01-11719	L&L AUTO & TRUCK PARTS	I-201604126801	201-4-311-4260	VEHICLE PARTS, SUPPLIES		1,431.93
01-11815	LOCATORS & SUPPLIES	I-201604126807	201-4-311-4260	SAFETY VESTS FOR ADOPT A HWY		130.34
01-11827	LOWE'S	I-201604126808	201-4-311-4260	SHOP SUPPLIES		39.00
01-11878	M&T FIRE & SAFETY INC	I-201604126810	201-4-311-4260	EARPLUGS		76.00
01-11909	MARTIN'S INC	I-201604126815	201-4-311-4260	OIL, DIESEL FOR BRUCE		467.50
01-11909	MARTIN'S INC	I-201604126815	201-4-311-4265	OIL, DIESEL FOR BRUCE		680.55
01-12227	NORTHERN TRUCK EQUIPMEN	I-201604126825	201-4-311-4260	CYLINDER 0599		817.49
01-12236	NORTHWESTERN ENERGY	I-201604126826	201-4-311-4280	HIWAY & TRUCK SHOP UTILITIES		394.60
01-12579	RENTAL DEPOT	I-201604126836	201-4-311-4250	HYDRAULIC JACKS		21.30
01-12666	RUNNING'S SUPPLY INC	I-201604126838	201-4-311-4260	HARD HATS, PINS, JACK		123.91
01-12898	SINAI CITY	I-201604126844	201-4-311-4280	UTILITIES		64.00
01-12906	SINAI COOP ELEVATOR	I-201604126845	201-4-311-4265	DIESEL		729.00
01-12917	SIOUX VALLEY ENERGY	I-201604126847	201-4-311-4320	AID TO CONSTRUCTION SINAI SHO		816.33
01-12917	SIOUX VALLEY ENERGY	I-201604126848	201-4-311-4280	SHOP UTILITIES, STREET LIGHT		323.00
01-13089	STURDEVANT'S AUTO PARTS	I-201604126854	201-4-311-4260	SHOP SUPPLIES		56.46
01-13171	MICHAEL TODD & COMPANY	I-201604126821	201-4-311-4260	ORANGE MESH FLAGS		873.14
01-13375	WHEELCO TRUCK & TRAILER	I-201604126867	201-4-311-4260	FILTERS, SLACK ADJUSTORS		82.20
01-13379	CITY OF WHITE	I-201604126746	201-4-311-4280	WHITE SHOP UTILITIES		51.45
01-19515	CITY OF BROOKINGS LANDF	I-201604126699	201-4-311-4250	RUBBLE FROM SINAI SHOP		2,568.28
01-20241	MATHESON TRI-GAS INC	I-201604126816	201-4-311-4260	OXYGEN, GAS 13081519, 1307599		281.31
01-20310	DEPARTMENT OF MOTOR VEH	I-201604126843	201-4-311-4260	TITLE & LICENSE TRAILER		16.20
01-22065	CHRIS MULHAIR	I-201604126822	201-4-311-4260	BOOT REIMBURSEMENT UNION		100.00
01-22066	JIM COOPER	I-201604126752	201-4-311-4270	REPLACE DAMAGED HAY		65.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 46,540.79

FUND 201 ROAD & BRIDGE FUND TOTAL: 46,540.79

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 248 24/7 PROGRAM

DEPARTMENT: 212 24/7 PROGRAM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21649	PHARMCHEM INC	I-201604126832	248-4-212-4260	SWEAT PATCH ANALYSIS		750.00
DEPARTMENT 212 24/7 PROGRAM						TOTAL: 750.00
FUND 248 24/7 PROGRAM						TOTAL: 750.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

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-201604126859	250-4-163-4290	DOC PRO STAGE 1 PLANNING		140.00
01-11485	TYLER TECHNOLOGIES	I-201604126859	250-4-163-4290	DOC PRO STAGE 1 PLANNING		35.00
01-11485	TYLER TECHNOLOGIES	I-201604126859	250-4-163-4290	DOC PRO DATA & REPORTS		210.00
01-11485	TYLER TECHNOLOGIES	I-201604126859	250-4-163-4290	DOC PRO 60% LICENSE FEE		15,276.00
DEPARTMENT 163 ROD Relief Fund					TOTAL:	15,661.00
FUND 250 ROD RELIEF FUND					TOTAL:	15,661.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

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-201604126718		725-2-2090000	ADVANCE TAX XXXX		172.44
01-10367	BROOKINGS COUNTY FINANC I-201604126719		725-2-2090000	ADVANCE TAX XXXX		445.66
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	618.10

FUND 725 ADVANCE TAXES				TOTAL:	618.10	

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 768 STATEWIDE 24/7 SOBRIETY

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT	
01-21563	SD ATTORNEY GENERAL'S O	I-201604126850	768-2-2090000	24/7 3/16-3/31		149.00	
01-21563	SD ATTORNEY GENERAL'S O	I-201604126851	768-2-2091000	24/7 SCRAM 3/16-3/31		2,184.00	
01-21563	SD ATTORNEY GENERAL'S O	I-201604126852	768-2-2091000	24/7 SCRAM 3/1-3/15		2,952.00	
01-21563	SD ATTORNEY GENERAL'S O	I-201604126853	768-2-2090000	24/7 3/1-3/15		96.00	
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	5,381.00
					FUND 768 STATEWIDE 24/7 SOBRIET	TOTAL:	5,381.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 770 TAX SALE REDEMPTION

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-19325	ADAIR ASSET MANAGEMENT	I-201604126685	770-2-2090000	CERT 15-103 XXXXXX 1118		2,839.22
01-21016	INA GROUP LLC	I-201604126792	770-2-2090000	CERT 15-83 XXXXXXXX 1117		4,616.51
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 7,455.73
					FUND 770 TAX SALE REDEMPTION	TOTAL: 7,455.73

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01518 Claims Paid 4.19.16

FUND : 775 ROD Relief Flow-Thru Fund

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12747	SDACO	I-201604126842	775-2-2090000	MOD & PRESERVATION RELIEF FUN		784.00
DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL:						784.00
FUND 775 ROD Relief Flow-Thru F TOTAL:						784.00
REPORT GRA TOTAL:						177,283.06

** 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	2,175.22	41,000	31,800.45				
	101-4-111-4250	REPAIR & MAINT.	275.71	4,000	2,767.25				
	101-4-111-4260	SUPPLIES & MATERIALS	427.15	4,500	3,551.29				
	101-4-120-4230	PUBLISHING	31.57	14,000	13,968.43				
	101-4-120-4260	ELECTION SUPPLIES	2,293.47	8,000	4,205.00				
	101-4-130-4222	ADULT DEFENSE	26,301.08	300,000	170,032.89				
	101-4-130-4226	TRANSCRIPTS (NON)	483.00	7,000	5,267.80				
	101-4-130-4230	BLOOD TESTS	5,264.00	53,000	33,600.00				
	101-4-130-4290	COURT CASE EXPENSE	50.00	30,000	22,036.81				
	101-4-143-4250	REPAIR & MAINT.	114.90	3,500	3,039.04				
	101-4-143-4260	SUPPLIES & MATERIALS	235.06	16,000	10,178.75				
	101-4-143-4270	TRAVEL & CONFERENCE	350.00	4,000	2,767.51				
	101-4-151-4260	SUPPLIES & MATERIALS	166.34	20,000	14,942.13				
	101-4-151-4270	TRAVEL & CONFERENCE	96.60	5,000	4,892.40				
	101-4-161-4243	ADMIN BUILDING OPERATION E	10,308.60	169,000	135,442.54				
	101-4-161-4250	REPAIRS AND MAINTENANCE	3,383.31	71,500	40,464.93				
	101-4-161-4260	SUPPLIES & MATERIALS	90.96	10,750	9,978.78				
	101-4-161-4267	Postage	40.55	35,903	30,931.46				
	101-4-161-4280	UTILITIES/COURTHOUSE	2,314.82	45,760	32,864.99				
	101-4-161-4282	UTILITIES/1921 BLDG.	60.91	700	504.61				
	101-4-161-4283	UTILITIES/COMM. HEALTH	264.36	3,000	2,210.44				
	101-4-162-4230	PUBLISHING	801.00	1,200	399.00				
	101-4-162-4260	SUPPLIES & N MATERIALS	87.57	6,800	4,780.08				
	101-4-163-4250	REPAIRS AND MAINTENANCE	54.84	2,000	1,785.62				
	101-4-163-4270	TRAVEL & CONFERENCE	175.00	1,200	1,014.00				
	101-4-167-4250	REPAIRS AND MAINTENANCE	48.96	700	449.63				
	101-4-167-4260	SUPPLIES	74.15	16,900	7,764.66				
	101-4-168-4220	PROFESSIONAL SERVICES	56.90	20,300	15,778.30				
	101-4-168-4250	REPAIRS AND MAINTENANCE	55.14	800	599.83				
	101-4-168-4260	SUPPLIES & MATERIALS	3.90	3,000	2,785.30				
	101-4-168-4270	TRAVEL AND CONFERENCE	209.00	3,300	3,091.00				
	101-4-211-4221	ANIMAL CONTROL	133.00	5,000	4,661.00				
	101-4-211-4250	REPAIRS AND MAINTENANCE	715.41	28,000	18,101.36				
	101-4-211-4260	SUPPLIES & MATERIALS	326.95	14,500	11,690.07				
	101-4-211-4261	OFFICE SUPPLIES	48.28	4,500	3,948.55				
	101-4-211-4262	UNIFORMS/EQUIPMENT	57.99	4,000	1,252.06				
	101-4-211-4265	FUEL/GASOLINE	23.70	55,000	48,277.62				
	101-4-211-4280	UTILITIES	280.07	20,000	14,645.89				
	101-4-212-4250	REPAIRS AND MAINTENANCE	508.51	27,000	15,521.83				
	101-4-212-4260	SUPPLIES & MATERIALS	1,314.55	46,000	35,448.08				
	101-4-212-4261	MEDICAL (PRISONERS)	410.65	2,500	1,626.90				
	101-4-212-4262	MEDICINE/RX	1,568.25	18,000	14,569.07				
	101-4-212-4263	MEDICAL SERVICE/LIENABLE	1,796.10	20,000	16,679.32				
	101-4-212-4265	FUEL/GASOLINE	54.52	7,500	5,882.60				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	101-4-212-4271	TRANSPORT PRISONER	1,095.00	7,000	4,664.55		
	101-4-212-4273	ELECTRONIC MONITOR	331.50	0	714.00-	Y	
	101-4-212-4280	UTILITIES	3,378.73	38,000	27,498.00		
	101-4-213-4220	PROFESSIONAL SERV. & FEES	354.99	30,000	26,124.51		
	101-4-214-4291	JDC-MINNEHABA COUNTY	13,802.82	40,000	11,099.78		
	101-4-223-4250	REPAIRS AND MAINTENANCE	12.60	200	149.60		
	101-4-223-4260	SUPPLIES & MATERIALS	15.55	500	484.45		
	101-4-411-4251	RENT	925.00	18,000	9,883.50		
	101-4-411-4252	UTILITIES	1,910.95	8,000	5,592.58		
	101-4-411-4270	OFFICE	18.38	500	433.27		
	101-4-411-4272	SUPPLIES & MATERIALS	5.84	1,000	832.89		
	101-4-421-4260	SUPPLIES & MATERIALS	47.43	600	491.59		
	101-4-421-4270	TRAVEL & CONFERENCE	100.00	100	0.00		
	101-4-441-4220	PROFESSIONAL SERV. & FEES	1,628.24	48,000	33,213.42		
	101-4-441-4270	TRAVEL	25.00	1,000	875.00		
	101-4-611-4250	REPAIRS AND MAINTENANCE	130.38	5,000	4,671.12		
	101-4-611-4260	SUPPLIES & MATERIALS	51.65	9,000	7,782.15		
	101-4-611-4280	UTILITIES	1,110.13	17,000	12,441.03		
	101-4-615-4230	PUBLISHING	23.07	1,000	753.97		
	101-4-615-4260	SUPPLIES & MATERIALS	112.82	65,000	63,891.21		
	101-4-615-4280	TELEPHONE	212.33	4,000	2,843.53		
	101-4-711-4221	INSPECTION FEES	600.00	25,000	20,100.00		
	101-4-711-4230	PUBLISHING	229.23	2,500	1,972.66		
	101-4-711-4250	REPAIRS & MAINTENANCE	56.18	500	251.17		
	101-4-711-4260	SUPPLIES & MATERIALS	46.64	3,000	2,034.14		
	101-4-711-4270	TRAVEL & CONFERENCE	228.20	7,000	5,628.10		
	101-4-712-4290	OTHERS	10,107.73	40,431	20,215.54		
	201-4-311-4220	PROFESSIONAL SERVICES	17,168.56	150,000	43,149.52		
	201-4-311-4230	PUBLISHING	132.46	2,100	1,482.01		
	201-4-311-4250	REPAIRS & MAINT.	3,125.40	2,100,000	2094,517.44		
	201-4-311-4260	SUPPLIES & MATERIALS	20,990.40	1,250,000	1148,828.21		
	201-4-311-4265	FUEL/GASOLINE	2,245.00	235,000	215,714.62		
	201-4-311-4270	TRAVEL & CONFERENCE	261.48	4,000	2,967.52		
	201-4-311-4280	UTILITIES	1,801.16	24,000	15,120.58		
	201-4-311-4320	BUILDINGS	816.33	0	816.33-	Y	
	248-4-212-4260	SUPPLIES & MATERIALS	750.00	10,000	3,761.71		
	250-4-163-4290	Other Current Expenditures	15,661.00	72,457	56,481.00		
	725-2-2090000	AMOUNT HELD FOR ADVANCE TA	618.10				
	768-2-2090000	AM'T HELD FOR STATEWIDE 2	245.00				
	768-2-2091000	AM'T HELD FOR 24/7 SCRAM F	5,136.00				
	770-2-2090000	DUE TO CERTIFICATE HOLDER	7,455.73				
	775-2-2090000	Amt Held for ROD Relief Fu	784.00				
	** 2016 YEAR TOTALS		177,283.06				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	2,878.08
101-120	ELECTIONS	2,325.04
101-130	JUDICIAL SYSTEM	32,098.08
101-143	FINANCE OFFICE	699.96
101-151	STATES ATTORNEY	262.94
101-161	COUNTY BUILDING	16,463.51
101-162	DIRECTOR OF EQUALIZATION	888.57
101-163	REGISTER OF DEEDS	229.84
101-167	TECHNOLOGY	123.11
101-168	HUMAN RESOURCES	324.94
101-211	SHERIFF'S OFFICE	1,585.40
101-212	COUNTY JAIL	10,457.81
101-213	CORONER	354.99
101-214	JUVENILE DETENTION	13,802.82
101-223	DRAINAGE COMMISSION	28.15
101-411	WELFARE	2,860.17
101-421	COMMUNITY HEALTH NURSE	147.43
101-441	BEHAVIORAL HEALTH	1,653.24
101-611	COUNTY EXTENSION	1,292.16
101-615	WEED CONTROL	348.22
101-711	PLANNING & ZONING	1,160.25
101-712	1ST DISTRICT	10,107.73

101 TOTAL	GENERAL FUND	100,092.44
201-311	HIGHWAY ADMINISTRATION	46,540.79

201 TOTAL	ROAD & BRIDGE FUND	46,540.79
248-212	24/7 PROGRAM	750.00

248 TOTAL	24/7 PROGRAM	750.00
250-163	ROD Relief Fund	15,661.00

250 TOTAL	ROD RELIEF FUND	15,661.00
725	NON-DEPARTMENTAL	618.10

725 TOTAL	ADVANCE TAXES	618.10
768	NON-DEPARTMENTAL	5,381.00

768 TOTAL	STATEWIDE 24/7 SOBRIETY	5,381.00

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
770	NON-DEPARTMENTAL	7,455.73

770 TOTAL	TAX SALE REDEMPTION	7,455.73
775	NON-DEPARTMENTAL	784.00

775 TOTAL	ROD Relief Flow-Thru Fund	784.00

	** TOTAL **	177,283.06

NO ERRORS

** END OF REPORT **

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01517 April Dept of Revenue 4.1

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-201604116678	101-4-130-4230	BLOOD TESTS		2,285.00
DEPARTMENT 130 JUDICIAL SYSTEM					TOTAL:	2,285.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01517 April Dept of Revenue 4.1

FUND : 101 GENERAL FUND

DEPARTMENT: 421 COMMUNITY HEALTH NURSE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-201604116678	101-4-421-4290	COMM HEALTH NURSE		2,575.00
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						2,575.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01517 April Dept of Revenue 4.1

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-201604116678	101-4-441-4220	HSC		3,683.26
					DEPARTMENT 441 BEHAVIORAL HEALTH	TOTAL: 3,683.26
					FUND 101 GENERAL FUND	TOTAL: 8,543.26

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01517 April Dept of Revenue 4.1

FUND : 742 MOTOR VEHICLE

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-201604116678	742-2-2090000	MONTHLY MV		454,227.72
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 454,227.72
					FUND 742 MOTOR VEHICLE	TOTAL: 454,227.72

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01517 April Dept of Revenue 4.1

FUND : 763 REGISTER OF DEEDS

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-201604116678	763-2-2090000	BIRTH, DEATH FEES, RECORDS		2,240.00
DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL:						2,240.00
FUND 763 REGISTER OF DEEDS TOTAL:						2,240.00
REPORT GRA TOTAL:						465,010.98

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2016	101-4-130-4230	BLOOD TESTS	2,285.00	53,000	38,864.00		
	101-4-421-4290	REIMB. TO STATE	2,575.00	14,000	8,850.00		
	101-4-441-4220	PROFESSIONAL SERV. & FEES	3,683.26	48,000	34,841.66		
	742-2-2090000	AMOUNT HELD FOR MOTOR VEHI	454,227.72				
	763-2-2090000	AMOUNT HELD FOR REGISTER	2,240.00				
		** 2016 YEAR TOTALS	465,010.98				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-130	JUDICIAL SYSTEM	2,285.00
101-421	COMMUNITY HEALTH NURSE	2,575.00
101-441	BEHAVIORAL HEALTH	3,683.26

101 TOTAL	GENERAL FUND	8,543.26
742	NON-DEPARTMENTAL	454,227.72

742 TOTAL	MOTOR VEHICLE	454,227.72
763	NON-DEPARTMENTAL	2,240.00

763 TOTAL	REGISTER OF DEEDS	2,240.00

	** TOTAL **	465,010.98

NO ERRORS

** END OF REPORT **

Quarterly Commissioners Report Brookings County- 1st Quarter (January, February, March) 2016

Services Provided:	Jan	Feb	Mar
-WIC Caseload Issued Vouchers:	443	441	447
-WIC Certifications Completed:	54	62	72
-Pregnant Women Certified:	11	10	17
-Prenatal Education Visits (baby care and prenatal health review)	21	25	39
-Postpartum Visits:	4	10	5
-Cribs Issued:	3	1	1
-Developmental Screenings:	19	25	41
-Immunizations/TB tests:	40	38	17
-Reach out & Read books issued:	47	48	56

WIC: We continue to provide supplemental nutritional foods, nutrition education, support, and referrals to clients, to local Brookings county resources.

Immunizations:

- We continue to offer and recommended the flu vaccine.
- In April and May we will be going to local schools in Brookings County and offering free Tdap to students age 11-14 year olds whose parents have returned a completed consent form.
- VFC eligible (Under age 19, Medicaid, No insurance, Underinsured, Native American/Alaskan Native) children will be eligible to receive these vaccinations in the Community Health Office, all other students would be referred to their primary doctor.
- Based on the new 2016-2017 school year requirements for students entering 6th grade:
 - One dose of Tdap vaccine
 - One dose of MCV4

- The requirements apply only for 6th grade entry and transfer students 6th – 12th grade
- If a child is 10 years old when entering the 6th grade they have 45 days after their 11th birthday to be vaccinated

School Services: School services have been completed or scheduled for all of our contracted schools. We will be completing growth and development teaching at Sioux Valley on April 7th.

Baby Care/Prenatal Education: We continue to meet with all pregnant women monthly and provide prenatal education and breastfeeding education.

Infant Mortality: We have been educating all women on the importance of safe sleep, smoking cessation, keeping up to date on baby's immunizations, and the benefits of breastfeeding. Our office continues to assess for the need and offer multi-user breast pumps.

Staffing: Melanie Kindt, part-time clerical started on February 4th. She attended SDWIC-IT training in Pierre on March 7th and 8th. She has been a great addition to our office and continues to learn the details and job specifics of the Brookings County Community Health Office.

Upcoming Events: In May we will be contacting Sioux Valley, Deubrook, Norfield Colony, Red Willow Colony, and Volga Christian to schedule a tentative date to complete school services for the 2016-2017 school year. This worked well to complete the majority of school services at the beginning of the school year versus the end of the school year.

Respectfully submitted,

Karen Larsen, RN and Jen Burns, RN
South Dakota Department of Health
Brookings Community Health Services

COUNTY DEVELOPMENT DEPARTMENT STAFF REPORT

TO: The Members of the County Commission

DATE: April 12, 2016

SUBJECT: Departmental notes for the April 19, 2016 Brookings County Commission Meeting.

PREPARED BY: Robert W. Hill, County Development Director

Conditional Use Permit cu2016-002 was denied at the April 5, 2016.

April 6 and 7, 2016, Staff attended Defensive Driving Training.

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.

April 14 to 17, Director was on Annual Leave.

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

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

SOUTH DAKOTA CHEMICAL INDUSTRY SAFETY WORKSHOPS



The South Dakota Department of Environment and Natural Resources invites you to workshops led by representatives from the U.S. Occupational Safety and Health Administration, Department of Homeland Security, and Environmental Protection Agency. These workshops offer direct lines of communication with federal partners. Participants will have ample time to ask questions.

Topics will include:

- Emergency Planning and Community Right-to-Know Act (EPCRA);
- Tier II Reporting;
- Risk Management Program (RMP);
- Spill Prevention, Control, and Countermeasure Program (SPCC);
- Facility Response Plan Rule (FRP);
- Government Initiated Unannounced Exercises (GIUEs);
- Process Safety Management Program (PSM);
- Chemical Facility Anti-Terrorism Standard (CFATS);
- Spill Reporting Requirements;
- Participation in Local Emergency Planning Committees; and
- Executive Order (EO) 13650 - federal response to the West, TX explosion.

Audience

Business/Industry subject to RMP, EPCRA, PSM, CFATS, SPCC, FRP, GIUEs and Local Emergency Planning Committees (LEPCs).

Times/Dates/Register

Sioux Falls July 18, 2016 9am-12pm

Register: siouxfallschemicalworkshop.eventbrite.com

Huron July 19, 2016 9am-12pm

Register: <http://huronchemicalworkshop.eventbrite.com>

Aberdeen July 20, 2016 9am-12pm

Register: aberdeenchemicalworkshop.eventbrite.com

Pierre July 21, 2016 at 9am-12pm

Register: pierrechemicalworkshop.eventbrite.com

Rapid City July 22, 2016 9am-12pm

Register: rapidcitychemicalworkshop.eventbrite.com

For more information: Rebecca Broussard • 303-312-6568 • broussard.rebecca@epa.gov

2015 ONLINE PUBLIC SURPLUS SALE

Jenna's Report:

- I made the surplus sale 14 days long
- The county had 21 items go on the public surplus sale website. (Vehicles, wood posts, heavy equipment, copiers, computers, chairs, etc.)
- We sold 14 items
- How much we could have received if all items were sold: **\$11,773.50**
- How much the county received: **\$9,563.00**
- How much Public Surplus will receive (10% cut): **\$956.35**

** Public surplus awarded each item to the highest bidder.

** Public surplus notified me of the winners and their addresses.

** Public surplus will notify me when the bidders have paid.

** I have asked Dick to help assist when the winners come pick up their items. Dick said he was okay with that.

** The buyers were from all over- South Dakota, Nebraska, & Florida.

** Public surplus did the bulk of the work & the representatives were very helpful throughout the entire process. They called me to see how I was doing when I first started and mid-way through. The only thing I had to do was gather all of the information, take pictures, upload it to the website, and be there when the buyers pick up their items.

Title		Price	Status	Paid	Pick-up	Notes	Date Ended
opier/Scanner/Printer--RICOH 238C		\$250.00					Apr 11, 2016 3:00:00 PM CDT
inter--HP COLOR LASER JET 300N		\$26.00					Apr 11, 2016 3:00:00 PM CDT
opier/Fax/Scanner-- RICOH- FICIO MP 4000		\$250.00					Apr 11, 2016 3:00:00 PM CDT
189 8x10 TRAILER		\$560.00		PAID			Apr 11, 2016 3:00:00 PM CDT
002 MERCURY VILLAGER		\$1,525.00					Apr 11, 2016 3:00:00 PM CDT
002 DODGE DURANGO		\$2,000.00					Apr 11, 2016 3:00:00 PM CDT
093 CHEVROLET CK 109		\$1,500.00					Apr 11, 2016 3:00:00 PM CDT
IGH BACK SITTING CHAIRS		\$45.00					Apr 11, 2016 3:00:00 PM CDT
IGH BACK ROLLING CHAIR		\$40.00					Apr 11, 2016 3:00:00 PM CDT
opier/Fax/Scanner-- SHARP AR- 277		\$50.00					Apr 11, 2016 3:00:00 PM CDT
OPIER/PRINTER/SCANNER--XEROX 120 SERIES		\$100.00					Apr 11, 2016 3:00:00 PM CDT
300 gallon- WATER TANK		\$202.50		PAID			Apr 11, 2016 3:00:00 PM CDT
EMI-TRUCK BOX STORAGE		\$455.00					Apr 11, 2016 3:00:00 PM CDT
otiPlex, Latitude, Motorola omputer Lot		\$50.00					Apr 11, 2016 3:00:00 PM CDT
RINTER LOT		\$25.00					Apr 11, 2016 3:00:00 PM CDT
opier/Scanner/Printer--Ricoh FICIO 2035ESP		\$100.00					Apr 11, 2016 3:00:00 PM CDT
opier- MP C2500		\$100.00					Apr 11, 2016 3:00:00 PM

SD DEPARTMENT OF REVENUE

PROPERTY AND SPECIAL TAXES DIVISION
445 E. CAPITOL AVENUE
PIERRE, SD 57501-3185

PHONE: (605) 773-3311
FAX: (605) 773-6729

April 8, 2016

TO: County Commissioners (c/o County Auditors)
Directors of Equalization

FROM: Michael S. Houdyshell, Director
Property and Special Taxes Division

RE: Sales and Compliance Audit Reports

Enclosed please find a copy of the audit reports prepared by the Department of Revenue for your Director of Equalization's office. I hope the reports provide a useful assessment of the work performed by your county's office, highlighting the areas where the office is doing well and the areas that could be improved.

The reports summarize the sales information available in your county. The reports also show each of the areas the auditor looked at, and notes any problems that were found. In addition, the reports review the resources the office has to establish the values in your county. In some cases, the auditor will make an evaluation, based upon the auditor's experience and work with many different counties, as to whether the office has adequate resources. If you would like more information about the evaluation or anything else in the audit reports, please contact the Property Tax Specialist who prepared the report.

If you have any further questions, suggestions, or comments about the audit reports, please do not hesitate to contact me at 605.773.5125 or michael.houdyshell@state.sd.us.

Best regards,

/s/ Michael S. Houdyshell

March 7, 2016

County Commissioners
Brookings County
% Brookings County Auditor
520 3rd Street, Suite 110
Brookings, SD 57006

Commissioners:

On December 10, 2015 Corina Erickson, a property tax specialist from the Department of Revenue, performed a compliance audit and a sales ratio audit for Brookings County.

We have audited the practices of the County Director of Equalization for compliance with state laws, regulation and policies pursuant to SDCL10-1-15.

Compliance Audit Findings

Summary of Inventory and Classification

- The county has adequate mapping systems and utilizes GIS and Pictometry for property classification and inventory
- The Director will continue with reappraisal projects as indicated in assessment plan
- The Director performs a sales ratio study to apply yearly market adjustments
- The audit indicates a good verification and documentation process for Ag and Non Ag classification

Summary of Assessment records and practices

- All information on property cards are annually maintained
- Verification of adjustments are tracked and documented
- The cost manual is through Marshall and Swift and current

Summary of Staff and Budget

- The Director of Equalization meets the IAAO and State standards for office staffing.
- Brookings County has sufficient office space with a good technical library

Summary of Submission of Required Data and Reports

- All required reports are submitted as prescribed by Law or Rule

Sales Ratio Audit of Brookings County

Summary of sales information:

Transfers filed in Register of Deeds office November 1, 2014 thru October 31, 2015

For 2015 assessment year Brookings County processed 1136 transfers:

- 23 good ag sales
- 156 rejected ag transfers
- 460 good non-ag sales
- 497 rejected non-ag transfers

Verification of Sales:

Brookings County uses certificates of value, letters, personal contact and phone calls to verify information reported on the PT 55 forms. I reviewed the information on the certificates and they all matched the information on the PT 55 forms. The Director oversees the verification process and maintains the sales ratio data. A few problems were found and corrected.

Selling Price Adjustments:

Brookings County does adjust the selling price on transfers for personal property. All personal property adjustments were reviewed and no irregularities were found.

Agricultural Sales:

The verification and adjustment documentation was reviewed for each ag sale. Adjustments were made for properties having buildings under the limiting dollar amount.

Non-agricultural Sales:

The verification and adjustment documentation was reviewed for each non-ag sale. No adjustments were made for properties having buildings lacking utility.

Miscellaneous:

Brookings County is managed by a full time director, one deputy, three appraisers and two clerks. Joyce does a good job managing the office and all records appear to be properly maintained.

I am willing to answer any questions you have regarding the compliance and sales ratio audit reports.



Corina Erickson, CAA
Property Tax Specialist

Cc: Michael S. Houdyshell, Director Property and Special Taxes Division
Director of Equalization



Brookings County Finance Office

Vicki Buseth, Finance Officer

520 3rd Street Suite 100 ♦ Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

April 11, 2016

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Finance Officers Report March 2016

Table of Contents:

- Quarterly Highway Transfers (Action Item)
- Quarterly Emergency Management Transfers (Action Item)
- Quarterly Register of Deeds Relief Fund Transfers (Action Item)
- Auditors Account with the Treasurer (Be it Noted Item)
- Payroll and Additive Totals (Be it Noted Item)
- Highway Expenditure Report (Be it Noted Item)
- Register of Deeds Statement of Fees Collected (Be it Noted Item)
- Cash Balances Report
- Fund Balances Report
- General Fund Surplus Analysis
- Motor Vehicle Collections and Breakdowns
- Tax Collections and Breakdowns
- Revenue vs Expense Report
- Aged Accounts Receivable Report

Thank you,

A handwritten signature in black ink that reads "Vicki Buseth". The signature is written in a cursive style with a large, prominent "V" and "B".

Vicki Buseth

Brookings County Finance Officer

Motion by _____, seconded by _____ to approve the following transfers as per budget appropriations for the second quarter of 2016:

From General Fund 101-4-911-4294 to Highway and Bridge fund 201-3-371-0000 in the amount of 750,000.00.

From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of 21,568.00.

From General Fund 101-4-911-4298 to Register of Deeds Relief Fund 250-3-371-0000 in the amount of 3,239.25.

Auditor's Account with the Treasurer

March 31, 2016

Auditor's Statement

General Fund	\$	6,284,319.92
Road & Bridge	\$	4,816,755.37
County Building	\$	3,323,902.38
Debt Service/TIF	\$	-
<hr/>		
Total Major Funds	\$	14,424,977.67
Non-Major County Funds	\$	398,965.98
<hr/>		
Agency Funds	\$	1,973,005.06
<hr/>		
Outstanding Credit Cards		
Reconciling Items:		
Reconciling Items:	\$	-
<hr/>		
 GRAND TOTAL	 \$	 16,796,948.71

Treasurer's Statement

Total Amount of Deposits in Banks	\$	16,699,337.43
<hr/>		
Checking Account Balance		
1st Bank & Trust, Brookings (AP/PR)	\$	57,146.23
1st Bank & Trust, Brookings (daily)	\$	22,233.98
<hr/>		
Money Market Accounts		
1st Bank & Trust, Brookings (Daily)	\$	3,232,685.69
Other Money Markets	\$	4,445,602.57
Fiscal Agent/TIF/Verasun	\$	-
HVAC	\$	-
Investment Money Market	\$	5,937,668.96
<hr/>		
CD's - Certificates of Deposit	\$	3,004,000.00
<hr/>		
Currency	\$	2,067.00
Coins	\$	1.62
Checks Not Exceeding 3 days	\$	87,743.22
Change Funds	\$	3,255.00
<hr/>		
Subtotal (total in Red Book)	\$	16,792,404.27
<hr/>		
Reconciling Items		
Reconciling Item		
Reconciling Item		
Reconciling Items-interest	\$	4,618.60
Reconciling Item-charges	\$	(74.16)
<hr/>		
 GRAND TOTAL	 \$	 16,796,948.71

MARCH 2016 ADDITIVES	
AFLAC	\$2,748.58
AVESIS	\$1,233.95
OFFICE OF CHILD SUPPORT	\$400.00
DELTA DENTAL	\$4,731.24
FLEX ONE	\$2,023.58
DEARBORN LIFE INSURANCE	\$1,257.20
GARNISHMENTS	\$0.00
LOCAL TEAMSTERS	\$1,107.00
SDRS	\$40,932.22
SDRS SUPPLEMENTAL	\$1,653.00
EFTPS	\$80,962.12
WELLMARK	\$89,687.74
SDRS SPECIAL PAY PLAN FEE	\$0.00
SDRS SPECIAL PAY PLAN	\$0.00
AFLAC GROUP/CAIC PRIMARY	\$522.88
TOTAL:	\$227,259.51

MARCH 2016 PAYROLL	
COMMISSION/HR	\$15,717.96
TECHNOLOGY	\$5,587.60
ELECTIONS	\$0.00
FINANCE OFFICE	\$18,977.80
STATES ATTORNEY	\$25,071.82
EQUALIZATION	\$14,323.56
REGISTER OF DEEDS	\$7,458.76
VETERANS/WELFARE	\$5,979.87
SHERIFF'S OFFICE	\$78,236.43
CORONER	\$355.20
COMMUNITY HEALTH	\$3,269.90
EXTENSION	\$2,238.63
WEED	\$2,138.36
PLANNING/ZONING	\$5,393.83
HIGHWAY	\$45,883.31
EMERGENCY MANAGEMENT	\$3,550.94
WIC	\$0.00
TOTAL:	\$234,183.97

Be it noted, the expenditure adjustments for the month of March 2016 were presented to the board.

\$4668.66 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Highway Department (201)
Expenditure Corrections 2016

MARCH 2016

Weed	426.5/fuel	426/supply	411/salaries	425/equip	Totals
<i>Weed building</i>					\$ -
258					\$ -
259					\$ -
260					\$ -
284					\$ -
288					\$ -
289					\$ -
290	\$ 22.80				\$ 22.80
291					\$ -
292					\$ -
293					\$ -
TOTAL	\$ 22.80	\$ -	\$ -	\$ -	\$ 22.80

Sheriff	426.5/fuel	426supply	411/salaries	425/equip	Totals
A1	\$ 63.10				\$ 63.10
A2	\$ 68.37				\$ 68.37
A3	\$ 171.21	\$ 18.31	\$ 61.84		\$ 251.36
A4	\$ 91.87	\$ 110.37	\$ 61.84		\$ 264.08
A6	\$ 62.70				\$ 62.70
A8					\$ -
A9	\$ 26.47	\$ 47.95	\$ 139.15		\$ 213.57
A11	\$ 84.53	\$ 20.53	\$ 61.84		\$ 166.90
A12	\$ 329.75				\$ 329.75
A14	\$ 17.08				\$ 17.08
A25	\$ 77.80				\$ 77.80
A26	\$ 211.18				\$ 211.18
A27	\$ 175.57				\$ 175.57
A28	\$ 368.24	\$ 19.07	\$ 61.84		\$ 449.15
A29	\$ 258.42	\$ 118.60	\$ 61.84		\$ 438.86
A30					\$ -
AD		\$ 20.78	\$ 92.76		\$ 113.54
AE	\$ 100.89				\$ 100.89
AF	\$ 54.73				\$ 54.73
AG	\$ 167.45				\$ 167.45
RSVP	\$ 138.94	\$ 174.83	\$ 231.91		\$ 545.68
Sheriff Building			\$ 73.92		\$ 73.92
Misc.					
TOTAL	\$ 2,468.30	\$ 530.44	\$ 846.94	\$ -	\$ 3,845.68

Zoning	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Vehicle #0187	\$ 72.80		\$ 30.92		\$ 103.72
TOTAL	\$ 72.80	\$ -	\$ 30.92	\$ -	\$ 103.72

Emergency Mana	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Vehicle #0186	\$ 57.11				\$ 57.11
TOTAL	\$ 57.11	\$ -	\$ -	\$ -	\$ 57.11

Veteran Service	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Veteran Services					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Highway Department (201)
Expenditure Corrections 2016

MARCH 2016

Commission	426.5/fuel	426/supply	411/salaries	425/equip	Totals
#17 commission van	\$ 25.21	\$ 17.96	\$ 77.31		\$ 120.48
#84 janitor pick up		\$ 179.78	\$ 154.60		\$ 334.38
Court House	426.5/fuel	426/supply	411/salaries	425/equip	Totals
AD/Court house bld/yd			\$ 36.96	\$ 27.15	\$ 64.11
TOTAL	\$ 25.21	\$ 197.74	\$ 268.87	\$ 27.15	\$ 518.97

Equalization	426.5/fuel	426/supply	411/salaries	425/equip	Totals
0116					\$ -
0122	\$ 7.55	\$ 24.46			\$ 32.01
0123					\$ -
0124					\$ -
0125	\$ 19.91	\$ 22.07	\$ 46.39		\$ 88.37
TOTAL	\$ 27.46	\$ 46.53	\$ 46.39	\$ -	\$ 120.38

	426.5/fuel	426/supply	411/salaries	425/equip	TOTALS
TOTAL	\$ 2,673.68	\$ 831.82	\$ 1,250.23	\$ 84.26	\$ 4,668.66

Be it noted, the Register of Deeds Statement of Fees collected for the month of March 2016 in the amount of \$27,634.50 was presented to the board.

NO. _____

Register of Deeds'
Statement of Fees
Collected during the

Month of _____

Filed _____

County Finance Officer

By _____

Deputy

Amount of Fees, \$ _____

BROOKINGS COUNTY REGISTER OF DEEDS MONTHLY REPORT
MARCH 2016

TRANSFER FEE		\$10,758.50
GENERAL FEES	\$12,481.00	
GENERAL FEES		
FINANCING STATEMENT	\$0.00	
LOCATION NOTICE	\$0.00	
TOTAL		\$12,481.00
MARRIAGE LICENSE		
9 X\$40.00=		\$360.00
VITAL RECORDS		
CERTIFIED COPIES		
BIRTH 117 X \$15=	\$1,755.00	
DEATH 107 X \$15=	\$1,605.00	
MARRIAGE 18 X \$15=	\$270.00	
TOTAL		\$3,630.00
XEROX COPIES & DISC		\$405.00
GRAND TOTAL		\$27,634.50

Register of Deeds' Statement of Fees Collected during the month of March, 2016 ____

Brookings County, State of South Dakota

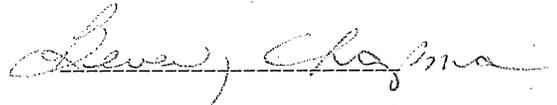
The sum of \$27,634.50 in Fees has been collected by me as Register of Deeds during the Month as shown per Register of Deeds' Official Fee Book, Volumn. 35 on pages 248 & 260

STATE OF SOUTH DAKOTA,

FB-260064 - FB-260494

County of *Brookings*

Beverly Chapman being duly sworn, deposes and says that she is Register of Deeds in and for Brookings County, State of South Dakota: that the foregoing statement is a true and correct report of all fees collected by her as such Register of Deeds, as required by law, during the month of March, 2016____.



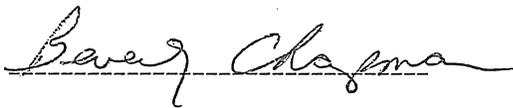
Register of Deeds

STATE OF SOUTH DAKOTA,

County of *Brookings*

Beverly Chapman, being first duly sworn on oath, deposes and says: That she is the duly elected, qualified and acting Register of Deeds in and for Brookings County, South Dakota. That since the date of her last report or the beginning of her term of office she has charged or received as such officer, fees in the sum of \$27,634.50_____

Dated this 5 day of April, 2016____.



Register of Deeds

Subscribed and sworn to before me this _____ day of _____, 2016.

Title of Officer

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>101-GENERAL FUND</u>					
	101-1-1010001	CLAIM ON CASH	6,406,494.71	(122,929.79)	6,283,564.92
	101-1-1020000	CASH CHANGE/ROD	45.00	0.00	45.00
	101-1-1021000	CASH CHANGE/24-7 SOBRIETY	50.00	0.00	50.00
	101-1-1022000	CASH CHANGE/SHERIFF COMMISSARY	200.00	0.00	200.00
	101-1-1023000	cashchange/sheriff front offic	60.00	0.00	60.00
	101-1-1030000	PETTY CASH/ZONING	100.00	0.00	100.00
	101-1-1031000	PETTY CASH/SHERIFF	100.00	0.00	100.00
	101-1-1032000	Petty Cash/States Attorney	200.00	0.00	200.00
	101-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
		TOTAL 101-GENERAL FUND	6,407,249.71	(122,929.79)	6,284,319.92
<u>201-ROAD & BRIDGE FUND</u>					
	201-1-1010001	CLAIM ON CASH	4,872,960.92	(56,205.55)	4,816,755.37
	201-1-1070000	RESTRICTED CASH/ROAD & BRIDGE	0.00	0.00	0.00
		TOTAL 201-ROAD & BRIDGE FUND	4,872,960.92	(56,205.55)	4,816,755.37
<u>202-SNOW REMOVAL</u>					
	202-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 202-SNOW REMOVAL	0.00	0.00	0.00
<u>203-HIGHWAY & BRIDGE RESERVE</u>					
	203-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 203-HIGHWAY & BRIDGE RESERVE	0.00	0.00	0.00
<u>205-WHEEL TAX</u>					
	205-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 205-WHEEL TAX	0.00	0.00	0.00
<u>207-E-911 FUND</u>					
	207-1-1010001	CLAIM ON CASH	56,300.96	25,709.75	82,010.71
	207-1-1070000	RESTRICTED CASH IN BANKS	0.00	0.00	0.00
		TOTAL 207-E-911 FUND	56,300.96	25,709.75	82,010.71
<u>226-EMERGENCY MANAGEMENT</u>					
	226-1-1010001	CLAIM ON CASH	26,158.61	(7,517.84)	18,640.77
	226-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
		TOTAL 226-EMERGENCY MANAGEMENT	26,158.61	(7,517.84)	18,640.77
<u>229-DOMESTIC ABUSE FUND</u>					
	229-1-1010001	CLAIM ON CASH	5,421.00	565.00	5,986.00
		TOTAL 229-DOMESTIC ABUSE FUND	5,421.00	565.00	5,986.00
<u>231-WIC FUND</u>					
	231-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 231-WIC FUND	0.00	0.00	0.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>237-CONTRACT LAW ENFORCE</u>					
	237-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 237-CONTRACT LAW ENFORCE		0.00	0.00	0.00
<u>248-24/7 PROGRAM</u>					
	248-1-1010001	CLAIM ON CASH	221,491.26	12,872.98	234,364.24
	248-1-1020000	CASH CHANGE	0.00	0.00	0.00
	TOTAL 248-24/7 PROGRAM		221,491.26	12,872.98	234,364.24
<u>250-ROD RELIEF FUND</u>					
	250-1-1010001	CLAIM ON CASH	57,218.26	746.00	57,964.26
	TOTAL 250-ROD RELIEF FUND		57,218.26	746.00	57,964.26
<u>301-COUNTY BUILDING FUND</u>					
	301-1-1010001	CLAIM ON CASH	3,315,144.72	8,757.66	3,323,902.38
	301-1-1060000	CASH WITH FISCAL AGENT	0.00	0.00	0.00
	301-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 301-COUNTY BUILDING FUND		3,315,144.72	8,757.66	3,323,902.38
<u>302-ADM BLDG PROJECT FUND</u>					
	302-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 302-ADM BLDG PROJECT FUND		0.00	0.00	0.00
<u>303-TIF CAPITAL PROJECT FUND</u>					
	303-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 303-TIF CAPITAL PROJECT FUND		0.00	0.00	0.00
<u>304-CH BUILDING REMODEL</u>					
	304-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	304-1-1060000	Cash with Fiscal Agent	0.00	0.00	0.00
	TOTAL 304-CH BUILDING REMODEL		0.00	0.00	0.00
<u>401-TIF #1 (Aurora) DEBT SRVC</u>					
	401-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	401-1-1060000	CASH WITH FISCAL AGENT/VERASUN	0.00	0.00	0.00
	TOTAL 401-TIF #1 (Aurora) DEBT SRVC		0.00	0.00	0.00
<u>701-BROOKINGS SCHOOL (5-1)</u>					
	701-1-1010001	CLAIM ON CASH	216,284.23	227,898.76	444,182.99
	TOTAL 701-BROOKINGS SCHOOL (5-1)		216,284.23	227,898.76	444,182.99
<u>702-SIOUX VALLEY SCHOOL 5-5</u>					
	702-1-1010001	CLAIM ON CASH	68,546.23	16,264.51	84,810.74
	TOTAL 702-SIOUX VALLEY SCHOOL 5-5		68,546.23	16,264.51	84,810.74

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>703-DEUBROOK (5-2)</u>				
703-1-1010001	CLAIM ON CASH	<u>23,364.57</u>	<u>65,295.78</u>	<u>88,660.35</u>
	TOTAL 703-DEUBROOK (5-2)	23,364.57	65,295.78	88,660.35
<u>704-LAW LIBRARY - NOT USED</u>				
704-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 704-LAW LIBRARY - NOT USED	0.00	0.00	0.00
<u>705-ELKTON (5-3)</u>				
705-1-1010001	CLAIM ON CASH	<u>31,220.81</u>	<u>17,834.75</u>	<u>49,055.56</u>
	TOTAL 705-ELKTON (5-3)	31,220.81	17,834.75	49,055.56
<u>706-LAKE HENDRICKS (5-4)</u>				
706-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 706-LAKE HENDRICKS (5-4)	0.00	0.00	0.00
<u>707-ASTORIA (19-1)</u>				
707-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 707-ASTORIA (19-1)	0.00	0.00	0.00
<u>708-ESTELLINE (28-2)</u>				
708-1-1010001	CLAIM ON CASH	<u>9,231.97</u>	<u>2,231.39</u>	<u>11,463.36</u>
	TOTAL 708-ESTELLINE (28-2)	9,231.97	2,231.39	11,463.36
<u>709-ARLINGTON (38-1)</u>				
709-1-1010001	CLAIM ON CASH	<u>32,103.26</u>	<u>35,658.50</u>	<u>67,761.76</u>
	TOTAL 709-ARLINGTON (38-1)	32,103.26	35,658.50	67,761.76
<u>711-WETLAND PMT TRUST</u>				
711-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 711-WETLAND PMT TRUST	0.00	0.00	0.00
<u>712-ARLINGTON CITY</u>				
712-1-1010001	CLAIM ON CASH	<u>2,568.43</u>	<u>(2,568.43)</u>	<u>0.00</u>
	TOTAL 712-ARLINGTON CITY	2,568.43	(2,568.43)	0.00
<u>713-AURORA CITY</u>				
713-1-1010001	CLAIM ON CASH	<u>3,685.44</u>	<u>(527.42)</u>	<u>3,158.02</u>
	TOTAL 713-AURORA CITY	3,685.44	(527.42)	3,158.02
<u>714-BROOKINGS CITY</u>				
714-1-1010001	CLAIM ON CASH	<u>47,179.67</u>	<u>59,291.30</u>	<u>106,470.97</u>
	TOTAL 714-BROOKINGS CITY	47,179.67	59,291.30	106,470.97
<u>715-BRUCE CITY</u>				
715-1-1010001	CLAIM ON CASH	<u>2,184.49</u>	<u>866.26</u>	<u>3,050.75</u>
	TOTAL 715-BRUCE CITY	2,184.49	866.26	3,050.75

BROOKINGS COUNTY
 CASH BALANCES REPORT
 AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>716-BUSHNELL CITY</u>					
	716-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>129.48</u>	<u>129.48</u>
	TOTAL 716-BUSHNELL CITY		0.00	129.48	129.48
<u>717-ELKTON CITY</u>					
	717-1-1010001	CLAIM ON CASH	<u>7,349.01</u>	<u>5,139.19</u>	<u>12,488.20</u>
	TOTAL 717-ELKTON CITY		7,349.01	5,139.19	12,488.20
<u>718-SINAI CITY</u>					
	718-1-1010001	CLAIM ON CASH	<u>2,448.79</u>	<u>(1,198.98)</u>	<u>1,249.81</u>
	TOTAL 718-SINAI CITY		2,448.79	(1,198.98)	1,249.81
<u>719-VOLGA CITY</u>					
	719-1-1010001	CLAIM ON CASH	<u>5,020.15</u>	<u>7,241.19</u>	<u>12,261.34</u>
	TOTAL 719-VOLGA CITY		5,020.15	7,241.19	12,261.34
<u>720-WHITE CITY</u>					
	720-1-1010001	CLAIM ON CASH	<u>2,735.53</u>	<u>1,969.93</u>	<u>4,705.46</u>
	TOTAL 720-WHITE CITY		2,735.53	1,969.93	4,705.46
<u>721-AFTON TOWNSHIP</u>					
	721-1-1010001	CLAIM ON CASH	<u>432.57</u>	<u>698.07</u>	<u>1,130.64</u>
	TOTAL 721-AFTON TOWNSHIP		432.57	698.07	1,130.64
<u>722-ALTON TOWNSHIP</u>					
	722-1-1010001	CLAIM ON CASH	<u>226.28</u>	<u>317.96</u>	<u>544.24</u>
	TOTAL 722-ALTON TOWNSHIP		226.28	317.96	544.24
<u>723-ARGO TOWNSHIP</u>					
	723-1-1010001	CLAIM ON CASH	<u>7.59</u>	<u>1,470.66</u>	<u>1,478.25</u>
	TOTAL 723-ARGO TOWNSHIP		7.59	1,470.66	1,478.25
<u>724-WATER CONSERVANCY</u>					
	724-1-1010001	CLAIM ON CASH	<u>1,041.58</u>	<u>979.10</u>	<u>2,020.68</u>
	TOTAL 724-WATER CONSERVANCY		1,041.58	979.10	2,020.68
<u>725-ADVANCE TAXES</u>					
	725-1-1010001	CLAIM ON CASH	<u>2,781.61</u>	<u>2,468.21</u>	<u>5,249.82</u>
	TOTAL 725-ADVANCE TAXES		2,781.61	2,468.21	5,249.82
<u>726-FLEX ONE</u>					
	726-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 726-FLEX ONE		0.00	0.00	0.00
<u>727-AURORA TOWNSHIP</u>					
	727-1-1010001	CLAIM ON CASH	<u>597.11</u>	<u>946.19</u>	<u>1,543.30</u>
	TOTAL 727-AURORA TOWNSHIP		597.11	946.19	1,543.30

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>728-BANGOR TOWNSHIP</u>					
	728-1-1010001	CLAIM ON CASH	<u>251.20</u>	<u>511.22</u>	<u>762.42</u>
	TOTAL 728-BANGOR TOWNSHIP		251.20	511.22	762.42
<u>729-BROOKINGS TOWNSHIP</u>					
	729-1-1010001	CLAIM ON CASH	<u>545.44</u>	<u>705.03</u>	<u>1,250.47</u>
	TOTAL 729-BROOKINGS TOWNSHIP		545.44	705.03	1,250.47
<u>730-ELKTON TOWNSHIP</u>					
	730-1-1010001	CLAIM ON CASH	<u>251.10</u>	<u>167.17</u>	<u>418.27</u>
	TOTAL 730-ELKTON TOWNSHIP		251.10	167.17	418.27
<u>731-U & B SANITARY</u>					
	731-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 731-U & B SANITARY		0.00	0.00	0.00
<u>732-BIG SIOUX WATERSHED</u>					
	732-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 732-BIG SIOUX WATERSHED		0.00	0.00	0.00
<u>733-LP SANITARY SEWER</u>					
	733-1-1010001	CLAIM ON CASH	<u>115.64</u>	<u>(49.31)</u>	<u>66.33</u>
	TOTAL 733-LP SANITARY SEWER		115.64	(49.31)	66.33
<u>734-L.P. WATER</u>					
	734-1-1010001	CLAIM ON CASH	<u>272.98</u>	<u>(116.40)</u>	<u>156.58</u>
	TOTAL 734-L.P. WATER		272.98	(116.40)	156.58
<u>735-DELINQUENT TAXES</u>					
	735-1-1010001	CLAIM ON CASH	<u>2,649.23</u>	<u>620.00</u>	<u>3,269.23</u>
	TOTAL 735-DELINQUENT TAXES		2,649.23	620.00	3,269.23
<u>736-MUNICIPALITIES 5%</u>					
	736-1-1010001	CLAIM ON CASH	<u>(10,744.18)</u>	<u>(5,018.42)</u>	<u>(15,762.60)</u>
	TOTAL 736-MUNICIPALITIES 5%		(10,744.18)	(5,018.42)	(15,762.60)
<u>737-EUREKA TOWNSHIP</u>					
	737-1-1010001	CLAIM ON CASH	<u>1,603.08</u>	<u>(927.56)</u>	<u>675.52</u>
	TOTAL 737-EUREKA TOWNSHIP		1,603.08	(927.56)	675.52
<u>738-LAKE HENDRICKS TOWNSHIP</u>					
	738-1-1010001	CLAIM ON CASH	<u>596.05</u>	<u>59.74</u>	<u>655.79</u>
	TOTAL 738-LAKE HENDRICKS TOWNSHIP		596.05	59.74	655.79
<u>739-LAKE SINAI TOWNSHIP</u>					
	739-1-1010001	CLAIM ON CASH	<u>1,376.38</u>	<u>513.66</u>	<u>1,890.04</u>
	TOTAL 739-LAKE SINAI TOWNSHIP		1,376.38	513.66	1,890.04

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>740-LAKETON TOWNSHIP</u>					
	740-1-1010001	CLAIM ON CASH	597.41	704.79	1,302.20
	TOTAL 740-LAKETON TOWNSHIP		597.41	704.79	1,302.20
<u>741-MEDARY TOWNSHIP</u>					
	741-1-1010001	CLAIM ON CASH	2,314.16	(921.69)	1,392.47
	TOTAL 741-MEDARY TOWNSHIP		2,314.16	(921.69)	1,392.47
<u>742-MOTOR VEHICLE</u>					
	742-1-1010001	CLAIM ON CASH	460,262.52	(5,899.38)	454,363.14
	TOTAL 742-MOTOR VEHICLE		460,262.52	(5,899.38)	454,363.14
<u>743-LK HENDRICKS SANITARY</u>					
	743-1-1010001	CLAIM ON CASH	141.23	(10.77)	130.46
	TOTAL 743-LK HENDRICKS SANITARY		141.23	(10.77)	130.46
<u>744-OAKLAKE TOWNSHIP</u>					
	744-1-1010001	CLAIM ON CASH	109.01	845.62	954.63
	TOTAL 744-OAKLAKE TOWNSHIP		109.01	845.62	954.63
<u>745-OAKWOOD TOWNSHIP</u>					
	745-1-1010001	CLAIM ON CASH	529.92	843.52	1,373.44
	TOTAL 745-OAKWOOD TOWNSHIP		529.92	843.52	1,373.44
<u>746-OSLO TOWNSHIP</u>					
	746-1-1010001	CLAIM ON CASH	874.52	(219.43)	655.09
	TOTAL 746-OSLO TOWNSHIP		874.52	(219.43)	655.09
<u>747-PARNELL</u>					
	747-1-1010001	CLAIM ON CASH	250.80	510.09	760.89
	TOTAL 747-PARNELL		250.80	510.09	760.89
<u>748-PRESTON TOWNSHIP</u>					
	748-1-1010001	CLAIM ON CASH	653.01	1,016.36	1,669.37
	TOTAL 748-PRESTON TOWNSHIP		653.01	1,016.36	1,669.37
<u>749-RICHLAND TOWNSHIP</u>					
	749-1-1010001	CLAIM ON CASH	408.42	(176.62)	231.80
	TOTAL 749-RICHLAND TOWNSHIP		408.42	(176.62)	231.80
<u>750-STATE FINES</u>					
	750-1-1010001	CLAIM ON CASH	115,213.88	7,730.80	122,944.68
	TOTAL 750-STATE FINES		115,213.88	7,730.80	122,944.68
<u>751-CONTRACT LAW FUND</u>					
	751-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 751-CONTRACT LAW FUND		0.00	0.00	0.00

BROOKINGS COUNTY
 CASH BALANCES REPORT
 AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>752-CONTRACT LAW FUND</u>					
	752-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 752-CONTRACT LAW FUND		0.00	0.00	0.00
<u>753-SHERMAN TOWNSHIP</u>					
	753-1-1010001	CLAIM ON CASH	0.00	396.14	396.14
	TOTAL 753-SHERMAN TOWNSHIP		0.00	396.14	396.14
<u>754-BIG SIOUX</u>					
	754-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 754-BIG SIOUX		0.00	0.00	0.00
<u>755-SALES TAX</u>					
	755-1-1010001	CLAIM ON CASH	0.30	0.66	0.96
	TOTAL 755-SALES TAX		0.30	0.66	0.96
<u>756-FIRE INSURANCE</u>					
	756-1-1010001	CLAIM ON CASH	(0.01)	0.00	(0.01)
	TOTAL 756-FIRE INSURANCE		(0.01)	0.00	(0.01)
<u>757-SPECIAL HIWAY (14%)</u>					
	757-1-1010001	CLAIM ON CASH	29,849.87	(14,051.56)	15,798.31
	TOTAL 757-SPECIAL HIWAY (14%)		29,849.87	(14,051.56)	15,798.31
<u>758-UPPER DEER</u>					
	758-1-1010001	CLAIM ON CASH	30.54	10.71	41.25
	TOTAL 758-UPPER DEER		30.54	10.71	41.25
<u>759-BROOKINGS FIRE ASSOC</u>					
	759-1-1010001	CLAIM ON CASH	414,534.61	0.00	414,534.61
	TOTAL 759-BROOKINGS FIRE ASSOC		414,534.61	0.00	414,534.61
<u>760-STERLING TOWNSHIP</u>					
	760-1-1010001	CLAIM ON CASH	166.91	828.53	995.44
	TOTAL 760-STERLING TOWNSHIP		166.91	828.53	995.44
<u>761-SHERIFF TRUST</u>					
	761-1-1010001	CLAIM ON CASH	5,551.11	29,179.50	34,730.61
	TOTAL 761-SHERIFF TRUST		5,551.11	29,179.50	34,730.61
<u>762-WETLAND</u>					
	762-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 762-WETLAND		0.00	0.00	0.00
<u>763-REGISTER OF DEEDS</u>					
	763-1-1010001	CLAIM ON CASH	160.00	0.00	160.00
	TOTAL 763-REGISTER OF DEEDS		160.00	0.00	160.00

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>764-TRENTON TOWNSHIP</u>					
	764-1-1010001	CLAIM ON CASH	<u>881.19</u>	<u>66.21</u>	<u>947.40</u>
	TOTAL 764-TRENTON TOWNSHIP		881.19	66.21	947.40
<u>765-VOLGA TOWNSHIP</u>					
	765-1-1010001	CLAIM ON CASH	<u>1,131.07</u>	<u>4,452.97</u>	<u>5,584.04</u>
	TOTAL 765-VOLGA TOWNSHIP		1,131.07	4,452.97	5,584.04
<u>766-LAW LIBRARY FUND</u>					
	766-1-1010001	CLAIM ON CASH	<u>7,398.23</u>	<u>379.00</u>	<u>7,777.23</u>
	TOTAL 766-LAW LIBRARY FUND		7,398.23	379.00	7,777.23
<u>767-WINSOR TOWNSHIP</u>					
	767-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>763.44</u>	<u>763.44</u>
	TOTAL 767-WINSOR TOWNSHIP		0.00	763.44	763.44
<u>768-STATEWIDE 24/7 SOBRIETY</u>					
	768-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>3,048.00</u>	<u>3,048.00</u>
	TOTAL 768-STATEWIDE 24/7 SOBRIETY		0.00	3,048.00	3,048.00
<u>769-BANK FRANCHISE</u>					
	769-1-1010001	CLAIM ON CASH	<u>1,414.20</u>	<u>0.00</u>	<u>1,414.20</u>
	TOTAL 769-BANK FRANCHISE		1,414.20	0.00	1,414.20
<u>770-TAX SALE REDEMPTION</u>					
	770-1-1010001	CLAIM ON CASH	<u>13,521.20</u>	<u>(8,904.69)</u>	<u>4,616.51</u>
	TOTAL 770-TAX SALE REDEMPTION		13,521.20	(8,904.69)	4,616.51
<u>771-WIND TOWERS</u>					
	771-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 771-WIND TOWERS		0.00	0.00	0.00
<u>775-ROD Relief Flow-Thru Fund</u>					
	775-1-1010001	Claim on Cash	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	775-1-1010010	Claim on Cash	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 775-ROD Relief Flow-Thru Fund		0.00	0.00	0.00
<u>780-DAKOTACARE</u>					
	780-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 780-DAKOTACARE		0.00	0.00	0.00
<u>781-River Ridge</u>					
	781-1-1010001	claim on cash	<u>175.31</u>	<u>(56.25)</u>	<u>119.06</u>
	TOTAL 781-River Ridge		175.31	(56.25)	119.06

BROOKINGS COUNTY
 CASH BALANCES REPORT
 AS OF: MARCH 31ST, 2016

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<hr/>					
<u>782-Meyer's Second Addition</u>					
	782-1-1010001	Claim on Cash	<u>0.00</u>	<u>152.89</u>	<u>152.89</u>
	TOTAL 782-Meyer's Second Addition		0.00	152.89	152.89
<u>783-BRIDLE ESTATES SANT</u>					
	783-1-1010001	CLAIM ON CASH	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	TOTAL 783-BRIDLE ESTATES SANT		0.00	0.00	0.00
<u>784-Lake Hendricks Road</u>					
	784-1-1010001	Claim on Cash	<u>0.00</u>	<u>1,349.04</u>	<u>1,349.04</u>
	TOTAL 784-Lake Hendricks Road		0.00	1,349.04	1,349.04
<hr/>					
TOTAL CASH BALANCES			<u>16,474,041.09</u>	<u>322,907.62</u>	<u>16,796,948.71</u>
			=====	=====	=====

*** END OF REPORT ***

Fund Balance

March 31, 2016

101-General Fund

Nonspendable Fund Balance-Inventory	\$0.00
Restricted Fund Balance-Debt Service	\$0.00
Committed Fund Balance	\$0.00
Operating Transfer In	\$0.00
Assigned Fund Balance-Subsequent Year's Budget	\$0.00
Assigned Fund Balance-Administration Building	\$0.00
Assigned Fund Balance-Highway Projects	\$614,101.00
Assigned Fund Balance-Econ Dvlpmnt Hwy Prjcts	\$4,750,000.00
Assigned Fund Balance-Courthouse Remodel	\$0.00
Unassigned Fund Balance	\$3,470,098.93
Total	\$8,834,199.93

201-Road & Bridge Fund

Nonspendable Fund Balance-Inventory	\$252,465.35
Restricted Fund Balance-Road Purposes	\$186,619.41
Restricted Fund Balance-Snow Removal	\$334,620.30
Assigned Fund Balance-Subsequent Year's Budget	
Assigned Fund Balance-Road Purposes	\$3,093,519.10
Total	\$3,867,224.16

207-E911 Fund

Restricted Fund Balance-911 Purposes	-\$23,282.00
Assigned Fund Balance-911 Purposes	\$105,340.52
Total	\$82,058.52

226-Emergency Management

Restricted Fund Balance-Emergency Management	
Assigned Fund Balance-Subsequent Year's Budget	\$65,926.00
Assigned Fund Balance-Emergency Management	-\$47,346.54
Total	\$18,579.46

229-Domestic Abuse Fund

Restricted Fund Balance-Domestic Abuse	\$4,486.00
Assigned Fund Balance-Domestic Abuse	\$0.00
Total	\$4,486.00

237-Contract Law Enforcement

Restricted Fund Balance-Contract Law	\$0.00
Assigned Fund Balance-Contract Law	\$0.00
Total	\$0.00

248-24/7 Program

Restricted Fund Balance-24/7 Sobriety	\$221,544.52
Assigned Fund Balance-24/7 Sobriety	\$0.00
Total	\$221,544.52

250-Register of Deeds Relief Fund

Restricted for ROD Relief Fund	\$51,957.01
Total	\$51,957.01

301-County Building Fund

Restricted Fund Balance-County Building	\$731,230.21
Operating Transfer In	\$418,985.00
Assigned Fund Balance-Courthouse Building Purposes	\$0.00
Assigned Fund Balance-Administration Building	\$0.00
Assigned Fund Balance-Juvenile Detention Center	\$150,000.00
Assigned Fund Balance-Detention Center	\$2,000,000.00
Total	\$3,300,215.21

302-Administrative Building Project

Restricted Fund Balance-Capital Projects	\$0.00
Assigned Fund Balance-Subsequent Year's Budget	\$0.00
Assigned Fund Balance-Capital Projects	\$0.00
Total	\$0.00

304-CH Building Remodel

Restricted Fund Balance-Capital Projects	\$0.00
Assigned Fund Balance-Subsequent Year's Budget	\$0.00
Assigned Fund Balance-Capital Projects	\$0.00
Total	\$0.00

401-Debt Service

Restricted Fund Balance-Debt Service	\$0.00
Restricted Fund Balance-TIF Reserve	\$0.00
Total	\$0.00

**BROOKINGS COUNTY
GENERAL FUND SURPLUS ANALYSIS
DATE March 31, 2016**

The amount of General Fund dollars that counties can retain as surplus is restricted by SDCL 7-21-18.1 which states: "The total unreserved, undesignated fund balance of the general fund may not exceed forty percent of the total amount of all general fund appropriations contained in the budget for the next fiscal year. The total unreserved, undesignated fund balance of the general fund of the county as of March thirty-first and September thirtieth shall be published in the minutes of the proceedings of the board of county commissioners and reported to the Department of Legislative Audit. The report shall be on forms prescribed by the Department of Legislative Audit."

The following analysis should be completed as of March thirty-first and September thirtieth of each year. Thereafter, the unreserved, undesignated fund balance amount should be published in the minutes of the governing board. This analysis should also be filed with the Department of Legislative Audit.

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:

Assets:

10100 Cash	\$ 6,283,564.92
10200 Cash Change	\$ 355.00
10300 Petty Cash	\$ 400.00
10400 Interest Bearing Accounts	_____
10500 Savings Certificates	_____
10600 Cash with Fiscal Agent	_____
10700 Restricted Cash in Banks	_____
10800 Taxes Receivable--Current	\$ 10,271,779.23
11000 Taxes Receivable--Delinquent	\$ 14,013.14
11XXX Other Receivables	\$ 2,079.70
12800 Notes Receivable	_____
13100 Due from Other fund	_____
13200 Due from Other Government	_____
13300 Advance to Other Fund	_____
14100 Inventory of Supplies	_____
15100 Investments	_____
1XXXX Other Assets	_____

Deferred Outflows of Resources:

19800 Other Deferred Outflows of Resources	_____
--	-------

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

\$ 16,572,191.99 *

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:

Liabilities:

20100 Claims Payable	_____
20200 Accounts Payable	\$ 247.81
20800 Due to Other Funds	_____
20900 Due to Other Governments	_____

GENERAL FUND SURPLUS ANALYSIS

21600 Accrued Wages Payable	\$ 65.80
21700 Payroll Withholding Payable	\$ 10,285,792.37
22300 Unearned Revenue	\$ 10,285,792.37
2XXXX Other liabilities	\$ 10,285,792.37

Deferred Inflows of Resources:

- 25000 Unavailable Revenue--Property Taxes
- 25100 Unavailable Revenue--Special Assessments
- 25200 Other Deferred Inflows of Resources

Fund Balances:

27300 Nonspendable	_____
27400 Restricted	_____
27500 Committed	_____
27600 Assigned	\$ 5,364,101.00
27601 Subsequent Year's Budget (GF Budget's Cash Applied amount)	
<i>(choose one of the following amounts based on filing date)</i>	
March = 75% of GF's cash applied in current budget	_____
September = 25% of GF's cash applied in current budget + 100% of GF's cash applied in next year's budget.	\$ 302,907.00
December = 100% of GF's cash applied in next year's budget.	_____
27602 Capital Outlay Accumulations	_____
276XX _____	_____
276XX _____	_____
27700 Unassigned	\$ 619,078.01 **

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES

	\$ 16,572,191.99 *
--	--------------------

Following Year's General Fund Budget (use current year for March analysis)	\$ 12,675,898.00
---	------------------

The unassigned fund balance, account 27700, divided by the following year's General Fund budget resulting in the fund balance percentage	4.88%
--	-------

* Note: Total Assets and Deferred Outflows of Resources has to be equal to Total Liabilities, Deferred Inflows of Resources, and Fund Balances. Boxed #'s have to be the same.

** Note: Assigned F/B should not cause a negative unassigned fund balance. If so, may need to reevaluate assignments and/or reduce assignments to eliminate negative unassigned. Restricted fund balance can cause a negative unassigned fund balance as restrictions can not be reduced.

MARCH 16 MOTOR V COLLECTIONS AND BREAKDOWNS

Grand Total MV Collected	\$629,859.06
Motor Vehicle Monies Sent to State	\$454,227.72
Monies That Get Apportioned	\$175,631.34

Breakdown of MV Fees within the County

	County	Townships	Towns	Total
Wheel Tax	\$43,089.38	\$5,386.17	\$5,386.17	\$53,861.72
14% Special Highway to Townships		\$39,963.08		\$39,963.08
5% Muncipal to Cities			\$14,272.53	\$14,272.53
22.5% MV to County Road & Bridge Fund	\$64,226.38			\$64,226.38
Lien Fees And Misc Fees to County General Fund	\$3,307.63			\$3,307.63
63.75% Mobile Home Revenue	\$0.00			\$0.00
Total	\$110,623.39	\$45,349.25	\$19,658.70	\$175,631.34

March Internet/Terminal Renewals	Collected	County's Portion
241 Internet Renewals & SS Terminals (included in totals above)	\$20,691.87	\$9,844.96

OTHER MONIES FROM STATE THAT WERE APPORTIONED OUT

	In Lieu of Taxes	25% to Cities		
County	\$1,319.63			
Townships				
Cities	\$1,343.97	\$4,700.74		
School Districts	\$4,704.64			
Water District	\$8.11			
TOTALS	\$7,376.35	\$4,700.74	\$0.00	\$0.00

Fine Monies	\$49,389.59	Divided among schools based on enrollment
--------------------	--------------------	---

MARCH 2016 TAX BREAKDOWN

Tax Dollars Stay With County	\$334,352.84
Distress Warrant Fees	\$975.00
Advertising & Tax Cert Fees	\$144.50
Total County	\$335,472.34
Townships	\$27,300.31
Cities	\$104,396.63
Schools	\$745,934.78
East Dakota Water	\$2,020.65
Special Assessments	\$33,204.04
TIF Collections	\$8,004.06
GRAND TOTAL TAX \$\$ COLLECTED	\$1,256,332.81

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2016

101-GENERAL FUND
FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	11,129,889.00	327,156.33	758,600.79	6.82	10,371,288.21
LICENSES & PERMITS	55,400.00	3,175.00	13,033.00	23.53	42,367.00
INTERGOVERNMENTAL	593,375.00	51,025.17	121,872.07	20.54	471,502.93
CHARGES FOR GOODS & SERV	1,048,211.80	90,686.32	260,697.60	24.87	787,514.20
FINES & FORFEITS	45,000.00	6,605.00	12,920.50	28.71	32,079.50
MISC. REVENUE	72,000.00	6,190.31	27,472.46	38.16	44,527.54
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	12,943,875.80	484,838.13	1,194,596.42	9.23	11,749,279.38
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
COMMISSIONERS	408,491.43	27,064.46	87,861.08	21.51	320,630.35
CONTINGENCY	633,720.00	0.00	0.00	0.00	633,720.00
ELECTIONS	115,625.65	3,005.62	31,465.28	27.21	84,160.37
JUDICIAL SYSTEM	504,500.00	60,707.64	129,055.73	25.58	375,444.27
FINANCE OFFICE	526,133.74	41,160.50	121,721.08	23.14	404,412.66
STATES ATTORNEY	666,127.64	47,937.56	154,652.68	23.22	511,474.96
TEEN COURT	25,000.00	0.00	25,000.00	100.00	0.00
COUNTY BUILDING	441,944.47	31,206.27	89,159.28	20.17	352,785.19
DIRECTOR OF EQUALIZATION	509,251.84	30,468.46	132,917.40	26.10	376,334.44
REGISTER OF DEEDS	210,490.35	16,085.83	49,357.33	23.45	161,133.02
VETERAN'S SERVICE	77,217.58	5,434.59	17,047.80	22.08	60,169.78
PREDATORY ANIMAL CONTROL	7,825.00	0.00	0.00	0.00	7,825.00
TECHNOLOGY	347,151.64	13,008.65	117,945.19	33.98	229,206.45
HUMAN RESOURCES	107,988.99	6,825.47	21,660.08	20.06	86,328.91
SHERIFF'S OFFICE	1,419,382.88	96,462.56	327,473.03	23.07	1,091,909.85
COUNTY JAIL	1,143,412.79	94,812.79	269,475.58	23.57	873,937.21
CORONER	35,960.00	1,124.54	2,402.62	6.68	33,557.38
JUVENILE DETENTION	54,000.00	9,900.00	15,097.40	27.96	38,902.60
HUMANE SOCIETY	10,000.00	0.00	10,000.00	100.00	0.00
FIRE DEPARTMENT TRUST	100,000.00	0.00	0.00	0.00	100,000.00
DRAINAGE COMMISSION	1,600.00	12.60	172.30	10.77	1,427.70
E-911	125,000.00	0.00	125,000.00	100.00	0.00
POOR RELIEF	233,502.69	22,541.20	44,954.18	19.25	188,548.51
FOOD PANTRY	6,000.00	0.00	6,000.00	100.00	0.00
COMMUNITY HEALTH NURSE	64,594.75	5,606.69	16,857.66	26.10	47,737.09
HOSPITAL FUNDING	750,000.00	0.00	750,000.00	100.00	0.00
WIC	18,881.36	0.00	39.00	0.21	18,842.36
UNITED RETIREMENT CENTER	0.00	0.00	0.00	0.00	0.00
BATA	47,000.00	0.00	47,000.00	100.00	0.00
ICAP	12,137.00	0.00	3,034.25	25.00	9,102.75
DOMESTIC ABUSE	40,000.00	0.00	40,000.00	100.00	0.00
BEHAVIORAL HEALTH	62,000.00	4,212.83	9,735.68	15.70	52,264.32
ADVANCE	35,000.00	35,000.00	35,000.00	100.00	0.00
ECMH-CD	55,000.00	0.00	55,000.00	100.00	0.00

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

01-GENERAL FUND
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
PUBLIC LIBRARIES	23,450.00	7,575.00	7,575.00	32.30	15,875.00
HISTORICAL MUSEUM	4,000.00	0.00	4,000.00	100.00	0.00
OTHER	0.00	0.00	0.00	0.00	0.00
BOYS & GIRLS CLUB	0.00	0.00	0.00	0.00	0.00
GLACIAL LAKES	0.00	0.00	0.00	0.00	0.00
SENIOR COMPANION	2,300.00	0.00	2,300.00	100.00	0.00
MENTORING	5,000.00	0.00	5,000.00	100.00	0.00
COUNTY EXTENSION	146,969.84	25,348.05	39,205.55	26.68	107,764.29
BROOKINGS CONS DISTRICT	25,000.00	0.00	25,000.00	100.00	0.00
WEED CONTROL	293,937.79	8,882.88	33,662.93	11.45	260,274.86
PLANNING & ZONING	175,638.92	13,311.31	40,967.25	23.32	134,671.67
1ST DISTRICT	40,431.00	0.00	10,107.73	25.00	30,323.27
ECONOMIC DEVELOPMENT	65,000.00	0.00	65,000.00	100.00	0.00
TRANSFERS OUT	<u>3,099,229.00</u>	<u>0.00</u>	<u>774,807.25</u>	<u>25.00</u>	<u>2,324,421.75</u>
TOTAL EXPENDITURES	12,675,896.35	607,695.50	3,742,710.34	29.53	8,933,186.01
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	267,979.45	(122,857.37)	(2,548,113.92)		2,816,093.37

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

01-ROAD & BRIDGE FUND
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	550,000.00	53,861.73	182,645.11	33.21	367,354.89
LICENSES & PERMITS	9,000.00	1,470.00	2,120.00	23.56	6,880.00
INTERGOVERNMENTAL	2,110,225.00	64,226.37	622,012.28	29.48	1,488,212.72
CHARGES FOR GOODS & SERV	51,644.00	4,346.85	507,971.57	983.60	(456,327.57)
MISC. REVENUE	13,750.00	2,036.94	4,736.58	34.45	9,013.42
OTHER FINANCING SOURCES	<u>3,100,000.00</u>	<u>16.00</u>	<u>750,272.70</u>	<u>24.20</u>	<u>2,349,727.30</u>
TOTAL REVENUES	5,834,619.00	125,957.89	2,069,758.24	35.47	3,764,860.76
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
HIGHWAY ADMINISTRATION	5,985,222.40	168,531.19	532,295.32	8.89	5,452,927.08
	<u>108,000.00</u>	<u>13,632.25</u>	<u>29,401.74</u>	<u>27.22</u>	<u>78,598.26</u>
TOTAL EXPENDITURES	6,093,222.40	182,163.44	561,697.06	9.22	5,531,525.34
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(258,603.40)	(56,205.55)	1,508,061.18		(1,766,664.58)

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

07-E-911 FUND
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	303,000.00	25,677.45	76,580.22	25.27	226,419.78
MISC. REVENUE	0.00	32.30	51.88	0.00	(51.88)
OTHER FINANCING SOURCES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	303,000.00	25,709.75	76,632.10	25.29	226,367.90
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
911 SERVICES	<u>303,000.00</u>	<u>0.00</u>	<u>76,679.91</u>	<u>25.31</u>	<u>226,320.09</u>
TOTAL EXPENDITURES	303,000.00	0.00	76,679.91	25.31	226,320.09
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	25,709.75	(47.81)		47.81

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

26-EMERGENCY MANAGEMENT
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	44,000.00	0.00	2,417.35	5.49	41,582.65
CHARGES FOR GOODS & SERV	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	100.00	8.89	22.07	22.07	77.93
OTHER FINANCING SOURCES	<u>59,272.00</u>	<u>0.00</u>	<u>21,568.00</u>	<u>36.39</u>	<u>37,704.00</u>
TOTAL REVENUES	103,372.00	8.89	24,007.42	23.22	79,364.58
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
EMERGENCY & DISASTER SERV	<u>130,371.63</u>	<u>7,526.73</u>	<u>23,987.21</u>	<u>18.40</u>	<u>106,384.42</u>
TOTAL EXPENDITURES	130,371.63	7,526.73	23,987.21	18.40	106,384.42
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	(26,999.63)	(7,517.84)	20.21		(27,019.84)

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

29-DOMESTIC ABUSE FUND
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
LICENSES & PERMITS	7,300.00	390.00	900.00	12.33	6,400.00
CHARGES FOR GOODS & SERV	<u>2,000.00</u>	<u>175.00</u>	<u>600.00</u>	<u>30.00</u>	<u>1,400.00</u>
TOTAL REVENUES	9,300.00	565.00	1,500.00	16.13	7,800.00
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
DOMESTIC ABUSE	<u>9,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,300.00</u>
TOTAL EXPENDITURES	9,300.00	0.00	0.00	0.00	9,300.00
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	565.00	1,500.00		(1,500.00)

BROOKINGS COUNTY
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: MARCH 31ST, 2016

48-24/7 PROGRAM
 FINANCIAL SUMMARY

25.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	14,000.00	12,745.70	12,745.70	91.04	1,254.30
CHARGES FOR GOODS & SERV	45,000.00	5,241.00	12,250.00	27.22	32,750.00
MISC. REVENUE	0.00	99.20	245.63	0.00	(245.63)
TOTAL REVENUES	59,000.00	18,085.90	25,241.33	42.78	33,758.67
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
COUNTY JAIL	53,060.00	5,212.92	12,421.61	23.41	40,638.39
TOTAL EXPENDITURES	53,060.00	5,212.92	12,421.61	23.41	40,638.39
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	5,940.00	12,872.98	12,819.72		(6,879.72)

Aged Accounts Receivable Report-March 2016

County Liens

6,098 Accounts in the Report

Current	\$109,901.13
30 days	\$31,075.91
60 days	\$34,164.18
90 days	\$67,004.53
over 120 days	\$5,469,512.89
Total	\$5,711,658.64

Court Appointed Attorney Fees	\$2,859,901.40
Civil Judgement Lien	\$197,316.18
Care of Poor	\$2,266,020.45
Involuntary Mental Illness	\$12,799.42
Voluntary Mental Illness	\$205,407.62
Prisoner Meds	\$150,565.34
Restitution (psycho sexual evals)	\$2,416.50
Transcripts	\$19,281.70
Other	(\$2,049.97)
Total	\$5,711,658.64

Jail Costs

1,790 Accounts in the Report

Current	\$17,463.64
30 days	\$9,409.56
60 days	\$1,929.41
90 days	\$6,095.59
over 120 days	\$830,916.85
Total	\$865,815.05

CAA	\$0.00
Jail Costs	\$740,235.73
Prison Meds	\$130,414.13
Other	(\$4,834.81)
Total	\$865,815.05

Juvenile Detention

557 Accounts in the Report

Current	(\$931.42)
30 days	\$0.00
60 days	\$0.00
90 days	\$0.00
over 120 days	\$816,436.06
Total	\$815,504.64

Juveniles	\$816,436.06
Other	(\$931.42)
Total	\$815,504.64



Brookings County Finance Office

Vicki Buseth, Finance Officer

520 3rd Street Suite 100 ♦ Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

April 11, 2016

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Transfer money to Fire Fund

In 2015 the Sheriff's office closed out a checking account for Search and Rescue in the amount of \$21.69 that was deposited into the General Fund. The County also received 2 checks in 2015 through the Clerk of Courts for monies order to pay back for a search and rescue in the amount of \$58.03 which we also deposited in the County's General Fund. The actual expenses for the search and rescue was done by the Fire Departments and they are asking for these monies to be returned to them because it was their expense. We have checked with Legislative Audit and we can do this but it has to be approved by the Commission so asking for your permission to move \$79.72 from account # 101-4-221-4290 (General Fund) into 759-3-339-0100 (Fire Fund).

If you have any questions please let me know.

Thank you,

A handwritten signature in black ink that reads "Vicki Buseth". The signature is written in a cursive, flowing style.

Vicki Buseth



Brookings County Finance Office

Vicki Buseth, Finance Officer

520 3rd Street Suite 100 ♦ Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

April 11, 2016

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Tax Deed Property in Sinai

Brookings County took possession of a property in Sinai by Tax Deed on October 22, 2015 for non-payment of property taxes for the years 2010 pay 11 (2nd Half), 2011 pay 12, 2012 pay 13, 2013 pay 14, and 2014 pay 15 in the amount of \$2858.84. I am bringing this to the Brookings County Commission so this property can be declared surplus and disposed of. Normally in these cases the County decides to offer the property at public auction but this is the Commission's decision to tell us how to proceed with this property.

The legal is:

Lot Nine (9) in Block Two (2) of Pleasant Heights Second Addition to the Town of Sinai, Brookings County, South Dakota

Parcel number is: 35400-00200-009-00.

I have included a copy of the tax deed and a map and information on the property. The owner of the property is deceased and no one has lived in this house for a number of years.

If you have any questions please let me know.

Thank you,

A handwritten signature in black ink that reads "Vicki Buseth". The signature is written in a cursive style with a large initial "V".

Vicki Buseth

Prepared by:
Abigail A. Howard
Brookings County Chief Deputy States Attorney
520 3rd St., Suite 330
Brookings, SD 57006
(605) 692-8606



TAX DEED

STATE OF SOUTH DAKOTA COUNTY OF BROOKINGS

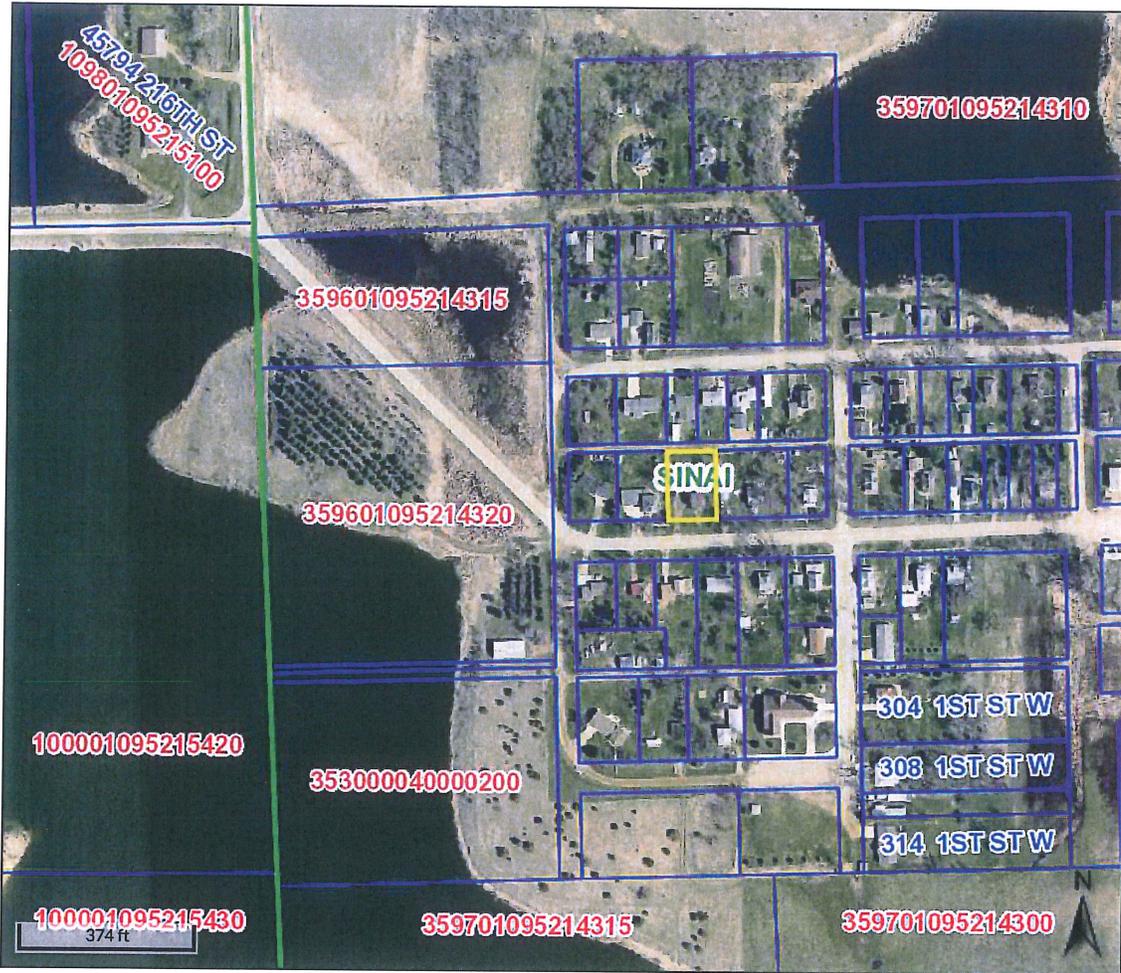
FILED THIS OCT 22 2015
AT 9:00 O'CLOCK A.M. BOOK 149 PAGES 860
Beverly Chapman
REGISTER OF DEEDS 2p 80

WHEREAS, BROOKINGS COUNTY, SOUTH DAKOTA, has in its possession a certificate of tax sale, bearing the date of the 19th day of December, 2011, signed by VICKI BUSETH, who at the last-mentioned date was the Finance Officer of Brookings County, South Dakota, from which it appears that BROOKINGS COUNTY, SOUTH DAKOTA, did purchase the hereinafter described real property at a public auction, there being no bidders for the same, at the place prescribed by law in said county, which property was sold to BROOKINGS COUNTY, SOUTH DAKOTA for the sum of \$345.24 being the amount due thereon for the non-payment of taxes, penalties, interest and costs for the year 2010, and that the said BROOKINGS COUNTY, SOUTH DAKOTA is the legal owner of such certificate of tax sale; that such real property has not been redeemed from such sale; that notice of the expiration of the right to redeem from such sale has been given as required by law; that sixty days have expired since the completed service of such notice; that there are no prior tax sale certificates held by the County on such real property; and that such real property was legally liable for taxation, had been duly assessed and properly charged on the tax lists for the year 2010, and that the same had been legally advertised for sale and was bid off on the 19th day of December, 2011.

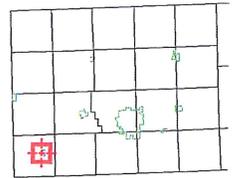
Now therefore, this indenture made this 30 day of September, 2015, between the State of South Dakota, by VICKI BUSETH, Finance Officer of said County, party of the first part, and the said BROOKINGS COUNTY, SOUTH DAKOTA, of 520 3rd Street, Brookings, South Dakota 57006, party of the second part, Witnesseth: that the said party of the first part, for and in consideration for the premises and the sum of one dollar in hand paid, has granted, bargained, and sold and by these presents does grant, bargain, sell and convey unto the said party of the second part, BROOKINGS COUNTY, SOUTH DAKOTA, its heirs and assigns, forever, the real property mentioned in such certificate and described below as follows, to-wit:

Lot Nine (9) in Block Two (2) of Pleasant Heights Second Addition to the Town of Sinai, Brookings County, South Dakota.

To have and to hold with the appurtenances thereto belonging, to the said party of the second part, BROOKINGS COUNTY, SOUTH DAKOTA, its heirs and assigns forever;



Overview



Legend

-  Brookings City Limits
-  City Limits
-  Township Boundar
-  Sections
-  Parcels

Parcel ID	354000020000900	Alternate ID	n/a	Owner Address	BROOKINGS COUNTY SOUTH DAKOTA
Sec/Twp/Rng	--	Class	G		520 3RD ST STE 100
Property Address	106 MAIN AVE	Acreage	n/a		BROOKINGS SD 57006
	SINAI				
District	3505				
Brief Tax Description	PLEASANT HEIGHTS SECOND ADDN, LOT 9, BLOCK 2 100 X 140				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 4/11/2016

BeaconTM Brookings County, SD

Summary

Parcel ID 354000020000900
Property Address 106 MAIN AVE
Sec/Twp/Rng N/A
Brief PLEASANT HEIGHTS SECOND ADDN, LOT 9, BLOCK
Tax Description 2 100 X 140
 (Note: Not to be used on legal documents)

Comments
Class G
Tax District 3505
Gross Acres 0.00
\$/Acre N/A



Owners

Deed Holder
 BROOKINGS COUNTY SOUTH DAKOTA

520 3RD ST STE 100
 BROOKINGS SD 57006

Land

Gross Acres 0.00
Lot Size N/A

Building

Brookings County
Capital Asset Form
TRANSFERS, SURPLUS & DISPOSALS

Complete this form for all capital asset Transfers, Disposals, or items
declared surplus – sold, donated, salvaged, destroyed, trade-in, lost/stolen

Capital Assets include land, buildings, building improvements, machinery, equipment, computer software/hardware,
and infrastructure with a **useful life greater than one year** and **original cost greater than \$500.**

Transfer

Surplus

Disposal

Asset # & Description: B0007 12/31/1970
Highway Shop - Simi

Serial/VIN Number: NA

Model or Product:

To Dispose an Asset:
Types: Sold, Donated, Trade-In, Salvaged, Destroyed, Lost/Stolen Razed.

For Surplus: YES NO Disposal Date: 4-1-2016

To Transfer between Departments:

Transfer From:
Department:

Transfer To:
Department:

Location:

Location:

Date:

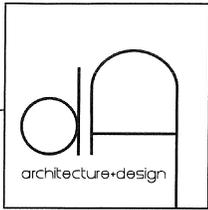
Finance Office Use Only

Surplus Sale Date:

Date Fixed Asset System Updated:

Asset Number:

Notes/Comments:



Maintenance Equipment Building
Brookings County Highway Department
Project: Brookings County, SD

Date: 2016.03.28

of Pages (including cover): 7

Copies:

- o Owner – Architect Agreement for Services

- | | | |
|----------------------|------------------|---|
| A) Approved | D) For Signature | <u>G) For Approval and Signature</u> |
| B) Approved As Noted | E) For your Use | H) See Note Below |
| C) Resubmit | F) As Requested | J) Returned |

NOTES:

Enclosed are two (2) copies of AIA Document B105 – 2007; Standard Form of Agreement Between Owner and Architect. Please sign both, retain one copy, and return one copy to the designArc office.

Respectfully Submitted,

Les Rowland, Project Architect



AIA[®]

Document B105[™] – 2007

Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project

AGREEMENT made as of the 28th day of March in the year 2016
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Brookings County, SD

and the Architect:
(Name, legal status, address and other information)

designArc LLC
408 4th Street
Brookings, SD 57006

for the following Project:
(Name, location and detailed description)

Maintenance Equipment Storage Building
Brookings County Highway Department
Sinai, SD

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

State or local law may impose requirements on contracts for home improvements. If this document will be used for Work on the Owner's residence, the Owner should consult local authorities or an attorney to verify requirements applicable to this Agreement.

Init.

ARTICLE 1 ARCHITECT'S RESPONSIBILITIES

The Architect shall provide architectural services for the Project as described in this Agreement in a manner consistent with locally accepted standards for professional skill and care. The Architect shall assist the Owner in determining consulting services required for the Project. The Architect's services include the following consulting services, if any:

Full civil, structural, mechanical, and electrical engineering.

During the Design Phase, the Architect shall review the Owner's scope of work, budget and schedule and reach an understanding with the Owner of the Project requirements. Based on the approved Project requirements, the Architect shall develop a design. Upon the Owner's approval of the design, the Architect shall prepare Construction Documents indicating requirements for construction of the Project and shall coordinate its services with any consulting services the Owner provides. The Architect shall assist the Owner in filing documents required for the approval of governmental authorities, in obtaining proposals and in awarding contracts for construction.

During the Construction Phase, the Architect shall act as the Owner's representative and provide administration of the Contract between the Owner and Contractor. The extent of the Architect's authority and responsibility during construction is described in AIA Document A105™-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Generally, the Architect's services during construction include interpreting the Contract Documents, reviewing the Contractor's submittals, visiting the site, reviewing and certifying payments, and rejecting nonconforming Work.

ARTICLE 2 OWNER'S RESPONSIBILITIES

The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the Project, and shall establish a budget that includes reasonable contingencies and meets the Project requirements. The Owner shall provide decisions and furnish required information as expeditiously as necessary for the orderly progress of the Project. The Architect shall be entitled to rely on the accuracy and completeness of the Owner's information. The Owner shall furnish consulting services not provided by the Architect, but required for the Project, such as surveying, which shall include property boundaries, topography, utilities, and wetlands information; geotechnical engineering; and environmental testing services. The Owner shall employ a Contractor, experienced in the type of Project to be constructed, to perform the construction Work and to provide price information.

ARTICLE 3 USE OF DOCUMENTS

Drawings, specifications and other documents prepared by the Architect are instruments of the Architect's service and are for the Owner's use solely with respect to this Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the Project or termination of this Agreement, the Owner's right to use the instruments of service shall cease. When transmitting copyright-protected information for use on the Project, the transmitting party represents that it is either the copyright owner of the information, or has permission from the copyright owner to transmit the information for its use on the Project.

ARTICLE 4 TERMINATION, SUSPENSION OR ABANDONMENT

In the event of termination, suspension or abandonment of the Project by the Owner, the Architect shall be compensated for services performed. The Owner's failure to make payments in accordance with this Agreement shall be considered substantial nonperformance and sufficient cause for the Architect to suspend or terminate services. Either the Architect or the Owner may terminate this Agreement after giving no less than seven days' written notice if the Project is suspended for more than 90 days, or if the other party substantially fails to perform in accordance with the terms of this Agreement.

ARTICLE 5 MISCELLANEOUS PROVISIONS

This Agreement shall be governed by the law of the place where the Project is located. Terms in this Agreement shall have the same meaning as those in AIA Document A105-2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project. Neither party to this Agreement shall assign the contract as a whole without written consent of the other.

Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or the Architect.

The Architect and Architect's consultants shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the Project site.

ARTICLE 6 PAYMENTS AND COMPENSATION TO THE ARCHITECT

The Architect's Compensation shall be:

Nineteen thousand six hundred dollars (\$19,600.00) plus applicable taxes.

The Owner shall pay the Architect an initial payment of zero (\$ 0.00) as a minimum payment under this Agreement. The initial payment shall be credited to the final invoice.

The Owner shall reimburse the Architect for expenses incurred in the interest of the Project, plus ten percent (10 %).

Payments are due and payable upon receipt of the Architect's monthly invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest from the date payment is due at the State legal rate prevailing at the principal place of business of the Architect.

At the request of the Owner, the Architect shall provide services not included in Article 1 for additional compensation. Such services may include providing or coordinating services of consultants not identified in Article 1; revisions due to changes in the scope, quality or budget; evaluating changes in the Work and Contractors' requests for substitutions of materials or systems; and services not completed within twelve (12) months of the date of this Agreement through no fault of the Architect.

ARTICLE 7 OTHER PROVISIONS

(Insert descriptions of other services and modifications to the terms of this Agreement.)

Services and reimbursables which are not included in this contract:

1. Costs associated with obtaining a site survey and soil/environmental testing.
2. Copy expenses associated with replication of the construction documents for purposes of bidding and construction administration.

This Agreement entered into as of the day and year first written above.

BROOKINGS COUNTY REPRESENTATIVE

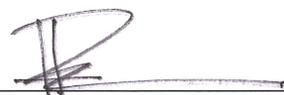
ARCHITECT

(Signature)

Ryan Krogman; Chairman
Brookings County Commission

(Printed name and title)

(Signature)


Les Rowland; Owner
designArc LLC

(Printed name and title)



Department of Transportation
Office of Project Development
700 E Broadway Avenue
Pierre, South Dakota 57501-2586 605/773-3268
FAX: 605/773-6608

April 6, 2016

Dick Birk
Brookings County Highway Superintendent
422 Western Ave.
Brookings, South Dakota 57006

Re: PP 3234(51), Brookings County, PCN 0505
34th Ave. east of Brookings, SD
DOT 197429L, MP 288.3, Mainline
Railroad Signals & Crossing Surface

Dear Dick:

Enclosed are two copies of the agreement for the installation of highway-rail grade crossing signals and precast concrete crossing surface material on 34th Avenue. Please arrange for County execution and return the two copies to this office for further processing. Please also include a copy of the Commission minutes or a resolution authorizing the Chairperson to sign the agreement. The minutes will be attached as Exhibit M to the agreement.

If you have any questions I can be reached at 773-5727.

Sincerely,
OFFICE OF PROJECT DEVELOPMENT

A handwritten signature in black ink that reads "Lance Birger".

Lance Birger
Highway and Rail Safety Engineer

cc: File

State of South Dakota
Project No. PP 3234(51)
Brookings County, PCN 0505
34th Ave. east of Brookings, SD
DOT 197429L, MP 288.3, Mainline

AGREEMENT

THIS AGREEMENT is between Brookings County, South Dakota, referred to in this Agreement as the "County," and the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "State."

BACKGROUND:

1. The County wants to rehabilitate the one (1) track highway-rail grade crossing, DOT 197429L, project number PP 3234(51), Brookings County, PCN 0505, located on County right-of-way on 34th Avenue, east of the city of Brookings, South Dakota, with the installation of highway-rail grade crossing signals with gates and the installation of forty-five feet (45') of precast concrete crossing surface material, in compliance with federal aid requirements; and,
2. The State is responsible to assure the Federal Highway Administration that federal aid requirements are met in order to receive federal participation in adjustment costs.

THE STATE AND THE COUNTY MUTUALLY AGREE AS FOLLOWS:

1. The State will notify the Rapid City, Pierre & Eastern Railway Company (RCPE), the owner of the railroad, and will negotiate an agreement as necessary for the County for the rehabilitation of the signals and crossing surface.
2. The County will provide the County's 10% share of the total project cost of the above referenced highway-rail project through a combination of County funds and donated match services as shown in the estimate attached to this Agreement as Exhibit "A" for labor, equipment, and materials provided by the County for the approach work. The State will authorize the remaining 90% of the total project cost from funds available under Section 130 of Title 23, United States Code.
3. Upon completion of the County's portion of the work, the County will provide to the State proper documentation of donated match service costs incurred through the County's labor, equipment, and materials to be applied to offset the County's 10% match, as indicated in Section 2 above. The State will credit the County's donated match service costs so incurred and as found eligible by an audit performed by the State, towards the County's 10% share of the project. If the County's project costs incurred are more than the County's 10% share of the total project cost,

the State will provide a check to the County for the County's costs incurred in excess of the County's 10% share of the total project cost. If the County's donated match service costs incurred are less than the County's 10% share of the total project cost the State will bill the County for the difference.

4. In order to receive credit for the donated match services as described in Section 2 above, the County will provide the following information to the State upon completion of the donated services:
 - A. The County will provide a daily labor record, containing the name of the person providing the service, dates the person worked, number of hours worked, the project number, and a description of the type of work performed. A sample form of the daily labor records is attached to this Agreement as Exhibit "B."
 - B. The County will provide a weekly labor record containing the name of the person providing the service, the gross hours worked, the regular hours worked, the overtime hours worked, the pay rate for both regular hours and overtime hours, the dates the person worked, a description of the type of work performed, and the project number. A sample form of the weekly labor record is attached to this Agreement as Exhibit "C."
 - C. The County will provide a daily equipment record containing a description of the equipment used, the name of the person that operated the equipment, the hours worked, the regular hours, the overtime hours, the standby hours, rate of the cost to use the equipment, the total amount of the donated equipment use, the project number, the dates the equipment was used, and the type of work done by the equipment. A sample form of the daily equipment record is attached to this Agreement as Exhibit "D."
 - D. The County will provide a daily materials record containing a description of the material, the quantity of the materials, an invoice for the purchase of the materials or an affidavit if the material was from previous stock, the cost per each item used, the total amount of the donated materials, the project number, the date the materials were used, and the type of work for which the materials were used. A sample form of the daily materials record is attached to this Agreement as Exhibit "E."
 - E. The County is not required to use the forms provided as exhibits, but must provide the information contained in the forms.
 - F. The County will calculate hourly rates for services as follows:
 - a. The County should base the value of donated County staff time on the staff person's base hourly wage, not including benefits or other added pay.
 - b. The value of donated equipment will be the County's standard equipment rate or the standard hourly rental rate at a local equipment rental establishment.
 - c. The County will provide receipts or proof of cost for fuel and other items for actual cost credit.

5. The estimated cost of the various items of donated match service costs to be performed by the County under this Agreement is \$2,290.00. The estimated cost of work to be performed by RCPE for the rehabilitation of the signals and crossing surface is \$317,596.78. The estimated cost for construction engineering performed by the State is \$1,500.00. The total estimated project cost is \$321,386.78. The estimated 10% County match is \$32,138.68.
6. The County will complete the County's work in a timely manner. Within 90 days after the completion of project, County is required to submit all eligible incurred costs and required project records specified in this Agreement.
7. The County will send all billings and records for the County's project costs to the Watertown Area Engineer, Matt Brey, South Dakota Department of Transportation, PO Box 1446, Watertown, South Dakota 57201-1446.
8. All project charges will be subject to audit in accordance with the State's current procedures and U.S. Office of Management and Budget (OMB) 2 CFR Part 200 Subpart F. The CFDA Number for these funds is 20.205. Allowable costs will be determined in accordance with 2 CFR Part 200.

The County will maintain accurate cost accounting systems for all costs incurred under this Agreement and clearly identified with activities performed under this Agreement.

Upon reasonable notice, the County will allow the State, through any authorized representative to have access to and the right to examine and copy all records, books, papers, or documents related to services rendered under this Agreement. County will keep these records clearly identified and readily accessible for a period of three (3) years after the date final payment under this Agreement is made and all other pending matters are closed.

If the County expends \$750,000 or more in federal funds during any County fiscal year covered, in whole or in part, under this Agreement, then the County will be subject to the single agency audit requirements of the US Office of Management and Budget (OMB) 2 CFR Part 200 Subpart F. If the County expends less than \$750,000 during any County Fiscal year, the State may perform a more limited program or performance audit related to the completion of Agreement objectives, the eligibility of services or costs and adherence to Agreement provisions.

9. The County may not use subcontractors to perform the services described in this Agreement without the State's express prior written consent. The County will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State, and to provide insurance coverage for the benefit of the State

and Railroad Company. The County will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

10. The County will maintain the approaches and pavement markings at said highway-rail grade crossing.
11. The County will notify the Watertown Area Engineer, Matt Brey, South Dakota Department of Transportation, PO Box 1446, Watertown, South Dakota 57201-1446, telephone 605-882-5166, Matt.Brey@state.sd.us when commencing, discontinuing, resuming, and upon completion of the work.
12. The County will not begin any work not covered by Exhibit "A" which increases the amount of the estimate without first notifying the State and obtaining the State's prior written approval that the work is necessary and eligible. The County will not exceed the estimate unless one of the two following conditions is met:
 - a. The State may allow an increase in the cost estimate when a change in construction plans is authorized by an approved Change Order issued by the State before such work is begun.
 - b. The State may allow a minor increase in the estimated cost, eligible for reimbursement, after completion of the work, when such increase is adequately supported by detailed billing and sufficient explanation. A final Change Order, when approved, will place the increase in line for audit and payment.
13. 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 solely from acts or omissions of the State, its officers, agents, or employees.
14. The County certifies, to the best of the County's knowledge and belief, that no Federal appropriated funds have been paid or will be paid, by or on the County's behalf to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of a federal contract, grant, loan, or

cooperative agreement. If any funds other than Federal appropriated funds have been paid or will be paid to any of the above mentioned parties, the County will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The County must require the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and all subrecipients must certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

15. 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 F.

This Agreement is binding upon the signatories not as individuals but solely in their capacities as officials of their respective organizations and acknowledges proper action of the State and the County to enter into same.

Brookings County, South Dakota

State of South Dakota
Department of Transportation

By: _____

By: _____

Its: County Commission Chairperson

Its: Project Development Engineer

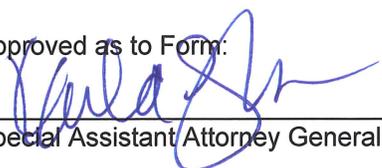
Date: _____

Date: _____

Attest:

Approved as to Form:

County Auditor/Clerk



Special Assistant Attorney General

(COUNTY SEAL)

Project 34th Ave RRJob No. Crossing Date _____

Your best value over time.

Brookings Courty in kind repair for 34th
Ave Railroad Crossing.

1. Patch (2) 10' x 30' x 4" asphalt surface
parallel to railroad crossing.

A. Remove existing surface

A1. Saw pavement 1 hour \$70.⁰⁰

A2. remove pavement with backhoe 1 hour \$120.⁰⁰

A3. Dumptruck to remove existing asphalt 1 hour \$80.⁰⁰

A4. spray crossing with tack oil 5 hour \$50.⁰⁰

B. Replace asphalt surface

B1. 4 men x 4 hours \$200.⁰⁰

B2. 1 dumptruck x 4 hours \$320.⁰⁰

B3. 1 steel face roller x 4 hours \$200.⁰⁰

B4. 1 skid loader to spread asphalt x 4 hours \$350.⁰⁰

C. Materials 10 ton of Asphalt Cement = \$900.⁰⁰

total project cost \$2,290.⁰⁰

EXHIBIT 1 of 1

W.O. 21214

**APPLICATION FOR OCCUPANCY
RIGHT-OF-WAY OF COUNTY HIGHWAYS**

To: The Board of County Commissioners Brookings County, South Dakota.

Application is made by Siox Valley Energy for occupancy of Right-of-Way

ADDRESS OF PROPOSED CONSTRUCTION

City/Township Name: Windsor, Section: 30 Quarter Section: NE NW SE SW
Street/Avenue of Construction: 207th ST, Nearest Intersection: 455th Ave
Distance from nearest intersection: 845' North South East West

A sketch showing the location must be attached.
The following information is pertinent to the proposed installation:

1. Intended usage New Underground Power line
2. Cable Type Underground
3. Outside Diameter or Pipe Size 2 1/2" Plastic
4. Method of Installation Directional Bore
5. Crossing Bituminous Roads 207th ST

*This installation will comply with the National Safety Code and all Federal Guidelines.
 *Warning signs will be installed where appropriate.
 *Ditches will be restored back to present condition.
 *Owner will move its buried cable or pipe, in case of road construction, at no cost to the County.
 *Prior to any road construction or maintenance within the County, the owner shall call South Dakota One-Call at 1-800-781-7474 for location of the facilities.

Signature of Applicant: [Signature] Date: 3-7-16
 Applicant Address: P.O. Box 216 Colman, SD 57017
 Phone: 605-256-1638 Fax: 605-256-1690

I Approve of this Application:
 Signature of Adjacent Landowner: _____ Date: _____
 (Owns property immediately adjacent to the public right-of-way that is affected by the Applicant's proposed installation)

Adjacent Landowner Address: _____
 Phone: _____ Fax: _____

Recommended for Approval:
 By: [Signature] Date: 04-07-2016
 (Brookings County Superintendent)

Approved: Board of County Commissioners
 By: _____ Date: _____
 (Commission Chairman)



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, Aero, GEBCO, AeroGRID, IGN, ICG, swisstopo, and the GIS User Community



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: 4-12/16 Appointment Applied For: District 2

Last Name: Vande Weerd First: Michael

Address: 46826 203rd ST

City: Bruce State: SD Zip Code: 57220

E-mail Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: 605-695-1178

Describe Why You are Interested In This Board: Was asked by a few people to consider serving on the zoning board. I have time and flexibility to do so and am knowledgeable in a lot of areas relevant to the task at hand.

Amount of Time Available: Self employed so can be very flexible.

List Any Relevant Educational Experience: Soyix Valley High School / FFA
parliamentary procedure (no ~~now~~ how to run meetings), Meat & Butchering
Trades (construction education), Lake Area Tech Diesel Technology
I was taught to find, diagnose, and fix problems, this is ~~is~~ a skill useful
for more than just repairing engines. It requires patience, proper
procedure, some times ~~repetition~~ repetition, and a lot of determination.

List Any Relevant Professional Experience: Have raised chickens, sheep, goats, dogs, horses,
stock cars and currently operate 1200 cow dairy with dad and brothers.
Have crop farming enterprise as well as custom chopping business.
Own rental houses, lots, and land. Worked A/B service for 5 plus
years & Shop manager for Cook's waste paper for 2 plus years.
I have constructed and partially designed my own parlor, poured
concrete & erected buildings.

Other Community Involvement/Activities/Service Organizations You Are Involved In: Sterling town ship
Supervisor for 16+ years, Brookings county town and townships board
since 2011, South Dakota state association of ~~the~~ Towns and Townships for
3rd year.

2016plat001 – April 5th, 2016

Prepared by Richard Haugen

April 6th, 2016 – The Brookings County Planning and Zoning Commission voted 9-ayes and 0-nays to recommend approval of plat 2016plat001 at the April 5th, 2016 meeting.

Applicant/Owner: Greg Pearson, 784 E Lake Hendricks Dr., Hendricks, MN 56136

Legal Description: “Plat of Block 1; Lots 1-5 in Block 1; and Block 2 of Pearson-Overby Addition An Addition in Government Lot 4 in Section 22-T112N-R47W of the 5th P.M., Brookings County, South Dakota.”

2016plat001: Greg Pearson has submitted a plat for non-lake front lots located on the south east side of Lake Hendricks. His preliminary plat was approved at the March 1st, 2016 meeting of the Brookings County Planning and Zoning Commission. He has now purchased the property and is platting; “Block 1; Lots 1-5 in Block 1 and Block 2” and will plat the rest of the lots that were on the preliminary plat, as they are sold. The current land use is agricultural and is being farmed. The lots meet or exceed the 20,000 square feet size for Lake Park - non lake front setback requirements of:

- 50 feet front yard,
- 50 feet rear yard,
- 8 feet side yard.

The lay of the land is rolling, with a hill crest in the middle and sloping to the north and the south ends. The property is not in the flood plain.

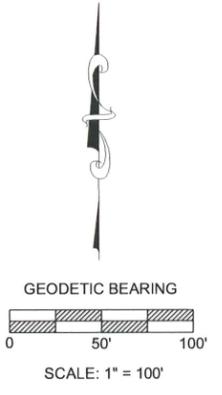
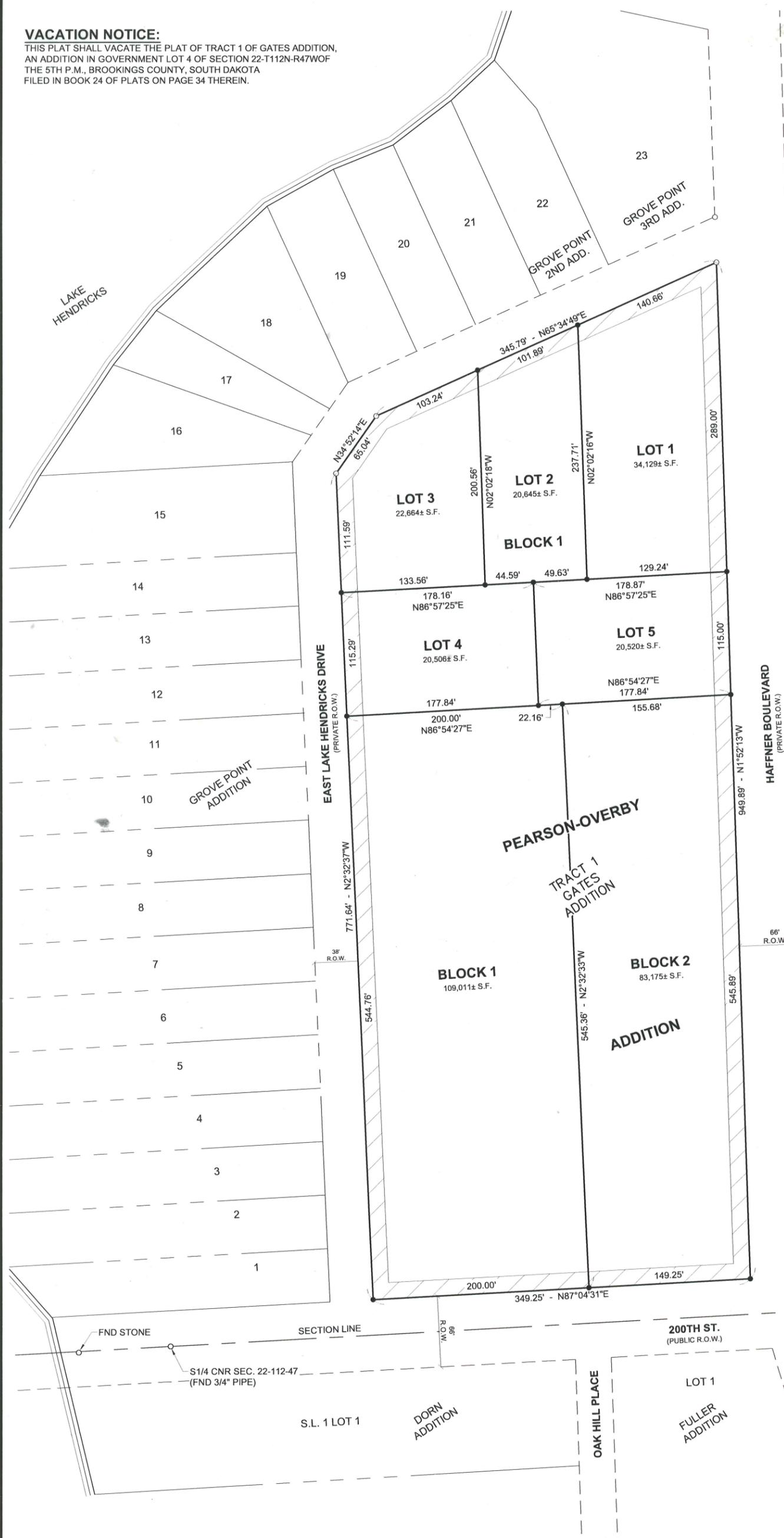
Approving the plat would provide additional lots for residential or accessory buildings in the Lake Park District.

Denying the plat request would keep the land at its current use.

PLAT OF BLOCK 1; LOTS 1-5 IN BLOCK 1; AND BLOCK 2 OF PEARSON-OVERBY ADDITION AN ADDITION IN GOVERNMENT LOT 4 OF SECTION 22-T112N-R47W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA

VACATION NOTICE:

THIS PLAT SHALL VACATE THE PLAT OF TRACT 1 OF GATES ADDITION, AN ADDITION IN GOVERNMENT LOT 4 OF SECTION 22-T112N-R47W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA FILED IN BOOK 24 OF PLATS ON PAGE 34 THEREIN.



LEGEND

- MONUMENT FOUND
- MONUMENT SET THIS SURVEY (5/8" REBAR WITH STAMPED PLASTIC CAP #11307)



SE CNR SEC. 22-112-47
(FND CAPPED REBAR 1.04'
NORTH OF CORNER)

PREPARED BY:
BANNER ASSOCIATES, INC.
409 22nd AVE. S.
BROOKINGS, SD 57006
(605) 692-6342
FEBRUARY 2016

SURVEYOR'S CERTIFICATE

I, Jonathan J. Bunkowske, a Professional Land Surveyor in the State of South Dakota, do hereby certify that I did, on or before **February 5, 2016**, at the request of the owner(s) listed hereon, survey a portion of that parcel of land described as **TRACT 1 OF GATES ADDITION**, and platted the same as shown on the above plat.

The same shall hereafter be known and described as **BLOCK 1; LOTS 1-10 IN BLOCK 1; AND BLOCK 2 OF PEARSON-OVERBY ADDITION AN ADDITION IN GOVERNMENT LOT 4 OF SECTION 22-T112N-R47W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA.**

I have surveyed the tract of land shown, and to the best of my knowledge and belief, said plat is an accurate representation of said survey.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 8th day of March, 20 16.



Jonathan J. Bunkowske
Professional Land Surveyor
Registration No. 11307
Banner Associates, Inc.
409 22nd Ave. S.
Brookings, South Dakota 57006
Telephone (605) 692-6342

OWNER'S CERTIFICATE

We, **ALL SEASONS STORAGE, LLC**, owners of a tract of land shown in the above plat, hereby certify that we did authorize and do join in and approve the above survey and plat, and that the development of this land shall conform to all existing applicable zoning, subdivision and erosion and sediment control regulations. There is hereby granted to the City of Brookings, or to the holder of any utility franchise, an easement at the locations shown in the above plat for the purpose of installing and maintaining any utility line. Any land shown in the above plat and designated as a street, road, alley, park or public ground is hereby dedicated to public use as such forever, but such dedication shall not be construed to be a donation of the fee of such land.

THIS PLAT SHALL VACATE THE TRACT 1 OF GATES ADDITION, AN ADDITION IN GOVERNMENT LOT 4 OF SECTION 22-T112N-R47W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA, FILED IN BOOK 24 OF PLATS ON PAGE 34 THEREIN.

IN WITNESS WHEREOF, we have executed this Owner's Certificate this 9th day of March, 20 16.

STATE OF South Dakota
COUNTY OF Brookings } SS

On this day, before me, the undersigned, a Notary Public, within and for the State and County aforesaid, personally appeared **Greg Pearson and Shane Overby as Organizers of All Seasons Storage, LLC**, acknowledged that they, being authorized so to do, executed the foregoing Owner's Certificate for the purpose therein contained.

IN WITNESS MY HAND AND SEAL THIS 9th day of March, 20 16.

Greg Pearson
Greg Pearson - Organizer
Shane Overby
Shane Overby - Organizer



CERTIFICATE OF HIGHWAY AUTHORITY

I, Kevin Buehler, (title) Vice President acting for Lake Hendricks Road Dist, hereby approve access as shown on the attached plat to the abutting public highway subject to all applicable laws, ordinances and permit requirements.

APPROVED THIS 9th DAY OF March, 20 16.

Kevin Buehler
Highway Authority

CERTIFICATE OF COUNTY PLANNING COMMISSION

Approved by the Brookings County Planning Commission on the _____ day of _____, 20 _____.

Chairman, Brookings County Planning Commission

RESOLUTION NO. _____

It was moved by _____, seconded by _____, motion carried that the plat of **BLOCK 1; LOTS 1-10 IN BLOCK 1; AND BLOCK 2 OF PEARSON-OVERBY ADDITION AN ADDITION IN GOVERNMENT LOT 4 OF SECTION 22-T112N-R47W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA**, as described above and hereon be approved and accepted and the Chairman is hereby instructed to endorse on such plat this resolution and to certify the same.

ATTEST:

Chairman, Board of Commissioners
Brookings County, South Dakota

DIRECTOR OF EQUALIZATION

I, _____, Director of Equalization, Brookings County, South Dakota, do hereby certify that a copy of the above plat has been filed at my office.

Director of Equalization, Brookings County, South Dakota

COUNTY FINANCE CERTIFICATE

I, _____, Finance Officer of Brookings County, South Dakota do hereby certify that all taxes which are liens upon the land shown in the above plat, as shown by the records in my office, have been paid in full.

Finance Officer, Brookings County, South Dakota

REGISTER OF DEEDS

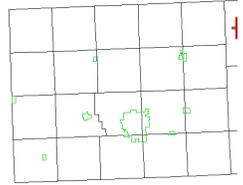
STATE OF SOUTH DAKOTA }
COUNTY OF BROOKINGS } SS

Filed for record this _____ day of _____, A.D., 20 _____ at _____ o'clock _____ .m., and recorded in Book _____ of Plats on page _____ therein.

Register of Deeds, Brookings County South Dakota



Overview



Legend

-  Brookings City Limits
-  City Limits
-  Township Boundar
-  Sections
-  Parcels

Parcel ID	091401124722300	Alternate ID	n/a	Owner Address	ALL SEASONS STORAGE LLC
Sec/Twp/Rng	22-112-47	Class	NAC		784 E LAKE HENRICKS DR
Property Address		Acreage	n/a		HENRICKS MN 56136
District	0910A - LAKE HENRICKS ROAD DIST				
Brief Tax Description	GATES ADDITION IN GOVT LOT 4 SEC 22-112-47 7.40 ACRES				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 3/24/2016
 Last Data Uploaded: 2/18/2014 4:02:57 AM

 **Developed by**
 The Schneider Corporation

Work Plan Topics

March 22, 2016

1. Roads & Bridges
 - a. Prioritize needs and create a Bridge Replacement Plan. Review the Master Transportation Plan. Schedule a work session with Dick.
 - b. New dates and requirements for the BIG grant program.
 - c. Review list of smaller structures for 2017.
2. 34th Avenue project
 - a. Finish installing railroad crossing.
3. Extension of 213th Street road project
 - a. Preliminary engineering for finishing 213th from 34th to the new paved road near Novita—place on future agenda for discussion.
4. 4-H Facility/Resource Center: Stephne & Lee Ann
 - a. Made a decision to stay at the current County Resource Center location.
 - b. Stephanie and Lee Ann, others, holding meetings to improve communications between 4H and Swiftel Center.
5. Waiting on State Watershed Task Force recommendations on potential changes to drainage ordinances
 - a. Put on hold.
6. Comprehensive Plan
 - a. Amend ordinances to comply with the 2016 plan.
7. IT/Website Issues
 - a. Look at website changes/design to make it more user friendly. Opportunity to purchase an app that citizens could download that would link to the website. Continued use of email and text alerts.
8. BATA space at Highway/storage concerns: assigned to Larry (BATA board member)
 - a. Continue discussions on a potential new location for BATA
9. Union negotiations – take place in 2016
 - a. Establish timeline and schedule negotiations
10. Discussion on bike trail between Brookings and Aurora.
11. Coordinate a meeting with all municipalities in the County to discuss any issues/concerns.

April 2016

Commission Department Work Plan

Year 0

Technology—

- Network storage to move some storage off of filling servers. Estimate: \$700-\$2230 for “cheap” options.
 - Replacement/updated servers provided remedy
- Bring MS licenses up to date: \$11,330 (108 employees/55 licenses currently)
 - Complete
- Update Walters and Chamley (servers)—software only. Cost included in licensing update.
 - Walters replaced. Chamley has replacement in place in the event of unexpected failure.

Additional Technology Information:

- Additional MS licensing for server access per user: \$72.24 (without upgrades)-\$126.15 (upgrade with new software versions). Only needed for newly created positions.
 - If access to Incode/Alchemy is required: \$207.70-\$363.38 (difference in SQL user license)
 - Replaced positions do not require new licensing, just a theoretical shift of the owned licensing.
 - Context—Licenses aren’t “given” to users, it is just expected that the organization would own the appropriate number of licenses for the number of users on the network.
 - Complete
- Year 1: Walters and Chamley (servers) replacement. Alchemy replacement would need to start being planned for end of year 0 or beginning of year 1. Potential replacement of Alchemy end of year 1 or beginning/middle of year 2.
- Group formed to discuss replacement options.

Short-term (1-5) year items:

Equipment—

- New vacuum cleaner for Administrative Building—approximately \$600 (joint expense with city)
 - Purchased in 2016—old one died

Travel/Training—

- NACo—approximately \$1,600/attendee
- Spring Workshop—approximately \$400/attendee
- Fall Convention—approximately \$400/attendee
- SHRM HR Conference—approximately \$200/attendee
- Chamber Meetings—approximately \$600 annually
- Safety & Loss Conference—approximately \$150/attendee
- 8-County meetings--\$10/person + mileage/meeting (4 meetings each year)
- ESRI (GIS)—approximately \$2,500/attendee

Technology—

- Replace Walters (server) and combine with Chamley (server). Purchase date 5/15/08. Estimate: \$6,000-\$12,000
 - Complete with year 0 and year 1 server purchase. Chamley remains as-is with replacement ready. Currently secure and backed up regularly.
- Replace Bell (server). Purchase date 8/14/08. Estimate: \$6,000-\$12,000
- Replace Peterson (server). Purchase date 4/30/09. Estimate \$6,000-\$12,000
- Replace Hewlett (server). Purchase date 5/19/10. Estimate \$6,000-\$12,000
- Workstation replacement: 5 standard PCs. \$550 each (\$2,750 total)
- High-end workstation for GIS. Estimate \$1,500
- Two smaller printers: \$400-\$600 each (\$800-\$1,200)
- Copier: \$6,000+
- Renew Unitrends agreement for a minimum of 1 year to get new appliance. Estimate: \$2,500-\$3,500/ year
- Wide format printer. Estimate \$5,000-\$6,000
 - Will be budgeted in 2017
- Alchemy replacement: Estimate \$50,000
 - Estimated replacement in 2016

HR—

- Personnel Manual Updated—complete update with new manuals to all employees every three years to coordinate with updated union contracts.
- Implement tracking system to aid in recruiting.

Long-term (5-10) year items:

Equipment—

- Floor buffer
- New vacuum—highway, courthouse
- Postage machine

Vehicles—

- Commission vehicle
- Maintenance Dept – used truck

Travel/Training—

- NACo
- Spring Workshop
- Fall Convention
- SHRM
- Chamber Meetings
- Safety & Loss Conference
- 8-County meetings
- ESRI (GIS)

Technology—

- Replace Trygstad (server). Purchase date 2/23/12. Estimate \$6,000-\$12,000
- Replace door server. Purchase date 6/7/12. Estimate \$6,000-\$12,000
- Workstation replacement: 4 standard PCs. \$550 each. (\$2,200)

- Copier: \$6,000+
- Network storage update/upgrade/replacement. Estimate \$2,000-\$5,000
- 2nd replacement of Walters (server). Estimate: \$6,000-\$12,000

Stacy Steffensen

From: Burns, Jen <Jen.Burns@state.sd.us>
Sent: Wednesday, March 23, 2016 10:49 AM
To: Stacy Steffensen
Subject: RE: Updated plans

Follow Up Flag: FollowUp
Flag Status: Flagged

Hello Stacy,
When looking back at last year, we just sent you a list of items that are possibly needed for our office down the road.
Short range: Panic Buttons, fax machine, office chair
Long range: Copier, shredder

If you need us to do something more let me know.

Thanks!

Jenny Burns, RN

South Dakota Department of Health
Brookings Community Health Services
1310 Main Ave. South, Suite 105
Brookings, SD 57006
Phone: 605-688-5802
Fax: 605-688-5803

Confidentiality Note: The information contained in this e-mail is confidential or privileged material and is intended only for use by the individual or entity to whom they are addressed. Use or distribution of information contained in this document by any other individual or entity not intended to receive this is strictly prohibited. If you have received this e-mail in error please notify the sender thereof and delete the message. **South Dakota Department of Health**

From: Stacy Steffensen [mailto:SSteffensen@brookingscountysd.gov]
Sent: Tuesday, March 22, 2016 4:23 PM
To: Abigail Howard; Bev Chapman; Chris Lilla; Dick Birk; Burns, Jen; Larsen, Karen (DOH); Mack, Sonia; Martin Stanwick; Michael Holzhauser; Misty Moser; Robert Hill; Teree Nesvold; Vicki Buseth
Cc: Bart Sweebe; Scott Sebring
Subject: Updated plans

Good afternoon,

As part of the work session the commissioners had today—they want everyone to provide updated short-range and long-range plans as per the Strategic Plan. The Strategic Plan is attached.
They want this for the April 19th commission meeting. You can simply take your plans from last year and update them, if that helps.

I am out of the office the rest of this week, so I wanted to get this info out to you so you had time to work on this.

Thank you,

BROOKINGS COUNTY DEVELOPMENT DEPARTMENT

Emergency Management/Planning, Zoning and Drainage

Brookings City/County Government Center

520 3rd Street, Suite 200

BROOKINGS, SOUTH DAKOTA 57006

ROBERT W. HILL

TELEPHONE (605) 692-5212

FAX (605) 696-8355

E-MAIL rhill@brookingscountysd.gov

WORK PLAN

Items considered are facilities, equipment, technology, vehicles, roads, bridges, and travel/training.

FACILITIES

They are currently meeting our needs as a Department.

TECHNOLOGY

Computers:

Replacement of three computers

2016: 1 Front desk, 2021

2017: 1 Desktop (Richard), 1 laptop (front counter/zoning meetings) 2022

2018: 1 Desktop (Bob) 2023

Radios:

Existing Motorola Radios will need replacing within 4 years

APX Handheld, dual band UHF/VHF \$5,100 each require 2 total \$10,200

APX Mobile (Vehicle), dual band UHF/VHF \$4,700.00 each require 1 for vehicle, 1 for office total \$9,400.00

Radio prices vary depending upon requirements, above prices reflect a radio that can communicate with all first responders in the county.

Sirens: In the past the county has shared in the cost of purchasing new sirens in the county. If we keep doing this it would approx. 7,000.00 per siren.

BROOKINGS COUNTY DEVELOPMENT DEPARTMENT

Emergency Management/Planning, Zoning and Drainage
Brookings City/County Government Center
520 3rd Street, Suite 200
BROOKINGS, SOUTH DAKOTA 57006

ROBERT W. HILL
TELEPHONE (605) 692-5212
FAX (605) 696-8355
E-MAIL rhill@brookingscountysd.gov

VEHICLES

A new vehicle for Emergency Management purposes is currently on-order. It will be used to respond to emergency management related calls. A secondary usage will be to tow the Brookings County Command Trailer when required.

2004 Chevrolet Suburban will be transferred to the Department of Equalization upon receipt of the new vehicle.

2007 Dodge Durango will continue to be utilized for Planning/Zoning and Drainage operations in Brookings County. We do anticipate replacing this vehicle in 2019 (\$25,000, +/-)

ROADS/BRIDGES

Important items when we drive around, but it is not a budget item in the County Development Department.

TRAVEL/TRAINING

Yearly budgeted training in the past has included attendance at three large conferences, National Association of Counties (NACo), American Planning Association (APA) and the international Association of Emergency Managers (IAEM).

State conferences budgeted for has included the South Dakota Planning Association (SDPA) and the South Dakota Emergency Management Association (SDEMA).

The majority of our training is given by the South Dakota Office of Emergency Management (SDOEM). This training includes Flood Management training for the Planning/Zoning section and Emergency Management training for the Emergency Management section.

Additional training has been attended in the past. The National Weather Service, South Dakota Department of Homeland Security and Sanford Health Systems have all had conferences that the Department personnel have attended.

BROOKINGS COUNTY DEVELOPMENT DEPARTMENT

Emergency Management/Planning, Zoning and Drainage

Brookings City/County Government Center

520 3rd Street, Suite 200

BROOKINGS, SOUTH DAKOTA 57006

ROBERT W. HILL

TELEPHONE (605) 692-5212

FAX (605) 696-8355

E-MAIL rhill@brookingscountysd.gov

With the turnover of planning staff the Department has been working with the 1st Planning District to assist us in the completion of the Brookings County Comprehensive Plan.

The plan is to continue being assisted by the 1st Planning District during the next year while we are updating the Brookings County Zoning Ordinance.

Part of our work plan is to request that the 1st Planning District provide a training session to the Brookings County Planning Commission/Board of Adjustment during the year, on a yearly basis.

Internally, the objective is to get the Department Office Manager enrolled into a Flood Plain Management Class due to the importance of the topic.

Ongoing training will be conducted for all staff members to allow the Department to provide better customer assistance to the Brookings County citizens.

If you have any questions please call my office, 605-692-5212, or cell phone at 605-690-5041.

Sincerely,



Robert W. Hill
Director



Brookings County Sheriff's Office

315 Seventh Avenue
Brookings, SD 57006

Phone: (605) 696-8300
Fax: (605) 696-8330

Martin E. Stanwick

Strategic Plan 2015 – Brookings County Detention Center

Capital Improvement / Purchase Plan (Short Range 1-5 Years)

1. Facility

- Old sewage drain lines need replaced from facility to street drain system. Need a larger system to handle the population capacity of the current jail. The system also needs an auger grinder attachment within the lines to take care of items that are flushed that should not be placed into the drains by the inmates. Approximate Costs \$20,000.00 – 30,000.00.
 - Working with local plumbing company to determine full condition and replacement costs of drainage system.
- Spacing at the Detention Center facility is a definite concern. Remodeling of the Detention Center as a short term “band-aid” approach could be done with additional room being built on the north side of the facility in which case we would lose the outdoor recreational yard or it is possible to build a second story above the Detention Center above the existing jail cell areas.
 1. The additional space needs would include:
 - a. Kitchen Area
 - b. Female Work Release Center
 - c. Medical / Nurse’s Office
 - d. Additional Holding Cells / Inmate Cells
 - e. Enclosure for 24/7 Sobriety Program entry way.
 - We have begun a Jail Expansion Project Committee that is addressing the concerns for Jail Space Needs and assessing the best plan to address these needs.
 - We have enclosed the 24/7 Sobriety Program entry way.

2. Technology

- Seven new desktop and laptop style computers, approximately \$700.00 each. Total of \$4,900.00.
 - We are currently working on updating our desktop and laptop computers. We have replaced 2 desktops so far.
- New industrial washer – approximate cost of \$8,000.00 and dryer – approximate cost of \$6,000.00.
 - We are currently gathering prices from different companies to get the best prices for this equipment.
- Over the course of the 5 year plan, updates will be needed to the security camera equipment – approximate costs of \$50,000.00.
 - We have converted some standard security cameras to digital cameras. The digital cameras provide better quality viewing and playback of recordings.
- Purchase of 3 bullet proof vests for 3 officers to update ones being used, total costs of \$3,000.00.
 - One new bullet proof vest has already been purchased and issued.

- Purchase of 3 Tasers to update ones being used, total costs of \$3,000.00.
 - The purchase of these items has been completed.

3. Staffing

- Courtroom Security Deputy Sheriff. This is needed due to the increase of courtrooms in the courthouse as well as additional court hearings now being held. Drug Court and DUI Courts are also being planned at counties throughout the state including Brookings County which will add onto additional court hearings being held. Approximate costs per year would be \$51,000.00.
 - A deputy sheriff was hired and began service for this position on January 4, 2016.
 - Jail Nurse. More wage hours are needed for the Jail Nurse due to an increase in medical and mental health issues in the Detention Center.
4. Towards the end of the 5 year short range plan, it is the recommendation of Sheriff Stanwick and Jail Administrator Sweebe that we go into a research study for a Jail Space Needs Assessment.
- We are currently conducting research in to a Jail Space Needs Assessment with the Jail Expansion Project Committee.

Capital Improvement / Purchase Plan (Long Range 5-10 Years)

1. Facility

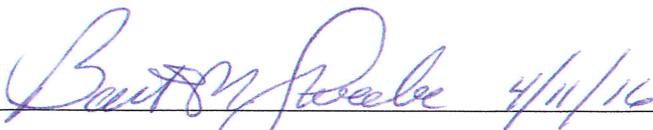
- New Detention Center Facility.

2. Technology

- If a new facility is built off-site of the Courthouse grounds, a properly outfitted transport vehicle will be needed for transporting inmates to and from court hearings.
- Seven new desktop and laptop style computers, approximately \$700.00 each. Total of \$4,900.00.
- Over the course of the 5 year plan, updates will be needed to the security camera equipment – approximate costs of \$50,000.00.
- Purchase of 3 bullet proof vests for 3 officers to update ones being used, total costs of \$3,000.00.

3. Staffing

- Depending on the size, design type, and the location of a new facility being built, additional Correctional Officer staffing will be needed. If the facility is built off-site of the Courthouse grounds, transportation officers will be needed for transporting inmates to and from court hearings.



Deputy Bart M. Sweebe – Jail Administrator



Martin E. Stanwick - Sheriff

4/5/2016



Director of Equalization
Brookings County
520 3rd St Suite 110
Brookings, SD 57006
(605) 696-8220
CLilla@brookingscountysd.gov

April 4, 2016

Office Goals

Long Standing, Continuing Office Goals:

- *To follow all SDCL requirements of the DOE office*
- *To maintain a well-trained, educated staff that understands their duties within our office, open lines of communication between leaders and staff*
- *To fairly and equally assess all property in Brookings County*
- *To guide, assist and educate the public on property assessments*
- *To promote public confidence and trust within our office and within county government*
- *To be ever mindful that we work for the citizens of Brookings County as we perform our daily duties*
- *To maintain a fiscally responsible office*
- *To maintain accurate record keeping with updated data collections*
- *Develop policies and procedures to maintain an efficient office; to meet the needs of the public and employees*
- *Awareness of employee's accomplishments*
- *Work closely with County Commissioners to complete any assigned projects*
- *To create and maintain a good working relationship with all county entities, to assure accurate assessments to further relate to fair and equal taxation*
- *Create strong relationship with SDAAO and other organizations in our field*

Short Term Goals: Annually

- *To meet the goals of the assessment plan*
- *To complete all building permits and rechecks in a timely fashion*
- *To complete and maintain all necessary programs within the office, ie: Owner occupied, Exemptions, DF, TIF, Elderly Freeze etc.*
- *To file all necessary reports to Pierre by or before statutory deadlines*
- *Receive an exemplary audit report from SD DOR*
- *To study and analyze all sales, to determine market value of all properties*
- *To mail all assessment notices on or before the statutory date*
- *Be prepared to support and defend annual assessments during appeal processes*

- *Annually inform all entities of any changes in our process or in the assessments*
- *Submit a responsible budget with a conscientious effort to meet the needs of the office and the public*
- *To meet all training and educational requirements for certification and staff improvement; attend educational conferences when applicable and feasible*
- *Review the efficiency & technical qualities of current office software*
- *Review all vehicle & office equipment reliability & conditions*
- *Maintaining and reviewing real estate website (Beacon)*
- *Study and keep on top of legislative proposals that may affect our office*
- *Train all personal in new positions of Director, Deputy and Appraiser*
- *Provide additional training opportunities for staff in new positions beyond office training*

Long Term Goals: 5 to 10 Years

- *Upgrade older vehicles to newer models – one or two /year as budget allows*
- *Analyze current software programs and upgrade if necessary to more efficient, time saving, accurate models. We may be forced within the next 10 years to transfer to a new CAMA program*
- *Research and implement new technology methods to be used out in the field if the right product is discovered*
- *More paperless options if deemed more feasible and efficient*
- *Be in constant contact with current and new vendors, looking toward new technical programs to improve efficiency and accuracy*
- *Continual physical review of all county parcels, on a rotational basis, to cover the entire county every 7-8 years. Currently we will complete this cycle in 2016 and then start another 7-8 years cycle. This can be maintained with the current staffing and foregoing any changes in legislation that could detour this process*

4/5/2016



Director of Equalization
Brookings County
520 3rd St Suite 110
Brookings, SD 57006
(605) 696-8220
CLilla@brookingscountysd.gov

April 4, 2016

Blue Font = Annually

Orange Font = Next 4 years

Black Font = 1 time in next 5 years

Short Range Needs – 1-5 years:

Training / Travel Expenses:

\$15,000 annually

DOE office requires school, conferences, workshops & USPAP course for all certified appraisers every year. ProVal conference / CAMA system is a \$4000 expense every year for 2 people to attend. Last couple of years only sent 1 as per family needs. Budget for two and send two when possible. Cross Training.

Vehicle Expense –

\$18,000 Next Four Years

Computer Replacement – office wide / 7 units

\$5000 1 time only

Long Term Needs – 5-10 years:

Computer Replacement – office wide / 7 units

\$5000 1 time only

Replace Copy Machine

\$5000 1 time only

Review Computer Software County Wide

???

Review ProVal CAMA System

???

Travel Expenses:

\$15,000 annually

4/5/2016

DOE office requires school, conferences, workshops & USPAP for all certified appraisers every year. ProVal conference / CAMA system is a \$4000 expense every year to send two for cross training.

*Vehicle Expense – \$20,000 annually / 5 years
Possibly in 2024 - 2025 if the vehicles start needing to be replaced again.
Hopefully replacements above – last for 10 years.*

Facilities for our office should be sufficient for years to come.

Brookings County Extension/4-H

Submitted by Brookings County Extension Board

April 8, 2016

1-5 Year Capital Improvement/Purchase Plan

- Facilities:
 - Make improvements to existing facilities:
 - Replace front door (south side) and concrete.
 - Repair adjoining doors from BCRC hallway to Swiftel Lobby
 - Replace appliances:
 - Ovens need to be replaced. Units are approaching 20 years old; heating element and thermostats are inaccurate (have been repaired in the past 4 years) and the self-cleaning feature doesn't work in some.
 - Replace at least one stove top; burners don't work.
 - Refrigerators are leaking from a deteriorating self-defrost system.
- Technology: Computers – desktop and/or laptops (old laptops to be used for the robotics project area. Current laptop computers are 10 years old; operation system is unable to support Microsoft Office 2013.) Approximately \$1,600
- Travel/Training: national meeting of the National Association of Extension 4-H Agents – approximately \$1,600

5-10 Year Capital Improvement/Purchase Plan

- Facilities: Purchase a permanent facility for the 4-H program; or continue making improvements to existing 4-H facilities
- Technology: Maintain technology needs (copier, computers, software, etc)
- Travel/Training: Regular attendance to the annual conference of National Association of Extension 4-H Agents (NAE4-HA)

Additional Goals/Recommendations from the Brookings County Extension Board:

*Brookings County 4-H Strategic Plan and Goals
Brookings County Extension Board Recommendations
January 2016*

Goals

1. Program growth of 15% by 2020; include growing programming in robotics and gardening.
 - a. *Extension would like to request that 4-H be allowed to use the area north of the back door for gardening/raised beds and additional project work.*

2. Develop a marketing plan in order to make Brookings County 4-H more visible; to include signage and improved web site location/navigation.
 - a. *Extension would like to have signage placed on the driveways to direct people to the Resource Center. Sign locations to include: Highway 14 & 32nd Ave., 34th Ave. lot entrance, on the building at north and south entrances, and on the entrance doors.*

3. Hold a town hall meeting/needs assessment in the next 5 years in order to determine programming direction and maintain inclusion amongst all stakeholders.

SHORT AND LONG TERM GOALS FOR THE FINANCE OFFICE

Short Term

The Finance Office has reached one of our Short Term goals with the capability to pay property taxes online with a check or with a credit card. This is a great feature for the Finance Office and it is one the goals I wanted to offer the taxpayers of Brookings County.

Other Short Term goals that was listed was to replace 2 computers every year and we have done that for this year. We have replaced one credit card printer this year as well. This will be an ongoing process to keep up with the new technology and when computers or printers no longer work properly.

Another Short Term and Long Term Goal is to have every position trained with a reliable back-up it is something that we are constantly working on but do not have this where I want to see it yet. Continued training and workshops for all employees. We are making every effort to get the employees to state trainings.

Replace any election equipment that needs to be replaced the scanner should last for a number of years but possibly new auto marks in the future but that would be paid for out of HAVA funds.

Long Term

Replace Copier in about 3 years.

2017
Five Year Highway Plan

2016 Summary

1. Mill and overlay 4 miles of hwy 19, starting at hwy 12, and then south to hwy 20.
2. Mill and overlay 2 miles of hwy 20, starting at hwy 19, and then east to hwy 77.
3. Mill and overlay 2 miles of hwy 26, starting at hwy 77, and then east to hwy 21.
4. Mill and overlay 2 miles of Hwy 21, starting at highway 26, and then south to hwy 324.
5. STIP Project consisting of Sioux River bridge and box culvert north of Bruce. Bid date set for May 4, 2016.
6. Box culvert replacing structure 06-124-110, located on hwy 8, .5 miles east of hwy 7.
7. Box culvert replacing structure 06-122-130, located on hwy 46, .5 miles east of hwy 7.
8. Box culvert replacing structure 06-217-130, located on hwy 46, 2.5 miles east of hwy 77.
9. BIG Grant submitted for structure 06-240-092 replacement. 1.25 miles south of White.
10. BIG Grant awarded for rehab of structure 06-143-080. .5 miles west of hwy 9.
11. BIG Grant awarded for rehab of structure 06-112-080 1.5 miles west of hwy 7. Extensive damage was discovered, further research is necessary.
12. BIG Grant was awarded for rehab of structure 06-108-110. 1.5 miles west of hwy 7.
13. 45 miles of chip sealed roads.
14. Replaced Shop in Sinai

2017
Five Year Highway Plan

2017

1. Mill and overlay 10 miles of hwy 5, starting at the Volga City limits, and then south to the Lake County line.
2. Chip seal 45 miles of road.
3. Submit BIG replacement Grant for structure 06-169-238. BIG grant for preliminary engineering was awarded and started in 2016.
4. Submit BIG replacement Grant for structure 06-169-239. BIG grant for preliminary engineering was awarded and started in 2016.
5. Slurry seal deck rehab for structure 06-143-080. On hwy 6 (.5 miles west of hwy 9.) BIG rehab grant application was turned in in 2016.
6. Epoxy deck seal rehab for structure 06-130-110. On hwy 8 (1.5 miles west of hwy 8.) BIG rehab grant application was turned in 2016.

2018

1. Mill and overlay 7 miles of hwy 5, starting at Volga City limits, and then north to hwy 6.
2. Mill and overlay 4 miles of hwy 8, starting at the bridge over interstate 29, and then east to the end of pavement.
3. Construction of structure 06-169-238. BIG replacement grant was submitted in 2017.
4. Construction of structure 06-169-239. BIG replacement grant was submitted in 2017.
5. Replace small box on hwy 77, 1.5 miles north of hwy 38.
6. Replace small structure on hwy 3, and install double box culvert 1.5 miles north of 201st (06-080-044).
7. Chip seal 45 miles of roads.

2019

1. Mill and overlay 5 miles of hwy 5, beginning at hwy 6, and then north to hwy 3.
2. Mill and overlay 5 miles of hwy 8, beginning at US 81, and then east to hwy 1.
3. Replace structure 06-240-123 on hwy 25, located .5 miles north of hwy 46.
4. Chip seal 45 miles of roads.

2020

1. Mill and overlay 5 miles of hwy 4, beginning at hwy1 and then east to hwy 3, then continue south on hwy 3 to 201st.
2. Mill and overlay 5 miles of hwy 46, beginning at hwy 77 and then east to the end of the pavement.
3. Replace structure 06-250-053 on 479th Ave., northeast of White 2.5 miles.
4. Replace structure 06-250-059 on 479th Ave., northeast of White 2 miles.
5. Chip seal 45 miles of roads.

2021

1. Mill and overlay 9 miles of hwy 7, beginning at hwy 6, and then north to the Hamlin County line.
2. Mill and overlay 1.5 miles of hwy 8, beginning g at the west side of the bridge over I-29, and then west to hwy 77.
3. Replace structure 06-147-200, on hwy 12, 2 miles west of hwy 77.
4. Replace structure 06-153-200, on hwy 12, 1.5 miles west of hwy 77.

April 2016

Register of Deeds Strategic plan

Short range goals

1. Technology – For 2016 the technology in our office is focused on DocPro. The conversion from Incode, learning the new program and implementing the use into our daily routine
2. Equipment – I will continue to upgrade equipment as needed.
3. Travel/ training – The spring Workshop, Fall Convention and 8 county meetings are training opportunities that are worthwhile to attend. I start my 2nd year on the SDACO Resolutions Board I am excited to have an input in the Resolutions that will affect the South Dakota Officials and their offices. Having served a term on the Continuing Ed Board I feel it is essential we continue training to better serve our citizens.

Long Range Goals

Are similar to the short range

1. Equipment –
Replace computers, printers and monitors as needed. The copier/fax/scanner will need replacing in 6 or 7 years.
2. Travel/training – State Workshops. State Conventions and the 8 County meetings as stated in the short range goals. I would like to attend the National Recordors convention again in the future

Bev Chapman

Brookings County Register of Deeds



Brookings County Sheriff's Office

315 Seventh Avenue
Brookings, SD 57006

Phone: (605) 696-8300
Fax: (605) 696-8330

Martin E. Stanwick

Strategic Plan 2015 – Brookings County Sheriff's Office

Capital Improvement / Purchase Plan (Short Range 1-5 years)

1. Facility

- Administrative space needs: A “band-aid” approach would be to build to the south into the courthouse parking lot.
- Administrative needs:
 - Additional Offices
 - Conference/Training – shower area
 - Patrol Officers
 - Handicapped access to bathrooms

2. Technology/Equipment

- Replace 10 desktop computers – estimated cost \$7,000
- Replace 8 mobile laptop computers in deputy patrol cars – estimated cost \$14,000
- Replace 8 in car video cameras – estimated cost \$40,000
- Replace 10 tasers – estimated cost \$10,000
 - *Purchased 2016 10 tasers
- Replace 10 bullet proof vests every 5 years – estimated cost \$10,000
 - *Purchased 2015/16 replaced 7 vests
- Replace 2 patrol vehicles every 2 years – estimated cost \$64,000
 - *Will budget 2 replacement vehicles for 2017

3. Staffing

- Civil Process Server (non-sworn position) – estimated cost \$45,000. Process fees collected could pay for this position.
- One (1) patrol deputy – estimated cost \$52,000
 - *COPS grant available for 2017

4. Recommend next 1-5 years to hire a consultant to research the feasibility of a new Sheriff's Office/Detention Center.

· Note: 1999 estimates for new construction of a Sheriff's Office/Detention Center, expanding to 46 cells, with up to 76 beds, was \$4,711,216.

Capital Improvement / Purchase Plan (Long Range 5-10 years)

1. Facility

· New Sheriff's/Detention Center facility - estimated cost, \$8 to 10 million

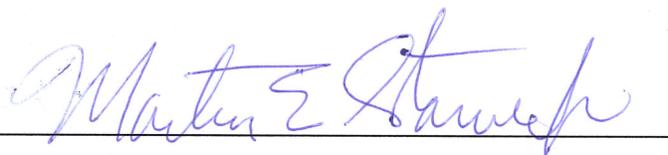
2. Technology

· Replacement of technology equipment in the 1-5 year plan – estimated cost, \$145,000

3. Staffing

· Two (2) patrol deputies – estimated cost \$100,000

Comments: Grants, fees, contract law and Regional Jail concept could offset costs of staff, technology and a new facility.

 4-11-16

Martin E Stanwick, Sheriff

Brookings County States Attorney's Office

Short-Range (1-5 years) Capital Improvement/Purchase Plan

- i. Facilities
 - a. None
- ii. Equipment
 - a. Update main copier – purchased in 2008**
 - b. Purchase additional computer/printer set for 3rd attorney**
 - c. Purchase two additional laptops**
 - d. Purchase additional printer for Courthouse office**
 - e. Wireless/internet connection equipment at Courthouse**
- iii. Technology
 - a. Update data reporting system – currently use Access**
 - b. Create a “paperless” office to extent possible**
- iv. Vehicles
 - a. None
- v. Roads
 - a. None
- vi. Bridges
 - a. None
- vii. Other
 - a. None

Long-Range (5-10 years) Capital Improvement Purchase Plan

- i. Facilities
 - a. Consider additional safety exit to interior/exterior of building**
- ii. Equipment
 - a. None
- iii. Technology
 - a. Update all workstation computers/printers – last done in 2014**
- iv. Vehicles
 - a. None
- v. Roads
 - a. None
- vi. Bridges
 - a. None
- vii. Other
 - a.

April 2016

Plan for Veterans Service Office

0-5 Years

1. Continue attending the Veterans Officer school in Pierre and hosting Mini conferences.
2. Staying active in National Association of County Veterans Service Officers, The Enlisted Association, and Veterans Research council.
3. Continue attending SDSU veterans meetings and committees.
4. Keeping equipment current to meet federal requirements.

5-10 Years

1. Replacing the DAV van when it has be declared obsolete.
2. Expand the training so all members of the Department are accredited with the VFW, DAV, American Legion, TREA, and the NACVSO.

Mike Holzhauser

Human Services Director

April 2016

Welfare

0-5 Years

1. Update the Policy Manual to reflect the modern date terminologies and changes.
2. Technology- Currently there is no computer software program for county welfare but some of the counties are working on creating a computer program for county welfare.
3. Equipment- All of the other office equipment is less than 6 years old.
4. Travel and Training- Stay active with the Association of County Welfare Officials.

5-10 Years

1. Technology- keep up with changes in at both the state and county level. If a program is created I'd like Brookings County to purchase it or help develop the program.
2. Equipment- Replacing computers, scanners signature pads, and monitors as needed.
3. Training and Travel- Continue attending training as required to keep up with changes in the laws.

Mike Holzhauser

Director of Brookings County Human Services

SHORT-RANGE & LONG-RANGE PLANS
WEED & PEST DEPARTMENT April 19, 2016

A. (1-5 year) Capital improvement/purchase plan.

1. New sidekick computerized spray system for the Brown Ford. Approximately \$5000.00 (this includes injector pump)
2. Tablets in Trucks/ ATV's \$3500.00 Per Truck
3. Computer for Weed Enforcement office \$600.00
4. New ATV to Replace Kawasaki \$7500.00

B (5-10 years) Capital improvement/purchase plan.

1. One-- ¾ Ton 4X4 Pickups. Approximate cost \$30,000.00.
2. Possibly one Spray Truck. Approximate cost \$10,000.00.
3. Replacement Spray system for ATV'S \$1500.00



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:

- Transfer of funds to Fire Dept Fund—Vicki has provided a staff report.
- Declare property as surplus—Vicki has provided a staff report. This is property the county has taken tax deed to. The board will need to state how you wish to dispose of this property as part of the motion. Typically it is done through public auction.
- Declare highway shop as surplus—This building has been razed to allow for the construction of the new facility.
- Agreement with designArc LLC—This is an agreement for architectural services to design the new highway shop in Sinai.
- Agreement with SDDOT—This is an agreement concerning the railroad crossing on 34th Avenue.
- Right-of-Way Agreement—Routine right-of-way agreement submitted by Sioux Valley Energy.
- Board Appointment—We advertised the Planning & Zoning Commission appointment as ‘open until filled’ since we had not received any applications after the first deadline. Mr. VandeWeerd submitted his application on April 12, 2016.
- Work Plans—The departments have updated their short- and long-range plans for the board’s review.
- Equalization Boards—The board must convene as the Board of Equalization to take action on two items: The applications for tax exempt status and the Dorothy Ishol appeal.

Director’s Report:

- We have a commission meeting scheduled for June 7th, followed by budget hearings that afternoon. However, that is Primary Election Day and the board will need to canvas the election on Thursday, June 9th. Because the Finance Office will be busy with the election, holding the budget hearings on the 7th will not work for them. We could move both the meeting and the budget hearings to Thursday, June 9th if it works for the board. We will also need to schedule a special meeting on Thursday, November 10th to canvas the votes from the General Election on November 8th.
- The updated surplus cash analysis history is included with my report.
- The board received an invitation to attend the Elkton Fire Department’s County Feed at the Elkton Community Center on Monday, April 25th. The social hour is from 5:30 - 6:30, followed by the meal.

Upcoming Dates:

- Monday, April 25, 5:30 p.m.—Elkton Fire Department’s County Feed at the Elkton Community Center.
- 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

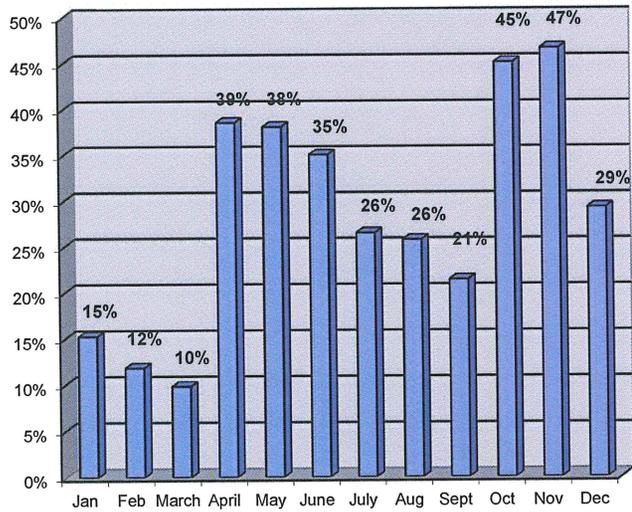
Thank you,

A handwritten signature in cursive script that reads "Stacy Steffensen". The signature is fluid and includes a large, decorative flourish at the end.

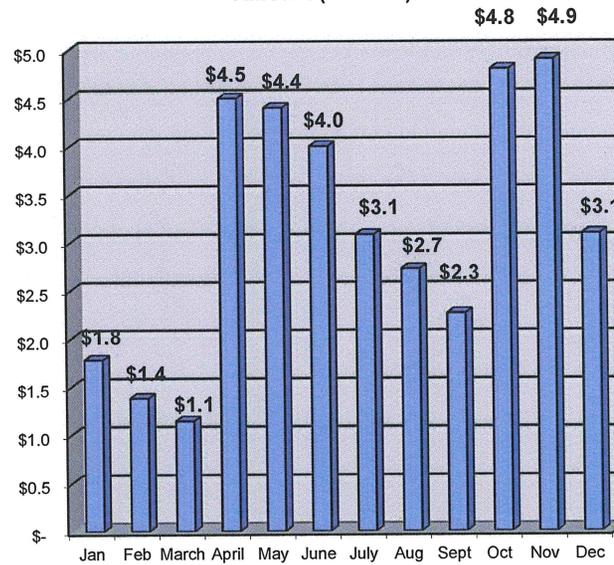
Stacy Steffensen
Commission Department Director
Brookings County, South Dakota

Surplus Cash Analysis 2012 Monthly Balance

Percentage

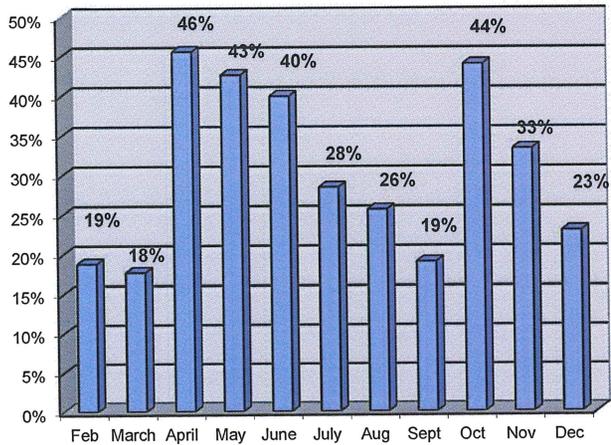


Amount (millions)

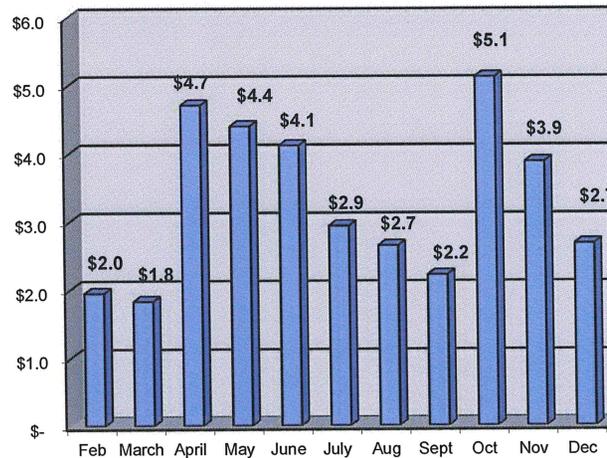


Surplus Cash Analysis 2011 Monthly Balance

Percentage

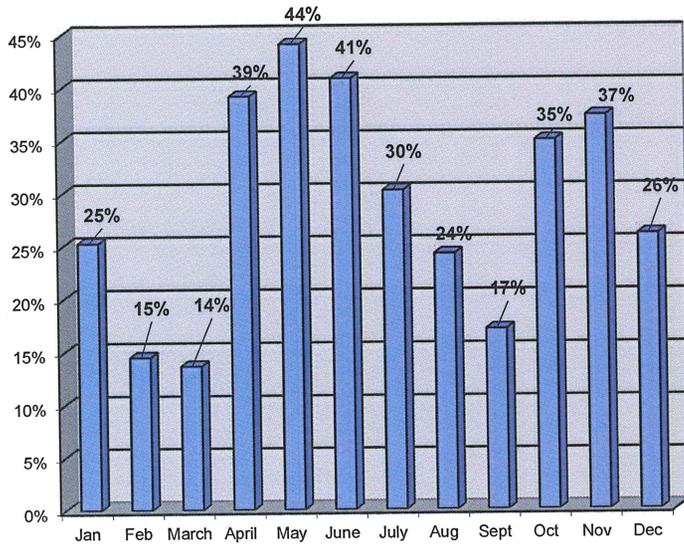


Amount (millions)

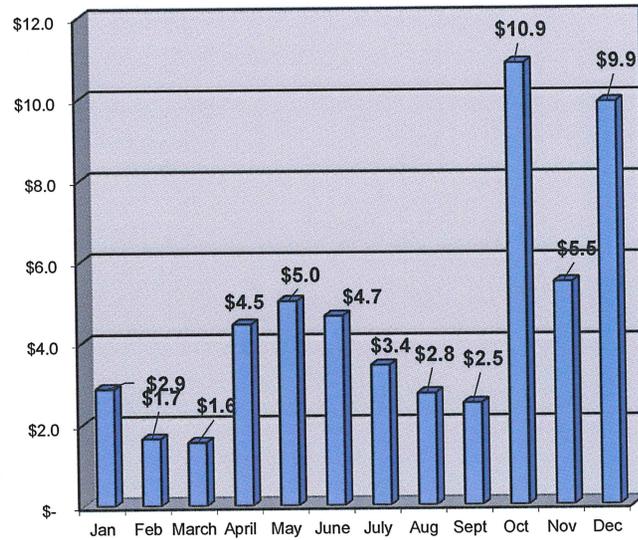


Surplus Cash Analysis 2014 Monthly Balance

Percentage

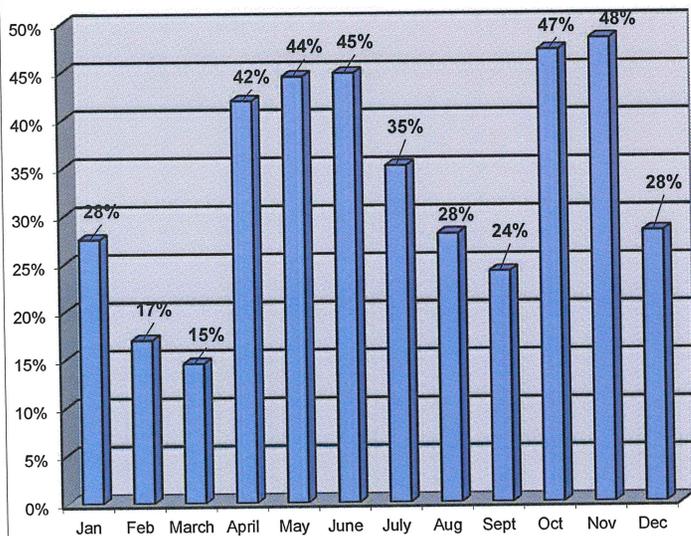


Amount (millions)

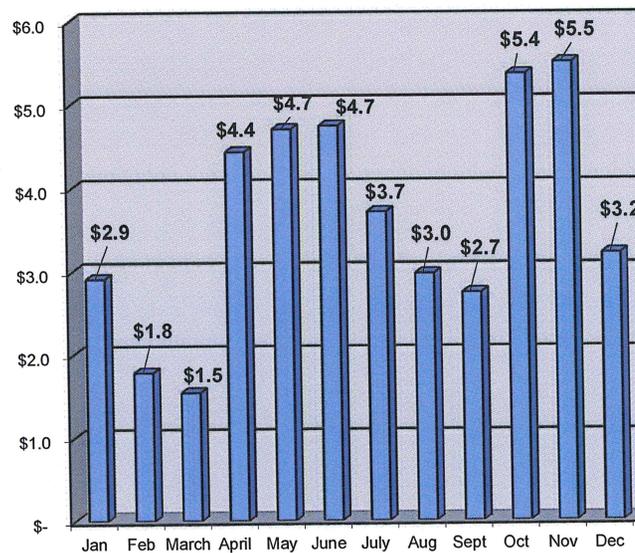


Surplus Cash Analysis 2013 Monthly Balance

Percentage

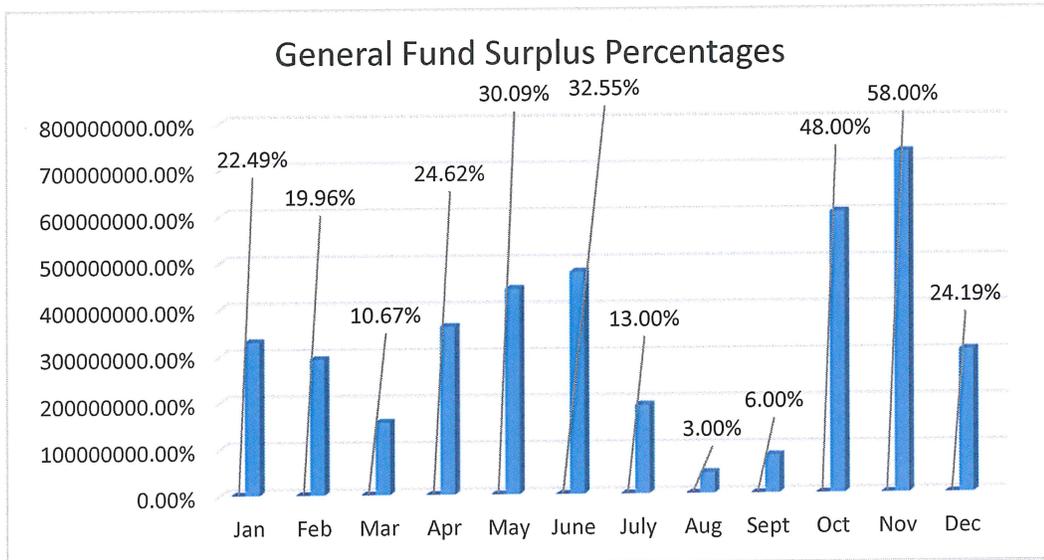


Amount (millions)



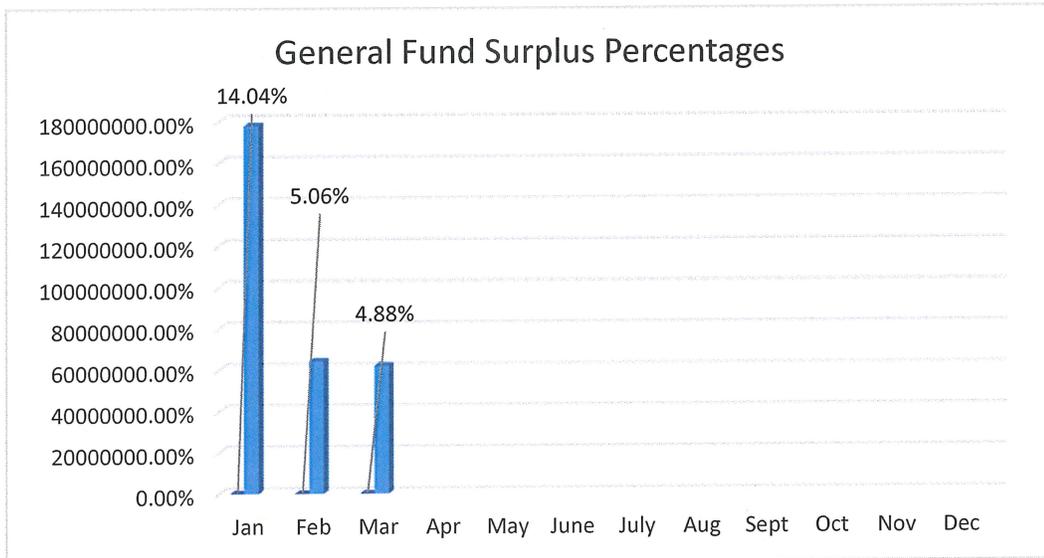
Surplus Cash Analysis- 2015

Month	%	Amount
Jan	22.49%	\$ 3,300,518.24
Feb	19.96%	\$ 2,928,727.44
Mar	10.67%	\$ 1,566,349.14
Apr	24.62%	\$ 3,612,624.78
May	30.09%	\$ 4,415,313.32
June	32.55%	\$ 4,776,589.83
July	13.00%	\$ 1,907,689.25
Aug	3.00%	\$ 446,946.27
Sept	6.00%	\$ 812,158.49
Oct	48.00%	\$ 6,034,594.51
Nov	58.00%	\$ 7,318,581.70
Dec	24.19%	\$ 3,066,222.93



Surplus Cash Analysis- 2016

Month	%	Amount
Jan	14.04%	\$ 1,779,103.74
Feb	5.06%	\$ 640,966.38
Mar	4.88%	\$ 619,078.01
Apr		
May		
June		
July		
Aug		
Sept		
Oct		
Nov		
Dec		



ELKTON FIRE DEPARTMENT'S COUNTY FEED



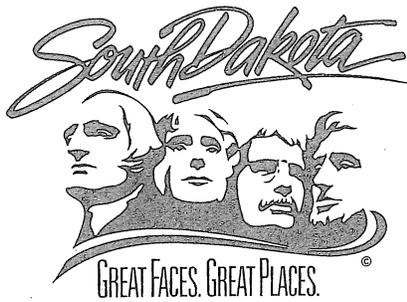
Monday April 25th

Social from 5:30 to 6:30

Meal to follow

At the

Elkton Community Center



DEPARTMENT of ENVIRONMENT
and NATURAL RESOURCES

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

denr.sd.gov

March 29, 2016

Wim Hammink
Hammink Dairy
19890 470th Avenue
Bruce, SD 57220-5208

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

Dear Mr. Hammink:

The Department of Environment and Natural Resources (DENR) received your request to add the fields listed in Table 1 to your approved phosphorus-based nutrient management plan (NMP) and modify the existing fields listed in Table 2 to reflect current field conditions. 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 July 8, 1996, and permitted on July 18, 2002, (**general permit # SDG-0100065**).

Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
32	Brookings	E ½, Sec. 21, T112N, R50W	260.0	Yes	No
35	Brookings	SE ¼, Sec. 11, T112N, R50W	95.0	Yes	No
36	Brookings	SE ¼, Sec. 14, T112N, R50W	147.0	Yes	No
38	Brookings	NW ¼, Sec. 30, T112N, R49W	141.0	Yes	Yes
40	Brookings	NE ¼, Sec. 27, T112N, R50W	115.8	Yes	No
41	Brookings	SE ¼, Sec. 27, T112N, R50W	90.0	Yes	No

Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
4	Brookings	W ½, Sec. 10, T112N, R50W	131.0	Yes	No
12	Brookings	SE ¼, Sec. 15, T112N, R50W	112.2	Yes	No
16	Brookings	SE ¼, Sec. 22, T112N, R50W	91.0	Yes	No
22	Brookings	W ½ of the NE ¼, Sec. 24, T112N, R50W	166.0	Yes	Yes
24	Brookings	NE ¼, Sec. 26, T112N, R50W	73.8	Yes	No
25	Brookings	NW ¼ of NW ¼, Sec. 27, T112N, R50W	115.7	Yes	No

Wim Hammink
Hammink Dairy
March 29, 2016
Page 2 of 3

We are approving the modifications and are including *Fields 24, 32, 35, 36, 38, 40, and 41* in your approved phosphorus-based NMP and are modifying the acres of *Fields 4, 12, 16, 22, and 25*. **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.

Fields 22 and 38 are also identified as being located over a shallow aquifer and have additional soil testing requirements. For these fields, soil tests are required from 0 to 2 feet **and** 2 to 4 feet prior to manure application. Please refer to Sec. 1.4.4.4., beginning on page 29 of the general permit for the annual nutrient management requirements.

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 Sec. 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.

Upon review of your manure application agreements, it was determined that several of the manure applications agreements for fields in your approved nutrient management plan had expired. *Fields 7, 10, 14, 15, 18, 19, and 26* will require updated manure application agreements prior to the land application of manure or wastewater. **These fields are not listed in your approved NMP and cannot be used for the land application of manure until updated manure application agreements are submitted to the department for review and approval.**

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.**

Wim Hammink
Hammink Dairy
March 29, 2016
Page 3 of 3

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 attached field list is an updated listing of the fields that are currently approved for manure or wastewater application. The attached map shows the location of each field. Please review this information and notify the department if any of the information is incorrect. If the enclosed field list and map are correct, please place them in your NMP.

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: Brookings County Commissioners
Kevin Banken, Central Crop Consulting

Enclosures: Field List
Field Map

Hammink Dairy Approved Field List

3/29/16

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 table 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. Please refer to section 1.4.4.4., beginning on page 29 of the general permit for the annual nutrient management requirements.

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 – Hammink 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	NW ¼, Section 2, T112N, R50W	140.0	104.0	Yes	No
2	2	Brookings	W ½ of SE ¼, Section 3, T112N, R50W	77.7	73.7	Yes	No
3	3	Brookings	NE ¼, Section 3, T112N, R50W	155.6	148.1	Yes	No
4	4	Brookings	W ½, Section 10, T112N, R50W	146.0	131.0	Yes	No
5	5	Brookings	NE ¼, Section 11, T112N, R50W	141.4	120.8	Yes	No
6	6	Brookings	W ½, Section 11, T112N, R50W	115.6	106.9	Yes	No
8	8	Brookings	NW ¼, Section 14, T112N, R50W	125.1	121.3	Yes	No
9	9	Brookings	NE ¼, Section 14, T112N, R50W	127.4	109.9	Yes	No
11	11	Brookings	NE ¼, Section 15, T112N, R50W	144.0	139.5	Yes	No
12	12	Brookings	SE ¼, Section 15, T112N, R50W	125.0	112.2	Yes	No
13	13	Brookings	S ½ of the NW ¼, Section 15, T112N, R50W	36.4	36.4	Yes	No
16	16	Brookings	SE ¼, Section 22, T112N, R50W	106.1	91.0	Yes	No
17	17	Brookings	NE ¼, Section 22, T112N, R50W	143.9	122.3	Yes	No
20	20	Brookings	NW ¼, Section 23, T112N, R50W	114.1	102.1	Yes	No
21	21	Brookings	SW ¼, Section 23, T112N, R50W	152.4	109.7	Yes	No
22	22	Brookings	W ½ of the NE ¼, Section 24, T112N, R50W	177.0	166.0	Yes	Yes
23	23	Brookings	NW ¼, Section 26, T112N, R50W	136.7	114.3	Yes	Yes
24	24	Brookings	NE ¼, Section 26, T112N, R50W	85.0	73.8	Yes	No

Table 1 – Hammink Dairy Nitrogen-Based Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
25	25	Brookings	NW ¼ of NW ¼, Section 27, T112N, R50W	121.0	115.7	Yes	No
28	28	Brookings	N ½ of the NW ¼, Section 15, T112N, R50W	35.0	30.0	Yes	No
29	29	Brookings	SW ¼, Section 26, T112N, R50W	121.7	121.7	Yes	No
30	30	Brookings	NW ¼, Section 35, T112N, R50W	118.9	112.9	Yes	Yes
31	31	Brookings	NE ¼, Section 35, T112N, R50W	120.4	118.4	Yes	Yes
32	32	Brookings	E ½, Section 21, T112N, R50W	275.0	260.0	Yes	No
33	33	Brookings	SW ¼, Section 27, T112N, R50W	140.0	135.0	Yes	No
34	34	Brookings	SE ¼, Section 28, T112N, R50W	123.0	115.0	Yes	No
35	35	Brookings	SE ¼, Section 11, T112N, R50W	98.0	95.0	Yes	No
36	36	Brookings	SE ¼, Section 14, T112N, R50W	150.0	147.0	Yes	No
37	37	Brookings	NW ¼, Section 21, T112N, R50W	88.0	85.0	Yes	No
38	38	Brookings	NW ¼, Section 30, T112N, R49W	151.0	141.0	Yes	Yes
39	39	Brookings	NE ¼, Section 10, T112N, R50W	159.3	151.3	Yes	No
40	40	Brookings	NE ¼, Section 27, T112N, R50W	117.8	115.8	Yes	No
41	41	Brookings	SE ¼, Section 27, T112N, R50W	100.0	90.0	Yes	No
Total Acres:				4,168.5	3,816.8		

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.

Publication list of tax-exempt Brookings County property as required by SDCL10-4-15.1

NAME		LEGAL	EXEMPT CLASS
ALANO SOCIETY OF	KINGS SD	FOLSOM ADDITION, LOT 9 & S1/2 OF LOT 10 BLK 9 75 X 140	
AMERICAN LEGION		ORIGINAL PLAT ADDN, LOT 26 EXC W 20' (5 X 140) & LOT 27 EXC. N 26' BLK X 114	B
ARLINGTON CEMETERY		OUTLOT A & OULOT B IN W 1/2 NW 1/4 SEC 07-110-52 34.0 ACRES	B
BROOKDALE HUTTERIAN BRETHERN		NEUTHALL FREIDHOF CEMETERY IN SW1/4 31-110-47 .17 AC	B
BROOKINGS AREA HABITAT FOR		PARKDALE HOME ADDN, W 122.4' OF LOT 2, BLK 1 50 X 122	B
BROOKINGS AREA HABITAT FOR		BLDGS ON LEASED SITES, BLDG ON CARLISLES ADDN DESCRIBED AS W100' OF N150' OF S347.2' 40095-00000-000-00	B
BROOKINGS CO HISTORICAL ASSN		FIRST RAILWAY ADDN, LOTS 4-5, BLK 5 16,500 SF	B
BROOKINGS DOMESTIC ABUSE CEMETARY		INDIAN HILLS ADDN, LOTS 1-2-3, ONAKA VILLAGE 178 X 135	B
CEMETARY - TRINITY		7.55 ACRE CEMETARY TRACT IN SW 1/4 NW 1/4 SEC 15-110-51	B
FAIRLAWN CEMETERY		CEMETERY LOCATED IN THE E1/2 SW1/4 SEC 15-110-51 VOLGA TWP 2.5 AC	B
FAIRVIEW CEMETERY		CEMETERY LOCATED IN SE 1/4 OF SEC. 35-110-49 5.00 AC	B
FAIRVIEW CEMETERY		FAIRVIEW CEMETERY ADDN LOCATED IN THE SE 1/4 SEC 7-111-48 9.08 ACRES	B
HOFFMAN TOWNSEND POST #74		MORIARTY SECOND ADDITION, LOT 1 BLK 1 1.1 ACRES	B
NATURE CONSERVANCY		S60 RDS OF W 1/2 NW 1/4 SEC 10-109-49 30.00 ACRES	B
QUAIL-EVENSON POST #133		ORIGINAL PLAT, L 5 & 6, BL 4, 50.5 X 140	B
ST MARY'S CEMETERY ASSN		PT OF NE 1/4 21-109-47 4.49 AC	B
TEEN CHALLENGE OF THE DAKOTAS		SE 1/4 SE 1/4 SEC 28-110-50 40.0 AC	B
TEEN CHALLENGE OF THE DAKOTAS		FISHBACK SUBDIVN, LOT 10 & VACATED ALLEY 76.7X148.5	B
TEEN CHALLENGE OF THE DAKOTAS		MORIARTY HEIGHTS ADDITION LOT 28 BLK 1 9,500 SF	B
TEEN CHALLENGE OF THE DAKOTAS		ORIGINAL PLAT ADDN, ALL OF LOTS 7, 8, 9, & N 1/2 OF LOT 10 BLK 4 175 X 165	B
TEEN CHALLENGE OF THE DAKOTAS		PETERSONS SECOND ADDITION, LOT 6 & W 108' LOT 7, BLK 6 50 X 165 & 50 X 108	B
ADVANCE		HUNTERS RIDGE ADDN, LOT B 115 X 140 & 115 X 119	B
ADVANCE		WEICHSEL ADDITION, LOT 2 49 X 235	C
ADVANCE FOUNDATION INC		INDIAN HILLS ADDN, LOT 46, SIOUX VILLAGE 47.44 X 170 & 58.69 X 170	C
ADVANCE FOUNDATION INC		PRAIRIE VIEW ADDN, RPLT OF LOT 3 118 X 105.3 & 40 X 40	C
BOYS & GIRLS CLUB OF BROOKINGS		HYLAND ADDITION, BLK 6 2.79 AC	C
BOYS & GIRLS CLUB OF BROOKINGS		MORIARTY FOURTH ADDITION, LOT 1 BLK 5 33,390 SF	C
BROOKINGS AREA HABITAT FOR		MEYER'S SECOND ADDITION NW 1/4 SEC 11-109-50 REPLATTED LOT 1 130' X 150' EMPTY LOT	C
BROOKINGS AREA HABITAT FOR		MILPARC CENTRAL ADDITION LOT 4 BLK 1 10,988 SF	C
BROOKINGS AREA HABITAT FOR		MILPARC CENTRAL ADDN LOT 5 BLK 6 10,125 SF	C
BROOKINGS AREA HABITAT FOR		MILPARC CENTRAL ADDN LOT 8 BLK 6 10,125 SF	C
BROOKINGS AREA HABITAT FOR		OUTLOTS, N 300' OF E 230' OF W 430' OF OL 2 EXC H-1 THEREOF NE 1/4 1.58 AC (RESTORE)	C
BROOKINGS CITY		HYLAND ADDITION, BLK 7 BROOKINGS CITY 2.32 ACRES - BOYS & GIRLS CLUB 269.88 X 374.67	C
BROOKINGS SENIOR HOUSING INC		CAMELOT SQUARE ADDN, LOT 7, BLK 7 139,240 SQ FT	C
CHILDREN'S MUSEUM OF SD		FIRST ADDITION, LOT 101, BLK 1 TO INCL ADJ N1/2 VACATED 4TH ST (164,075 SF)	C
HARALDSON, JOSEPH		MILPARC CENTRAL ADDITION LOT 2 BLK 1 10,998 SF	C
LAKE CAMPBELL SPORTSMEN CLUB		BAUMAN BEACH SW 1/4 SEC 32-109-50 PT OF LOT 17	C
LAKE CAMPBELL SPORTSMEN CLUB		WARDS FIRST ADDITION SE 1/4 SEC 32-109-50 ALL THAT PORTION OF LOT 1 BEING W SW LINE COMM AT CENTER OF LOT & RUNNING DUE	C
SDSU FOUNDATION		GARDEN SQUARE ADDN, UNIT 1815 B-R 4557 SQ FT	C
SDSU FOUNDATION		MOREHOUSE ADDITION, LOTS 5 THROUGH 12 BLK 7 & TO INCLUDE THAT PORTION OF VACATED 9TH ST 440 X 190	C
SDSU FOUNDATION		OUTLOTS, OL 1 IN SE 1/4 NW 1/4 SEC 23-110-50, 14.64 AC	C
SDSU FOUNDATION		FARMLAND, S 500' OF SW 1/4, EXC. BL. 1 & BL. 3, WALDNER'S ADDN, IN SEC. 14-110-50, 17.77 ACRES	C
SOUTH DAKOTA BOARD OF REGENTS		RANDI PETERSONS ADDN, LOT 14, BLK 2 50 X 165	C
SOUTH DAKOTA BOARD OF REGENTS		RANDI PETERSONS ADDN, E 100' OF LOTS 15 & 16, BLK 2, 100 X 100	C
SOUTH DAKOTA BOARD OF REGENTS		SAUNDERS ADDITION, LOT 5, BLK 2 50 X 165	C
SOUTH DAKOTA BOARD OF REGENTS		SAUNDERS ADDITION, LOT 8, BLK 2 50 X 165	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1708 B 4557 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1710 C 4949 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1727 C 4949 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1743 A-R 5329 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1746 B 4557 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		GARDEN SQUARE ADDN, UNIT 1750 C 4949 SQ FT	C
SOUTH DAKOTA STATE UNIVERSITY		HILLCREST ADDITION, LOT 8 BLK 2 61.65 X 147	C
BROOKINGS HEALTH SYSTEM		MAYLANDS FIRST ADDN, E 150' OF W 454.32' OF LOT 1 EXC S 164.3' BLK 4 150 X 164	H
BROOKINGS HEALTH SYSTEM		MAYLANDS FIRST ADDN, W 164.32' OF LOT 1 EXC. S 164.3', BLK 4 26,948SF 164.32 X 164	H
CITY OF BROOKINGS DBA		ORIGINAL PLAT, S 6.4' LOT 3, ALL LOT 4, N 15' LOT 5, BLK 4 46.4 X 165 (7,656SF)	H
EAST CENTRAL MENTAL HEALTH & EAST CENTRAL MENTAL HEALTH &		ORIGINAL PLAT ADDN, E100' LOTS 1-2-3 & E100' S25' OF LOT 4 BLK 5 100 X 175'	H
UNITED RETIREMENT CENTER		ORIGINAL PLAT ADDN, E 65' OF N 25' OF LOT 4, E 65' OF S 27' LOT 5, BLK 5, 65 X 52	H
UNITED RETIREMENT CENTER		URC ADDN, LOT 1, BLK 1 8.16 ACRES	H
UNITED RETIREMENT CENTER		URC ADDN, BLK 2 0.76 ACRE (32,938 SF)	H
UNITED RETIREMENT CENTER		BLDGS ON LEASED SITES, BUILDING LOCATED ON LOT 2 BLK 1 URC ADDN	H
ABUNDANT LIFE		MORNINGSIDE ADDN BLK 13 EXC LOT 1 3.4 ACRES	H
ASCENSION LUTHERAN CHURCH		MORNINGSIDE ADDN, LOTS 1-16, BLK 11 246 X 239.7 & 155 X 200	R
AURORA UNITED METHODIST CHURCH		MALL'S ADDN LOT 3, BLK 1, 53.16 X 179.98	R
BANGOR LUTHER CHURCH CEMETERY		60 RODS E OF SW CORNER OF SEC 19 N 209', E 209', S 209', W 209' TO THE POINT OF BEGINNING IN SW 1/4 SEC 19-110-52	R
BETHEL BAPTIST CHURCH		BROOKDALE ADDITION, LOT 9B, BLK 3	R
BETHEL BAPTIST CHURCH		SEXAUER ADDITION, LOT 1, BLK 2 1.61 AC	R
BETHEL BAPTIST CHURCH		SEXAUER ADDITION, E 226.9' OF LOT 3 BLK 2 226.9 X 330	R

BIBLE BAPTIST CHURCH INC	MORIARTY EDGEBROOK ADDITION, LOT 1A, BLK 9 3.86 AC (168,200 SF)	R
BROOKINGS CHRISTIAN CHURCH	PETERSONS FIRST ADDITION, E 103' LOTS 9-10 BLK 2 103 X 100	R
BROOKINGS CHURCH OF CHRIST	SKINNERS FIRST ADDN, W 1/2 LOT 3 E 1/2 LOT 4 BLK 7 50 X 165	R
BROOKINGS CONG OF JEHOVAH WITN	OL 'F' SW 1/4 SEC 20-110-49 1.64 AC	R
BROOKINGS CONG OF JEHOVAH WITN	OL 'G' OF SW 1/4 SW 1/4 SEC 20-110-49 1.09 AC	R
BRUCE ELMWOOD CEMETERY INC	FARMLAND, THIRD ADDN, TO BRUCE CEMETERY LEASED SITE BLDING 32990-11150-072-00 SITS ON THIS PARCEL	R
CALVARY FREE LUTHERAN CHURCH	VANDERPAN ADDITION LOT 1 EXC. LOT H-4	R
CALVARY PRESBYTERIAN CHURCH	TERKELSEN'S ADDN, N 30' OF LOT 19 ALL LOTS 20-21 BL 2, 130 X 165	R
CHURCH OF JESUS CHRIST OF LDS	OUTLOTS, OUTLOT "B" OF W 1/2 NW 1/4 EXC E 221.4' OF SEC 30-110-49 2.27 ACRES	R
DAKOTA DISTRICT WESLEYAN CH	EAST MEDARY ADDN, LOT 9, 10 & 11 BLK 7 265 X 200	R
DAKOTA DISTRICT WESLEYAN CH	EAST MEDARY ADDN, LOT 12 BLK 7 BROOKINGS CITY 265 X 371.65	R
DAKOTA DISTRICT WESLEYAN CH	EAST MEDARY ADDN, BLK 8 TO INCL W 1/2 OF VACATED STREET 2.94 AC	R
FAITH REFORMED CHURCH	FISHBACK SECOND ADDITION, LOT 2, BLK 1 2.54 AC	R
FIRST ASSEMBLY OF GOD CHURCH	BROOKDALE ADDITION, BLK 2	R
FIRST ASSEMBLY OF GOD CHURCH	EAST MEDARY ADDN, E 90' OF E 562.14' BLK 9 90 X 370.38	R
FIRST BAPTIST CHURCH	SECOND ADDITION, LOT 14 BLK 12 50 X 165	R
FIRST BAPTIST CHURCH - WHITE	SECOND ADDITION, LOTS 18-19, BLK 13 100 X 140 (14,000 SF)	R
FIRST BAPTIST CHURCH - WHITE	SECOND ADDITION, LOTS 8-9-10, BLK 14	R
FIRST BAPTIST CHURCH OF ELKTON	SUBDIVISION OF BLOCKS 14-26 & OUTLOTS, LOTS 13-14, BLK 21, 75 X 165	R
FIRST BAPTIST CHURCH OF ELKTON	WESTERN TOWN LOTS COMPANY ADDN, LOTS 1-2, BLK 9	R
FIRST BAPTIST CHURCH OF ELKTON	WESTERN TOWN LOTS COMPANY ADDN, LOTS 3-4-5, BLK. 9 75 X 165	R
FIRST BAPTIST CHURCH OF ELKTON	WESTERN TOWN LOTS COMPANY ADDN, LOTS 26-27-28, BLK. 9 75 X 165	R
FIRST CHRISTIAN REFORMED	HYMES ADDITION, LOTS 1-10 INC & N 15' LOT 11 BL 1 265 X 165	R
FIRST CHRISTIAN REFORMED	HYMES ADDITION, S 10' OF LOT 11, ALL LOTS 12-13-14- 15, BLOCK 1 99 X 165	R
FIRST ENGLISH LUTHERAN CHURCH	AURORA INVESTMENT CO. ADDN N 40' LOT 5, ALL OF LOTS 6-7, BLK 8 140 X 165	R
FIRST LUTHERAN CHURCH	S765' W1/2 SW1/4 IN SEC 27-110-50 23.18 AC	R
FIRST LUTHERAN CHURCH	THOMPSON ADDITION, S 10' OF LOT 2, ALL LOT 3 BL 2 60 X 165	R
FIRST LUTHERAN CHURCH	OUTLOTS, PT OF NW 1/4 SW 1/4 & S 15 1/2' L 7, BL 1 THOMPSON ADDN 15.5' X 165' & 236.04' X 354.42'	R
FIRST LUTHERAN CHURCH	CARLISLES ADDITION, EXC W100' N150' S347.2' & N132' E110' THEREOF BROOKINGS CITY PARKING	R
FIRST LUTHERAN CHURCH	HENRY'S ADDITION, SUBLOT A OF LOT L B 1, & OL B SEC.23-110-50 BROOKINGS CITY - CHURCH AND NORTH	R
FIRST LUTHERAN CHURCH	HENRY'S ADDITION, N165' SUBLOT D & ALL SUBLOTS E-F-G L 1 BLK 1 - PARKING LOT 110 X 165 & 66 X 165	R
FIRST LUTHERAN CHURCH	PARKDALE HOME ADDN, S 42' LOT 8, BLK 1 42 X 176	R
FIRST LUTHERAN CHURCH	OUTLOTS, OL "R" OF SEC. 23-110-50 75 X 237 ASSOC PASTOR RESID	R
FIRST LUTHERAN CHURCH	OUTLOTS, OL "S" OF SEC. 23-110-50 2.59 AC OFFICES & GYM	R
FIRST REFORMED CHURCH	BERTELSEN'S ADDN, LOT 10 BL 2 100 X 125	R
FIRST REFORMED CHURCH	CHURCH ADDITION, EXC S 108.7' OF W 16', 3.76 ACRES	R
FIRST REFORMED CHURCH	OUTLOTS, W 161' OF N 270' ADJACENT TO ABUTTING & EAST OF THE CHURCH ADDN IN N1/2 OF NE1/4 23-110-51 + OR - 1.0	R
FIRST UNITED METHODIST CHURCH	SECOND ADDITION, ALL OF LOTS 1-2 BLK 11 & THAT PORTION OF VACATED 6TH ST (29.2') ABUTTING 19,400 SQ FT	R
FIRST UNITED METHODIST CHURCH	SECOND ADDITION, LOTS 3-4 BLK 11 100 X 193.26	R
FIRST UNITED METHODIST CHURCH	SECOND ADDITION, LOT 11, BLK 11 50 X 165	R
FIRST UNITED METHODIST CHURCH	SECOND ADDITION, LOTS 12-14 BLK 11 150 X 165	R
FIRST UNITED PRESBYTERIAN	SECOND ADDITION, N 50' LOTS 13-14 BLK 10 50 X 100	R
FIRST UNITED PRESBYTERIAN	SECOND ADDITION, S 115' LOTS 13-14 BLK 10 115 X 100	R
GRACE LUTHERAN CHURCH	A PIECE 18 RDS SQUARE IN SE CORNER OF SEC 18-111-50 2.00 AC	R
GRACE LUTHERAN CHURCH	BLK 28, W 25' LOT 1 & E 50' LOT 2 75 X 140	R
GRACE LUTHERAN CHURCH	BLK 28, W100' L 2 BRUCE TOWN 100 X 140	R
GRACE LUTHERAN CHURCH	BLK 38 ADDN, BLK 39 BRUCE TOWN	R
GREENWOOD CEMETERY ASSOCIATION	FARMLAND, N960' OF W990' OF NE 1/4 OF SEC 34-110-50, 21.82 AC	R
GREENWOOD CEMETERY ASSOCIATION	FARMLAND, E 264' OF N 1/2 OF NW 1/4 OF SEC 34-110-50, 8.00 AC	R
HOLY LIFE TABERNACLE CHURCH	INDIAN HILLS ADDN, LOTS 47 & 48 SIOUX VILLAGE 3.4 ACRES	R
HOLY LIFE TABERNACLE CHURCH	OUTLOTS, OL 5, SUBDIV. OF NE 1/4, SW 1/4 SEC 35-110-50 1.0478 AC	R
ISLAMIC SOCIETY OF BROOKINGS	RANDI PETERSONS ADDN, ALL OF LOT 6 & S 1/2 OF LOT 7, BLK 5 75 X 165	R
LAKE CAMPBELL LUTHERAN CHURCH	E 517' OF W 1244' OF S 435' EXC S 10RDS OF E 16RDS OF W 92RDS OF SW 1/4 SEC 30-109-50 5.16 AC	R
MEDARY LUTHERAN SYNOD CHURCH	2 ACRE IN NW CORNER NW 1/4 SW 1/4 SEC 29-109-50 2.0 AC	R
MEDARY LUTHERAN SYNOD CHURCH	OUTLOTS, SE CORNER SW1/4 SW1/4 IN SEC 35-110-50 CEMETERY	R
MT CALVARY LUTHERAN CHURCH	MOREHOUSE ADDITION, S 55' LOT 8, BLK 2 55 X 165.45 - PARKING LOT	R
MT CALVARY LUTHERAN CHURCH	MOREHOUSE ADDITION, SUBLOT C OF N 10' LOT 8 & ALL LOT 9 BLK 2 67.97 X 165.45 - CHURCH	R
MT CALVARY LUTHERAN CHURCH	MOREHOUSE ADDITION, SUBLOT B OF LOTS 10 AND 11, BLK. 2 59 X 102.8 - HOUSING; VICAR/INTERIM PASTOR	R
MT CALVARY LUTHERAN CHURCH	MOREHOUSE ADDITION, SUBLOT A OF N 10' LOT 8, LOT 9-11 BLK 2 34.6 X 102.8 - PASTO HOUSING	R
OSLO LUTHERAN CHURCH	2 AC IN NW 1/4 SEC 26-109-51	R
OUR LADY OF GOOD COUNSEL	BROWN'S PLAT ADDN, LOTS 1-2-3-4-5-6-7, BL 5 350 X 165	R
OUR LADY OF GOOD COUNSEL	REPLAT OF OL "B" OF BROWN'S PLAT, LOTS 8-21 INC, BLK 5, 165 X 350	R
OUR LADY OF GOOD COUNSEL	REPLAT OF OL "B" OF BROWN'S PLAT, LOTS 1-4, BLK 11	R
OUR LADY OF GOOD COUNSEL	REPLAT OF OL "B" OF BROWN'S PLAT, LOTS 35-36-37-38, BLK 11	R
OUR SAVIOR EVANGELICAL	1 AC IN NE CORNER NW 1/4 34-112-49 (CEMETARY) ARGO TWP 1.00 ACRES	R
OUR SAVIOR EVANGELICAL	MEADOWWOOD ADDN, BLK 6 2.95 AC	R
PEACE EVANGELICAL LUTHERAN	HYLAND ADDITION, BLK 1 INCL S 1/2 VACATED STREET 5.74 AC	R
PIONEER LUTHERAN CHURCH	3 AC PARCEL LOCATED IN SW 1/4 SEC 33-112-49 3.00 ACRES	R
PIUS XII STUDENT CENTER	WHEATONS ADDITION, LOTS 12-14, BLK 2	R
PRAIRIE WINDS BAPTIST CHURCH	N 410' OF S 1932' OF W 544' EXC E 17' OF W 50' THEREOF & EXC LOT H-2 OF SW 1/4 SEC 28-110-47 5.12 AC	R

PRESTON TWP CHURCH OF CHRIST	N 280' OF E 236' SE 1/4 20-112-51 1.52 AC	R
ROLLAND COLONY CEMETERY	N 90' S 1245' W 90' E 1506' SE 1/4 SEC 9-110-48 .18 AC	R
SD ANNUAL CONFERENCE OF UNITED	LAKE POINSETT HTS 1ST ADD SW 1/4 SEC 5-112-52 LOTS 59 - 62 IN SUBD / W/ LOT 2 .23 AC	R
SD ANNUAL CONFERENCE OF UNITED	LAKE POINSETT HTS 1ST ADD SW 1/4 SEC 5-112-52 LOTS 21 THRU 25 & LOTS 26 THRU 62 HALGERSON'S 1ST ADDN TO LAKE	R
SINAI LUTHERAN CHURCH	2 AC IN SE 1/4 23-109-52 EAST CEMETERY 2.0 AC	R
SINAI LUTHERAN CHURCH	PLEASANT HEIGHTS ADDN, LOTS 4-5-6, BLK 1, (PARSONAGE) 150 X 427	R
SINAI LUTHERAN CHURCH	PLEASANT HEIGHTS ADDN, E 33' LOT 19, ALL OF LOTS 20-21-22 BLOCK 2, (CHURCH) 175 X 190	R
SINAI LUTHERAN CHURCH	PLEASANT HEIGHTS ADDN, LOTS 1-2-3-4, BLOCK 3, PARKING LOT 175 X 207	R
SINAI LUTHERAN CHURCH-CEMETERY	6.02 AC OR N 610' OF W 430' SE 1/4 SEC 15-109-52 -CEMETERY	R
ST PAUL'S CATHOLIC CHURCH	SECOND ADDITION, LOTS 19-20, BLK 14 107 X 140	R
ST PAULS EPISCOPAL CHURCH	SKINNERS SECOND ADDN, N 100' OF LOTS 1 & 2, BLK 1 100 X 100	R
ST PAULS EPISCOPAL CHURCH	SKINNERS SECOND ADDN, S 90' OF LOTS 1-2 BLK 1 90 X 100	R
ST PETER EVANGELICAL LUTHERAN	ONE ACRE SQUARE IN SW CORNER OF SE 1/4 1.0 AC ST PETERIES CEMETERY	R
ST THOMAS MORE CATHOLIC CHURCH	FARMLAND, N933' OF W466.67' OF E1650' OF NE 1/4 IN SEC 34-110-50, 10.84 AC	R
ST THOMAS MORE CATHOLIC CHURCH	EARLEY ADDITION, LOT 13 85 X 150	R
ST THOMAS MORE CATHOLIC CHURCH	HYLAND ADDITION, LOT 30, BLK 5 1,965.38 SF	R
ST THOMAS MORE CATHOLIC CHURCH	MORIARTY FOURTH ADDITION, BLK 1, 9.75 ACRES	R
ST WILLIAMS CATHOLIC CHURCH	BLKS 14-15 & OLS D,E,F LOTS 1-2-3-4, BLK 15, 100 X 165.85	R
STERLING LUTHERAN CHURCH	COMMENCING AT A POINT OF 89 RODS W OF SE CORNER SEC 29-111-50, THENCE N 16 RDS, W 22 1/2 RDS, THENCE S 16 RD	R
STERLING LUTHERAN CHURCH	BEGINNING AT A POINT OF 86 1/2 RDS W FROM NE CORNER NE 1/4 32-111-50 THENCE W 7 1/2 RDS THENCE S 11 RDS TO POINT OF	R
STERLING METHODIST CHURCH	W 40 RODS OF N 14 RODS OF NW 1/4 SEC 1-111-50 3.50 AC	R
TRINITY EVANGELICAL LUTHERAN	N 746' OF E 610' OF E 1/2 SE 1/4 OF 29-109-47 10.45 AC (CEMETERY)	R
TRINITY EVANGELICAL LUTHERAN	BROWN'S PLAT ADDN, LOTS 8-9-10 BLK 2 - PARSONAGE 150 X 165	R
TRINITY EVANGELICAL LUTHERAN	BROWN'S PLAT ADDN, LOTS 5-6-7 BLK 3 - CHURCH 150 X 165	R
TRINITY LUTHERAN CHURCH	4 AC IN NW 1/4 SEC 2-112-50 4.0 AC	R
TRINITY LUTHERAN CHURCH	1 AC IN NW 1/4 SEC 27-112-50 1.0 AC	R
UNITED CHURCH OF CHRIST	PHEASANT NEST ADDN, BLK 2 2.27 ACRES	R
UNITED METHODIST CHURCH	METHODIST CHURCH SUBDIV, OL 6 SE 1/4 NW1/4 NW1/4 7-111-48 2.07 ACRES	R
UNITED METHODIST CHURCH	SHERWOOD'S FIRST ADDN, W 40' LOT 5, ALL LOT 6, BL 3	R
UNITED PARISH OF ELKTON	SUBDIVISION OF BLOCKS 14-26 & OUTLOTS, LOTS 9-10, BLK 22 75 X 165	R
UNITED PARISH OF ELKTON	SUBDIVISION OF BLOCKS 14-26 & OUTLOTS, LOT 11, BLK 22, 50 X 165	R
UNITED PARISH OF ELKTON	UNITED PARISH ADDN, BLK 3 TO INCL ADJ W 1/2 VACATED CORNELL AVE 121,123 SQ FT (2.78 ACRES)	R
UNITED PARISH OF ELKTON	UNITED PARISH ADDN, BLK 4 TO INCL ADJ W 1/2 VACATED CORNELL AVE 30,755 SQ FT	R
UNITED PARISH OF ELKTON	UNITED PARISH ADDN, BLK 5 TO INCL W 1/2 ADJ VACATED CORNELL AVE 650 SF	R
UNIVERSITY LUTHERAN CENTER	SAUNDERS ADDITION, LOTS 1-4 BLK 2 200 X 165	R
VOLGA BETHANIA EVANGELICAL	CEMETERY TRACT OF 225 SQ RODS MEASURING N 15 RODS OF E 17 RODS SEC 10-109-51	R
WISCONSIN EVANGELICAL LUTHERAN	MOREHOUSE ADDITION, D OF LOT 8, BLK 11 65 X 165	R
ZION LUTHERAN CHURCH	SHERWOOD'S FIRST ADDN LOTS 7-8, BLK 1 100 X 140 - CHURCH PARSONAGE	R
ZION LUTHERAN CHURCH	SHERWOOD'S FIRST ADDN, E 1/2 LOT 11, ALL LOT 12, BLK 2 75 X 140	R
"Published once at the total approximate cost of _____."		