

BROOKINGS COUNTY COMMISSION MEETING

TUESDAY, APRIL 20, 2021

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 20, 2021 with the following members present: Larry Jensen, Lee Ann Pierce, Ryan Krogman and Michael Bartley. Angela Boersma was present via telephone.

CALL TO ORDER

Chairperson Jensen called the meeting to order at 8:30 a.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Krogman, seconded by Bartley to approve the agenda for the April 20, 2021 Commission Meeting. Roll call vote: Pierce "aye," Bartley "aye," Krogman "aye," Boersma "aye," Jensen "aye." Motion carried.

CONSENT AGENDA

Motion by Bartley, seconded by Krogman to approve the consent agenda. Roll call vote: Bartley "aye," Krogman "aye," Boersma "aye," Pierce "aye," Jensen "aye." Motion carried.

The consent agenda consisted of the minutes from the April 6, 2021 Commission Meeting and the minutes from the April 13, 2021 Equalization Board Meeting.

Travel Requests: Mandi Cramer to attend a South Dakota Victim Witness Subcommittee Meeting Conference, May 6th-8th in Deadwood, SD; Sonia Mack to attend a Spring Professional Development Conference and SD 4-H Professional's Spring Training, May 10th-12th in Rapid City; Amy Christensen to attend a Regional Juvenile Justice Conference, May 6th-8th in Rapid City.

Personnel Action Notices: annual review- Craig Chapman to \$24.26, effective April 1, 2021; new hire- part-time Male Correctional Officer James Donnelly at \$18.89, effective April 5, 2021; annual review- Michelle Delaney to \$22.57, effective May 1, 2021; voluntary resignation- Colin Walth, effective May 6, retirement- Michael Holzhauser, effective June 18, 2021; voluntary resignation- Zachary Briggs, effective April 18, 2021; new hire- full-time Appraiser Kenneth Gabel at \$21.12, effective April 19, 2021.

Cellular Authorizations- Anita Harrison- Basic Usage at \$30/month.

Human Services Report: case #21-041 for funeral was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Krogman seconded by Bartley to approve the following claims. Roll call vote: Krogman "aye," Boersma "aye," Pierce "aye," Bartley "aye," Jensen "aye." Motion carried.

A&B Business Inc, Copier Contract, \$423.83; AAA Collections, Inc, Execution, \$4,379.98; Access Health-Brookings, Inmate Medical, \$778.94; Adair Asset Management LLC, Tax Certificates, \$8,719.46; AgFirst Farmers Coop, Propane For Crack Seal, \$394.82; Allegra Print & Imaging, Door Hangers, \$323.31; Allegra Print & Imaging, 4H Record Books, Deputy Business Cards, \$208.69; Amp Electric Construction, Repair Light In CH Breakroom, \$78.27; AT&T Mobility, Nighthawk Mifi Mobile Wifi, \$40.04; Aurora Quick Stop, Patrol Vehicle Maint/Repairs, \$798.04; Auto Body Specialties, Dinitrol/Compound Pad/Refund, \$79.85; Jordyn Bangasser, Court Appointed Attorney, \$668.25; Banner Associates, Grant Applications/Services, Professional Services, \$28,052.39; Berkness, Alex, Boot Allowance, \$223.64; Breit Law, Execution, \$2,606.23; Brookings City Utilities, Phone Service/CH Fire Alarm/Bh/Lawn Irrigation/1921 Bldg, Telephone/Internet Services, Water For Truck Shed, BCOAC, Sheriff's Utilities, Water/Sewer/Electric/Telephone, Detention Center Utilities, \$9,280.36; Brookings Engraving, Retirement Gift, \$35.00; Brookings Health System, March Blood Alcohol Testing, Emergency Room- Sane Kit, \$9,951.34; Brookings Public Library, 2nd Quarter Library Services, \$4,375.00; Brookings Register, Publications, \$601.47; Brookings-Deuel Rws, Water At Bruce Shop, \$30.50; Buhls Of Brookings Cleane, Rugs, \$164.20; Carquest Auto, Por15/Lube, \$88.13; Century Business Products, Copier Contract, \$215.84; Certified Languages Inter, Translation Services, \$107.25; CHS, Gas/Diesel, \$28,106.46; Cintas Corporation, Uniforms, \$180.53; Compass Counseling & Asse, Psychosexual Assessment, \$3,600.00; Cook's Wastepaper & Recycling, Courthouse/BCOAC Service, Single Stream Service, Cardboard Service, \$581.08; Courtesy Plumbing Inc, Fixed Leaking Urinal, Cell Repairs, \$268.68; Credit Collections Bureau, Execution, \$204.51; Dakota Data Shred, Pick-Up, Equipment Rental, \$238.67; Dean Schaefer Court Repor, Mi Hearings Court Reporting, \$156.00; Diamond Mowers Inc, Seal Kit/Bearing/Seal Retainer, \$610.43; Eidsness Funeral Home, County Burial, \$3,000.00; Ekern Plumbing Heating &, Furnace Filters, \$79.98; Empire Investments 2 LLC, Tax Certificates, \$1,963.76; Empire Investments 3 LLC, Tax Certificates, \$39,569.10; Empire Investments 4 LLC, Tax Certificates, \$3,651.81; Empire Investments LLC, Tax Certificates, \$4,979.26; Executive Mgmt Finance Office, Microfilm Storage, \$10.71; First Bank & Trust, Dollar Tree/Walmart, \$374.50; First District Association, 3rd Quarter Dues For FY21, \$11,717.62; Fite, Pierce & Ronning Law, Court Appointed Attorney, \$432.29; Foerster Distributing, Items For Courthouse, \$105.00; Forrest Holdings Inc, Tax Certificates, \$6,548.02; Franz Digital, Paper, \$105.92; Geotek Engineering Inc, Engineering, \$8,489.00; Helpline Center Inc, National Volunteer Week Ad, \$55.00; Henry Carlson Company, Jail Expansion&Remodel Project, \$733,185.00; Tim Hogan, Court Appointed Attorney, \$2,038.70; Hometown Service & Tire, Patrol Vehicle Maintenance, \$105.00; Hungerford Chiropractic PC, Instant Drug Testing, \$120.00; I State Truck Center, Pneumatic/Sensor/Inlet, \$1,135.81; INA Group LLC, Tax Certificates, \$14,295.20; Indeed Inc, Job Listings, \$225.85; Info Cubic LLC, Employment Screenings, \$311.00; Inter-Lakes Community Act, 2nd Quarter Service Worker Sup, \$3,689.50; Interstate Telecom. Coop, Extension Phones, \$385.67; Jackrabbit Sports Propert, Jackrabbit Sports Prop Sponsor, \$1,000.00; Katterhagen, Mark, Inv MI Hearing, \$15.00; Kimball Midwest, Shop, \$527.59; Kingbrook Rural Water, Water Sinai, \$36.00; Bambi Knutson, Tax Certificates, \$2,638.38; L&L Auto & Truck Parts, Coupler Shop/Lamp, \$34.03; L.G. Everist Inc, Rip Rap/Ballast, \$10,762.88; Lewis & Clark Behavioral, BMI Intake, \$368.00; Lewis Drug Store, Inmate Medical, \$486.08; Lewno, Lucy, Inv MI Hearing, \$165.01; Darcy Lockwood, Inv MI Hearing, \$15.00; Lodge At Deadwood, Room For Brian, \$609.00; Lowe's, Garage Door, Zinc Shut Off, Shop, Mailbox, Flag, Supplies, \$251.69; Reed T

Mahlke, Court Appointed Attorney, \$1,314.95; Maple Leaf Press Inc, Archery Paper Targets, \$279.40; Matheson Tri-Gas Inc, Oxygen, \$58.56; Mckeever's Vending, Inmate Commissary, \$620.40; Mcleod's Printing & Office, Juvenile Citations/Accident Bo, \$446.67; Mediacom LLC, Law Library Internet Service, \$136.90; Midwest Glass, Adjusted Weatherstrip-CH Door, \$68.37; Minnehaha County JDC, JDC Costs, \$244.00; Nancy J Nelson, Court Appointed Attorney, \$1,433.52; Northern Truck Equipment, Seal Kits/Deflector & Rod, \$320.19; Northwestern Energy, Heat For Truck Shed, Truck/Highway Shop, Detention Center Gas, \$2,307.81; Office Peeps Inc, Colored Pencils, Leveling Of Lateral Files, Wet Erase Markers, Printer Paper, \$230.20; Pennington County Jail, Transportation Billing, \$276.82; Pharmchem Inc, Sweat Patch Analysis, \$57.10; Prussman Contracting Co., Repair Bridge, \$153.92; Qualified Presort Service, Postage, \$41.92; Razors Edge Grounds Keeping, Snow Removal, Clean Up, March Grounds Maintenance, \$2,910.00; RDO Equipment Co, Revolving Light/Shims For Turn, \$1,376.02; Ben Rentch, Work Boots, \$218.31; RFD Newspapers Inc, Publications, \$128.60; Rick Ribstein, Court Appointed Attorney, \$11,032.29; Running's Supply Inc, Gun Range Supplies, Coupler/Spray Paint/Towels, Allergen, Bolts, Cable Tie, \$388.14; Sanford Health, Inmate Medical, \$71.15; SD Newspaper Service, Job Listings, \$745.46; SDACC, 1st Quarter Clerp Payments, \$14,111.00; SDACO, Spring Workshop, ROD Modernization&Preservation, \$1,785.00; SFC Civil Constructors, Structure&Approach Grading, \$370,234.08; SHI International Corp, Office 365, \$9,480.00; Sioux Falls Kenworth Inc, Parts, \$195.22; Sturdevant's Auto Parts, Plug/Paint, \$38.08; Subway, Lunch Meals Sdoem Region 6, \$121.50; Swiftel Center, POD Meals For Volunteers, \$632.45; Anthony Teesdale, Court Appointed Attorney, \$1,717.46; Thomson Reuters - West, March Information Charges, \$1,115.71; Town Of Sinai, Sewer&Garbage, \$64.00; Trittech Software Systems, Prosecution Core Annual Maint, Computer System Yearly Contract, \$17,056.19; Uline, Shop Mat&Black Gloves, \$287.61; Ulteig, Professional Services, \$1,650.00; UPS Store, Business Cards/Brochures, \$140.96; US Postal Service, Postage, \$10,000.00; Walburg, Duane, Animal Control Mileage, \$35.70; Walmart Community, Multipack,Cookies,Expo Eraser, \$76.62; Wellmark, Cobra Admin Service Fees, \$250.00; Yankton County Sheriff, Service Of Process, \$50.00; Yankton County Treasurer, Mental Illness Charges, \$250.00.

Department Head Reports

Highway Superintendent Brian Gustad said the highway department removed the spring load limits on all Brookings County roads. Gustad reminded manure applicators and farmers to adhere to the county's manure pumping permits for road crossings.

Gustad said he attended a pre-construction meeting with the City of Elkton and SPN & Associates in regards to the water and sewer project on Cornell Avenue. He said he will update the commission and emergency services when that closure starts.

Gustad said he met with City of Volga officials, Chairperson Jensen and Commission Department Director Stacy Steffensen for interviews on the Samara Avenue project.

Gustad said a public meeting for the 2021 Brookings County Concrete Pavement Rehabilitation project will be held on April 21st at 6:00 p.m. at the Aurora Little Hall.

Gustad said he completed the NACo High Performance Leadership Academy courses.

BCOAC Director Dustin Huber updated the board on attendance and events being held at the facility.

Veterans & Human Services Director Michael Holzhauser announced his upcoming retirement, which will be June 18th. Holzhauser said they couldn't have a Housing Board Meeting due to lack of a quorum.

Weed & Pest Supervisor Misty Moser said they will be in Mitchell getting the mosquito foggers calibrated. Moser said Brookings County was outbid for spraying DOT rights-of-way.

Finance Officer's Report

Commission Department Director Stacy Steffensen presented the Finance Officer's Report for March 2021.

March 2021

Total amount of deposits in bank.....	\$34,056,113.77
Total amount of actual cash: Currency.....	\$3,210.00
Coins.....	\$5.62
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days...	\$285,402.63
Itemized list of all other items.....	\$(2,333,496.04)
TOTAL.....	\$32,227,717.31

Commission/HR: \$27,274.54; Finance Office: \$28,769.43; States Attorney: \$28,769.43; Equalization: \$26,537.52; Register of Deeds: \$10,376.16; Veterans/Human Services: \$9,703.62; Sheriff's Office: \$146,702.78; Coroner: \$1,038.50; Community Health: \$5,020.81; Extension: \$3,207.58; Weed: \$4,092.94; Planning/Zoning: \$9,402.20; Highway: \$77,957.37; Emergency Management: \$6,004.92; BCOAC: \$10,450.08; Technology: \$13,108.81.

AFLAC: \$3,763.38; Avesis: \$1,316.86; Office of Child Support: \$965.00; Delta Dental: \$5,949.84; Flex One: \$1,907.36; Principal Life Insurance: \$1,654.02; Local Teamsters: \$1,016.00; SDRS: \$47,653.00; SDRS Supplemental: \$2,650.00; EFTPS: \$93,441.49; Wellmark: \$93,451.12; AFLAC Group/CAIC Primary: \$246.66.

Be it noted, the expenditure adjustments for the month of March 2021 were presented to the board. \$4,134.31 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 March 2021 in the amount of \$39,552.50 was presented to the county commission.

REGULAR BUSINESS

The board held the first reading on Ordinance #21-02: an ordinance authorizing rezoning of "NE ¼ NE ¼, except lot H-1 and except that part lying east and north of lot H-1 in Section 14, T109N, R50W (Medary Township)."

The second reading will be May 18, 2021 at 9:00 a.m.

Motion by Pierce, seconded by Bartley to approve for recording purposes and to authorize Chairperson Jensen to sign Resolution #21-18: a plat of Lot 58A of the First Addition of Lake Poinsett Heights Subdivision in Lot 2, Section 5, T112N, R52W of the 5th P.M., Brookings County, South Dakota.

Roll call vote: Boersma "aye," Pierce "aye," Bartley "aye," Krogman "aye," Jensen "aye." Motion carried.

Motion by Bartley, seconded by Pierce to approve for recording purposes and to authorize Chairperson Jensen to sign Resolution #21-19: a plat of Tract 1 of Hansen Addition in the NW ¼ Except Lot H-1 and H-2 of Section 20-T110N-R49W of the 5th P.M., Brookings County, South Dakota.

Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.”
Motion carried.

Motion by Krogman, seconded by Bartley to approve for recording purposes and to authorize Chairperson Jensen to sign Resolution #21-20: a plat of Lots 2A, 3A and 5A, Block 2, Sunset Point Addition in Government Lots 3 & 4 of Section 22, Township 112 North, Range 47 West of the 5th P.M., Brookings County, South Dakota.

Roll call vote: Bartley “aye,” Krogman “aye,” Boersma “aye,” Pierce “aye,” Jensen “aye.”
Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-57: Exhibit E, Amendment 1 to the 2020 Local Emergency Management Performance Grant Sub-Recipient Agreement. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Krogman “aye,” Boersma “aye,” Pierce “aye,” Bartley “aye,” Jensen “aye.”
Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-58: an agreement between the County of Brookings and City of Brookings, South Dakota and AVI Systems regarding an audio, video and supporting equipment review, inventory, condition assessment and 10-year capital improvement plan. Background information was provided by Commission Department Director Stacy Steffensen.

Roll call vote: Boersma “aye,” Pierce “aye,” Bartley “aye,” Krogman “aye,” Jensen “aye.”
Motion carried.

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Jensen to sign Agreement #21-59: an amendment to Agreement #10-14: the Joint Cooperative Agreement for the County/City Administrative Office Building. Background information was provided by Commissioner Pierce. Pierce said she talked with City Manager Paul Briseno and they both agreed to review the entire agreement, rather than edit it in pieces. Pierce said it will go through the Joint Powers Board first and then come before the County Commission and City Council.

Motion to by Pierce, seconded by Boersma to approve Agreement #21-59.

Motion by Bartley, seconded by Pierce to table Agreement #21-59 indefinitely.

Roll call vote to table: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.”
Motion carried.

Motion by Krogman, seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-60: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Trenton Township.

Roll call vote: Bartley “aye,” Krogman “aye,” Boersma “aye,” Pierce “aye,” Jensen “aye.”
Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-61: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Medary Township.

Roll call vote: Krogman “aye,” Boersma “aye,” Pierce “aye,” Bartley “aye,” Jensen “aye.”
Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-62: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Trenton Township.

Roll call vote: Boersma “aye,” Pierce “aye,” Bartley “aye,” Krogman “aye,” Jensen “aye.”
Motion carried.

SCHEDULED AGENDA ITEM

Motion by Krogman, seconded by Bartley to approve the closure of a portion of 6th Avenue in Brookings for the Brookings Farmer’s Market. Megan Nelson, board member for the Brookings Farmer’s Market, was present for any questions or comments.

Pierce asked when the road would be blocked. Nelson said Saturdays from 8:00 am - 12:30 pm.

Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.”
Motion carried.

REGULAR BUSINESS CONTINUED

Motion by Krogman seconded by Bartley to approve and authorize Chairperson Jensen to sign Agreement #21-63: an application for occupancy of right of way of county highways made by Sioux Valley Energy in Trenton and Medary Township.

Roll call vote: Bartley “aye,” Krogman “aye,” Boersma “aye,” Pierce “aye,” Jensen “aye.”
Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign Agreement #21-64: an agreement between Brookings County, South Dakota and Diamond Surface Inc. for the 2021 Concrete Pavement Rehabilitation Project.

Roll call vote: Krogman “aye,” Boersma “aye,” Pierce “aye,” Bartley “aye,” Jensen “aye.”
Motion carried.

Motion by Pierce, seconded by Krogman to approve the low bid for bituminous overlay to Bowes Construction of Brookings, SD for \$377,031.00.

Roll call vote: Boersma “aye,” Pierce “aye,” Bartley “aye,” Krogman “aye,” Jensen “aye.”
Motion carried.

Motion by Krogman, seconded by Bartley to approve the low bid for asphalt patching to Duininick, Inc. of Watertown, SD for \$92/ton. Background information was provided by Highway Superintendent Brian Gustad.

Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.”
Motion carried.

Motion by Bartley, seconded by Krogman to approve and authorize Chairperson Jensen to sign a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Roll call vote: Bartley “aye,” Krogman “aye,” Boersma “aye,” Pierce “aye,” Jensen “aye.”
Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:05 a.m. Darla Biel, Executive Director of the Brookings County Youth Mentoring Program and Heidi Gullickson, Executive Director of Brookings Area United Way, updated the board on the Resilient Communities Initiative and the recent award that Brookings was presented with.

SCHEDULED AGENDA ITEM

Highway Superintendent Brian Gustad said he invited Brian Olson with Holloway Construction to have a discussion on how to potentially save the county money with county projects.

REGULAR BUSINESS CONTINUED

Commission Department Director Stacy Steffensen presented the Commission Department Director' Report. Steffensen presented the General Fund surplus analysis percentages. She also said there are two public notices for proposed TIF districts in the City of Volga included with her report. Steffensen said as Points of Dispensing events continue to administer the COVID-19 vaccine, the commission has allowed county employees to volunteer and not use vacation leave. Steffensen said it's been authorized through April and asked that it be extended to include upcoming POD events. By consensus, the board agreed to allow county employees to volunteer not using vacation time for the upcoming POD events.

States Attorney Dan Nelson discussed medical marijuana and the lack of framework that is currently in place to accommodate this. He said the city and county will need to enact ordinances that regulate the time, place and manner of dispensing marijuana.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended a City Planning & Zoning Meeting; attended a Joint City/County Planning & Zoning Meeting; attended the Medary Township Drainage Meeting; attended the County Equalization Board Meeting; attended the Post-Legislative Luncheon; met with Bart Sweebe and Department Corrections representatives to discuss what they are doing with juveniles in the remodeled jail.

Commissioner Bartley attended a City Planning & Zoning Meeting; attended a Joint City/County Planning & Zoning Meeting; attended the County Equalization Board Meeting; attended interviews for the Samara Avenue project.

Commissioner Krogman attended the County Equalization Board Meeting and attended the Resilient Communities presentation.

Commissioner Boersma attended the County Equalization Board Meeting; attended the Resilient Communities presentation; and attended a Brookings Behavioral Health & Wellness Meeting.

Commissioner Jensen attended the pre-construction meeting in Elkton for their water and sewer project; attended a Jail Progress Meeting; attended the County Equalization Board Meeting;

attended; attended the Resilient Communities presentation; and attended interviews for the Samara Avenue project.

EXECUTIVE SESSION

Motion by Bartley, seconded by Krogman to enter into Executive Session at 10:14 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. Roll call vote: Pierce “aye,” Bartley “aye,” Krogman “aye,” Boersma “aye,” Jensen “aye.” Motion carried.

Motion by Pierce, seconded by Bartley to come out of Executive Session at 11:51 a.m. All members voted “aye.” Motion carried.

ADJOURN AS BROOKINGS COUNTY BOARD OF COUNTY COMMISSIONERS

Motion by Bartley, seconded by Pierce to adjourn as the Brookings County Board of County Commissioners. All members voted “aye.” Motion carried.

CONVENE AS THE BROOKINGS COUNTY BOARD OF EQUALIZATION

As scheduled at 1:00 p.m., the Brookings County Board of County Commissioners convened as the Brookings County Board of Equalization. The following board members were presented: Larry Jensen, Angela Boersma, Lee Ann Pierce and Michael Bartley. Ryan Krogman was absent.

Appeals

The following appeal was heard. Motions, seconds, roll call votes as follows:

Appeal	Property Owner Legal Description	Motion/Second Roll Call Vote	Board Action
#21-05	Lot 3A Block 1 Holibrook Addition	Pierce/Boersma Roll call vote: Bartley “aye,” Boersma “aye,” Pierce “aye,” Jensen “aye.” Motion carried.	NADC: \$1,363,700 NADC2: \$3,436,300

Motion for Corrections

Motion by Bartley, seconded by Boersma to approve a correction to Verhoek Investments, LLC, parcel #40180-00900-002-00. Background information was provided by Director of Equalization Jacob Brehmer.

Roll call vote: Boersma “aye,” Pierce “aye,” Bartley “aye,” Jensen “aye.” Motion carried.

ADJOURN AS THE BROOKINGS COUNTY BOARD OF EQUALIZATION

Motion by Boersma, seconded by Bartley to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, May 4, 2021 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Jenna Byrd
Senior Finance Assistant
Brookings County

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