



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

1. **8:30 AM Call to Order on Tuesday, July 12, 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:

[06-21-2016 Minutes.pdf](#)  
[06-27-2016 Minutes.pdf](#)  
[07-05-2016 Minutes.pdf](#)

**B. Approval of travel & education requests.**

Documents:

[Travel Requests.pdf](#)

**C. Approval of personnel action notices.**

Documents:

[Personnel Action Notice Report.pdf](#)

**D. Approval of the Human Services report.**

Documents:

[HHS Report.pdf](#)

6. **Routine Business**

**A. Approval of claims.**

Documents:

[Claims Paid 7 12 16.pdf](#)  
[July Cell Phones 7 12 16.pdf](#)

**B. Department Head reports.**

**i. Finance Office**

Documents:

[Finance Staff Report.pdf](#)

**ii. County Development Department**

- *Be it noted, Chairperson Krogman signed the State & Local Agreement 3rd quarter report.*

Documents:

[SLA Third Quarter.pdf](#)

**7. Scheduled Agenda Items**

- A. 9:00 AM - Presentation by Randy Hanson on Outdoor Adventure Center Proposal.**

**8. Regular Business**

- A. Action to approve Abatement #16-008: an abatement request made by the City of Sinai for parcel #35100-00400-010-00 in the amount of \$14.76 for 2015 and \$14.74 estimate for 2016.**

Documents:

[Abatement 16-008.pdf](#)

- B. Action to approve Resolution #16-21: a resolution placing taxes on an uncollectible list.**

Documents:

[Uncollectable Taxes.pdf](#)

- C. Action to approve Resolution #16-22: a resolution to continue support for the First District Association of Local Governments during fiscal year 2017.**

Documents:

[First District.pdf](#)

- D. Action to approve Agreement #16-48: Amendment #1 to the South Dakota Office of Emergency Management 2016 Emergency Management Performance Grant Sub-award Agreement.**

Documents:

[Em Mgmt Performance Grant Amendment.pdf](#)

- E. Action to approve Agreement #16-49: an agreement between Brookings County and the South Dakota Department of Health, Division of Health Systems Dev. Regulation for enhancing mosquito control efforts.**

Documents:

[DOH Letter.pdf](#)  
[Mosquito Control Agreement.pdf](#)

- F. Discussion and possible action to approve Agreement #16-50: a letter of contract-feasibility services for 213th Street from 34th Avenue South to Novita between Brookings County and Banner Associates, Inc.**

Documents:

[Banner Letter of Contract.pdf](#)

- G. Action to approve Agreement #16-51: an agreement for voluntary right-of-way donation between Brookings County and Marion J. Rus.**

Documents:

[Agreement 16-51.pdf](#)

- H. Action to approve Agreement #16-52: an agreement for voluntary right-of-way donation between Brookings County and David G. Berndt Et Ux. & Dawna F. Berndt.**

Documents:

[Agreement 16-52.pdf](#)

- I. Action to approve Agreement #16-53: an agreement for voluntary right-of-way donation between Brookings County and David G. Berndt Et Ux. & Dawna F. Berndt.**

Documents:

[Agreement 16-53.pdf](#)

- J. Action to approve Agreement #16-54: an agreement for voluntary right-of-way donation between Brookings County and David G. Berndt Et Ux. & Dawna F. Berndt.**

Documents:

[Agreement 16-54.pdf](#)

- K. Action to approve Agreement #16-55: an agreement for voluntary right-of-way donation between Brookings County and David G. Berndt Et Ux. & Dawna F. Berndt.**

Documents:

[Agreement 16-55.pdf](#)

- L. Action to approve Agreement #16-56: an application for occupancy o right-of-**

way of county highways made by Sioux Valley Energy.

Documents:

[Agreement 16-56.pdf](#)

**M. Action to approve Agreement #16-57: an application for occupancy of right-of-way of county highways made by Qwest Corporation, dba CenturyLink QC.**

Documents:

[Agreement 16-57.pdf](#)

**N. Action to approve Agreement #16-58: an agreement for voluntary right-of-way donation between Brookings County and Charles G. Short.**

Documents:

[Agreement 16-58.pdf](#)

**O. Action to approve Agreement #16-59: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy.**

Documents:

[Agreement 16-59.pdf](#)

**P. Action to approve Agreement #16-60: an agreement for voluntary right-of-way donation between Brookings County and Medary Creek LLP.**

Documents:

[Agreement 16-60.pdf](#)

**Q. Action to approve Agreement #16-61: an agreement for voluntary right-of-way donation between Brookings County and Medary Creek LLP.**

Documents:

[Agreement 16-61.pdf](#)

**R. Action to approve Agreement #16-62: an agreement for voluntary right-of-way donation between Brookings County and Marion J. Rus.**

Documents:

[Agreement 16-62.pdf](#)

## **9. Commission Department Director Report**

Documents:

[Staff Report 7-12-16.pdf](#)  
[Getting Letter.pdf](#)  
[2016 County Convention.pdf](#)  
[SDACC Elections.pdf](#)

10. Deputy States Attorney's Report

11. Commissioner Reports and Discussion Items

A. **Correspondence received.**

Documents:

Rapid City Pierre Eastern Grand Opening.pdf  
CDI DIRR Golf Outing.pdf  
United Way Flier.pdf  
First District Annual Picnic.pdf  
Helpline Center Open House.pdf  
DENR to Hilltop Dairy.pdf  
DENR to Heartland.pdf

12. Executive Session: in accordance with SDCL 1-25-2 (1, 3, 4) - personnel, consulting with legal counsel and contract negotiations.

13. Adjournment

14. Public Notices

- *July 8, Friday: 1:30 p.m. Rapid City, Pierre & Eastern Railroad Grand Opening Ceremony at the RCP&E Yard, Aurora, SD.*
- *July 21, Thursday: 6:00 p.m. First District Association of Local Governments Annual Picnic at Codington County's Memorial Park on Lake Kampeska.*
- *August 11, Thursday: 10:00 a.m. 8th Annual CDI and D & I RR Golf Outing at Brookings Country Club.*

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**NOTE:** Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact Brookings County (605-696-8205) 48 hours in advance of the meeting to make necessary arrangements. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access and will provide alternative formats and accessible locations consistent with the American's With Disabilities Act.

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, JUNE 21, 2016**

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 21, 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 June 21, 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 June 9, 2016 Commission Meeting.

Travel Requests: Susan Taylor to attend Motor Vehicle Training on June 23<sup>rd</sup> in Sioux Falls.

Personnel Action Notices: routine step increase- Kevin Murfield to \$17.33, effective March 1, 2016; voluntary resignation- Amanda Devries, effective May 12, 2016; new hire- Part-time Temporary/Seasonal ATV Driver Brock Swartos at \$14.70, effective May 31, 2016; routine step increase- Mike Giegling to \$25.22, effective June 1, 2016.

Human Services Report: case #16-023A for Avera McKennan was approved; case #16-108 for rent was approved; case #16-109 for City of Aurora was approved; case #16-110 for Brookings Municipal Utilities was approved; case #16-111 for rent was approved.

### **ROUTINE BUSINESS**

#### *Approval of Claims*

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

A&B Business Inc, Comm/HR Copier Contract Fees, \$339.01, Finance Copier Maintenance, \$122.70, Comm Dev Maintenance Contract, \$55.44, ROD Copier Contract, \$54.84, Equalization Copier Contract, \$87.57, Hwy Copier Contract, \$51.33; AgFirst Farmers Coop, Gift Cards for March Meeting, \$75.00; Ahartz, Kenneth, 2016 Primary Election Worker, \$86.50; Anderegg, Sharon, 2016 Primary Election Worker, \$169.00; Anderson Oil, Diesel for White Shop, \$957.65; Anderson, Ruth, 2016 Primary Election Worker, \$199.00; Angle, Lois, 2016 Primary Election Worker, \$163.50;

Antonen, Joan, 2016 Primary Election Worker, \$221.55; Aragon, Martha A, CAA Translation Services, \$50.00, Translation Services 1hr, \$50.00; Audus, Jodi, 2016 Primary Election Worker, \$174.50; Aurora City, COP Utilities, \$469.93; Avera Mckennan Hospital, Mental Health Hold, \$635.84; Avera Medical Group, Inmate Medical, \$689.00; Avera Medical Group - Rad, Inmate Medical, \$52.50; Avera Medical Group Radiology, Inmate Medical, \$883.94; Banner Associates, Engineering Services, \$10,592.50; Bartley, Bobbe, 2016 Primary Election Worker, \$204.75; Bell, Robert, 2016 Primary Election Worker, \$169.00; Bjorklund-Algood, Karen K, 2016 Primary Election Worker, \$163.50; Bobcat of Brookings, Bucket for Skid Steer, \$1,392.35; Bommersbach, Marilyn, 2016 Primary Election Worker, \$166.25; Bommersbach, Roger, 2016 Primary Election Worker, \$166.25; Misty Bothe, COP Rent, \$600.00; Bowes Construction, Asphalt Pickup, Overlay, \$1,115,036.17; Boyer Trucks, Sensor & Sensor Kit, \$61.25; Bozied Oil Co Inc, Tow Jeep Patriot, \$473.00; Brookings City Utilities, Phone Service, Alarm Loop Chrg, \$443.24, Monthly Phone Service, \$297.28, Phone Service, \$57.94, Water for Truck Shed, \$126.64, COP Utilities, \$184.77, Commercial Service, \$1,897.30, Phone Service, Alarm, \$1,437.33, Utilities, \$1,895.09, Hwy Utilities, \$860.31; Brookings Engraving, Olson Plaque, \$130.00; Brookings Fire Dept, Fire Assoc Trust Transfer, \$110,012.42; Brookings Health System, Inmate Medical, \$56.75, April Blood Alcohol Testing, \$4,896.00, May Blood Alcohol Testing, \$3,650.00; Brookings Plumbing & Heating, Replace Faucets In Room C&D, \$565.00; Brookings Property Management, COP Rent, \$650.00; Brookings Public Library, 2nd Qtr Payment, \$4,375.00; Brookings Register, Call for Bids, \$13.87, Publishing, \$814.80, Legal Notices, \$112.63; Brookings Rent All, Jumping Jack 5B, \$280.00; Brothers Pharmacy, Inmate Medication, \$5,111.90; Brotsky, Eleda, 2016 Primary Election Worker, \$180.00; Brown and Saenger, SD and USA Flags, \$69.42; Buhls of Brookings Cleaner, Rug Rental, \$35.80, Mops, Rugs, \$58.60; Butler Machinery Co, Tube Assy, Seal O Ring, Parts, \$374.85; C&R Supply Inc, Meter & Valve, \$146.80, Sidekick Injection Pump & Comp, \$5,603.84; Canaday, Dolores, 2016 Primary Election Worker, \$158.00; Cardiac Science Corporation, Defibrillators, \$4,521.08; Carlson, Beverly, 2016 Primary Election Worker, \$180.00; Carquest Auto, Brake Cleaner, \$41.82; Central Business Supply, Copy Paper, \$38.95, Stamps, Envelopes, \$54.63, Batteries, Copy Paper, \$68.17, Office Supplies, \$6.58, Paper, Office Supplies, DVD's, \$376.26; Century Business Products, Copier Contract, \$231.61, Copier Maintenance, \$342.49, Maintenance Contract, \$78.97, Copier Supplies, Maintenance, \$61.71; CF Promo Sports, Jacket With County Logo, \$48.00; Charm-Tex, Inmate Supplies, \$564.60; Christensen, Judy, 2016 Primary Election Worker, \$204.30; City of Brookings Landfill, Culverts, Stumps, \$1,616.93; City of Brookings, Safety Week Lunches, \$380.65, Joint Building Expenses, \$11,389.13; City of White, Utilities, \$53.25; Clague, Carolyn, 2016 Primary Election Worker, \$196.13; Claritus, Standard Tape, \$45.41; Clark, Tanya, 2016 Primary Election Worker, \$169.00; Cody, Denise, Inv MI Hearing, \$15.00; Concrete Contractors Inc, Fill, \$1,218.00; Convergint Technologies, Annual Maintenance on Safe, \$245.94; Cook's Wastepaper & Recycling, June Service, \$234.46, June Service, \$136.58, Commercial Service, \$182.28; Corrisoft LLC, GPS Days, \$615.00; Dakota Data Shred, Monthly Shredding, \$83.08; Dale's Alignment, Repair 0591, \$1,328.02; Davis, Thomas, Zoning Mtg Mileage, \$45.04; Department of Motor Vehicles, EM Pick Up Title, Reg, \$16.20, Hwy PU Title, Registration, \$16.20, Hwy Homemade Title & Reg, \$16.20, Hwy Trailer Title & Registrati, \$16.20; Digital Dolphin Supplies, HP Ink Cartridges, \$178.00; Dockendorf Equipment Inc, Gas Pump Issues, \$411.14; Dorn, Ray, 2016 Primary Election Worker, \$44.00; Earley, Pauline, 2016 Primary Election Worker, \$53.50; Einspahr Auto Plaza, Charger, Ram Oil Changes, \$88.86; Ekern Home Equipment Co, Repair Gas Line, \$468.26; Elenkiwich, Kimberly, Zoning Mtg Mileage, \$28.88; Erickson, Roger, Zoning Mtg Mileage, \$70.00; Even, Anna, 2016 Primary Election Worker, \$222.39; Farmer's Imp & Irrigation, Gearbox Oil, \$22.38; Fastenal Company, Bolts, \$158.84; Fiedler, Mary, 2016 Primary Election Worker, \$53.50; First Bank & Trust, Fuel, NASRO,

Supplies, \$88.67; Fite, Pierce & Ronning Law, CAA, \$1,398.40; Ben Fitzpatrick, Tree Trimming, Removal, Stump, \$1,425.00; Foerster, Marilyn, 2016 Primary Election Worker, \$182.75; Foster, Dianne, 2016 Primary Election Worker, \$200.10; Gass Law, PC, CAA, \$1,087.22, CAA, \$683.21, CAA, \$428.27, CAA, \$1,009.58, CAA, \$373.39, CAA, \$2,548.97; Geotek Engineering Inc, Engineering for Sinai Shop, \$2,000.00; Graham Tire North, Tires for Inventory, \$534.08; Green Briar, COP Rent, \$562.00; Haber, Marlys, 2016 Primary Election Worker, \$174.50; Hauptert, Shiann, Per Diem-Drug Use & Trends Mtg, \$60.00; Havrevold, Cheryl, 2016 Primary Election Worker, \$163.50; Herrboldt, Ellen, 2016 Primary Election Worker, \$170.50; Heylens, Kathy, 2016 Primary Election Worker, \$182.30; Tim Hogan, CAA, \$865.97; Holiday Inn Hotel & Convention, SDAAO Conf Hotel, \$765.00; Hometown Service & Tire, LLC, Tires for Sheriff Vehicles, \$987.44, Jeep Flat Tire Repair, \$18.87; Hopfinger, Dennis, 2016 Primary Election Worker, \$169.00; Hult, Larry, 2016 Primary Election Worker, \$89.75; Hy-Vee Food Store, Inmate Meals, \$12,943.20; David Hynes, Boot Reimbursement, \$100.00; I State Truck Center, Repair 0599, \$1,415.79; Ishol, Dorothy, 2016 Primary Election Worker, \$180.00; Iverson, Natalie, 2016 Primary Election Worker, \$159.50; Jensen, Randy J., Zoning Mtg Mileage, \$55.45; Jerry's Chevrolet, 2016 3/4 Ton Truck - EM, \$29,909.00, 2016 Silverado PU - Weed, \$27,515.00; Johnson Controls, 6/1/16-11/30/16 Service, \$14,976.66; Mary Jones, Return Advance Payment, \$143.92; Josephsen, Delores, 2016 Primary Election Worker, \$67.78; Kampmann, Linda, 2016 Primary Election Worker, \$174.50; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kjellsen, Doris, 2016 Primary Election Worker, \$78.70; Benjamin L. Kleinjan, CAA, \$2,361.00, CAA, \$423.20, CAA, \$2,896.91, CAA, \$631.00; Kleinjan, Darrel, Zoning Mtg Mileage, \$81.36; Knutzen, Sue, 2016 Primary Election Worker, \$210.50; Kranz, Linda, 2016 Primary Election Worker, \$53.50; Kurtz, Lavonne, 2016 Primary Election Worker, \$158.00; L&L Auto & Truck Parts, Charger Supplies, Motorcycle Parts, \$177.46; Patricia Landsman, 2016 Primary Election Worker, \$180.00; Lewis & Clark Behavioral Health, Bmi Intake, \$480.00; Lewno, Lucy, Inv MI Hearing, \$148.96; L. G. Everist, Inc, Interest, \$2.14; Lincoln County Auditor, MI Expense, \$68.11; Linn, Norma, 2016 Primary Election Worker, \$163.50; Lorman Education Services, Audio & Reference Manual, \$80.95; Lowe's, Mailbox, Treated Wood 7B, \$30.25, Switch Plates, Paint, \$210.82; Lyle Signs Inc, Post U Channel, Signs, Supplies, \$4,736.62; Marshall & Swift/Boeckh, LLC, Handbook Renewal, \$1,268.40; Matheson Tri-Gas Inc, Welding Supplies, Oxygen, \$225.14; Donald Mccarty, CAA, \$1,628.40; McKeever's Vending, Inmate Commissary, \$453.96; McKinney, Kathryn, 2016 Primary Election Worker, \$191.00; Mcleod's Printing & Office, Traffic Tickets, \$419.60; Midwest Glass, Windshield 0598, \$258.44, Closer On 24/7 Door, \$190.68, Windshield Repair, \$50.00; Minnehaha County JDC, JDC Costs Inv 4200, \$24,486.00; Mr. V's Professional Body, Remove Decals From Impala, \$205.00; Joanne Murphy, 2016 Primary Election Worker, \$174.50; National Safety Council, Membership Renewal, \$595.00; Nelson, Darrell, Zoning Meeting Mileage, \$69.20; Nancy J Nelson, CAA, \$64.40, CAA, \$743.36, CAA, \$487.60; Neve's Uniforms, Vest with Carriers, \$695.00; Newegg Business Inc, Scanner, \$399.99; Nielsen's, Bearings 2325, \$95.00; North Central Heart Cardiology, Inmate Medical, \$702.75; Northwestern Energy, Natural Gas Usage, \$10.00, Hwy And Truck Shop, \$71.54, Resource Cntr Natural Gas, \$36.59, Truck Shed Natural Gas, \$12.56; Nu-Tech Environmental, Carpet Cleaning, \$95.00; Office Peeps Inc, 2" Binding Combs, \$7.96, 6 Chairs, \$1,104.00; Ohlin Sales Inc, Digital Radio-Batteries, \$305.12; Olson, Gloria, 2016 Primary Election Worker, \$166.25; One Office Solution, Post It Notes, \$79.80; One Source, Background Checks 4/21-5/5, \$27.50; Peterson, Mary, 2016 Primary Election Worker, \$158.00; Pharmchem Inc, Sweat Patch Analysis, \$875.00; Pike, Gloria, 2016 Primary Election Worker, \$165.00; Jon Pike, Per Diem-DARE Training, \$52.00; Qualified Presort Service, Work from 5/16-5/31, \$18.13; R&L Wright Enterprises Inc, COP Rent, \$625.00; RADCO Sioux Falls, Hi-Rise Topper For Em Truck, \$1,388.85; Ramsdell's F&M Ltd, Chemical, \$2,909.70; Razor's Edge Lawncare, Mowing 5/7-8/29, Maintenance, \$1,100.00;

Rental Depot, Trailer Rental for Election, \$106.89; Reppe, Adelpha, 2016 Primary Election Worker, \$151.25; RFD Newspapers Inc, Call for Bids, Sinai Shop, \$64.71, Minutes, Tax Notice, \$1,191.24, Legal Notices, \$158.48; Rick Ribstein, CAA, \$622.45, CAA, \$4,451.40, CAA, \$2,708.63, CAA, \$776.41; Robbins, Jeff, Zoning Meeting Mileage, \$196.88; Rochel, Robert, Zoning Meeting Mileage, \$111.72; Rude's Funeral Home Inc, Transport, \$240.00; Running's Supply Inc, K9 Rope, 6A30 Tote, \$46.88, Hwy Supplies, \$505.30, Lights, Fitting, Valve, \$54.37; Sanford Health, Autopsy, \$2,135.00; Sanitation Products Inc, Cylinder 0598W, \$1,013.79; Schneider Corporation Hfh, Beacon Hosting 7/1-9/30, \$2,565.00; Schuneman Equipment Co, Fittings, Filters, Weed Eater, \$678.32, Parts, \$30.97; SD Attorney General's Office, 24/7, Scram 5/1-5/31, \$4,770.00, 24/7 Participation Fee 5/1-5/31, \$182.00; SD Dept of Transportation, Highway Project Costs, \$744.06; SDACO, ROD Relief Fund May 2016, \$998.00; Shaeffer, John A, CAA, \$1,619.33; Sheehan Mack Sales, Emergency Fan Clutch 0581, \$1,186.30; Sinai City, Utilities, \$64.00; Sinai Legion Hall, 2016 Primary Election, \$35.00; Sioux Falls Rubber Stamp, Notary Stamp Replacement, \$22.83; Sioux Valley Energy, Electric Utilities, \$238.00; Special Days Committee, Elkton Fireworks Display, \$500.00; Spence, Terrell, Zoning Meeting Mileage, \$145.81; Susan Stahl, 2016 Primary Election Worker, \$165.00; Sturdevant's Auto Parts, Shop Supplies, \$279.06; Swiftel Center, April, May, June Facility Fees, \$4,731.00; Thaden, Linda, 2016 Primary Election Worker, \$163.50; Thaden, Ronald, 2016 Primary Election Worker, \$163.50; Thomson Reuters - West, West Info Charges, \$662.00; Tonia Thornton, Transport Fuel, \$22.19; Thvedt, Gloria, 2016 Primary Election Worker, \$188.25; Tillgren, Wilma, 2016 Primary Election Worker, \$15.00; Timmons Construction Inc, 4H Entry Door Repair, \$1,530.60; Tolrud, Deanna, 2016 Primary Election Worker, \$212.44; Torgrude, Margaret, 2016 Primary Election Worker, \$180.00; Town & Country Shopper, Vote Center Ad, \$63.00; Town, Helen M, 2016 Primary Election Worker, \$163.50; Truenorth Steel, Culvert for Bruce City, \$790.67; Uncle Sam Jam, Uncle Sam Jam Sponsorship, \$1,500.00; US Records Midwest, Replacement Binder, Jacket, \$448.72; Steven Ust, Building Inspections, \$700.00; Vandenberg Law, CAA, \$3,018.50; Michael Vandeweerd, Zoning Meeting Mileage, \$10.33; Vaughn, Betty, 2016 Primary Election Worker, \$187.50; Verizon Wireless, Mobile Data, \$280.07; Vincent, Patricia, 2016 Primary Election Worker, \$169.00; Vostad, Jeff, 2016 Primary Election Worker, \$169.00; Walburg, Duane, Animal Control 5/28-6/10, \$40.00, Animal Control 5/14-5/27, \$74.00; Waldner, Josephine, 2016 Primary Election Worker, \$53.50; Walmart Community, Power Cords, Strips, \$94.11; Weiss, Carol, 2016 Primary Election Worker, \$169.00; Westall, Betty, 2016 Primary Election Worker, \$38.50; Westall, Robert, 2016 Primary Election Worker, \$64.54; Wheelco Truck & Trailer, Filters, Brake Parts, \$1,159.74; Terry D Wieczorek PC, CAA, \$742.46, CAA, \$342.81; Wiskur, Nancy, 2016 Primary Election Worker, \$180.00; Witchey, Greg, 2016 Primary Election Worker, \$38.50; Yankton County Sheriff, Service of Process, \$25.00; SD Dept of Revenue, June Remittance, \$534,860.35.

### *Department Head Reports*

County Development Director Robert Hill said the American Red Cross installed 58 smoke alarms in two manufactured home parks.

Hill said he attended a FEMA Floodplain Update meeting. He said a follow-up meeting is scheduled for October, and the Commission will be invited to that meeting.

Hill discussed upcoming dates.

Veterans & Human Services Director Michael Holzhauser said the number of veterans coming into the office has increased. 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 office will be closed Friday afternoon, but will make arrangements with the Commission Department to help cover.

Finance Officer Vicki Buseth said the property in Sinai was auctioned and sold for \$2,500.

### ***Finance Office Report***

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

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

#### ***May 2016***

Total amount of deposits in bank.....	\$24,234,215.84
Total amount of actual cash: Currency.....	\$7,885.00
Coins.....	\$1.80
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	\$102,323.46
Itemized list of all other items.....	\$10,598.46
TOTAL.....	\$24,355,024.56

Be it noted, the Payroll & Additives for May 2016 was presented to the board.

Commission/HR: \$15,635.06; Technology: \$5,587.60; Elections: \$4,211.46; Finance Office: \$19,174.37; States Attorney: \$24,883.52; Equalization: \$14,557.14; Register of Deeds: \$7,458.76; Veterans/Welfare: \$5,925.27; Sheriff's Office: \$79,049.65; Coroner: \$355.20; Community Health: \$3,269.90; Extension: \$2,748.20; Weed: \$6,004.10; Planning/Zoning: \$5,336.54; Highway: \$44,620.72; Emergency Management: \$3,480.44.

AFLAC: \$2,783.16; Avesis: \$1,281.91; Office of Child Support: \$400.00; Delta Dental: \$4,883.28; Flex One: \$2,023.58; Dearborn Life Insurance: \$1,279.70; Local Teamsters: \$1,107.00; SDRS: \$40,916.25; SDRS Supplemental: \$1,668.00; Wellmark: \$92,210.20; AFLAC Group/CAIC Primary: \$522.88.

Be it noted, the expenditure adjustments for the month of May 2016 were presented to the board. \$6,879.69 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted, the Register of Deeds Statement of Fees collected for the month of May 2016 in the amount of \$34,495.50 was presented to the board.

Sheriff Martin Stanwick said the office has been busy, specifically with a home invasion case. He said one suspect is still at-large.

Stanwick said he met with SDSU about the concert coming up in September. He said his department will be helping with that.

Stanwick said he will be scheduling a staff meeting in Volga, so the city councilors and the public can meet his staff.

Highway Superintendent Richard Birk said he's been working with 1<sup>st</sup> District on the grant for 468<sup>th</sup> Avenue.

Birk said they've delivered the temporary easements for the bridge south of White.

**REGULAR BUSINESS**

Motion by Miller, seconded by Jensen to approve and authorize Chairperson Krogman to sign Resolution #16-18: a resolution authorizing the purchase of pea rock based upon the price established through the County of Moody, South Dakota bid process. Background information was provided by Highway Superintendent Richard Birk.

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

**RESOLUTION #16-18**

**A RESOLUTION AUTHORIZING THE PURCHASE OF PEA ROCK  
UPON THE PRICE ESTABLISHED  
THROUGH THE COUNTY OF MOODY, SOUTH DAKOTA, BID PROCESS**

WHEREAS, the Brookings County Highway Department will need pea rock in 2016; and

WHEREAS, the COUNTY OF MOODY, has recently gone through a competitive bidding process for pea rock, such bidding process culminating in the bids being opened on March 1, 2016;

WHEREAS, JOHNSON BROS. EXCAVATION, INC, was the lowest responsible bidder under such COUNTY OF MOODY, SOUTH DAKOTA, bid process and JOHNSON BROS. EXCAVATION, INC. is willing to sell pea rock to BROOKINGS COUNTY under the same terms and options as available to the COUNTY OF MOODY, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

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

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to purchase on an as needed basis pea rock from JOHNSON BROS. EXCAVATION, INC. based upon the bid prices, or less, as established through the competitive bidding process of the COUNTY OF MOODY, SOUTH DAKOTA, a copy of which County of Moody bid specifications and prices being available in the Brookings County Finance Office.

Adopted this 21<sup>st</sup> day of June, 2016.

Ryan Krogman  
Chairperson, Brookings County  
Board of County Commissioners

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

Motion by Pierce, seconded by Miller to approve and authorize Chairperson Krogman to sign Resolution #16-19: a resolution authorizing the sale of surplus property by public auction.

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

### RESOLUTION #16-19

#### RESOLUTION AUTHORIZING THE SALE OF SURPLUS PROPERTY BY PUBLIC AUCTION

BE IT RESOLVED by the Board of County Commissioners of Brookings County, South Dakota, as follows:

WHEREAS, Brookings County desires to sell the following described real property that has been previously declared surplus property:

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

WHEREAS, the above-described real property was offered for sale at public auction on June 15, 2016. The highest bid was made by Patric B. Honer for the total purchase price of \$2,500.00 Dollars.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of County Commissioners of Brookings County, South Dakota, as follows:

That Brookings County sells, transfers and conveys the above-described real property to Patric B. Honer for \$2,500.00.

Passed and approved on the 21<sup>st</sup> day of June, 2016.

ATTEST:

BROOKINGS COUNTY

Vicki Buseth  
Brookings County Finance Officer

Ryan Krogman, Chairperson  
Board of County Commissioners

Motion by Yseth, seconded by Miller to approve for recording purposes and to authorize Chairperson Krogman to sign Resolution #16-20: a plat of Lots 1 & 2 of Kodiak Addition in the SE ¼ of Section 3, T109N, R48W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by Highway Superintendent Richard Birk.

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

Motion by Miller, seconded by Jensen to approve authorizing Feucht Construction of Brookings to build the Brookings County Highway Department maintenance equipment storage building in Sinai, South Dakota based upon the price established through the Brookings County bid process. Background information was provided by Highway Superintendent Richard Birk.

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

Chief Deputy States Attorney Abigail Howard presented the Chief Deputy States Attorney's Report. Howard said the office has been very busy. She also said the first Drug Court date is July 7<sup>th</sup> at 9:30 a.m., and that will be open to the public.

### **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Pierce talked with the Lake Campbell Improvement Association Board of Directors regarding the Lake Sub-Committee on the zoning ordinance changes. Pierce attended budget hearings and the auction in Sinai.

Commissioner Jensen attended budget hearings.

Commissioner Miller attended budget hearings.

Commissioner Yseth attended budget hearings, and attended and discussed the Growth Partnership Meeting. Yseth said General Mills will be having a ribbon cutting.

Commissioner Krogman attended the Affordable Task Force Meeting; attended and discussed the BEDC Meeting; attended budget hearings; and discussed the Property Task Force Meeting.

Commissioner Pierce asked the Commission Department to add townships to the list when emailing the agendas out.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., the board held the second reading and public hearing of Ordinance #2016-01: an Ordinance Licensing and Regulating Peddlers Operating Outside the Boundaries of Incorporated Municipalities within Brookings County and within the Incorporated Municipalities of Sinai, Bruce, Bushnell and Elkton.

Chairperson Krogman opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Krogman closed the public hearing.

Motion by Yseth, seconded by Pierce to approve and authorize Chairperson Krogman to sign Ordinance #2016-01: an Ordinance Licensing and Regulating Peddlers Operating Outside the Boundaries of Incorporated Municipalities within Brookings County and within the Incorporated Municipalities of Sinai, Bruce, Bushnell and Elkton. Background information was provided by Sheriff Martin Stanwick and Chief Deputy States Attorney Abigail Howard.

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

### **BROOKINGS COUNTY ORDINANCE 2016-01**

AN ORDINANCE LICENSING AND REGULATING PEDDLERS OPERATING OUTSIDE THE BOUNDARIES OF INCORPORATED MUNICIPALITIES WITHIN BROOKINGS COUNTY AND WITHIN THE INCORPORATED MUNICIPALITIES OF SINAI, BRUCE, BUSHNELL AND ELKTON.

BE IT ORDAINED BY BROOKINGS COUNTY, SOUTH DAKOTA:

WHEREAS, SDCL 9-34-18 provides for the local regulation of peddling and soliciting by a county or municipality;

WHEREAS, the citizens of the incorporated municipalities of Sinai, Bruce, Bushnell, and Elkton do not have such a regulation and have requested that Brookings County Ordinance 2016-01 apply to said municipalities within Brookings County; and

WHEREAS, the Brookings County Commission finds it is appropriate and in the best interests of the citizens of Brookings County to regulate the temporary business of peddlers operating outside the boundaries of incorporated municipalities within Brookings County and within the incorporated municipalities of Sinai, Bruce, Bushnell and Elkton.

NOW, THEREFORE, BE IT ORDAINED BY BROOKINGS COUNTY:

### **SECTION I. DEFINITIONS.**

For the purposes of this Ordinance, the term Peddler includes the following:

“Peddler” includes any person traveling by foot, vehicle, or any other type of conveyance, from place to place, carrying or transporting goods, wares and merchandise; offering and exposing the goods, wares and merchandise for sale or making sales and delivering articles purchased; or who, without traveling from place to place, shall sell or offer the goods, wares or merchandise for sale from his or her person or from any vehicle or conveyance.

### **SECTION II. EXCEPTIONS.**

The provisions of this Ordinance shall not apply to the following:

- A. Charitable, religious, or nonprofit organizations or corporations which have a tax exempt status under IRC paragraph 501(c)(3), 26 USCA.
- B. Civic, educational, or veteran’s organizations.
- C. Traveling salespersons doing business exclusively with retail merchants, manufacturers, jobbers or public officials.
- D. Persons selling or delivering personal property to regular customers on established routes.
- E. Persons selling jams, jellies, vegetables, fruits, or flowers grown or produced by them and not purchased by them for resale.
- F. Garage, rummage, yard, or moving sales, or auctions, that are held in compliance with any municipal or county zoning ordinance relating to the same.
- G. Persons soliciting newspaper subscriptions, or magazine, book, or periodical subscriptions sponsored by any nonprofit organization.
- H. Persons soliciting orders for any agricultural product produced or processed within the State of South Dakota, stock foods, veterinary medicines and biologicals, or such petroleum products as are subject to state inspection under SDCL Chapter 37-2.

### **SECTION III. REGULATIONS.**

- A. No Peddler shall do business in Brookings County without first obtaining a Peddler’s License, which shall be prominently displayed at the location where the Peddler is conducting business, including carrying the same on his or her person if the solicitations involve traveling on foot.
- B. No Peddler may make false or fraudulent statements concerning the quality or the nature of the goods, wares, merchandise or services for the purpose of inducing another to purchase the same.
- C. No Peddler may engage in the business of peddling between the hours of 9:00 p.m. and 9:00 a.m., except by specific appointment with, or invitation from, a prospective customer.
- D. No holder of a license issued under this Ordinance shall authorize or permit any person or business not identified on the license to utilize a duly issued license.

### **SECTION IV. PEDDLER’S LICENSE.**

- A. A Peddler’s License shall be valid for a period of thirty (30) days from the date of issuance, unless an earlier expiration date is noted on the license.

- B. The applicant for a Peddler's License shall file with the Brookings County Finance Officer, a sworn application in writing, on a form furnished by the Brookings County Finance Office, giving the following information:
  - a. The name of the business;
  - b. The name of the applicant;
  - c. The permanent home address of the applicant;
  - d. A phone number and email address for the applicant;
  - e. The start and end date of the requested solicitation;
  - f. Location where the applicant intends to conduct business in Brookings County;
  - g. If a vehicle is to be used, the make, model and license plate number of vehicle;
  - h. A brief description of the nature of the business and the goods to be sold;
  - i. South Dakota Sales Tax ID number;
  - j. Any felony or misdemeanor convictions within the past five (5) years; and
  - k. Any judgment or conviction for fraud, deceit, or misrepresentation within the past five (5) years.
- C. The fee for a Peddler's License shall be \$100.00 and shall be paid at the time of application. The County Commission shall have the authority, on request of the applicant made to the Commission at a regular meeting, to waive or reduce any fee hereunder.
- D. Upon payment of the appropriate fee and completion of the application, an applicant shall be issued a Peddler's License.
- E. No Peddler may give any false or misleading information in connection with their application for a license.
- F. No license shall be issued by the Brookings County Finance Office until the applicant has complied with the requirements of this Ordinance.
- G. No license shall be issued to any person who does not have a valid South Dakota sales tax permit.

#### **SECTION V. DENIAL OF LICENSES.**

Upon the Brookings County Finance Officer's review of the application, the Finance Officer may refuse to issue a Peddler's License to the applicant under this Ordinance for any of the following reasons:

- (1) The location and time of the activity would endanger the safety and welfare of the Peddler, their customers, or the public;
- (2) An investigation reveals that the applicant falsified information on the application;
- (3) Any individual listed on the application that has been convicted of a felony or misdemeanor violation involving a sex offense, trafficking in controlled substances, or any violent acts against persons or property, such conviction being entered within the five (5) years preceding the date of application;
- (4) Any individual listed on the application is a person against whom a judgment based upon, or conviction for, fraud, deceit or misrepresentation has been entered within the five (5) years immediately preceding the date of application;
- (5) There is no proof as to the authority of the applicant to serve as an agent to the principal; or
- (6) The applicant has been denied a license under this Ordinance within the preceding 365 days, unless the applicant can and does show to the satisfaction of the Brookings County Finance Officer that the reasons for such earlier denial no longer exist.

The Brookings County Finance Officer's disapproval and the reasons for disapproval must be noted on the application, and the applicant will be notified the application is disapproved and that no permit will be issued. Notice will be mailed to the applicant at the address shown on the application form.

#### **SECTION VI. PRIVATE PREMISES.**

It shall be unlawful for any Peddler to enter upon premises owned, leased or rented by another and refuse to leave such premises after having been notified by the owner or possessor of such premises, or its agent, to leave the premises.

It shall be unlawful for any Peddler to enter upon any private premises when the premises is posted with a sign prohibiting peddling, soliciting, or business of a similar nature which prohibits door to door sales at such premises.

#### **SECTION VII. ENFORCEMENT.**

It shall be the duty of any law enforcement officer of the County to require any person seen peddling, soliciting, or canvassing, and who is not known by such officer to be duly licensed, to produce his or her Peddler's License, and to enforce the provisions of this Ordinance against any person found to be violating the same.

### **SECTION VIII. PENALTIES.**

- A. A violation of this Ordinance is a Class 2 Misdemeanor and shall be punishable by a fine of up to \$500.00 and/or thirty (30) days imprisonment in the county jail.
- B. In addition to any criminal enforcement, Brookings County or any individual may pursue any available civil remedies deemed appropriate and necessary.
- C. Any Peddler found to be operating in violation of this Ordinance or without a Peddler's License shall be prohibited from obtaining a Peddler's License for a period of 365 days.

### **SECTION IX. LICENSE REVOCATION.**

Any license issued under this Ordinance may be revoked or suspended, by the Brookings County Finance Officer, after notice and hearing, for any of the following reasons:

- (1) Fraud, misrepresentation or false statement contained in the license application;
- (2) Fraud, misrepresentation or false statement made by the Peddler in the course of conducting solicitation or peddling activities;
- (3) Conducting peddling or solicitation activities contrary to the provisions contained in the license or within this Ordinance; or
- (4) Conducting peddling or solicitation activities in such a manner as to create a public nuisance, constitute a breach of the peace or endanger the health, safety or general welfare of the public.

### **SECTION X. NOTICE AND HEARING.**

Notice of a hearing for revocation of a license issued under this Ordinance shall be provided in writing and will set forth specifically the grounds for the proposed revocation and the time and place of the hearing. Notice will be mailed, postage prepaid, to the Peddler at the address shown on the license application or at the last known address of the Peddler.

### **SECTION XI. APPEALS.**

Any person aggrieved by the action or decision of the Brookings County Finance Officer to deny, suspend or revoke a license applied for under the provisions of this Ordinance will have the right to appeal such action or decision to the Brookings County Board of Commissioners within fifteen (15) days after the notice of the action or decision has been mailed to the person's address as shown on the permit application form, or to his or her last known address.

- (1) An appeal will be taken by filing with the County Finance Officer a written statement setting forth the grounds for the appeal;
- (2) The County Finance Officer will transmit the written statement to the Brookings County Board of Commissioners within ten (10) days of its receipt and the County Commission will set a time and place for a hearing on the appeal.
- (3) A hearing will be set not later than twenty (20) days from the date of receipt of the appellant's written statement;
- (4) Notice of the time and place of the hearing will be given to the appellant in the same manner as provided for the mailing notice of action or decision; and
- (5) The decision of the County Commission on the appeal will be final and binding on all parties concerned.

### **SECTION XII. SEVERABILITY.**

This Ordinance and each section and provision hereunder are hereby declared to be independent divisions and subdivisions and, notwithstanding any other evidence of legislative intent, it is hereby declared to be the controlling legislative intent that if any provisions of said Ordinance, or the application thereof to any person or circumstance is held to be invalid, the remaining sections or provisions and the application of such sections and provisions to any person or

circumstance other than those to which it is held invalid, shall not be affected thereby, and it is hereby declared that such sections and provisions would have been passed independently of such section or provisions so known to be invalid.

Adopted this 21<sup>st</sup> day of June, 2016.

BROOKINGS COUNTY:

ATTEST:

Ryan Krogman  
Chairperson  
Brookings County Commission

Vicki Buseth  
Brookings County Finance Officer

First Reading: June 9, 2016

Second Reading: June 21, 2016

Adopted: June 21, 2016

Publications: June 30, 2016

Effective Date: July 20, 2016

Chairperson Krogman declared a recess until 1:00 p.m.

**SCHEDULED AGENDA ITEM**

As scheduled at 1:00 a.m., the board held budget hearings.

**ADJOURNMENT**

Motion by Yseth, seconded by Jensen to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, July 12, 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.

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Jenna Peterson  
Finance Assistant  
Brookings County

Published once at the approximate cost of\_\_\_\_\_.

# **BROOKINGS COUNTY COMMISSION MEETING**

## **MONDAY, JUNE 27, 2016**

The Brookings County Board of County Commissioners met in special session on Monday, June 27, 2016 with the following members present: Ryan Krogman, Larry Jensen, Stephne Miller, and Tom Yseth. Lee Ann Pierce was absent.

### **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 June 27, 2016 Commission Meeting was approved without objection.

### **REGULAR BUSINESS**

The board held a public hearing on the transfer of a liquor license and malt beverage license from West Oak Pub to Wagon Wheel Resort.

Chairperson Krogman opened the public hearing and called for proponents and opponents. Hearing none, Chairperson Krogman closed the public hearing.

Motion by Yseth, seconded by Jensen to approve and authorize Chairperson Krogman to sign the transfer of a liquor license and malt beverage license from West Oak Pub to Wagon Wheel Resort. Background information was provided by Commission Department Director Stacy Steffensen.

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

### **ADJOURNMENT**

Motion by Jensen, seconded by Miller to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, July 12, 2016 at 8:30 a.m.

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Jenna Peterson  
Finance Assistant II  
Brookings County

Published once at the approximate cost of\_\_\_\_\_.

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, JULY 05, 2016**

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

### **REGULAR BUSINESS**

Motion by Miller, seconded by Yseth to award the low bid to Halme, Inc. for Brookings County Structure and Approach Grading, Str. No. 06-240-092 in the amount of \$466,712.90. Highway Superintendent Richard Birk provided background information and recommended approval of the low bid. Roll call vote: Yseth "aye," Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye." Motion carried.

Motion by Yseth, seconded by Miller to approve a fireworks display on Saturday, July 16<sup>th</sup> at Oakwood Lakes Lodge subject to notifying the Bruce Fire Department and subject to a countywide burn ban that may be put in place prior to the display. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye," Krogman "aye." Motion carried.

### **ADJOURNMENT**

Motion by Yseth, seconded by Jensen to adjourn. Motion carried. The next regular scheduled meeting is Tuesday, July 12, 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.

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Jenna Peterson  
Finance Assistant II  
Brookings County





STATE OF SOUTH DAKOTA  
**LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION**  
 DIVISION OF CRIMINAL INVESTIGATION  
 GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER  
 1302 E. HIGHWAY 14, STE. 5  
 PIERRE, SOUTH DAKOTA 57501-8505

**FAXED**  
 06/29/16  
 T. Pierre

MARTY J. JACKLEY  
 ATTORNEY GENERAL

APPLICATION TO ATTEND  
 SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course DARE INSTRUCTOR COURSE

Course Date 06/12-06/23/17

Name Gengler Michael J.  
 (Last) (First) (Middle) (Please print or type)

Date of Birth 12/21/88 SSN 504-15-5686  M  F Law Enforcement Service 3 yrs. 5 Mos.

Email address mgengler@brookingscountysd.gov Cell Phone # 605-254-5555

Name of Department Brookings County Sheriff's Office. Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006  
 Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff  
 (Title of Applicant)

*Marty J. Jackley*  
 (Name & Title of Department Head) **SHERIFF**

06/29/16  
 (Date)

06/29/16  
 (Date)

**This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.**

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to: Law Enforcement Training  
 Criminal Justice Center  
 1302 E. Hwy 14, Ste. 5  
 Pierre SD 57501-8505  
 Phone: 605-773-3584  
 Fax: 605-773-7203

# Travel / Education Request Form

Name(s) Misty Moser

Department Weed & Pest Position(s) Supervisor

**Travel/Education**

Date(s)	Beginning Odometer	Ending Odometer	Destination
6/22/16			Watertown SD

Reason for Travel Collect Leafy Spurge Beetles.

Passengers David Hynes

**Estimated Expenses**

• Method of Travel:  County Vehicle  Private Auto  
 \_\_\_\_\_ miles @ \$\_\_\_\_\_/per mile = \$ \_\_\_\_\_

• Meals:  Breakfast @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 Lunch @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
 Dinner @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

• Additional Expenses (taxi, parking, etc)  
 Please list N/A = \$ \_\_\_\_\_

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

• Registration  Estimated cost = \$ \_\_\_\_\_

Total Cost Estimate = \$ \_\_\_\_\_

Department Head designated mileage rate: \$ 0 /per mile

Misty Moser  
 Department Head Signature

6-22-16  
 Date

# Travel/Education Request Form

Name(s) Robert W. Hill

Department County Development Position Director

**Travel/Education**

Date(s)	Beginning Odometer	Ending Odometer	Destination
7/18/2016			Sioux Falls, SD

**Reason for Travel:**

Attend the EPA Chemical Industry Safety Workshop as a representative of the Brookings Local Emergency Planning Committee (LEPC) in Sioux Falls, SD.

Passengers: 0

**Estimated Expenses:**

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

•Meals: 0 Breakfast @ \$ 5.00 = \$ 0.00  
0 Lunch @ \$ 9.00 = \$ 0.00  
0 Dinner @ \$ 12.00 = \$ 0.00

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

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

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

•Registration: 0 Estimated Cost = \$           

*Total Cost Estimate* = \$ 0.00

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

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

  
 Department Head Signature

6/30/2016  
 Date

# 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](http://siouxfallschemicalworkshop.eventbrite.com)

**Huron** July 19, 2016 9am-12pm

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

**Aberdeen** July 20, 2016 9am-12pm

Register: [aberdeenchemicalworkshop.eventbrite.com](http://aberdeenchemicalworkshop.eventbrite.com)

**Pierre** July 21, 2016 at 9am-12pm

Register: [pierrechemicalworkshop.eventbrite.com](http://pierrechemicalworkshop.eventbrite.com)

**Rapid City** July 21, 2016 3pm-6pm

Register: <http://rapidcitychemicalworkshop2.eventbrite.com>

**Rapid City** July 22, 2016 9am-12pm

Register: [rapidcitychemicalworkshop.eventbrite.com](http://rapidcitychemicalworkshop.eventbrite.com)

For more information: Rebecca Broussard • 303-312-6568 • [broussard.rebecca@epa.gov](mailto:broussard.rebecca@epa.gov)

Brookings County

# Travel/Education Request Form

Name(s) Chris Lilla,

Department DOE Position Director

**Travel/Education**

Date(s)	Beginning Odometer	Ending Odometer	Destination
Sept 17 <sup>th</sup> - 22 <sup>nd</sup> , 2016			Las Vegas, NV

Reason for Travel: Proval Users Conference Las Vegas, NV

Passengers:

**Estimated Expenses:**

- Method of Travel:  County Vehicle  Private Auto  
 \_\_\_\_\_ Miles @ \$ \_\_\_\_\_ per mile = \$ \_\_\_\_\_
- Meals:
  - 6 Breakfast @ \$ 10.00 = \$ 60.00
  - 6 Lunch @ \$ 14.00 = \$ 84.00
  - 3 Dinner @ \$ 21.00 = \$ 63.00

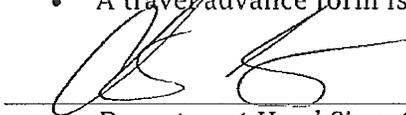
*Employees will not be reimbursed for meals that are included in the registration fee.*

- Additional Expenses (taxi, parking, etc):  
 Airfare - \$392.70 / Taxi - \$50.00 (est) / Parking - \$50 (est) \$ 492.70
- Lodging: 5 Nights \$ 1,102.40
- Registration \$595 (early bird registration) \$ 595.00

Total Cost Estimate = \$ 2,397.10

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

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

  
 \_\_\_\_\_  
 Department Head Signature

6/28/16  
 Date

Brookings County  
**Travel Advance**  
**Request for Payment Form**

Employee: Chris Lilly

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 17 - 22nd, 2016

**Estimated Expenses**

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 207<sup>00</sup>  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
Please List: \_\_\_\_\_
- Lodging: = \$ \_\_\_\_\_
- Registration: = \$ \_\_\_\_\_
- Total Travel Advance = \$ 207<sup>00</sup>

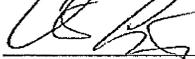
**Actual Expenses**

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ \_\_\_\_\_
- Meals: = \$ \_\_\_\_\_  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
Please List: \_\_\_\_\_
- Lodging: = \$ \_\_\_\_\_
- Registration = \$ \_\_\_\_\_
- Total Actual Travel Expenses = \$ \_\_\_\_\_

**Difference**

- Amount owed to County = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.*
- Amount owed to Employee = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.*

  
Employee Signature

6-28-16  
Date

Proval Registration \$595.00

SYNERGY 2016 Aumentum User Groups Conference

	Recording Aumentum	Appraisal/Valuation				Tax Generation & Collection Aumentum	Technical Aumentum	Ascend/Other
	ProVal	ProVal	customGAMA	Aumentum	Aumentum	Aumentum	Aumentum	Ascend/Other
<b>SUNDAY - SEPTEMBER 18</b>								
1:00pm-5:00pm	REGISTRATION							
5:00pm-6:30pm	WELCOME RECEPTION							
<b>MONDAY - SEPTEMBER 19</b>								
8:30am-9:30am	OPENING SESSION							
9:30am-9:45am	BREAK							
9:45am-10:45am	What's New / Roadmap Part 1	What's New in 7.11.4 and 9.x	Using Sales to Establish Land Rates: Part 1	How to use Query Builder and/or Exporting GAMA data to MS-Access	Real Property: What's New & Upcoming	Effective Data and the Functional Calendar	Beginning SQL	
10:45am-11:00am	BREAK							
11:00am-12:00pm	What's New / Roadmap Part 2	Excel: Beginners	Using Sales to Establish Land Rates: Part 2	Valuation Methods	Real Property: 101	Processing TAG Changes	Advanced SQL	
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Admin Training: eRecording	Excel: Intermediate	Marshall and Swift Commercial Black Box	Search by SQL - Data Mining	Process Flow in Aumentum		SSRS-Understanding the Basics	Aumentum: Data Services
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Admin Training: Dashboards & Mgmt Tools	Case Study: Using House Type Factors	Moore Precision Cost Models: Part 1	Sales Comparables	Personal Property: What's New & Upcoming	Corrections Processing	SSRS-Beyond the Basics	Aumentum: Data Services (repeat)
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: New Features	Tips and Tricks/Sketching	Moore Precision Cost Models: Part 2	TG_MVAT - Model Refinement for PP	Pros & Cons for Configuration			
6:00pm-10:00pm	SOCIAL EVENT (dinner provided)							
<b>TUESDAY - SEPTEMBER 20</b>								
8:30am-9:30am	2015 PubEc Sector Champions: Insights on Leading Through Change							
9:30am-9:45am	BREAK							
9:45am-10:45am	Admin Training: Cashiering & Accounting Part 1	Unique Appraisal Considerations - Walking Tour				Delinquents & Tax Sale: Lien	Aumentum Data Modeling Part 1	
10:45am-11:00am						BREAK		
11:00am-12:00pm	Admin Training: Cashiering & Accounting Part 2					Delinquents & Tax Sale: Property	Aumentum Data Modeling Part 2	
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Updates from the Support Desk	SQL for Beginners: Part 1	Markets and Sub Markets	Did You Know? New Enhancements and Features	Personal Property: 101	Levy	Aumentum Data Modeling Part 3	ASCEND Assessor/Treasurer topics
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Land Records: An International Perspective	SQL for Beginners: Part 2	Preparing Cost Tables for Reassessment	Mass Update	Real Property: Income Approach Part 1	Assessment Admin (incl. value modifier)	Security Architecture	ASCEND Assessor/Treasurer topics
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: Security Paper Management	Land Import/ Future Records	Preferences/Security	Document Handling	Real Property: Income Approach Part 2	Aumentum Update		ASCEND Deep Dive
Evening	FREE							
<b>WEDNESDAY - SEPTEMBER 21</b>								
8:30am-9:30am	The Bird's-Eye View: Thinking Differently with GIS							
9:30am-9:45am	BREAK							
9:45am-10:45am	GIS in Thomson Reuters					Distribution: Overview	System Performance Monitoring	Aumentum: Creating Viewers for Data Services
10:45am-11:00am	BREAK							
11:00am-12:00pm	Microfilm Maintenance	Report Designer: Introduction		Security Application	GIS for Aumentum	Distribution: Balancing	System Performance Optimization	Aumentum: Advanced Search Data Services
12:00pm-1:30pm	LUNCH (on your own)							
1:30pm-2:30pm	Hardware Changes & Maint: How it impacts your operation	Pictometry/ GeoAnalyst	Report Designer: Advanced - Part 1	Ask the Developer/Programmer	Real Property: Sales Ratio Analysis	Aumentum Jeopardy!	Correspondence	Aumentum: Excel Integration Data Services
2:30pm-2:45pm	BREAK							
2:45pm-3:45pm	Innovation Workshop: Looking forward to the future	Case Study: Ratio Study	Report Designer: Advanced - Part 2	JS_Geoanalyst for customGAMA	Real Property: Comp Sales Part 1	Part 1: Enhancement Update Part 2: Enh. Brainstorming / Refinement Part 3: TUG Meeting		
3:45pm-4:00pm	BREAK							
4:00pm-5:00pm	Admin Training: Public Access	Proval User Group		Calc Host Notes/History Snap Use and Config	Real Property: Comp Sales Part 2			
6:00pm-9:00pm	AWARDS BANQUET (dinner provided)							
<b>THURSDAY - SEPTEMBER 22</b>								
8:30am-9:30am	Governance Issues in the Digital Age							
9:30am-9:45am	BREAK							
9:45am-10:45am	Recorder Jeopardy!	Customer Center and Community			Case Management: An Introduction	Data Analysis Using Excel	Aumentum Web Services / API	
10:45am-11:00am	BREAK							
11:00am-12:00pm	Round Table	Round Table	Round Table	Personal Property: Advanced Concepts	Security "Know-How"	Deployment Best Practices & Tech Refresh Planning		
12:00pm	CONFERENCE CONCLUDES							

Brookings County

# Travel/Education Request Form

Name(s) Jacob Brehmer, Larry Klinghile, Jere Hieb, Reid Squires

Department DOE Position Appraisers

**Travel/Education**

Date(s)	Beginning Odometer	Ending Odometer	Destination
Sep 18 <sup>th</sup> thru 23 <sup>rd</sup> In State			Sioux Falls, SD

**Reason for Travel:** Assessors School to remain certified  
**Passengers:**

**Estimated Expenses:**

- Method of Travel:  County Vehicle  Private Auto  
 \_\_\_\_\_ Miles @ \$ \_\_\_\_\_ per mile = \$ \_\_\_\_\_
- Meals:
  - 20 Breakfast @ \$ 6.00 = \$ 120.00
  - 20 Lunch @ \$ 11.00 = \$ 220.00
  - 16 Dinner @ \$ 15.00 = \$ 240.00

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

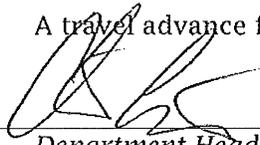
- Additional Expenses (taxi, parking, etc):  
Please list \_\_\_\_\_ \$ \_\_\_\_\_

- Lodging: 5 Estimated number of days (nights) = \$ 530 *only Larry getting Room.*
- Registration Estimated cost 4 @ \$300 = \$ 1,200

Total Cost Estimate = \$ 2,310

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

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



Department Head Signature

6/28/16  
Date

Brookings County  
**Travel Advance  
Request for Payment Form**

Employee: Jere Hieb

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sep 18 - 23rd, 2016

**Estimated Expenses**

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 145  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ 0  
Please List: \_\_\_\_\_
- Lodging: = \$ 0
- Registration: = \$ 0
- Total Travel Advance = \$ 145<sup>00</sup>

**Actual Expenses**

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ \_\_\_\_\_
- Meals: = \$ \_\_\_\_\_  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
Please List: \_\_\_\_\_
- Lodging: = \$ \_\_\_\_\_
- Registration = \$ \_\_\_\_\_
- Total Actual Travel Expenses = \$ \_\_\_\_\_

**Difference**

- Amount owed to County = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.*
- Amount owed to Employee = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.*

Jere Hieb  
Employee Signature

6-28-16  
Date

Brookings County  
**Travel Advance  
Request for Payment Form**

Employee: Larry Klingbile

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 18-23rd, 2016

**Estimated Expenses**

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
- Meals: = \$ 145<sup>00</sup>  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ 0  
Please List: \_\_\_\_\_
- Lodging: = \$ 0
- Registration: = \$ 0
- Total Travel Advance = \$ 145<sup>00</sup>

**Actual Expenses**

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ \_\_\_\_\_
- Meals: = \$ \_\_\_\_\_  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
Employees will not be reimbursed for meals that are included in the registration fee.*
- Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
Please List: \_\_\_\_\_
- Lodging: = \$ \_\_\_\_\_
- Registration = \$ \_\_\_\_\_
- Total Actual Travel Expenses = \$ \_\_\_\_\_

**Difference**

- Amount owed to County = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.*
- Amount owed to Employee = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.*

Larry Klingbile  
Employee Signature

6-28-16  
Date

Brookings County  
**Travel Advance**  
**Request for Payment Form**

Employee: Jacob Brekner

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sept 18 - 23, 2016

**Estimated Expenses**

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
  - Meals: = \$ 145.00  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy. Employees will not be reimbursed for meals that are included in the registration fee.*
  - Additional Expenses (taxi, parking, etc): = \$ 0  
*Please List: \_\_\_\_\_*
  - Lodging: = \$ 0
  - Registration: = \$ 0
- Total Travel Advance = \$ 145.00

**Actual Expenses**

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ \_\_\_\_\_
  - Meals: = \$ \_\_\_\_\_  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy. Employees will not be reimbursed for meals that are included in the registration fee.*
  - Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
*Please List: \_\_\_\_\_*
  - Lodging: = \$ \_\_\_\_\_
  - Registration: = \$ \_\_\_\_\_
- Total Actual Travel Expenses = \$ \_\_\_\_\_

**Difference**

- Amount owed to County = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.*
- Amount owed to Employee = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.*

Jacob Brekner  
 Employee Signature

6/28/16  
 Date

Brookings County  
**Travel Advance  
 Request for Payment Form**

Employee: Reid Squires

Department: DOE

Date of Request: 6-28-16

Date of Travel: Sep 18-23rd, 2016

**Estimated Expenses**

Estimated expenses must be completed at least one week prior to travel in order to allow time for board approval of the travel request. Attach a copy of the approved estimated expenses and travel request to a County Voucher and submit to the Auditor's office for payment.

- Mileage: = \$ 0
  - Meals: = \$ 145<sup>00</sup>  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
 Employees will not be reimbursed for meals that are included in the registration fee.*
  - Additional Expenses (taxi, parking, etc): = \$ 0  
 Please List: \_\_\_\_\_
  - Lodging: = \$ 0
  - Registration: = \$ 0
- Total Travel Advance = \$ 145<sup>00</sup>**

**Actual Expenses**

Actual expenses must be completed and reconciled with the Auditor's office not later than three work days after completion of the trip. Failure to do so may result in the employee losing this privilege in the future.

- Mileage: = \$ \_\_\_\_\_
  - Meals: = \$ \_\_\_\_\_  
*The maximum reimbursement for meals is the per diem rate listed in the travel policy.  
 Employees will not be reimbursed for meals that are included in the registration fee.*
  - Additional Expenses (taxi, parking, etc): = \$ \_\_\_\_\_  
 Please List: \_\_\_\_\_
  - Lodging: = \$ \_\_\_\_\_
  - Registration: = \$ \_\_\_\_\_
- Total Actual Travel Expenses = \$ \_\_\_\_\_**

**Difference**

- Amount owed to County = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, approved travel request, and money owed to submit to the County to the Auditor's office.*
- Amount owed to Employee = \$ \_\_\_\_\_  
*Attach a copy of the approved expense form, appropriate receipts, and approved travel request to a County Voucher and submit to the Auditor's office for payment out of the next claims cycle.*

[Signature]  
 Employee Signature

6-28-16  
 Date

# 2016 Annual Assessors' School

September 18<sup>th</sup> – 23<sup>rd</sup>

Sioux Falls, SD

## Hotel Accommodations

Best Western PLUS Ramkota Hotel & Conference Center ([www.siouxfalls.bwramkota.com](http://www.siouxfalls.bwramkota.com)) will be the site for the school. All school participants will need to make their own room reservations. To reserve a room(s), you may phone the hotel at:

**1-605-336-0650 no later than August 18, 2016**

The hotel will hold our block of rooms until August 28, 2015. Room rates will be \$95.99 plus 9.5% tax. If you pay with a county check and have the county's tax ID number, you will not have to pay the tax. If you are paying with a private credit card or check, taxes will apply. When making room reservations, let the hotel know that you are with the "**South Dakota Department of Revenue School**" to insure you get the group rate. Please ask for confirmation of rates and confirmation number at the time you make your reservations.

## Meals

All school participants are responsible for their own meals. There is a restaurant and a sports bar onsite.

## Breaks

There will be breaks in the morning and afternoon where coffee and/or refreshments will be provided.

## Registration

Complete the form on the last page and return along with tuition payment. Do not return the registration form without the tuition. Please keep a copy of your registration form for your records. A listing of final class assignments will be sent prior to school.

**Tuition for SDAAO members and SD county personnel: \$300\***

*\*Non-county personnel will have a separate tuition rate. Please contact Wendy Semmler at the Department of Revenue.*

## 2016 Courses

### Course 1 – Basics (Fundamentals of Appraising/Assessing)

This course is for all beginning directors or staff that have not attended a previous school or for uncertified personnel enrolled in the certification program. This course will give a beginner's look at the laws and procedures for appraising property for taxation in South Dakota. It also covers the three approaches to value; cost, market and income. It is recommended that this course be taken before the CAA exam is attempted.

Instructor: Todd Bailey, CAA

Prerequisite: none

Required Texts: IAAO Property Assessment Valuation (2<sup>nd</sup> or 3<sup>rd</sup> edition)  
Marshall and Swift Residential Cost Handbook (latest update)

Good Calculator, Note paper and pencil / pen

### Course 2 – IAAO 101 – Fundamentals of Real Property Appraisal

The Fundamentals of Real Property Appraisal is designed to provide the students with an understanding and working knowledge of the procedures and techniques required to estimate the market value of vacant and improved properties. This course concentrates on the skills necessary for estimating the market value of properties using two approaches to value: the cost approach and the sales comparison approach. The Fundamentals of Real Property Appraisal utilizes lectures, classroom discussion, and homework problems to emphasize the main concepts and procedures taught in the course.

Instructor: Scott Johnson, ICA, RES

Prerequisite: none

Required Texts: *Property Assessment Valuation (PAV) textbook (3rd edition)*

Good Calculator, Note paper and pencil / pen

### Course 3 – IAAO 311 – Residential Modeling Concepts

Course 311 presents a detailed study of the mass appraisal process as applied to residential property. Topics covered include a comparison of single-property appraisal and mass appraisal, the major steps in the mass appraisal process, data requirements, market analysis, application of the approaches to value, use of sales ratio studies, and valuation review techniques.

Instructors: David Cornell, MAI, CAE

Prerequisite: IAAO 300 – Fundamentals of Mass Appraisal

Required Texts: none

Good Calculator, Note paper, pencil/pen

## **Course 4 – Ag Buildings**

Dick Gilmore's appraisal experience includes farms, ranches, and all types of specialized agricultural and food processing facilities. He also has extensive experience valuing agricultural production related machinery, equipment, inventories, receivables, and intangible assets. This class will cover farm buildings and agri-business structures.

Instructor: Richard Gilmore, ARA, FASA, FRICS

Prerequisite: Basics (Fundamentals of Appraising / Assessing)

Required Text: none

Good Calculator, Note paper and pencil / pen

## **Course 5 – Commercial Properties**

Joshua Luther has more than 13 years of experience as a commercial real estate appraiser, including: apartment complexes, assisted living centers, manufactured parks, automotive dealerships, convenience stores, car washes, mixed use subdivisions, development land, retail lots. The class will focus on the more common type of commercial structures and how to apply appraisal theory and appraisal practice to them.

Instructor: Joshua W. Luther, MAI, MBA

Prerequisite: Basics (Fundamentals of Appraising / Assessing)

Required Text: none

Good Calculator, Note paper and pencil / pen

Please Print or Type when completing this form!

This school is being held under the authority of SDCL 10-1-16. Authorization of tax entity: SDCL 7-7-24, SDCL 7-7-25. Please complete this registration form and return with tuition payment no later than August 31<sup>st</sup>, 2016.

**Make all checks payable to SDAAO**

**Tuition is \$300 per student** (There is a separate tuition for non-county personnel – contact Wendy Semmler for details.)

Online registration is available at [www.sdaao.org](http://www.sdaao.org)

Mail registration and payment to:

**SDAAO**  
C/O Wendy Semmler, CAA  
South Dakota Department of Revenue  
445 East Capitol  
Pierre, SD 57501-3185

Student Name (print or type)	1st	Course Choice
		1st – 2nd (required) 2nd choice
1. Jacob Brehmer	IADAO 101	Commercial properties
2. Larry Kingsbite	Commercial properties	Ag Buildings
3. Jere Hieb	Ag buildings	IADAO 101
4. Reid Squires	Basics	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

County: Brookings E-mail: CLilly@brookingscountysd.gov

Address: 520 3rd St Ste 110  
City: Brookings  
Zip: 57006

# Travel/Education Request Form

Name(s) Robert W. Hill

Department County Development Position Director

## Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
Oct 14- 20, 2015			Savannah, GA

### Reason for Travel:

Attend the 2016 International Association of Emergency Managers (IAEM) Conference in Savannah, GA.

Passengers: 0

### Estimated Expenses:

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

•Meals: 7 Breakfast @ \$ 10.00 = \$ 70.00  
7 Lunch @ \$ 14.00 = \$ 98.00  
7 Dinner @ \$ 21.00 = \$ 147.00

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

•Additional Expenses (taxi, parking, etc.):  
 Please list Airfare = \$ 607.00

•Lodging: 7 Estimated number of days/nights = \$ 900.00

•Registration: 720.00 Estimated Cost = \$ 720.00

*Total Cost Estimate* = \$ 2,542.00

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

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

  
 Department Head Signature

6/30/2016  
 Date

**Robert Hill**

---

**From:** IAEM <info@iaem.com>  
**Sent:** Wednesday, May 18, 2016 11:30 AM  
**To:** iaem-members@lists.iaem.com  
**Subject:** Registration Now Open for IAEM 2016 Annual Conference

Attn: IAEM Members  
From: IAEM Headquarters

Mark your calendar to attend the upcoming IAEM Annual Conference and EMEX, October 14-19, 2016 in Savannah, Georgia. Please go to <http://iaemconference.info/2016/> for details. A schedule-at-a-glance is currently posted with a detailed program to be posted by May 30.

The online registration page has been activated to allow registrants the ability to make payment using funds from their current budget.

We look forward to seeing you in October in Savannah. Please keep your eyes open for follow up emails providing more details related to the upcoming conference.

If there is anything IAEM headquarters can do to help assist you in your conference planning, please do not hesitate to let us know.

--- You are currently subscribed to iaem-members as: rhill@brookingscountysd.gov.



## Coroner Trainings.

The following topics will be covered:

- SD Laws Relevant to Coroners
- Taking the Call / What to Do? / What Information to Gather?
- Types of Death Scenes / General Scene Protection
- Protection of Infant Death Scenes
- Toxicology
- Death Registration

Starts October 18<sup>th</sup>, 2016 at 9am in Conference Room A at Sanford Hospital, Sioux Falls.

06/27/16  
Sent to Print



STATE OF SOUTH DAKOTA  
**LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION**

DIVISION OF CRIMINAL INVESTIGATION  
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER  
1302 E. HIGHWAY 14, STE. 5  
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY  
ATTORNEY GENERAL

APPLICATION TO ATTEND  
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Page Zachary Eugene  
(Last) (First) (Middle) (Please print or type)

Date of Birth 08/30/94 SSN 503253463  M  F Law Enforcement Service 0 yrs. 5 Mos.

Email address zpage@brookingscountysd.gov Cell Phone # 605-695-6232

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006  
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff  
(Title of Applicant)

Martin Stanwick  
(Name & Title of Department Head)

06/27/16  
(Date)

06/27/16  
(Date)

**This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.**

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to:  
Law Enforcement Training  
Criminal Justice Center  
1302 E. Hwy 14, Ste. 5  
Pierre SD 57501-8505  
Phone: 605-773-3584  
Fax: 605-773-7203

TRANSMIT  
06/27/16  
Sent to Pierre



STATE OF SOUTH DAKOTA  
**LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION**

DIVISION OF CRIMINAL INVESTIGATION  
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER  
1302 E. HIGHWAY 14, STE. 5  
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY  
ATTORNEY GENERAL

APPLICATION TO ATTEND  
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Langstraat Manuel James  
(Last) (First) (Middle) (Please print or type)

Date of Birth 07/31/89 SSN 503176681  M  F Law Enforcement Service 2 yrs. 1 Mos.

Email address mlangstraat@brookingscountysd.gov Cell Phone # 605-670-1690

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006  
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff  
(Title of Applicant)

Martin Stanwick  
(Name & Title of Department Head)

06/27/16  
(Date)

06/27/16  
(Date)

**This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.**

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to:  
Law Enforcement Training  
Criminal Justice Center  
1302 E. Hwy 14, Ste. 5  
Pierre SD 57501-8505  
Phone: 605-773-3584  
Fax: 605-773-7203

**FAXSENT**  
06/27/16  
Sent to Pierre



STATE OF SOUTH DAKOTA  
**LAW ENFORCEMENT STANDARDS AND TRAINING COMMISSION**

DIVISION OF CRIMINAL INVESTIGATION  
GEORGE S. MICKELSON CRIMINAL JUSTICE CENTER  
1302 E. HIGHWAY 14, STE. 5  
PIERRE, SOUTH DAKOTA 57501-8505

MARTY J. JACKLEY  
ATTORNEY GENERAL

APPLICATION TO ATTEND  
SOUTH DAKOTA LAW ENFORCEMENT OFFICERS TRAINING COURSES

Type of Course Coroner Training Day 2

Course Date Tuesday, 10/18/16

Name Gengler Michael L.  
(Last) (First) (Middle) (Please print or type)

Date of Birth 12/21/88 SSN 504155686  M  F Law Enforcement Service 3 yrs. 5 Mos.

Email address mgengler@brookingscountysd.gov Cell Phone # 605-254-5555

Name of Department Brookings County Sheriff's Office Phone # 605-696-8300

Department Mailing Address 315 7th Ave. Brookings 57006  
Address City Zip

I request that you accept this nominee as the official representative of the Law Enforcement Agency headed by me. I do hereby agree that this representative will abide by all such rules and regulations pertaining to classroom and dormitory conduct and any serious breach of same may result in the dismissal of the violator. I further agree that the Law Enforcement Training Center, either individually or collectively, shall in no way be responsible for any accidents while this representative is en route to, attending any session of, or returning to their department. In addition, I agree that this representative shall attend the full course of instruction. **Application should be made no later than 45 days prior to the course.**

Due to the nature of some of the training offered, enrollment in a school may be limited. **Please do not assume that the applicant has been accepted for this school until you have received official confirmation from the Law Enforcement Training Office.**

Deputy Sheriff  
(Title of Applicant)

06/27/16  
(Date)

Martin Stanwick  
(Name & Title of Department Head)

06/27/16  
(Date)

**This application form must be completed in its entirety and forwarded to the Law Enforcement Training Office.**

I hereby certify my application has been approved by my supervisor/department head.

Return this Application to:  
Law Enforcement Training  
Criminal Justice Center  
1302 E. Hwy 14, Ste. 5  
Pierre SD 57501-8505  
Phone: 605-773-3584  
Fax: 605-773-7203



Crisis Intervention Team Training  
Sioux Falls, SD  
November 7-11, 2016

The Sioux Falls Police Department in conjunction with the Minnehaha County Sheriff's Office, NAMI South Dakota and Southeastern Behavioral Healthcare will be hosting a 40-hour Crisis Intervention Team training beginning Nov. 7, 2016. The course will be five, eight-hour days and will be held at the Sioux Falls Law Enforcement Center (320 W 4<sup>th</sup> St).

A Crisis Intervention Team (CIT) is designed to improve the outcomes of police interactions with people with mental illness. CIT is a collaborative effort, not just a training program. Officers are trained to prevent and de-escalate crises. CIT is effective when law enforcement, the mental health system and advocates work to make sure that the treatment system is able to provide appropriate treatment.

The training will include an explanation of mental illness as it relates to adults, adolescents and the aged. There will also be site visits, scenario based training, an overview of available resources and information on co-occurring disorders. This training is based on the Memphis model and will certify officers as CIT trained according to SDCL 27A-10-20.

The cost for this week-long training is \$120.00. To register please send an e-mail to [namisd@midconetwork.com](mailto:namisd@midconetwork.com). Include your name, agency, agency address and contact telephone number. Billing will be handled through NAMI South Dakota (605-271-1871) and an invoice will be sent to you upon receipt of registration. Deadline for registering is Oct. 17, 2016, 2016. The class will be capped at 25 students and space for this session is limited. If you have questions, please feel free to contact any of the following:

NAMI South Dakota, 605-610-7226

Sgt. David Osterquist, SFPD, 605-978-6628, [dosterquist@siouxfalls.org](mailto:dosterquist@siouxfalls.org)

Sgt. Tarah Walton, SFPD, 605-978-9844, [twalton@siouxfalls.org](mailto:twalton@siouxfalls.org)

Jenny Pfeifer, Southeastern Behavioral Healthcare, 605-336-0503,  
[jenniferp@southeasternbh.org](mailto:jenniferp@southeasternbh.org)

# Travel/Education Request Form

Name(s) Michael Holzhauser

Department Veterans Affairs Position VSO

**Travel/Education**

Date(s)	Beginning Odometer	Ending Odometer	Destination
July 13 2016			Sioux Falls

**Reason for Travel:**

To attend SD Veterans Council to advocate for a Brookings County Veteran to be named South Dakota veteran of the year.

Passengers: \_\_\_\_\_

**Estimated Expenses:**

•Method of Travel:  County Vehicle  Private Auto  Air  
 120 Miles \$ 0.42 /mile = \$ 50.40

•Meals:  
 \_\_\_\_\_ Breakfast @ \$ \_\_\_\_\_ = \$ 0.00  
 \_\_\_\_\_ Lunch @ \$ \_\_\_\_\_ = \$ 0.00  
 \_\_\_\_\_ Dinner @ \$ \_\_\_\_\_ = \$ 0.00

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

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

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

•Registration: \_\_\_\_\_ Estimated Cost = \$ \_\_\_\_\_

*Total Cost Estimate* = \$ 50.40

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

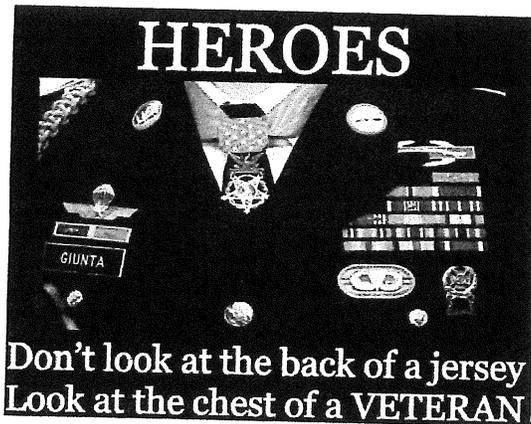
•A travel advance form is attached to this request  Yes  No

  
 Department Head Signature

7-6-16  
 Date

# Upcoming Events

- Jul. 1—Buffalo Chip Annual Flag Raising Ceremony—West Gate Entrance off Ft. Meade Way—6:00 pm (MT)
  - Jul. 11—BHNC Unaccompanied Veterans Memorial Service—9:00 am (MT)
  - Jul. 13—SD Veterans Council—PVA Headquarters—Sioux Falls—10:00 am (CT)
  - Jul. 23-24—Sioux Falls Air Show
  - Aug 4—VABHHCS Hero and Patriot Night—Main Street Square—Rapid City—6:00—9:00 pm (MT)
  - Aug. 7—Purple Heart Memorial Dedication - Capitol Lake—Pierre—1:00 pm (CT)
  - Aug. 7—American Legion Freedom Ride—State Veterans Home—Hot Springs 8:30 am (MT)
  - Aug. 22-25—SDDVA Annual Benefits School—Pierre Ramkota
  - Sep. 1—Veterans Day at the State Fair—Huron - Program at 10:30 at the Freedom Stage
  - Sep. 3—DAV Brookings Chapter 22 and 727 Transportation Unit Poker Run—Brookings National Guard Ar-  
mory—10:00 am (CT)
  - Sep. 9—Veterans Stand Down—Wagner Armory
  - Sep. 16—National POW/MIA Recognition Day Ceremony—Sioux Falls Veterans Memorial Park—6:30 pm (CT)
  - Sep. 23—Veterans Stand Down—VFW—Sioux Falls
  - Oct. 3—BHNC Unaccompanied Veterans Memorial Service—9:00 am (MT)
  - Oct. 8—DAV Fall Conference—DAV—Sioux Falls—10:00 am (CT)
- 2017**
- Feb 10-12—SD American Legion Mid Winter Conference—Oacoma
  - Jun 15-18—SD American Legion State Conference—Watertown



Audry Ricketts, Public Information Officer  
 South Dakota Department of the Military <http://military.sd.gov>  
 South Dakota Department of Veterans Affairs <http://vetaffairs.sd.gov>  
 Soldiers and Sailors Building - 425 E Capitol Avenue  
 Pierre, SD 57501  
 Phone: 605-773-8242  
 E-mail address: [audry.ricketts@state.sd.us](mailto:audry.ricketts@state.sd.us)



## Personnel Action Notice Summary

Commission Meeting: July 12, 2016

<b>Employee Name:</b>	Ashlie Steppat				
<b>Department:</b>	Sheriff		<b>Position:</b>	Correctional Officer	
<b>Effective Date:</b>	06/15/2016		<b>Salary/Wage:</b>	\$ 16.99	
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Kevin Murfield				
<b>Department:</b>	Sheriff		<b>Position:</b>	Correctional Officer	
<b>Effective Date:</b>	06/27/2016		<b>Salary/Wage:</b>	\$ 17.33	
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Laura Littlecott				
<b>Department:</b>	Commission		<b>Position:</b>	HR Specialist	
<b>Effective Date:</b>	07/01/2016		<b>Salary/Wage:</b>	\$ 24.73	
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

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

## For Commission Use Only

Date Submitted to Board of County Commissioners: July 12, 2016

**Reference #:** 16-065

**Request:** Brookings Health System - 1/25/2016

**Amount:** \$ 4,004.61

**Recommendation of County Assistance Officer:** Deny - Not emergent

**Reference #:** 16-087

**Request:** Brookings Hospital - 2/01/2016

**Amount:** \$ 6,996.24

**Recommendation of County Assistance Officer:** Deny - Failure to comply with application process  
Certified Letter sent - 5/24/2016 - No response

**Reference #:** 16-101

**Request:** Avera McKennan - 2/29/2016 thru

**Amount:** \$ 6,030.00

**Recommendation of County Assistance Officer:** Deny - Applied for Disability.

**Reference #:** 16-112

**Request:** Northwestern Energy

**Amount:** \$ 438.28

**Recommendation of County Assistance Officer:** Approved - Disconnect Amount - \$438.28

**Reference #:** 16-113

**Request:** Capital Services - Insurance premiums

**Amount:** \$ 300.08

**Recommendation of County Assistance Officer:** Approved - One month Health Insurance Premium - \$300.08

**Reference #:** 16-115

**Request:** Rent

**Amount:** \$ 480.00

**Recommendation of County Assistance Officer:** Approved - One month past due rent - \$480.00

**Reference #:** 16-122

**Request:** Rent

**Amount:** \$ 525.00

**Recommendation of County Assistance Officer:** Approved - One month past due rent - \$525.00

**Reference #:** 16-123

**Request:** Sonshine Inn

**Amount:** \$ 200.00

**Recommendation of County Assistance Officer:** Approved - One week Sonshine Inn - \$200.00

**Reference #:** 16-124

**Request:** Rent

**Amount:** \$ 550.00

**Recommendation of County Assistance Officer:** Approved - One month past due rent - \$550.00

**Reference #:**

**Request:**

**Amount:**

**Recommendation of County Assistance Officer:**

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10376	BROOKINGS ENGRAVING	I-201607057750	101-4-111-4260	SIGN PLATE		9.50
01-10536	CENTRAL BUSINESS SUPPLY	I-201607057755	101-4-111-4260	COPY PAPER, STAPLES		30.72
01-11921	WELLS FARGO	I-201607057927	101-4-111-4260	OFFICE PEEPS		89.99
01-22073	RFD NEWSPAPERS INC	I-201607057885	101-4-111-4230	PUBLICATIONS		922.60
01-22073	RFD NEWSPAPERS INC	I-201607057886	101-4-111-4230	PUBLICATIONS		463.43

DEPARTMENT 111 COMMISSIONERS TOTAL: 1,516.24

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10924	ELECTION SYSTEMS & SOFT	I-201607057778	101-4-120-4220	AUTOMARK PROGRAMMING & CODING		1,460.23
01-11921	WELLS FARGO	I-201607057927	101-4-120-4270	ELECTION WORKERS MEAL		33.29
01-22073	RFD NEWSPAPERS INC	I-201607057885	101-4-120-4230	PUBLICATIONS		87.10
01-22073	RFD NEWSPAPERS INC	I-201607057886	101-4-120-4230	PUBLICATIONS		35.34
DEPARTMENT 120 ELECTIONS					TOTAL:	1,615.96

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	LOUISE SNODGRASS	I-201607057844	101-4-130-4280	WITNESS FEES		20.00
01-1	BRIANNA GONZALEZ	I-201607057845	101-4-130-4280	WITNESS FEES		38.48
01-1	DENISE GONZALEZ	I-201607057846	101-4-130-4280	WITNESS FEES		38.48
01-1	EULALIO VENTURO	I-201607057847	101-4-130-4280	WITNESS FEES		38.48
01-1	ETHAN DUMMANN	I-201607057848	101-4-130-4280	WITNESS FEES		83.00
01-1	SHARI MYERS	I-201607057849	101-4-130-4280	WITNESS FEES		37.64
01-1	ANA VINCENTE	I-201607057850	101-4-130-4280	WITNESS FEES		20.00
01-1	KEVIN ESTREM	I-201607057851	101-4-130-4280	WITNESS FEES		196.40
01-10125	ARAGON, ANTONIO	I-201607057739	101-4-130-4290	TRANSLATION SERVICES		150.00
01-10125	ARAGON, ANTONIO	I-201607057740	101-4-130-4290	TRANSLATION SERVICES		162.50
01-10390	BROOKINGS HEALTH SYSTEM	I-201607057751	101-4-130-4290	ER SEXUAL ASSAULT INVESTIGATI		985.05
01-11300	PATRICIA J HARTSEL	I-201607057802	101-4-130-4226	TRANSCRIPTS		40.80
01-11300	PATRICIA J HARTSEL	I-201607057803	101-4-130-4226	TRANSCRIPTS		142.80
01-11300	PATRICIA J HARTSEL	I-201607057804	101-4-130-4226	TRANSCRIPTS		9.60
01-11453	HY-VEE FOOD STORE	I-201607057818	101-4-130-4280	JURY MEALS		10.88
01-12179	NANCY J NELSON	I-201607057855	101-4-130-4222	CAA XXX		1,242.00
01-12179	NANCY J NELSON	I-201607057856	101-4-130-4222	CAA XXXX		1,922.80
01-12179	NANCY J NELSON	I-201607057857	101-4-130-4222	CAA XXX		894.16
01-12179	NANCY J NELSON	I-201607057858	101-4-130-4222	CAA XXXX		851.00
01-12179	NANCY J NELSON	I-201607057859	101-4-130-4222	CAA XXX		625.60
01-12602	RICK RIBSTEIN	I-201607057888	101-4-130-4222	CAA XXXX		1,538.06
01-12602	RICK RIBSTEIN	I-201607057889	101-4-130-4222	CAA XXXX		898.95
01-12602	RICK RIBSTEIN	I-201607057890	101-4-130-4222	CAA XXXX		303.95
01-12761	SD DEPT OF REVENUE	I-201607057896	101-4-130-4290	ETHYL ALCOHOL TESTS		70.00
01-13045	SD STATE TREASURER	I-201607057902	101-4-130-4280	UNCLAIMED PROPERTY CHECKS		105.50
01-13262	VANDENBERG LAW	I-201607057919	101-4-130-4223	CAA XXX		276.00
01-13262	VANDENBERG LAW	I-201607057920	101-4-130-4222	CAA XXXX		621.00
01-13262	VANDENBERG LAW	I-201607057921	101-4-130-4222	CAA XXXX		529.00
01-13262	VANDENBERG LAW	I-201607057922	101-4-130-4222	CAA XXXX		391.00
01-13370	THOMSON REUTERS - WEST	I-201607057909	101-4-130-4340	WEST INFO CHARGES 834095226		991.00
01-13370	THOMSON REUTERS - WEST	I-201607057910	101-4-130-4340	WEST INFO CHARGES 834095225		555.69
01-13370	THOMSON REUTERS - WEST	I-201607057911	101-4-130-4340	WEST INFO CHARGES 834172266		662.00
01-13389	TERRY D WIECZOREK PC	I-201607057928	101-4-130-4222	CAA XXXX		721.05
01-13389	TERRY D WIECZOREK PC	I-201607057929	101-4-130-4223	CAA XXXX		159.80
01-15800	DAVID JOHNSON	I-201607057936	101-4-130-4280	JUROR FEES		55.04
01-17926	TIM HOGAN	I-201607057806	101-4-130-4222	CAA XXXX		1,132.60
01-17926	TIM HOGAN	I-201607057807	101-4-130-4222	CAA XXXX		1,057.88
01-17926	TIM HOGAN	I-201607057808	101-4-130-4222	CAA XXXX		708.14
01-19572	ARAGON, MARTHA A	I-201607057741	101-4-130-4290	TRANSLATION SERVICES		225.00
01-20023	GASS LAW, PC	I-201607057796	101-4-130-4222	CAA XXXX		655.31
01-20161	MILDRED FURNEY	I-201607057935	101-4-130-4280	JUROR FEES		79.40
01-20985	FITE, PIERCE & RONNING	I-201607057786	101-4-130-4221	CAA XXXX		119.60
01-20985	FITE, PIERCE & RONNING	I-201607057787	101-4-130-4222	CAA XXXX		809.60
01-20985	FITE, PIERCE & RONNING	I-201607057788	101-4-130-4222	CAA XXXX		910.80
01-20985	FITE, PIERCE & RONNING	I-201607057789	101-4-130-4222	CAA XXX		322.00
01-20985	FITE, PIERCE & RONNING	I-201607057790	101-4-130-4222	CAA XXX		561.20
01-20985	FITE, PIERCE & RONNING	I-201607057791	101-4-130-4222	CAA XXXX		552.00
01-20985	FITE, PIERCE & RONNING	I-201607057792	101-4-130-4221	CAA XXXX		368.00
01-21855	DALE DESMET	I-201607057933	101-4-130-4280	JUROR FEES		51.68

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21856	JODI FRIEDEL	I-201607057934	101-4-130-4280	JUROR FEES		53.36
01-21859	PAULA MCCALL	I-201607057937	101-4-130-4280	JUROR FEES		53.36
01-21860	ALAN MERGEN	I-201607057938	101-4-130-4280	JUROR FEES		52.52
01-22039	JENNIFER GOLDAMMER	I-201607057797	101-4-130-4222	CAA XXXX		644.00
01-22039	JENNIFER GOLDAMMER	I-201607057798	101-4-130-4222	CAA XXXX		607.20
01-22039	JENNIFER GOLDAMMER	I-201607057799	101-4-130-4222	CAA XXXX		851.00
01-22039	JENNIFER GOLDAMMER	I-201607057800	101-4-130-4222	CAA XXXX		1,085.00
01-22102	ANTHONY TEESDALE	I-201607057908	101-4-130-4222	CAA XXX		251.57
01-22108	JAMES BILLION	I-201607057743	101-4-130-4222	CAA XXXX		868.82

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 27,407.75

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

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-201607057737	101-4-143-4250	COPIER MAINTENANCE		185.40
01-10541	CENTURY BUSINESS PRODUC	I-201607057757	101-4-143-4250	COPIER MAINTENANCE		116.29
01-12261	OFFICE PEEPS INC	I-201607057864	101-4-143-4260	PAPER, PENCILS		61.65
01-12261	OFFICE PEEPS INC	I-201607057865	101-4-143-4260	INK CARTRIDGE		100.05
01-12261	OFFICE PEEPS INC	I-201607057866	101-4-143-4260	PAPER AND TAPE		232.09
01-12538	RAMKOTA INN	I-201607057878	101-4-143-4270	OVERNIGHT LODGING-DEP WORKSHO		96.99
01-19128	EXECUTIVE MGMT FINANCE	I-201607057783	101-4-143-4280	MAY 2016 TECH ACCESS FEE		53.00
01-22052	JENNIFER BELLER	I-201607057742	101-4-143-4270	PER DIEM - DEPUTY WORKSHOP		21.00
01-22106	SUSAN TAYLOR	I-201607057907	101-4-143-4270	MILEAGE RE-WRITE REGIONAL MTG		48.72
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	915.19

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

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-201607057758	101-4-151-4260	COPIER SUPPLIES, MAINTENANCE		63.79
01-11794	MATTHEW BENDER & CO INC	I-201607057837	101-4-151-4260	CRIMINAL CONST LAW SET		377.94
01-19603	MEDIACOM LLC	I-201607057841	101-4-151-4260	LAW LIBRARY INTERNET-JULY		75.90
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	517.63

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 161 COUNTY BUILDING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201607057748	101-4-161-4280	PHONE SERVICE		1,089.49
01-10354	BROOKINGS CITY UTILITIE	I-201607057749	101-4-161-4280	UTILITIES		2,184.96
01-10354	BROOKINGS CITY UTILITIE	I-201607057749	101-4-161-4282	UTILITIES		50.35
01-10354	BROOKINGS CITY UTILITIE	I-201607057749	101-4-161-4283	UTILITIES		186.92
01-11038	FIRST BANK & TRUST	I-201607057784	101-4-161-4267	FUEL, MAILING		22.39
01-11921	WELLS FARGO	I-201607057927	101-4-161-4267	POSTAGE		63.71
01-11921	WELLS FARGO	I-201607057927	101-4-161-4260	PADLOCKS, BATTERIES, KEYS		38.53
01-12484	PRUSSMAN CONTRACTING CO	I-201607057874	101-4-161-4260	2 YDS SCREENED BLACK DIRT		62.00
01-12503	QUALIFIED PRESORT SERVI	I-201607057875	101-4-161-4267	WORK FROM 6/1-6/15		13.70
01-12666	RUNNING'S SUPPLY INC	I-201607057892	101-4-161-4260	BUG STOP, PADLOCK		7.49
01-12666	RUNNING'S SUPPLY INC	I-201607057892	101-4-161-4243	BUG STOP, PADLOCK		7.49
01-12931	SIOUX VALLEY CLEANERS I	I-201607057904	101-4-161-4250	JANITORIAL FOR WIC - JUNE		460.00
01-13254	UPS STORE	I-201607057915	101-4-161-4267	MAIL EQUIPMENT FROM JAIL		17.55
01-19515	CITY OF BROOKINGS LANDF	I-201607057767	101-4-161-4250	TREE DISPOSAL		5.00
01-20143	CITY OF BROOKINGS	I-201607057764	101-4-161-4243	JOINT BLDG EXPENSES		22,542.84
01-20143	CITY OF BROOKINGS	I-201607057765	101-4-161-4243	JOINT BLDG EXPENSES		8,474.45
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	35,226.87

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11803	CHRISTOPHER LILLA	I-201607057833	101-4-162-4270	PER DIEM ADVANCE-SCHNEIDER CO		22.00
01-11921	WELLS FARGO	I-201607057927	101-4-162-4270	FUEL SDAAO CONF		121.06
01-22008	NEWEGG BUSINESS INC	I-201607057860	101-4-162-4260	HP LASER PRINTERS		229.99
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						373.05

VENDOR SET: 01 Brookings County  
PACKET: 01557 Claims Paid 7.12.16  
FUND : 101 GENERAL FUND  
DEPARTMENT: 163 REGISTER OF DEEDS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201607057756	101-4-163-4260	SHARP CALCULATOR		66.84
01-11748	LAR-JO'S	I-201607057831	101-4-163-4260	2000 IMPORTANT DOC ENVELOPES		485.00
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	551.84

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 167 TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201607057755	101-4-167-4260	COPY PAPER, STAPLES		1.94
01-11921	WELLS FARGO	I-201607057927	101-4-167-4221	CLEVERBRIDGE LANSWEEPER		395.00
01-19686	PICTOMETRY INTERNATIONAL	I-201607057870	101-4-167-4221	IMAGE LIBRARY LICENSED IMAGE		31,799.66
01-21849	SAMPSON, JIM	I-201607057893	101-4-167-4270	PER DIEM ADVANCE-SCHNEIDER CO		22.00
01-22008	NEWEGG BUSINESS INC	I-201607057860	101-4-167-4260	HP LASER PRINTERS		229.99

DEPARTMENT 167 TECHNOLOGY TOTAL: 32,448.59

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 168 HUMAN RESOURCES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201607057755	101-4-168-4260	COPY PAPER, STAPLES		3.90
01-11921	WELLS FARGO	I-201607057927	101-4-168-4230	INDEED, FACEBOOK ADS		353.57
01-11921	WELLS FARGO	I-201607057927	101-4-168-4270	IPMA CONF LODGING		422.23
01-19517	MCGRATH NORTH MULLIN &	I-201607057838	101-4-168-4220	CONFER WITH TEAMSTERS REP		87.00
01-19570	HUNGERFORD CHIROPRACTIC	I-201607057809	101-4-168-4220	DRUG TESTING		30.00
01-21541	CF PROMO SPORTS	I-201607057761	101-4-168-4260	1/2 ZIP JACKET, FLEECE		67.00
01-22105	SHEEHAN STRATEGIC SOLUT	I-201607057903	101-4-168-4220	SAVE YOURSELF TRAINING		5,350.00
DEPARTMENT 168 HUMAN RESOURCES					TOTAL:	6,313.70

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

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-201607057745	101-4-211-4265	FUEL		974.32
01-10564	CHIEF/LAW ENFORCEMENT S	I-201607057763	101-4-211-4260	BATTERIES		81.29
01-11038	FIRST BANK & TRUST	I-201607057784	101-4-211-4265	FUEL, MAILING		287.83
01-13258	VALLEY MOTORSPORTS	I-201607057917	101-4-211-4250	MOTORCYCLE OIL CHANGE		63.60
01-18134	WALBURG, DUANE	I-201607057925	101-4-211-4221	ANIMAL CONTROL MILEAGE		71.40
01-19095	MR. V'S PROFESSIONAL BO	I-201607057852	101-4-211-4250	REPAIR 2014 FORD EXPLORER		708.54
01-20209	CITY OF BROOKINGS	I-201607057766	101-4-211-4221	ANIMAL IMPOUNDS 1/1-6/13		1,440.00
01-21166	CENTURY LINK	I-201607057759	101-4-211-4280	LONG DISTANCE PHONE		11.59
01-21541	CF PROMO SPORTS	I-201607057760	101-4-211-4260	RSVP SHIRTS		364.50
DEPARTMENT 211 SHERIFF'S OFFICE					TOTAL:	4,003.07

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 212 COUNTY JAIL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10312	BOZIED OIL CO INC	I-201607057745	101-4-212-4265	FUEL		296.91
01-10556	CHARM-TEX	I-201607057762	101-4-212-4260	INMATE MUGS, 8 OZ		74.90
01-10895	ECOLAB PEST ELIMINATION	I-201607057777	101-4-212-4250	PEST ELIMINATION		75.00
01-10925	ELECTRONIC SECURITY EQU	I-201607057779	101-4-212-4250	REPLACE CAMERA JAIL HALL		321.30
01-11038	FIRST BANK & TRUST	I-201607057784	101-4-212-4265	FUEL, MAILING		288.60
01-11210	GRAYBAR ELECTRIC CO INC	I-201607057801	101-4-212-4260	FLUORESCENT LAMPS, T4 PLUG IN		107.78
01-11453	HY-VEE FOOD STORE	I-201607057817	101-4-212-4290	INMATE MEALS		14,120.12
01-11855	MCKEEVER'S VENDING	I-201607057840	101-4-212-4260	INMATE COMMISSARY		799.28
01-12567	RELIANCE TELEPHONE	I-201607057884	101-4-212-4281	INMATE PHONE CARDS		2,000.00
01-13045	SD STATE TREASURER	I-201607057902	101-4-212-4265	UNCLAIMED PROPERTY CHECKS		26.50
01-21515	DALE'S A-1 TRANSMISSION	I-201607057772	101-4-212-4250	REPAIR TRANSPORT JEEP		4,127.40
01-22002	PROCHEM DYNAMICS LLC	I-201607057873	101-4-212-4260	GLOVES		419.50
01-22054	CORRISOFT LLC	I-201607057771	101-4-212-4273	GPS DAYS		234.00

DEPARTMENT 212 COUNTY JAIL TOTAL: 22,891.29

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22019	HIEB, RICHARD	I-201607057805	101-4-213-4221	CORONER CALL MILEAGE		16.80
					DEPARTMENT 213 CORONER	TOTAL: 16.80

VENDOR SET: 01 Brookings County  
PACKET: 01557 Claims Paid 7.12.16  
FUND : 101 GENERAL FUND  
DEPARTMENT: 214 JUVENILE DETENTION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11840	LUTHERAN SOCIAL SERVICE	I-201607057835	101-4-214-4293	LSS YOUTH CENTER 3 NIGHTS		556.56
01-12037	MINNEHAHA COUNTY JDC	I-201607057843	101-4-214-4291	ONE TIME START UP COST SHELTE		2,559.98
DEPARTMENT 214 JUVENILE DETENTION					TOTAL:	3,116.54

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 221 FIRE DEPARTMENT TRUST

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21688	EMERGENCY SERVICE MARKE	I-201607057780	101-4-221-4291	I AM RESPONDING 5YR SUBSCRIPTI		650.00
01-21688	EMERGENCY SERVICE MARKE	I-201607057781	101-4-221-4291	IAM RESPONDING-VOLGA SUBSCRIP		300.00
DEPARTMENT 221 FIRE DEPARTMENT TRUST					TOTAL:	950.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 223 DRAINAGE COMMISSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11921	WELLS FARGO	I-201607057927	101-4-223-4260	PTOUCH DIRECT TAPE		21.10

DEPARTMENT 223 DRAINAGE COMMISSION TOTAL: 21.10

VENDOR SET: 01 Brookings County  
PACKET: 01557 Claims Paid 7.12.16  
FUND : 101 GENERAL FUND  
DEPARTMENT: 411 WELFARE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10536	CENTRAL BUSINESS SUPPLY	I-201607057755	101-4-411-4272	COPY PAPER, STAPLES		5.84
01-12236	NORTHWESTERN ENERGY	I-201607057863	101-4-411-4252	COP UTILITIES XXXX		438.28
01-20148	VILLAGE ESTATES LDP	I-201607057924	101-4-411-4251	COP RENT XXXX		480.00
01-21157	NORGAARD, NICK	I-201607057862	101-4-411-4251	COP RENT XXXX		550.00
01-22087	R&L WRIGHT ENTERPRISES	I-201607057876	101-4-411-4251	COP RENT XXXX		440.00
01-22107	CAPITAL SERVICES	I-201607057753	101-4-411-4222	COP HEALTH INS XXXX		300.08
					DEPARTMENT 411 WELFARE	TOTAL: 2,214.20

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 441 BEHAVIORAL HEALTH

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10617	CODY, DENISE	I-201607057769	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-10617	CODY, DENISE	I-201607057769	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-10617	CODY, DENISE	I-201607057769	101-4-441-4220	INV MI HEARINGS XXXX		15.00
01-11634	KENNEDY PIER KNOFF LOFT	I-201607057824	101-4-441-4290	CAA INV MI HEARING XXX		343.40
01-11634	KENNEDY PIER KNOFF LOFT	I-201607057824	101-4-441-4290	CAA INV MI HEARING XXX		142.00
01-11659	KITTELSON, JOAN	I-201607057827	101-4-441-4220	INV MI HEARING XXXX		15.00
01-11659	KITTELSON, JOAN	I-201607057827	101-4-441-4220	INV MI HEARING XXXX		15.00
01-11805	LINCOLN COUNTY AUDITOR	I-201607057834	101-4-441-4220	MI EXPENSES XXXX		345.00
01-11805	LINCOLN COUNTY AUDITOR	I-201607057834	101-4-441-4220	MI EXPENSES XXXX		32.00
01-11805	LINCOLN COUNTY AUDITOR	I-201607057834	101-4-441-4220	MI EXPENSES XXXX		90.00
01-11805	LINCOLN COUNTY AUDITOR	I-201607057834	101-4-441-4220	MI EXPENSES XXXX		584.25
01-11805	LINCOLN COUNTY AUDITOR	I-201607057834	101-4-441-4220	MI EXPENSES XXXX		482.50
01-12012	GARY E MIKELSON	I-201607057842	101-4-441-4220	INV MI HEARING XXX		504.21
01-12429	POLLARD, JERRY	I-201607057871	101-4-441-4220	INV MI HEARINGS XXX		45.00
01-12429	POLLARD, JERRY	I-201607057871	101-4-441-4220	INV MI HEARINGS XXX		45.00
01-13441	YANKTON COUNTY SHERIFF	I-201607057930	101-4-441-4270	SERVICE OF PROCESS XXXX		25.00
01-13441	YANKTON COUNTY SHERIFF	I-201607057931	101-4-441-4270	SERVICE OF PROCESS XXXX		25.00
01-13442	YANKTON COUNTY TREASURE	I-201607057932	101-4-441-4220	MI HEARING XXXX		116.25
01-13442	YANKTON COUNTY TREASURE	I-201607057932	101-4-441-4220	MI HEARING XXXX		125.45
01-20920	LEWNO, LUCY	I-201607057832	101-4-441-4220	INV MI HEARINGS XXX		148.96
01-20920	LEWNO, LUCY	I-201607057832	101-4-441-4220	INV MI HEARINGS XXX		103.96
01-20920	LEWNO, LUCY	I-201607057832	101-4-441-4220	INV MI HEARINGS XXX		105.49
01-21605	KATTERHAGEN, MARK	I-201607057822	101-4-441-4220	INV MI HEARING XXXX		15.00
01-22103	NANCY J NELSON MI BOARD	I-201607057854	101-4-441-4220	COUNTY MENTAL HEALTH BOARD		110.40

DEPARTMENT 441 BEHAVIORAL HEALTH TOTAL: 3,463.87

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 611 COUNTY EXTENSION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201607057749	101-4-611-4280	UTILITIES		607.21
01-11453	HY-VEE FOOD STORE	I-201607057810	101-4-611-4260	4-H GAP SUPPLIES		7.83
01-11868	MCI	I-201607057839	101-4-611-4280	LONG DISTANCT MAY&JUNE		25.55
01-12332	PARMELY, RONNY	I-201607057867	101-4-611-4270	EXTENSION BOARD MILEAGE 6/23		8.40
01-12528	RAEDER, PAM	I-201607057877	101-4-611-4292	SPECIAL FOODS JUDGE 6/15/16		87.80
01-12849	SDSU PRINT LAB	I-201607057900	101-4-611-4261	2100 PRINTED #10 ENVELOPES		272.72
01-12857	SDSU WORKSTUDY	I-201607057901	101-4-611-4290	SDSU WORKSTUDY 4/21-5/21		141.29
01-13328	WALMART COMMUNITY	I-201607057926	101-4-611-4260	PROGRAMMING SUPPLIES		77.09
01-17856	DUPRAZ, ANDY	I-201607057776	101-4-611-4270	MTG MILEAGE-6/14 & 6/23		8.40
01-19546	NAMKEN, SANDRA	I-201607057853	101-4-611-4292	SPECIAL FOODS JUDGE 6/15/16		95.32
01-20826	KOBERNUSZ, ERIC	I-201607057829	101-4-611-4292	HORSE SHOW JUDGE 6/21		192.40
01-21144	PICKARD, JENNIFER	I-201607057869	101-4-611-4270	MEETING MILEAGE 6/14 & 6/23		18.48
01-21153	FORD, DEB	I-201607057793	101-4-611-4270	BOARD MILEAGE - 6/14 & 6/23		33.60

DEPARTMENT 611 COUNTY EXTENSION TOTAL: 1,576.09

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 615 WEED CONTROL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-201607057746	101-4-615-4280	TELEPHONE & INTERNET SERVICE		62.08
01-10354	BROOKINGS CITY UTILITIE	I-201607057747	101-4-615-4280	TRUCK SHED WATER		261.52
01-10469	C&R SUPPLY INC	I-201607057752	101-4-615-4250	SWITCH KIT		26.40
01-11878	M&T FIRE & SAFETY INC	I-201607057836	101-4-615-4250	LED LIGHTS, LOW PROFILE LIGHT		739.56
01-11921	WELLS FARGO	I-201607057927	101-4-615-4270	ATV TRAINING LODGING FUEL		312.94
01-12543	RAMSDELL'S F&M LTD	I-201607057879	101-4-615-4260	402293 2-4 D AMINE		2,909.70
01-12543	RAMSDELL'S F&M LTD	I-201607057880	101-4-615-4260	402027 & 402028 2-4 D AMINE		6,089.30
01-12543	RAMSDELL'S F&M LTD	I-201607057881	101-4-615-4260	402201 2-4 D AMINE		2,909.70
01-12543	RAMSDELL'S F&M LTD	I-201607057882	101-4-615-4260	402227 2-4 D AMINE		2,909.70
01-12666	RUNNING'S SUPPLY INC	I-201607057891	101-4-615-4260	SUPPLIES		219.78
01-13185	TOWN & COUNTRY SHOPPER	I-201607057913	101-4-615-4230	POCKET GOPHERS NOTICE		105.00
01-13258	VALLEY MOTORSPORTS	I-201607057918	101-4-615-4250	REPAIR AND CHECK COOLING		223.13
01-19367	SCHUNEMAN EQUIPMENT CO	I-201607057894	101-4-615-4250	BLADES AND OIL MIX, WEED EATE		58.90
01-22104	BROCK SWARTOS	I-201607057906	101-4-615-4260	BOOT REIMBURSEMENT		100.00

DEPARTMENT 615 WEED CONTROL TOTAL: 16,927.71

VENDOR SET: 01 Brookings County  
PACKET: 01557 Claims Paid 7.12.16  
FUND : 101 GENERAL FUND  
DEPARTMENT: 711 PLANNING & ZONING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11453	HY-VEE FOOD STORE	I-201607057820	101-4-711-4260	ZONING MEETING REFRESHMENTS		8.97
01-11921	WELLS FARGO	I-201607057927	101-4-711-4260	PTOUCH DIRECT TAPE		63.28
01-13370	THOMSON REUTERS - WEST	I-201607057912	101-4-711-4260	ZONING BULLETIN SUBSCRIPTION		396.00
01-21502	STEVEN UST	I-201607057916	101-4-711-4221	BUILDING INSPECTIONS		400.00
01-22073	RFD NEWSPAPERS INC	I-201607057887	101-4-711-4230	LEGAL NOTICES		49.24

DEPARTMENT 711 PLANNING & ZONING TOTAL: 917.49

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

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-201607057785	101-4-712-4290	3RD QUARTER DUES		10,107.72
					DEPARTMENT 712 1ST DISTRICT	TOTAL: 10,107.72
					FUND 101 GENERAL FUND	TOTAL: 173,092.70

VENDOR SET: 01 Brookings County  
 PACKET: 01557 Claims Paid 7.12.16  
 FUND : 201 ROAD & BRIDGE FUND  
 DEPARTMENT: 311 HIGHWAY ADMINISTRATION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-201607057738	201-4-311-4250	COPIER CONTRACT		25.00
01-10307	BOWES CONSTRUCTION	I-201607057744	201-4-311-4260	PICK UP ASPHALT, PATCHING		7,833.60
01-10307	BOWES CONSTRUCTION	I-201607057744	201-4-311-4250	PICK UP ASPHALT, PATCHING		93,642.57
01-10666	CONNECTING POINT	I-201607057770	201-4-311-4220	SUPPORT CONTRACT		1,328.40
01-10776	DEBEER SMALL ENGINE	I-201607057773	201-4-311-4260	OIL, FILTER, BLADES-MOWER 061		96.96
01-10836	DOCKENDORF EQUIPMENT IN	I-201607057775	201-4-311-4250	TROUBLE SHOOT GAS PUMP		634.42
01-10968	ERICKSON, MIKE	I-201607057782	201-4-311-4260	BOOT ALLOWANCE		100.00
01-11125	G&K SERVICES	I-201607057794	201-4-311-4250	LAUNDRY SERVICES		412.52
01-11673	KNEEBONE, DALE L	I-201607057828	201-4-311-4260	BOOT REIMBURSEMENT		100.00
01-11719	L&L AUTO & TRUCK PARTS	I-201607057830	201-4-311-4260	SHOP PARTS		2,260.78
01-12202	NIELSEN'S	I-201607057861	201-4-311-4260	RELAY 0386 & EM MNGMT		19.06
01-12430	POMP'S TIRE SERVICE INC	I-201607057872	201-4-311-4260	TIRES FOR CAT ROLLER 1309		596.00
01-12787	SD PUBLIC ASSURANCE ALL	I-201607057899	201-4-311-4210	JOHN DEERE 772G MOTOR GRADER		110.00
01-12917	SIOUX VALLEY ENERGY	I-201607057905	201-4-311-4280	ELECTRIC UTILITIES		226.00
01-13291	VERIZON WIRELESS	I-201607057923	201-4-311-4280	TABLET WIRELESS		40.01
01-13379	CITY OF WHITE	I-201607057768	201-4-311-4280	WHITE SHOP UTILITIES		49.65
01-20310	DEPARTMENT OF MOTOR VEH	I-201607057774	201-4-311-4260	TITLE, PLATES HWY PICKUP		16.20
01-20514	KINGBROOK RURAL WATER	I-201607057825	201-4-311-4280	WATER INVOICE		13.00
01-22049	G & R TOOL SERVICE	I-201607057795	201-4-311-4260	TOOLS FOR SHOP		295.00
01-22073	RFD NEWSPAPERS INC	I-201607057885	201-4-311-4230	PUBLICATIONS		47.42
01-22073	RFD NEWSPAPERS INC	I-201607057886	201-4-311-4230	PUBLICATIONS		23.71
01-22089	JERRY'S CHEVROLET	I-201607057821	201-4-311-4340	2016 CHEVROLET SILVERADO 0386		30,379.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 138,249.30

FUND 201 ROAD & BRIDGE FUND TOTAL: 138,249.30

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11453	HY-VEE FOOD STORE	I-201607057820	226-4-222-4260	ZONING MEETING REFRESHMENTS		10.00
01-11453	HY-VEE FOOD STORE	I-201607057820	226-4-222-4291	ZONING MEETING REFRESHMENTS		18.48
01-11921	WELLS FARGO	I-201607057927	226-4-222-4270	FEMA WORKSHOP LODGING FUEL		129.00
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						157.48
FUND 226 EMERGENCY MANAGEMENT TOTAL:						157.48

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 248 24/7 PROGRAM

DEPARTMENT: 212 24/7 PROGRAM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-20731	REDWOOD TOXICOLOGY LABO	I-201607057883	248-4-212-4260	DRUG TESTING SUPPLIES		324.20
01-21649	PHARMCHEM INC	I-201607057868	248-4-212-4260	PATCH KITS		1,216.00
DEPARTMENT 212 24/7 PROGRAM					TOTAL:	1,540.20
FUND 248 24/7 PROGRAM					TOTAL:	1,540.20

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

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-201607057914	250-4-163-4290	DOC PRO PLANNING CONFIGURATIO		630.00
DEPARTMENT 163 ROD Relief Fund						TOTAL: 630.00
FUND 250 ROD RELIEF FUND						TOTAL: 630.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01557 Claims Paid 7.12.16

FUND : 301 COUNTY BUILDING FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22095	CARDIAC SCIENCE CORPORA	I-201607057754	301-4-161-4292	AED WALL MOUNT BOX		370.00
DEPARTMENT 161 COUNTY BUILDING						TOTAL: 370.00
FUND 301 COUNTY BUILDING FUND						TOTAL: 370.00

VENDOR SET: 01 Brookings County  
PACKET: 01557 Claims Paid 7.12.16  
FUND : 761 SHERIFF TRUST  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10795	SD DEPT OF LABOR	I-201607057895	761-2-2090000	SHERIFF TRUST		822.62
01-19494	SD DEPT OF REVENUE	I-201607057897	761-2-2090000	SHERIFF TRUST		2,336.65
01-19494	SD DEPT OF REVENUE	I-201607057898	761-2-2090000	SHERIFF TRUST		2,657.90
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	5,817.17
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FUND 761 SHERIFF TRUST					TOTAL:	5,817.17
-----						
REPORT GRA TOTAL:						319,856.85

## \*\* 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	101-4-111-4230	PUBLISHING	1,386.03	41,000	24,157.79		
	101-4-111-4260	SUPPLIES & MATERIALS	130.21	4,500	2,887.66		
	101-4-120-4220	BALLOTS	1,460.23	14,000	7,689.58		
	101-4-120-4230	PUBLISHING	122.44	14,000	13,646.20		
	101-4-120-4270	TRAVEL & CONFERENCE	33.29	1,000	966.71		
	101-4-130-4221	ABUSE & NEG.CHILD DEFENSE	487.60	30,000	25,120.00		
	101-4-130-4222	ADULT DEFENSE	21,555.69	300,000	73,794.69		
	101-4-130-4223	JUVENILE DEFENSE	435.80	7,500	583.73		
	101-4-130-4226	TRANSCRIPTS (NON)	193.20	7,000	4,149.20		
	101-4-130-4280	JURY & WITNESS	934.22	15,000	8,496.04		
	101-4-130-4290	COURT CASE EXPENSE	1,592.55	30,000	14,530.30		
	101-4-130-4340	LAW LIBRARY	2,208.69	20,000	12,046.38		
	101-4-143-4250	REPAIR & MAINT.	301.69	3,500	2,086.69		
	101-4-143-4260	SUPPLIES & MATERIALS	393.79	16,000	8,604.15		
	101-4-143-4270	TRAVEL & CONFERENCE	166.71	4,000	1,860.16		
	101-4-143-4280	UTILITIES	53.00	2,500	1,247.50		
	101-4-151-4260	SUPPLIES & MATERIALS	517.63	20,000	12,784.37		
	101-4-161-4243	ADMIN BUILDING OPERATION E	31,024.78	169,000	89,134.02		
	101-4-161-4250	REPAIRS AND MAINTENANCE	465.00	71,500	18,913.11		
	101-4-161-4260	SUPPLIES & MATERIALS	108.02	10,750	8,447.55		
	101-4-161-4267	Postage	117.35	35,903	27,669.88		
	101-4-161-4280	UTILITIES/COURTHOUSE	3,274.45	45,760	23,174.33		
	101-4-161-4282	UTILITIES/1921 BLDG.	50.35	700	340.54		
	101-4-161-4283	UTILITIES/COMM. HEALTH	186.92	3,000	1,639.12		
	101-4-162-4260	SUPPLIES & N MATERIALS	229.99	6,800	2,771.22		
	101-4-162-4270	TRAVEL & CONFERENCE	143.06	14,500	12,947.44		
	101-4-163-4260	SUPPLIES & MATERIALS	551.84	3,000	886.91		
	101-4-167-4221	DATA PROCESSING/SOFTWARE	32,194.66	190,450	76,516.32		
	101-4-167-4260	SUPPLIES	231.93	16,900	5,818.36		
	101-4-167-4270	TRAVEL AND CONFERENCE	22.00	3,500	3,478.00		
	101-4-168-4220	PROFESSIONAL SERVICES	5,467.00	20,300	5,086.55		
	101-4-168-4230	PUBLISHING	353.57	6,000	3,366.03		
	101-4-168-4260	SUPPLIES & MATERIALS	70.90	3,000	2,231.75		
	101-4-168-4270	TRAVEL AND CONFERENCE	422.23	3,300	2,010.07		
	101-4-211-4221	ANIMAL CONTROL	1,511.40	5,000	1,696.40		
	101-4-211-4250	REPAIRS AND MAINTENANCE	772.14	28,000	16,236.69		
	101-4-211-4260	SUPPLIES & MATERIALS	445.79	14,500	8,745.52		
	101-4-211-4265	FUEL/GASOLINE	1,262.15	55,000	42,796.69		
	101-4-211-4280	UTILITIES	11.59	20,000	11,548.25		
	101-4-212-4250	REPAIRS AND MAINTENANCE	4,523.70	27,000	5,844.08		
	101-4-212-4260	SUPPLIES & MATERIALS	1,401.46	46,000	28,041.44		
	101-4-212-4265	FUEL/GASOLINE	612.01	7,500	4,434.05		
	101-4-212-4273	ELECTRONIC MONITOR	234.00	0	1,563.00- Y		
	101-4-212-4281	INMATE/TELEPHONE	2,000.00	15,000	6,800.00		

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	101-4-212-4290	PRISONER RATION	14,120.12	145,000	62,029.60		
	101-4-213-4221	CORONER FEES	16.80	0	16.80-	Y	
	101-4-214-4291	JDC-MINNEHAHA COUNTY	2,559.98	40,000	42,599.00-	Y	
	101-4-214-4293	VOL OF AMERICA (POST)	556.56	6,000	5,443.44		
	101-4-221-4291	EMERGENCY TRUCK-LONG TERM	950.00	100,000	99,050.00		
	101-4-223-4260	SUPPLIES & MATERIALS	21.10	500	450.81		
	101-4-411-4222	PHYSICIAN SERV/INSUR.	300.08	1,000	699.92		
	101-4-411-4251	RENT	1,470.00	18,000	2,105.50		
	101-4-411-4252	UTILITIES	438.28	8,000	3,561.85		
	101-4-411-4272	SUPPLIES & MATERIALS	5.84	1,000	558.96		
	101-4-441-4220	PROFESSIONAL SERV. & FEES	2,928.47	48,000	18,063.85		
	101-4-441-4270	TRAVEL	50.00	1,000	675.00		
	101-4-441-4290	CRT APPORT. ATT'Y/M.I.	485.40	3,000	42.70		
	101-4-611-4260	SUPPLIES & MATERIALS	84.92	9,000	6,950.61		
	101-4-611-4261	POSTAGE REIMBURSEMENT FROM	272.72	1,500	974.82		
	101-4-611-4270	TRAVEL & CONFERENCE	68.88	5,000	4,087.30		
	101-4-611-4280	UTILITIES	632.76	17,000	9,414.48		
	101-4-611-4290	WORK STUDY/SUMMER INTERN	141.29	10,162	2,350.58		
	101-4-611-4292	4-H EVENTS & LIT.	375.52	8,000	7,584.34		
	101-4-615-4230	PUBLISHING	105.00	1,000	535.51		
	101-4-615-4250	REPAIRS AND MAINTENANCE	1,047.99	20,000	8,124.62		
	101-4-615-4260	SUPPLIES & MATERIALS	15,138.18	65,000	42,491.86		
	101-4-615-4270	TRAVEL & CONFERENCE	312.94	2,500	1,125.02		
	101-4-615-4280	TELEPHONE	323.60	4,000	2,002.47		
	101-4-711-4221	INSPECTION FEES	400.00	25,000	17,400.00		
	101-4-711-4230	PUBLISHING	49.24	2,500	1,424.21		
	101-4-711-4260	SUPPLIES & MATERIALS	468.25	3,000	806.97		
	101-4-712-4290	OTHERS	10,107.72	40,431	10,107.82		
	201-4-311-4210	OTHER INSURANCE	110.00	43,500	43,390.00		
	201-4-311-4220	PROFESSIONAL SERVICES	1,328.40	150,000	1,246.46		
	201-4-311-4230	PUBLISHING	71.13	2,100	856.08		
	201-4-311-4250	REPAIRS & MAINT.	94,714.51	2,100,000	862,187.58		
	201-4-311-4260	SUPPLIES & MATERIALS	11,317.60	1,250,000	1050,273.72		
	201-4-311-4280	UTILITIES	328.66	24,000	11,432.66		
	201-4-311-4340	MACHINERY & EQUIPMENT	30,379.00	650,000	506,158.00		
	226-4-222-4260	SUPPLIES & MATERIALS	10.00	2,000	1,273.12		
	226-4-222-4270	TRAVEL	129.00	3,000	2,331.87		
	226-4-222-4291	LEPC	18.48	2,000	1,053.86		
	248-4-212-4260	SUPPLIES & MATERIALS	1,540.20	10,000	684.60-	Y	
	250-4-163-4290	Other Current Expenditures	630.00	72,457	54,871.00		
	301-4-161-4292	DETENTION CENTER	370.00	6,000	2,669.42		
	761-2-2090000	AM'T HELD FOR SHERIFF TRUS	5,817.17				
		** 2016 YEAR TOTALS	319,856.85				

## \*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	1,516.24
101-120	ELECTIONS	1,615.96
101-130	JUDICIAL SYSTEM	27,407.75
101-143	FINANCE OFFICE	915.19
101-151	STATES ATTORNEY	517.63
101-161	COUNTY BUILDING	35,226.87
101-162	DIRECTOR OF EQUALIZATION	373.05
101-163	REGISTER OF DEEDS	551.84
101-167	TECHNOLOGY	32,448.59
101-168	HUMAN RESOURCES	6,313.70
101-211	SHERIFF'S OFFICE	4,003.07
101-212	COUNTY JAIL	22,891.29
101-213	CORONER	16.80
101-214	JUVENILE DETENTION	3,116.54
101-221	FIRE DEPARTMENT TRUST	950.00
101-223	DRAINAGE COMMISSION	21.10
101-411	WELFARE	2,214.20
101-441	BEHAVIORAL HEALTH	3,463.87
101-611	COUNTY EXTENSION	1,576.09
101-615	WEED CONTROL	16,927.71
101-711	PLANNING & ZONING	917.49
101-712	1ST DISTRICT	10,107.72
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101 TOTAL	GENERAL FUND	173,092.70
201-311	HIGHWAY ADMINISTRATION	138,249.30
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201 TOTAL	ROAD & BRIDGE FUND	138,249.30
226-222	EMERGENCY & DISASTER SERV	157.48
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226 TOTAL	EMERGENCY MANAGEMENT	157.48
248-212	24/7 PROGRAM	1,540.20
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248 TOTAL	24/7 PROGRAM	1,540.20
250-163	ROD Relief Fund	630.00
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250 TOTAL	ROD RELIEF FUND	630.00
301-161	COUNTY BUILDING	370.00
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301 TOTAL	COUNTY BUILDING FUND	370.00

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
761	NON-DEPARTMENTAL	5,817.17
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761 TOTAL	SHERIFF TRUST	5,817.17
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	** TOTAL **	319,856.85

NO ERRORS

\*\* END OF REPORT \*\*

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11552	JENSEN, LARRY	I-20160705-11552	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-13058	STEFFENSEN, STACY	I-20160705-13058	101-4-111-4280	CELL PHONE REIMBURSEMENT		105.00
01-20259	MILLER, STEPHNE	I-20160705-20259	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21126	YSETH, TOM	I-20160705-21126	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21131	KROGMAN, RYAN	I-20160705-21131	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-22022	LEE ANN PIERCE	I-20160705-22022	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 111 COMMISSIONERS					TOTAL:	480.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20160705-10451	101-4-120-4260	CELL PHONE REIMBURSEMENT		5.25
01-13422	WITCHEY, KRISTEN	I-20160705-13422	101-4-120-4260	CELL PHONE REIMBURSEMENT		15.00
DEPARTMENT 120 ELECTIONS					TOTAL:	20.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20160705-10451	101-4-143-4280	CELL PHONE REIMBURSEMENT		99.75
01-13422	WITCHEY, KRISTEN	I-20160705-13422	101-4-143-4280	CELL PHONE REIMBURSEMENT		60.00
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	159.75

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21150	HOWARD, ABIGAIL A.	I-20160705-21150	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
01-22020	NESVOLD, TERE	I-20160705-22020	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	210.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12067	MOLENGRAAF, JOHN	I-20160705-12067	101-4-161-4280	CELL PHONE REIMBURSEMENT		30.00
01-22021	SCHEER, AARON	I-20160705-22021	101-4-161-4280	CELL PHONE REIMBURSEMENT		15.00
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	45.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11803	CHRISTOPHER LILLA	I-20160705-11803	101-4-162-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						105.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10548	CHAPMAN, BEVERLY	I-20160705-10548	101-4-163-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	105.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 165 VETERAN'S SERVICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-20191	HOLZHAUSER, MICHAEL	I-20160705-20191	101-4-165-4280	CELL PHONE REIMBURSEMENT		86.10
DEPARTMENT 165 VETERAN'S SERVICE					TOTAL:	86.10

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 167 TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21618	PLOWMAN, SHAWN	I-20160705-21618	101-4-167-4280	CELL PHONE REIMBURSEMENT		90.00
DEPARTMENT 167 TECHNOLOGY					TOTAL:	90.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 168 HUMAN RESOURCES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21600	LITTLECOTT, LAURA	I-20160705-21600	101-4-168-4280	CELL PHONE REIMBURSEMENT		45.00
DEPARTMENT 168 HUMAN RESOURCES					TOTAL:	45.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11156	GIEGLING, MIKE	I-20160705-11156	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-11248	HAIDER, DARIN	I-20160705-11248	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12403	JON PIKE	I-20160705-12403	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12861	SEBRING, SCOTT	I-20160705-12861	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-13030	STANWICK, MARTIN	I-20160705-13030	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-13078	STOLTENBURG, MICHAEL	I-20160705-13078	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-13238	UMBERGER, CHARLES	I-20160705-13238	101-4-211-4280	CELL PHONE REIMBURSEMENT		45.00
01-20493	KRIESE, JEREMY	I-20160705-20493	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21009	GENGLER, MICHAEL	I-20160705-21009	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21450	BITELER, DAVID	I-20160705-21450	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21550	LANGSTRAAT, MANUAL	I-20160705-21550	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21569	MCCREA, DON	I-20160705-21569	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-21716	HOEKMAN, DEVAN	I-20160705-21716	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22021	SCHEER, AARON	I-20160705-22021	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-22023	DOREMUS, SEAN	I-20160705-22023	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 211 SHERIFF'S OFFICE						TOTAL: 630.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10781	DEJONG, DARREN J.	I-20160705-10781	101-4-212-4280	CELL PHONE REIMBURSEMENT		60.00
01-13118	SWEEBE, BART	I-20160705-13118	101-4-212-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 212 COUNTY JAIL					TOTAL:	165.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-22019	HIEB, RICHARD	I-20160705-22019	101-4-213-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 213 CORONER					TOTAL:	30.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-12399	PIERCE, IRENE	I-20160705-12399	101-4-411-4280	CELL PHONE REIMBURSEMENT		45.00
01-20191	HOLZHAUSER, MICHAEL	I-20160705-20191	101-4-411-4280	CELL PHONE REIMBURSEMENT		18.90
DEPARTMENT 411 WELFARE					TOTAL:	63.90

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-21197	MOSEY, MISTY	I-20160705-21197	101-4-615-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 615 WEED CONTROL					TOTAL:	75.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11308	RICHARD HAUGEN	I-20160705-11308	101-4-711-4280	CELL PHONE REIMBURSEMENT		45.00
01-11365	HILL, ROBERT	I-20160705-11365	101-4-711-4280	CELL PHONE REIMBURSEMENT		26.25
DEPARTMENT 711 PLANNING & ZONING						TOTAL: 71.25
FUND 101 GENERAL FUND						TOTAL: 2,381.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-10106	ANDERSON, JEFFREY G	I-20160705-10106	201-4-311-4280	CELL PHONE REIMBURSEMENT		75.00
01-11118	FRIEDRICH, CLIFF	I-20160705-11118	201-4-311-4280	CELL PHONE REIMBURSEMENT		45.00
01-11226	GROSS, LINDA	I-20160705-11226	201-4-311-4280	CELL PHONE REIMBURSEMENT		30.00
01-20828	BIRK, RICHARD	I-20160705-20828	201-4-311-4280	CELL PHONE REIMBURSEMENT		105.00
01-21021	SCOTT, MICHAEL	I-20160705-21021	201-4-311-4280	CELL PHONE REIMBURSEMENT		45.00
DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL:						300.00
-----						
FUND 201 ROAD & BRIDGE FUND TOTAL:						300.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 01556 July Cell Phones 7.12.16

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-20160705-11365	226-4-222-4280	CELL PHONE REIMBURSEMENT		78.75
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						78.75
FUND 226 EMERGENCY MANAGEMENT TOTAL:						78.75
REPORT GRA TOTAL:						2,760.00

## \*\* G/L ACCOUNT TOTALS \*\*

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2016	101-4-111-4280	UTILITIES	480.00	5,760	2,400.00				
	101-4-120-4260	ELECTION SUPPLIES	20.25	8,000	3,569.89				
	101-4-143-4280	UTILITIES	159.75	2,500	1,140.75				
	101-4-151-4280	TELEPHONE	210.00	2,500	1,030.00				
	101-4-161-4280	UTILITIES/COURTHOUSE	45.00	45,760	26,403.78				
	101-4-162-4280	TELEPHONE	105.00	1,260	420.00				
	101-4-163-4280	TELEPHONE	105.00	1,260	525.00				
	101-4-165-4280	TELEPHONE	86.10	1,000	397.30				
	101-4-167-4280	Utilities & Telephone	90.00	1,080	450.00				
	101-4-168-4280	Utilities & Telephone	45.00	540	225.00				
	101-4-211-4280	UTILITIES	630.00	20,000	10,929.84				
	101-4-212-4280	UTILITIES	165.00	38,000	22,124.85				
	101-4-213-4280	TELEPHONE	30.00	360	150.00				
	101-4-411-4280	TELEPHONE	63.90	500	52.70				
	101-4-615-4280	TELEPHONE	75.00	4,000	2,251.07				
	101-4-711-4280	TELEPHONE	71.25	900	401.25				
	201-4-311-4280	UTILITIES	300.00	24,000	11,461.32				
	226-4-222-4280	TELEPHONE	78.75	900	348.75				
		** 2016 YEAR TOTALS	2,760.00						

## \*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	480.00
101-120	ELECTIONS	20.25
101-143	FINANCE OFFICE	159.75
101-151	STATES ATTORNEY	210.00
101-161	COUNTY BUILDING	45.00
101-162	DIRECTOR OF EQUALIZATION	105.00
101-163	REGISTER OF DEEDS	105.00
101-165	VETERAN'S SERVICE	86.10
101-167	TECHNOLOGY	90.00
101-168	HUMAN RESOURCES	45.00
101-211	SHERIFF'S OFFICE	630.00
101-212	COUNTY JAIL	165.00
101-213	CORONER	30.00
101-411	WELFARE	63.90
101-615	WEED CONTROL	75.00
101-711	PLANNING & ZONING	71.25

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
101 TOTAL	GENERAL FUND	2,381.25
201-311	HIGHWAY ADMINISTRATION	300.00
201 TOTAL	ROAD & BRIDGE FUND	300.00
226-222	EMERGENCY & DISASTER SERV	78.75
226 TOTAL	EMERGENCY MANAGEMENT	78.75
	** TOTAL **	2,760.00

NO ERRORS

\*\* END OF REPORT \*\*



*Brookings County Finance Office*

Vicki Buseth, Finance Officer

520 3<sup>rd</sup> Street Suite 100 ♦ Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

June 29, 2016

TO: Brookings County Commission  
FROM: Vicki Buseth, Finance Officer  
RE: Staff Report Law Changes July 1, 2016

**HB 1005:**

Title fees go from \$5.00 to \$10.00 and the county keeps \$5.00  
Lien Notation increases from \$5.00 to \$10.00 County keeps \$10.00  
Boat admin fee increase from \$1.00 to \$3.00 County keeps the \$3.00  
Refund admin fee goes from \$5.00 to \$10.00 County keeps \$10.00  
Sheriff Service charge increased

**HB 1083:**

ATV will be charged 4% excise tax and that will be collected at Finance Office (prior to July 1, 2016 they were charged SD sales & use tax and it was collected by dealer or DOR)

**HB 1095:**

Seller's permits on private sales are now valid for 45 days so it is the same time frame as from dealers

**HB 1098:**

Revises exemption amount from \$2200. To \$2500. On any motor vehicle that is eleven or more model years old.

**HB 1179:**

Revises exemption amount on boats from \$2200. To \$2500. That are 11 or more years old.

**HB 1113:**

Allows for an exemption to transfer a motor vehicle to a non-profit as a gift and not be charged excise tax but vehicle has to be sold within 45 days.

**HB 1137:**

Revises the distribution fees on noncommercial gross weight vehicles

**HB 1164:**

Waive the requirement to display a front license plate on special interest vehicles requirements include \$25.00 fee in addition to yearly plate fee. Odometer reading must be less than 6000 miles. Odometer reading has to be provided on application and also each year for renewal. The registration card will print odometer reading and it will also state Special Interest Plate

**SB66:**

Allows the parent or legal guardian of a child with a substantial physical disability to apply for special handicapped plates the applicant does not have to have their name on the title.

**SB2:**

Revised the distribution of revenue from the alcoholic beverage fund. Counties will now receive 25% of that money



Vicki Buseth  
Brookings County Finance Officer

BROOKINGS COUNTY

SIGNATURE

DATE

1 <sup>ST</sup> QUARTER _____	<u>1/05/2016</u>
2 <sup>ND</sup> QUARTER _____	<u>4/05/2016</u>
3 <sup>RD</sup> QUARTER _____	<u>7/12/2016</u>
4 <sup>TH</sup> QUARTER _____	_____

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

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

TO: Brookings County Commissioners

FROM: Chris Lilla  
Director of Equalization

DATE: June 23, 2016

RE: Abatement Application #16-008 – Sinai City

PROPERTY: Parcel # 35100-00400-010-00  
ORIGINAL PLAT, LOT 10, BLOCK 4

Request abatement of 2015 - \$14.76  
2016 - \$14.74 (estimated)

**RELATED**

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

Sinai City notified the finance office that they had received a tax bill. This entity is tax exempt. DOE office failed in re-classifying this property as exempt for the 2015 assessment w/taxes payable in 2016 for \$14.76, and again for the 2016 assessment, taxes payable 2017. DOE has corrected this property to be exempt in the future 2017 assessment.

**ASSESSORS**

**RECOMMENDATION:** APPROVAL OF ABATEMENT #16-008

APPLICANT SHOULD USE THIS SPACE FOR FULL DESCRIPTION OF PROPERTY

DESCRIPTION OF PROPERTY	Year	Valuation	State Tax	Consolidated Tax	AMT. OF ABATEMENT OR REFUND	
					ASKED	ALLOWED
35100-00400-010-00	2015	\$500		\$14.26		
	2016	\$500		\$14.74	(Estimated)	

Approved - Disapproved by City or Township Board

Dated \_\_\_\_\_, 19\_\_\_\_

Chairman City or Twp. Board

Approved by authority of Subdivision of SDC 57.0801.

Dated \_\_\_\_\_, 19\_\_\_\_

Chairman County Board.

Reflected:

Reasons:

Dated \_\_\_\_\_, 19\_\_\_\_

Chairman County Board.

Applicant advised of action by notice dated \_\_\_\_\_, 19\_\_\_\_

County Auditor.

No. 16-008

Application

FOR

Abatement or Refund

OF

City of Sine

P. O.

OFFICE OF COUNTY AUDITOR

Brookings County

Received and filed in my office on

\_\_\_\_\_, 19\_\_\_\_

County Auditor.

By \_\_\_\_\_ Deputy.

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Tax Year Payable 2016  
2017

Board of County Commissioners of Brookings County, South Dakota

NAME City of Sioux

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Legal Description of Property \_\_\_\_\_

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

- An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;
- Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;
- The property is exempt from the tax;
- The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessments;
- Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;
- The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid.
- A loss occurred because of flood, fire, storm, or other unavoidable casualty; Date of Loss \_\_\_\_\_
- Structures have been removed after the assessment date (upon verification by the director of equalization) Date structures removed \_\_\_\_\_
- Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in § 10-6A-4
- Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military.
- Other / Comments \_\_\_\_\_

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

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

Subscribed and sworn to, before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

[Signature]  
Applicant's Signature

\_\_\_\_\_  
Notary / Auditor / Deputy Auditor



*Brookings County Finance Office*

Vicki Buseth, Finance Officer

520 3<sup>rd</sup> Street Suite 100 ♦ Brookings, SD 57006

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

June 29, 2016

TO: Brookings County Commission  
FROM: Vicki Buseth, Finance Officer  
RE: Uncollectable Mobile Homes & Sale of MH

Attached is the list of uncollectable mobile homes from the Brookings County Sherriff's Office and also a resolution to place these on an uncollectable list. To refresh your memory these mobile homes will go on an uncollectable list and at any time they would have the ability to pay we would take them off this list and add them back into the tax roles. This has happened one time since we have been doing this so this keeps that option open.

We also had two mobile homes that the Sherriff's office sold for nonpayment of property taxes one was sold for \$636.90 and the other mobile home sold for \$346.05 which will bring the taxes current and pay for the advertising of the mobile home sale and the distress warrant fee.

A handwritten signature in cursive script that reads "Vicki Buseth".

Vicki Buseth

Brookings County Finance Officer



# Brookings County Sheriff's Office

315 Seventh Avenue  
Brookings, SD 57006

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

distress warrants

Printed on June 22, 2016

Civil	Person/Business Name	Interested Parties	Judgment	Comments	Distress Warrant #
CP160232	HALSTEAD, DALE ALLEN	521 12TH ST S #26	40.14	MOBLE HOME IS GONE	22
CP160244	KOENIG, KELLY JAMES	#1 H AUFF'S COURT	62.41	MOBILE HOME UNLIVEABLE	27
CP160297	LARSEN, STEVEN MARK	20925 474TH AVE	93.73	UNLIVEABLE - PICTURES ATTACHED	61
CP160283	St Sauver, Blake Edward	306 HORSESHOE BEND	124.40	MOBILE HOME HAS BEEN REMOVED PER	51
CP160303	VANSURKSUM, TIMOTHY JOHN	3901 MAIN AVE S #50	100.21	MOBILE HOME DESTROYED BY VK	71

**Total Records: 5**

BROOKINGS COUNTY RESOLUTION NO. \_\_\_\_\_

WHEREAS, South Dakota Codified Law (SDCL) 10-22-30 requires the County Finance Officer to present a list of all distress warrants returned by the Sheriff uncollectible to the Board of County Commissioners. The board has examined such returns and, is satisfied with reports from Sheriff's and Finance Officer that the taxes described in any such warrant cannot be collected.

NOW THEREFORE, BE IT RESOLVED by the Brookings County Commissioners, at a regular meeting July 12, 2016 direct the County Finance Officer to put uncollectible mobile homes on the uncollectible list until it is determined either by the Board of County Commissioners or the County Finance Officer that such taxes have become or may have become collectable. There will be a complete listing of all uncollectible mobile homes and buildings on leased sites on file in the Brookings County Finance Office.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2016

\_\_\_\_\_  
Chairperson, Brookings County  
Board of County Commissioners

Attest:

\_\_\_\_\_  
Brookings County Finance Officer



# First District Association of Local Governments

124 1<sup>st</sup> Ave NW ■ PO Box 1207 ■ Watertown, SD  
57201

Phone: (605) 882-5115 Fax: (605) 882-5049  
Serving counties and communities for over 45 years

May 27, 2016

Stacy Steffensen  
County Commission Dept. Director  
520 3rd St, Ste 210  
Brookings SD 57006

Dear Stacy:

At our May 26, 2016 meeting, the First District Governing Body passed the budget for Fiscal Year 2017 (October 1, 2016 - September 30, 2017).

In March 2012, the First District Governing Body adopted a dues schedule for 2013-2022. That flat fee dues structure is based upon the 2010 Census of Population. To continue support for the First District for FY 2017, Brookings County dues will be \$41,643.83.

Enclosed you will find two copies of a resolution to continue support. After the Board of County Commissioners approves the resolution, please sign and return a copy to our office.

Should you or the commissioners have any questions, please give me a call. We appreciate your continued support and look forward to working with you in Fiscal Year 2017.

Sincerely,

Todd A. Kays  
Executive Director

Enclosure

**RESOLUTION TO CONTINUE SUPPORT FOR THE  
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS  
DURING FISCAL YEAR 2017**

**(October 1, 2016 – September 30, 2017)**

The Brookings County Board of County Commissioners, having adopted and signed a Joint Cooperative Agreement on the 6th day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2017 (October 1, 2016 – September 30, 2017). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$41,643.83 to the First District Association of Local Governments during the aforementioned Fiscal Year 2017 period.

ADOPTION:

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Chair  
Brookings County Commission

ATTEST:

\_\_\_\_\_  
Brookings County Auditor



\_\_\_\_\_  
First District Association of Local Governments

**RESOLUTION TO CONTINUE SUPPORT FOR THE  
FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS  
DURING FISCAL YEAR 2017**

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The Brookings County Board of County Commissioners, having adopted and signed a Joint Cooperative Agreement on the 6th day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2017 (October 1, 2016 – September 30, 2017). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$41,643.83 to the First District Association of Local Governments during the aforementioned Fiscal Year 2017 period.

ADOPTION:

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Chair  
Brookings County Commission

ATTEST:

\_\_\_\_\_  
Brookings County Auditor



\_\_\_\_\_  
First District Association of Local Governments



June 24, 2016

Brookings County Emergency Management  
Robert Hill  
520 3rd Street, Suite 200  
Brookings, SD 57006

Dear Robert:

As you know, the Emergency Management State and Local Agreement (SLA) provides a single funding, operating, and reporting instrument for the accomplishment of agreed upon activities and products. The Agreement, in particular, acknowledges the SLA applies to preparedness for natural and man-made disasters.

Attached you will find the 2016 EMPG Subaward Agreement – Amendment #1 which identifies your Subrecipient Award amount to be used for salary and administrative costs related to the operation of your County emergency management organization during FFY 2016 (October 1, 2015 through September 30, 2016). Also attached are the updated Federal Agreement Articles which are applicable to this grant.

These funds require a 50% non-federal match. If the county has remaining funds leftover after paying for the emergency management directors' salary and administrative costs, the remaining funds may be utilized for special emergency management related projects within the county. **SD OEM does require prior approval of any special projects.** Special projects are categorized as any project not pertaining to salary, benefits or other administrative costs of the emergency management program. Requests for special projects must be submitted to our office in order to be eligible for reimbursement from your allotted grant. In addition any special emergency management related equipment purchases that are not directly related to administration must be authorized on the ODP Authorized Equipment List. Approval or denial for the special projects will be sent to the emergency management director.

Please have the Chair of your County Commission sign Amendment #1 for the 2016 SLA and return it to your Regional Coordinator by **July 31, 2016.**

**Note to the County Auditor:**

**The SLA grant is provided to counties to pay for 50% of the emergency management director's salary and the administrative costs accrued as a result of maintaining the office of the director. This is an ongoing grant with a Catalog of Federal Domestic Assistance number of 97.042. This grant and any other associated with the South Dakota Office of Emergency Management is to be accounted for within fund 226.**

Sincerely,

  
DINA TITZE  
Director

cc: County Auditor

SOUTH DAKOTA OFFICE OF EMERGENCY MANAGEMENT  
2016 EMERGENCY MANAGEMENT PERFORMANCE GRANT SUBAWARD AGREEMENT  
AMENDMENT #1

Federal Award No. (FAIN)	Federal Award Date	CFDA No.	Program Name
EMD-2016-EP-00001	13-Jun-16	97.042	Emergency Management Performance Grant
Federal Awarding Agency	Federal Award Amount		
U.S. Dept. of Homeland Security	\$3,179,251.00		
State Awarding Agency	State Project Officer	Phone No.	Address
S.D. Office of Emergency Management	Allan Miller	(605) 995-8990	118 West Capitol Avenue Pierre, SD 57501

Subrecipient Name (County)	Subrecipient DUNS No.	Subrecipient Contact (Emergency Manager)
Brookings	831514633	Robert Hill
Subrecipient Award Amount	Project Description	
\$41,763.98	2016 State & Local Agreement	
Subaward Start Date	Subaward End Date	
10/01/2015	9/30/2016	

**By signing this agreement, you acknowledge that the terms of the following documents are incorporated into the terms of your award:**

- South Dakota Office of Emergency Management 2016 SLA Terms & Conditions
- FY2016 SLA Work Plan

**Senate Bill 162 was passed during the 2016 Legislative Session. In accordance with this new law, you attest to the following:**

- A conflict of interest policy is enforced within your organization.
- The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on your website.
- An effective internal control system is employed by your organization.
- If applicable, your organization is in compliance with the Federal Single Audit Act, in compliance with 4-11-2.1, and audits are displayed on your website.

COUNTY COMMISSION SIGNATURE	DATE
PRINTED NAME AND TITLE	

S.D. OFFICE OF EMERGENCY MANAGEMENT SIGNATURE	DATE
Tina Titze, Director	

**Return Signed Agreement to your respective Regional Coordinator:**

OEM Region 1 – Robert Keys PO Box 821 Mitchell, SD 57301	OEM Region 2 – Jason Forrest 416 N Production St Aberdeen, SD 57401	OEM Region 3 – Patti Pudwill 416 N Production St Aberdeen, SD 57401
OEM Region 4 – Brent Kolstad 2525 West Main, Suite 213 Rapid City, SD 57703	OEM Region 5 – Kendall Aldinger 2525 West Main, Suite 213 Rapid City, SD 57703	OEM Region 6 – Dave Beintema PO Box 821 Mitchell, SD 57301

**AGREEMENT ARTICLES**  
**Emergency Management Performance Grant**

**GRANTEE:** South Dakota Office of Emergency Management  
**PROGRAM:** Emergency Management Performance Grant  
**AGREEMENT NUMBER:** EMD-2016-EP-00001-S01

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### **Article I - Assurances, Administrative Requirements, Cost Principles, and Audit Requirements**

DHS financial assistance recipients must complete either the OMB Standard Form 424B Assurances Non-Construction Programs, or OMB Standard Form 424D Assurances Construction Programs as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the financial assistance office if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at 2 C.F.R. Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

DHS financial assistance recipients must complete either the [OMB Standard Form 424B Assurances - Non-Construction Programs](#) or [OMB Standard Form 424D Assurances - Construction Programs](#) as applicable.

Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the financial assistance office if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at [2 C.F.R. Part 200](#), and adopted by DHS at [2 C.F.R. Part 3002](#).

### **Article II - DHS Specific Acknowledgements and Assurances**

All recipients, sub-recipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the award and permit access to facilities, personnel, and other

individuals and information as may be necessary, as required by DHS regulations *and* other applicable laws or program guidance.

3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.

4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS financial assistance office and the DHS Office of [Civil Rights and Civil Liberties](#) (CRCL) by e-mail at [crcl@hq.dhs.gov](mailto:crcl@hq.dhs.gov) or by mail at U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.

6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS financial assistance office and the CRCL office by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

#### **Article III - Civil Rights Act of 1964 - Title VI**

All recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* ([42 U.S.C. 2000d et seq.](#)), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. DHS implementing regulations for the Act are found at [6 C.F.R. Part 21](#) and [44 C.F.R. Part 7](#).

#### **Article IV - Civil Rights Act of 1968**

All recipients must comply with [Title VIII of the Civil Rights Act of 1968](#), which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex ([42 U.S.C. 3601 et seq.](#)), as implemented by the Department of Housing and Urban Development at [24 C.F.R. Part 100](#). The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) be designed and constructed with certain accessible features (See [24 C.F.R. 100.201](#)).

#### **Article V - Copyright**

All recipients must affix the applicable copyright notices of [17 U.S.C. 401 or 402](#) and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards.

#### **Article VI - Debarment and Suspension**

All recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders [12549](#) and [12689](#), and [2 C.F.R. Part 180](#). These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

## **Article VII - Drug-Free Workplace Regulations**

All recipients must comply with the *Drug-Free Workplace Act of 1988* ([41 U.S.C. 701 et seq.](#)), which requires all organizations receiving grants from any Federal agency agree to maintain a drug-free workplace. DHS has adopted the Acts implementing regulations at [2 C.F.R Part 3001](#).

## **Article VIII - Duplication of Benefits**

Any cost allocable to a particular Federal award provided for in [2 C.F.R. Part 200, Subpart E](#) may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude a recipient from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal award.

## **Article IX - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX**

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 ([20 U.S.C. 1681 et seq.](#)), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. DHS implementing regulations are codified at [6 C.F.R. Part 17](#) and [44 C.F.R. Part 19](#)

## **Article X - Energy Policy and Conservation Act**

All recipients must comply with the requirements of [42 U.S.C. 6201](#) which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

## **Article XI - False Claims Act and Program Fraud Civil Remedies**

All recipients must comply with the requirements of [31 U.S.C. 3729-3733](#) which prohibits the submission of false or fraudulent claims for payment to the Federal Government. See [31 U.S.C. 3801-3812](#) which details the administrative remedies for false claims and statements made.

## **Article XII - Federal Debt Status**

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See [OMB Circular A-129](#).

## **Article XIII - Federal Leadership on Reducing Text Messaging while Driving**

All recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in [E.O. 13513](#), including conducting initiatives described in Section 3(a) of the Order when on official Government business or when performing any work for or on behalf of the federal government.

## **Article XIV - Acknowledgment of Federal Funding from DHS**

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

#### **Article XV - Activities Conducted Abroad**

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

#### **Article XVI - Age Discrimination Act of 1975**

All recipients must comply with the requirements of the *Age Discrimination Act of 1975* ([Title 42 U.S. Code, 6101 et seq.](#)), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

#### **Article XVII - Americans with Disabilities Act of 1990**

All recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. ([42 U.S.C. 12101 12213](#)).

#### **Article XVIII - Best Practices for Collection and Use of Personally Identifiable Information (PII)**

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Award recipients may also find as a useful resource the DHS Privacy Impact Assessments: [Privacy Guidance](#) and [Privacy template](#) respectively.

#### **Article XIX - Fly America Act of 1974**

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under [49 U.S.C. 41102](#)) for international air transportation of people and property to the extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974* ([49 U.S.C. 40118](#)) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, [amendment](#) to Comptroller General Decision B-138942.

#### **Article XX - Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, [15 U.S.C. 2225a](#), all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, as amended, [15 U.S.C. 2225](#).

#### **Article XXI - Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

All recipients must comply with the *Title VI of the Civil Rights Act of 1964* (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

#### **Article XXII - Lobbying Prohibitions**

All recipients must comply with [31 U.S.C. 1352](#), which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt 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 any Federal action concerning the award or renewal.

#### **Article XXIII - Non-supplanting Requirement**

All recipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources.

#### **Article XXIV - Notice of Funding Opportunity Requirements**

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the terms and conditions of your award. All recipients must comply with any such requirements set forth in the program NOFO.

#### **Article XXV - Patents and Intellectual Property Rights**

Unless otherwise provided by law, recipients are subject to the [Bayh-Dole Act, Pub. L. No. 96-517](#), as amended, and codified in [35 U.S.C. 200](#) et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at [37 C.F.R. Part 401](#) and the standard patent rights clause located at 37 C.F.R. 401.14.

#### **Article XXVI - Procurement of Recovered Materials**

All recipients must comply with Section 6002 of the [Solid Waste Disposal Act](#), as amended by the [Resource Conservation and Recovery Act](#). The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 C.F.R. Part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

#### **Article XXVII - Reporting Subawards and Executive Compensation**

All recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at [2 C.F.R. Part 170, Appendix A](#), the full text of which is incorporated here by reference in the terms and conditions of your award.

#### **Article XXVIII - SAFECOM**

All recipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the [SAFECOM](#) Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

#### **Article XXIX - Terrorist Financing**

All recipients must comply with [E.O. 13224](#) and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the Order and laws.

#### **Article XXX - Trafficking Victims Protection Act of 2000**

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the *Trafficking Victims Protection Act of 2000*, (TVPA) as amended ([22 U.S.C. 7104](#)). The award term is located at [2 CFR 175.15](#), the full text of which is incorporated here by reference in the terms and conditions of your award.

### **Article XXXI - Rehabilitation Act of 1973**

All recipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, [29 U.S.C. 794](#), as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

### **Article XXXII - Reporting of Matters Related to Recipient Integrity and Performance**

If the total value of your currently active grants, cooperative agreements, and procurement contracts from all Federal assistance office exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at [2 C.F.R. Part 200, Appendix XII](#), the full text of which is incorporated here by reference in the terms and conditions of your award.

### **Article XXXIII - Universal Identifier and System of Award Management (SAM)**

All recipients are required to comply with the requirements set forth in the government-wide Award Term regarding the System for Award Management and Universal Identifier Requirements located at [2 C.F.R. Part 25, Appendix A](#), the full text of which is incorporated here by reference in the terms and conditions of your award.

### **Article XXXIV - USA Patriot Act of 2001**

All recipients must comply with requirements of the [Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act \(USA PATRIOT Act\)](#), which amends [18 U.S.C. 175 175c](#).

### **Article XXXV - Use of DHS Seal, Logo and Flags**

All recipients must obtain permission from their financial assistance office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

### **Article XXXVI - Whistleblower Protection Act**

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at [10 U.S.C 2409](#), [41 U.S.C. 4712](#), and [10 U.S.C. 2324](#), [41 U.S.C. 4304](#) and [4310](#).

600 East Capitol Avenue | Pierre, SD 57501 P605.773.3361 F605.773.5683



Division of Health Systems Development and Regulation  
Health Protection  
Licensure and Certification  
Public Health Preparedness and Response  
Rural Health

June 24, 2016

Brookings County  
Attn: Misty Moser  
826 32nd Avenue Suite 103  
Brookings, SD 57006

Dear Recipient:

Enclosed are two original Recipient contracts for mosquito control. Please sign and return both copies along with a W-9 form and a certificate of insurance to this office for further processing.

Once all signatures have been obtained, a copy will be returned to you.

Thank you.

Sincerely,

A handwritten signature in blue ink that reads 'Meghan Wittmis'.

Meghan Wittmis  
Executive Assistant

STATE OF SOUTH DAKOTA  
RECIPIENT CONTRACT  
BETWEEN

Brookings County  
Attn: Misty Moser  
826 32nd Avenue Suite 103  
Brookings, SD 57006

South Dakota Department of Health  
Division of Health Systems Dev. Regulation  
600 East Capitol Avenue  
Pierre, SD 57501  
(605)773-3361

Referred to as "Recipient"

Referred to as "State"

State and Recipient hereby enter into a contract for Provider Services. This is an agreement for an award of non-federal financial assistance to a recipient.

I. RECIPIENT INFORMATION:

- A. The Recipient's City, State and Zip + 4 for primary place of performance is Brookings, SD 57006-1546  
The Recipient's DUNS/unique entity identifier number is 04-4095757  
The Recipient's Fiscal year begins January 1st and ends December 31st
- B. This agreement is made for the purpose of enhancing mosquito control efforts.

Amount provided by State is	\$4, 315.00
Amount matched by Recipient is	\$0.00
Total Contract Amount	\$4, 315.00

Dollars provided by State consist of the following:	
Non-Federal State dollars	\$4, 315.00

II. RECIPIENT ATTESTATION:

Pursuant to state law, Recipient attests to the following:

- A. A conflict of interest policy is enforced within Recipient's organization;
- B. The Internal Revenue Service Form 990 has been filed, if applicable, in compliance with federal law, and is displayed immediately after filing on the Recipients's website;
- C. An effective internal control system is employed by the Recipient's organization; and
- D. If applicable, the Recipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the Recipient's website.

III. PERIOD OF PERFORMANCE:

A. The term of this Contract shall begin July 1, 2016 and end June 30, 2017.

IV. RECIPIENT

A. Recipient is not a full or part-time employee of State or any agency of the state of South Dakota.

B. Recipient, as an independent contractor, is solely responsible for the withholding and payment of applicable income and Social Security taxes due and owing from money received under this contract.

C. Recipient will not use equipment, supplies or facilities owned by the state of South Dakota.

D. Recipient agrees to:

1. Utilize funds for the sole purpose of enhancing their mosquito control efforts. Funds may not be used to supplant existing funding or planned expenditures.

2. Mosquito control chemicals and/or equipment purchased under this grant agreement becomes the sole property and responsibility of the Grantee.

3. Where possible, the Grantee agrees to provide State with relevant electronic data obtained during the conduct of control efforts. Report trapping and surveillance data via the SDSU Web-based mosquito population graphing program at: <http://www.sdstate.edu/mosqcount/>

F. INSURANCE: Recipient agrees, at its sole cost and expense, to maintain the following insurance:

1. Commercial General Liability Insurance:

Recipient shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than \$1,000,000 each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this contract or be no less than two times the occurrence limit.

2. Professional Liability Insurance:

Grantee shall procure and maintain professional liability insurance with a limit of not less than one million dollars.

3. Business Automobile Liability Insurance:

Recipient shall maintain business automobile liability insurance or equivalent form with a limit of not less than \$1,000,000 each accident. Such insurance shall include coverage for owned, hired and non-owned vehicles.

4. Worker's Compensation Insurance:

Recipient shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

5. Certificates of Insurance:

Before beginning work under this Contract, Recipient shall furnish State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Contract. In the event of a substantial change in insurance, issuance of a new policy, cancellation or nonrenewal of the policy, Consultant agrees to provide immediate notice to the State and provide a new certificate of insurance showing continuous coverage in the amounts required. Recipient shall furnish copies of insurance policies if requested by State.

- G. Recipient agrees to indemnify and hold the State of South Dakota, its officers, agents and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings that may arise as a result of performing services hereunder. This section does not require Recipient to be responsible for or defend against claims or damages arising solely from acts or omissions of the State, its officers, agents or employees.
- H. This contract does not require Recipient to engage in a function or activity involving the use or disclosure of State's Protected Health Information (PHI), as defined in the Health Insurance Portability and Accountability Act (HIPAA), 45 CFR § 160.103.

V. STATE

- A. State will award Recipient a financial assistance award of \$4,315.00 upon receipt of signed agreement and W-9 form.

VI. OTHER PROVISIONS

- A. CHOICE OF LAW AND FORUM. The terms and conditions of this contract are subject to and will be construed under the laws of the State of South Dakota. The parties further agree that any dispute arising from the terms and conditions of this contract, which cannot be resolved by mutual agreement, will be tried in the Sixth Judicial Circuit Court, Hughes County, South Dakota.
- B. INTEGRATION. This contract is a complete version of the entire agreement between the parties with respect to the subject matter within this contract and supersedes all prior or contemporaneous written or oral understandings, agreements and communications between them with respect to such subject matter. This contract may be modified or amended only by a writing signed by both parties.
- C. TERMINATION: This contract may be terminated by either party hereto upon thirty (30) days written notice, and may be terminated by State for cause at any time, with or without notice.

- D. NOTICE: Any notice or other communication required under this contract shall be in writing and sent to the address set forth above. Notices shall be given by and to the State Contact Person on behalf of State, and by and to the Recipient Contact Person on behalf of Recipient, or such authorized designees as either party may from time to time designate in writing. Notices or communications to or between the parties shall be deemed to have been delivered when mailed by first class mail, provided that notice of default or termination shall be sent by registered or certified mail, or, if personally delivered, when received by such party.
- E. ASSURANCES: The Consultant agrees to abide by all applicable provisions of the following assurances: Lobbying Activity, Byrd Anti Lobbying Amendment (31 USC 1352), Drug-Free Workplace, Executive Order 11246 Equal Employment Opportunity, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Drug Abuse Office and Treatment Act of 1972, Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, Age Discrimination Act of 1975, Americans with Disabilities Act of 1990, Pro-Children Act of 1994, Hatch Act, Health Insurance Portability and Accountability Act (HIPAA) of 1996, Clean Air Act, Federal Water Pollution Control Act, Charitable Choice Provisions and Regulations, Equal Treatment for Faith-Based Religions at Title 28 Code of Federal Regulations Part 38, the Violence Against Women Reauthorization Act of 2013, American Recovery and Reinvestment Act of 2009, and Section 106 (g) of the Trafficking Victims Protection Act of 2002, as amended (22 U.S.C. 7104) as applicable.
- F. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION: Recipient agrees that neither Recipient, nor any of Recipient's principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions by any Federal department or agency. Recipient will provide immediate written notice to the Department of Health, Division of Administration (600 East Capitol Avenue, Pierre, SD 57501 (605) 773-3361), if Recipient, or any of Recipient's principals, becomes debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions involving Federal funding. Recipient further agrees that if this contract involves federal funds or federally mandated compliance, then Recipient is in compliance with all applicable regulations pursuant to Executive Order 12549, including Debarment and Suspension and Participants' Responsibilities, 29 C.F.R. § 98.510 (1990).
- G. FUNDING TERMINATION: This contract depends upon the continued availability of appropriated funds and expenditure authority from Congress, the Legislature or the Executive Branch for this purpose. This contract will be terminated for cause by State if Congress, the Legislature or Executive Branch fails to appropriate funds, terminates funding or does not grant expenditure authority. Funding termination is not a default by State nor does it give rise to a claim against State.
- H. NONASSIGNMENT/SUBCONTRACTING: Recipient shall not assign this contract, or any portion thereof, without the prior written consent of State. Recipient's assignment or attempted assignment of this contract, or any portion thereof, without State's prior written consent constitutes a material breach of contract. The Recipient may not use subcontractors to perform the services described herein without the express prior written consent of State. Recipient 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 in a manner consistent with this Agreement. Recipient 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.
- I. FEDERAL AND STATE LAWS: Recipient agrees that it will comply with all federal and state laws, rules and regulations as they may apply to the provision of services pursuant to this contract, including the Americans with Disabilities Act (ADA) of 1990, 42 U.S.C. §§ 12101-12213, and any amendment thereto, Section 306 of the Clean Air Act, and Section 508 of the Clean Water Act. Both parties further agree to provide services covered by this contract without regard to race, color, national origin, sex, age or disability as prohibited by state or federal law.
- J. OWNERSHIP: All reports, recommendations, documents, drawings, plans, specifications, technical data and information, copyrights, patents, licenses, or other products produced as a result of the services rendered under this contract, excluding medical records kept in the normal course of Recipient's business, will become the sole property of State. State hereby grants Recipient the unrestricted right to retain copies of and use these materials and the information contained therein in the normal course of Recipient's business for any lawful purpose. Either the originals, or reproducible copies satisfactory to State, of all technical data, evaluations, reports and other work product of Recipient shall be delivered to State upon completion or termination of services under this contract.
- K. REPORTING OF PERSONAL INJURIES AND/OR PROPERTY DAMAGE: Recipient agrees to report promptly to State any event encountered in the course of performance of this contract which results in injury to the person or property of third parties, or which may otherwise subject Recipient or State to liability. Reporting to State under this section does not satisfy Recipient's obligation to report any event to law enforcement or other entities as required by law.
- L. SEVERABILITY: In the event that any term or provision of this contract shall violate any applicable law, such provision does not invalidate any other provision hereof.
- M. AUDIT REQUIREMENTS:  
(EXPENDING \$750,000 OR MORE)  
A nonprofit subrecipient, (as well as profit hospitals) (Recipient), expending \$750,000 or more in one year in Federal awards, must have an annual audit made in accordance with 2 CFR Chapter I, Chapter II, Part 200, et al. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

All audits must be conducted by an auditor approved by the Auditor General to perform the audit. Approval may be obtained by forwarding a copy of the audit engagement letter to the Department of Legislative Audit, 427 South Chapelle, c/o 500 East Capitol, Pierre, SD 57501-5070. On continuing engagements, the Auditor General's approval should be obtained annually. The auditor must follow the Auditor General's guidelines when conducting the audit. The draft audit report must be submitted to the Auditor General for approval prior to issuing the final report. The auditor must file the requested copies of the final audit report with the Auditor General. Audits shall be completed and filed with granting agencies by the end of the ninth month following the end of the fiscal year being audited or 30 days after receipt of the auditor's report, whichever is earlier. If it appears that a required audit cannot be completed by the end of the ninth month following your fiscal year, you must request an extension from the federal agency for which the majority of federal expenditures relates.

Failure to complete audit(s) as required will result in the disallowance of audit costs as direct or indirect charges to programs. Additionally, a percentage of awards may be withheld, overhead costs may be disallowed, and/or awards may be suspended, until the audit is completed satisfactorily.

- N. **FORCE MAJEURE:** Neither Recipient nor State shall be liable to the other for any delay in, or failure of performance of, any covenant or promise contained in this contract, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to the extent that, such delay or failure is caused by "force majeure". As used in this contract, "force majeure" means acts of God, acts of the public enemy, acts of the State and any governmental entity in its sovereign capacity, fires, floods, epidemics, quarantine restrictions, strikes or other labor disputes, freight embargoes, or unusually severe weather.
- O. **CONTRACT ORIGINAL AND COPIES:** An original of this contract will be retained by the State Auditor's Office. A photocopy will be on file with the South Dakota Department of Health and a second original will be sent to Recipient.
- P. **RECORD RETENTION/EXAMINATION:** Recipient agrees to maintain all records that are pertinent to this contract and retain them for a period of three years following final payment against the contract. State agrees to assume responsibility for these items after that time period. These records shall be subject at all reasonable times for inspection, review or audit by State, other personnel duly authorized by State, and federal officials so authorized by law.
- Q. **LICENSING AND COMPLIANCE:** The Recipient agrees to comply in full with all licensing and other standards required by Federal, State, County, City or Tribal statute, regulation or ordinance in which the service and/or care is provided for the duration of this agreement. The Recipient will maintain effective internal controls in managing the federal award. Liability resulting from noncompliance with licensing and other standards required by Federal, State, County, City or Tribal statute, regulation or ordinance or through the Recipient's failure to ensure the safety of all individuals served is assumed entirely by the Recipient.
- R. **CONFIDENTIALITY OF INFORMATION:** For the purpose of the sub-paragraph, "State Proprietary Information" shall include all information disclosed to the Recipient by the State. Recipient acknowledges that it shall have a duty to not disclose any State Proprietary Information to any third person for any reason without the express written permission of a State officer or employee with authority to authorize the disclosure. Recipient shall not: (i) disclose any State Proprietary Information to any third person unless otherwise specifically allowed under this contract; (ii) make any use of State Proprietary Information except to exercise rights and perform obligations under this contract; (iii) make State Proprietary Information available to any of its employees, officers, agents or Recipients except those who have agreed to obligations of confidentiality at least as strict as those set out in this contract and who have a need to know such information. Recipient is held to the same standard of care in guarding State Proprietary Information as it applies to its own confidential or proprietary information and materials of a similar nature, and no less than holding State Proprietary Information in the strictest confidence. Recipient shall protect confidentiality of the State's information from the time of receipt to the time that such information is either returned to the State or destroyed to the extent that it cannot be recalled or reproduced. State Proprietary Information shall not include information that (i) was in the public domain at the time it was disclosed to Recipient; (ii) was known to Recipient without restriction at the time of disclosure from the State; (iii) that is disclosed with the prior written approval of State's officers or employees having authority to disclose such information; (iv) was independently developed by Recipient without the benefit or influence of the State's information; (v) becomes known to Recipient without restriction from a source not connected to the State of South Dakota. State's Proprietary Information shall include names, social security numbers, employer numbers, addresses and all other data about applicants, employers or other clients to whom the State provides services of any kind. Recipient understands that this information is confidential and protected under applicable State law at SDCL 1-27-1.5, modified by SDCL 1-27-1.6, SDCL 28-1-29, SDCL 28-1-32, and SDCL 28-1-68 as applicable federal regulation and agrees to immediately notify the State if the information is disclosure, either intentionally or inadvertently. The parties mutually agree that neither of them shall disclose the contents of the contract except as required by applicable law or as necessary to carry out the terms of the contract or to enforce that party's rights under this contract. Recipient acknowledges that the State and its agencies are public entities and thus are bound by South Dakota open meetings and open records laws. It is therefore not a breach of this contract for the State to take any action that the State reasonably believes is necessary to comply with the South Dakota open records or open meetings laws. If work assignments performed in the course of this Agreement require additional security requirements or clearance, the Recipient will be required to undergo investigation.
- S. **CONFLICT OF INTEREST:** Recipient agrees to establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal organizational conflict of interest, or personal gain. Any potential conflict of interest must be disclosed in writing.



# BANNER

Engineering | Architecture | Surveying

Banner Associates, Inc. | 409 22nd Ave So | PO Box 298  
Brookings, South Dakota 57006 | 605.692.6342  
www.bannerassociates.com

July 1, 2016

Brookings County Commission  
520 3<sup>rd</sup> Street  
Brookings, South Dakota 57006

Re: Letter of Contract - Feasibility Services  
213<sup>th</sup> Street from 34<sup>th</sup> Avenue South to Novita  
Brookings, South Dakota

Dear County Commissioners:

Banner Associates, Inc. ("Banner") is pleased to submit this letter of contract to perform Feasibility Services for approximately 1.5 miles of gravel road on 213<sup>th</sup> Street from 34<sup>th</sup> Avenue South east to the paved section of road near the Novita site in Brookings County.

#### Feasibility Scope of Services:

1. Coordinate geotechnical engineering services to provide soil borings and laboratory services consisting of the following:
  - a. Soils report with road section recommendations;
  - b. Soil borings location map; and,
  - c. Soil test boring logs.
2. Provide road section recommendation based of the soil boring data and geotechnical recommendation.
3. Provide a Hydraulic and Hydrology Study consisting of the following:
  - a. Perform a basic topographic survey to obtain elevations at the existing culverts, bridge, and drainage channels;
  - b. Delineate the watershed by hydraulic and hydrology evaluation/calculations to appropriately size proposed new culverts;
  - c. Provide a study report for proposed new culverts to satisfy the requirements of the State of South Dakota.
4. Provide a Preliminary Engineering Report with road section details, preliminary cost estimates, and site maps and figures.

#### Submittals:

These services include providing a Hydraulic & Hydrology Study report along with a Preliminary Engineering report in accordance with the above scope of services.

1. Banner proposes the Reports to be completed in 180 days after authorization to proceed;
2. Contract shall be considered complete when the Reports have been submitted to the County Commissioners.

Exclusions:

Based on our understanding of the project, the following items are excluded from our Scope of Services:

- Obtaining Right-of-Entry to perform survey;
- Obtaining written approval of the Work by the County Drainage Board as outlined in the H&H Study requirements;
- Performing a Benefit Cost Analysis;
- Wetland Delineation/Environmental issues if required for funding;
- Obtaining any required permits to perform the replacement Work;
- Performing design engineering services;
- Obtaining any required easements or additional Right-of-Way if feasibility study indicates the need for each.

Please let us know if you would like any of the above mentioned exclusions included in the Scope of Services and we will coordinate with you to revise this proposal letter.

Client Obligations:

- Owner supplied data or documents
- Right-of-Entry

Feasibility Services Compensation:

We are proposing to complete the above described Scope of Services for the lump sum indicated below:

<b>H&amp;H Study Lump Sum Total:</b>	<b>\$12,500 plus applicable taxes;</b>
<b>Feasibility Services Lump Sum Total:</b>	<b>\$15,500 plus applicable taxes</b>

This Letter of Contract incorporates and includes Banner's Schedule of Labor Rates and Expenses and General Conditions.

If you have any questions regarding this contract, please do not hesitate to contact me.

Sincerely,



Brad Wermers, P.E.  
Senior Vice President  
Banner Associates, Inc.



Scott A. Mohror, P.E.  
Project Manager  
Banner Associates, Inc.

Enclosure:

1. Schedule of Labor Rates/General Conditions

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this \_\_\_\_\_ day of \_\_\_\_\_

Client: \_\_\_\_\_

Business: Brookings County

# BANNER

Engineering | Architecture | Surveying

Banner Associates, Inc. | 409 22nd Ave So | PO Box 298  
Brookings, South Dakota 57006 | 605.692.6342  
www.bannerassociates.com

## SCHEDULE OF LABOR RATES AND EXPENSES

January, 2016

<b>Administrative</b> .....	\$40.00 to \$79.00/Hour
<b>Surveying/Geomatics</b> .....	\$50.00 to \$100.00/Hour
<b>CADD Drafting</b> .....	\$60.00 to \$90.00/Hour
<b>Staff Engineer and Architect</b> .....	\$70.00 to \$85.00/Hour
<b>Project Engineer and Architect</b> .....	\$85.00 to \$105.00/Hour
<b>Project Manager</b> .....	\$105.00 to \$135.00/Hour
<b>Sr. Project Manager</b> .....	\$135.00 to \$180.00/Hour

1. Meals at State Rates.
2. Lodging at actual cost.
3. Reimbursables:

Mileage .....	\$0.55/Mile
Photocopy.....	0.07/Copy
Color Copies.....	0.30/Copy
Black & White 11x17 Laser Prints .....	0.15/Sheet
Vellabond & Plain Paper Plots .....	0.70/Sq.Ft.
Mylar Film Copies and Plots.....	1.25/Sq.Ft.

4. All other direct project expenses at actual cost of materials.

**We reserve the right to adjust the rates.**

## GENERAL CONDITIONS

**Agreement.** The entire Agreement between the Client and Banner shall consist of the Letter of Contract, the Schedule of Labor Rates and Expenses and these General Conditions ("Agreement"). The Agreement represents the entire, integrated Agreement and supersedes all other negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written agreement of the Parties. Banner's services are limited to those specifically identified in the Agreement.

**Authorization to Proceed.** Execution of this Agreement by the Client will be authorization for Banner to proceed with the Services, unless otherwise provided in the Agreement.

**Cost Opinions.** Any opinion of cost provided by Banner will be on a basis of experience and judgment, but, since construction costs are dependent upon many market and other conditions over which Banner has no control, Banner shall not be responsible for variations between actual costs and any opinion of cost.

**Standard of Care.** In the performance of its professional services, Banner will use that degree of care and skill ordinarily exercised by similarly situated professionals under like and similar circumstances. No express or implied warranties are applicable to, or provided with, any of Banner's services

**Payment.** Monthly invoices will include charges incurred during the preceding month. Payment of the invoice is due within thirty (30) days following the date of the invoice. A charge of one and one-half percent (1 1/2%) per month, or the maximum legal rate for commercial accounts, whichever is less, will be charged for late payment. Client shall be responsible for reimbursing Banner for all costs incurred in collecting delinquent amounts owed by Client.

**Termination.** This Agreement may be terminated for convenience upon 30 days' written notice, or for cause, if either party fails to substantially perform as required under the Agreement through no fault of the other party and does not commence to diligently correct such nonperformance within 5 days of receipt of written notice. Upon termination, Banner will be paid for all services authorized and performed up to the termination date plus reasonable termination expenses incurred by Banner as a result of the termination.. This Agreement will otherwise terminate upon completion of all applicable requirements of the Agreement. The Indemnity and Limitation of Liability Provision shall survive any termination of this Agreement.

**Indemnity and Limitation of Liability.** The Client agrees to defend, indemnify and hold Banner and its professionals, officers, employees representatives and agents harmless from and against all claims, costs, expenses (including attorney's fees and expenses) asserted against Banner in connection with the Project, including, but not limited to claims involving hazardous substances, except to the extent caused by the sole negligence of Banner. Banner's liability to the Client for losses, damages or injuries arising out of the performance of Banner's services or the Project will be limited to a sum not to exceed the greater of \$50,000 or Banner's fee (to a maximum of \$1,000,000 or the amount of any insurance available to cover such liability if less than \$1,000,000).

**Severability.** If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

**Hazardous Substances.** Unless specifically stated in this Agreement, Banner shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site

**Interpretation.** This Agreement and any claims or disputes arising out of, or relating to, the Agreement shall be governed by the laws of the State of South Dakota, other than any choice of law provisions under South Dakota law.

**No Third Party Beneficiaries.** This Agreement is for the sole benefit of Client and Banner and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any third party against either Client or Banner.

**Responsibility for Construction.** The Client agrees that in accordance with generally accepted construction industry standards, Banner shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Project, since they are solely the responsibility of the contractor, and Banner shall not have control over or charge of, and shall not be responsible for, acts or omissions of the contractor, including, but not limited to the contractor's failure to perform its work in accordance with industry standards and the requirements of any plans and specifications.

Marion Rus 712-476-2277

AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22219.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and Marion J. Rus, whose postal address is 3283 Dogwood Avenue Rock Valley, IA 51247, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway:

Perpetual Easement: 0.06 acres more or less in the NW 1/4 of Sec. 19-T111N-R48W (between project stations 9+20 Rt. & 10+70 Rt.)

Temporary Easement: None.

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: Marion Rus Donor

By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this 27 day of June in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared Marion Rus

known to me to be the person(s) described in and executed the foregoing instrument and acknowledged to me that he executed the same for the purpose therein stated.

My commission expires August 10, 2021

Richard Birk Notary Public



STA. 9+20 - 33' LT. TO 50' LT. TO  
 STA. 10+70 - 33' LT. TO 50' LT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

STA. 8+00 - 33' LT. TO 65' LT. TO  
 STA. 12+00 - 33' LT. TO 65' LT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.24 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

DAVID G. BERNDT ETUX.  
 & DAWNA F. BERNDT  
 47922 206TH ST.  
 WHITE, SD 57276  
 (605) 629-4521

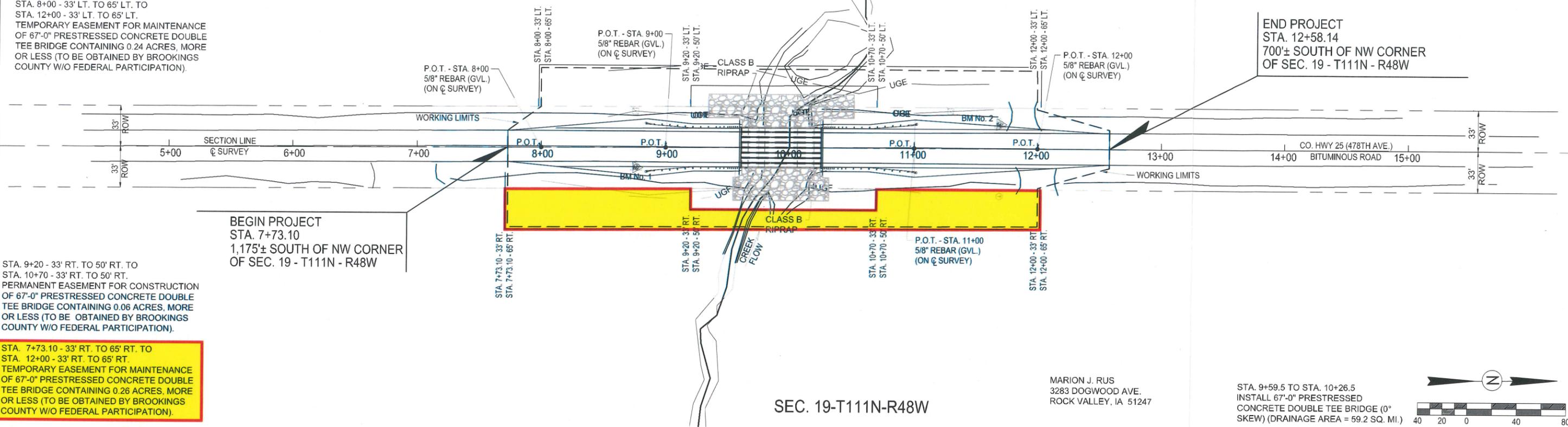
SEC. 24-T111N-R49W

STA. 9+34.50 TO STA. 10+51.50  
 INSTALL CLASS B RIPRAP & TYPE B  
 DRAINAGE FABRIC (SEE SHEET 27  
 OF 29).

STA. 9+74.75 TO STA. 10+25+25  
 IN-PLACE 50.5' LONG x 31.8' WIDE  
 TWO-SPAN CONCRETE DECK UNIT  
 BRIDGE (TO BE REMOVED AS  
 INCIDENTAL WORK, STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT 22219.00.00	SHEET No. 16	TOTAL SHEETS 29
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END PROJECT  
 STA. 12+58.14  
 700± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W



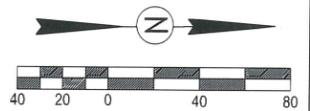
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STA. 7+73.10 - 33' RT. TO 65' RT. TO  
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 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.26 ACRES, MORE  
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BEGIN PROJECT  
 STA. 7+73.10  
 1,175± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

MARION J. RUS  
 3283 DOGWOOD AVE.  
 ROCK VALLEY, IA 51247

STA. 9+59.5 TO STA. 10+26.5  
 INSTALL 67'-0" PRESTRESSED  
 CONCRETE DOUBLE TEE BRIDGE (0°  
 SKEW) (DRAINAGE AREA = 59.2 SQ. MI.)



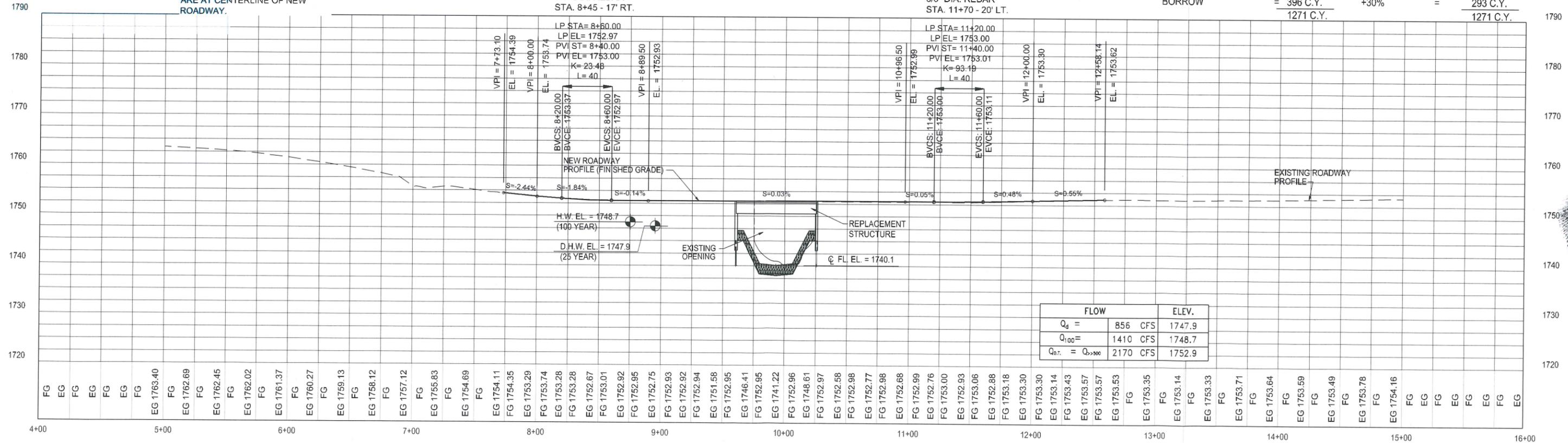
SEC. 19-T111N-R48W

NOTE:  
 ROADWAY ELEVATIONS SHOWN  
 ARE AT CENTERLINE OF NEW  
 ROADWAY.

BENCHMARK No. 1  
 ELEV. = 1751.32  
 5/8" DIA. REBAR  
 STA. 8+45 - 17' RT.

BENCHMARK No. 2  
 ELEV. = 1750.66  
 5/8" DIA. REBAR  
 STA. 11+70 - 20' LT.

EXCAVATION	= 600 C.Y.	EMBANKMENT	= 978 C.Y.
SALVAGE TOPSOIL	= 275 C.Y.	+30%	= 293 C.Y.
BORROW	= 396 C.Y.		
	1271 C.Y.		1271 C.Y.



	FLOW	ELEV.
$Q_d =$	856 CFS	1747.9
$Q_{100} =$	1410 CFS	1748.7
$Q_{0.1} = Q_{3000}$	2170 CFS	1752.9

ROADWAY PROFILE



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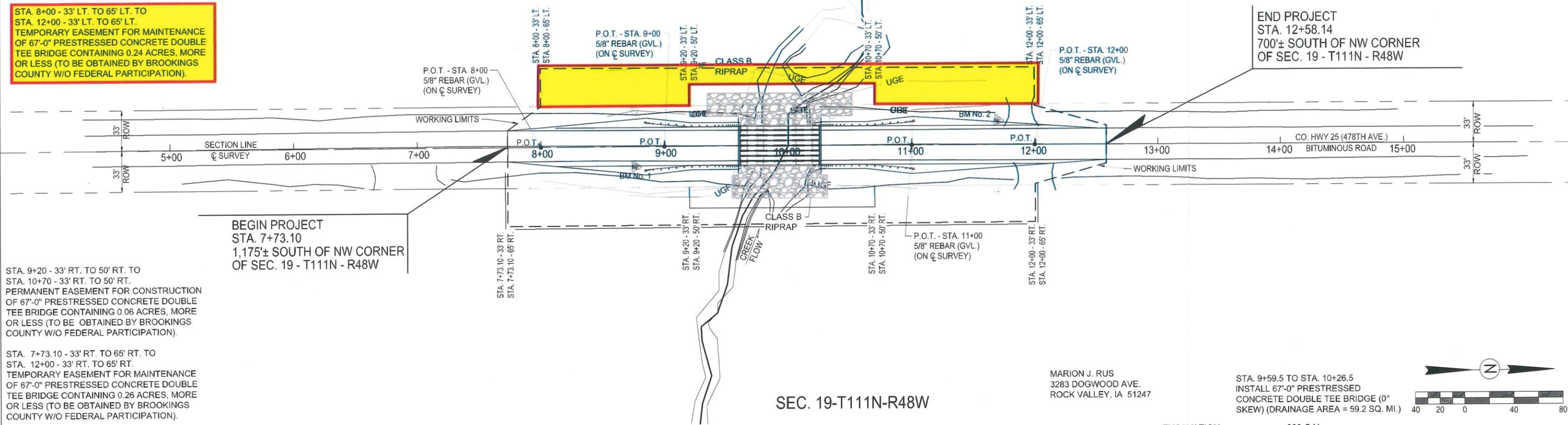
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STATE OF SOUTH DAKOTA	PROJECT	SHEET No.	TOTAL SHEETS
	22219.00.00	16	29

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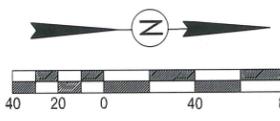
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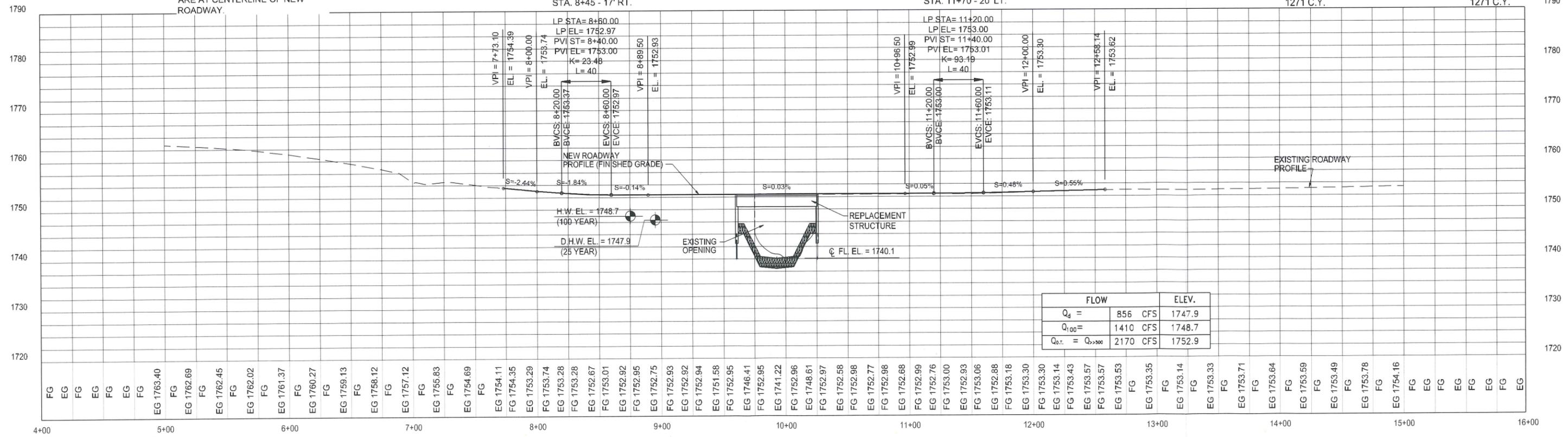
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FLOW		ELEV.	
Q <sub>d</sub>	= 856 CFS	1747.9	
Q <sub>100</sub>	= 1410 CFS	1748.7	
Q <sub>0.7</sub>	= Q <sub>&gt;&gt;300</sub>	2170 CFS	1752.9

ROADWAY PROFILE

AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22219.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this 28 day of June, 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and David G. Berndt Et Ux. & Dawna F. Berndt, whose postal address is 47922 206th Street White, SD 57276, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway:

Perpetual Easement: None.

Temporary Easement: 0.24 acres more or less in the NE 1/4 of Sec. 24-T111N-R49W (between project stations 8+00 Lt. & 12+00 Lt.)

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: [Signature] Donor

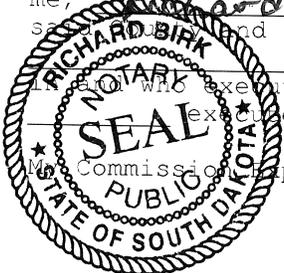
By: Chairman of County Commission

By: Donor

STATE OF
COUNTY OF

By: Donor

On this 28 day of June in the year of 2016 before me, [Signature] a Notary Public within and for State, personally appeared [Signature] known to me to be the person(s) described and executed the foregoing instrument and acknowledged to me that [Signature] executed the same for the purpose therein stated.



My Commission Expires: August 10, 2021

[Signature] Notary Public

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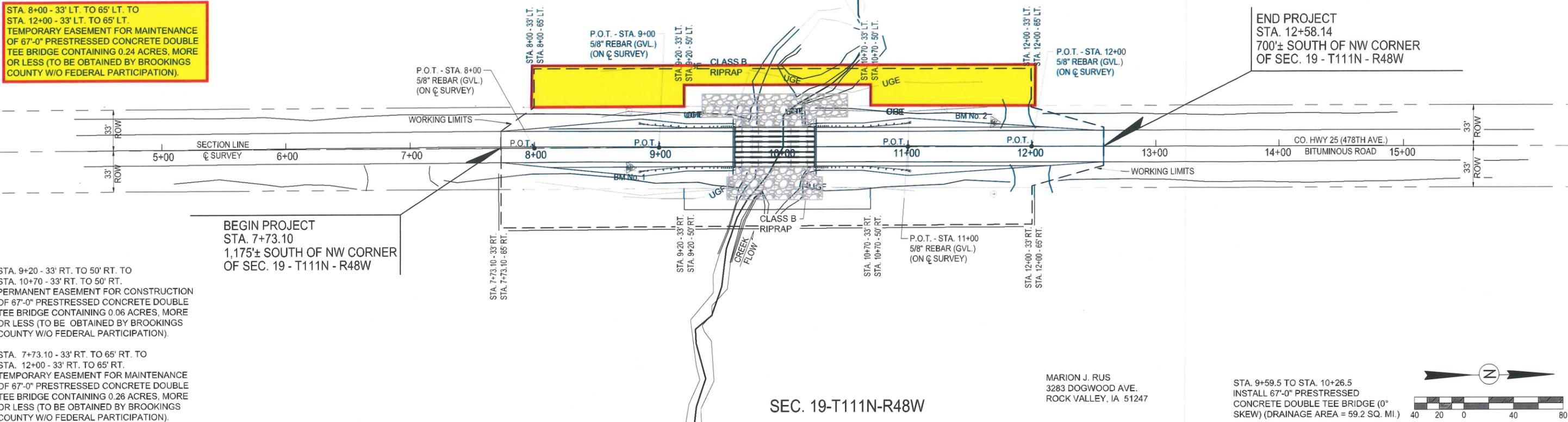
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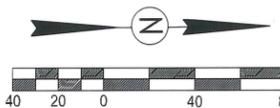
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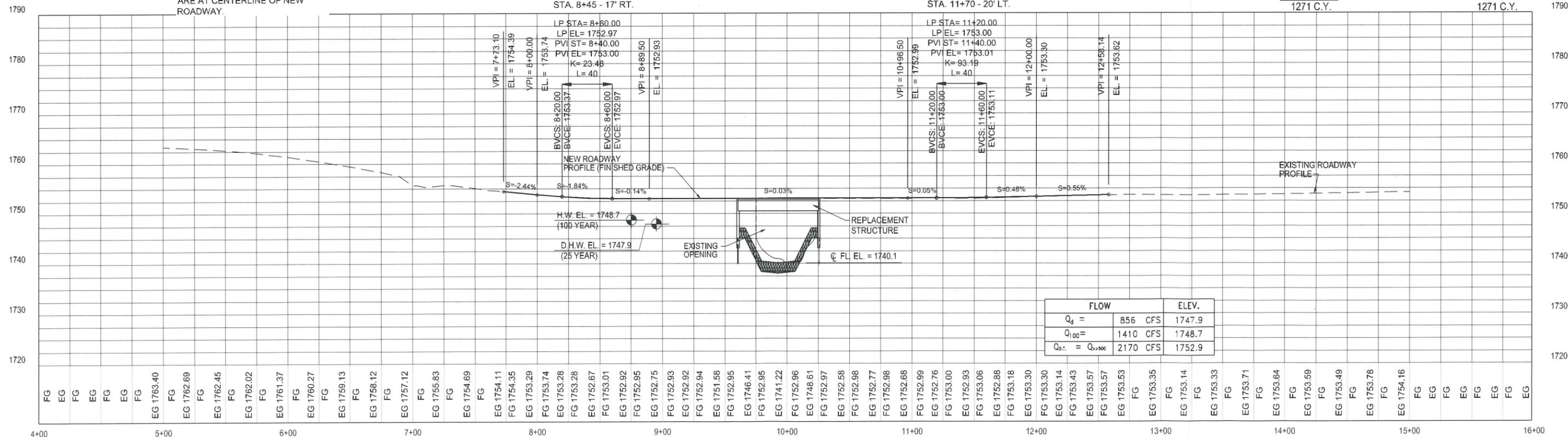


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Perpetual Easement: 0.06 acres more or less in the NE 1/4 of Sec. 24-T111N-R49W (between project stations 9+20 Lt. & 10+70 Lt.)

Temporary Easement: None.

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: David Berndt Donor

By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this 28 day of June in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared David Berndt known to me to be the person(s) described and executed the foregoing instrument and acknowledged to me that he executed the same for the purpose therein stated.



My Commission Expires: August 10, 2021

Richard Birk Notary Public

STA. 9+20 - 33' LT. TO 50' LT. TO  
 STA. 10+70 - 33' LT. TO 50' LT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

DAVID G. BERNDT ETUX.  
 & DAWNA F. BERNDT  
 47922 206TH ST.  
 WHITE, SD 57276  
 (605) 629-4521

SEC. 24-T111N-R49W

STA. 9+34.50 TO STA. 10+51.50  
 INSTALL CLASS B RIPRAP & TYPE B  
 DRAINAGE FABRIC (SEE SHEET 27  
 OF 29).

STA. 9+74.75 TO STA. 10+25+25  
 IN-PLACE 50.5' LONG x 31.8' WIDE  
 TWO-SPAN CONCRETE DECK UNIT  
 BRIDGE (TO BE REMOVED AS  
 INCIDENTAL WORK, STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT 22219.00.00	SHEET No. 16	TOTAL SHEETS 29
-----------------------	---------------------	--------------	-----------------

STA. 8+00 - 33' LT. TO 65' LT. TO  
 STA. 12+00 - 33' LT. TO 65' LT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.24 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

END PROJECT  
 STA. 12+58.14  
 700± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

STA. 9+20 - 33' RT. TO 50' RT. TO  
 STA. 10+70 - 33' RT. TO 50' RT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

STA. 7+73.10 - 33' RT. TO 65' RT. TO  
 STA. 12+00 - 33' RT. TO 65' RT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.26 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

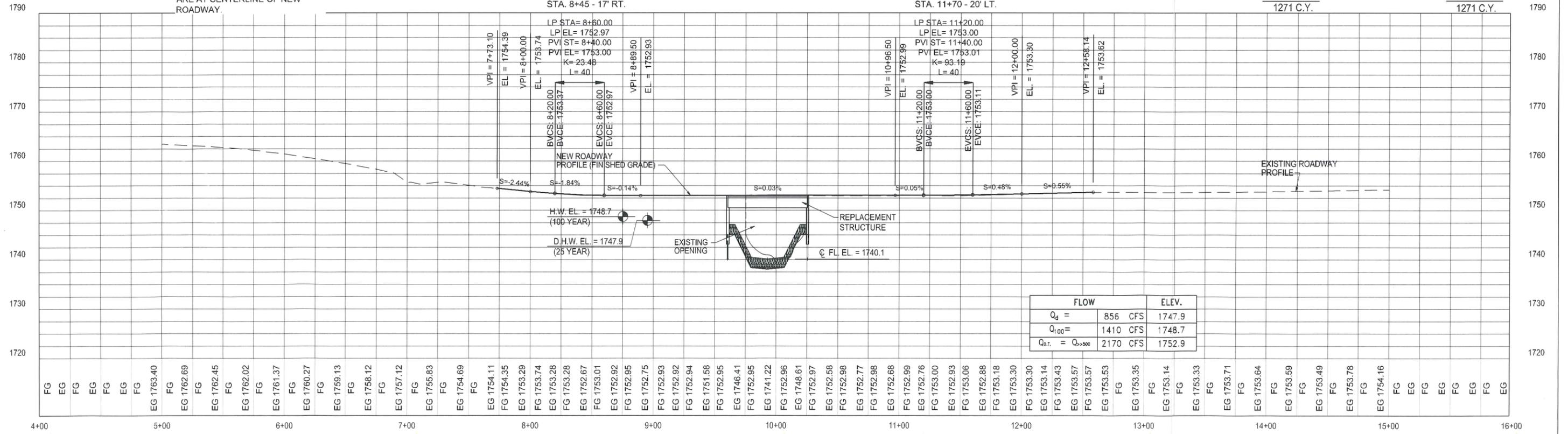
BEGIN PROJECT  
 STA. 7+73.10  
 1,175± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

NOTE:  
 ROADWAY ELEVATIONS SHOWN  
 ARE AT CENTERLINE OF NEW  
 ROADWAY.

BENCHMARK No. 1  
 ELEV. = 1751.32  
 5/8" DIA. REBAR  
 STA. 8+45 - 17' RT.

BENCHMARK No. 2  
 ELEV. = 1750.66  
 5/8" DIA. REBAR  
 STA. 11+70 - 20' LT.

EXCAVATION	= 600 C.Y.	EMBANKMENT	= 978 C.Y.
SALVAGE TOPSOIL	= 275 C.Y.	+30%	= 293 C.Y.
BORROW	= 396 C.Y.		
	1271 C.Y.		1271 C.Y.



FLOW		ELEV.
Q <sub>d</sub>	= 856 CFS	1747.9
Q <sub>100</sub>	= 1410 CFS	1748.7
Q <sub>500</sub>	= 2170 CFS	1752.9

ROADWAY PROFILE

AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22219.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and David G. Berndt Et Ux. & Dawna F. Berndt , whose postal address is 47922 206th Street White, SD 57276 , hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway:

Perpetual Easement: 0.06 acres more or less in the NE 1/4 of Sec. 24-T111N-R49W (between project stations 9+20 Lt. & 10+70 Lt.)

Temporary Easement: None.

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: David Berndt Donor

By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this 28 day of June in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared David Berndt known to me to be the person(s) described in and executed the foregoing instrument and acknowledged to me that he executed the same for the purpose therein stated.



Commission expires: August 10, 2021

Richard Birk Notary Public

STA. 9+20 - 33' LT. TO 50' LT. TO  
 STA. 10+70 - 33' LT. TO 50' LT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

DAVID G. BERNDT ETUX.  
 & DAWNA F. BERNDT  
 47922 206TH ST.  
 WHITE, SD 57276  
 (605) 629-4521

SEC. 24-T111N-R49W

STA. 9+34.50 TO STA. 10+51.50  
 INSTALL CLASS B RIPRAP & TYPE B  
 DRAINAGE FABRIC (SEE SHEET 27  
 OF 29).

STA. 9+74.75 TO STA. 10+25+25  
 IN-PLACE 50.5' LONG x 31' 8" WIDE  
 TWO-SPAN CONCRETE DECK UNIT  
 BRIDGE (TO BE REMOVED AS  
 INCIDENTAL WORK, STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT	SHEET No.	TOTAL SHEETS
	22219.00.00	16	29

STA. 8+00 - 33' LT. TO 65' LT. TO  
 STA. 12+00 - 33' LT. TO 65' LT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.24 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

END PROJECT  
 STA. 12+58.14  
 700± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

STA. 9+20 - 33' RT. TO 50' RT. TO  
 STA. 10+70 - 33' RT. TO 50' RT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

STA. 7+73.10 - 33' RT. TO 65' RT. TO  
 STA. 12+00 - 33' RT. TO 65' RT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.26 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

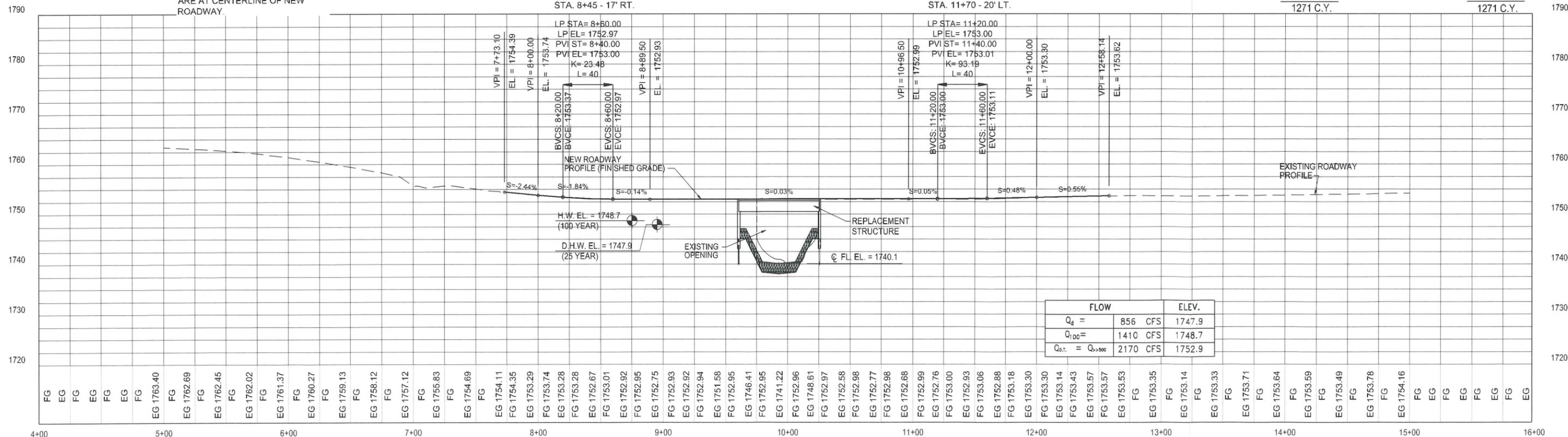
BEGIN PROJECT  
 STA. 7+73.10  
 1,175± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

NOTE:  
 ROADWAY ELEVATIONS SHOWN  
 ARE AT CENTERLINE OF NEW  
 ROADWAY.

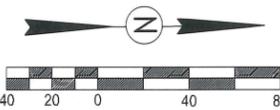
BENCHMARK No. 1  
 ELEV. = 1751.32  
 5/8" DIA. REBAR  
 STA. 8+45 - 17' RT.

BENCHMARK No. 2  
 ELEV. = 1750.66  
 5/8" DIA. REBAR  
 STA. 11+70 - 20' LT.

EXCAVATION	= 600 C.Y.	EMBANKMENT	= 978 C.Y.
SALVAGE TOPSOIL	= 275 C.Y.	+30%	= 293 C.Y.
BORROW	= 396 C.Y.		= 1271 C.Y.
	1271 C.Y.		1271 C.Y.



ROADWAY PROFILE



MARION J. RUS  
 3283 DOGWOOD AVE.  
 ROCK VALLEY, IA 51247

STA. 9+59.5 TO STA. 10+26.5  
 INSTALL 67'-0" PRESTRESSED  
 CONCRETE DOUBLE TEE BRIDGE (0°  
 SKEW) (DRAINAGE AREA = 59.2 SQ. MI.)

W.O. 20938

W.O. 21558

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

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

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

**ADDRESS OF PROPOSED CONSTRUCTION**

City/Township Name: Eureka, Section: 35 Quarter Section: NE NW SE SW  
Street/Avenue of Construction: 201st, Nearest Intersection: 471st Ave  
Distance from nearest intersection: 800ft west and 800ft East North South East West

A sketch showing the location must be attached.

The following information is pertinent to the proposed installation:

1. Intended usage 7.2 Kv Distribution
2. Cable Type 366 ACSR 9 4/0, Alum Jacketed
3. Outside Diameter or Pipe Size 2 1/2"
4. Method of Installation Plan, Directional Drill, Digger Derrick
5. Crossing Bituminous Roads yes 471st Ave

\*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: Steve R. Rausgater Date: \_\_\_\_\_

Applicant Address: P.O. Box 216 Colman SD 57017

Phone: 1-800-234-1960 Fax: 1-800-234-1690

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: Richard Burt Date: 6-20-16  
(Brookings County Superintendent)

Approved: Board of County Commissioners

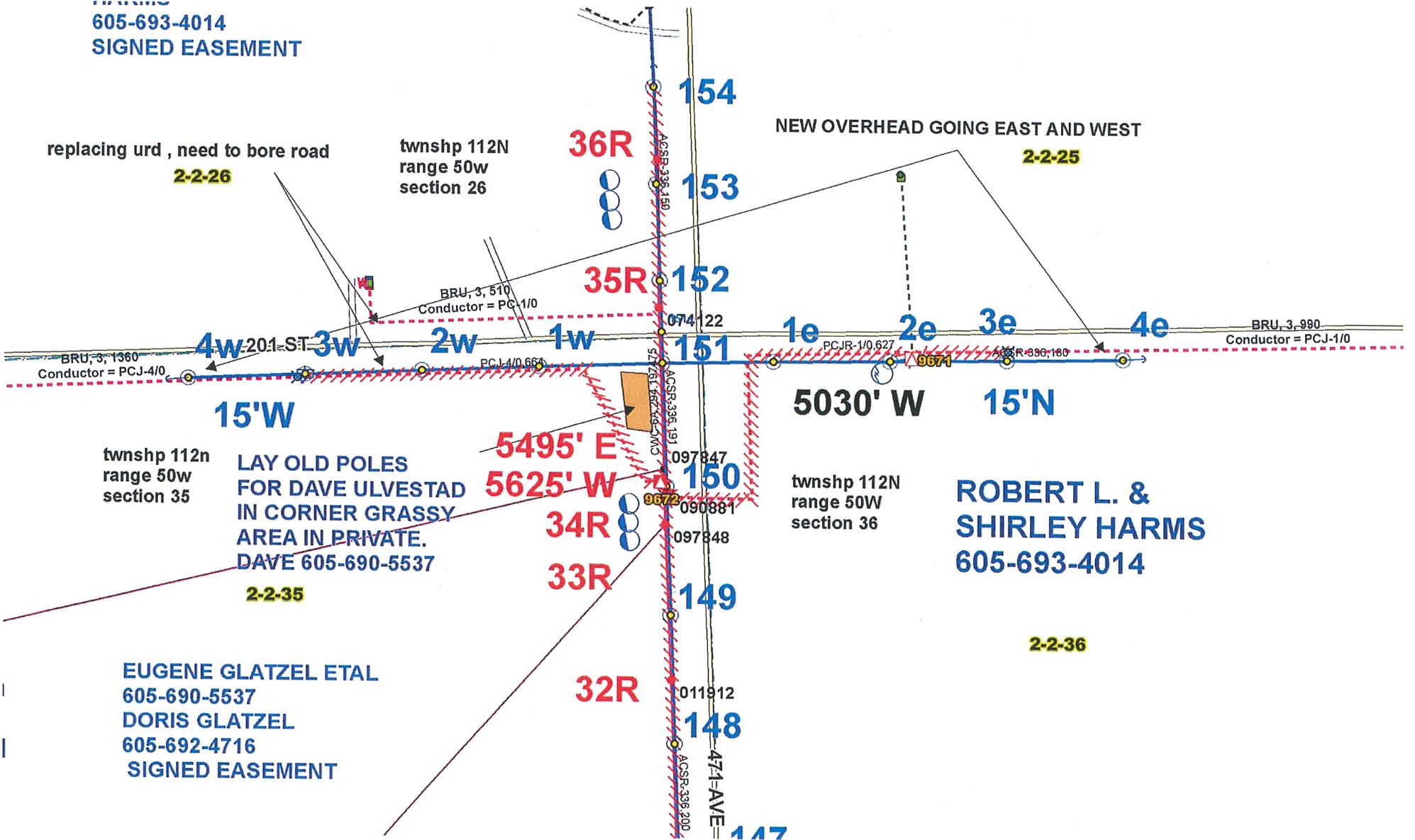
By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Commission Chairman)

605-693-4014  
SIGNED EASEMENT

replacing urd , need to bore road  
2-2-26

twncshp 112N  
range 50w  
section 26

NEW OVERHEAD GOING EAST AND WEST  
2-2-25



twncshp 112n  
range 50w  
section 35

LAY OLD POLES  
FOR DAVE ULVESTAD  
IN CORNER GRASSY  
AREA IN PRIVATE.  
DAVE 605-690-5537  
2-2-35

twncshp 112N  
range 50W  
section 36

ROBERT L. &  
SHIRLEY HARMS  
605-693-4014

EUGENE GLATZEL ETAL  
605-690-5537  
DORIS GLATZEL  
605-692-4716  
SIGNED EASEMENT

2-2-36

1.17

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

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

Application is made by Qwest Corporation, d/b/a CenturyLink QC for occupancy of Right-of-Way

**ADDRESS OF PROPOSED CONSTRUCTION**

City/Township Name: Winsor Twp, Section: 28,30,33 Quarter Section: 

NE	NW	SE
----	----	----

SW

Street/Avenue of Construction: Co. Rd. 8/207th St., Nearest Intersection: 456th Ave. E to 457th Ave.

Distance from nearest intersection: ~70' E of USH 81 & 28' E of 456th Ave. North South 

East
------

 West

A sketch showing the location must be attached.

The following information is pertinent to the proposed installation:

1. Intended usage Communications
2. Cable Type 48 & 144 Fiber Optic
3. Outside Diameter or Pipe Size 1.66"
4. Method of Installation Trenching, boring, plowing
5. Crossing Bituminous Roads boring at a 48" Min. depth

\*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:  Date: 6-13-16  
Jeremy Studemann, Mgr, Engr. & Const.-ND/SD

Applicant Address: CenturyLink, 125 South Dakota Avenue, Sioux Falls, SD 57104

Phone: (605) 339-5773 Fax: (605) 339-5652

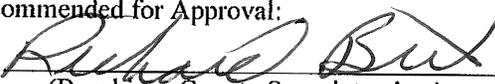
Signature of Adjacent Landowner: NA Date: \_\_\_\_\_

**(Owns property immediately adjacent to the public right-of-way that is affected by the Applicant's proposed installation)**

Adjacent Landowner Address: NA

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Recommended for Approval:

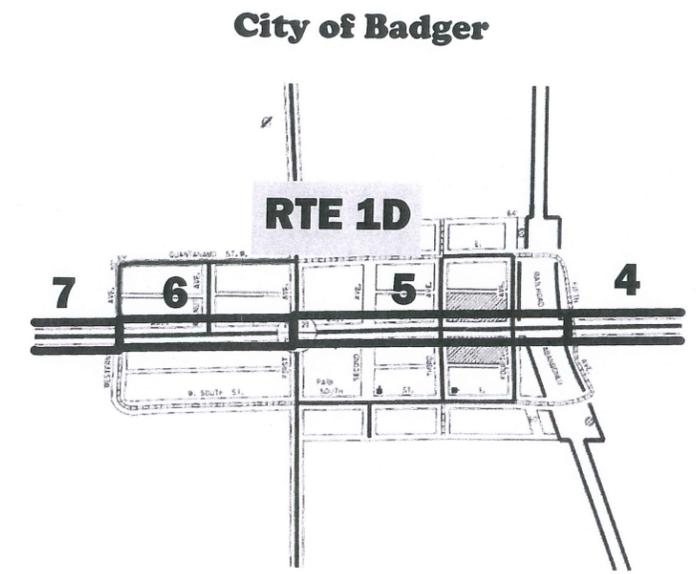
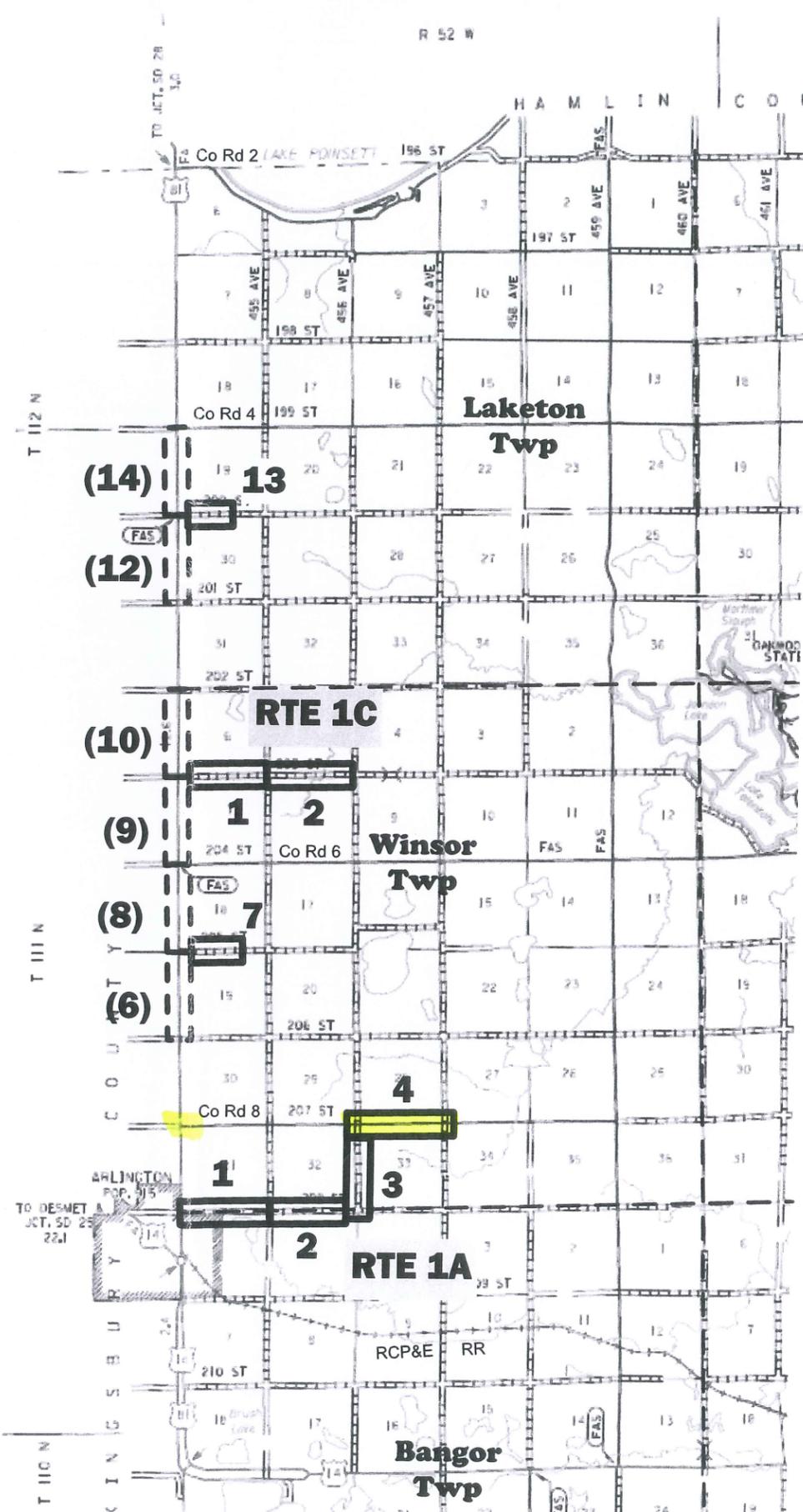
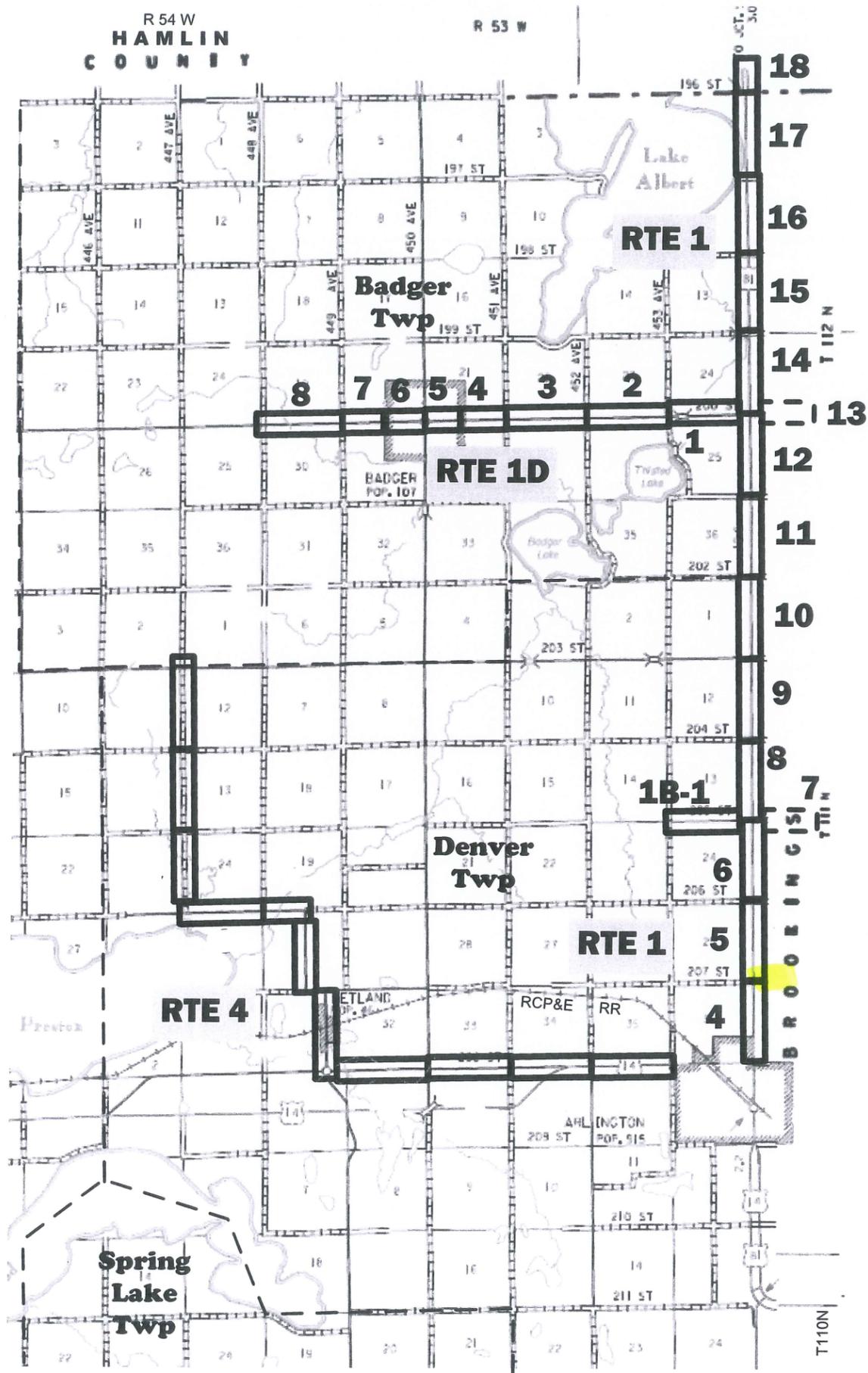
By:  Date: 6-16-16  
(Brookings County Superintendent)

Approved: Board of County Commissioners

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Commission Chairman)

**Kingsbury County, SD**

**Brookings County, SD**



As Staked			
Project #:	XXX.XX		
Exchange:	ARLINGTON, SD CAF II		
Staked By:	FEC	Date:	6/16
Revised By:		Date:	
Plowed By:		Date:	
Tabbed By:		Date:	
ROW	PUBLIC		
RTE	KEY - 2		
Drawing Not to Scale			
Sheet	2	of	2

- ▼ PED (PROPOSED)
- ▽ PED (REF OR EXISTING)
- ↓ PED/POST (PROPOSED)
- ▽ PED/POST (REF OR EXISTING)
- HANDHOLE (PROPOSED)
- HANDHOLE (REF OR EXISTING)
- WARNING MARKER (PROPOSED)
- WARNING MARKER (EXISTING)
- CC1
- ⊗ CROSS CONNECT (PROPOSED)
- (CC1)
- ⊗ CROSS CONNECT (REF OR EXISTING)
- ⊠ NODE (PROPOSED)
- ⊠ NODE (REF OR EXISTING)
- ✕ X-POINT (PROPOSED)
- ✕ X-POINT (REF)
- EXISTING MH
- MH
- BURIED SPLICE
- 
- CATV PED
- 
- ☼ TREE
- HEDGE OR TREE LINE
- MM 91
- MILE MARKER
- R/W
- R/W MARKER
- ≡ CATTLE GUARD
- ∨ GATE
- ≡ CATCH BASIN
- LP
- LP TANK

- ⊗ POWER POLE
- PWR
- ⊗ POWER BOX
- POLE
- STUB POLE
- ← ANCHOR
- ☼ STREET LIGHT
- ⊕ FIRE HYDRANT
- ⊙ WATER VALVE

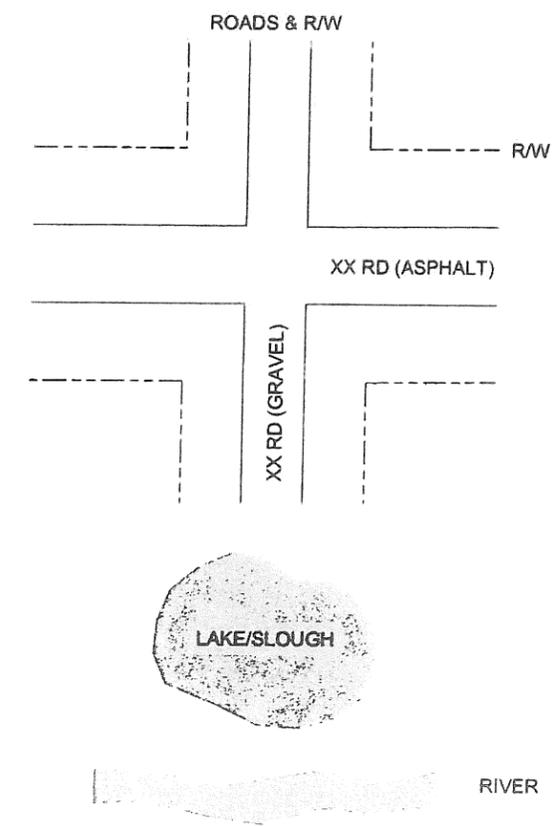
- RR HUT
- BORE PIT
- ▨
- PROPERTY PIN
- GRAIN BINS

SHT 9 ← SHEET REF

- XXX BUILDING
- (XXXX) BUILDING (REF)

- CULVERT
- ⌢ BOX CULVERT
- ⌢ BRIDGE
- 94 INTERSTATE
- 101 US HWY
- 12 ST HWY

- PROPOSED FIBER
- EXISTING FIBER
- REF FIBER
- ⌢ RAILROAD
- RIGHT OF WAY
- ✕ FENCE
- E --- E --- E --- EXCHANGE BOUNDARY
- SECTION LINE
- CITY LIMITS/COUNTY LINE/STATE LINE
- E --- E --- E --- BURIED ELECTRIC LINE
- FO --- FO --- FO --- BURIED FIBER OPTIC LINE (EXISTING)
- G --- G --- G --- BURIED GAS LINE
- P --- P --- P --- BURIED PIPELINE
- SD --- SD --- SD --- BURIED STORM DRAIN LINE
- SS --- SS --- SS --- BURIED SANITARY SEWER LINE
- T --- T --- T --- BURIED TELEPHONE LINE
- W --- W --- W --- BURIED WATER LINE

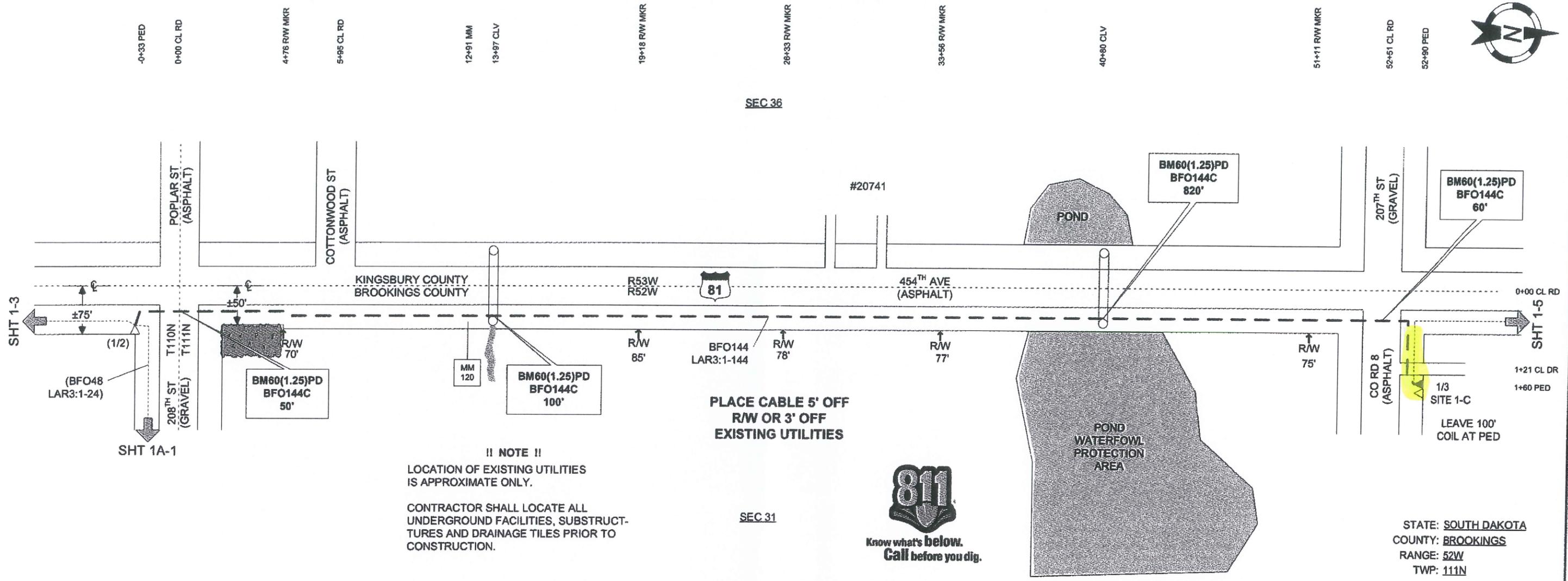


As Staked			
Project #:		XXX.XX	
Exchange:		ARLINGTON, SD CAF	
Staked By:	FEC	Date:	6/16
Revised By:		Date:	
Plowed By:		Date:	
Tabbed By:		Date:	
ROW	PUBLIC		
RTE	SYMBOLS		
Drawing Not to Scale			
Sheet	1	of	1



SEC 36

SEC 31



STATE: SOUTH DAKOTA  
 COUNTY: BROOKINGS  
 RANGE: 52W  
 TWP: 111N

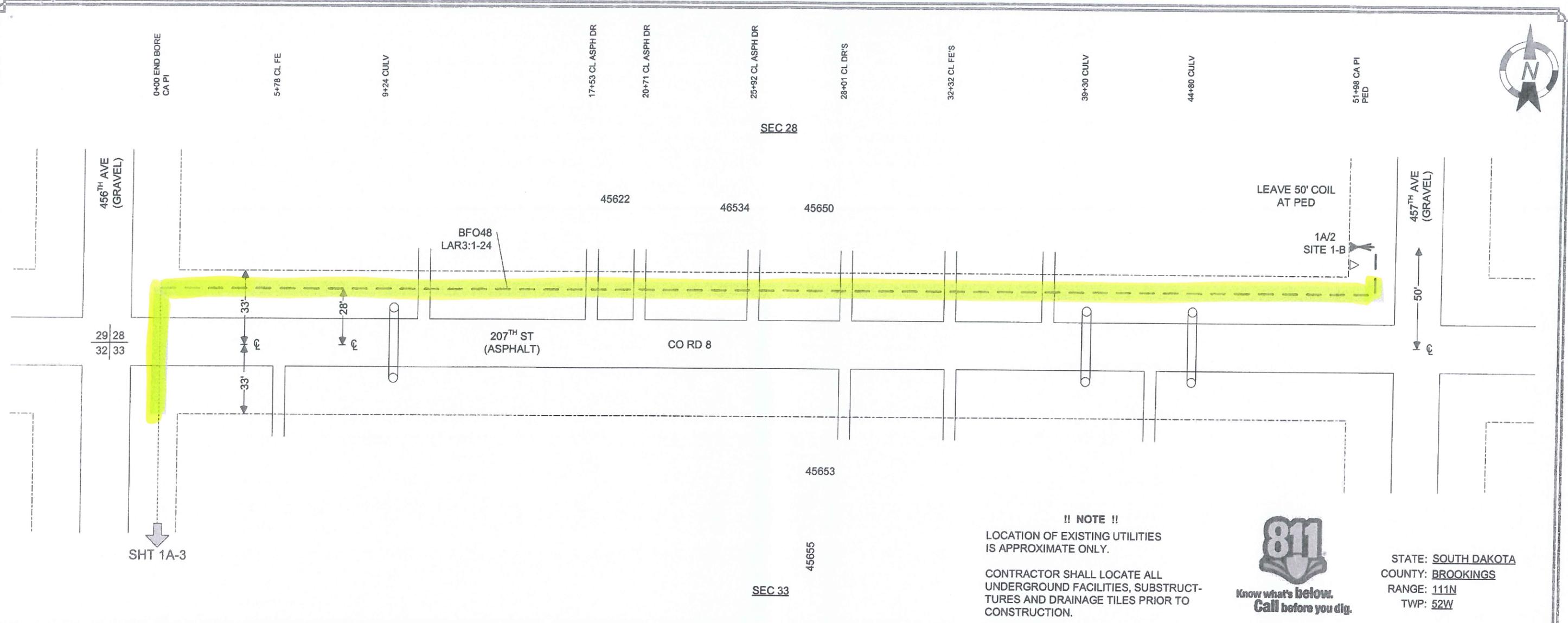
Station/Number	BA	BD 07	BHF (30x48x36)	BHF (12x18x24)	HO1	BM		Cable		Drop		Comments
						53	60(1.25")PD	BFO144	BFO144C			
1/3		1					1030	4520	1030			
<b>TOTAL</b>		1					1030	4520	1030			

As Staked

Project #: XXX.XX  
 Exchange: ARLINGTON, SD CAF II  
 Staked By: KRU Date: 5/16  
 Revised By: Date:  
 Plowed By: Date:  
 Tabbed By: Date:  
 ROW PUBLIC  
 RTE 1  
 Drawing Not to Scale

Sheet	4	of	18
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**!! NOTE !!**  
 LOCATION OF EXISTING UTILITIES IS APPROXIMATE ONLY.  
 CONTRACTOR SHALL LOCATE ALL UNDERGROUND FACILITIES, SUBSTRUCTURES AND DRAINAGE TILES PRIOR TO CONSTRUCTION.



STATE: SOUTH DAKOTA  
 COUNTY: BROOKINGS  
 RANGE: 111N  
 TWP: 52W

Station/Number	BA	BDO 7	BHF (XXXXXX)	HO1	BM			Cable		Comments
					2 5/8x8	53	60(1.25")PD	BFO48	BFO48C	
1A/2		1		24		65		10,483	65	
TOTAL		1		24		65		10,483	65	

As Staked

Project #: XXX.XX  
 Exchange: ARLINGTON, SD CAF II

Staked By: LM Date: 5/16  
 Revised By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Plowed By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Tabbed By: \_\_\_\_\_ Date: \_\_\_\_\_

ROW PUBLIC  
 RTE IA

*Drawing Not to Scale*

Sheet	4	of	4
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AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22222.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and Charles G. Short, whose postal address is 21473 478th Ave. Aurora, SD 57002, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway: Perpetual Easement: None

Temporary Easement: 0.05 acres more or less in the SE1/4 of Sec. 3-T110N-R49W (between project stations 9+50 Lt. & 10+30 Lt.)

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation: WAS DRAWN IN AREA, DOES NOT WANT IT ALTERED OR PLUGGED, IF ALTERED OR PLUGGED WE WOULD FIX BACK TO ORIGINAL CONDITION.

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: Donor

By: Chairman of County Commission

By: Donor

STATE OF South Dakota
COUNTY OF Brookings

By: Charles G. Short
Donor

On this 6th day of July in the year of 2016, before me, Charles Short Vicki Busch a Notary Public within and for said County and State, personally appeared Charles Short known to me to be the person(s) described in and who executed the foregoing instrument and acknowledged to me that he executed the same for the purpose therein stated.

My Commission Expires 7-8-2020

Vicki Busch
Notary Public

STA. 9+50 - 50' LT. TO 75' LT. TO  
 STA. 10+30 - 50' LT. TO 75' LT.  
 TEMPORARY EASEMENT FOR CONSTRUCTION  
 OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
 CONTAINING 0.05 ACRES, MORE OR LESS.

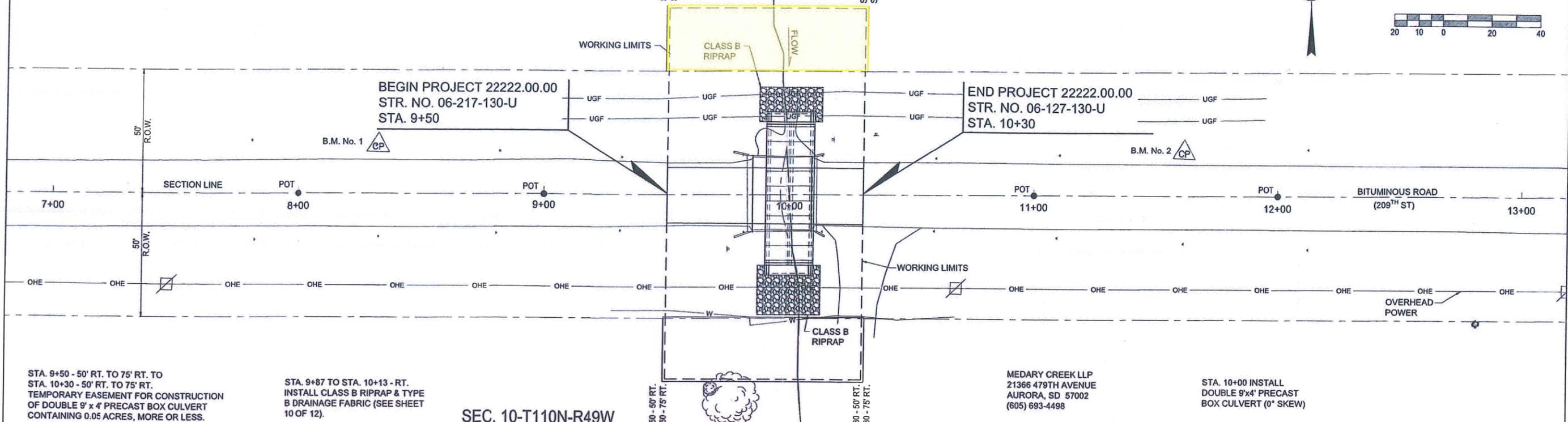
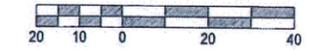
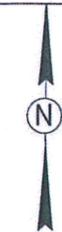
STA. 9+87 TO STA. 10+13 - LT.  
 INSTALL CLASS B RIPRAP & TYPE  
 B DRAINAGE FABRIC (SEE SHEET  
 10 OF 12).

SEC. 3-T110N-R49W

CHARLES G. SHORT  
 21473 478TH AVENUE  
 AURORA, SD 57002  
 (605) 693-4117

STA. 9+88.50 TO STA. 10+07.50  
 IN-PLACE 19' LONG x 30' WIDE SINGLE  
 SPAN STEEL STRINGER BRIDGE (TO  
 BE REMOVED AS INCIDENTAL WORK,  
 STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT 22222.00.00	SHEET No. 9	TOTAL SHEETS 12
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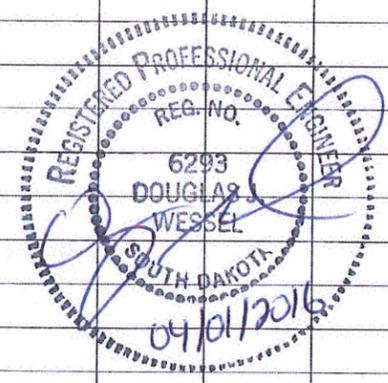
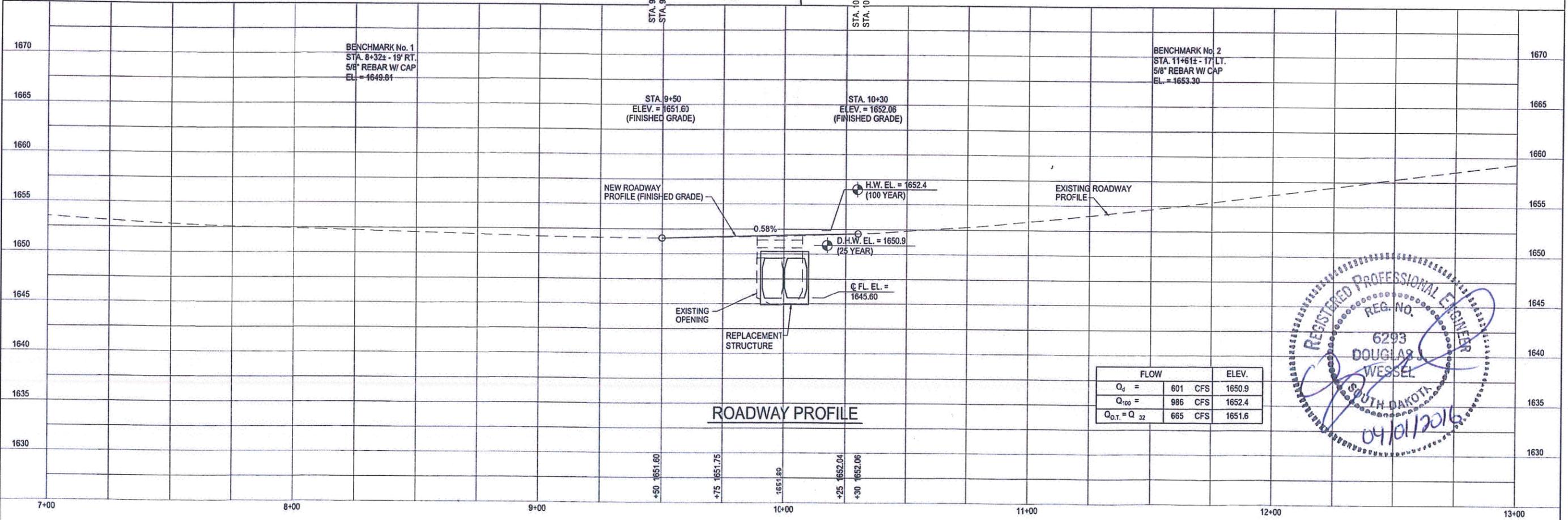
STA. 9+50 - 50' RT. TO 75' RT. TO  
 STA. 10+30 - 50' RT. TO 75' RT.  
 TEMPORARY EASEMENT FOR CONSTRUCTION  
 OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
 CONTAINING 0.05 ACRES, MORE OR LESS.

STA. 9+87 TO STA. 10+13 - RT.  
 INSTALL CLASS B RIPRAP & TYPE  
 B DRAINAGE FABRIC (SEE SHEET  
 10 OF 12).

SEC. 10-T110N-R49W

MEDARY CREEK LLP  
 21366 479TH AVENUE  
 AURORA, SD 57002  
 (605) 693-4498

STA. 10+00 INSTALL  
 DOUBLE 9'x4' PRECAST  
 BOX CULVERT (0° SKEW)



W.O. 21956

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

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

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

**ADDRESS OF PROPOSED CONSTRUCTION**

City/Township Name: Preston, Section: 13 Quarter Section: NE NW SE SW  
Street/Avenue of Construction: 466 Ave, Nearest Intersection: 199 ST  
Distance from nearest intersection: 215' North 199th ST (North) South East West

A sketch showing the location must be attached.

The following information is pertinent to the proposed installation:

1. Intended usage \_\_\_\_\_
2. Cable Type \_\_\_\_\_
3. Outside Diameter or Pipe Size \_\_\_\_\_
4. Method of Installation Cutting Into Existing 4rd Installing Junction Box
5. Crossing Bituminous Roads Back Hoe

- \*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: 7-5-2016  
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: 7-5-16  
(Brookings County Superintendent)

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



AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22222.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and Medary Creek LLP, whose postal address is 21366 479th Ave. Aurora, SD 57002, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway:

Perpetual Easement: None

Temporary Easement: 0.05 acres more or less in the NE1/4 of Sec. 10-T110N-R49W (between project stations 9+50 Rt. & 10+30 Rt.)

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: [Signature] Donor

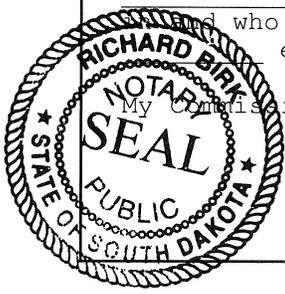
By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this 7 day of July in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared [Signature] known to me to be the person(s) described and who executed the foregoing instrument and acknowledged to me that [Signature] executed the same for the purpose therein stated.



My Commission Expires: August 10, 2021 [Signature] Notary Public

STA. 9+50 - 50' LT. TO 75' LT. TO  
 STA. 10+30 - 50' LT. TO 75' LT.  
 TEMPORARY EASEMENT FOR CONSTRUCTION  
 OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
 CONTAINING 0.05 ACRES, MORE OR LESS.

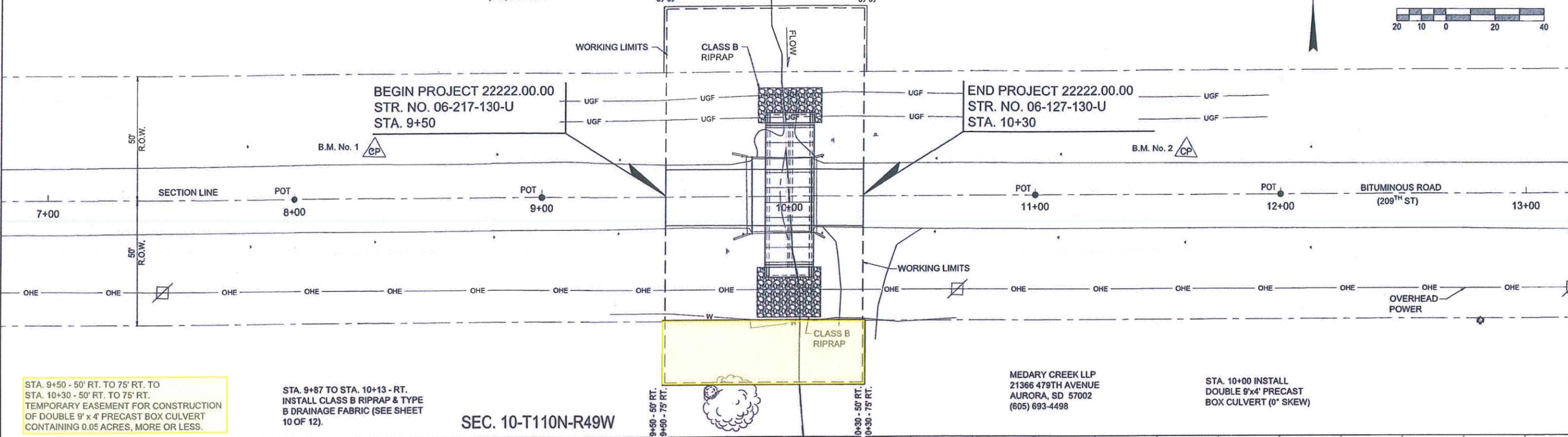
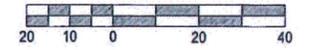
STA. 9+87 TO STA. 10+13 - LT.  
 INSTALL CLASS B RIPRAP & TYPE  
 B DRAINAGE FABRIC (SEE SHEET  
 10 OF 12).

SEC. 3-T110N-R49W

CHARLES G. SHORT  
 21473 478TH AVENUE  
 AURORA, SD 57002  
 (605) 693-4117

STA. 9+88.50 TO STA. 10+07.50  
 IN-PLACE 19' LONG x 30' WIDE SINGLE  
 SPAN STEEL STRINGER BRIDGE (TO  
 BE REMOVED AS INCIDENTAL WORK,  
 STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT 22222.00.00	SHEET No. 9	TOTAL SHEETS 12
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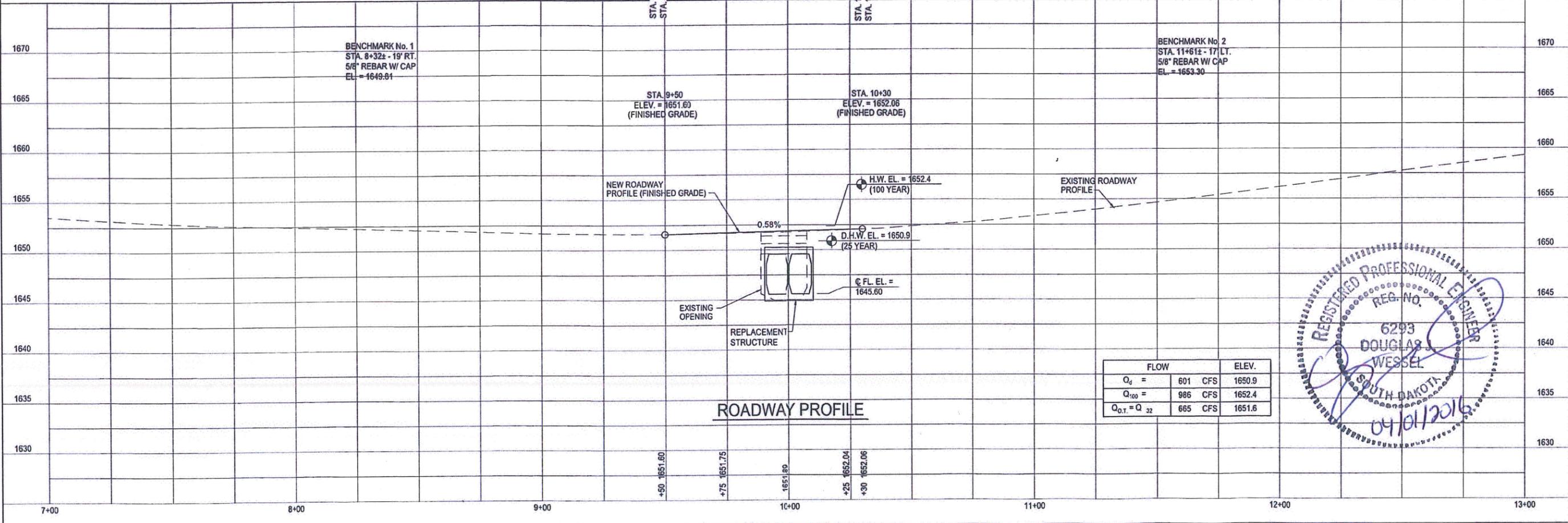
STA. 9+50 - 50' RT. TO 75' RT. TO  
 STA. 10+30 - 50' RT. TO 75' RT.  
 TEMPORARY EASEMENT FOR CONSTRUCTION  
 OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
 CONTAINING 0.05 ACRES, MORE OR LESS.

STA. 9+87 TO STA. 10+13 - RT.  
 INSTALL CLASS B RIPRAP & TYPE  
 B DRAINAGE FABRIC (SEE SHEET  
 10 OF 12).

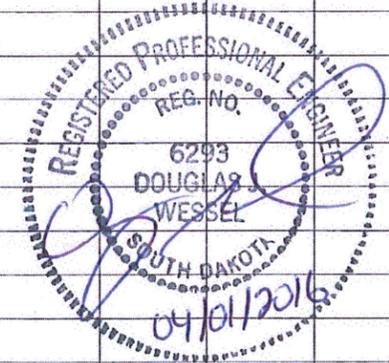
SEC. 10-T110N-R49W

MEDARY CREEK LLP  
 21366 479TH AVENUE  
 AURORA, SD 57002  
 (605) 693-4498

STA. 10+00 INSTALL  
 DOUBLE 9'x4' PRECAST  
 BOX CULVERT (0° SKEW)



	FLOW	ELEV.
$Q_d =$	601 CFS	1650.9
$Q_{100} =$	986 CFS	1652.4
$Q_{0.1} = Q_{32}$	665 CFS	1651.6



AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22222.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and Medary Creek LLP, whose postal address is 21366 479th Ave. Aurora, SD 57002, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway: Perpetual Easement: None

Temporary Easement: 0.05 acres more or less in the NE1/4 of Sec. 10-T110N-R49W (between project stations 9+50 Rt. & 10+30 Rt.)

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT. Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted. DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT. The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed. IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: [Signature] Donor GENERAL PARTNER

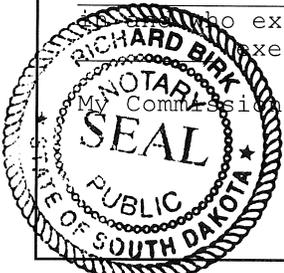
By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this 7 day of July in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared Al Kastenbach known to me to be the person(s) described who executed the foregoing instrument and acknowledged to me that he executed the same for the purpose therein stated.



My Commission Expires: August 10, 2021

[Signature] Notary Public

STA. 9+50 - 50' LT. TO 75' LT. TO  
STA. 10+30 - 50' LT. TO 75' LT.  
TEMPORARY EASEMENT FOR CONSTRUCTION  
OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
CONTAINING 0.05 ACRES, MORE OR LESS.

STA. 9+87 TO STA. 10+13 - LT.  
INSTALL CLASS B RIPRAP & TYPE  
B DRAINAGE FABRIC (SEE SHEET  
10 OF 12).

SEC. 3-T110N-R49W

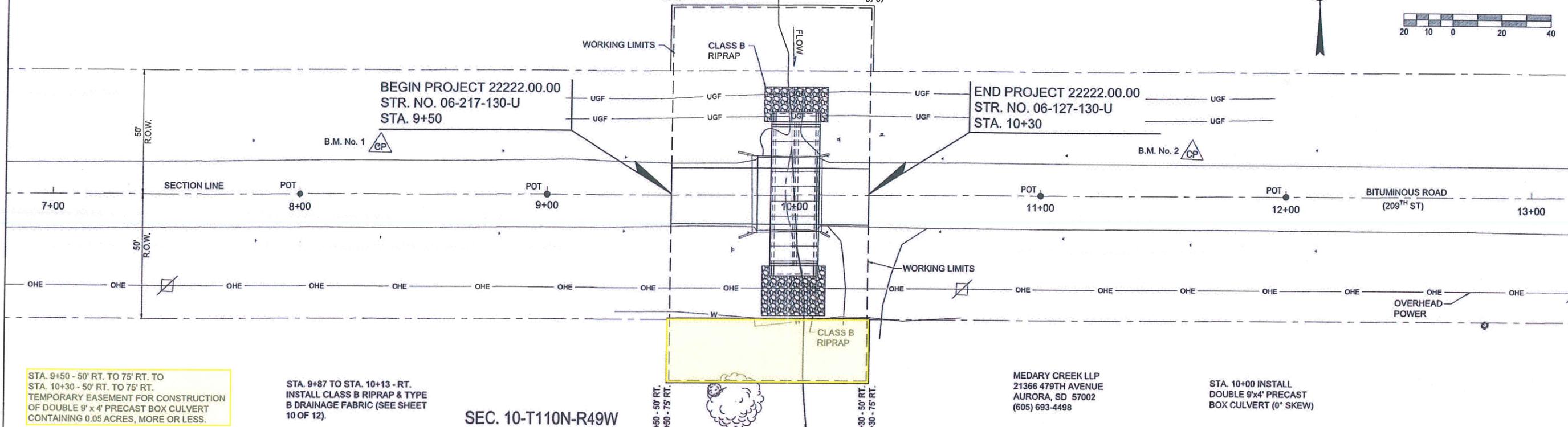
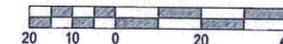
CHARLES G. SHORT  
21473 478TH AVENUE  
AURORA, SD 57002  
(605) 693-4117

STA. 9+50 - 50' LT.  
STA. 9+50 - 75' LT.

STA. 10+30 - 50' LT.  
STA. 10+30 - 75' LT.

STA. 9+88.50 TO STA. 10+07.50  
IN-PLACE 19' LONG x 30' WIDE SINGLE  
SPAN STEEL STRINGER BRIDGE (TO  
BE REMOVED AS INCIDENTAL WORK,  
STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT	SHEET No.	TOTAL SHEETS
	22222.00.00	9	12



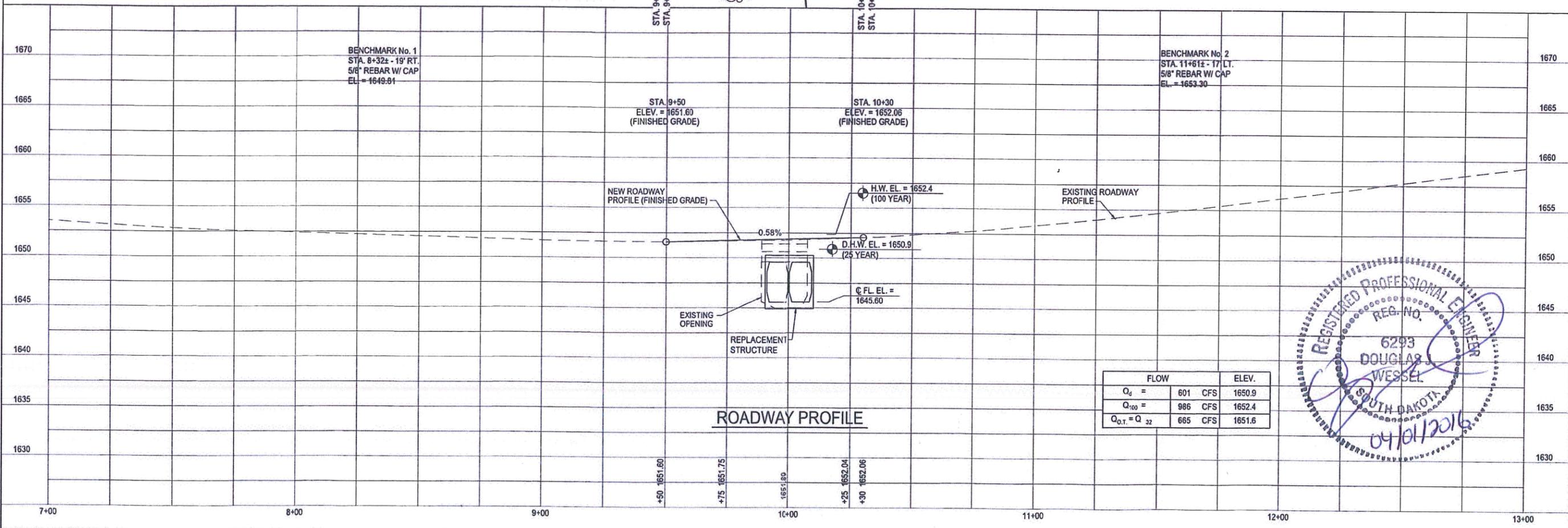
STA. 9+50 - 50' RT. TO 75' RT. TO  
STA. 10+30 - 50' RT. TO 75' RT.  
TEMPORARY EASEMENT FOR CONSTRUCTION  
OF DOUBLE 9' x 4' PRECAST BOX CULVERT  
CONTAINING 0.05 ACRES, MORE OR LESS.

STA. 9+87 TO STA. 10+13 - RT.  
INSTALL CLASS B RIPRAP & TYPE  
B DRAINAGE FABRIC (SEE SHEET  
10 OF 12).

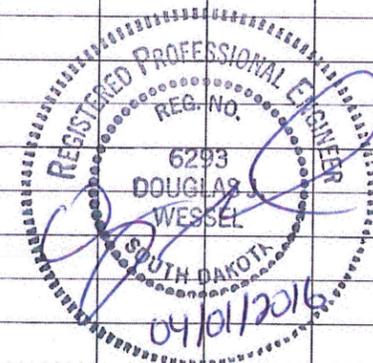
SEC. 10-T110N-R49W

MEDARY CREEK LLP  
21366 479TH AVENUE  
AURORA, SD 57002  
(605) 693-4498

STA. 10+00 INSTALL  
DOUBLE 9'x4' PRECAST  
BOX CULVERT (0° SKEW)



FLOW	ELEV.
$Q_d =$ 601 CFS	1650.9
$Q_{100} =$ 986 CFS	1652.4
$Q_{0.1} = Q_{32}$ 665 CFS	1651.6



AGREEMENT FOR VOLUNTARY RIGHT OF WAY DONATION

PROJECT NO: 22219.00.00 COUNTY: Brookings PARCEL NO: N/A

This agreement made and entered into this day of , 2016 by and between Brookings County acting by and through the Brookings County Commission, hereinafter referred to as COUNTY, and Marion J. Rus, whose postal address is 3283 Dogwood Avenue Rock Valley, IA 51247, hereinafter referred to as DONOR.

WHEREAS, COUNTY needs the following easements for construction, operation and maintenance of a highway: Perpetual Easement: None.

Temporary Easement: 0.26 acres more or less in the NW 1/4 of Sec. 19-T111N-R48W (between project stations 7+73.10 Rt. & 12+00 Rt.)

NOW THEREFORE, DONOR understands his/her right to have an appraisal prepared and his/her right to receive just compensation for the above described perpetual and/or temporary easement in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. DONOR does hereby voluntarily grant and donate to COUNTY, for and in consideration of and other good and valuable consideration, the adequacy of which is hereby acknowledged by DONOR, the above described easements as shown on the plans for construction of the above cited PROJECT.

Stipulations of conditional donation:

DONOR agrees that the erection of fences, structures or obstacles within the perpetual easement will not be permitted.

DONOR grants permission to COUNTY or COUNTY'S agent to enter upon above described easement upon approval of this AGREEMENT.

The perpetual easement shall be in effect until the highway is abandoned by proper action of the Brookings County Commission and the temporary easement shall be in effect until construction of the project is completed.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed.

Attest: County Auditor

By: [Signature] Donor

By: Chairman of County Commission

By: Donor

STATE OF COUNTY OF

By: Donor

On this June 27 2016 day of in the year of 2016, before me, Richard Birk, a Notary Public within and for said County and State, personally appeared Marion Rus known to me to be the person(s) described in and executed the foregoing instrument and acknowledged to me that executed the same for the purpose therein stated.

My Commission Expires: August 10, 2021

[Signature] Notary Public



STA. 9+20 - 33' LT. TO 50' LT. TO  
 STA. 10+70 - 33' LT. TO 50' LT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

STA. 8+00 - 33' LT. TO 65' LT. TO  
 STA. 12+00 - 33' LT. TO 65' LT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.24 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

DAVID G. BERNDT ETUX.  
 & DAWNA F. BERNDT  
 47922 206TH ST.  
 WHITE, SD 57276  
 (605) 629-4521

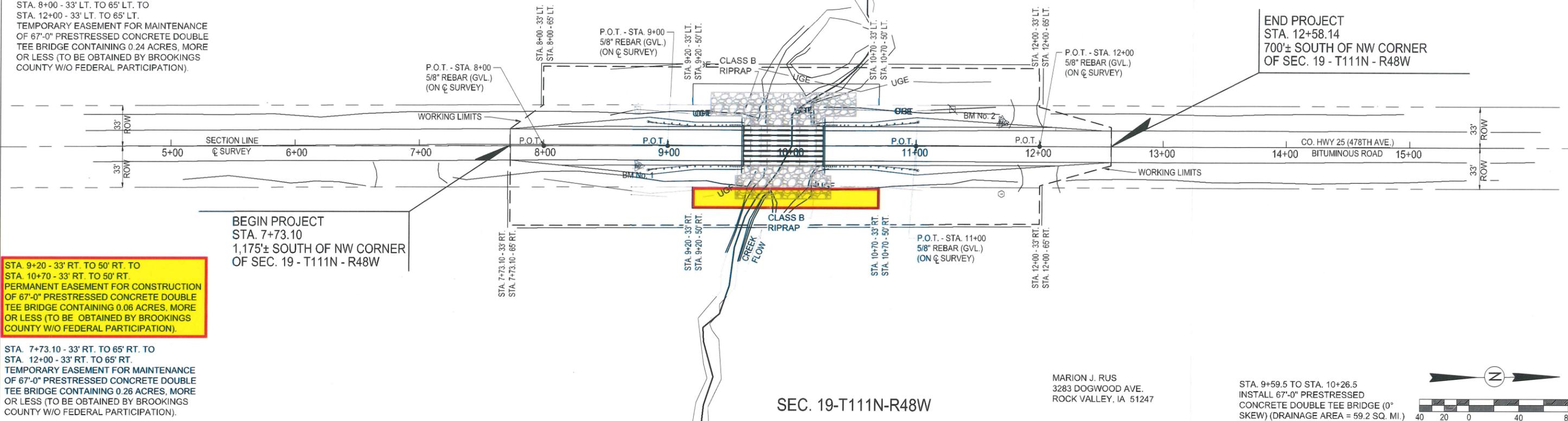
SEC. 24-T111N-R49W

STA. 9+34.50 TO STA. 10+51.50  
 INSTALL CLASS B RIPRAP & TYPE B  
 DRAINAGE FABRIC (SEE SHEET 27  
 OF 29).

STA. 9+74.75 TO STA. 10+25+25  
 IN-PLACE 50.5' LONG x 31.8' WIDE  
 TWO-SPAN CONCRETE DECK UNIT  
 BRIDGE (TO BE REMOVED AS  
 INCIDENTAL WORK, STRUCTURE)

STATE OF SOUTH DAKOTA	PROJECT	SHEET	TOTAL
	22219.00.00	No. 16	SHEETS 29

END PROJECT  
 STA. 12+58.14  
 700'± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W



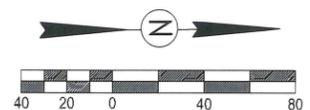
STA. 9+20 - 33' RT. TO 50' RT. TO  
 STA. 10+70 - 33' RT. TO 50' RT.  
 PERMANENT EASEMENT FOR CONSTRUCTION  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.06 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

STA. 7+73.10 - 33' RT. TO 65' RT. TO  
 STA. 12+00 - 33' RT. TO 65' RT.  
 TEMPORARY EASEMENT FOR MAINTENANCE  
 OF 67'-0" PRESTRESSED CONCRETE DOUBLE  
 TEE BRIDGE CONTAINING 0.26 ACRES, MORE  
 OR LESS (TO BE OBTAINED BY BROOKINGS  
 COUNTY W/O FEDERAL PARTICIPATION).

BEGIN PROJECT  
 STA. 7+73.10  
 1,175'± SOUTH OF NW CORNER  
 OF SEC. 19 - T111N - R48W

MARION J. RUS  
 3283 DOGWOOD AVE.  
 ROCK VALLEY, IA 51247

STA. 9+59.5 TO STA. 10+26.5  
 INSTALL 67'-0" PRESTRESSED  
 CONCRETE DOUBLE TEE BRIDGE (0°  
 SKEW) (DRAINAGE AREA = 59.2 SQ. MI.)



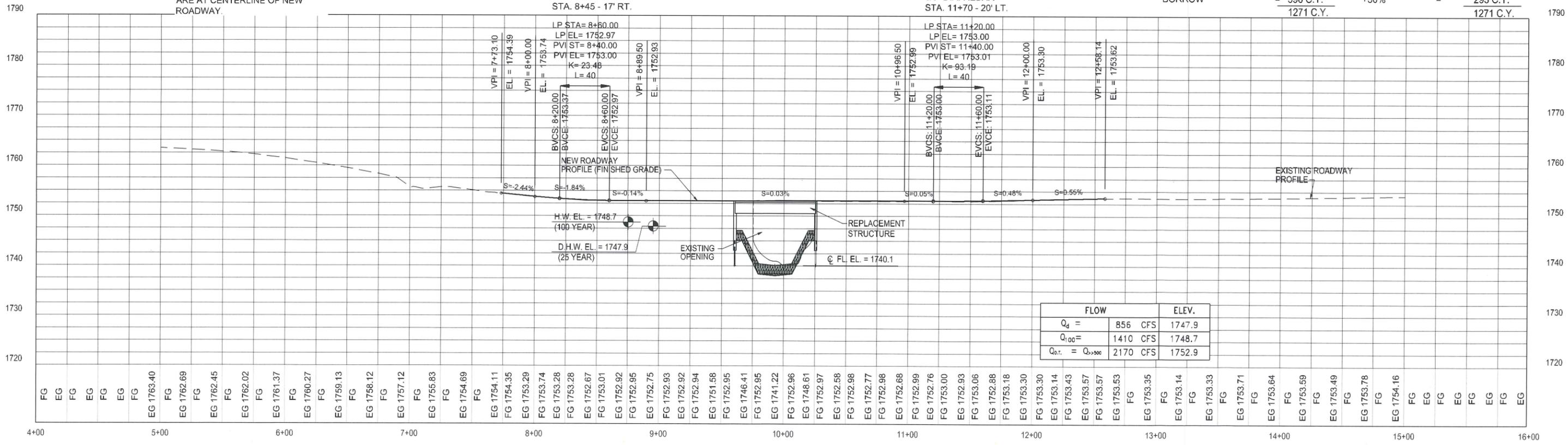
SEC. 19-T111N-R48W

NOTE:  
 ROADWAY ELEVATIONS SHOWN  
 ARE AT CENTERLINE OF NEW  
 ROADWAY.

BENCHMARK No. 1  
 ELEV. = 1751.32  
 5/8" DIA. REBAR  
 STA. 8+45 - 17' RT.

BENCHMARK No. 2  
 ELEV. = 1750.66  
 5/8" DIA. REBAR  
 STA. 11+70 - 20' LT.

EXCAVATION	= 600 C.Y.	EMBANKMENT	= 978 C.Y.
SALVAGE TOPSOIL	= 275 C.Y.	+30%	= 293 C.Y.
BORROW	= 396 C.Y.		
	1271 C.Y.		1271 C.Y.



FLOW		ELEV.
Q <sub>d</sub>	= 856 CFS	1747.9
Q <sub>100</sub>	= 1410 CFS	1748.7
Q <sub>50</sub>	= 2170 CFS	1752.9

ROADWAY PROFILE



Stacy Steffensen, Commission Department Director  
Brookings County  
520 3<sup>rd</sup> St., Suite 210  
Brookings, SD 57006  
605-696-8205  
ssteffensen@brookingscountysd.gov

## STAFF REPORT

### Agenda Items:

- 9:00 a.m.—Randy Hanson with the Outdoor Adventure Center will be in to make a presentation to the board.
- Abatement—information provided by DOE Chris Lilla.
- Resolution Uncollectible Taxes—information provided by Finance Officer Vicki Buseth.
- Resolution First District—This is an annual resolution of support for the First District Association of Local Governments. The amount listed in the resolution is the amount we have budgeted in 2017 for First District.
- Amendment #1—This agreement identifies our Sub-recipient Award amount to be used for salary and administrative costs related to the operation of our emergency management operations.
- Mosquito Grant—This is an agreement to receive financial assistance from the State for mosquito control efforts in the county in the amount of \$4,315. Misty will be at the meeting to answer any questions.

### Director's Report:

- We received a letter of resignation from Ann Getting, resigning her position on the Brookings Health System Board of Trustees effective July 30, 2016. We have already been advertising the open position, which closes July 12<sup>th</sup>. We will have action to appoint a new board member on the July 19<sup>th</sup> agenda.
- We have received registration information and a tentative agenda for the SDACC Fall Convention in Sioux Falls, September 12<sup>th</sup>-13<sup>th</sup>. Please let me know if you plan to attend and if you need a hotel room. We have several rooms reserved at the Sheraton.
- I have included SDACC election information with my report.

### Upcoming Dates:

- Friday, July 8<sup>th</sup> at 1:30 p.m.—Rapid City, Pierre & Eastern Railroad Grand Opening Ceremony at the RCP&E Yard, Aurora, SD.
- Thursday, July 21<sup>st</sup> at 6:00 p.m.—First District Association of Local Governments Annual Picnic at Codington County's Memorial Park on Lake Kampeska.
- Thursday, August 11<sup>th</sup> at 10:00 a.m.—8<sup>th</sup> Annual CDI and D & I RR Golf Outing at Brookings Country Club.

Thank you,

Stacy Steffensen  
Commission Department Director  
Brookings County, South Dakota

June 23, 2016

Chairman Ryan Krogman  
Brookings County Commission  
520 Third Street, Suite 210  
Brookings, SD 57006

Dear Ryan,

It is with regret that I must resign my position as a member of the Brookings Health System Board of Trustees effective July 30, 2016. Due to my employment, I will be relocating to St Paul, Minnesota in August.

I have thoroughly enjoyed serving on the BHS Board of Trustees. Thank you for appointing me. I would like to take this opportunity to extend best wishes to the Health System as the Board and staff continue to work together with the Brookings region to move the organization in a positive direction.

Please let me know if you have any questions regarding this matter. I can be reached at (605) 695-6346.

Sincerely,



Ann R. Getting

cc: BOT File

# Pre-Registration for the 2016 County Convention

## September 12 - 13, 2016

### SIOUX FALLS SHERATON AND CONVENTION CENTER

---

**Pre-Registration Fee is \$175.00 per person**  
if you are paid by September 2nd.

This fee includes all program materials,  
breaks, meals, and entertainment.

**Registration after September 2nd will be \$200.00.**

**QUESTIONS: Call 1-800-439-5672**

**Cancellation Policy:** Full refund if canceled by September 2nd  
**NO REFUND** after September 2nd.

Return this form with payment by **September 2nd** to:  
**SD Counties**  
211 E Prospect Ave  
Pierre SD 57501

.....

**County:** \_\_\_\_\_

	<u>Name</u>	<u>Title</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____

---

**Spouse/Guest Registration**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Spouse/Guest Packages**

- Package #1 \$50.00**  
Monday Evening President's Reception  
Spouse Event
- Package #3 \$25.00**  
Monday Evening President's Reception

---

\*\*\*Area Motels\*\*\* **BLOCK – “SD Counties” BLOCKS RELEASE AUGUST 10, 2016**

Best Western Ramkota Hotel - \$109.99 (605) 336-0650  
GuestHouse Inn & Suites - \$59.00 (605) 338-6242  
Ramada Inn & Suites - \$109.00 (605) 336-1020

Super 8 - \$89.99 (605) 339-9330  
Best Western Empire Towers - \$89.00 (605) 361-3118

**Casual/theme attire is a MUST!**

**2016 SD Counties Convention TENTATIVE Timeline**  
**September 12-13, 2016 - Sioux Falls Sheraton and Convention Center**

**Sunday, September 11, 2016**

4:00 pm SDACC EXECUTIVE BOARD MEETING  
JQH Meeting Room – Sheraton

SDACO EXECUTIVE BOARD MEETING  
Cataract Meeting Room – Sheraton

**Monday, September 12, 2016**

8:00 am – 5:00 pm REGISTRATION DESK OPEN  
Convention Center Hallway

8:00 – 9:45 am SDACHS EXECUTIVE BOARD MEETING  
Sheraton Lounge

8:30 – 9:45 am SDACWO EXECUTIVE BOARD MEETING  
Meeting Rooms 8 - 10

SDACO RESOLUTION COMMITTEE  
Meeting Rooms 11 - 12

SDACC NOMINATING COMMITTEE  
Sheraton Restaurant

SDACO NOMINATING COMMITTEE  
Sheraton Restaurant

COMMISSION ASSISTANTS/ HR ROUNDTABLE  
Sheraton Lounge

10:00 am VENDOR FAIR • OPEN  
Exhibit Hall 1

10:00 – 11:45 am KEYNOTE PRESENTATION:  
Exhibit Hall 2  
• Elliott Eisenburg

12:00 – 1:00 pm OPENING SESSION • LUNCHEON  
Exhibit Hall 2  
• National Anthem and Pledge of Allegiance  
• Welcome by Association Presidents  
SDACC President  
SDACO President  
SDACHS President  
SDACWO President  
• Recognition of Past Presidents  
• Years of Service Recognition  
• Memorial – moment of silence in respect

1:00 – 2:00 pm PRESENTATION - CyberSecurity  
Ballroom A  
Rick Wisser, Black Hills Infor Security

HIGHWAY BUDGETS  
Meeting Rooms 6 – 7  
Rod Fortin, SD Legislative Audit

ELECTIONS – SECRETARY OF STATE  
Meeting Rooms 8 – 10  
Shantel Krebs, Kea Warne

**SD DEPT OF REVENUE – MOTOR VEHICLES**

Meeting Rooms 11 – 12  
Lisa Weyer

**NAMI / MENTAL ILLNESS**

Meeting Room 13 – 14  
Phyllis Arends

2:15 – 3:00 pm

**NEW FEDERAL OVERTIME RULE**

Ballroom A  
*Brian Mundahl, Investigator*  
*U.S. Department of Labor / WHD*

**PRESENTATION**

Meeting Rooms 6 – 7

**ELECTIONS – SECRETARY OF STATE**

Meeting Rooms 8 – 10  
Shantel Krebs, Kea Warne

**SD DEPT OF REVENUE – MOTOR VEHICLES**

Meeting Rooms 11 – 12  
Lisa Weyer

**SUICIDE PREVENTION**

Meeting Room 13 – 14  
Lori Montis

3:00 – 3:30 pm

**VENDOR FAIR • BREAK**

Exhibit Hall 1

3:45 – 4:30 pm

**SDML WC / SDPAA Presentation**

Ballroom A

**PRESENTATION**

Meeting Rooms 6 - 7

**SD DEPT OF REVENUE**

Meeting Rooms 8 – 10  
Wendy Semmler, SD Dept of Revenue

**SD DEPT OF REVENUE – MOTOR VEHICLES**

Meeting Rooms 11 – 12  
Lisa Weyer

**PANEL DISCUSSION – MENTAL ILLNESS, VOLUNTARY ADMITS, MH HOLDS**

Meeting Room 13 – 14  
Jim Iosty, Mike Thompson, Sarah Petersen

4:45 – 5:30 pm

**SDACO 1<sup>st</sup> GENERAL MEMBERSHIP MEETING**

Ballroom A

**SDACHS OPEN BUSINESS MEETING**

Meeting Rooms 6 – 7

**SDACWO BUSINESS MEETING**

Meeting Rooms 8 - 10

**SDACC CAUCUS MEETINGS &  
1<sup>st</sup> READING of SDACC RESOLUTIONS**

- James River Valley – Meeting Room
- Randall Reservoir – Meeting Room
- Southeast Central – Meeting Room
- Upper Missouri Valley – Meeting Room

- Black Hills – Meeting Room
- Lake Region – Meeting Room
- Oahe – Meeting Room
- Sioux Valley – Meeting Room
- South East – Meeting Room

5:30 pm

VENDOR AND ATTENDEE - PRESIDENT'S RECEPTION  
Exhibit Hall 1

**Tuesday, September 13, 2016**

5:30 – 8:15 am

BANQUET SERVING

7:00 – 8:15 am

ATTENDEE AND VENDOR BREAKFAST  
Exhibit Hall 2

8:30 – 9:15 am

PRESENTATION  
Ballroom A

**MAINLINE DYNAMIC WARNING SYSTEMS**

Meeting Rooms 6 – 7  
Victor Lund, Traffic Engineer  
St. Louis County, MN

**DLA UPDATES**

Meeting Rooms 8 – 10  
Rod Fortin, SD Legislative Audit

**LIENS**

Meeting Rooms 11 – 12  
Michael Moore, Beadle County States Attorney

**AGENCY TOURS**

- Multi-Cultural Center
- Safe House
- BDHH/Synergy
- Center of Hope

Meeting Room 13 - 14

9:00 – 3:00 pm

SPOUSE EVENT

9:15 – 9:45 am

VENDOR FAIR • BREAK  
Exhibit Hall 1

10:00 – 10:45 am

PRESENTATION  
Ballroom A

PRESENTATION  
Meeting Rooms 6 - 7

**DLA UPDATES**

Meeting Rooms 8 – 10  
Rod Fortin, SD Legislative Audit

**PRESENTATION**

Meeting Rooms 11 – 12

**PRESENTATION**

Meeting Room 13 - 14

11:00 – 11:45 am      **COUNTY LAWSUITS**  
Ballroom A  
*Jack Hieb, Richardson, Wyly, Wise, Sauck & Hieb, LLP*

**PROCUREMENT STANDARDS UNDER UNIFORM RULE/ FEDERAL AWARDS**  
Meeting Rooms 6 – 7  
Rod Fortin, SD Legislative Audit

**PRESENTATION**  
Meeting Rooms 8 - 10

**PRESENTATION**  
Meeting Rooms 11 – 12

**JAIL RE-ENTRY PROGRAMS – ALLIANCE & REBOUND**  
Meeting Room 13 – 14  
Brett J, Amber B, Barry T.

12:00 – 1:00 pm      **SAFETY AWARDS LUNCHEON**  
Exhibit Hall 2

1:00 – 1:30 pm        **VENDOR FAIR**  
Exhibit Hall 1  
• Award vendor prizes

1:30 – 2:15 pm        **PRESENTATION**  
Ballroom A

**HIGHWAY SUPERINTENDENT ROUNDTABLE DISCUSSION**  
Meeting Rooms 6 - 7

**AUDITORS ROUNDTABLE DISCUSSION**  
Meeting Rooms 8 - 10

**TREASURERS ROUNDTABLE DISCUSSION**  
Meeting Rooms 11 - 12

**REGISTER OF DEEDS ROUNDTABLE DISCUSSION**  
Meeting Rooms 13 – 14

**ERLS**  
Meeting Room ??  
Doug Cummings

2:30 – 3:15 pm        **VETERANS OUTREACH CENTER**  
Meeting Room ??  
Doug McCudding, Michele Hough

2:30 – 4:00 pm        **SDACC GENERAL MEMBERSHIP MEETING**  
Ballroom A

**SDACO 2<sup>nd</sup> GENERAL MEMBERSHIP MEETING**  
Ballroom B

**SDACHS CLOSING MEETING**  
Meeting Rooms 6 - 7

3:15 – 4:00 pm        **SDACWO CASE MANAGEMENT**  
Meeting Rooms 8 - 10

## SDACC Elections

Members of the South Dakota Association of County Commissioners are reminded that now is the time to consider and discuss Association elections to be held during the 2016 Convention at the Sioux Falls Sheraton and Convention Center on September 12 - 13, 2016.

Elections to be held for SDACC include:

- **2<sup>nd</sup> Vice President** - East River Candidate (2 years East River 2016 & 2017, 1 year West River 2018)
- **1<sup>st</sup> Vice President** - (generally the 2<sup>nd</sup> Vice President is nominated for this position - Currently Dean Wagner, Harding County)
- **President** - (generally the 1<sup>st</sup> Vice President is nominated for this position - Currently Dick Kelly, Minnehaha County)

Nomination will also be received from the floor during convention.

Anyone interested in serving as an SDACC officer should contact a member of the SDACC Nominating Committee listed below:

Bob Bjerke – Clark County – 532-5415

Matt DeBow – Harding County – 797-4428 – [matdebow@yahoo.com](mailto:matdebow@yahoo.com)

Brenda Hanten – Codington County – 880-6124 – [bhanten12@gmail.com](mailto:bhanten12@gmail.com)

Phil Lampert – Custer County – 673-5436 – [plampert@custercountysd.com](mailto:plampert@custercountysd.com)

Dale Long – Lincoln County – 366-7336 (cell) – [dlong@lincolncountysd.org](mailto:dlong@lincolncountysd.org)

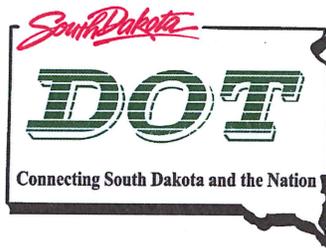
Thank you!



a Genesee & Wyoming Company

## Rapid City, Pierre & Eastern Railroad

Cordially invites you to a  
Grand Opening Ceremony  
to recognize its Public – Private Partnership with



to improve the flow and capacity of freight movements  
in South Dakota.

This event will celebrate the completion of two new main line sidings on the Rapid City, Pierre & Eastern Railroad, built through a public – private partnership with the State of South Dakota and South Dakota Department of Transportation.

**Friday, July 8, 2016  
1:30 p.m. CT**

### **RCP&E Yard, Aurora, South Dakota**

From the I-29 Brookings exit (Exit 132), head east on Highway 14 for 2.5 miles. Turn right on 475<sup>th</sup> Avenue (gravel road). Follow 475<sup>th</sup> Avenue for 1.7 miles; destination will be on the left just before the RCP&E main line track. Please look for RCP&E employees in safety vests to direct you to parking.

Event expected to last one hour.

Normal attire for business is suggested  
Close toe, low heel shoes appropriate for walking on gravel required  
Parking on-site

R. S. V. P. by July 5, 2016  
by calling Kim Smith, 717-771-1702  
or emailing [ksmith@gwrr.com](mailto:ksmith@gwrr.com)

# 8TH ANNUAL CDI AND D & I RR GOLF OUTING THURSDAY, AUGUST 11, 2016

**BROOKINGS COUNTRY CLUB, BROOKINGS, SD**



Join us for the 8<sup>th</sup> Annual Golf Outing at Brookings Country Club! Golfers at any level of play will enjoy the "Scramble" format and can sign up individually, as a twosome or as a foursome. Register soon! Only 144 slots are available. Rental Clubs can be reserved.

**10:00 A.M. REGISTRATION**

**11:00 A.M. SHOTGUN START**

**\$40.00** Registration Fee includes lunch, green fee, cart and drink tickets with all proceeds donated to local charities.



## SPONSORSHIP OPPORTUNITIES

If you would like to provide a pin prize or cash toward tournament prizes, please contact Carey. Prizes can be purchased at the Pro Shop. All prizes will be awarded to golfers.

### FOR MORE INFORMATION, PLEASE CALL:

Carey Bretsch at (605) 696-3200, or email him at [cbretsch@civildes.com](mailto:cbretsch@civildes.com).

### SPONSORSHIP(S) AND PRIZES CAN BE SENT TO:

Civil Design Inc  
609 Main Ave S  
Brookings SD 57006



*Sponsored by TrueNorth Steel*

*Prizes and social will follow at Brookings Country Club. Dinner is available from the menu at golfer's expense.*

## REGISTRATION INFORMATION

1. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone (W) \_\_\_\_\_ (H) \_\_\_\_\_  
Company \_\_\_\_\_  
Handicap \_\_\_\_\_ Best Score/Avg Score \_\_\_\_\_

2. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone (W) \_\_\_\_\_ (H) \_\_\_\_\_  
Company \_\_\_\_\_  
Handicap \_\_\_\_\_ Best Score/Avg Score \_\_\_\_\_

3. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone (W) \_\_\_\_\_ (H) \_\_\_\_\_  
Company \_\_\_\_\_  
Handicap \_\_\_\_\_ Best Score/Avg Score \_\_\_\_\_

4. Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone (W) \_\_\_\_\_ (H) \_\_\_\_\_  
Company \_\_\_\_\_  
Handicap \_\_\_\_\_ Best Score/Avg Score \_\_\_\_\_

PLEASE CHECK FOR GROUP REGISTRATION

**Room reservations can be made at the following hotels:**

Super 8 Hotel at (605) 692-6920

Hampton Inn & Suites at (605) 697-5232

**ENTRY DEADLINE: August 3, 2016**

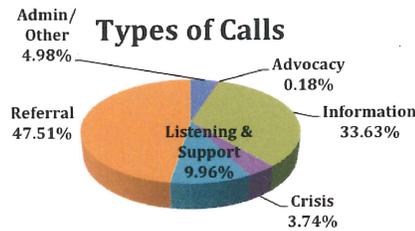
# IMPACT PROGRAMS



## 211

211 is a three-digit telephone number that can provide quick and easy access to information about health and human services. Community members in the Brookings area can access this program by calling 211 or texting your zip code to 898211. You can also search the database at [helplinecenter.org](http://helplinecenter.org).

In 2015, Brookings County residents, ages 11 to 95, made 562 calls and 754 website searches specifically for Brookings area resources.



## DENTAL VAN

Dakota Smiles Dental Program was in Brookings the last week in January and second week in April. Combined, they saw 86 children between the ages of 0-21 and performed over \$57,000 in dental care. Brookings Area United Way pays \$2500 to bring the Dental Van in and this year they are coming for an additional week. They will be in Brookings during the second week in August. To sign up for a visit, call the Brookings Area United Way at 605-692-4979 or email [uw@brookingsunitedway.org](mailto:uw@brookingsunitedway.org).



## FAMILYWISE

How the FamilyWise Prescription Savings Card Works

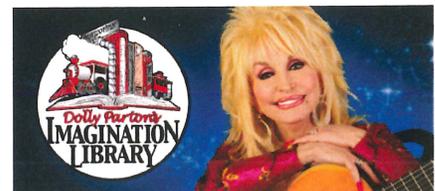
1. **Get your free card – available three different ways:**
  - Print your card from [familywise.org](http://familywise.org)
  - Download the FamilyWise app on your smartphone
  - Call Brookings United way at 605-692-4979 to have a card mailed to you.
2. Show your pharmacist the FamilyWise card every time you fill a prescription.
3. Get the lowest price possible – from FamilyWise, from the pharmacy, or from your insurance.

From January to April 2016, community members in Brookings County have saved over \$920 with the FamilyWise prescription card.



## DOLLY PARTON IMAGINATION LIBRARY

1,805 preschool children in Brookings County currently received the gift of free books. The Brookings Area United Way funds the Dolly Parton's Imagination Library program to monthly mail one age appropriate, brand new book per month to children birth to five. This program is part of the Early Childhood initiative to get children ready for school, which lead to higher graduation rates. Anyone interested in receiving more information is encouraged to contact the Brookings Area United Way at 605-692-4979 or sign up online at [imaginationlibrary.com](http://imaginationlibrary.com).



**First District Association of  
Local Governments**



**Annual Picnic  
Celebrating 45 Years of Service**

In appreciation of your continued support, First District staff would like to invite you and your spouse/guest to join us for a catered picnic supper at Codington County Memorial Park. We have rented the Pavilion in the park (to the right as you enter Memorial Park). For directions: [www.codington.org/memorial-park/](http://www.codington.org/memorial-park/) (view campground map).

The caterer must have a firm number by **July 8th**. PLEASE RESPOND: 882-5115 or 1-800-981-9092 or [suzie@1stdistrict.org](mailto:suzie@1stdistrict.org).

**Date:**  
Thursday,  
July 21st

**Where:**  
Codington County  
Memorial Park  
Lake Kampeska

**Time:**  
Eat at 6:00 p.m.





**HUNDREDS**  
of ways to  
**OLUNTEER**

**DIAL 211**

Helpline Center in Brookings  
cordially invites you to the Open House kickoff for

# **Helpline Center Volunteer Connections**



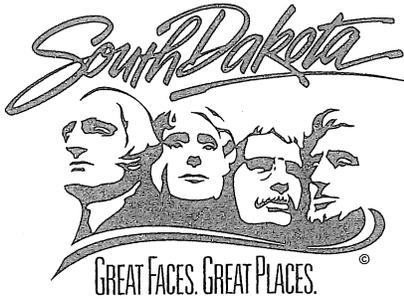
Thursday, July 14, 2016

10 a.m. — 2 p.m.

1 p.m. Ribbon Cutting

619 5th Ave. Brookings, SD 57006





DEPARTMENT of ENVIRONMENT  
and NATURAL RESOURCES

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

denr.sd.gov

June 16, 2016

Wilfried Reuvekamp  
Hilltop Dairy, LLP  
48514 US Highway 14  
Elkton, SD 57026-6703

RE: Hilltop Dairy, LLP Manure Management System  
Updated Certificate of Compliance

Dear Mr. Reuvekamp:

As you are aware, the department issues a Certificate of Compliance for manure management systems that have had plans and specifications approved and are constructed as designed. We have received a Notice of Completion for the sand settling lane, wastewater recycling/flume piping, and relocation of 200 dairy calves into the existing barns, and are issuing you an updated Certificate of Compliance.

The Certificate of Compliance is for a 4,000-head dairy cattle operation, consisting of 2,300 mature dairy cows, 1,500 dairy heifers, and 200 dairy calves. The certificate shall remain in place until such time you change or expand your operation. Should you decide to change or expand your operation, you need to obtain approval of plans and specifications for any alterations or modifications to your manure management system. The plans and specifications have to be approved by this department prior to construction. Failure to do so will invalidate this certificate.

By this letter, I am also covering the sand settling lane and stacking apron, wastewater recycling/flume piping, and the 200 relocated dairy calves under your General Water Pollution Control Permit for Concentrated Animal Feeding Operations (the general permit) (**permit number SDG-0100007**). You already have a copy of your permit. Please refer to this permit number in any future permit correspondence. You are required to operate in compliance with the terms and conditions of this permit.

As discussed with you during previous inspections, buffer zones are required around manure land application areas. Please review the buffer zone requirements on the manure land application maps included with your nutrient management plan in Appendix D of your permit prior to land applying manure.

Hilltop Dairy, LLP  
June 15, 2016  
Page 2 of 2

Your updated Certificate of Compliance should be placed inside the General Permit Records Handbook the department previously provided you. This handbook was developed to assist you in meeting the requirements of the general permit. Using this book will help you manage the documents and paperwork that you will need to complete and retain while operating your animal feeding operation. The book contains forms that you can use to comply with the permit's requirements and is organized to give you a place to put other required information like soil and manure testing lab report forms. You are required to keep all records for a minimum of five years. It is not mandatory that you use this handbook; however, it will assist you in organizing and maintaining the records that you are required to keep by the general permit.

We would like to thank you for your cooperation in ensuring the protection of the natural resources of South Dakota. The department encourages you to remain in compliance by properly operating and maintaining your system.

Sincerely,



Kent R. Woodmansey, PE, Engineering Manager  
Feedlot Permit Program  
Phone: (605) 773-3351

Cc: Brad Woerner, PE, Stockwell Engineers, Inc., 215 Walnut St., Yankton, SD 57078  
Brookings County Commissioners



## Certificate of Compliance

By virtue of authority vested in me by law, I do hereby certify that

**HILLTOP DAIRY, LLP**

has constructed an

**Animal Waste Management System**

in the State of South Dakota in accordance with plans and specifications approved by DENR for a facility consisting of 4,000-head of dairy cattle and 1.84 acres of drainage area and is in compliance with environmental laws in effect as of the date of this certificate and shall remain in compliance as long as this operation does not significantly change. Continued compliance is dependent upon proper operation and maintenance activities being performed by the owner/operator.

This certificate does not relieve the owner/operator from any liabilities for noncompliance.

No. 74 N

  
Secretary, Department of Environment and Natural Resources  
Dated this 16<sup>th</sup> day of June 2016



DEPARTMENT of ENVIRONMENT  
and NATURAL RESOURCES

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

[denr.sd.gov](http://denr.sd.gov)

June 27, 2016

Jerry Wipf  
Heartland Hutterian Brethren Inc.  
2171 100<sup>th</sup> Street  
Lake Benton, MN 56147

Dear Mr. Wipf:

You have completed the requirements to obtain permit coverage under South Dakota General Water Pollution Control Permit for Concentrated Animal Feeding Operations. I am granting coverage under the permit for your land application activities in South Dakota and have enclosed a copy of the permit with your **permit number SDG-0100518**. Please refer to this permit number in any future permit correspondence. You are required to operate in compliance with the terms and conditions of this permit for your land application activities in South Dakota.

The submitted phosphorus-based NMP is for a portion of the solid manure from your Minnesota based operations to be land applied on South Dakota fields. Your manure management system is located in the Southeast  $\frac{1}{4}$  of Section 9, Township 108 North, Range 45 West in Pipestone County, Minnesota, and is permitted for a maximum of 72,000 turkeys, 6,000 broiler chickens, and 700 layer chickens.

The submitted phosphorus-based NMP included a total of seven fields, of which four did not have manure application agreements with the land owner of record at the Brookings County Director of Equalization. These fields will not be included in your approved NMP until the department receives manure application agreements with the landowner of record, or updated information indicating the Colony is the owner of the fields. You may not apply manure to fields that are not included in your approved NMP.

Should you decide to build an animal feeding operation or a permanent stockpiling site for your operation in South Dakota, plans and specifications must be submitted to South Dakota Department of Environment and Natural Resources for review and approval of your manure management system. The plans and specifications must be approved by this department prior to any construction. Failure to do so is a violation of your permit.

Jerry Wipf  
Heartland Hutterian Brethren Inc.  
June 27, 2016  
Page 2 of 2

Please review the buffer zone requirements in the general permit and on the land application maps included with the nutrient management plan in Appendix D of the enclosed permit prior to land applying manure.

Your permit is inside the Producer Handbook I am sending you. The Producer Handbook was developed to assist you in meeting the requirements of the General Permit. Using this book will help you manage the documents and paperwork that you will need to complete and retain while operating your animal feeding operation. The book contains forms that you can use to comply with the permit's requirements and is organized to give you a place to put other required information like soil and manure testing lab report forms. You are only required by DENR to keep the land application inspection and nutrient plan records required by the general permit. You are required to keep all records for a minimum of five years. When submitting your annual report it is only necessary to report on the fields located in South Dakota to which manure was applied.

It is not mandatory that you use this handbook. However, it will assist you in organizing and maintaining the records that you are required to by the General Permit.

We would like to thank you for your cooperation in ensuring protection of South Dakota natural resources. The department encourages you to remain in compliance by properly land applying manure in South Dakota.

Sincerely,



Kent R. Woodmansey, P.E., Engineering Manager  
Feedlot Permit Program

cc: Brookings County Commissioners  
Moody County Commissioners  
Ben Crowell, MPCA - Marshall, 504 Fairgrounds Road, Suite 200, Marshall, MN 56258  
Kyle Krier, Pipestone County CFO, 119 2<sup>nd</sup> Ave SW #13, Pipestone, MN 56164  
Pipestone County Minnesota Commissioners

## Heartland Colony Approved Field List

June 27, 2016

All fields require a zero to two foot soil test prior to manure application. The fields identified as being located over a shallow aquifer are shaded in the following tables and have additional soil testing requirements. For these fields, soil tests are required from zero to two feet **and** two to four feet prior to manure application. 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 field 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 – Heartland Colony Nitrogen-Based Nutrient Management Plan Fields							
CPA-7 Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
1	South Pivots	Brookings	N ½, Section 4, T108N, R47W	215.0	211.8	Yes	Yes
3	Center Pivot	Brookings	SW ¼ and W ½ of SE ¼, Section 10, T109N, R47W	206.6	196.5	Yes	Yes
<b>Total Acres:</b>				<b>421.6</b>	<b>408.3</b>		

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.

## Heartland Colony Approved Field List

June 27, 2016

Based on the initial field information submitted for the field listed in Table 2, manure application must be based on crop removal of phosphorus. The manure application rate must be based on phosphorus removal in the harvested portion of the crop. However, manure application to these fields may be based on multi-year phosphorus crop removal but cannot exceed the one year nitrogen crop need and no more manure can be applied to these fields again until the applied phosphorus has been removed through crop removal. **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 2 - Heartland Colony Phosphorus-Based Nutrient Management Plan Fields							
CPA-7 Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
2	North Pivot	Brookings	SE ¼, Section 4, T109N, R47W	148.1	120.7	Yes	Yes
<b>Total Acres:</b>				734.2	673.3		