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

If you have any symptoms of COVID-19 or believe you may have been exposed, please consider watching the Commission meeting from home, broadcast live on Swiftel channel 19, ITC channel 168, or the Brookings County Youtube channel. You can also call in by dialing 605-697-8255 and entering code 6056968205 when prompted.

1. **8:30 AM Call to Order on Tuesday, July 21, 2020**

2. **Pledge of Allegiance**

3. **Invitation for a Citizen to schedule time on the Commission Agenda for an item not listed.**

   Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must be scheduled for a future meeting date.

4. **Approval of Agenda**

   Action: Motion to Approve, Request Comments, Voice Vote

5. **Consent Agenda Items**

   Action: Motion to Approve, Note Consent Agenda Items, Request Comments, Roll Call

   A. Approval of minutes

      Documents:

      07-07-2020 Minutes.pdf

   B. Approval of travel requests

      Documents:

      Travel Requests.pdf

   C. Approval of personnel action notices

      Documents:

      Personnel Action Notice Report 07212020.pdf

   D. Approval of cellular authorizations

   E. Approval of the Human Services report

      Documents:

Human Services Report.pdf

6. **Routine Business**

A. Approval of claims

Action: Motion to Approve, Comments, Roll Call

Documents:

7.21.2020 CLAIMS.pdf

B. Department Head reports

i. Community Health Bi-Annual Report

Documents:

Community Health Report.pdf

C. Finance Officer's Report

Be it Noted Items:

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

Documents:

Finance Officer Report.pdf

7. **Scheduled Agenda Items**

A. 9:00 AM - Action to remove Resolution #20-42 from the table.

Action: Motion to Approve, Comments, Voice Vote

i. Action to approve Resolution #20-42: a resolution authorizing the purchase of HVAC systems, installation and service with related products and supplies through Sourcewell.

Action: Comments, Roll Call (Main motion as amended Boersma/Krogman)

Documents:

Res 20-42 HVAC Sourcewell.pdf
Johnson Controls Proposal.pdf
Johnson Controls II.pdf

B. 10:00 AM - Presentation of Jail Expansion/Remodel Bids

Documents:

Jail Expansion Guaranteed Maximum Price GMP - Draft.pdf

8. **Regular Business**

A. Action to approve Agreement #20-40: a contract with AMP Electric to add a

generator feed with power transfer to the BCOAC.

Action: Motion to Approve, Comments, Roll Call

Documents:

Agr 20-40 Amp Generator.pdf

B. Action to approve Abatement #20-31: an abatement request made by Brenda Pratt for parcel #37350-00300-004-00 in the amount of $326.81.

Action: Motion to Approve, Comments, Roll Call

Documents:

Abatement 20-31.pdf

C. Action to approve South Dakota Department of Transportation Construction Change Order #6 for project #BRF 6319(00)17-4.

Action: Motion to Approve, Comments, Roll Call

Documents:

Construction Change Order 6.pdf

D. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement from the City of Brookings and Brookings Municipal Utilities for the ESRI agreement, receipt #00509056 and 00511824 in the amount of $26,666.66.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Automatic Supplement - IT.pdf

E. Action to automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County for reimbursement for double payment from Office Peeps for office furniture at Community Health, receipt #00515653 in the amount of $339.00.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Automatic Supplement - Comm Health.pdf

F. Action to approve a Request to Fill Vacancy for an Equipment Operator in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

RFV - Equipment Operator.pdf

G. Action to approve the appointment of Angie Schmitz to the Housing & Redevelopment Commission to a term ending December 31, 2025.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Housing Redev Commission - Schmitz.pdf

H. Acton to approve a Conflict of Interest Policy for Brookings County.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Conflict of Interest Policy.pdf

9. Commission Department Director's Report

Documents:

Commission Dept Director Report.pdf
Surplus Cash Analysis.pdf

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

DENR to Golden Dakota Farms.pdf
DENR to Norfeld.pdf

12. Executive Session - in accordance with SDCL §1-25-2(4): contract negotiations.

Action: Motion to Enter Into Executive Session, Voice Vote
Action: Motion to Come Out of Executive Session, Voice Vote

13. Adjournment

Action: Motion to Approve, Voice Vote

14. Public Notices

- *July 20-24: Safety Week.*
  - *Safety Picnic: Thursday, July 23, 11:00 AM - 2:00 PM at the BCOAC*
- *August 3-6: Brookings County 4-H Achievement Days*
- *August 13, Thursday: CDI Golf Outing at the Brookings Country Club*

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 Americans with Disabilities Act.

BROOKINGS COUNTY COMMISSION MEETING
TUESDAY, JULY 7, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, July 7, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Motion by Boersma, seconded by Pierce to approve the agenda for the July 7, 2020 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

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

The consent agenda consisted of the minutes from the June 16, 2020 Commission Meeting.

Personnel Action Notices: annual review- Mandi Cramer to $21.62, effective June 1, 2020; new hire- full-time Mechanic, Fabricator/Welder Brad Moe at $21.19, effective June 15, 2020; new hire- part-time male Correctional Officer, Zachary Briggs at $18.34, effective June 16, 2020; new hire- part-time male Correctional Officer Jack Peterson at $18.34, effective June 16, 2020; new hire- part-time female Correctional Officer Morgan Jessen at $18.34, effective June 16, 2020; new hire- temporary/seasonal Highway Laborer Samuel Adams at $15.87, effective June 22, 2020; new hire- part-time female Correctional Officer Jessica McDermott at $18.34, effective June 23, 2020; new hire- part-time male Correctional Officer Nicholas Glass at $18.34, effective June 26, 2020; voluntary resignation- Alex Luke, effective June 28, 2020; annual review- Terrance Heidemann to $16.51, effective August 1, 2020.

Human Services Report: case #20-02 for a funeral was approved.

RECOGNITIONS

The board recognized Appraiser Rusty Brandsrud on becoming a Certified Appraised Assessor.

The board recognized Outstanding DAV Member- Michael Holzhauser; Outstanding State Representative- Representative Tim Reed, District 7; Outstanding DAV and All Veterans Support and

Patriotic Values for the Community- Brookings Radio; Outstanding DAV Veteran Advocate- Connie Johnson; Outstanding Support by a Small Business- Best Choice Real Estate, Kari Westlund; Outstanding Support to the DAV Transportation Network- 727th Transportation Unit of Brookings, SD.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, $695.47; AAA Collections, Inc, Collections, $8,576.51; Action Target, Targets For Range, $450.37; Alert Magazine, LLC-SD, Drug Ad For Local Schools, $135.00; Allegra Print & Imaging, Leave Cards, $70.58; American Stamp & Markin, Checking Stamp, $45.43; Anthony Teesdale, Court Appointed Attorney, $2,084.75; Applied Concepts Inc, Patrol Car Equipment, $160.00; Aragon, Antonio, Translation, $50.00; At&T Mobility, Nighthawk Mobile Wifi, $40.04; Aurora Auto Body & Glas, Patrol Vehicle Repairs, $68.52; Avera Mckennan Hospital, Mental Health Holds, $2,142.00; Avera Occupational Medi, TPA Services, $201.65; Banner Associates, Design And Bidding, $2,671.45; Boarman Kroos Vogel Group, Detention Center Exp Service, $20,056.16; Bowes Construction, Asphalt, $473,697.38; Boyer Ford Truck, Repair Parts, $43.29; Bozied Oil Co Inc, Patrol Car Washes, $758.00; Brookings County Financ, Delinquent Tax Payment 2019, $50.00; Brookings Credit Bureau, Collection, $471.03; Brookings Empowerment P, Grant Approval, $500.00; Brookings Engraving, Name Plates, $84.00; Brookings Health System, Sane Kit, $517.25; Brookings Public Librar, Library Services, $4,375.00; Buhls Of Brookings Clea, Rug Rental, $47.40; C&R Supply Inc, Water Pump/Butterfly Valve/Pressure Gauge Replacement, $383.25; Century Business Products, Copier Maintenance, $799.12; Century Link, Inv 120622680, $145.29; City Of White, Water/Sewer/Electric, $90.68; Clark Engineering, Overlay, $9,275.97; Concrete Materials Inc, Pea Rock, $903.06; Courtesy Plumbing Inc, Parts, $16.95; Darcy Lockwood, MI Hearing, $28.50; Davis, Thomas, Zoning Meeting Mileage, $22.52; Den-Wil Inc, Community Health Rent, $960.00; Division Of Motor Vehicle, Duplicate Title Fee, $10.00; Donald Mccarty, Court Appointed Attorney, $2,624.15; Ds Solutions Inc, File Creation, $175.00; DVL Fire And Safety, Inspection Of Fire Exting., $856.25; Eidsness Funeral Home, Transport, $345.00; Einspahr Auto Plaza, Bolt/Wheel/Patrol Vehicle Maint, $103.29; Empire Investments LLC, Tax Certificates, $64,963.56; Erickson, Roger, Zoning Meeting Mileage, $60.00; Executive Mgmt Finance, May Technology Fee, $56.25; Fastenal Company, Jail Supplies, $86.19; Fastenal Company, Supplies To Fix Mailbox, $2.47; Fishback Ins Agency, Notary Bond Charge, $100.00; Fix It Shop Locksmith, New Door Handles And Locks, $546.00; Foerster Distributing, Janitor Supplies, $109.95; Gass Law, Pc, Court Appointed Attorney, $300.70; General Wood Supply, Tape Measure, $14.00; Hawley Insurance Service, Notary Renewal, $20.00; Hometown Service & Tire, Shop Supplies, $471.47; Hy-Vee Food Store, Inmate Meals/Programming Materials/Zoning Meeting Refreshment, $14,820.91; Jackrabbit Sports Prope, LLC Sponsorship, $1,000.00; Jackrabbit Tire & Service, 1989 Ford, $43.78; Jennifer Goldammer, Court Appointed Attorney, $4,532.65; Jensen, Randy J., Zoning Meeting Mileage, $44.36; Johnson Controls, Planned Service Agreement, $16,371.00; Jordyn Bangasser, Court Appointed Attorney, $1,160.60; Katterhagen, Mark, Mi Hearing, $28.50; Kibble Equipment LLC, Repair Parts, $184.72; Kimball Midwest, Shop Parts, $460.29; Kingbrook Rural Water, Sinai Water, $33.00; Kleinjan, Darrel, Zoning Meeting Mileage, $81.36; Konard O Hauffe Dds Pc, Inmate Dental, $491.00; Kristin A Woodall, Transcripts, $526.20; Kyle Vanderwal, Zoning Meeting Mileage, $23.70;

L&L Auto & Truck Parts, Patrol Vehicle Parts, $132.67; L.G. Everist Inc, Quartzite, $3,382.26; Lewno, Lucy, MI Hearing, $303.75; Lincoln County Auditor, Mental Illness Expenses, $468.75; Locators & Supplies, New Employee Shirts, $218.40; Lowe's, Felt Kit/Eye Washing Station/Moen Washing Station, $121.60; Lyle Signs Inc, Fire Markers, $110.84; Marshall & Swift/Boeckh, Marshall Valuation Service, $1,312.40; Mckeever's Vending, Inmate Commisary, $804.52; Medary Acres Greenhouse, Flowers For Courthouse, $48.73; Michael Mchugh, Zoning Meeting Mileage, $24.86; Mid States Audio Inc, Av Equipment, $1,065.00; Midwest Glass, Repair, $320.26; Nancy J Nelson, Court Appointed Attorney, $1,033.05; National 4-H Council, Event Materials And Merchandise, $426.75; Nelson, Darrell, Zoning Meeting Mileage, $34.60; Northwestern Energy, Natural Gas Usage, $130.90; Office Peeps Inc, Wall Files/Laminating Pouch/Office Supplies/Document Sorter/Ink Cartridge/Ink/Paper/Paper Clips, $1,447.48; Patricia J Hartsel, Transcription, $30.40; Pheasantland Industries, Clothing, $2,177.66; Pitney Bowes, Postage Tape Sheets, $64.58; Prairie Graphics, Deputy Uniforms, $29.82; Prochem Dynamics LLC, Jail Cleaning Supplies, $1,607.89; Prussman Contracting Co, County Road 9, $3,391.50; Razors Edge Grounds Kee, Razors Edge Grounds Keepin, $1,220.00; Redwood Mediation Servi, MI Crt Appt Counsel, $116.25; Reed T Mahlke, Court Appointed Attorney, $5,664.00; Rick Ribstein, Court Appointed Attorney, $974.85; Riverside Hydraulics Inc, Air Shift Valve, $596.18; Road King Custom Trailers, Trailer, $17,129.00; Rockmount Research & Al, Welding Supplies, $868.56; Rude's Funeral Home Inc, County Burial, $3,000.00; Running's Supply Inc, Utility Knife/Gloves/Ratch/Jail Maint Supplies, $1,289.88; SD Dept Of Transportation, Road Work, $124,503.56; Sd Newspaper Service, Job Postings, $798.54; SDNAFVSA, 7/1/20-6/30/21 Membership, $200.00; Secretary Of State, Notary Renewal, $90.00; Sioux Falls Kenworth In, Switch-Rocker, $811.53; Sioux Falls Rubber Stamp, Notary Stamps, $61.82; Sioux Valley Cleaners I, Janitorial For Wic, $460.00; Southpaw Defense, SD Enhanced Concealed Carry, $380.00; Spencar Diedrich, Zoning Meeting Mileage, $37.05; Spence, Terrell, Zoning Meeting Mileage, $41.66; Steven Ust, Inspections, $900.00; Teree A Nesvold, Court Appointed Attorney, $3,298.80; Terry D Wieczorek Pc, Court Appointed Attorney, $136.55; Thomson Reuters - West, May 1-June 18 Charges/Zoning Bulletin, $1,752.83; Tim Hogan, Court Appointed Attorney, $1,397.90; Town Of Sinai, Sewer And Garbage, $64.00; Trane Us Inc, Humidity Unit, $236.00; Two Way Solutions Inc, Deputy Radios/Patrol Vehic, $414.95; Us Postal Service, Hasler Postage Machine, $10,000.00; Us Records Midwest, Federal Tax Lien Book 2, $1,814.38; Van Diest Supply Compan, Amine, Graslan, $11,650.00; Vandenberg Law, Court Appointed Attorney, $436.50; Vander Haag's Inc, Headache Rack, $2,051.24; Verizon Wireless, Election Hot Spots, $411.61; Walburg, Duane, Animal Control Mileage, $78.12; Walmart Community, Duct Tape/Mask Tape, $29.57; Wells Fargo, Wells Fargo, $1,429.40; WW Tire Service Inc, Fix Flat Tire, $19.72; Yankton County Sheriff, Invoice 202006225, $50.00; Yankton County Treasure, MI Charges 202006164818, $93.40; Cell Phone Reimbursements: Thomas Chester, $30.00; Eileen Aberle, $45.00; Anderson, Jeffrey G, $75.00; Bartley, Michael, $75.00; Jennifer Beller, $75.00; Biteler, David, $30.00; Suzanne Bjordal, $30.00; Angela Boersma, $75.00; Rusty Brandsrud, $30.00; Brehmer, Jacob, $105.00; Dave Bublitz, $45.00; Buseth, Vicki, $105.00; Chapman, Beverly, $105.00; Jeffrey Conrad, $30.00; Friedrich, Cliff, $45.00; Giegling, Mike, $30.00; Gross, Linda, $30.00; Brian Gustad, $105.00; Haider, Darin, $60.00; Richard Haugen, $45.00; Heidemann, Terrance, $30.00; Hieb, Jere, $30.00; Hieb, Richard, $30.00; Hill, Robert, $105.00; Holzhauser, Michael, $105.00; Huber, Dustin, $105.00; Jensen, Larry, $75.00; Justin Johnson, $30.00; Benjamin Kleinjan, $105.00; Larry Klingbile, $30.00; Kriese, Jeremy, $30.00; Krogman, Ryan, $75.00; Langstraat, Manual, $30.00; Dane Larsen, $30.00; Eric Mette, $75.00; Moser, Misty, $75.00; Kevin Murfield, $30.00; Dan C Nelson, $105.00; Paige Petersen, $105.00; Lee Ann Pierce, $75.00; Jon Pike, $60.00; Plowman, Shawn, $90.00; Tara Rodriguez, $30.00; Bryan Schreur, $30.00; Sebring, Scott, $105.00; Reid Squires, $30.00; Stanwick, Martin,

$105.00; Steffensen, Stacy, $105.00; Cody Sunderland, $30.00; Sweebe, Bart, $105.00; Witchey, Kristen, $45.00; Dennis Carmichael, $30.00.

Department Head Reports

Highway Superintendent Brian Gustad updated the board on the bridges on south Highway 77. He said Prahm Construction will be requesting a timeline extension for the project. He said they are looking at a completion date of November 1st. Pierce said the new timeline would put them past harvest. She asked about travel routes for farmers. Gustad said they've been looking into that; he's been in contact with Moody County Township Supervisors.

Gustad updated the board on the 2020 Asphalt Surfacing Project.

Gustad said the crew placed multiple loads of rip rap along County Road 10 near Highway 81 where the SDDOT raised the grade due to high water. Due to high winds, Gustad said the water began deteriorating the southern shoulder of the road. He said he's looking at options to address the issue, but wanted the board to be aware that there could be a future expense to fix it.

Gustad informed the board about a trailer he purchased. He said the trailer has the ability to haul the backhoe and the tracked skid loader. He said he has multiple uses for it.

Gustad said he would like to look at purchasing a side dump trailer yet this year.

Gustad said a bridge railing suffered damage due to a car collision.

SCHEDULED AGENDA ITEM

The board held a public hearing for a Special Events License for Jay Street Pub.

Motion by Pierce, seconded by Krogman to approve a Special Events License for Jay Street Pub. Chairperson Bartley opened the public hearing and call for proponents.

Background information was provided by Senior Finance Assistant Jenna Byrd.

Chairperson Bartley called for opponents. Hearing none, Chairperson Bartley closed the public hearing. Pierce asked Sheriff Marty Stanwick if there's been any issues in the past. Stanwick said no. Jensen asked if there is a limit on how many special events license can be issued. Byrd said in the county's ordinance, it states that no person or organization may be issued a special events license more than three times in any one calendar year.

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

RECOGNITION

The board recognized Outstanding DAV Transportation Network Driver Calvin Tolle.

SCHEDULED AGENDA ITEM

The board held a public hearing for a Malt Beverage & SD Farm Wine License for SVK Properties.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley sign a Malt Beverage & SD Farm Wine License for SVK Properties.

Chairperson Bartley opened the public hearing and called for proponents.

SVK Properties Owner Todd Voss said he was present for questions. Commission Pierce asked Voss if he personally was applying for the license or was apply through the business. Voss said he will be applying for it in the name of SVK Properties, LLC. Pierce asked Voss if he held any other

alcoholic beverage licenses because there was nothing listed on the application. Voss said yes, the Wild Hare and O'Hares. Pierce asked Voss to make those two corrections on the application.

Chairperson Bartley called for opponents. Hearing none, Chairperson Bartley closed the public hearing.

Motion by Pierce, seconded by Jensen to amend and approve a corrected application that would put the correct owner's name and that he list the names of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license.

Roll call vote on amendment: Jensen "aye," Pierce "aye," Boersma "aye," Krogman "aye," Bartley "aye." Amendment carried.

Roll call vote on main motion as amended: Pierce "aye," Boersma "aye," Krogman "aye," Jensen "aye," Bartley "aye." Main motion as amended carried.

Department Head Reports Continued

Sheriff Marty Stanwick said they had increased traffic around the lakes on the 4th of July. Stanwick said they are struggling at the jail with quarantining because he has seven inmates who are on work release. He commended his staff on being able to handle what's going on.

Stanwick said he has 83 individuals participating on the 24/7 program.

Stanwick said they've been utilizing Telehealth. Jensen thanked Stanwick for going above and beyond with the incident that happened on the interstate. Stanwick said it was no big deal at all; there was a car alongside the interstate that had just hit a deer and he assisted the family.

County Development Director Robert Hill discussed the I-29 Overpass Project. He said they are looking at going away from the 50' culvert.

Hill said he's been on the radio several different times talking about the census.

Hill discussed upcoming dates with the board.

Finance Officer Vicki Buseth said they had a distress warrant mobile home sale on July 23rd. She said they sold one mobile home.

BCOAC Director Dustin Huber discussed the attendance at the facility. Huber said 50 people gave blood at the Blood Drive on June 29th.

Huber said a Concealed Carry Class was held on June 5th. He said that class was full but three people backed out at the last minute.

Huber discussed the generator with the board. He said it is possible to put a switch in to power certain things in the building and they could use a smaller generator if the hookups were for a 300 amp generator. Huber said Bowes Construction, Prunty Construction and Trane all have 300 amp generators if needed.

Boersma asked Huber if there is a cancellation fee on concealed carry classes. Huber said that is something they are working on implementing.

Pierce asked if people have to sign a waiver or release form. Huber said yes. She asked if the waiver covers anything related to COVID-19. States Attorney Dan Nelson said he would take a look at the waiver/release form. Krogman said it makes sense to include something like that in the release form.

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-42: a resolution authorizing the purchase of HVAC systems, installation and service with related products and supplies through Sourcewell.

Commission Department Director Stacy Steffensen said this purchase would replace the chillers over at the courthouse. Commissioner Pierce said she would like clarification on what warranty the county will be receiving because the document states three different things. Pierce also asked about the 30 day payment schedule. Steffensen said it would be rare that they wouldn't get it paid within the 30 days but said she would take a look at it. Pierce asked where the work would take place and how noisy it will be. She asked that maybe a provision be put in place, especially on court days, which are on Mondays. Steffensen said this type of work would be scheduled and they could schedule around Monday court days.

Motion by Pierce, seconded by Krogman to amend the main motion and take out 'recently' in the second 'whereas' in the resolution. Pierce said Sourcewell went through the bidding process back in 2017 so they didn't "recently" go through it. Pierce asked what they will do about the warranty issue. She said she would like clarification. Krogman agreed and said there needs to be clarification. Pierce said there are three different interpretations on the warranty and when you are spending a lot of money they need clarification.

Roll call vote on amendment: Boersma "aye," Krogman "aye," Jensen "aye," Pierce "aye," Bartley "aye." Amendment carried.

Motion by Krogman, seconded by Pierce to table action on the amended resolution until the July 21, 2020 meeting.

Roll call vote on main motion as amended: Krogman "aye," Jensen "aye," Pierce "aye," Boersma "aye," Bartley "aye." Main motion as amended carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-43: a resolution forgiving juvenile liens and authorizing the Finance Office and Register of Deeds to remove them from the County's records.

Background information was provided by Finance Officer Vicki Buseth.

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

Resolution #20-43

A RESOLUTION FORGIVING JUVENILE LIENS AND AUTHORIZING
THE FINANCE OFFICE AND REGISTER OF DEEDS TO REMOVE
THEM FROM THE COUNTY'S RECORDS

WHEREAS, the Brookings County Finance office recorded liens against Juveniles from the 1990s to 2012.

WHEREAS, the liens recorded against juveniles arose from court appointed attorneys fees, juvenile detention, and other matters relate to costs incurred by juveniles' involvement with county affairs.

WHEREAS, the total amount of juvenile liens is $816,176.06.

WHEREAS, liens on juveniles are not collectable.

WHEREAS, the Brookings County Finance Office recommends removing the liens from records as well as the lien listing in the Register of Deeds Office.

THEREFORE BE IT RESOLVED that the juvenile liens recorded from the 1990s to 2012 be forgiven and removed from the record in the Brookings County Finance Office, as well as the lien list in the Brookings County Register of Deeds Office.

Approved this 7th day of July, 2020.

Michael Bartley
Commission Chairperson

ATTEST:

Vicki Buseth
Finance Officer
Brookings County

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #20-44: a resolution placing mobile homes on the uncollectable list.

Background information was provided by Finance Officer Vicki Buseth.

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

Resolution #20-44
A RESOLUTION PLACING MOBILE HOMES
ON THE UNCOLLECTABLE LIST

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 7, 2020 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 uncollectable. 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 7th day of July, 2020.

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Resolution #20-45: a resolution authorizing the execution of contractual documents with the State of South Dakota for the receipt of CARES Act funds to address the COVID-19 public health crisis. Background information was provided by Commission Department Director Stacy Steffensen.

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

Resolution #20-45

A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTUAL DOCUMENTS WITH THE STATE OF SOUTH DAKOTA FOR THE RECIEPT OF CARES ACT FUNDS TO ADDRESS THE COVID-19 PUBLIC HEALTH CRISIS

WHEREAS, pursuant to section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020) (the "CARES Act"), the State of South Dakota has received federal funds that may only be used to cover costs that: (a) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (b) were not accounted for in the budget most recently approved as of March 27, 2020, for the State of South Dakota; and (c) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, Brookings County acknowledges that the State of South Dakota, in its sole discretion, may retain full use of these funds for the purposes delineated in the CARES Act; and

WHEREAS, Brookings County acknowledges that in order to provide financial assistance to counties and municipalities in South Dakota, the State of South Dakota, in its sole discretion, may allocate CARES Act funds Act on a statewide basis to reimburse counties and municipalities as delineated herein; and

WHEREAS, Brookings County seeks funding to reimburse eligible expenditures incurred due to the public health emergency with respect to COVID-19; and

WHEREAS, Brookings County acknowledges that any request for reimbursement of expenditures will only be for expenditures that were not accounted for in the budget for Brookings County most recently approved as of March 27, 2020; and

WHEREAS, Brookings County acknowledges that it will only seek reimbursement for costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the County Commission of Brookings County that the Chairperson of the Brookings County Commission may execute any and all documents as required by the State in order to receive CARES Act funds.

IT IS FURTHER RESOLVED that any request for reimbursement will be only for those costs authorized by the State that: (1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (2) Were not accounted for in the County budget most recently approved as of March 27, 2020; and (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

IT IS FURTHER RESOLVED that the County will not request reimbursement from the State under the CARES Act for costs for which the County previously received reimbursement, or for which the County has a reimbursement request pending before another source.

Approved and adopted this 7th day of July, 2020.

Michael Bartley
Commission Chairperson
Brookings County, South Dakota

ATTEST:

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-32: a State of South Dakota Local Government COVID Recovery Fund Reimbursement Agreement.

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

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-33: Amendment 1 to Agreement #20-20: a State of South Dakota Department of Health, Division of Family and Community Health sub-recipient agreement between Brookings County and the State of South Dakota Office of Child and Family Services.

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

Motion by Pierce, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-34: Brookings City & County Government Center custodial contract general specifications between Brookings County, City of Brookings, and ISS Facilities Services.

Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-35: the first amendment to Agreement #17-27: an agreement with Election Systems & Software, LLC for election services.

Background information was provided by Senior Finance Assistant Jenna Byrd.

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

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-36: an independent contractor agreement between Brookings County and Southpaw Defense, LLC.

Background information was provided by BCOAC Director Dustin Huber.

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

Motion by Krogman, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-37: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Richland Township.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-38: an application for occupancy of right-of-way of county highways made by Brookings Municipal Utilities in Medary Township.

Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-39: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Trenton Township.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to approve the third and fourth quarter General Fund transfers as per budget appropriations from General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of $42,500.00.

Background information was provided by Commission Department Director Stacy Steffensen.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Boersma to approve the renewal of an On-Off Sale Malt Beverage & South Dakota Farm Wine License for Smokins Pub N Grub.

Background information was provided by Senior Finance Assistant Jenna Byrd.

All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Jensen to declare buttresses as surplus property to be transferred to Duel County.

Background information was provided by BCOAC Director Dustin Huber.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve a fireworks display at Lake Poinsett on Saturday, August 22, 2020 at dusk.

Krogman asked if they need to let Hamlin County know that this event is taking place. Commission Department Director Stacy Steffensen said that they would let the right entities know that this is happening. Boersma said if there is a burn ban in place during the month of August, then the request is not allowed.

Motion by Boersma, seconded by Krogman to amend the main motion to include provisional approval pending no burn ban. Voice vote on amendment: All members voted “aye.” Amendment carried. Voice vote on main motion as amended: All members voted “aye.” Main motion as amended carried.

Motion by Krogman, seconded by Jensen to appoint Commissioner Boersma as the designated county voting delegate for the NACo Virtual Annual Business Meeting on July 20, 2020.

All members voted “aye.” Motion carried.

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

Steffensen said the county received one of the six Local Federal Bridge grants that were applied for. She said the county’s portion will be $80,322.

Steffensen said she and Commissioner Boersma met with Rick Niklason at the Medary Monument site. She said he provided an updated quote of $6,800 to do the repairs, which they hope to have done yet this year. By consensus, the board agreed to have the repairs done.

Steffensen said the commission discussed the county's Chamber membership level during budget hearings. She said currently, the county is at the Sustainer level. Pierce suggested that they stay at the Sustainer level.

Steffensen said the board received a 'save the date' for a virtual conference called "Mission: Possible-Reducing the Impact of Substance Abuse and Mental Illness in Our Communities" from SDACC President Cindy Heiberger.

Steffensen discussed upcoming dates.

Deputy States Attorney Dan Nelson had nothing to report.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce attended the budget hearings; reported on the BEDC Quarterly Meeting; and attended the open house for the ribbon cutting on the electric car charging station at the Government Center.

Commissioner Boersma attended a Mental Health Coalition Meeting and attended the Domestic Abuse Meeting via Zoom.

Commissioner Krogman reported on the BATA Meeting; attended a BCOAC Advisory Board Meeting; attended a Brookings Health Board Meeting; reported on the Housing Task Force conference call Meeting; and attended a Growth Partnership Meeting.

Commissioner Jensen attended the budget hearings; viewed the portable jail cells; and attended the BCOAC Advisory Board Meeting.

Commissioner Bartley attended the budget hearings; viewed the portable jail cells; attended the E-911 Budget Meeting; participated in an interview with Keloland on the Jail Expansion; attended a COVID-19 Meeting; and participated in the 4th of July parade.

EXECUTIVE SESSION

Motion by Krogman, seconded by Boersma to enter into Executive Session at 10:22 a.m., in accordance with SDCL 1-25-2(1)(4), personnel and contract negotiations. All members vote "aye." Motion carried.

Motion by Pierce, seconded by Boersma to come out of Executive Session at 10:47 a.m. All members voted "aye." Motion carried. No action was taken.

ADJOURNMENT

Motion by Boersma, seconded by Pierce to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, July 21, 2020 at 8:30 a.m.

WORK SESSION

The board held a work session on the FY2021 budgets.

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

Published once at the approximate cost of____.

Brookings County

Travel / Education Request Form

Name(s): Jacob Brehmer

Department: Equalization **Position(s):** Director

Date(s)	Beginning Odometer	Ending Odometer	Destination
July 8, 2020			Mitchell, SD

Reason for Travel:
Ag Land Valuation Workshop

Passengers:

Estimated Expenses:

- Method of Travel: ⦿ County Vehicle ○ Private Auto

  _____ Miles @ $ _____ /per mile = $ 0.00

- Meals: _____ Breakfast(s) @ $ _____ = $ 0.00

  1 Lunch(s) @ $ 14.00 = $ 14.00

  _____ Dinner(s) @ $ _____ = $ 0.00

- Additional Expenses (taxi, parking, etc.):

  Please list: _____ = $ _____

- Lodging (Estimated number of nights): _____ = $ _____

- Registration (Estimated cost): _____ = $ _____

Total Cost Estimate: = $ 14.00

Department Head designated mileage rate: $ /per mile

Department Head Signature

July 6, 2020
Date

Ag Adjustment WORKSHOP

SD DOR DEPARTMENT OF REVENUE

July 8

Mitchell

Davison County Extension Office
3200 W Haven

July 17

Rapid City

Pennington County Admin Bldg.
1300 Kansas City St.

Lower Level

July 20

Sturgis

Meade County Admin Bldg.
1300 Sherman St.

Commission Room - 2nd Floor

July 30

Aberdeen

Brown County Court House
25 Market St.

Community Room
Basement of West Annex

August 7

Pierre

Mathews Training Center
523 E Capital Ave.

Ground Floor of Foss Building

Brookings County

Travel / Education Request Form

Name(s): Rae Lynn Maher

Department: County Development **Position(s):** Office Manager

Date(s)	Beginning Odometer	Ending Odometer	Destination
7/21-7/22/2020			Watertown, SD

Reason for Travel:

Attend G0386: Mass Fatalities Incident Response - Watertown, SD

Passengers:

na

Estimated Expenses:

- Method of Travel: ⦿ County Vehicle ○ Private Auto

  _____ Miles @ $ _____ /per mile = $ 0.00

- Meals: _____ Breakfast(s) @ $ _____ = $ 0.00

  2 Lunch(s) @ $ 14.00 = $ 28.00

  _____ Dinner(s) @ $ _____ = $ 0.00

- Additional Expenses (taxi, parking, etc.):

  Please list: _____ = $ _____

- Lodging (Estimated number of nights): _____ = $ _____

- Registration (Estimated cost): _____ = $ _____

Total Cost Estimate: = $ 28.00

Department Head designated mileage rate: $ /per mile

Department Head Signature

7-09-2020

Date

Rae Lynn Maher

From: EventSmart.com <orders@eventsmart.com>
Sent: Thursday, July 9, 2020 2:26 PM
To: Rae Lynn Maher
Subject: Your Event Registration Details

SOUTH DAKOTA OFFICE OF EMERGENCY MANAGEMENT

Hello, Rae:

Here's a copy of your registration details!

Event: G0386: Mass Fatalities Incident Response--Watertown
Venue: Fire Station #2 - Watertown **(Watertown, South Dakota)**

Registration:

Rae Maher

- **Registration Code:** 5748-172-1-c201
- **Tickets:**
-

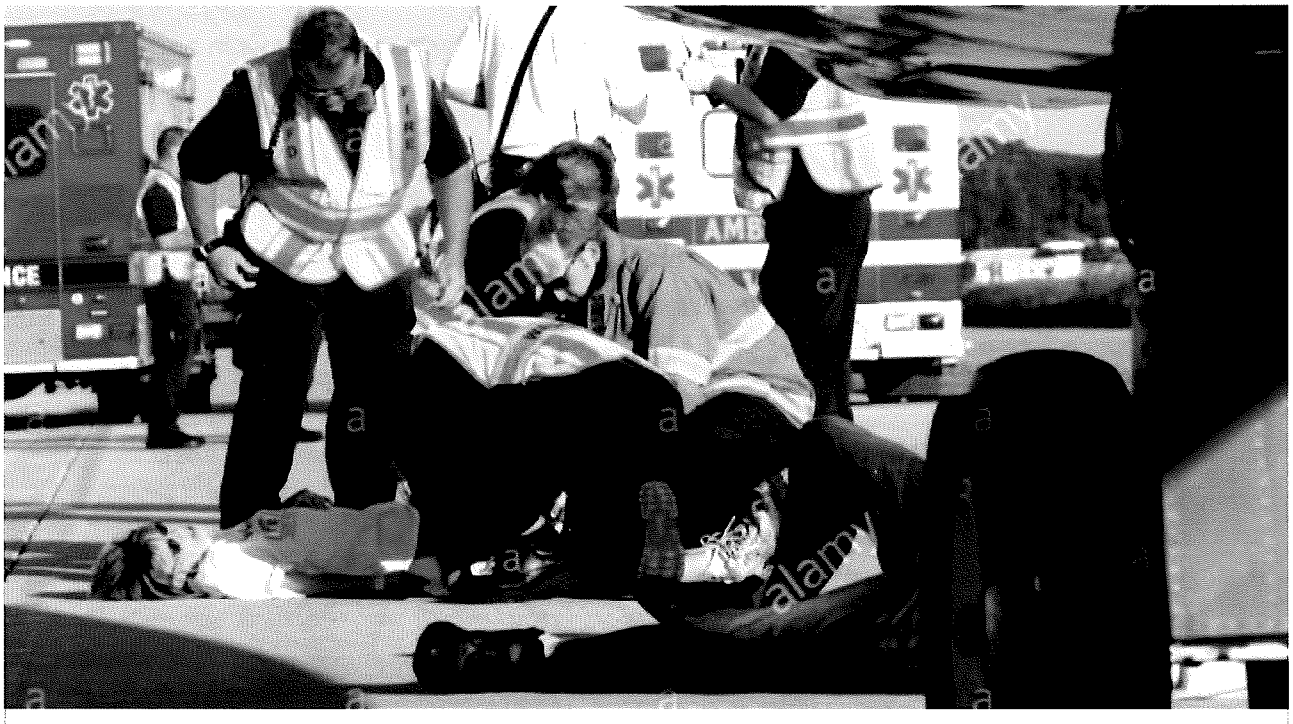
- **G0386: Mass Fatalities Incident Response--Watertown**
- Dates/Times:
  - July 21, 2020 8:30 am - July 22, 2020 5:00 pm

Questions & Answers

- **Question:** Is your position EMPG or LEMPG funded?
- **Answer:** No
- **Question:** Job title
- **Answer:** Office Manager
- **Question:** Company/Organization
- **Answer:** Brookings County
- **Question:** Supervisor Name
- **Answer:** Robert Hill
- **Question:** Supervisor Phone Number
- **Answer:** 605-692-5212
- **Question:** Providing false information to gain access to any training may result in denial of access to any future trainings. Do you understand?
- **Answer:** Yes

- **Venue »**

-
- Fire Station #2 - Watertown
- 500 Golf Course Road



G0386: Mass Fatalities Incident Response –Watertown

July 21, 2020 8:30 am (https://sdoem.eventsmart.com/events/g0386-mass-fatalities-incident-response-watertown/)

G0386: Mass Fatalities Incident Response--Watertown

REGISTER NOW

Online event registration and ticketing powered by Event Smart (https://eventsmart.com/?utm_source=eventsmart&utm_medium=web&utm_campaign=powered_by_event_smart&utm_content=link)

July 21, 2020 - July 22, 2020

8:30 am - 5:00 pm

G386 Mass Fatalities Incident Response

Tuesday July 21st – Wednesday July 22nd, 2020 (2-day course)

Watertown, 8:30 am – 5:00 pm

This course prepares state and local response personnel and other responsible agencies and professionals to handle mass fatalities effectively and to work with the survivors in an emergency or disaster.

This course covers incident management; mass fatalities; planning before and operations during an incident; establishing the morgue; family assistance support operations; and assistance from the Federal government. The course concludes with a tabletop exercise. Participants will learn to identify the characteristics of a mass fatality incident and identify the roles and responsibilities of key personnel in the incident. In addition, the instructor will describe the steps required to respond to a mass fatalities incident, including catastrophic numbers of fatalities and contaminated remains, and help participants determine their jurisdiction's preparedness for a mass fatalities event.

Course Objectives

- Describe the critical operational activities:
  - Notification
  - Staging
  - Search and recovery
  - Morgue operations
  - Media relations
  - Family assistance
- Explain how the Family Assistance Center is used to support families and to aid identification of the deceased.
- Identify the requirements to ensure that the psychological needs of morgue personnel are addressed.
- Recognize the importance of Critical Incident Stress Debriefings for responders at a mass fatalities incident.
- Identify the resources that are available during a mass fatalities incident and describe their roles and responsibilities.
- Apply the principles of ICS to a simulated incident.

Audience: Personnel who may have responsibility for the recovery, handling, identification, and return of remains following a mass fatalities incident, to include first responders and emergency mangers.

*****This course counts towards FEMA's Advanced Professional Series (APS)*****

*****This course has been approved for 15 hours of EMS Training*****

Venue Information: You will receive specific **training location information** via **e-mail** when you have been approved to attend this course by the administrator. Please allow for up to 48 hours for this to occur.

To receive credit for training you must be present for the entire course.

LEAVE A REPLY

Your email address will not be published. Required fields are marked *

Comment

Name *

Email *

Website

☐

Save my name, email, and website in this browser for the next time I comment.

POST COMMENT

Search...

Personnel Action Notice Summary

Commission Meeting: July 21, 2020

Employee Name:	Greg Enz				
Department:	Sheriff		**Position:**	Correctional Officer	
Effective Date:	04/01/2020		**Salary/Wage:**	$	22.80
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Keanu Phumipraphat				
Department:	Weed & Pest		**Position:**	ATV Driver	
Effective Date:	06/24/2020		**Salary/Wage:**	$	15.87
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Paul Ness				
Department:	Highway		**Position:**	Equipment Operator	
Effective Date:	07/01/2020		**Salary/Wage:**	$	21.06
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Samantha Williams				
Department:	Sheriff		**Position:**	Correctional Officer	
Effective Date:	07/03/2020		**Salary/Wage:**	$	18.70
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Personnel Action Notice Summary

Commission Meeting: July 21, 2020

Employee Name:	Andrew Erickson				
Department:	Sheriff		**Position:**	Correctional Officer	
Effective Date:	07/04/2020		**Salary/Wage:**	$	19.08
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Faith VanMeveren				
Department:	Sheriff		**Position:**	Correctional Officer	
Effective Date:	07/07/2020		**Salary/Wage:**	$	18.34
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Cameron Smith				
Department:	Highway		**Position:**	Equipment Operator	
Effective Date:	07/20/2020		**Salary/Wage:**	$	18.34
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Mitchell Lang				
Department:	Highway		**Position:**	Equipment Operator	
Effective Date:	08/01/2020		**Salary/Wage:**	$	19.46
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Personnel Action Notice Summary

Commission Meeting: July 21, 2020

Employee Name:	Alex Steufen				
Department:	Highway		**Position:**	Equipment Operator	
Effective Date:	08/01/2020		**Salary/Wage:**	$ 18.70	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Sally Tolley				
Department:	Community Health		**Position:**	Administrative Assistant	
Effective Date:	08/01/2020		**Salary/Wage:**	$ 19.59	
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

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

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

For Commission Use Only

Date Submitted to Board of County Commissioners: July 21, 2020

Reference #: 20-067

Request: Rent

Amount: $ 600.00

Recommendation of County Assistance Officer: Approved Rent/Past Due Eviction Status

Reference #: 19-112

Request: Medical

Amount: $ 77,676.76

Recommendation of County Assistance Officer: Approved Medical

Reference #: 20-0

Request:

Amount:

Recommendation of County Assistance Officer:

Reference #: 20-0

Request:

Amount:

Recommendation of County Assistance Officer:

Reference #: 20-0

Request:

Amount:

Recommendation of County Assistance Officer:

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22688	ANTHONY DEMPEWOLF	I-202007136925	101-3-3422500	JAIL COSTS REIMBURSEMENT		425.00
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	425.00

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202007136902	101-4-111-4230	PUBLICATIONS		949.37
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-111-4267	JULY CHARGES		6.95
01-12261	OFFICE PEEPS INC	I-202007146972	101-4-111-4260	CHAIRS FOR COMM OFFIC/SUPPLIE		594.28
01-12503	QUALIFIED PRESORT SERVI	I-202007146982	101-4-111-4267	WORK FROM 6/1-6/30		54.38
01-13254	UPS STORE	I-202007147011	101-4-111-4267	SHIPPING/SALES TAX		12.48
01-22073	RFD NEWSPAPERS INC	I-202007146989	101-4-111-4230	PUBLICATIONS		2,272.38
01-22184	SCHAFFER LAW OFFICE, PR	I-202007146995	101-4-111-4220	6/4-6/26		1,734.05

DEPARTMENT 111 COMMISSIONERS TOTAL: 5,623.89

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 101 GENERAL FUND
DEPARTMENT: 120 ELECTIONS BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10924	ELECTION SYSTEMS & SOFT	I-202007136929	101-4-120-4222	ACTIVATION CARDS		464.80
				DEPARTMENT 120 ELECTIONS	TOTAL:	464.80

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 101 GENERAL FUND
DEPARTMENT: 130 JUDICIAL SYSTEM BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10336	BREMMON, CARMEN	I-202007136888	101-4-130-4290	COURT TRANSLATION SERVICES		1,550.00
01-10390	BROOKINGS HEALTH SYSTEM	I-202007136891	101-4-130-4230	JULY BLOODY ALCOHOL TESTING		4,634.00
01-10390	BROOKINGS HEALTH SYSTEM	I-202007136892	101-4-130-4290	SANE KITS		1,551.75
01-11300	PATRICIA J HARTSEL	I-202007136943	101-4-130-4226	TRANSCRIPTS		53.20
01-11806	LINCOLN COUNTY SHERIFF	I-202007146956	101-4-130-4290	SERVICE OF CIVIL PAPERS		50.00
01-12179	NANCY J NELSON	I-202007146964	101-4-130-4222	CAA JUV20-34		591.70
01-13262	VANDENBERG LAW	I-202007147014	101-4-130-4222	CAA CRI20-198		1,091.25
01-13262	VANDENBERG LAW	I-202007147015	101-4-130-4222	CAA CRI20-93		824.50
01-13370	THOMSON REUTERS - WEST	I-202007147007	101-4-130-4340	INFORMATION CHARGES		360.50
01-17926	TIM HOGAN	I-202007136945	101-4-130-4222	CAA CRI20-26		2,240.05
01-19572	ARAGON, MARTHA A	I-202007136879	101-4-130-4290	TRANSLATION SERVICES		187.50
01-19694	REED T MAHLKE	I-202007146959	101-4-130-4222	CAA CRI20-90		611.10
01-20548	COMPASS COUNSELING & AS	I-202007136912	101-4-130-4290	PSYCHOSEXUAL ASSESSMENT		1,800.00
01-20985	FITE, PIERCE & RONNING	I-202007136935	101-4-130-4222	CAA IVC20-1		174.60
01-22039	JENNIFER GOLDAMMER	I-202007136940	101-4-130-4222	CAA CRI20-55		126.10
01-22039	JENNIFER GOLDAMMER	I-202007136941	101-4-130-4222	CAA CRI20-109		582.00
01-22039	JENNIFER GOLDAMMER	I-202007136942	101-4-130-4222	CAA CRI20-172		766.30
01-22522	TEREE A NESVOLD	I-202007146965	101-4-130-4222	CAA CRI20-136		1,338.60

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 18,533.15

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 101 GENERAL FUND
DEPARTMENT: 143 FINANCE OFFICE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10091	AMERICAN STAMP & MARKIN	I-202007136878	101-4-143-4260	SELF INKING STAMP		33.43
01-19277	ALLEGRA PRINT & IMAGING	I-202007136876	101-4-143-4260	ENVELOPES		244.30
				DEPARTMENT 143 FINANCE OFFICE	TOTAL:	277.73

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 101 GENERAL FUND
DEPARTMENT: 151 STATES ATTORNEY BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202007146975	101-4-151-4260	PAPER AND PENS		56.36
01-13370	THOMSON REUTERS - WEST	I-202007147023	101-4-151-4260	WEST INFORMATION CHARGES		1,005.83
01-19603	MEDIACOM LLC	I-202007146962	101-4-151-4260	JULY LAW SERVICE INTERNET		160.57
01-22692	SD TRIAL LAWYERS ASSOCI	I-202007147003	101-4-151-4220	MEMBERSHIP 2020-2021		100.00

DEPARTMENT 151 STATES ATTORNEY TOTAL: 1,322.76

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202007136894	101-4-161-4280	FIRE ALARM/ELEV PHONE/FIN/EME		1,169.00
01-10354	BROOKINGS CITY UTILITIE	I-202007136898	101-4-161-4280	COURTHOUSE/1921BLDG/COMM HEAL		2,283.56
01-10354	BROOKINGS CITY UTILITIE	I-202007136898	101-4-161-4282	COURTHOUSE/1921BLDG/COMM HEAL		36.04
01-10354	BROOKINGS CITY UTILITIE	I-202007136898	101-4-161-4283	COURTHOUSE/1921BLDG/COMM HEAL		207.80
01-10670	COOK'S WASTEPAPER & REC	I-202007136918	101-4-161-4250	COURTHOUSE&BCOAC SERVICE		274.92
01-11078	FOERSTER DISTRIBUTING	I-202007136936	101-4-161-4260	ITEMS FOR COURTHOUSE		68.95
01-12236	NORTHWESTERN ENERGY	I-202007146967	101-4-161-4280	NATURAL GAS USAGE		10.00
01-12236	NORTHWESTERN ENERGY	I-202007146969	101-4-161-4280	JUNE/JULY STATEMENT		78.13
01-20143	CITY OF BROOKINGS	I-202007136911	101-4-161-4243	JULY BILLS		22,441.07
01-22407	ROLLING THUNDER - CHAPT	I-202007146991	101-4-161-4243	POW/MIA FLAGS		190.00
01-22431	RAZORS EDGE GROUNDS KEE	I-202007146983	101-4-161-4250	GROUNDS MAINTENANCE		1,550.00

DEPARTMENT 161 COUNTY BUILDING TOTAL: 28,309.47

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202007136874	101-4-162-4260	COPIER CONTRACT		68.81
				DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:		68.81

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 172 HUMAN RESOURCES BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202007146972	101-4-172-4260	CHAIRS FOR COMM OFFIC/SUPPLIE		501.22
01-13328	WALMART COMMUNITY	I-202007147025	101-4-172-4260	CLASS SUPPLIES/SAFETY MEETING		108.39
01-19570	HUNGERFORD CHIROPRACTIC	I-202007136914	101-4-172-4220	INSTANT DRUG TESTING		180.00
01-22292	605 CUSTOM DESIGN LLC	I-202007136870	101-4-172-4260	COUNTY JACKETS & SHIRTS		41.00
01-22588	INFO CUBIC LLC	I-202007136949	101-4-172-4220	BACKGROUND CHECKS		905.00

DEPARTMENT 172 HUMAN RESOURCES TOTAL: 1,735.61

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10047	AGFIRST FARMERS COOP	I-202007136875	101-4-211-4251	PATROL CAR MAINTENANCE		38.72
01-10153	AURORA AUTO BODY & GLAS	I-202007136881	101-4-211-4265	PATROL VEHICLE FUEL		523.58
01-10354	BROOKINGS CITY UTILITIE	I-202007136893	101-4-211-4280	INV 2792329		30.00
01-10918	EINSPAHR AUTO PLAZA	I-202007136928	101-4-211-4251	PATROL VEHICLE MAINT		48.55
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-211-4265	JULY CHARGES		1,995.06
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-211-4250	JULY CHARGES		5.00
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-211-4260	JULY CHARGES		76.44
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-211-4220	JULY CHARGES		13.83
01-12666	RUNNING'S SUPPLY INC	I-202007146992	101-4-211-4260	K9 SUPPLIES		255.27
01-18134	WALBURG, DUANE	I-202007147017	101-4-211-4221	ANIMAL CONTROL MILEAGE		115.92
01-20016	HOMETOWN SERVICE & TIRE	I-202007136946	101-4-211-4251	TIRES/ALIGNMENT		685.63
01-20466	AT&T MOBILITY	I-202007136880	101-4-211-4280	JULY BILL		400.40
01-22080	HEARTLAND VETERINARY CL	I-202007136944	101-4-211-4220	ANNUAL WELLNESS		210.72
01-22471	RC FIRST AID	I-202007146985	101-4-211-4260	PATROL FIRST AID KIT		130.00

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 4,529.12

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10272	BOB BARKER COMPANY	I-202007136885	101-4-212-4260	MISC JAIL SUPPLIES		5.77
01-10354	BROOKINGS CITY UTILITIE	I-202007136899	101-4-212-4280	DETENTION UTILITIES		2,312.53
01-10670	COOK'S WASTEPAPER & REC	I-202007136920	101-4-212-4280	DETENTION SERVICES		273.70
01-10895	ECOLAB PEST ELIMINATION	I-202007136927	101-4-212-4250	PEST CONTROL-JAIL		87.87
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-212-4260	JULY CHARGES		263.00
01-11038	FIRST BANK & TRUST	I-202007136934	101-4-212-4265	JULY CHARGES		98.50
01-11078	FOERSTER DISTRIBUTING	I-202007136937	101-4-212-4260	JANITORIAL JAIL SUPPLIES		353.00
01-11790	LEWIS DRUG STORE	I-202007146954	101-4-212-4262	JUNE BILL		393.84
01-11790	LEWIS DRUG STORE	I-202007146954	101-4-212-4261	JUNE BILL		115.94
01-12236	NORTHWESTERN ENERGY	I-202007146969	101-4-212-4280	JUNE/JULY STATEMENT		26.05
01-12386	PHEASANTLAND INDUSTRIES	I-202007146979	101-4-212-4260	JAIL COVID SUPPLIES		297.21
01-12567	RELIANCE TELEPHONE	I-202007146987	101-4-212-4281	PHONE CARD TRANSACTION		200.00
01-21803	BUHLS OF BROOKINGS CLEA	I-202007136903	101-4-212-4250	JAIL SUPPLIES		81.80
01-22002	PROCHEM DYNAMICS LLC	I-202007146980	101-4-212-4260	CLEANING SUPPLIES		302.47
01-22002	PROCHEM DYNAMICS LLC	I-202007146981	101-4-212-4260	GLOVES		492.17
01-22141	SATELLITE TRACKING OF P	I-202007146994	101-4-212-4273	BLUTAG ACTIVE		1,485.25
01-22530	WATER WORKS LLC	I-202007147018	101-4-212-4250	SERVICE CALL		94.76

DEPARTMENT 212 COUNTY JAIL TOTAL: 6,883.86

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202007146972	101-4-411-4272	CHAIRS FOR COMM OFFIC/SUPPLIE		11.97
01-19209	AVERA HEART HOSPITAL OF	I-202007136883	101-4-411-4241	MEDICAL RATES		77,676.76
01-22690	IVAN REDINGER	I-202007146986	101-4-411-4251	RENT		600.00

DEPARTMENT 411 WELFARE TOTAL: 78,288.73

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 101 GENERAL FUND
DEPARTMENT: 421 COMMUNITY HEALTH NURSE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202007136872	101-4-421-4250	COPIER CONTRACT		50.75
01-12123	NU-TECH ENVIRONMENTAL	I-202007147026	101-4-421-4250	CARPET CLEANING		95.00
01-12261	OFFICE PEEPS INC	I-202007146972	101-4-421-4350	CHAIRS FOR COMM OFFIC/SUPPLIE		60.00

DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL: 205.75

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13441	YANKTON COUNTY SHERIFF	I-202007147021	101-4-441-4270	SERVICE OF PROCESS		50.00
01-13442	YANKTON COUNTY TREASURE	I-202007147024	101-4-441-4220	MENTAL ILLNESS CHARGES		98.25
01-21581	DEAN SCHAEFER COURT REP	I-202007136924	101-4-441-4290	MI HEARINGS COURT REPORTING		69.00
				DEPARTMENT 441 BEHAVIORAL HEALTH	TOTAL:	217.25

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 528 BCOAC BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202007136896	101-4-528-4280	BCOAC IRRIGATION		2,239.12
01-10541	CENTURY BUSINESS PRODUC	I-202007136908	101-4-528-4220	COPIER CONTRACT		143.54
01-10670	COOK'S WASTEPAPER & REC	I-202007136918	101-4-528-4280	COURTHOUSE&BCOAC SERVICE		107.12
01-11498	INTERSTATE TELECOM. COO	I-202007146950	101-4-528-4280	BCOAC PHONES, DOMAIN, ADVERTI		181.30
01-11827	LOWE'S	I-202007146958	101-4-528-4250	PARTS FOR HVAC		5.64
01-13328	WALMART COMMUNITY	I-202007147025	101-4-528-4260	CLASS SUPPLIES/SAFETY MEETING		136.08
01-21377	SAFE-N-SECURE	I-202007146993	101-4-528-4250	NEW COMMUNICATOR FOR MONITOR		431.66
01-21803	BUHLS OF BROOKINGS CLEA	I-202007136904	101-4-528-4220	DUST MOPS/RUGS		96.65
01-22221	ALPHAMEDIA USA LLC	I-202007136877	101-4-528-4230	SALES BLITZ PACKAGE		420.00
01-22365	SOUTHPAW DEFENSE	I-202007147004	101-4-528-4220	SD CONCEALED CARRY		400.00
01-22431	RAZORS EDGE GROUNDS KEE	I-202007146984	101-4-528-4250	MOW		680.00
01-22459	JACKRABBIT SPORTS PROPE	I-202007146951	101-4-528-4230	SPONSORSHIP		1,000.00
01-22569	INFINITE WELDING AND MA	I-202007136948	101-4-528-4250	FIX MAILBOX		22.82
01-22689	FULL COMPASS SYSTEMS, L	I-202007136939	101-4-528-4340	PORTABLE SOUND SYSTEM		1,607.60
01-22691	ROGERS WAREHOUSE	I-202007146990	101-4-528-4260	AMMO FOR THE RANGE		569.98

DEPARTMENT 528 BCOAC TOTAL: 8,041.51

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 611 COUNTY EXTENSION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10670	COOK'S WASTEPAPER & REC	I-202007136921	101-4-611-4280	SINGLE STREAM SERVICE		7.50
01-11498	INTERSTATE TELECOM. COO	I-202007146950	101-4-611-4280	BCOAC PHONES, DOMAIN, ADVERTI		189.90
01-12145	NATIONAL 4-H COUNCIL -	I-202007146963	101-4-611-4292	4-H EVENT MATERIALS AND MERCH		183.70
01-12261	OFFICE PEEPS INC	I-202007146971	101-4-611-4260	ENVELOPES		32.25
01-12261	OFFICE PEEPS INC	I-202007146974	101-4-611-4260	DIVIDER TABS/MARKERS		32.78
01-19152	DAKOTA DATA SHRED	I-202007136922	101-4-611-4280	EQUIPMENT RENTAL		16.00

DEPARTMENT 611 COUNTY EXTENSION TOTAL: 462.13

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202007136895	101-4-615-4280	TELEPHONE & INTERNET SERVICES		34.42
01-10354	BROOKINGS CITY UTILITIE	I-202007136900	101-4-615-4260	WATER FOR TRUCK SHED		187.80
01-10508	CARQUEST AUTO	I-202007136907	101-4-615-4260	SUPPLIES		39.37
01-10756	DALE'S ALIGNMENT	I-202007136923	101-4-615-4250	REPAIRS AND TIRES ON TRAILER		800.27
01-11719	L&L AUTO & TRUCK PARTS	I-202007146953	101-4-615-4260	BREAK LINE HOSE		9.99
01-12236	NORTHWESTERN ENERGY	I-202007146970	101-4-615-4260	HEAT FOR TRUCK SHED		10.00
01-13089	STURDEVANT'S AUTO PARTS	I-202007147006	101-4-615-4260	SOLENOID/PARTS		34.79
01-13266	VAN DIEST SUPPLY COMPAN	I-202007147016	101-4-615-4260	BIOMIST		375.00

DEPARTMENT 615 WEED CONTROL TOTAL: 1,491.64

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202007136901	101-4-711-4230	PUBLICATIONS		166.71
01-21502	STEVEN UST	I-202007147012	101-4-711-4221	INSPECTIONS		600.00
01-21502	STEVEN UST	I-202007147013	101-4-711-4221	INSPECTIONS		900.00
01-22073	RFD NEWSPAPERS INC	I-202007146988	101-4-711-4230	PUBLICATIONS		120.40
01-22353	CHAD FORD	I-202007136938	101-4-711-4270	ZONING MEETING MILEAGE		102.84

DEPARTMENT 711 PLANNING & ZONING TOTAL: 1,889.95

FUND 101 GENERAL FUND TOTAL: 158,771.16

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 201 ROAD & BRIDGE FUND
DEPARTMENT: 311 HIGHWAY ADMINISTRATION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202007136871	201-4-311-4250	COPIER CONTRACT		138.99
01-10204	BANNER ASSOCIATES	I-202007136884	201-4-311-4220	DESIGN, BIDDING, CONSTUCTION		7,588.00
01-10307	BOWES CONSTRUCTION	I-202007136887	201-4-311-4260	ASPHALT/BASECOURSE		17,701.73
01-10354	BROOKINGS CITY UTILITIE	I-202007136897	201-4-311-4280	WATER/SEWER/ELECTRIC/TELEPHON		942.81
01-10372	BROOKINGS-DEUEL RWS	I-202007136890	201-4-311-4280	WATER @ BRUCE SHOP		20.00
01-10457	BUTLER MACHINERY CO	I-202007136905	201-4-311-4260	KIT LINING/PARTS		426.28
01-10508	CARQUEST AUTO	I-202007136906	201-4-311-4260	SUPPLIES		1,230.34
01-10664	CONCRETE MATERIALS INC	I-202007136913	201-4-311-4260	PEA ROCK		12,596.35
01-10664	CONCRETE MATERIALS INC	I-202007136915	201-4-311-4260	PEA ROCK		8,346.67
01-10670	COOK'S WASTEPAPER & REC	I-202007136917	201-4-311-4250	HIGHWAY SERVICES		169.24
01-10815	DIAMOND MOWERS INC	I-202007136926	201-4-311-4260	PARTS		2,941.72
01-10984	L.G. EVERIST INC	I-202007146955	201-4-311-4260	QUARTZITE		13,420.98
01-11215	NORTH CENTRAL INTERNATI	I-202007146966	201-4-311-4260	O RING AND SEAL		97.25
01-11719	L&L AUTO & TRUCK PARTS	I-202007146952	201-4-311-4260	REPAIR PARTS		575.68
01-11827	LOWE'S	I-202007146957	201-4-311-4260	FLATFREE SHOP		56.96
01-11909	MARTIN OIL COMPANY	I-202007146960	201-4-311-4260	MOBILE GREASE/DIESEL		225.00
01-11909	MARTIN OIL COMPANY	I-202007146960	201-4-311-4265	MOBILE GREASE/DIESEL		347.19
01-11909	MARTIN OIL COMPANY	I-202007146961	201-4-311-4260	MOBILE GREASE/DIESEL		225.00
01-11909	MARTIN OIL COMPANY	I-202007146961	201-4-311-4265	MOBILE GREASE/DIESEL		217.68
01-12236	NORTHWESTERN ENERGY	I-202007146968	201-4-311-4280	TRUCK SHOP/HIGHWAY SHOP		20.88
01-12261	OFFICE PEEPS INC	I-202007146973	201-4-311-4260	NOTE PADS/DISPENSER/CLIPBOARD		73.13
01-12309	OUTLAW GRAPHICS	I-202007146977	201-4-311-4260	GRAPHIC		89.00
01-12898	TOWN OF SINAI	I-202007147008	201-4-311-4280	SEWER/GARBAGE		64.00
01-12909	SIOUX EQUIPMENT	I-202007146997	201-4-311-4250	REPAIR DIESEL TANK		249.50
01-12917	SIOUX VALLEY ENERGY	I-202007146999	201-4-311-4280	ELECTRIC		260.00
01-12922	SIOUX FALLS KENWORTH IN	I-202007146998	201-4-311-4260	PLUG-GAUGE		139.68
01-13089	STURDEVANT'S AUTO PARTS	I-202007147005	201-4-311-4260	PARTS/TEMP CONTROL		403.32
01-13319	WW TIRE SERVICE INC	I-202007147020	201-4-311-4250	REPAIR FLAT		114.50
01-13375	WHEELCO TRUCK & TRAILER	I-202007147019	201-4-311-4260	PARTS/MATERIALS		2,790.06
01-19708	BOBCAT OF BROOKINGS	I-202007136886	201-4-311-4260	BROOM		231.00
01-20512	CHS	I-202007136909	201-4-311-4265	DIESEL-BKGS/WHITE/SINAI/BRUCE		6,791.81
01-20513	INTERSTATE POWER SYSTEM	I-202007147022	201-4-311-4250	REPAIR		6,697.70
01-20711	I STATE TRUCK CENTER	I-202007136947	201-4-311-4260	SCOTSEAL/GASKET		47.78
01-21588	ONE SOURCE	I-202007146976	201-4-311-4260	HAND SANITIZER		51.98
01-22301	TRANSOURCE	I-202007147009	201-4-311-4260	REPAIR PARTS/HOOD		5,621.41
01-22342	CINTAS CORPORATION	I-202007136910	201-4-311-4250	SUPPLIES/PARTS		170.56

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 91,084.18

FUND 201 ROAD & BRIDGE FUND TOTAL: 91,084.18

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 248 24/7 PROGRAM

DEPARTMENT: 212 24/7 PROGRAM BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-21649	PHARMCHEM INC	I-202007146978	248-4-212-4260	SWEAT PATCH ANALYSIS		57.10
				DEPARTMENT 212 24/7 PROGRAM	TOTAL:	57.10
				FUND 248 24/7 PROGRAM	TOTAL:	57.10

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 250 ROD RELIEF FUND
DEPARTMENT: 163 ROD Relief Fund BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202007136873	250-4-163-4250	COPIER CONTRACT		54.79
01-19128	EXECUTIVE MGMT FINANCE	I-202007136932	250-4-163-4260	MICROFILM DOCUMENTS		1,432.05
				DEPARTMENT 163 ROD Relief Fund	TOTAL:	1,486.84
				FUND 250 ROD RELIEF FUND	TOTAL:	1,486.84

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 735 DELINQUENT TAXES
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10367	BROOKINGS COUNTY FINANC	I-202007136889	735-2-2090000	DELINQUENT TAXES		335.70
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	335.70
				FUND 735 DELINQUENT TAXES	TOTAL:	335.70

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID

PACKET: 02308 7/21/2020 CLAIMS

FUND : 768 STATEWIDE 24/7 SOBRIETY

DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-21563	SD ATTORNEY GENERAL'S O	I-202007147000	768-2-2091000	24/7 SOBRIETY PROGRAM		2,929.00
01-21563	SD ATTORNEY GENERAL'S O	I-202007147001	768-2-2092000	24/7 SOBRIETY PROGRAM		728.00
01-21563	SD ATTORNEY GENERAL'S O	I-202007147002	768-2-2090000	24/7 SOBRIETY PROGRAM		359.00

DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL: 4,016.00

FUND 768 STATEWIDE 24/7 SOBRIET TOTAL: 4,016.00

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 770 TAX SALE REDEMPTION
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22448	EMPIRE INVESTMENTS LLC	I-202007136930	770-2-2090000	CERT#19-185 XXX RED#1526		3,424.95
01-22448	EMPIRE INVESTMENTS LLC	I-202007136931	770-2-2090000	CERT#19-17 XX RED#1525		2,650.55
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	6,075.50
				FUND 770 TAX SALE REDEMPTION	TOTAL:	6,075.50

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02308 7/21/2020 CLAIMS
FUND : 775 ROD Relief Flow-Thru Fund
DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12747	SDACO	I-202007146996	775-2-2090000	MODERNIZATION&PRESERVATION RE		1,524.00
				DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL:		1,524.00
				FUND 775 ROD Relief Flow-Thru F TOTAL:		1,524.00
				REPORT GRA TOTAL:		263,350.48

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2020	101-3-3422500	JAIL COST REIMB*NON-EXPENS	425.00	48,000-	20,222.92-				
	101-4-111-4220	PROFESSIONAL SERV. & FEES	1,734.05	45,000	18,096.85				
	101-4-111-4230	PUBLISHING	3,221.75	40,000	21,764.24				
	101-4-111-4260	SUPPLIES & MATERIALS	594.28	4,000	2,269.30				
	101-4-111-4267	POSTAGE	73.81	32,500	3,710.06				
	101-4-120-4222	DATA PROCESSING/SOFTWARE	464.80	30,000	29,535.20				
	101-4-130-4222	ADULT DEFENSE	8,346.20	525,000	208,768.43				
	101-4-130-4226	TRANSCRIPTS (NON)	53.20	9,000	5,989.00				
	101-4-130-4230	BLOOD TESTS	4,634.00	95,000	44,393.38				
	101-4-130-4290	COURT CASE EXPENSE	5,139.25	40,000	22,180.50				
	101-4-130-4340	LAW LIBRARY	360.50	20,000	18,011.00				
	101-4-143-4260	SUPPLIES & MATERIALS	277.73	15,000	7,374.38				
	101-4-151-4220	PROFESSIONAL SERV. & FEES	100.00	3,500	1,591.00				
	101-4-151-4260	SUPPLIES & MATERIALS	1,222.76	30,000	17,109.76				
	101-4-161-4243	ADMIN BUILDING OPERATION E	22,631.07	200,000	133,554.63				
	101-4-161-4250	REPAIRS AND MAINTENANCE	1,824.92	90,000	46,082.11				
	101-4-161-4260	SUPPLIES & MATERIALS	68.95	6,000	3,558.21				
	101-4-161-4280	UTILITIES/COURTHOUSE	3,540.69	53,000	30,562.17				
	101-4-161-4282	UTILITIES/1921 BLDG.	36.04	725	308.40				
	101-4-161-4283	UTILITIES/COMM. HEALTH	207.80	3,000	1,384.60				
	101-4-162-4260	SUPPLIES &N MATERIALS	68.81	8,500	5,527.34				
	101-4-172-4220	PROFESSIONAL SERVICES	1,085.00	18,000	3,626.90				
	101-4-172-4260	SUPPLIES & MATERIALS	650.61	1,000	387.21-	Y			
	101-4-211-4220	PROFESSIONAL SERV. & FEES	224.55	6,000	3,067.87				
	101-4-211-4221	ANIMAL CONTROL	115.92	5,000	3,983.02				
	101-4-211-4250	BUILDING MAINTENANCE	5.00	42,000	21,857.09				
	101-4-211-4251	VEHICLE MAINTENANCE	772.90	0	772.90-	Y			
	101-4-211-4260	SUPPLIES & MATERIALS	461.71	20,000	16,839.45				
	101-4-211-4265	FUEL/GASOLINE	2,518.64	52,000	35,160.75				
	101-4-211-4280	UTILITIES	430.40	20,000	7,494.67				
	101-4-212-4250	BUILDING MAINTENANCE	264.43	40,000	25,883.68				
	101-4-212-4260	SUPPLIES & MATERIALS	1,713.62	45,000	9,385.87				
	101-4-212-4261	MEDICAL (PRISONERS)	115.94	3,000	2,191.53				
	101-4-212-4262	MEDICINE/RX	393.84	24,000	18,625.60				
	101-4-212-4265	FUEL/GASOLINE	98.50	12,000	9,227.37				
	101-4-212-4273	ELECTRONIC MONITOR	1,485.25	12,000	4,596.50				
	101-4-212-4280	UTILITIES	2,612.28	42,000	22,742.89				
	101-4-212-4281	INMATE/TELEPHONE	200.00	15,000	6,500.00				
	101-4-411-4241	IN-PATIENT	77,676.76	50,000	27,676.76-	Y			
	101-4-411-4251	RENT	600.00	30,000	18,448.00				
	101-4-411-4272	SUPPLIES & MATERIALS	11.97	1,000	958.10				
	101-4-421-4250	REPAIRS AND MAINTENANCE	145.75	1,101	641.12				
	101-4-421-4350	FURNITURES AND MINOR EQUIP	60.00	7,000	6,262.00				
	101-4-441-4220	PROFESSIONAL SERV. & FEES	98.25	50,000	24,284.28				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
	101-4-441-4270	TRAVEL	50.00	1,200	650.00				
	101-4-441-4290	CRT APPORT. ATT'Y/M.I.	69.00	20,000	16,790.27				
	101-4-528-4220	PROFESSIONAL SERV & FEES	640.19	4,500	568.67				
	101-4-528-4230	PUBLISHING	1,420.00	20,000	7,471.42				
	101-4-528-4250	REPAIR & MAINT	1,140.12	45,000	33,726.58				
	101-4-528-4260	SUPPLIES & MATERIALS	706.06	35,000	26,039.92				
	101-4-528-4280	UTILITIES	2,527.54	40,000	23,244.05				
	101-4-528-4340	MACHINERY & MINOR EQUIPMEN	1,607.60	5,000	1,840.40				
	101-4-611-4260	SUPPLIES & MATERIALS	65.03	11,000	7,508.23				
	101-4-611-4280	UTILITIES	213.40	3,500	2,041.50				
	101-4-611-4292	4-H EVENTS & LIT.	183.70	8,250	6,749.59				
	101-4-615-4250	REPAIRS AND MAINTENANCE	800.27	17,500	15,932.67				
	101-4-615-4260	SUPPLIES & MATERIALS	656.95	60,000	30,614.04				
	101-4-615-4280	TELEPHONE	34.42	2,500	1,678.48				
	101-4-711-4221	INSPECTION FEES	1,500.00	20,430	10,630.00				
	101-4-711-4230	PUBLISHING	287.11	2,300	952.35				
	101-4-711-4270	TRAVEL & CONFERENCE	102.84	7,300	6,694.83				
	201-4-311-4220	PROFESSIONAL SERVICES	7,588.00	250,000	179,887.33				
	201-4-311-4250	REPAIRS & MAINT.	7,540.49	2,000,000	1402,839.56				
	201-4-311-4260	SUPPLIES & MATERIALS	67,291.32	1,100,000	592,959.01				
	201-4-311-4265	FUEL/GASOLINE	7,356.68	200,000	128,525.91				
	201-4-311-4280	UTILITIES	1,307.69	30,000	13,236.20				
	248-4-212-4260	SUPPLIES & MATERIALS	57.10	30,000	28,714.79				
	250-4-163-4250	REPAIRS & MAINTENANCE	54.79	2,500	1,662.45				
	250-4-163-4260	SUPPLIES	1,432.05	7,000	2,350.89				
	735-2-2090000	AM'T HELD FOR DEL. TAXES	335.70						
	768-2-2090000	AM'T HELD FOR STATEWIDE 2	359.00						
	768-2-2091000	AM'T HELD FOR 24/7 SCRAM F	2,929.00						
	768-2-2092000	AMT HELD FOR 24/7 RBT FEES	728.00						
	770-2-2090000	DUE TO CERTIFICATE HOLDER	6,075.50						
	775-2-2090000	Amt Held for ROD Relief Fu	1,524.00						
		** 2020 YEAR TOTALS	263,350.48						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	425.00
101-111	COMMISSIONERS	5,623.89
101-120	ELECTIONS	464.80
101-130	JUDICIAL SYSTEM	18,533.15

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-143	FINANCE OFFICE	277.73
101-151	STATES ATTORNEY	1,322.76
101-161	COUNTY BUILDING	28,309.47
101-162	DIRECTOR OF EQUALIZATION	68.81
101-172	HUMAN RESOURCES	1,735.61
101-211	SHERIFF'S OFFICE	4,529.12
101-212	COUNTY JAIL	6,883.86
101-411	WELFARE	78,288.73
101-421	COMMUNITY HEALTH NURSE	205.75
101-441	BEHAVIORAL HEALTH	217.25
101-528	BCOAC	8,041.51
101-611	COUNTY EXTENSION	462.13
101-615	WEED CONTROL	1,491.64
101-711	PLANNING & ZONING	1,889.95
101 TOTAL	GENERAL FUND	158,771.16
201-311	HIGHWAY ADMINISTRATION	91,084.18
201 TOTAL	ROAD & BRIDGE FUND	91,084.18
248-212	24/7 PROGRAM	57.10
248 TOTAL	24/7 PROGRAM	57.10
250-163	ROD Relief Fund	1,486.84
250 TOTAL	ROD RELIEF FUND	1,486.84
735	NON-DEPARTMENTAL	335.70
735 TOTAL	DELINQUENT TAXES	335.70
768	NON-DEPARTMENTAL	4,016.00
768 TOTAL	STATEWIDE 24/7 SOBRIETY	4,016.00
770	NON-DEPARTMENTAL	6,075.50
770 TOTAL	TAX SALE REDEMPTION	6,075.50
775	NON-DEPARTMENTAL	1,524.00
775 TOTAL	ROD Relief Flow-Thru Fund	1,524.00
	** TOTAL **	263,350.48

NO ERRORS

** END OF REPORT **

1310 Main Avenue South, Suite 105 | Brookings, SD 57006 P605.688.5802 F605.688.5803

SOUTH DAKOTA DEPARTMENT OF HEALTH

Division of Health and Medical Services
Disease Prevention
Family and Community Health Services
Health Promotion
State Epidemiologist

Bi-Annual Commission Report Summary (*Please see 2020 Bi-Annual Stats)
January 2020 – June 2020

WIC: We continue to provide supplemental nutritional foods, nutrition education, support, and referrals to clients, to local Brookings county resources. Due to the COVID-19 Pandemic, our method of program administration has not ceased, but has changed slightly, as have many entities throughout our community and nation. Program guidance has allowed telephone services to continue to support the families that participate in the WIC program in Brookings County.

Immunizations: We are currently reaching out to families of infant, children, and adolescents that are not up to date on recommended immunizations and offering them an appointment or referring completion of a Well Child visit with their primary care physician. Clientele are prescreened prior to arrival and we are following CDC recommendations regarding COVID-19. Current tactics: COVID-19 screening questions, temperature checks for staff and clients, sneeze guards, dawning face masks, gloves, increased routine office cleaning.

School Services: We are in the planning stages for the 2020-2021 school year.

Baby Care/Prenatal Education: We continue to meet with all pregnant women monthly and provide prenatal and breastfeeding education and referrals. These services have not ceased but have continued by phone since March.

Infant Mortality: We continue to provide safe sleep education and options to clients, including pack and plays, smoking cessation, immunizations, safe sleep, and breast feeding.

Staffing: We are currently fully staffed; full-time nurse and clerical, part-time nurse and clerical, and dietician services (WIC) six days a month.

Staff training/Continuing Education: All staff continue to follow COVID-19 updates. We continue to refer utilization of South Dakota Department of Health COVID-19 Information line at 1-800-997-2880.

Community Involvement: Monthly Child Protection Service meeting, Monthly Brookings County POD Planning (Points of Dispensing) meeting, Quarterly Local Emergency Planning Committee meetings, Local clinic and hospital support and

collaboration, Immunization support including biannual immunization meeting with local entities (clinic staff, school nurses), collaboration with a variety of entities to share resources and encourage participation.

Upcoming Events: WIC Federal Civil Rights review in August. Brookings County POD will have a flu immunization event in November.

Respectfully submitted,

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

Brookings County Community Health

2020 BI-ANNUAL STATS

WIC (JAN-JUN Combined)	Number of Clients 1st Qtr	Number of Clients 2nd Qtr	Average Cost of Food Pkg*	Total Estimated Food Dollars
Pregnant	72	88	$ 66.34	$ 10,614.40
Exclusively Breastfeeding	48	46	$ 83.60	$ 7,858.40
Postpartum	35	27	$ 51.89	$ 3,217.18
Infant Partially Breastfeeding	70	59	$ 81.38	$ 10,498.02
Infant Feed Formula	125	131	$ 164.23	$ 42,042.88
Child 1 (13-23 months)	160	165	$ 64.48	$ 20,956.00
Child 2 - 4 (2 - 4 years)	310	356	$ 58.21	$ 38,767.86
Total	**820**	**872**		**$ 133,954.74**

**Average cost of food package is based on data from 2018 & the cost is per month. Stats are based on clients purchasing items. Not all WIC categories are listed.*

Baby Care / Prenatal	JAN	FED	MAR	APR	MAY	JUN	BI-ANNUAL
Pregnancy Case Managed	3	3	6	7	8	9	**36**
Prenatal Health Reviews	13	11	14	9	14	9	**70**
Total Visits	**16**	**14**	**20**	**16**	**22**	**18**	**106**

WIC Appointments	JAN	FEB	MAR	APR	MAY	JUN	BI-ANNUAL
Nutrition Counseling	36	51	55	34	49	41	**266**
Certifications	50	37	32	45	40	32	**236**
Caseload	374	375	385	378	353	346	**2211**

Fiscal Year (June-June)	2020	2019	2018	2017			
Average WIC Caseload	382	423	483	459			

ASQs* Completed	JAN	FEB	MAR	APR	MAY	JUN	BI-ANNUAL
Monthly Total	41	36	6	0	0	1	**84**

*Ages & Stages Developmental Screenings

Cribs for Kids	JAN	FEB	MAR	APR	MAY	JUNE	BI-ANNUAL
Distributed (No Charge to Client)	1	1	2	1	0	2	**7**
Total Value ($101.73)	**$712.11**						

Immunizations	VFC* Doses	NON-VFC Doses
DTaP	1	2
DTaP-Hep B-IPV	3	0
DTaP-IPV	1	0
Influenza	12	16
Hep A	10	1
Hep B	1	0
Hib	5	1
HPV	4	0
IPV	1	2
Meningococcal	2	1
MMR	2	2
Pneumonia	5	1
TB TST	0	4
Tdap	0	1
Varicella	3	0
Totals	**50**	**31**

*The Vaccines For Children (VFC) program is a federally funded program that provides vaccines at no cost to children who might not otherwise be vaccinated because of inability to pay. NON-VFC doses were billed to private insurance.

Brookings County Finance Office
Vicki Buseth, Finance Officer
520 3rd Street Suite 100◆Brookings, SD 57006
Phone: (605) 696-8250
vbuseth@brookingscountysd.gov

June 10, 2020

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Finance Officers Report June 2020

Table of Contents:

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

Thank you,

Vicki Buseth
Brookings County Finance Officer

Auditor's Account with the Treasurer

June 30, 2020

Auditor's Statement

General Fund	$	17,860,998.64
Road & Bridge	$	6,606,097.59
County Building	$	3,435,587.87
Debt Service/TIF	$	21,465.01
Total Major Funds	$	27,924,149.11
Non-Major County Funds	$	934,378.51
Agency Funds	$	3,036,874.64
Outstanding Credit Cards		
Reconciling Items:		
Reconciling Items:	$	-
GRAND TOTAL	$	**31,895,402.26**

Treasurer's Statement

Total Amount of Deposits in Banks	$	31,808,891.88
Checking Account Balance		
1st Bank & Trust, Brookings (AP/PR)	$	8,166.35
1st Bank & Trust, Brookings (daily)	$	24,816.31
Money Market Accounts		
1st Bank & Trust, Brookings (Daily)	$	10,321,625.49
Other Money Markets	$	9,646,320.65
Fiscal Agent/TIF/Verasun	$	-
HVAC	$	-
Investment Money Market	$	8,803,963.08
CD's - Certificates of Deposit	$	3,004,000.00
Currency	$	5,928.00
Coins	$	0.96
Checks Not Exceeding 3 days	$	69,432.31
Change Funds	$	3,905.00
Subtotal (total in Red Book)	$	31,888,158.15
Reconciling Items - Bank Error	$	0.10
Reconciling Item - Treasurer Check Error	$	(0.02)
Reconciling Item -		
Reconciling Items-interest	$	7,302.11
Reconciling Item-charges	$	(58.08)
GRAND TOTAL	$	**31,895,402.26**

JUNE 2020 ADDITIVES	
AFLAC	$3,677.18
AVESIS	$1,284.10
OFFICE OF CHILD SUPPORT	$1,697.00
DELTA DENTAL	$5,763.40
FLEX ONE	$1,942.96
PRINCIPAL LIFE INSURANCE	$1,727.08
GARNISHMENTS	
LOCAL TEAMSTERS	$1,057.00
SDRS	$47,379.78
SDRS SUPPLEMENTAL	$1,975.00
EFTPS	$94,999.22
WELLMARK	$95,792.38
SDRS SPECIAL PAY PLAN FEE	
SDRS SPECIAL PAY PLAN	
AFLAC GROUP/CAIC PRIMARY	$246.66
TOTAL:	**$257,541.76**

JUNE 2020 PAYROLL	
COMMISSION/HR	$26,295.83
ELECTIONS	$1,674.00
FINANCE OFFICE	$29,789.85
STATES ATTORNEY	$37,736.01
EQUALIZATION	$26,444.53
REGISTER OF DEEDS	$12,711.60
VETERANS/WELFARE	$9,349.60
SHERIFF'S OFFICE	$155,179.04
CORONER	$461.54
COMMUNITY HEALTH	$4,477.50
EXTENSION	$2,870.42
WEED	$7,849.01
PLANNING/ZONING	$8,541.02
HIGHWAY	$70,884.61
EMERGENCY MANAGEMENT	$5,832.60
BCOAC	$9,261.50
TECHNOLOGY	$12,480.00
TOTAL:	**$421,838.66**

Be it noted, the expenditure adjustments for the month of June 2020 were presented to the board.

$2965.08 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Brookings County Highway
Expenditure Corrections June 2020

Weed	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Misc Expenses					$ -	$1.797/gas
Trailer					$ -	$1.1927/diesel
258	$ 174.15				$ 174.15	
259					$ -	
260					$ -	
265					$ -	
284		$ 97.25	$ 255.28		$ 352.53	
289	$ 118.96				$ 118.96	
290	$ 215.05				$ 215.05	
291	$ 265.92				$ 265.92	
292	$ 101.94				$ 101.94	
293					$ -	
294	$ 216.84				$ 216.84	
299	$ 105.01	$ 61.44			$ 166.45	
TOTAL	**$ 1,197.87**	**$ 158.69**	**$ 255.28**	**$ -**	**$ 1,611.84**	

Sheriff	426.5/fuel	426supply	411/salaries	425/equip	Totals	$ Per Gal
A1	$ 72.94				$ 72.94	$1.797/gas
A2	$ 92.02				$ 92.02	
A3					$ -	
A6					$ -	
A9					$ -	
A12					$ -	
A14					$ -	
A25					$ -	
A26					$ -	
A27					$ -	
A28					$ -	
A29					$ -	
A30	$ 24.64				$ 24.64	
A31					$ -	
A32					$ -	
A33	$ 53.91				$ 53.91	
A34					$ -	
A35	$ 167.12				$ 167.12	
A37	$ 374.14				$ 374.14	
A36					$ -	
AE	$ 21.56				$ 21.56	
AF	$ 213.65				$ 213.65	
UTV					$ -	
TOTAL	**$ 1,019.98**	**$ -**	**$ -**	**$ -**	**$ 1,019.98**	

Zoning	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Vehicle #0187	$ 17.09	$ 32.06			$ 49.15	$1.797/gas
TOTAL	**$ 17.09**	**$ 32.06**	**$ -**	**$ -**	**$ 49.15**	

Emergency Man	426.5/fuel	426/supply	411/salaries	425/equip	Totals
Vehicle #0186	$ 21.28			$ 78.33	$ 99.61
TOTAL	**$ 21.28**	**$ -**	**$ -**	**$ 78.33**	**$ 99.61**

Emergency Man	426.5/fuel	426/supply	411/salaries	425/repairs	Totals
CERT trailer					$ -
TOTAL	$ -	$ -	$ -	$ -	$ -

Commission	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
#17 commission van					$ -	$1.797/gas
#84 janitor pick up	$ 39.53				$ 39.53	
Court House	426.5/fuel	426/supply	411/salaries	425/equip	Totals	
Court house bld/yd	$ -				$ -	
TOTAL	**$ 39.53**	**$ -**	**$ -**	**$ -**	**$ 39.53**	

Brookings County Highway
Expenditure Corrections June 2020

Finance	426.5	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Misc work					0	$1.797/gas
#17 commission van					$ -	
TOTAL	$ -	$ -	$ -	$ -	$ -	
Equalization	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
0116					$ -	$1.797/gas
0122	$ 52.71				$ 52.71	
0123	$ 60.88				$ 60.88	
0124	$ 31.38				$ 31.38	
0125					$ -	
TOTAL	$ 144.97	$ -	$ -	$ -	$ 144.97	

States Attorney	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Dodge					$ -	$1.797/gas
TOTAL	$ -	$ -	$ -	$ -	$ -	

BCOAC	426.5	426/supply	411/salaries	425/equip	Totals	$ Per Gal
gravel					0	$1.797/gas
Maintenance					$ -	
TOTAL	$ -	$ -	$ -	$ -	$ -	

	426.5/fuel	426/supply	411/salaries	425/equip	TOTALS
TOTAL	$ 2,440.72	$ 190.75	$ 255.28	$ 78.33	$ 2,965.08

Be it noted, the Register of Deeds Statement of Fees collected for the month of June 2020 in the amount $46,979.50 was presented to the board.

Register of Deeds' Statement of Fees Collected during the month of June, 2020

Brookings County, State of South Dakota

The sum of $46,979.500___in Fees has been collected by me as Register of Deeds during the Month as shown per Register of Deeds' Official Fee Book, Volumn._37____on pages _301___ &__322__

STATE OF SOUTH DAKOTA, *FB_283434_ - FB_284230*

County of Brookings

Beverly Chapman being duly sworn, deposes and says that she is Register of Deeds in and for Brookings County, State of South Dakota: that the foregoing statement is a true and correct report of all fees collected by her as such Register of Deeds, as required by law, during the month of __June 2020___.

Beverly Chapman

Register of Deeds

STATE OF SOUTH DAKOTA,

County of Brookings

Beverly Chapman, being first duly sworn on oath, deposes and says: That she is the duly elected, qualified and acting Register of Deeds in and for Brookings County, South Dakota. That since the date of her last report or the beginning of her term of office she has charged or received as such officer, fees in the sum of $_34,774.00_____

Dated this ____8__day of___ July___. ___2020____.

Beverly Chapman

Register of Deeds

Subscribed and sworn to before me this 8th *day of* July, *2020.*

Vicki Buseth

Finance Officer

Title of Officer

SEAL OF COUNTY BROOKINGS COUNTY FINANCE OFFICE SOUTH DAKOTA

NO._____

Register of Deeds'

Statement of Fees

Collected during the

Month of _____

*Filed*_____ _____

_____

County Finance Officer

*By*_____

Deputy

Amount of Fees, $_____

	A	B	C	D	E	F
1		BROOKINGS COUNTY REGISTER OF DEEDS MONTHLY REPORT				
2			JUNE	2020		
3						
4		TRANSFER FEE		$18,883.50		
5						
6		GENERAL FEES	$23,593.00			
7		GENERAL FEES				
8		FINANCING STATEMENT	$60.00			
9		LOCATION NOTICE	$0.00			
10		TOTAL		$23,653.00		
11						
12						
13		MARRIAGE LICENSE				
14		28 X $40.00=		$1,120.00		
15						
16						
17		VITAL RECORDS				
18		CERTIFIED COPIES				
19						
20		BIRTH 63 X $15=	$945.00			
21		DEATH 80 X $15=	$1,200.00			
22		MARRIAGE 32 X $15=	$480.00			
23		TOTAL		$2,625.00		
24						
25						
26		XEROX COPIES & DISC		$698.00		
27						
28						
29						
30		GRAND TOTAL		$46,979.50		

BROOKINGS COUNTY
CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
101-GENERAL FUND				
101-1-1010001	CLAIM ON CASH	18,300,740.95	(448,287.31)	17,852,453.64
101-1-1020000	CASH CHANGE/ROD	45.00	0.00	45.00
101-1-1021000	CASH CHANGE/24-7 SOBRIETY	50.00	0.00	50.00
101-1-1022000	CASH CHANGE/SHERIFF COMMISSARY	200.00	0.00	200.00
101-1-1023000	cashchange/sheriff front offic	60.00	0.00	60.00
101-1-1024000	CASH CHANGE/BCOAC	650.00	0.00	650.00
101-1-1030000	PETTY CASH/ZONING	100.00	0.00	100.00
101-1-1031000	PETTY CASH/SHERIFF	100.00	0.00	100.00
101-1-1032000	Petty Cash/States Attorney	200.00	0.00	200.00
101-1-1033000	PETTY CASH/WAGE WORKS	7,140.00	0.00	7,140.00
101-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 101-GENERAL FUND	18,309,285.95	(448,287.31)	17,860,998.64
201-ROAD & BRIDGE FUND				
201-1-1010001	CLAIM ON CASH	6,849,529.22	(243,431.63)	6,606,097.59
201-1-1070000	RESTRICTED CASH/ROAD & BRIDGE	0.00	0.00	0.00
	TOTAL 201-ROAD & BRIDGE FUND	6,849,529.22	(243,431.63)	6,606,097.59
202-SNOW REMOVAL				
202-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 202-SNOW REMOVAL	0.00	0.00	0.00
203-HIGHWAY & BRIDGE RESERVE				
203-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 203-HIGHWAY & BRIDGE RESERVE	0.00	0.00	0.00
205-WHEEL TAX				
205-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 205-WHEEL TAX	0.00	0.00	0.00
207-E-911 FUND				
207-1-1010001	CLAIM ON CASH	81,952.69	(47,436.84)	34,515.85
207-1-1070000	RESTRICTED CASH IN BANKS	0.00	0.00	0.00
	TOTAL 207-E-911 FUND	81,952.69	(47,436.84)	34,515.85
226-EMERGENCY MANAGEMENT				
226-1-1010001	CLAIM ON CASH	(35,210.55)	2,944.24	(32,266.31)
226-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 226-EMERGENCY MANAGEMENT	(35,210.55)	2,944.24	(32,266.31)
229-DOMESTIC ABUSE FUND				
229-1-1010001	CLAIM ON CASH	3,469.83	(391.33)	3,078.50
	TOTAL 229-DOMESTIC ABUSE FUND	3,469.83	(391.33)	3,078.50

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
231-WIC FUND			
231-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 231-WIC FUND	0.00	0.00	0.00
237-CONTRACT LAW ENFORCE			
237-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 237-CONTRACT LAW ENFORCE	0.00	0.00	0.00
248-24/7 PROGRAM			
248-1-1010001 CLAIM ON CASH	75,428.74	2,352.45	77,781.19
248-1-1020000 CASH CHANGE	0.00	0.00	0.00
TOTAL 248-24/7 PROGRAM	75,428.74	2,352.45	77,781.19
250-ROD RELIEF FUND			
250-1-1010001 CLAIM ON CASH	72,567.63	1,255.42	73,823.05
TOTAL 250-ROD RELIEF FUND	72,567.63	1,255.42	73,823.05
251-VOLGA TOWNSHIP TIF			
251-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 251-VOLGA TOWNSHIP TIF	0.00	0.00	0.00
301-COUNTY BUILDING FUND			
301-1-1010001 CLAIM ON CASH	3,493,315.62	(57,727.75)	3,435,587.87
301-1-1060000 CASH WITH FISCAL AGENT	0.00	0.00	0.00
301-1-1070000 RESTRICTED CASH	0.00	0.00	0.00
TOTAL 301-COUNTY BUILDING FUND	3,493,315.62	(57,727.75)	3,435,587.87
302-ADM BLDG PROJECT FUND			
302-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 302-ADM BLDG PROJECT FUND	0.00	0.00	0.00
303-TIF CAPITAL PROJECT FUND			
303-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 303-TIF CAPITAL PROJECT FUND	0.00	0.00	0.00
304-DETENTION CNTR EXPANSION			
304-1-1010001 CLAIM ON CASH	785,458.86	(8,012.63)	777,446.23
304-1-1060000 Cash with Fiscal Agent	0.00	0.00	0.00
TOTAL 304-DETENTION CNTR EXPANSION	785,458.86	(8,012.63)	777,446.23
401-DEBT SERVICE			
401-1-1010001 CLAIM ON CASH	21,465.01	0.00	21,465.01
401-1-1060000 CASH WITH FISCAL AGENT	0.00	0.00	0.00
TOTAL 401-DEBT SERVICE	21,465.01	0.00	21,465.01

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
701-BROOKINGS SCHOOL (5-1)			
701-1-1010001 CLAIM ON CASH	941,552.25	(389,582.82)	551,969.43
TOTAL 701-BROOKINGS SCHOOL (5-1)	941,552.25	(389,582.82)	551,969.43
702-SIOUX VALLEY SCHOOL 5-5			
702-1-1010001 CLAIM ON CASH	226,504.44	(153,475.28)	73,029.16
TOTAL 702-SIOUX VALLEY SCHOOL 5-5	226,504.44	(153,475.28)	73,029.16
703-DEUBROOK (5-2)			
703-1-1010001 CLAIM ON CASH	263,649.18	(203,166.13)	60,483.05
TOTAL 703-DEUBROOK (5-2)	263,649.18	(203,166.13)	60,483.05
704-LAW LIBRARY - NOT USED			
704-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 704-LAW LIBRARY - NOT USED	0.00	0.00	0.00
705-ELKTON (5-3)			
705-1-1010001 CLAIM ON CASH	220,541.81	(159,967.11)	60,574.70
TOTAL 705-ELKTON (5-3)	220,541.81	(159,967.11)	60,574.70
706-LAKE HENDRICKS (5-4)			
706-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 706-LAKE HENDRICKS (5-4)	0.00	0.00	0.00
707-ASTORIA (19-1)			
707-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 707-ASTORIA (19-1)	0.00	0.00	0.00
708-ESTELLINE (28-2)			
708-1-1010001 CLAIM ON CASH	54,755.24	(39,872.84)	14,882.40
TOTAL 708-ESTELLINE (28-2)	54,755.24	(39,872.84)	14,882.40
709-ARLINGTON (38-1)			
709-1-1010001 CLAIM ON CASH	132,760.18	(93,437.81)	39,322.37
TOTAL 709-ARLINGTON (38-1)	132,760.18	(93,437.81)	39,322.37
711-WETLAND PMT TRUST			
711-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 711-WETLAND PMT TRUST	0.00	0.00	0.00
712-ARLINGTON CITY			
712-1-1010001 CLAIM ON CASH	876.23	(876.23)	0.00
TOTAL 712-ARLINGTON CITY	876.23	(876.23)	0.00
713-AURORA CITY			
713-1-1010001 CLAIM ON CASH	4,319.00	(1,904.77)	2,414.23
TOTAL 713-AURORA CITY	4,319.00	(1,904.77)	2,414.23

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
714-BROOKINGS CITY			
714-1-1010001 CLAIM ON CASH	221,613.56	(170,874.61)	50,738.95
TOTAL 714-BROOKINGS CITY	221,613.56	(170,874.61)	50,738.95
715-BRUCE CITY			
715-1-1010001 CLAIM ON CASH	23,722.82	(22,966.32)	756.50
TOTAL 715-BRUCE CITY	23,722.82	(22,966.32)	756.50
716-BUSHNELL CITY			
716-1-1010001 CLAIM ON CASH	643.11	(374.17)	268.94
TOTAL 716-BUSHNELL CITY	643.11	(374.17)	268.94
717-ELKTON CITY			
717-1-1010001 CLAIM ON CASH	6,705.36	(3,618.34)	3,087.02
TOTAL 717-ELKTON CITY	6,705.36	(3,618.34)	3,087.02
718-SINAI CITY			
718-1-1010001 CLAIM ON CASH	2,362.33	(1,914.15)	448.18
TOTAL 718-SINAI CITY	2,362.33	(1,914.15)	448.18
719-VOLGA CITY			
719-1-1010001 CLAIM ON CASH	12,955.53	(10,920.68)	2,034.85
TOTAL 719-VOLGA CITY	12,955.53	(10,920.68)	2,034.85
720-WHITE CITY			
720-1-1010001 CLAIM ON CASH	9,952.74	(7,919.25)	2,033.49
TOTAL 720-WHITE CITY	9,952.74	(7,919.25)	2,033.49
721-AFTON TOWNSHIP			
721-1-1010001 CLAIM ON CASH	2,170.03	(2,108.14)	61.89
TOTAL 721-AFTON TOWNSHIP	2,170.03	(2,108.14)	61.89
722-ALTON TOWNSHIP			
722-1-1010001 CLAIM ON CASH	7,858.29	(7,480.33)	377.96
TOTAL 722-ALTON TOWNSHIP	7,858.29	(7,480.33)	377.96
723-ARGO TOWNSHIP			
723-1-1010001 CLAIM ON CASH	3,246.91	(3,197.57)	49.34
TOTAL 723-ARGO TOWNSHIP	3,246.91	(3,197.57)	49.34
724-WATER CONSERVANCY			
724-1-1010001 CLAIM ON CASH	5,010.26	(4,506.65)	503.61
TOTAL 724-WATER CONSERVANCY	5,010.26	(4,506.65)	503.61
725-ADVANCE TAXES			
725-1-1010001 CLAIM ON CASH	1,689.15	71.79	1,760.94
TOTAL 725-ADVANCE TAXES	1,689.15	71.79	1,760.94

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
726-FLEX ONE			
726-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 726-FLEX ONE	0.00	0.00	0.00
727-AURORA TOWNSHIP			
727-1-1010001 CLAIM ON CASH	3,495.53	(3,169.58)	325.95
TOTAL 727-AURORA TOWNSHIP	3,495.53	(3,169.58)	325.95
728-BANGOR TOWNSHIP			
728-1-1010001 CLAIM ON CASH	6,180.78	(6,180.78)	0.00
TOTAL 728-BANGOR TOWNSHIP	6,180.78	(6,180.78)	0.00
729-BROOKINGS TOWNSHIP			
729-1-1010001 CLAIM ON CASH	5,185.87	(4,917.50)	268.37
TOTAL 729-BROOKINGS TOWNSHIP	5,185.87	(4,917.50)	268.37
730-ELKTON TOWNSHIP			
730-1-1010001 CLAIM ON CASH	753.24	(705.64)	47.60
TOTAL 730-ELKTON TOWNSHIP	753.24	(705.64)	47.60
731-U & B SANITARY			
731-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 731-U & B SANITARY	0.00	0.00	0.00
732-BIG SIOUX WATERSHED			
732-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 732-BIG SIOUX WATERSHED	0.00	0.00	0.00
733-LP SANITARY SEWER			
733-1-1010001 CLAIM ON CASH	5,078.26	(4,086.57)	991.69
TOTAL 733-LP SANITARY SEWER	5,078.26	(4,086.57)	991.69
734-L.P. WATER			
734-1-1010001 CLAIM ON CASH	884.98	(687.23)	197.75
TOTAL 734-L.P. WATER	884.98	(687.23)	197.75
735-DELINQUENT TAXES			
735-1-1010001 CLAIM ON CASH	3,327.65	(2,049.73)	1,277.92
TOTAL 735-DELINQUENT TAXES	3,327.65	(2,049.73)	1,277.92
736-MUNICIPALITIES 5%			
736-1-1010001 CLAIM ON CASH	(35,826.95)	0.00	(35,826.95)
TOTAL 736-MUNICIPALITIES 5%	(35,826.95)	0.00	(35,826.95)
737-EUREKA TOWNSHIP			
737-1-1010001 CLAIM ON CASH	4,072.51	(3,975.11)	97.40
TOTAL 737-EUREKA TOWNSHIP	4,072.51	(3,975.11)	97.40

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
738-LAKE HENDRICKS TOWNSHIP			
738-1-1010001 CLAIM ON CASH	2,216.02	(2,058.38)	157.64
TOTAL 738-LAKE HENDRICKS TOWNSHIP	2,216.02	(2,058.38)	157.64
739-LAKE SINAI TOWNSHIP			
739-1-1010001 CLAIM ON CASH	2,573.69	(2,426.90)	146.79
TOTAL 739-LAKE SINAI TOWNSHIP	2,573.69	(2,426.90)	146.79
740-LAKETON TOWNSHIP			
740-1-1010001 CLAIM ON CASH	4,939.08	(4,560.29)	378.79
TOTAL 740-LAKETON TOWNSHIP	4,939.08	(4,560.29)	378.79
741-MEDARY TOWNSHIP			
741-1-1010001 CLAIM ON CASH	4,744.30	(4,550.21)	194.09
TOTAL 741-MEDARY TOWNSHIP	4,744.30	(4,550.21)	194.09
742-MOTOR VEHICLE			
742-1-1010001 CLAIM ON CASH	1,736,491.49	187,036.77	1,923,528.26
TOTAL 742-MOTOR VEHICLE	1,736,491.49	187,036.77	1,923,528.26
743-LK HENDRICKS SANITARY			
743-1-1010001 CLAIM ON CASH	358.51	(320.25)	38.26
TOTAL 743-LK HENDRICKS SANITARY	358.51	(320.25)	38.26
744-OAKLAKE TOWNSHIP			
744-1-1010001 CLAIM ON CASH	484.40	(439.49)	44.91
TOTAL 744-OAKLAKE TOWNSHIP	484.40	(439.49)	44.91
745-OAKWOOD TOWNSHIP			
745-1-1010001 CLAIM ON CASH	2,830.07	(2,564.46)	265.61
TOTAL 745-OAKWOOD TOWNSHIP	2,830.07	(2,564.46)	265.61
746-OSLO TOWNSHIP			
746-1-1010001 CLAIM ON CASH	1,554.96	(1,425.13)	129.83
TOTAL 746-OSLO TOWNSHIP	1,554.96	(1,425.13)	129.83
747-PARNELL			
747-1-1010001 CLAIM ON CASH	1,574.00	(1,574.00)	0.00
TOTAL 747-PARNELL	1,574.00	(1,574.00)	0.00
748-PRESTON TOWNSHIP			
748-1-1010001 CLAIM ON CASH	6,009.92	(6,009.92)	0.00
TOTAL 748-PRESTON TOWNSHIP	6,009.92	(6,009.92)	0.00
749-RICHLAND TOWNSHIP			
749-1-1010001 CLAIM ON CASH	2,451.29	(2,412.57)	38.72
TOTAL 749-RICHLAND TOWNSHIP	2,451.29	(2,412.57)	38.72

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
750-STATE FINES			
750-1-1010001 CLAIM ON CASH	23,638.94	8,750.20	32,389.14
TOTAL 750-STATE FINES	23,638.94	8,750.20	32,389.14
751-CONTRACT LAW FUND			
751-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 751-CONTRACT LAW FUND	0.00	0.00	0.00
752-CONTRACT LAW FUND			
752-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 752-CONTRACT LAW FUND	0.00	0.00	0.00
753-SHERMAN TOWNSHIP			
753-1-1010001 CLAIM ON CASH	1,454.37	(1,374.01)	80.36
TOTAL 753-SHERMAN TOWNSHIP	1,454.37	(1,374.01)	80.36
754-BIG SIOUX			
754-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 754-BIG SIOUX	0.00	0.00	0.00
755-SALES TAX			
755-1-1010001 CLAIM ON CASH	352.67	271.40	624.07
TOTAL 755-SALES TAX	352.67	271.40	624.07
756-FIRE INSURANCE			
756-1-1010001 CLAIM ON CASH	0.04	0.00	0.04
TOTAL 756-FIRE INSURANCE	0.04	0.00	0.04
757-SPECIAL HIWAY (14%)			
757-1-1010001 CLAIM ON CASH	(89,269.40)	(18,413.21)	(107,682.61)
TOTAL 757-SPECIAL HIWAY (14%)	(89,269.40)	(18,413.21)	(107,682.61)
758-UPPER DEER			
758-1-1010001 CLAIM ON CASH	122.40	(112.18)	10.22
TOTAL 758-UPPER DEER	122.40	(112.18)	10.22
759-BROOKINGS FIRE ASSOC			
759-1-1010001 CLAIM ON CASH	285,941.20	(33,389.00)	252,552.20
TOTAL 759-BROOKINGS FIRE ASSOC	285,941.20	(33,389.00)	252,552.20
760-STERLING TOWNSHIP			
760-1-1010001 CLAIM ON CASH	4,547.29	(4,539.69)	7.60
TOTAL 760-STERLING TOWNSHIP	4,547.29	(4,539.69)	7.60
761-SHERIFF TRUST			
761-1-1010001 CLAIM ON CASH	3,444.58	9,047.54	12,492.12
TOTAL 761-SHERIFF TRUST	3,444.58	9,047.54	12,492.12

CASH BALANCES REPORT
AS OF: JUNE 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
762-WETLAND			
762-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 762-WETLAND	0.00	0.00	0.00
763-REGISTER OF DEEDS			
763-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 763-REGISTER OF DEEDS	0.00	0.00	0.00
764-TRENTON TOWNSHIP			
764-1-1010001 CLAIM ON CASH	1,630.27	(1,598.83)	31.44
TOTAL 764-TRENTON TOWNSHIP	1,630.27	(1,598.83)	31.44
765-VOLGA TOWNSHIP			
765-1-1010001 CLAIM ON CASH	4,949.38	(4,435.35)	514.03
TOTAL 765-VOLGA TOWNSHIP	4,949.38	(4,435.35)	514.03
766-LAW LIBRARY FUND			
766-1-1010001 CLAIM ON CASH	25,754.78	369.00	26,123.78
TOTAL 766-LAW LIBRARY FUND	25,754.78	369.00	26,123.78
767-WINSOR TOWNSHIP			
767-1-1010001 CLAIM ON CASH	6,660.58	(6,345.87)	314.71
TOTAL 767-WINSOR TOWNSHIP	6,660.58	(6,345.87)	314.71
768-STATEWIDE 24/7 SOBRIETY			
768-1-1010001 CLAIM ON CASH	0.00	(4,149.00)	(4,149.00)
TOTAL 768-STATEWIDE 24/7 SOBRIETY	0.00	(4,149.00)	(4,149.00)
769-BANK FRANCHISE			
769-1-1010001 CLAIM ON CASH	1,397.35	0.00	1,397.35
TOTAL 769-BANK FRANCHISE	1,397.35	0.00	1,397.35
770-TAX SALE REDEMPTION			
770-1-1010001 CLAIM ON CASH	20,891.23	44,072.33	64,963.56
TOTAL 770-TAX SALE REDEMPTION	20,891.23	44,072.33	64,963.56
771-WIND TOWERS			
771-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 771-WIND TOWERS	0.00	0.00	0.00
775-ROD Relief Flow-Thru Fund			
775-1-1010001 Claim on Cash	0.00	0.00	0.00
775-1-1010010 Claim on Cash	0.00	0.00	0.00
TOTAL 775-ROD Relief Flow-Thru Fund	0.00	0.00	0.00

CASH BALANCES REPORT
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FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
780-DAKOTACARE			
780-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 780-DAKOTACARE	0.00	0.00	0.00
781-River Ridge			
781-1-1010001 claim on cash	140.24	(140.24)	0.00
TOTAL 781-River Ridge	140.24	(140.24)	0.00
782-Meyer's Second Addition			
782-1-1010001 Claim on Cash	0.00	0.00	0.00
TOTAL 782-Meyer's Second Addition	0.00	0.00	0.00
783-BRIDLE ESTATES SANT			
783-1-1010001 CLAIM ON CASH	484.25	(484.25)	0.00
TOTAL 783-BRIDLE ESTATES SANT	484.25	(484.25)	0.00
784-Lake Hendricks Road			
784-1-1010001 Claim on Cash	1,255.50	(1,097.75)	157.75
TOTAL 784-Lake Hendricks Road	1,255.50	(1,097.75)	157.75
785-Bortnem Beach Road Dist			
785-1-1010001 CLAIM ON CASH	161.11	(161.11)	0.00
TOTAL 785-Bortnem Beach Road Dist	161.11	(161.11)	0.00
990-TREASURER'S CHECKS			
990-1-1010001 CLAIM ON CASH	(35.74)	(16.02)	(51.76)
TOTAL 990-TREASURER'S CHECKS	(35.74)	(16.02)	(51.76)
TOTAL CASH BALANCES	33,853,052.06	(1,957,649.80)	31,895,402.26

*** END OF REPORT ***

Fund Balance

June, 2020

101-General Fund	
Nonspendable Fund Balance-Inventory	$139,574.60
Restricted Fund Balance-Debt Service	$0.00
Committed Fund Balance	$0.00
Operating Transfer In	$0.00
Assigned Fund Balance-Subsequent Year's Budget	$0.00
Assigned Fund Balance	$0.00
Assigned Fund Balance-Admininstration Building	$500,000.00
Assigned Fund Balance-Highway Projects	$614,101.00
Assigned Fund Balance-Econ Dvlpmnt Hwy Prjcts	$3,750,000.00
20th Street overpass/interchange	$2,000,000.00
Assigned Fund Balance-Detention Center	$5,470,000.00
Assigned Sheriff Radios	$30,000.00
Unassigned Fund Balance	$3,794,659.36
Total	$16,298,334.96

201-Road & Bridge Fund	
"Big" River Bridge	$1,300,000.00
"Big" Sinai Bridge	$800,000.00
Basin Bridge	$660,000.00
Nonspendable Fund Balance-Inventory	$221,186.13
Restricted Fund Balance-Road Purposes	
Restricted Fund Balance-Snow Removal	$0.00
Assigned Fund Balance-Subsequent Year's Budget	
Assigned Fund Balance-Road Purposes	$2,510,365.27
Total	$5,491,551.40

207-E911 Fund	
Restricted Fund Balance-911 Purposes	$34,117.94
Assigned Fund Balance-911 Purposes	
Total	$34,117.94

226-Emergency Management	
Restricted Fund Balance-Emergency Management	-$30,809.90
Assigned Fund Balance-Subsequent Year's Budget	
Assigned Fund Balance-Emergency Management	$6,149.18
Total	-$24,660.72

229-Domestic Abuse Fund	
Restricted Fund Balance-Domestic Abuse	$2,398.50
Assigned Fund Balance-Domestic Abuse	$0.00
Total	$2,398.50

248-24/7 Program	
Restricted Fund Balance-24/7 Sobriety	$89,363.40
Assigned Fund Balance-24/7 Sobriety	$0.00
Total	$89,363.40

250-Register of Deeds Relief Fund	
Restricted for ROD Relief Fund	$ 71,945.55
Assigned Fund Balance	$12,957.00
Total	$84,902.55

301-County Building Fund	
Restricted Fund Balance-County Building	$924,323.22
Assigned Fund Balance-Courthouse Building Purposes	$0.00
Assigned Fund Balance-Administration Building	$0.00
Assigned Fund Balance-Bata Garage	$200,000.00
Assigned Fund Balance-Detention Center	$2,463,985.00
Total	$3,588,308.22

304-Detention Center Expansion	
Restricted Fund Balance-Projects	$718,428.85
Assigned Fund Balance-Courthouse Building Purposes	$0.00
Assigned Fund Balance-Administration Building	$0.00
Assigned Fund Balance-Future 4-H	$0.00
Assigned Fund Balance-Detention Center	
Total	$718,428.85

BROOKINGS COUNTY
GENERAL FUND SURPLUS ANALYSIS
DATE June 30 2020

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

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

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:

Assets:

10100	Cash	$ 17,852,453.64
10200	Cash Change	$ 355.00
10300	Petty Cash	$ 8,190.00
10400	Interest Bearing Accounts	
10500	Savings Certificates	
10600	Cash with Fiscal Agent	
10700	Restricted Cash in Banks	
10800	Taxes Receivable--Current	$ 5,740,169.18
11000	Taxes Receivable--Delinquent	$ 17,283.25
11XXX	Other Receivables	$ 144,697.75
12800	Notes Receivable	
13100	Due from Other fund	
13200	Due from Other Government	$ (218,076.16)
13300	Advance to Other Fund	
14100	Inventory of Supplies	
15100	Investments	
1XXXX	Other Assets	

Deferred Outflows of Resources:

19800	Other Deferred Outflows of Resources	

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES $ 23,545,072.66 *

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:

Liabilities:

20100	Claims Payable	
20200	Accounts Payable	
20800	Due to Other Funds	
20900	Due to Other Governments	

GENERAL FUND SURPLUS ANALYSIS

21600	Accrued Wages Payable	
21700	Payroll Withholding Payable	$ 30.96
22300	Unearned Revenue	
2XXXX	Other liabilities	
Deferred Inflows of Resources:		
25000	Unavailable Revenue--Property Taxes	$ 5,735,544.57
25100	Unavailable Revenue--Special Assessments	
25200	Other Deferred Inflows of Resources	
Fund Balances:		
27300	Nonspendable	$ 139,574.60
27400	Restricted	
27500	Committed	
27600	Assigned	$ 12,364,101.00
27601	Subsequent Year's Budget (GF Budget's Cash Applied amount) *(choose one of the following amounts based on filing date)*	
	March = 75% of GF's cash applied in current budget	
	September = 25% of GF's cash applied in current budget + 100% of GF's cash applied in next year's budget.	$ -
	December = 100% of GF's cash applied in next year's budget.	
27602	Capital Outlay Accumulations	
276XX		
276XX		
27700	Unassigned	$ 5,305,821.53 **
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES		$ 23,545,072.66 *
Following Year's General Fund Budget (use current year for March analysis)		$ 14,233,683.00
The unassigned fund balance, account 27700, divided by the following year's General Fund budget resulting in the fund balance percentage		37.28%

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

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

JUNE 2020 MOTOR V COLLECTIONS AND BREAKDOWNS

Grand Total MV Collected	**$939,270.56**
Motor Vehicle Monies Sent to State	$654,153.31
Monies That Get Apportioned	$285,117.25

-

Breakdown of MV Fees within the County

	County	Townships	Towns	Total
Wheel Tax	$63,461.94	$7,932.74	$7,932.74	**$79,327.42**
14% Special Highway to Townships		$60,900.99		**$60,900.99**
5% Muncipal to Cities			$20,521.33	**$20,521.33**
22.5% MV to County Road & Bridge Fund	$111,476.76			**$111,476.76**
Title Fees	$5,895.00			**$5,895.00**
Lien Fees And Misc Fees to County General Fund	$6,995.75			**$6,995.75**
63.75% Mobile Home Revenue				**$0.00**
Total	$187,829.45	$68,833.73	$28,454.07	$285,117.25

June Internet/Terminal Renewals	Collected	County's Portion
512 Internet Renewals & SS Terminals (included in totals above)	$46,553.70	$25,460.41

OTHER MONIES FROM STATE THAT WERE APPORTIONED OUT

	Refuge Revenue Shar	**2% Gross Electric Tax**	**In Lieu of Taxes**	
County	$8,973.02		$859.38	
Townships	$1,720.50			
Cities			$873.28	
School Districts	$14,078.15	$574,995.64	$2,747.69	
Water District	$51.33		$4.93	
TOTALS	$24,823.00	$574,995.64	$4,485.28	$0.00

Fine Monies	**$32,008.83**	Divided among schools based on enrollment

June 2020 Tax Breakdowns

Tax Dollars Stay With County	$88,030.71
Distress Warrant Fees	$750.00
Advertising & Tax Cert Fees	$147.50
Total County	$88,928.21
Townships	$3,533.61
Cities	$44,034.82
Schools	$225,286.34
East Dakota Water	$503.58
Special Assessments	$11,589.66
TIF Collections	$7,553.44
GRAND TOTAL TAX $$ COLLECTED	**$381,429.66**

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

101-GENERAL FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	12,523,676.00	83,553.98	6,769,012.34	54.05	5,754,663.66
LICENSES & PERMITS	71,300.00	7,064.00	21,936.00	30.77	49,364.00
INTERGOVERNMENTAL	869,660.93	8,823.06	473,123.79	54.40	396,537.14
CHARGES FOR GOODS & SERV	1,243,499.00	111,962.87	560,305.15	45.06	683,193.85
FINES & FORFEITS	50,000.00	6,668.37	32,209.43	64.42	17,790.57
MISC. REVENUE	237,633.75	33,701.40	183,625.51	77.27	54,008.24
OTHER FINANCING SOURCES	36,500.00	0.00	4,571.00	12.52	31,929.00
TOTAL REVENUES	15,032,269.68	251,773.68	8,044,783.22	53.52	6,987,486.46
EXPENDITURE SUMMARY					
COMMISSIONERS	615,667.78	41,456.50	262,346.55	42.61	353,321.23
CONTINGENCY	730,000.00	0.00	0.00	0.00	730,000.00
ELECTIONS	163,702.56	25,057.64	47,830.09	29.22	115,872.47
JUDICIAL SYSTEM	813,000.00	59,835.04	407,126.92	50.08	405,873.08
FINANCE OFFICE	627,743.56	46,802.66	283,230.96	45.12	344,512.60
STATES ATTORNEY	736,519.98	50,993.66	313,104.99	42.51	423,414.99
TEEN COURT	25,000.00	0.00	25,000.00	100.00	0.00
COUNTY BUILDING	459,562.23	21,800.32	151,858.86	33.04	307,703.37
DIRECTOR OF EQUALIZATION	594,464.01	40,211.57	265,438.04	44.65	329,025.97
REGISTER OF DEEDS	233,517.86	17,841.55	113,947.93	48.80	119,569.93
VETERAN'S SERVICE	103,829.02	6,159.20	48,185.60	46.41	55,643.42
PREDATORY ANIMAL CONTROL	7,825.00	3,529.46	3,529.46	45.10	4,295.54
INFORMATION TECHNOLOGY	477,894.94	23,509.79	284,639.84	59.56	193,255.10
HUMAN RESOURCES	114,494.91	12,488.75	55,246.44	48.25	59,248.47
SHERIFF'S OFFICE	1,725,663.16	124,468.47	849,063.41	49.20	876,599.75
COUNTY JAIL	1,449,815.55	119,064.78	728,424.74	50.24	721,390.81
CORONER	32,069.00	1,106.86	10,159.59	31.68	21,909.41
JUVENILE DETENTION	118,000.00	1,421.40	12,318.80	10.44	105,681.20
CRIME STOPPERS	500.00	0.00	500.00	100.00	0.00
HUMANE SOCIETY	10,000.00	0.00	10,000.00	100.00	0.00
FIRE DEPARTMENT TRUST	110,000.00	0.00	9,473.00	8.61	100,527.00
DRAINAGE COMMISSION	1,300.00	20.29	574.36	44.18	725.64
E-911	144,865.00	0.00	144,865.00	100.00	0.00
POOR RELIEF	229,753.24	7,316.25	54,921.63	23.90	174,831.61
FOOD PANTRY	6,000.00	0.00	0.00	0.00	6,000.00
COMMUNITY HEALTH NURSE	76,347.08	4,763.01	32,328.02	42.34	44,019.06
WIC	24,712.24	1,819.32	10,967.86	44.38	13,744.38
MOSQUITO DEPARTMENT	0.00	0.00	0.00	0.00	0.00
BATA	55,000.00	0.00	55,000.00	100.00	0.00
ICAP	16,193.00	4,048.25	8,096.50	50.00	8,096.50
DOMESTIC ABUSE	45,000.00	0.00	45,000.00	100.00	0.00
211 CALL CENTER	2,500.00	0.00	2,500.00	100.00	0.00
BEHAVIORAL HEALTH	91,200.00	9,271.72	47,051.94	51.59	44,148.06
ADVANCE	35,000.00	0.00	35,000.00	100.00	0.00

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

101-GENERAL FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
ECMH-CD	150,000.00	0.00	150,000.00	100.00	0.00
BROOKINGS EMPOWERMENT	500.00	0.00	0.00	0.00	500.00
PUBLIC LIBRARIES	23,700.00	0.00	7,575.00	31.96	16,125.00
HISTORICAL MUSEUM	5,000.00	0.00	5,000.00	100.00	0.00
SENIOR COMPANION	2,300.00	0.00	2,300.00	100.00	0.00
MENTORING	5,000.00	0.00	5,000.00	100.00	0.00
BCOAC	330,145.13	16,408.83	105,747.24	32.03	224,397.89
COUNTY EXTENSION	131,154.90	4,387.08	63,598.06	48.49	67,556.84
BROOKINGS CONS DISTRICT	25,000.00	0.00	25,000.00	100.00	0.00
WEED CONTROL	295,294.68	18,039.80	96,733.23	32.76	198,561.45
PLANNING & ZONING	205,201.63	15,070.06	92,107.97	44.89	113,093.66
1ST DISTRICT	45,506.00	0.00	34,129.02	75.00	11,376.98
ECONOMIC DEVELOPMENT	85,600.00	0.00	85,600.00	100.00	0.00
OTHER ECONOMIC DEVELOPME	600.00	0.00	600.00	100.00	0.00
TRANSFERS OUT	3,085,000.00	0.00	1,542,500.00	50.00	1,542,500.00
TOTAL EXPENDITURES	14,267,142.46	676,892.26	6,533,621.05	45.79	7,733,521.41
REVENUES OVER/(UNDER) EXPENDITURES	765,127.22	(425,118.58)	1,511,162.17		(746,034.95)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

201-ROAD & BRIDGE FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	600,000.00	63,460.71	289,017.14	48.17	310,982.86
LICENSES & PERMITS	8,000.00	1,280.00	3,290.00	41.13	4,710.00
INTERGOVERNMENTAL	2,753,597.93	88,747.91	1,476,778.99	53.63	1,276,818.94
CHARGES FOR GOODS & SERV	1,186,609.00	2,511.13	2,822.55	0.24	1,183,786.45
MISC. REVENUE	90,000.00	1,921.34	32,093.41	35.66	57,906.59
OTHER FINANCING SOURCES	3,045,000.00	321.70	1,500,321.70	49.27	1,544,678.30
TOTAL REVENUES	7,683,206.93	158,242.79	3,304,323.79	43.01	4,378,883.14
EXPENDITURE SUMMARY					
HIGHWAY ADMINISTRATION	8,033,345.93	388,982.28	1,910,788.09	23.79	6,122,557.84
	125,000.00	12,692.14	57,803.40	46.24	67,196.60
TOTAL EXPENDITURES	8,158,345.93	401,674.42	1,968,591.49	24.13	6,189,754.44
REVENUES OVER/(UNDER) EXPENDITURES	(475,139.00)	(243,431.63)	1,335,732.30		(1,810,871.30)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

207-E-911 FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	340,000.00	27,150.26	156,054.49	45.90	183,945.51
MISC. REVENUE	1,000.00	11.37	49.99	5.00	950.01
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	341,000.00	27,161.63	156,104.48	45.78	184,895.52
EXPENDITURE SUMMARY					
911 SERVICES	341,000.00	74,598.47	155,706.57	45.66	185,293.43
TOTAL EXPENDITURES	341,000.00	74,598.47	155,706.57	45.66	185,293.43
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(47,436.84)	397.91		(397.91)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

226-EMERGENCY MANAGEMENT
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
INTERGOVERNMENTAL	43,715.00	10,682.48	24,715.17	56.54	18,999.83
CHARGES FOR GOODS & SERV	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	100.00	0.00	0.00	0.00	100.00
OTHER FINANCING SOURCES	85,000.00	0.00	42,500.00	50.00	42,500.00
TOTAL REVENUES	128,815.00	10,682.48	67,215.17	52.18	61,599.83
EXPENDITURE SUMMARY					
EMERGENCY & DISASTER SERV	140,099.16	7,738.24	74,820.76	53.41	65,278.40
TOTAL EXPENDITURES	140,099.16	7,738.24	74,820.76	53.41	65,278.40
REVENUES OVER/(UNDER) EXPENDITURES	(11,284.16)	2,944.24	(7,605.59)		(3,678.57)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

229-DOMESTIC ABUSE FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
LICENSES & PERMITS	8,500.00	480.00	990.00	11.65	7,510.00
CHARGES FOR GOODS & SERV	3,500.00	200.00	761.33	21.75	2,738.67
TOTAL REVENUES	12,000.00	680.00	1,751.33	14.59	10,248.67
EXPENDITURE SUMMARY					
DOMESTIC ABUSE	12,000.00	1,071.33	1,071.33	8.93	10,928.67
TOTAL EXPENDITURES	12,000.00	1,071.33	1,071.33	8.93	10,928.67
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(391.33)	680.00		(680.00)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

248-24/7 PROGRAM
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
CHARGES FOR GOODS & SERV	60,000.00	8,006.00	24,821.00	41.37	35,179.00
MISC. REVENUE	0.00	22.46	481.47	0.00	(481.47)
TOTAL REVENUES	60,000.00	8,028.46	25,302.47	42.17	34,697.53
EXPENDITURE SUMMARY					
COUNTY JAIL	111,785.00	5,676.01	36,884.68	33.00	74,900.32
TOTAL EXPENDITURES	111,785.00	5,676.01	36,884.68	33.00	74,900.32
REVENUES OVER/(UNDER) EXPENDITURES	(51,785.00)	2,352.45	(11,582.21)		(40,202.79)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

250-ROD RELIEF FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
CHARGES FOR GOODS & SERV	20,500.00	1,809.00	6,438.00	31.40	14,062.00
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	20,500.00	1,809.00	6,438.00	31.40	14,062.00
EXPENDITURE SUMMARY					
ROD RELIEF FUND	32,500.00	553.58	17,517.50	53.90	14,982.50
TOTAL EXPENDITURES	32,500.00	553.58	17,517.50	53.90	14,982.50
REVENUES OVER/(UNDER) EXPENDITURES	(12,000.00)	1,255.42	(11,079.50)		(920.50)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

301-COUNTY BUILDING FUND
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	318,667.00	2,098.52	171,789.30	53.91	146,877.70
INTERGOVERNMENTAL	111,800.00	0.00	6,304.37	5.64	105,495.63
MISC. REVENUE	46,002.00	997.24	18,931.59	41.15	27,070.41
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	476,469.00	3,095.76	197,025.26	41.35	279,443.74
EXPENDITURE SUMMARY					
COUNTY BUILDING	422,893.64	0.00	94,496.54	22.35	328,397.10
DEBT SERVICE	121,647.02	60,823.51	60,823.51	50.00	60,823.51
TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	544,540.66	60,823.51	155,320.05	28.52	389,220.61
REVENUES OVER/(UNDER) EXPENDITURES	(68,071.66)	(57,727.75)	41,705.21		(109,776.87)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

304-DETENTION CNTR EXPANSION
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	0.00	3,275.71	269,608.06	0.00	(269,608.06)
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES	7,400,000.00	0.00	0.00	0.00	7,400,000.00
TOTAL REVENUES	7,400,000.00	3,275.71	269,608.06	3.64	7,130,391.94
EXPENDITURE SUMMARY					
DETENTION CENTER BLDG	7,400,000.00	11,288.34	219,649.76	2.97	7,180,350.24
TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	7,400,000.00	11,288.34	219,649.76	2.97	7,180,350.24
REVENUES OVER/(UNDER) EXPENDITURES	0.00	(8,012.63)	49,958.30		(49,958.30)

BROOKINGS COUNTY
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2020

401-DEBT SERVICE
FINANCIAL SUMMARY

50.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	0.00	0.00	21,465.01	0.00	(21,465.01)
MISC. REVENUE	0.00	0.00	0.00	0.00	0.00
OTHER FINANCING SOURCES	500,000.00	0.00	0.00	0.00	500,000.00
TOTAL REVENUES	500,000.00	0.00	21,465.01	4.29	478,534.99
EXPENDITURE SUMMARY					
DEBT SERVICE	500,000.00	0.00	0.00	0.00	500,000.00
TOTAL EXPENDITURES	500,000.00	0.00	0.00	0.00	500,000.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	21,465.01		(21,465.01)

Aged Accounts Receivable Report - June 2020

County Liens

7,649 Accounts in the Report

Current	$85,484.23
30 days	$65,512.02
60 days	$50,278.25
90 days	$95,006.50
over 120 days	$7,432,820.42
Total	$7,729,101.42

Court Appointed Attorney Fees	$4,514,472.21
Civil Judgement Lien	$191,625.49
Care of Poor	$2,526,280.86
Involuntary Mental Illness	$12,799.42
Voluntary Mental Illness	$313,347.34
Prisoner Meds	$146,789.82
Restitution (psycho sexual evals)	$196.00
Transcripts	$24,490.30
Other	($900.02)
Total	$7,729,101.42

Jail Costs

2,382 Accounts in the Report

Current	$35,123.99
30 days	$4,094.58
60 days	$23,731.32
90 days	$20,441.00
over 120 days	$1,491,581.93
Total	$1,574,972.82

CAA	$0.00
Jail Costs	$1,173,010.66
Prison Meds	$402,012.16
Other	($50.00)
Total	$1,574,972.82

Juvenile Detention

558 Accounts in the Report

Current	$0.00
30 days	$0.00
60 days	$0.00
90 days	$0.00
over 120 days	$816,176.06
Total	$816,176.06

Juveniles	$816,176.06
Other	$0.00
Total	$816,176.06

RESOLUTION NO. 20-42

A RESOLUTION AUTHORIZING THE PURCHASE OF
HVAC SYSTEMS, INSTALLATION AND SERVICE
WITH RELATED PRODUCTS AND SUPPLIES THROUGH SOURCEWELL

WHEREAS, Brookings County will need HVAC systems, installation and service with related products and supplies; and

WHEREAS, Sourcewell has gone through a competitive bidding process for HVAC systems, installation and service with related products and supplies with such bidding process culminating in the bids being opened on May 8, 2017 with the bid contract expiring on May 8, 2021;

WHEREAS, Johnson Controls, Inc., was the lowest responsible bidder under such Sourcewell bid process and Johnson Controls, Inc., is willing to provide equipment to BROOKINGS COUNTY under the same terms and options as available to Sourcewell, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

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

NOW THEREFORE BE IT RESOLVED that Brookings County is hereby authorized and directed to contract for the removal and replacement of two chillers at the courthouse based upon the bid price, or less, as established through the competitive bidding process of Sourcewell.

Adopted this _____ day of July, 2020.

_____
Chairperson, Brookings County
Board of County Commissioners

ATTEST

_____
Brookings County Finance Officer

Proposal

Sioux Falls SD Common Branch
3413 S GATEWAY BLVD
SIOUX FALLS, SD 57106-1555
Phone: 866-598-7001
Fax: 866-818-5508

TO: Brookings County
520 3rd Street
Brookings, SD 57006-2023
Stacy Steffensen

Date: July 10, 2020
Project: Courthouse Chiller Replacement
Proposal Ref: Sourcewell # 030817-JHN

Items cited on this proposal are priced in accordance with the Johnson Controls Sourcewell contract # 030817.

We propose to furnish the materials and/or perform the work described below for the net price of: $98,693.15

NINETY-EIGHT THOUSAND, SIX HUNDRED NINETY-THREE AND 15/100 DOLLARS

Reduce the impact on your annual budget by considering a Johnson Controls installment payment option, with a monthly payment as low as $1,947.00/month for 60 months. Payment plans offered through Johnson Controls are an affordable way to improve your building, and allow you to devote more of your capital to your core mission. Ask your representative about monthly installments today!

For the above price this proposal includes:

The following TURNKEY Budget Proposal is provided to the Brookings County for the removal and replacement of the two chillers at the Courthouse. This pricing is presented using Sourcewell as a purchasing agent and is provided by Johnson Controls (JCI). JCI will supply a new high efficiency Johnson Controls chiller one (1) - 40 ton scroll. The existing chillers are using R-22 refrigerant, an obsolete ozone depleting refrigerant. The new chiller will be R-410A.

SCOPE of WORK

The JCI team will perform lockout/tag-out of the electrical and hydronic systems to prevent damage or injury.

The R-22 refrigerant will be recaptured and sent for reclamation.

The hydronic system will be drained and all fluid captured for reuse.

The electrical systems will be disconnected.

Existing chillers (2) and (and necessary piping) will be removed and disposed of according to regulations.

The primary pump serving the west chiller will be abandon in place and valves secured and plugged. Exterior piping will be cut below grade and capped.

The existing east pad will be added on to, so chiller will fit.

After the pad has cured the new chiller will be set in place.

New hydronic lines will be run from the new chiller to the existing water lines above the ground.

The loop will be pressure tested. After passing the test will be refilled.

All new piping and any existing insulation that was removed will be insulated with one (2") fiberglass insulation and PVC skinned on the exterior.

The electrical will be re-connected to the new chiller.

The chiller will be connected to the existing JCI Metasys Building Automation System.

JCI will perform startup and check out of the chiller.

JCI will provide customer training of the chiller operations.

This project will include the Manufactures one (1) year parts and labor warranty and a five (5) year compressor warranty on the chiller.

The alternate scopes and commercial pricing listed below are not included in the above base proposal, but may be added upon written receipt and confirmation from our customer:

N/A

This proposal DOES NOT include:

1. Any work with materials containing Asbestos is excluded.
2. All work to be performed during normal working hours M-F between 7AM-5PM.

This proposal and alternates listed below are hereby accepted and Johnson Controls is authorized to proceed with work; subject, however to credit approval by Johnson Controls, Inc., Milwaukee, Wisconsin.

This proposal is valid until: Aug. 14, 2020

Brookings County		Johnson Controls, Inc.	
Name:		**Name:**	Thomas M. Hunstad
Title:	Commission Chair	**Title:**	Account Manager
Date:		**Date:**	July 10, 2020
PO:			

TERMS AND CONDITIONS

By accepting this proposal, Purchaser agrees to be bound by the following terms and conditions:

1. SCOPE OF WORK. This proposal is based upon the use of straight time labor only. Plastering, patching and painting are excluded. "In-line" duct and piping devices, including, but not limited to, valves, dampers, humidifiers, wells, taps, flow meters, orifices, etc., if required hereunder to be furnished by Johnson Controls, Inc. (hereinafter referred to as JCI), shall be distributed and installed by others under JCI's supervision but at no additional cost to JCI. Purchaser agrees to provide JCI with required field utilities (electricity, toilets, drinking water, project hoist, elevator service, etc.) without charge. JCI agrees to keep the job site clean of debris arising out of its own operations. Purchaser shall not back charge JCI for any costs or expenses without JCI's written consent unless specifically noted in the statement of the scope of work or services undertaken by JCI under this agreement, JCI's obligations under this agreement expressly exclude any work or service of any nature associated or connected with the identification, abatement, clean up, control, removal, or disposal of environment Hazards or dangerous substances, to include but not be limited to asbestos or PCSs, discovered in or on the premises. Any language or provision of the agreement elsewhere contained which may authorize or empower the Purchaser to change, modify, or alter the scope of work or services to be performed by JCI shall not operate to compel JCI to perform any work relating to Hazards without JCI's express written consent.

2. INVOICING && PAYMENTS. JCI may invoice Purchaser monthly for all materials delivered to the job site or to an off-site storage facility and for all work performed on-site and off-site. Ten percent (10%) of the contract price is for engineering, drafting and other mobilization costs incurred prior to installation. This 10% shall be included in JCI's initial invoice. Purchaser agrees to pay JCI the amount invoiced upon receipt of the invoice. Waivers of lien will be furnished upon request as the work progresses to the extent payments are received. If JCI's invoice is not paid within 30 days of its issuance, it is delinquent.

3. MATERIALS. If the materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of JCI, then in the case of such temporary unavailability, the time for performance of the work shall be extended to the extent thereof, and in the case of permanent unavailability, JCI shall (a) be excused from furnishing said materials or equipment, and (b) be reimbursed for the difference between the cost of the materials or equipment permanently unavailable and the cost of a reasonably available substitute therefore.

4. WARRANTY. JCI warrants that the equipment manufactured by it shall be free from defects in material and workmanship arising from normal usage for a period of ninety (90) days from delivery of said equipment, or if installed by JCI, for a period of ninety (90) days from installation. JCI warrants that for equipment furnished and/or installed but not manufactured by JCI, JCI will extend the same warranty terms and conditions which JCI receives from the manufacturer of said equipment. For equipment installed by JCI, if Purchaser provides written notice to JCI of any such defect within thirty (30) days after the appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment. For equipment not installed by JCI, if Purchaser returns the defective equipment to JCI within thirty (30) days after appearance or discovery of such defect, JCI shall, at its option, repair or replace the defective equipment and return said equipment to Purchaser. All transportation charges incurred in connection with the warranty for equipment not installed by JCI shall be borne by Purchaser. These warranties do not extend to any equipment which has been repaired by others, abused, altered or misused, or which has not been properly and reasonably maintained. THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE

5. LIABILITY. JCI shall not be liable for any special, indirect or consequential damages arising in any manner from the equipment or material furnished or the work performed pursuant to this agreement.

6. TAXES. The price of this proposal does not include duties, sales, use, excise, or other similar taxes, unless required by federal, state or local law. In addition to the stated price, purchaser shall pay all taxes not legally required to be paid by JCI or, alternatively, shall provide JCI with acceptable tax exemption certificates. JCI shall provide Purchaser with any tax payment certificate upon request and after completion and acceptance of the work.

7. DELAYS. JCI shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond JCI's control, including, but not limited to, acts of God, fire, riots, labor disputes, conditions of the premises, acts or omissions of the Purchaser, Owner or other Contractors or delays caused by suppliers or subcontractors of JCI, etc.

8. SCHEDULE. JCI and Purchaser shall mutually agree upon a schedule for completion of the work. In the event Purchaser desires to change or accelerate the schedule or the schedule is otherwise accelerated, delayed, or impacted for reasons beyond the control of JCI, JCI shall be entitled to a change order equitably adjusting the compensation of JCI to account for the increased costs associated with such schedule changes.

9. DISPUTES. All disputes involving more than $15,000 shall be resolved by arbitration in accordance with the rules of the American Arbitration Association. The prevailing party shall recover all legal costs and attorney's fees incurred as a result. Nothing here shall limit any rights under construction lien laws.

10. INSURANCE. Insurance coverage in excess of JCI's standard limits will be furnished when requested and required. No credit will be given or premium paid by JCI for insurance afforded by others.

11. INDEMNITY. The Parties hereto agree to indemnify each other from any and all liabilities, claims, expenses, losses or damages, including attorneys' fees, which may arise in connection with the execution of the work herein specified and which are caused, in whole or in part, by the negligent act or omission of the Indemnifying Party.

12. OCCUPATIONAL SAFETY AND HEALTH. The Parties hereto agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act relating in any way to the project or project site.

13. LEGAL FEES. Purchaser agrees to pay and reimburse JCI for any and all reasonable legal fees which are incurred by JCI in the collection of amounts due and payable under this Agreement.

14. ENTIRE AGREEMENT. This proposal, upon acceptance, shall constitute the entire agreement between the parties and supersedes any prior representations or understandings.

15. CHANGES. No change or modification of any of the terms and conditions stated herein shall be binding upon Johnson unless accepted by Johnson in writing.

Form C

EXCEPTIONS TO PROPOSAL, TERMS, CONDITIONS, AND SOLUTIONS REQUEST

Company Name: Johnson Control s,I nc.

Any exceptions to the terms, conditions, specifications, or proposal forms contained in this RFP must be noted in writing and included with the Proposer's response. The Proposer acknowledges that the exceptions listed may or may not be accepted by NJPA or included in the final contract. NJPA will make reasonable efforts to accommodate the listed exceptions and may clarify the exceptions in the appropriate section below.

Section/page	Term, Condition, or Specification	Exception	NJPA ACCEPTS
8.20, pg 29	Asbestos Containing-Materials and Other Hazardous Materials.	See explanation on following page	See below.
N/A	Waiver of Consequential Damages and Limitation of Liability	See explanation on following page	See below.

Proposer's Signature: _____ **Date:** 03/02/2017

NJPA's clarification on exceptions listed above:

The proposed exceptions are not accepted. They are site specific and addressed specifically in Member's purchase orders.

LEGAL
Initials
5-1-17
Date

State of wisconsin, county of milwaukee
on this 2nd day of march, 2017
signed by Danya Foster, Notary Public
my certification expires may 30, 2020
Danya Foster

Asbestos Containing-Materials and Other Hazardous Materials.

(a) Asbestos-Containing Materials: Neither Party desires to or is licensed to undertake direct obligations relating to the identification, abatement, cleanup, control, removal or disposal of asbestos-containing materials ("ACM"). Consistent with applicable laws, Owner shall supply JCI with any information in its possession relating to the presence of ACM in areas where JCI undertakes any Work or Services that may result in the disturbance of ACM. If either Owner or JCI becomes aware of or suspects the presence of ACM that may be disturbed by JCI's Work or Services, it shall immediately stop the Work or Services in the affected area and notify the other's contacts. As between Owner and JCI, Owner shall be responsible at its sole expense for addressing the potential for or the presence of ACM in conformance with all applicable laws and addressing the impact of its disturbance before JCI continues with its Work or Services, unless JCI had actual knowledge that ACM was present and acted with intentional disregard of that knowledge, in which case (i) JCI shall be responsible at is sole expense for remediating areas impacted by the disturbance of the ACM, and (ii) Owner shall resume its responsibilities for the ACM after JCI's remediation has been completed.

(b) Other Hazardous Materials: "Hazardous Materials" means any material or substance that, whether by its nature or use, is now or hereafter defined or regulated as a hazardous waste, hazardous substance, pollutant or contaminant under any local, state or federal law, regulation or ordinance, relating to or addressing public and employee health and safety and protection of the environment, or which is toxic, explosive, corrosive, flammable, radioactive, carcinogenic, mutagenic or otherwise hazardous or which is or contains petroleum, gasoline, diesel, fuel, another petroleum hydrocarbon product or polychlorinated biphenyls. "Hazardous Materials" specifically includes mold and lead-based paints and specifically excludes ACM. JCI shall have no obligations relating to the identification, abatement, cleanup, control, removal or disposal of mold, regardless of the cause of the mold. JCI shall be responsible for removing or disposing of any Hazardous Materials that it uses in providing Work or Services ("JCI Hazardous Materials") and for the remediation of any areas impacted by the release of JCI Hazardous Materials. For other Hazardous Materials that may be otherwise present at its facilities ("Non-JCI Hazardous Materials"), Owner shall supply JCI with any information in its possession relating to the presence of such materials if their presence may affect JCI's performance of the Work or Services. If either Owner or JCI becomes aware of or suspects the presence of Non-JCI Hazardous Materials that may interfere with JCI's Work or Services, it shall immediately stop the Work or Services in the affected area and notify the other's contacts. As between Owner and JCI, Owner shall be responsible at its sole expense for removing and disposing of Non-JCI Hazardous Materials from it facilities and the remediation of any areas impacted by the release of the Non-JCI Hazardous Materials, unless JCI had actual knowledge that Non-JCI Hazardous Materials were present and acted with intentional disregard of that knowledge, in which case (i) JCI shall be responsible at its sole expense for the remediation of any areas impacted by its release of such Hazardous Materials, and (ii) Owner shall remain responsible at its sole expense for the removal of Hazardous Materials that have not been released and for releases not resulting from JCI's performance of the Work or Services.

(c) Environmental Indemnity: Notwithstanding any other provision of the Contract, and to the fullest extent permitted by law, Owner shall indemnify and hold harmless JCI and its subcontractors, and their respective directors, officers, employees, agents, representatives, shareholders, affiliates, and assigns and successors, from and against any and all losses, costs, damages, expenses (including reasonable legal fees and defense costs), claims, causes of action or liability, directly or indirectly, relating to or arising from the Owner's use, or the storage, release, discharge, handling or presence of ACM, mold (actual or alleged and regardless of the cause of such condition) or Non-JCI Hazardous Materials on, under or about the facility, or the noncompliance with this section titled, "Asbestos Containing-Materials and Other Hazardous Materials."

Waiver of Consequential Damages and Limitation of Liability

In no event, whether in contract, tort or otherwise (including breach of warranty, negligence and strict liability in tort), will a party be liable for indirect or consequential (including loss of business, loss of profits, and the like), exemplary, punitive or special damages, even if such party has been advised of the possibility of such damages in advance and even if a remedy set forth herein is found to have failed of its essential purpose. In no event shall JCI be liable for any damages in excess of the Contract Amount.

Contract Award
RFP |#030817|

FORM D

Formal Offering of Proposal
(To be completed only by the Proposer)

|HVAC SYSTEMS, INSTALLATION, AND SERVICE WITH RELATED PRODUCTS AND SUPPLIES |

In compliance with the Request for Proposal (RFP) for |HVAC SYSTEMS, INSTALLATION, AND SERVICE WITH RELATED PRODUCTS AND SUPPLIES, |the undersigned warrants that the Proposer has examined this RFP and, being familiar with all of the instructions, terms and conditions, general and technical specifications, sales and service expectations, and any special terms, agrees to furnish the defined products and related services in full compliance with all terms and conditions of this RFP, any applicable amendments of this RFP, and all Proposer's response documentation. The Proposer further understands that it accepts the full responsibility as the sole source of solutions proposed in this RFP response and that the Proposer accepts responsibility for any subcontractors used to fulfill this proposal.

Company Name: Johnson Controls, Inc. Date: 03/02/2017

Company Address: 5757 North Green Bay Avenue, P.O. Box 591

City: Milwaukee State: WI Zip: 53201

Contact Person: Andrew Pergande Title: Andrew.Pergande@jci.com

Authorized Signature: Brandon Jackson
(Name printed or typed)

State of Wisconsin, County of Milwaukee
on this 2nd day of March, 2017
Signed by Daniya Foster, Notary Public.
my certification expires May 30, 2020
Daniya Foster

FORM E
CONTRACT ACCEPTANCE AND AWARD

(Top portion of this form will be completed by NJPA if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

NJPA Contract #: 030817-JHN

Proposer's full legal name: Johnson Controls, Inc.

Based on NJPA's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all of the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by NJPA.

The effective date of the Contract will be May 8, 2017 and will expire on May 8, 2021 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the NJPA Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at NJPA's discretion.

NJPA Authorized Signatures:

NJPA DIRECTOR OF COOPERATIVE CONTRACTS AND PROCUREMENT/CPO SIGNATURE — Jeremy Schwartz (NAME PRINTED OR TYPED)

NJPA EXECUTIVE DIRECTOR/CEO SIGNATURE — Chad Coauette (NAME PRINTED OR TYPED)

Awarded on May 8, 2017 — NJPA Contract # 030817-JHN

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name Johnson Controls

Authorized Signatory's Title GPO / Cooperative Manager

VENDOR AUTHORIZED SIGNATURE — Andrew Pergande (NAME PRINTED OR TYPED)

Executed on 5/8, 2017 — NJPA Contract # 030817-JHN

Form F

PROPOSER ASSURANCE OF COMPLIANCE

Proposal Affidavit Signature Page

PROPOSER'S AFFIDAVIT

The undersigned, authorized representative of the entity submitting the foregoing proposal (the "Proposer"), swears that the following statements are true to the best of his or her knowledge.

1. The Proposer is submitting its proposal under its true and correct name, the Proposer has been properly originated and legally exists in good standing in its state of residence, the Proposer possesses, or will possess before delivering any products and related services, all applicable licenses necessary for such delivery to NJPA members agencies. The undersigned affirms that he or she is authorized to act on behalf of, and to legally bind the Proposer to the terms in this Contract.

2. The Proposer, or any person representing the Proposer, has not directly or indirectly entered into any agreement or arrangement with any other vendor or supplier, any official or employee of NJPA, or any person, firm, or corporation under contract with NJPA, in an effort to influence the pricing, terms, or conditions relating to this RFP in any way that adversely affects the free and open competition for a Contract award under this RFP.

3. The Proposer has examined and understands the terms, conditions, scope, contract opportunity, specifications request, and other documents in this solicitation and affirms that any and all exceptions have been noted in writing and have been included with the Proposer's RFP response.

4. The Proposer will, if awarded a Contract, provide to NJPA Members the /products and services in accordance with the terms, conditions, and scope of this RFP, with the Proposer-offered specifications, and with the other documents in this solicitation.

5. The Proposer agrees to deliver products and services through valid contracts, purchase orders, or means that are acceptable to NJPA Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to NJPA Members under an awarded Contract.

6. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

7. The Proposer understands that NJPA will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statute §13.591, Subd. 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals generally become public data. Minnesota Statute §13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

8. The Proposer understands that it is the Proposer's duty to protect information that it considers nonpublic, and it agrees to defend and indemnify NJPA for reasonable measures that NJPA takes to uphold such a data designation.

[The rest of this page has been left intentionally blank. Signature page below]

By signing below, Proposer is acknowledging that he or she has read, understands, and agrees to comply with the terms and conditions specified above.

Company Name: Johnson Controls, Inc.

Address: 5757 North Green Bay Avenue, P.O. Box 591

City/State/Zip: Milwaukee, WI 53201

Telephone Number: 414 524 4708

E-mail Address: Brandon.L.Jackson@jci.com

Authorized Signature:

Authorized Name (printed): Brandon Jackson

Title: Vice President of Branch Sales

Date: 03/02/2017

Notarized

Subscribed and sworn to before me this 2nd day of March, 2017

Notary Public in and for the County of Milwaukee State of WI

My commission expires: May 30, 2020

Signature: Danyia Potts

Form P

PROPOSER QUESTIONNAIRE

Payment Terms, Warranty, Products and Services, Pricing and Delivery, and Industry-Specific Questions

Proposer Name: Johnson Controls

Questionnaire completed by: Andrew Pergande

Payment Terms and Financing Options

1) What are your payment terms (e.g., net 10, net 30)?

Johnson Controls uses Net 30 payment terms.

2) Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?

Our approach to financing is to assist in identifying a lender through competitive procurement from a group of qualified lenders, and work closely with our clients to provide the most favorable financing package for the project. Johnson Controls receives no commissions or finder's fees for bringing financing institutions to our clients.

Most public entities that we've worked with have selected a tax-exempt capital lease structure. This structure has the least amount of transaction costs and is offered at rates comparable to other forms of public sector financing.

Johnson Controls will help NJPA members:

- Obtain the lowest interest rate
- Obtain the lowest cost of financing
- Protect against interest rate fluctuations
- Minimize your time devoted to financing issues
- Explore available alternative funding sources

The following table shows some of the financing options used by our customers.

Financing Option	Description*
Installment Purchase (Buy)	No down payment required. The customer makes even payments monthly over a number of years (typically 5 years). Customers own their equipment. Typically used with projects $25,000 and up. Flexible payment schedules are available. This is a full term obligation at taxable rates, but financing is done directly through Johnson Controls on a light document package.
Tax Exempt Lease Purchase	Similar to installment purchase, but customer doesn't take title to purchase until the end of the term. Lease terms range from 2 to 10 years depending upon the size of the project and the credit status of the individual customer. Payment frequencies can be matched to fit the Customer need from monthly to annually, in arrears or in advance - again depending upon the Customer criteria.
Operating Lease	Zero money down and low monthly payments. At the end of the term the customer must purchase for Fair Market Value, return, or release the equipment. This type of financing is most often used when an entity has restrictions on ownership or title transfer of equipment.

* *Terms subject to credit approval. Descriptions are for information purposes and should not be construed as financial advice.*

3) Briefly describe your proposed order process. Please include enough detail to support your ability to report quarterly sales to NJPA. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the NJPA Members' purchase orders.

Systems and Services North America has a wholly owned branch network that provides proposals directly to customers for requested product or service purchases. Each proposal procured through the NJPA contract will have the NJPA contract number and will be logged. Upon customer award, each sale will be reported to NJPA quarterly (or on NJPA's desired frequency).

4) Do you accept the P-card procurement and payment process? If so, is there any additional cost to NJPA Members for using this process?

We do accept P-card procurement and payment, and we do not pass on any fees to the customer.

Warranty

5) Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may include in your response a copy of your warranties, but at a minimum please also answer the following questions.
Do your warranties cover all products, parts, and labor?
Do your warranties impose usage restrictions or other limitations that adversely affect coverage?
Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?
Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?
Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?
What are your proposed exchange and return programs and policies?

The following sample text shows our standard warranty for HVAC systems and service. Extended or customized warranty terms are negotiable.

Parts Warranty: JCI warrants that original equipment, parts or components manufactured or labeled by JCI shall be free from defects in material and workmanship under normal usage and proper installation and maintenance for a period of one (1) year from the date of shipment. Equipment, parts or components not manufactured or labeled by JCI shall carry a warranty from defects in material and workmanship under normal usage and proper installation and maintenance for a period of ninety (90) days from the date of shipment. Notwithstanding the foregoing, in the event JCI is reasonably able to identify a warranty for a period longer than the ninety (90) days applicable to equipment, parts or components not manufactured or labeled by JCI, it will assign all assignable rights under such warranty to Customer and reasonably cooperate in the enforcement of any warranty claim. Recertified or replacement parts installed on equipment and still under the original equipment manufacturer's warranty are covered for ninety (90) days or the remainder of the original equipment manufacturer warranty period, whichever is longer. For large tonnage chillers, JCI will warrant under normal usage and proper installation and maintenance for a period of one (1) year from the date of shipment: screw compressors, motors, control panels and components, VFD's and components and Liquid Cooled Solid State Starters and components. For small tonnage chillers, JCI will warrant under normal usage and proper installation and maintenance for a period of one (1) year from the date of shipment: scroll compressors, condenser coils, control panels and components, screw compressors (DXS and Mustang), and fan motors. In the event of a valid warranty claim, the Customer's remedy shall, at JCI's sole discretion and subject to the exclusions herein, be limited to repair or replacement of the subject equipment, part or component conditioned upon the return to JCI of any defective equipment, part or component. This Parts Warranty does not cover any shipping, handling or transportation charges or any associated labor costs.

Labor Warranty: JCI warrants its workmanship or that of its agents in relation to installation of materials for a period of ninety (90) days from date of installation or with respect to service work for a period of ninety (90) days from the date of service. Customer acknowledges that re-performance shall be its exclusive and only remedy with regards to any services provided by JCI. Customer shall bear all labor costs associated with the repair or replacement of failed material that is outside the scope of this express labor warranty. All warranty labor shall be executed during JCI normal business hours.

These warranties do not extend to any equipment which has been repaired by others, abused, altered, or misused in any way, or which has not been properly and reasonably maintained.

THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE. UNDER NO CIRCUMSTANCES SHALL JCI BE LIABLE FOR ANY SPECIAL, INDIRECT, OR CONSEQUENTIAL DAMAGES ARISING FROM OR RELATING TO ANY DEFECT IN MATERIAL OR WORKMANSHIP OF EQUIPMENT OR THE PERFORMANCE OF SERVICES.

The following table provides answers to the questions from the RFP.

Question	Information
Do your warranties cover all products, parts, and labor?	There is a parts warranty and a typically a manufacturer warranty that is passed on to the customer. Additionally there is a labor warranty provided by Johnson Controls
Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	The warranties do not extend to any equipment which has been repaired by others, abused, altered, or misused in any way, or which has not been properly and reasonably maintained.
Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Yes.
Are there any geographic regions of the United States for which you cannot provide a certified technician to perform warranty repairs? How will NJPA Members in these regions be provided service for warranty repair?	We can provide warranty repairs in all geographic regions.
Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	We pass all manufacturer warranties on to the customer. If requested and negotiated into the contract, we can cover a manufacturer warranty or enable the customer to buy an extended warranty.
What are your proposed exchange and return programs and policies?	If we are in the installation phase and the requested change is similar in price and operation to the planned equipment, we will make the change as requested. If the change is less expensive, we will refund the difference to the customer. If the change is more expensive, we implement the change with a formal Change Order.

6) Describe any service contract options for the items included in your proposal.

We will guarantee the performance of our company's labor by supplying proposals based on our nationwide project-estimating program, Project Estimating Tool. This program has been refined over many years using thousands of service calls to establish acceptable rates and labor hours to perform mechanical tasks.

As described in Form A, question 19, we deliver unparalleled OEM service support for our industry-leading YORK chillers and Metasys building management system, as well as the expertise to service **any competitive brand of equipment**, including chillers, boilers, HVAC mechanical equipment, and controls systems. When it comes to servicing HVAC equipment or controls system, we will provide customers with the expertise, resources, professionalism, and results expected from a global industry leader – with the attention to detail and commitment to community of a local service provider.

We can customize a facility maintenance plan to address the manufacturer's recommended preventative maintenance tasks for all of your equipment. An effective strategy applies an optimum mix of different approaches based on the risk impact or cost and consequences of failure. Establishing this proper mix and focusing on continuous improvement are equally important in a successful strategy.

Reactive Maintenance	Preventative Maintenance
Fixing or replacing equipment only when they fail. Assets will be out of service until fixed. Significant overtime and expedited delivery costs incurred.	Scheduling maintenance at specific times offers a first line of defense against failure.
Predictive Maintenance	**Proactive Maintenance**
Checking the condition of equipment as it operates. Equipment condition, rather than time intervals, determines the need for service.	Addresses root causes identified by predictive methods. It isolates and corrects the sources of failure altogether.

Pricing, Delivery, Audits, and Administrative Fee

7) Provide a general narrative description of the equipment/products and related services you are offering in your proposal.

Johnson Controls offers efficient energy solutions for all types of buildings. We have been the leader in high quality building environments and mechanical services and contracting for decades. We are the market leader in performance contracting, with a greater market share and more experience than any of our competitors.

We offer NJPA members experience and expertise in HVAC system design, installation, and service. This include such items as smart building services, controls, building automation systems, lighting, and building envelop. We also provide distribution systems, cogeneration plants, water conservation, and water and sewage systems. Our renewable energy offerings include solar, wind, microgrids, and distributed energy storage.

We have installed our products in major buildings throughout the world as documented in numerous case studies on our web site, http://www.johnsoncontrols.com. We embrace open systems fully and have solutions across all major protocols. This ensures that our system integrates with controls and equipment from other vendors.

Our 4,500 front-line service providers operate out of 160 company-owned branch locations, providing local expertise that is able to respond to customer needs 24 hours a day, 7 days a week. As a vendor neutral company, we service all makes and models of equipment. We also provide assistance to our customers with finding and procuring grants and rebates, public relations campaigns, training, and energy awareness education for your residents, students, or guests.

8) Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the NJPA discounted price) on all of the items that you want NJPA to consider as part of your RFP response. Provide a SKU for each item in your proposal. (Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract. See the body of the RFP and the Price and Product Change Request Form for more detail.)

This agreement will apply to all Johnson Controls Systems and Services North America (SSNA) branches across the United States. Johnson Controls strives to be a company that is easy to do business with. Therefore, our approach for this opportunity is to keep our pricing model simple, easy to use, and transparent.

Labor Rates

For labor rates, each branch location has **published street labor rates** that are **competitive in their local markets.** We will be using the approach **discounting 10%** off of our local branch published street rates (benchmark: Our labor pricing approach is the same approach utilized by Johnson Controls for GSA Schedule 84, which can be used by most state and local government entities). Local labor rates change annually.

Equipment, Controls, and Solutions

- For equipment, controls, fire alarm, and parts manufactured by Johnson Controls, our approach is to discount off of our North American List Price (NALP)
- For outside purchased HVAC equipment, controls, fire, security, technology equipment, and miscellaneous components, our approach is to mark up over our cost
- For Packaged Central Plant solutions (400-4500 tons), cooling towers and pumps, our price depends upon the complexity and size of the system
- HVAC Specialty Air Quality Products are custom built, so pricing will vary
- For miscellaneous 3rd party parts, mechanical subcontracts, electrical subcontracts, piping subcontracts, insulation subcontracts, job services such as cranes, facilities assessments, job specific tools, management & engineering services and surveys, our approach is to mark up over our cost as verified by 3rd party invoice to Johnson Controls.

Pricing Table

The following table describes our pricing for the services products and services offered:

Product/Service	Discount Type	Discount
Non-Johnson Controls HVAC control, security, fire and equipment products: includes subcontracts, non-Johnson Controls controls, assessments, tools, management & engineering services and surveys	Mark up over cost	Cost + 30%
Miscellaneous parts	Mark up over cost	Cost + 30%
York Chillers (air-cooled and water cooled)	Discounts from North America List Price (NALP)	NALP less 55%
York Air Handling Equipment	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls Terminal Units (VAV & FCU)	Discounts from North America List Price (NALP)	NALP less 55%

Johnson Controls Commercial Unitary Equipment (Series 5-40)	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls Large Commercial Unitary Equipment (Series 100)	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls DDC controls & Johnson Controls Security products	Discounts from North America List Price (NALP)	NALP less 55%
Fire Alarm Systems	Discount from list price	List less 15%
Johnson Controls Labor	Local Branch Published Street Labor Rates	Local Branch Published Street Rate less 10%
Packaged Central Plant (400-4500 tons)	Pricing varies depending upon complexity, but customers will receive a minimum of a 5% discount	

Pricing Notes:

1. All labor rates are based upon standard hours.
2. Overtime rates (afterhours, Saturday, Sunday): 1.5 x standard labor rates
3. Overtime rates (Holidays): 2 x standard labor rates
4. Per diem rates: Based upon location and job role to be provided
5. Minimum charge of 4 hours for all overtime work
6. Local branch published street labor rates may be updated annually at the discretion of each local branch

Not to exceed pricing:

The above pricing is submitted as not to exceed pricing and can be adjusted lower but cannot exceed the pricing above for those projects purchased under the agreement. Customer must indicate on the purchase order their intent to use the NJPA Agreement.

9) **Please quantify the discount range presented in this response. For example, indicate that the pricing in your response represents is a 50% percent discount from the MSRP or your published list.**

Discounts vary based on equipment and labor. Maximum equipment discounts are 55%. See our response to question 8.

10) The pricing offered in this proposal is

_____~~a. the same as the Proposer typically offers to an individual municipality, university, or school district.~~

____X___**b. the same as the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.**

____X___**c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.**

_____~~d. other than what the Proposer typically offers (please describe).~~

Both B and C apply to our response. Depending on the opportunity, the discounts will be **equal or better** than we offer to GPOs.

11) Describe any quantity or volume discounts or rebate programs that you offer.

Volume discounts will be considered on a project-by-project basis. Most SSNA solutions are customized for each facility and do not qualify for volume discounts.

12) Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.

We supply these items at cost + 30%.

13) Identify any total cost of acquisition costs that are **NOT** included in the pricing submitted with your response. This cost includes all additional charges that are not directly identified as freight or shipping charges. For example, list costs for items like installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.

We offer turnkey pricing that includes all costs. Everything included in the costs is documented in the contract.

14) If delivery or shipping is an additional cost to the NJPA Member, describe in detail the complete shipping and delivery program.

Shipping costs are included, as is disposal.

15) Specifically describe those shipping and delivery programs for Alaska, Hawaii, Canada, or any offshore delivery.

Shipping costs are included in the price.

16) Describe any unique distribution and/or delivery methods or options offered in your proposal.

We strive to achieve just in time delivery to avoid storage costs and costs associated with damage that can occur when equipment and parts are stored on site or in a facility for any length of time. Additionally, we do not enforce your warranty until we reach substantial completion. This helps save our customers a little money by not starting the warranty period too early, when the system is not yet in use.

17) Please specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with NJPA. This process includes ensuring that NJPA Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to NJPA.

Pricing calculations under the NJPA contract will leverage estimating tools with defined pricing discounts for NJPA members. This pricing methodology makes it easy for our field organization and customers to understand pricing practices. Pricing transparency is provided to the customer with each NJPA proposal including reference to the NJPA contract. Pricing for large sales often have multiple reviews (sales, sales management, and cooperative program office). Small transactional sales are sample reviewed by the cooperative program office. If a pricing discrepancy would be identified all sales by that sales rep through the NJPA contract would be self-audited. The sales reporting and administrative fee remittance function is independent from the field sales organization. Fee processing is completed by a centralized GPO and cooperative processing team. This process will help to eliminate issues relating to unreported sales or missing fees under the NJPA contract. The centralized team utilizes data contained with our Customer Relationship Management system, booking system, and cooperative proposal log to help ensure completeness in sales reporting and fee submission.

18) Identify a proposed administrative fee that you will pay to NJPA for facilitating, managing, and promoting the NJPA Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See RFP Section 6.29 and following for details.)

We propose a 1.5% annual administration fee with a reduction to 1% in any subsequent year that total contract volume exceeds $60M.

Industry-Specific Questions

19) For the solutions that you are proposing in your response, what is your market share relating to NJPA's specific member sectors (i.e., governmental, educational, or not-for-profit entities)? If you are unable to cite reasonably accurate data or credible estimates, please state this.

Our market share in the Education and Government vertical markets are:

Item	2014	2015	2016
Education	25.4%	22.4%	23.1%
Government	21.2%	23.6%	23.1%

We do not track market share data for non-profit customers.

20) Detail your ongoing training programs for your service/installation technicians, including the training frequency and time requirements.

Annual mandatory training for front-line service providers typically includes training in safety, sexual harassment class, diversity, ethics, manager training, energy management, fire and life safety, HVAC mechanical services, life sciences, building controls, networking and connectivity, security systems, systems integration, and others.

Mandatory training for all employees typically includes training in sexual harassment, diversity, and ethics.

Johnson Controls also encourages external training that develops employees' skill and knowledge base, thus promoting career growth and development. External training is also provided as needed to meet account-specific requirements.

For injury prevention, it is critical that employees understand the hazards and potential hazards they could encounter when working on the job. The SSA Safety Training Program focuses on the identification of hazards specific to Johnson Controls work, and the safe work practices necessary to eliminate or control the hazardous conditions identified. As part of the annual or monthly training, employees are encouraged to discuss individual safety experiences on what has and hasn't worked from their perspective. To the extent that lessons learned play a role in accident prevention, employees can save their co-workers from potential injury by discussing these experiences along with their accidents or near misses. Through training and discussion, the idea is to help employees develop a personal stake in the process of making a worksite safer.

Field supervisors receive safety training at a minimum of annually during a kick-off session held during the first quarter of the fiscal year. In addition to a review of relevant safety issues and Area office safety metrics, a train-the-trainer session is conducted for field supervision. In this session, the supervisor learns to conduct the annual safety training for their employees (down to the specific topics chosen for the year), along with the process and resources for conducting and documenting monthly toolbox training.

At a minimum, team leaders conduct toolbox safety training for their team on a monthly basis. A "Toolbox of the Month" topic is posted on the Advisor Safety homepage and is retrieved by the team leader to conduct the training. The "Toolbox of the Month" format is used as a means to convey recent Group/Area safety issues, injury information, and other up-to-the minute safety topics. Each quarter, the supervisor completes a safety checklist in place of a toolbox session. This checklist is used to validate each employee's understanding of the safety training topics discussed earlier

in the year. The checklist is on Advisor, in place of the Toolbox of the Month topic each quarter. The completed checklists are documented the same way as monthly toolbox training. Additional toolbox topics are also available on the Advisor and in handbook format. The supervisor uses these topics to supplement the Toolbox of the Month or to provide training on an as needed basis based on the type of work being performed, the environment, and/or customer requirements.

21) Describe and demonstrate what specifically differentiates you from your key competitors in the areas of organizational structure and product/service offerings.

Our extensive branch network of 4,500 front-line service providers nationwide is **100% company owned** and operated. Full ownership of our branch network benefits our customers because we are able to provide:

- *Consistent* processes and procedures
- *Consistent* service standards
- *Consistent* on-time delivery
- *Consistent* pricing and training
- *Consistent* long-term support and resources

In addition to our own internal resources, we frequently use local resources like engineering, mechanical, and electrical firms. Each branch office has extensive relationships with proven local businesses because we believe in supporting the communities where we work. We install and service all makes and models of equipment.

Additionally, we have entire teams dedicated to State Government, Higher Education, K-12 Schools and Districts, Local Government, Federal Government, Healthcare, and Public Housing. Our ability to dedicate resources and specialize in these markets ensures that NJPA members will receive service from experts with extensive experience serving similar customers in similar facilities facing similar problems.

22) In addition to the general narrative of equipment/products and related services requested in Form P, question 7, describe in detail what is included within your response in terms of installation, maintenance, and turn-key services.

We sell, install, commission, maintain, and service customers with cooling, HVAC, heating, energy management, and controls systems needs. Our 4,500 front-line service providers operate out of 160 company-owned branch locations, providing local expertise that is able to respond to customer needs 24 hours a day, 7 days a week.

Our turnkey projects provide equipment, installation, and your choice of maintenance and service needs for a single price. However, our value goes beyond equipment and maintenance programs. We have specialized experts and the experience to improve efficiency at your facilities, address maintenance issues, and prolong the life of the equipment through a life cycle program management approach, increase responsiveness through technical advantages and knowhow, and improve efficiency and downtime. Johnson Controls offers NJPA members the broadest array of offerings to maximize their savings, upgrade their infrastructure, and allow them to invest in staff, facilities, and their communities.

Working with the Johnson Controls team, you can expect:

- Expertise delivered by highly skilled and trained teams
- Expertise delivered by our project managers and engineers who develop solutions to reduce operational costs and improve environmental conditions
- A fast response from our local branches serving the entire state(s)
- A high level of trust through consistent service delivery, accountability and communication
- A flexible service solution with options that can be tailored to meet your requirements and budget
- The highest degree of service, utilizing innovative industry-leading technologies
- Risk mitigation to protect your building and equipment investments

23) Which industry-specific quality management system certifications (if any) does your company hold? You may also include applicable ISO certifications in your answer.

Johnson Controls is ISO:9001 compliant.

Signature: _____ Date: _____

Signature: _____ Date: 03/02/2017

State of Wisconsin, County of Milwaukee
on this 2nd day of March, 2017
signed by Danya Foster, Notary Public
my certification expires May 30, 2020

Danya Foster

Sourcewell Contract #030817-JHN - Maturity Date: 05/08/2021 **Mod Request Clarification of Mileage and Fuel Surcharge 10-9-2019**

The following table describes our pricing for the services products and services offered:

Product/Service	Discount Type	Discount
Non-Johnson Controls HVAC control, security, fire and equipment products: includes subcontracts, non-Johnson Controls, controls, assessments, tools, management & engineering services and surveys	Mark up over cost	Cost + 30%
Miscellaneous parts	Mark up over cost	Cost + 30%
York Chillers (air-cooled and water cooled)	Discounts from North America List Price (NALP)	NALP less 55%
York Air Handling Equipment	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls Terminal Units (VAV & FCU)	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls Commercial Unitary Equipment (Series 5-40)	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls Large Commercial Unitary Equipment (Series 100)	Discounts from North America List Price (NALP)	NALP less 55%
Johnson Controls DDC controls & Johnson Controls Security products	Discounts from North America List Price (NALP)	NALP less 55%
Fire Alarm Systems	Discount from list price	List less 15%
Johnson Controls Labor	Local Branch Published Street Labor Rates	Local Branch Published Street Rate less 10%
Packaged Central Plant (400-4500 tons)	Pricing varies depending upon complexity, but customers will receive a minimum of a 5% discount	
Energy Efficient Projects with General Requirements and internal/external Purchase Orders for Construction	All Related Services and Products	Cost Plus 30%

Pricing Notes:

1. All labor rates are based upon standard hours.
2. Overtime rates (afterhours, Saturday, Sunday): 1.5 x standard labor rates
3. Overtime rates (Holidays): 2 x standard labor rates
4. Per diem rates: Based upon location and job role to be provided
5. Minimum charge of 4 hours for all overtime work
6. Local branch published street labor rates may be updated annually at the discretion of each local branch
7. The Mileage Charge for USA is $1.84 per Mile. The Fuel Surcharge fee is $15.00. (Applied to Service Calls)

Not to exceed pricing:

The above pricing is submitted as not to exceed pricing and can be adjusted lower but cannot exceed the pricing above for those projects purchased under the agreement. Customer must indicate on the purchase order their intent to use the Sourcewell Agreement.

Project: **Brookings County Detention Center Expansion and Remodel**
GMP

Henry Carlson Construction

Date: *July 21, 2020*

Bid Package	Description	GMP 7/21/2020	Contractor	Note
	General Conditions	$ 817,458		
	Supplemental Conditions			
	General Hoisting - Forklift without an operator	$ 51,505		
	Temporary Heat and Shelters	$ 55,437		
	Temporary Walkway to Allow Access to 24/7 During Phase 1	$ 14,556		
	Progress Cleanup - (1) man (2) days per week	$ 41,152		
	Construction Dumpsters	$ 11,400		
	Final Cleaning	$ 13,032		
	Construction Staking	$ 11,720	Brosz Engineering Inc.	
	Snow Removal	$ 4,330		
	Temp Covering for Polished Concrete	$ 3,429		
	Temp Fence Around Remote Lot	$ 5,250		
	Traffic Control for Lane Closure	$ 4,840		
	Bid Packages			
1.02A&B	Earthwork & Site Utilities	$ 264,180	First Rate	Bonded
1.02C	Asphalt Paving	$ 30,675	ASCO	
1.02D	Site Concrete	$ 127,870	Clark Drew	Bonded
1.02E	Landscaping	$ 27,218	Kerry's Landscaping	
1.02F	Chain-Link Fencing & Privacy Fence	$ 16,427	American Fence	
1.02G	Selective Demolition	$ 325,900	Midwest Demo	Bonded
1.03A	Concrete Footings and Foundations	$ 173,450	LCI	Bonded
1.03B	Concrete Slabs	$ 188,675	LCI	Bonded
1.03C	Precast Concrete (Furnished and Installed)	$ 985,871	Gage	Bonded
	Misc. Steel Embeds	$ 1,400	Allowance	
1.04A	Masonry	$ 716,000	Urvig	PERFORMANCE BOND ONLY
1.05A	Steel Materials (Supply Only)	$ 293,975	Egger Steel	Bonded
1.05B	Steel Erection	$ 202,700	Henry Carlson	
1.06A	Rough and Finish Carpentry (Supply/Install and Install)	$ 171,976	Mills Construction	Bonded
1.06B	Finish Carpentry and Casework (Supply Only)	$ 17,009	JMJ Casework	
1.07A	Roofing, Soffit, and Wall Panels	$ 302,095	Guarantee Roofing	Bonded
1.07B	Firestopping, Fire Joints, and Joint Sealants	$ 84,000	Allowance	No responsive bids
107C	Waterproofing	$ 31,333	Absolute Waterproofing	
1.08A	Doors/Frames/Hardware (Supply)	$ 64,805	Allowance	No responsive bids
1.08B	Aluminum Windows & Entrances	$ 78,200	Heartland Glass	
1.08C	Overhead Doors	$ 23,770	Overhead Door Co.	
1.09A	Drywall	$ 205,300	Olympic Drywall	Bonded
1.09B	Ceramic Tile	$ 52,680	Grazzini	
1.09C	Acoustical Ceilings and Assemblies	$ 54,500	FM Acoustical	
1.09D	Flooring - Carpet	$ 32,780	Barretts	
1.09E	Polished Concrete	$ 66,550	Skold Specialties	
1.09F	Resinous Flooring	$ 38,000	Design Crete	
1.09G	Painting and Coatings	$ 84,958	Renken Painting	
1.10A	Specialties (supply only)	$ 27,559	Builder's Supply Co.	
1.10B	Signage	$ 4,758	Combined Building	Exterior Signage Only
	Interior Building Signage	$ 1,316	Allowance	
1.10C	Lockers	$ 18,814	Combined Building	
1.11A	Food Service Equipment	$ 180,959	Cullinex	Bonded
1.11C	Laundry Equipment	$ 20,955	Allowance	Based on Wascomat
1.12A	Window Treatments	$ 1,690	Allowance	
1.15A	Fire Protection	$ 113,332	Midwestern Mech.	Bonded
1.15B	Plumbing/Heating	$ 1,317,040	Redlinger	Confirmed Scope, Bonded
1.15C	HVAC	$ 1,192,600	Ekern	Bonded
1.16A	Electrical	$ 923,000	Englested	Bonded
	DEC/SEC	$ 4,162,056	Cornerstone	
	Additional Fire Rated Glass	$ 107,371	Cornerstone	
	Additional Intercoms and Cameras	$ 68,425	Cornerstone	
	SUBTOTAL	$ 13,836,282		
	General/Automobile Liability — Yes	$ 20,195		
	Professional Liability Insurance — Yes	$ 15,184		
	Construction Management Bond — Yes	$ 86,220		
	Design/Build Bond — No	$ -		
	Builders Risk — Yes	$ 30,621		
	Building Permit — No	$ -	City to Waive Fee	
	Plan Review Fee — No	$ -	City to Waive Fee	
	SUBTOTAL	$ 13,988,502		
	Preconstruction Services	$ 15,000		
	SUBTOTAL	$ 14,003,502		
	Overhead & Profit — 2.55%	$ 357,090		
	Excise Tax — 2.041%	$ 293,100		
	SUBTOTAL	$ 14,653,692		
	Design Contingency — 0.00%	$ -		
	CM Contingency — 3.00%	$ 439,611		
	Total	**$ 15,093,303**		

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Project: **Brookings County Detention Center Expansion and Remodel**
GMP

Date: *July 21, 2020*

GENERAL CONTRACTORS
Henry Carlson Construction LLC

Bid Package	Description		Alt #1 - Cast Stone Horizontal Bands	Alt #2 - Cast-in Lime Stone Veneer	Alt #3 - Ext. Building Soffit/Fascia and Roofing	Comments
	General Conditions					
	Supplemental Conditions					
	General Hoisting - Forklift without an operator					
	Temporary Heat and Shelters					
	Temporary Walkway to Allow Access to 24/7 During Phase 1					
	Progress Cleanup - (1) man (2) days per week					
	Construction Dumpsters					
	Final Cleaning					
	Bid Packages					
1.02A&B	Earthwork & Site Utilities					
1.02C	Asphalt Paving					
1.02D	Site Concrete					
1.02E	Landscaping					
1.02F	Chain-Link Fencing & Privacy Fence					
1.02G	Selective Demolition				$ 30,000	Alt.3 Allowance
1.03A	Concrete Footings and Foundations					
1.03B	Concrete Slabs					
1.03C	Precast Concrete (Furnished and Installed)		$ 14,000	$ 77,804	$ 24,500	Gage Brothers
	Misc. Steel Embeds					
1.04A	Masonry					
1.05A	Steel Materials (Supply Only)					
1.05B	Steel Erection					
1.06A	Rough and Finish Carpentry (Supply/Install and Install)				$ 15,720	Mills Scoped
1.06B	Finish Carpentry and Casework (Supply Only)				$ 398,998	Guarantee Roofing
1.07A	Roofing, Soffit, and Wall Panels					
1.07B	Firestopping, Fire Joints, and Joint Sealants					
107C	Waterproofing					
1.08A	Doors/Frames/Hardware (Supply)					
1.08B	Aluminum Windows & Entrances					
1.08C	Overhead Doors					
1.09A	Drywall				$ 31,580	Olympic Drywall
1.09B	Ceramic Tile					
1.09C	Acoustical Ceilings and Assemblies					
1.09D	Flooring - Carpet					
1.09E	Polished Concrete					
1.09F	Resinous Flooring					
1.09G	Painting and Coatings					
1.10A	Specialties (supply only)					
1.10B	Signage					
	Interior Building Signage					
1.10C	Lockers					
1.11A	Food Service Equipment					
1.11C	Laundry Equipment					
1.12A	Window Treatments					
1.15A	Fire Protection					
1.15B	Plumbing/Heating					
1.15C	HVAC					
1.16A	Electrical					
	DEC/SEC					
	Additional Fire Rated Glass					
	Additional Intercoms and Cameras					
	SUBTOTAL		**$ 14,000**	**$ 77,804**	**$ 500,798**	
	General/Automobile Liability	Yes	$ 28	$ 156	$ 1,002	
	Professional Liability Insurance	Yes	$ 16	$ 86	$ 550	
	Construction Management Bond	Yes	$ 126	$ 701	$ 4,508	
	Design/Build Bond	No	$ -	$ -	$ -	
	Builders Risk	Yes	$ 26	$ 141	$ 907	
	Building Permit	No	$ -	$ -	$ -	
	Plan Review Fee	No	$ -	$ -	$ -	
	SUBTOTAL		**$ 14,196**	**$ 78,888**	**$ 507,765**	
	Preconstruction Services		$ -	$ -	$ -	
	SUBTOTAL		**$ 14,196**	**$ 78,888**	**$ 507,765**	
	Overhead & Profit	**2.55%**	$ 362	$ 2,012	$ 12,949	
	Excise Tax	**2.041%**	$ 298	$ 1,652	$ 10,628	
	SUBTOTAL		**$14,856**	**$82,552**	**$531,342**	
	Design Contingency	**0.00%**				
	CM Contingency	**3.00%**	$ 446	$ 2,477	$ 15,941	
	Total		**$ 15,302**	**$ 85,029**	**$ 547,283**	

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Henry Carlson Construction LLC

Project: Brookings County Detention Center Expansion
Architect: BKV Group
Bid Date: 7-9-2020

GENERAL CONTRACTORS
Henry Carlson Construction LLC

Bid Summary

1.02A - Earthwork

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Rounds Construction	$ 186,249				$ 1,250		$ 187,499	
DeBoer Const.	$ 249,450				$ 6,500		$ 255,950	
Bowes Const	$ 289,753				$ 2,337		$ 292,090	

1.02B - Site Utilities

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
DeBoer Const.	$ 94,650				$ 3,000		$ 97,650	
Prunty Const.	$ 247,000				$ 2,470		$ 249,470	

1.02A&B - Earthwork and Site Utilities

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
First Rate Exc.	**$ 259,000**				**$ 5,180**		**$ 264,180**	

1.02C - Asphalt Paving

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
ASCO	$ 30,675				$ 500		$ 31,175	
Bowes Const.	$ 39,672				$ 289		$ 39,961	

1.02D - Site Concrete

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Clark Drew	**$ 126,470**				**$ 1,400**		**$ 127,870**	

1.02E - Landscape Work

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Kerry's Landscaping	**$ 27,218**				**No bid**		**$ 27,218**	
Yellow Jacket	$ 33,326				$ 1,000		$ 34,326	
Groundwater Inc.	$ 42,834				No bid		$ 42,834	
Weller Brothers	$ 49,998				No bid		$ 49,998	

1.02F - Chain-Link Fence and Privacy Fence

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
American Fence	$ 16,427				$ 250		$ 16,677	

1.02G - Selective Demolition

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
MWE Services Inc.	$ 319,000				$ 6,900		$ 325,900	
All States	$ 423,019			$ 29,162	$ 12,691		$ 435,710	
Peska Const.	$ 486,000				$ 6,000		$ 492,000	

1.03A - Concrete Footing and Foundations

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
LCI	$ 169,900				$ 3,550		$ 173,450	
Brooks Construction	$ 200,000				$ 5,000		$ 205,000	

1.03B - Concrete Slabs

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
LCI	$ 184,900				$ 3,775		$ 188,675	
Peska Construction	$ 288,000				$ 2,880		$ 290,880	

1.03C - Precast Concrete (Furnished & Installed)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Gage Brothers	$ 956,341	$ 14,000	$ 77,804	$ 24,500	$ 29,530		$ 985,871	
Peska Construction	$ 1,045,000	$ 15,000	$ 78,000		$ 15,000		$ 1,060,000	

1.04A - Masonry

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Urvig Masonry	$ 705,000				$ 11,000		$ 716,000	
Jensen Masonry	$ 777,877				$ 8,401		$ 786,278	

1.05A - Steel Materials (Supply Only)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Egger Steel Co.	$ 292,875				$ 1,100		$ 293,975	
Mid America Steel	$ 320,220				$ 880		$ 321,100	

1.05B - Steel Erection

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Henry Carlson Construction	$ 202,700				$ 1,825		$ 204,525	
Peska Construction	$ 219,000				$ 3,000		$ 222,000	
Magnum Contracting	$ 246,300				$ 2,000		$ 248,300	
Sowles Company	$ 395,000				$ 3,950		$ 398,950	

1.06A - Rough and Finish Carpentry (Supply/Install and Install)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Mills Construction	$ 170,400			$ 7,860	$ 1,576		$ 171,976	
Henry Carlson Construction	$ 184,400			$ 23,000	$ 1,600		$ 186,000	
Visions Construction	$ 207,800			$ 28,800	$ 3,200		$ 211,000	

1.06B - Finish Carpentry and Casework (Supply Only)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
JMJ Casework	$ 17,009				$ 510		$ 17,519	

1.07A - Roofing, Soffit, and Wall Panels

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Guarantee Roofing	$ 299,845			$ 398,998	$ 2,250		$ 302,095	

1.07B - Firestopping, Fire Joints, and Joint Sealants

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Jones Caulking							$ -	Non-responsive- No Bid Bond

1.07C - Waterproofing

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Absolute Waterproofing	$ 31,333				No Bid		$ 31,333	

1.08A - Doors/Frames/Hardware (Supply Only)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Builders Supply Company							$ -	Non-responsive- No Bid Bond

1.08B - Aluminum Windows & Entrances

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Heartland Glass	$ 78,200				$ 850		$ 79,050	
G&D Viking Glass	$ 79,400				$ 1,200		$ 80,600	

1.08C - Overhead Doors

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Overhead Door Company	$ 23,770				No Bid		$ 23,770	
Skold Specialties	$ 38,900				$ 800		$ 39,700	

1.09A - Drywall

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Olympic Drywall	$ 203,820			$ 31,580	$ 1,480		$ 205,300	
Sands Drywall	$ 225,484			$ 55,969	$ 2,739		$ 228,223	

1.09B - Ceramic Tile

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Grazzini Brothers	$ 52,680				$ 920		$ 53,600	
Syverson Tile	$ 58,348				$ 724		$ 59,072	
Great Plains Tile	$ 62,000				$ 1,100		$ 63,100	

1.09C - Acoustical Ceiling Assemblies

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
FM Acoustical	$ 54,500				$ 820		$ 55,320	
Gemini Acoustical	$ 57,100				$ 1,425		$ 58,525	
Kenny Acoustical	$ 61,770				$ 1,853		$ 63,623	

1.09D - Flooring

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Barretts Flooring	$ 32,780				$ 984		$ 33,764	
CID	$ 35,000				$ 263		$ 35,263	

1.09E - Polished Concrete Finishing

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Skold Specialties	$ 66,550				$ 1,300		$ 67,850	
Design Crete	$ 93,100				No bid		$ 93,100	
Unique Concrete	$ 103,280				No bid		$ 103,280	

1.09F - Resinous Flooring

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Design Crete	$ 38,000				No Bid		$ 38,000	

1.09G - Painting and Coatings

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Renken Painting	$ 84,958				$ 2,548		$ 87,506	

1.10A - Specialties (Supply Only)

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Builder's Supply Company	$ 27,599				$ 98		$ 27,697	
Combined Building	$ 33,645				$ 122		$ 33,767	
BMSI	$ 66,988				$ 2,010		$ 68,998	

1.10B - Signage

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Combined Building	$ 4,758				$ 35		$ 4,793	

1.10C - Lockers

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Combined Building	$ 18,814				$ 136		$ 18,950	

1.11A - Food Service Equipment

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Culinex	$ 179,934				$ 1,025		$ 180,959	
Trimark	$ 180,933				$ 1,095		$ 182,028	
Inst. Services	$ 182,512				$ 1,630		$ 184,142	

1.11C - Commercial Laundry Equipment

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
							$ -	

1.12A - Window Treatments

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
							$ -	

1.15A - Fire Protection

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Midwestern Mechanical	$ 112,132				$ 1,200		$ 113,332	
Howe Inc.	$ 116,760				$ 1,945		$ 118,705	
Service First	$ 149,000				$ 1,500		$ 150,500	

1.15B - Plumbing & Heating

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Redlinger Bros	$ 1,395,000				$ 13,950		$ 1,408,950	**Confirmed scoped number is $1,304,000 + Bond**
Krohmer	$ 1,410,023				$ 11,370		$ 1,421,393	
Midwestern Mech.	$ 1,494,000				$ 13,500		$ 1,507,500	
Hander	$ 1,593,710				$ 13,500		$ 1,607,210	
Howe Inc.	$ 1,675,990				$ 18,060		$ 1,694,050	

1.15C - HVAC

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
K&B	$ 1,190,000				$ 1,190		$ 1,191,190	
Ekern	$ 1,170,000				$ 22,600		$ 1,192,600	
Howe	$ 1,199,087				$ 13,190		$ 1,212,277	
Tessiers	$ 1,227,330				$ 6,100		$ 1,233,430	
Baete							$ -	Non-responsive - No Scope of Work

1.15B&C

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
K&B	$ 2,594,000				$ 2,500		$ 2,596,500	

1.16A - Electrical

	Base Bid	Alternate 1	Alternate 2	Alternate 3	Bond	Addenda 1	Total	Remarks
Engelestad Electric	$ 913,800				$ 9,200		$ 923,000	
Electric Construction	$ 918,000				$ 6,710		$ 924,710	
Muth Electric	$ 965,095				$ 7,756		$ 972,851	
Thompson Electric	$ 1,099,507				$ 6,928		$ 1,106,435	

ELECTRIC CONSTRUCTION, INC.

706 Main Ave S. Suite 2
PO Box 8042
Brookings, SD 57006
605-692-4626
License # EC2949

PROPOSAL/CONTRACT

Date: 7/15/2020 Contract # 202040

Amp Electric Construction, Inc. proposes to furnish material and labor in accordance with the job description identified in this Proposal/Contract pursuant to the following:

1. SUBMITTED TO: BROOKINGS COUNTY
2. JOB PHONE CONTACTS: 605-695-2923 (Brian) 605-695-1956 (Mike)
   Person(s) requesting work: _____
3. JOB LOCATION: OAC
4. PLAN DESCRIPTION: GENERATOR
5. JOB DESCRIPTION:

PRICE TO ADD GENERATOR FEED TO BUILDING WITH POWER TRANSFER.

PRICE INCLUDES ALL MATERIAL, LABOR, TAX, AND INSPECTION.

We PROPOSE to perform the work as stated in this Contract in accordance with the specification and plans submitted and completed in a workmanlike manner for the sum of: $20,450.00

This contract is executed in Brookings, SD by Amp Electric Construction, Inc. and is valid for 30 days.

ACCEPTANCE OF PROPOSAL: The process, specifications, terms and conditions are hereby accepted. Amp Electric Construction, Inc. is authorized to do the work as specified. Payment will be made as outlined above. It is understood and agreed that this work is not provided for in any other agreement and no other contractual rights arise until this proposal is accepted in writing.

Date:_____ Signature:_____

TERMS AND CONDITIONS

6. Electrical shall be installed to standards of National Electric Code and is guaranteed free from short circuits of one year. No other warranties are peeresses or implied.
7. Amp Electric Construction, Inc. is not responsible or liable in any way for any part of the existing electrical system.
8. Amp Electric Construction, Inc. shall make holes in the building to gain access for routing cables and conduits and shall not be held liable in any way for labor costs incurred for painting, texturing, repairing walls or ceilings.
9. Time and materials work shall be charged $45 per hour plus materials. Service calls shall be charged $50 for the first half hour then $45
10. per hour. $50 is minimum charge.
11. Permits, inspections, and/or plans required for this work are the responsibility and liability of the party submitted to in section 1.
12. Delay: Amp Electric Construction, Inc. will be excused for any delays beyond our control. These delays may include but are not limited to Acts of God, labor disputes, inclement weather, acts of owner or public authority or other unforeseen contingencies.
13. Change orders: any alteration or deviation from the above specifications involving extra costs will be made only upon written agreement, and will become and extra charge above the contract price to be paid immediately.
14. Any failure to make payments to Amp Electric Construction is subject to a claim against the property in accordance with applicable lien laws.
15. It is agreed that payment to Amp Electric shall not be withheld due to any delay of failed payments to the party submitted to in section 1.
16. Malicious mischief and vandalism on the job is the responsibility of the party submitted to in section 1. Amp Electric Construction, Inc. shall not be responsible for any damage resulting therefrom. Party submitted to shall carry needed insurance.
17. Overdue accounts will be charged a late charge at the rate of 1.5% per month or the maximum rate permitted by law, whichever is less.
18. In the event any party to this contract commences any action, legal or otherwise to collect the contract price, the prevailing party shall be entitled to recover attorney's fees and all other costs incurred in connection with the action.
19. Right to stop work: if any payment under this Contract is not made when due, Amp Electric Construction, Inc. may stop or suspend work until all payments have been made.
20. This proposal shall be effective for thirty days from the date first set forth above. If this proposal is not accepted within this time it shall be expired. This proposal may be withdrawn any time before acceptance.
21. The language of all parts of this contract shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the parties. No provision shall be deemed dependent upon any other.
22. If any provision of this contract is held by an arbitrator or court to be unenforceable, invalid or illegal, said provision shall be deemed to be deleted and shall not affect the validity of the remaining provisions of this contract.
23. Party submitted to shall give written notice of a back charge to Amp electric within ten days of the act giving rise to back charge. If no such notice is given within the ten day period the back charge shall not be allowed.
24. In the event party submitted to does not request work to begin and/or the project is not in good condition to commence the work within 30 days after the acceptance if this contract, Amp Electric shall have the option to terminate this contract.

Brookings County Finance Office
Vicki Buseth, Finance Officer
520 3rd Street Suite 100◆Brookings, SD 57006
Phone: (605) 696-8250
vbuseth@brookingscountysd.gov

July 14, 2020

TO: Brookings County Commission
FROM: Vicki Buseth, Finance Officer
RE: Tax Abatement

The following Tax Abatement is on the July 21st agenda.

●**Abatement 20-31 Brenda Pratt** applied for an abatement because she was not given the owner occupied status because of an office error in Equalization. Amount of the abatement is **$326.81.**

Jacob Brehmer Director of Equalization and Vicki Buseth, Finance Office both recommend approval on this abatement.

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Abatement # 20-31 **Assessment year** 2019 **Payable Year** 2020

Board of County Commissioners of Brookings County, South Dakota

NAME Pratt, Brenda Et Vir

MAILING ADDRESS PO Box 67

CITY White State SD Zip Code 57276

Legal Description of Property Sherwood's First Addn, Lot 4, E 10' Lot 5, Blk 3

Parcel # 37350-00300-004-00

Amount of abatement being requested $326.81

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

X 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 _____

Assessor Recommendation: **Approve** **Deny** **Signature** Trent B[illegible]

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

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

Brenda Pratt
Applicant's Signature

Subscribed and sworn to, before me this 10 day of June 2020

Nicki Ruseth
Notary / Auditor / Deputy Auditor

My Commission Expires 7-8-2020

DATE RECEIVED in the County Auditor's office _____ Received by _____

Total Valuation _____ Total Taxes on Property _____

Amount Abated _____ Amount Refunded _____

Date Approved _____ Check Number _____

DOT-220

South Dakota Department of Transportation
Construction Change Order No 6

PCN 06HT
Project No BRF 6319(00)17-4 County Brookings Contract Amt $3,056,597.05
Type of Work Structures & Approach Grading (89'-6" Continuous Concrete Bridge & 246'-0" Prestressed Girder Bridge)
Contractor Prahm Construction, Inc.

The following change in plans and/or specifications for the subject project is hereby made:

Contract Time

Instruction: Change the field work completion date for the project as per CCO #02 from August 15, 2020 to November 1, 2020. All other conditions of the Special Provision for Contract Time shall still apply.

Reason: This project experienced continued high water flows into the late spring of 2020 which delayed work from progressing on Structure No. 06-169-238. Once the water receded enough for work to progress in mid-May the Contractor ran into obstructions during cofferdam installations consisting of old concrete footings and large trees 10'-12' below the water level. These obstructions further slowed the progress.

Adjustment of the contract time for this contract will not be considered as justification for any additional monetary or contract time adjustments on any other South Dakota Department of Transportation Contracts. This CCO results in no monetary change to the contract.

Line No	Stnd Bid Item No	Item Description	Qty As Now Ordered	Current Change in Qty	Unit Price	Unit	Current Change in Amt

Increase This Order	$0.00
Decrease This Order	$0.00
Net Change This Order	$0.00
Net Change To Date	$42,526.05

All standard specifications apply unless otherwise noted.

Additional substantial calendar days:
Additional substantial working days:
New substantial completion date:

Additional field work calendar days:
Additional field work working days:
New field work completion date: 11/01/2020

Prepared by John Rittershaus Date 07/07/2020

South Dakota Department of Transportation
Construction Change Order No 6

PCN 06HT
Project No BRF 6319(00)17-4 County Brookings Contract Amt $3,056,597.05
Type of Work Structures & Approach Grading (89'-6" Continuous Concrete Bridge & 246'-0" Prestressed Girder Bridge)
Contractor Prahm Construction, Inc.

Contractor Acceptance

The changes contained in this construction change order are made in accordance with the provisions of the contract for subject project and when accepted by the Contractor and upon approval by the South Dakota Department of Transportation shall become a part of said contract.

On _____
By _____
Title _____

Watertown Area Engineer Approval

On _____
By _____

County Approval

On _____
By _____

Automatic Supplement

To automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County.

Department: IT
Amount: $26,666.66
Reason: Reimbursement for ESRI agreement from City & BMU
Receipt #: 00509056 and 00511824
Line #: 101-4-171-4221

Stacy Pettensen 07-13-2020

Department Head Signature Date

BROOKINGS CO FINANCE OFFICE

REC#: 00509056 5/07/2020 4:25 PM
OPER: LS TERM: 013
REF#: 46847

TRAN: 400.0000 Misc Receipts
RECEIPT# 1601 brookings city
janitor/flagpole/reels
ACCOUNT 1013-3690000 $1691.54
MISC OTHER MISCELLANEOUS

TRAN: 400.0000 Misc Receipts
RECEIPT# 1603 brookings city
ESRI aggreement
ACCOUNT 1013-3419000 $13333.33
GIS GIS $$

TENDERED: 15,024.87 CHECK
APPLIED: 15,024.87-

CHANGE: 0.00

BROOKINGS CO FINANCE OFFICE

REC#: 00511824 6/02/2020 2:00 PM
OPER: LS TERM: 013
REF#: 141540

TRAN: 400.0000 Misc Receipts
RECEIPT# 1945 bkgs municipal util
ESRI License
ACCOUNT 1013-3690000 $13333.33
MISC OTHER MISCELLANEOUS

TENDERED: 13,333.33 CHECK
APPLIED: 13,333.33-

CHANGE: 0.00

ROOKINGS MUNICIPAL UTILITIES
ba SWIFTEL COMMUNICATIONS

141540

Vendor Name: Brookings County Finance Office
Vendor Number: 2867
Check Amount: 13,333.33
Check Date: 5/26/2020

Invoice Number	Date	Description	Amount
2867	4/29/2020	ESRI License	13,333.33

Automatic Supplement

To automatically supplement for unanticipated expenses incurred and reimbursement made to Brookings County.

Department: Community Health
Amount: $339.00
Reason: Reimbursement for double payment
Receipt #: 00515653
Line #: 101-4-421-4350

Department Head Signature

07/14/2020

Date

BROOKINGS CO FINANCE OFFICE

REC#: 00515653 7/14/2020 10:32 AM
OPER: LS TERM: 013
REF#: 14839

TRAN: 400.0000 Misc Receipts
RECEIPT# 2260 office peeps
invoice pd twice
ACCOUNT 1013-3690000 $339.00
MISC OTHER MISCELLANEOUS

TENDERED:	339.00	CHECK
APPLIED:	339.00-	
CHANGE:	0.00	

REQUEST TO FILL VACANCY

Position Vacancy Request to fill Vacancy

Department Highway

Vacancy Result of: Resignation of Cameron Smith

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

1. Job Description: Attached

2. Departmental Organizational Chart: Attached

3. Severance Payout Calculations for Terminating Employee (if applicable)

Vacation	$
Sick Leave	$
Employee Retirement Recognition	$
Other	$
Total	$

4. Explain the effects of leaving the vacancy until severance is accumulated.

5. Explain the effects of not filling the position or discussion of alternatives.

6. Provide description of departmental discussions about the vacancy.
Would like to advertise to fill vacancy from with-in.

7. Estimated length of time to fill the position after approval.
1 to 2 weeks

8. Any additional comments?

Department Manager

7-15-2020
Date

Request for filling of vacancy: _____Approved _____Denied

Chairman, Brookings County Commission

Date

POSITION TITLE: Equipment Operator
DEPARTMENT: Highway
REPORTS TO: Highway Superintendent
FLSA STATUS: Non-Exempt
WAGE GRADE: 5

DESCRIPTION OF WORK

General Statement of Duties

The fundamental reason this classification exists is to operate safely and efficiently specialized medium to heavy equipment (work with heavy equipment less than 80% of the time). The work requires considerable skill in manipulating medium to heavy equipment and constant attention to safety of operation in order to prevent accidents. Assignments are outlined in detail by supervisors. Standard procedures are followed and work is inspected periodically for safety and economy in operation. The Road Foreman will work as a lead to the Equipment Operator. General supervision is received from the Highway Superintendent and/or Lead foreman and work is reviewed through the proper functioning and performance of equipment.

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

- Operate and maintain medium to heavy duty capacity dump trucks, tractors, trailers, rollers, loaders, packers, power booms, recyclers, and trucks with specialized equipment to include sand spreader, hot oil distributor used in hauling materials and equipment to perform highway repair work.
- Operate truck mounted snowplows and other snow removal equipment
- Operate equipment of small to medium capacity such as loader, backhoe in performing highway repair and patchwork
- Operate other self-propelled equipment of similar size and complexity
- Operate heavy equipment on a limited basis in the performance of County functions
- Perform service and minor repairs to equipment to include maintenance, tire repair, etc
- Reline brakes, repair engines, pumps or compressors, and adjust bearings, clutches or carburetors.
- Maintain equipment in proper operating condition by performing simple preventive maintenance tasks. Inspect equipment prior to use to ensure that is in proper operating condition. Cleans equipment using appropriate materials.
- Assist in snow and ice removal, culvert and bridge construction and repair, and loading and hauling dirt, rocks, gravel, snow, and other materials.
- Assist the Mechanic/Fabricator, Heavy Equipment Operators, and Road Foreman when not operating equipment.
- Operate power driven machinery such as jackhammer to other similarly sized equipment.
- Install and/or replace road signs. Cut and remove brush from ditches. Clean, paint, and perform other general custodial duties on County property.
- Communicate any unsafe conditions or accidents/injuries in a timely manner to the supervisor in order to facilitate prompt correct or reporting.
- Attend special training and familiarization workshops dealing with innovations in medium to heavy equipment operations, repairs and maintenance.
- Prepare and keep records related to work order requests, labor expenditures, job status, estimates, and proposed or completed projects.
- Perform work in a manner consistent with safe practices.
- Wear personal protective equipment when required.
- Develop and maintain positive, professional relationships with the general public and other employees.
- Perform other such duties and functions as assigned and necessary to the proper performance of the position.

QUALIFICATION FOR APPOINTMENT

Required Knowledge, Skills, and Abilities

- Working knowledge and experience in operation of medium to heavy equipment and/or related equipment used in construction and maintenance activities or any such combination of education, experience and training as may be acceptable to the hiring authority.
- General knowledge of procedures, techniques and standards applicable to highway and roadway maintenance and construction.
- Ability to perform manual labor, withstand variable weather conditions and work extended hours if necessary.
- Ability to understand and follow both written and verbal instructions and communicate effectively verbally and in writing.
- Possession of a valid South Dakota Class A Commercial Driver's License (CDL).

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to communicate with vendors, employees, co-workers, supervisory staff, etc.
- The employee is regularly required to sit and use hands to finger, handle, or feel.
- The employee is frequently required to stand; walk; reach with hands and arms; climb or balance; stoop, kneel, and crouch, or crawl.
- The employee must regularly lift and/or move up to 50 pounds and occasionally lift and/or move up to 100+ pounds with assistance.
- Ability to work during emergencies. Ability to work as needed and to be available for on-call shifts.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles; toxic or caustic chemicals; employee is exposed to outside weather conditions.
- The noise level in the work environment is usually moderate but may be occasionally loud.

Examination, Testing, and Certification

The Examination, Testing and Certification described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Valid South Dakota Commercial Drivers License (Class A).
- Successful competition in written and/or oral interviews.
- Other such examination as deemed appropriate and necessary by the Superintendent and/or County.

Education

- High School diploma or GED certificate preferred

OR

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

_____ _____

Commission Chairperson *Date*

Citizen Interest Application

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

Please attach additional sheets if needed. Re-apply Housing & Redevelopment

Date Submitted: 7.3.2020 Appointment Applied For: Commission

Last Name: Schmitz First: Angie

Address: 410 Honor Drive #12

City: Brookings State: SD Zip Code: 57006

E-mail Address: angie.schmitz@bankeasy.com

Home Phone: Work Phone: 696-2481 Cell Phone: 690-6929

Describe Why You are Interested in this Board:

I enjoy learning about & understanding the process of providing housing for those in need.

Amount of Time Available:

unlimited - anytime works

List Any Relevant Educational Experience:

List Any Relevant Professional Experience:

15 years w/ First Bank & Trust
Positions include: Retail Banking, Internal Audit,
Accounts Payable in Health Management, & Sales
Assistant w/ Raymond James.

Other Community Involvement/Activities/Service Organizations in Which You are Involved:

CONFLICT OF INTEREST POLICY
BROOKINGS COUNTY, SOUTH DAKOTA

This Conflict of Interest Policy governs the activities of the Brookings County Board of County Commissioners, appointed board and committee members, appointed department heads, elected officials and staff of Brookings County. It is the duty of all members of the Board of County Commissioners, appointed board and committee members, appointed department heads, elected officials and staff to be aware of this policy, and to identify conflicts of interest and situations that may result in the appearance of a conflict and to disclose those situations, conflicts or potential conflicts to (1) the employee's supervisor in the case of staff members, (2) the chairperson of the appointed board/committee if on a board or committee, (3) the chairperson of the Board of County Commissioners if someone is an appointed or elected official or their Commission liaison or (4) other designated person, as appropriate. This policy provides guidelines for identifying conflicts, disclosing conflicts and procedures to be followed to assist Brookings County to manage conflicts of interest and situations that may result in the appearance of a conflict.

Definitions

- *Apparent Conflict of Interest:* One in which a reasonable person would think that the decision-maker's judgment is likely to be compromised.

- *Closely Associated With:* In a close relationship or position in time or space.

- *Conflict of Interest:* A situation in which financial or other personal considerations have the potential to compromise or bias professional judgment and objectivity.

- *Employee:* A person who works for another in return for financial or other compensation.

- *Family Member:* Two or more people related by marriage, blood relation or adoption.

- *Financial Interest:* Any financial interest in or relationship or prospective relationship with an entity, including, but not limited to, ownership of stocks, bonds, partnerships or other equity interests, rights to patent or lease payments, receipt of consulting fees, salary, loans, gifts, compensation for serving on boards of directors, or other forms of remuneration.

- *Personal Interest:* To one person's interest or advantage. The pursuit of one's interest. Self-interest.

- *Position of Authority:* One with a position of power, influence and authority over another.

- *Potential Conflict of Interest:* A situation that may develop into a conflict of interest.

1. **What is a conflict of interest?** A conflict of interest arises when a board or committee member, appointed department head, elected official, or staff member has a personal interest that conflicts with the interests of Brookings County or arise in situations where a board or committee member, appointed department head, elected official, or staff member has divided loyalties (also known as a "duality of interest"). The former can result in situations that result in inappropriate financial gain to employees and persons in authority at Brookings County. Similarly, situations or transactions arising out of a conflict of interest can result in either inappropriate financial gain or the appearance of a lack

of integrity in Brookings County's decision-making process. Both results are damaging to Brookings County and are to be avoided.

- *Example #1:* An employee or person in a position of authority may benefit financially from a transaction between Brookings County and an applicant for permits or other special consideration by Brookings County or others closely associated with the board/committee/department head/elected official/staff member may be affected financially. Family members, or their businesses, or other persons or the businesses of persons with whom the board/committee/department head/elected official/staff member is closely associated, could benefit from similar transactions.
- *Example #2:* A conflict of interest could be a direct or indirect *financial interest* such as those described above, or a *personal interest* such as the situation where a board member of Brookings County is also a board member of another nonprofit or for-profit entity in the community with which Brookings County collaborates or conducts business.

2. **Who might be affected by this policy?** Brookings County takes a broad view of conflicts and board/committee/department head/elected official/staff members are urged to think of how a situation/transaction would appear to outside parties when identifying conflicts or possible conflicts of interest.

3. **Disclosure of conflicts.** Board and committee members, appointed department heads, elected officials and staff shall disclose conflicts as they arise as well disclose those situations that are evolving that may result in a conflict of interest. Advance disclosure must occur so that a determination may be made as to the appropriate plan of action to manage the conflict. Staff should disclose to their supervisor and board/committee members should disclose to their chairperson as soon as the person with the conflict is aware of the conflict/potential conflict or appearance of a conflict exists. Board of County Commission members should report conflicts or potential conflicts to the chairperson of the Commission.

4. **Procedures to manage conflicts.** For each interest disclosed, the full board/committee should determine whether the board/committee should: (1) take no action or (2) disclose the situation more broadly and invite discussion/resolution by the full board/committee to what action to take, or (3) refrain from taking action and otherwise avoid the conflict. In most cases the broadest disclosure possible is advisable so that decision-makers can make informed decisions that are in the best interest of Brookings County.
    - When the conflict involves a decision-maker, the person with the conflict ("interested party"): (1) must fully disclose the conflict to all other decision-makers; (2) may not be involved in the decision of what action to take (e.g. – may not participate in a vote).
    - In some cases the person with the conflict may be asked to recuse themselves from sensitive discussion so as not to unduly influence the discussion of the conflict.
    - In all cases, decisions will be made only by persons without an identifiable conflict of interest.
    - The fact that a conflict was managed and the outcome will be documented in the minutes of board/committee meetings if the conflict was related to a board/committee member, and reported by the board/chairperson of the board/committee or direct supervisor if the conflict was related to an appointed department head/elected official/staff member.
    - All members of an appointed or elected board/committee, as well as department heads should monitor proposed or ongoing transactions of the designated organization or employees and staff (e.g. – contract with vendors and collaborations with third parties) for conflicts of interest

and disclose them to the board/committee chairperson, commission chair, as appropriate, whether discovered before or after the transaction has occurred.

5. **Outside compensation, gifts, gratuities.** All members of the Board of County Commissioners, appointed board and committee members, appointed department heads, elected officials and staff are prohibited from receiving any outside compensation, gift, or gratuity, for the performance of County duties except as follows:
    - Awards for meritorious public contributions publicly awarded.
    - Receipt of honoraria or expenses paid for papers, talks, demonstrations, or appearances made by employees with the approval of the employee's department head or the Board of County Commission.
    - Receipt of social amenities, ceremonial gifts, or advertising gifts, worth less than $100 in value.

Effective this ____ day of _____, 20_____

_____

Michael Bartley, Chairperson
Brookings County Commission

TO: ALL EMPLOYEES, COMMISSIONERS, BOARD/COMMITTEE MEMBERS, AND ELECTED AND APPOINTED DEPARTMENT HEADS

All staff, appointed board/committee members, appointed department heads, elected officials and members of the Board of County Commissioners are expected to review and implement this policy in all matters involving your work with Brookings County.

Please indicate your receipt of this document by signature below. Your signature will be your acknowledgement of receipt and agreement to comply by the dictates of this common sense approach to conflict management.

Return this portion to your department head.

The undersigned hereby acknowledges receipt of the Conflict of Interest Policy this _____ day of _____, 20____.

Signature: _____

Printed Name: _____

Stacy Steffensen, Commission Department Director
Brookings County
520 3rd St., Suite 210
Brookings, SD 57006
605-696-8205
ssteffensen@brookingscountysd.gov

STAFF REPORT:

Scheduled Agenda Items

- *9:00 AM – Tabled Resolution 20-42:* Tom Hunstad with Johnson Controls will be at the meeting to answer questions the board may have. The main motion was made by Boersma and seconded by Krogman and amended to take out the word "recently" in the second 'Whereas' of the resolution. The proposal does provide amended language on page 2 regarding the warranty information. I highlighted that sentence, which now clarifies that it is a manufacturer's warranty.
- *10:00 AM – Bid Review:* Henry Carlson and BKV will be on hand to review the bids for the jail expansion project.

Regular Business Items

- *Generator Quote:* The low quote on adding the generator hook-up at the BCOAC was submitted by Amp Electric. If approved, this would be taken out of the 301 – Building Fund budget. There is $50,000 budgeted for the BCOAC in 2020.
- *Abatement:* Vicki Buseth and Jacob Brehmer are recommending approval of Abatement 20-31. The request was due to an office error in not giving the property owner occupied status.
- *Change Order:* This is the change order for the bridges on south Highway 77, moving the completion date from August 15, 2020 to November 1, 2020.
- *Automatic Supplements:* The first supplements is for reimbursement from the City of Brookings and BMU for the ESRI agreement. The county paid for the entire amount up front. Due to timing, this revenue was not budgeted for in 2020. It is in the revenue budget for 2021.
  The second supplement is for double payment of the partitions that were purchased for Community Health to allow for separation of patrons. There was miscommunication on who was going to pay the bill and it was accidentally paid twice.
- *Vacancy:* This is a vacancy in the highway department due to a resignation of an Equipment Operator. Brian Gustad is asking to post the position internally.
- *Appointment:* Ms. Schmitz had been on the Commission, but had not reapplied by our initial deadline. She has since submitted an application. This appointment would be through December 31, 2025. This is the last position on this board to get moved from a mid-year appointment to a year-end appointment.
- *Conflict of Interest:* Dan Nelson and I have drafted the policy and are recommending approval.

Director's Report

- The surplus analysis for June is included with my report. We are right at the 10-year average at just over 37%.

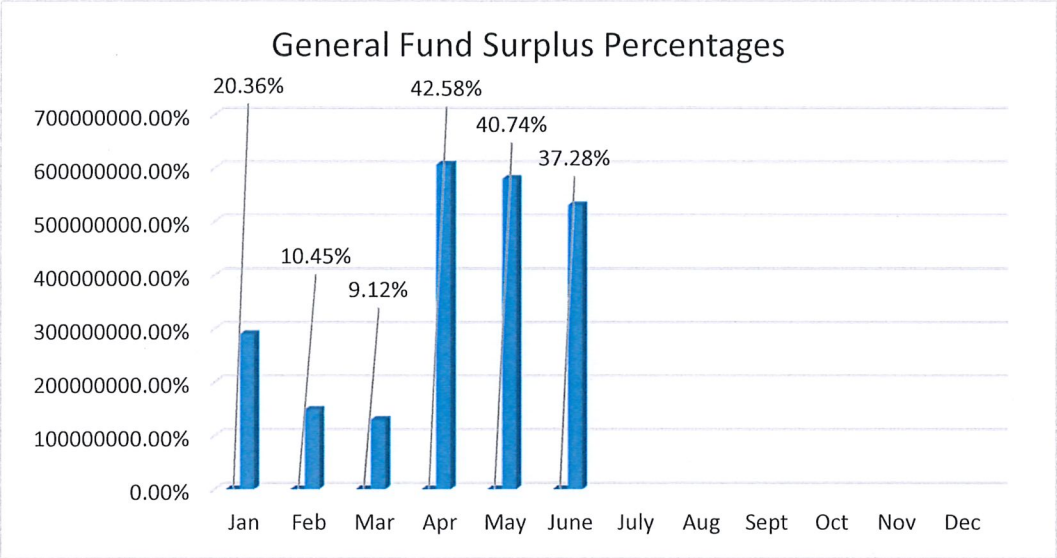
Public Notices

- ✓ Safety week – July 20-24, 2020
  - Safety Picnic, Thursday, July 23, 2020, 11:00 AM – 2:00 PM at the BCOAC.
- ✓ Brookings County 4-H Achievement Days – August 3-6, 2020
- ✓ CDI golf outing, Thursday, August 13, 2020 at Brookings Country Club

Stacy Steffensen
Commission Department Director
Brookings County, South Dakota

Surplus Cash Analysis- 2020

Month	Percentage		Amount
Jan	20.36%	$	2,898,594.77
Feb	10.45%	$	1,487,337.70
Mar	9.12%	$	1,298,407.66
Apr	42.58%	$	6,060,846.47
May	40.74%	$	5,798,676.55
June	37.28%	$	5,305,821.53
July			
Aug			
Sept			
Oct			
Nov			
Dec			



General Fund Surplus Cash Analysis Yearly Comparisons

2020	
Jan	20%
Feb	10%
Mar	9%
Apr	43%
May	41%
June	37%
July	
Aug	
Sept	
Oct	
Nov	
Dec	

2019	
Jan	22%
Feb	12%
Mar	11%
Apr	42%
May	40%
June	36%
July	27%
Aug	23%
Sept	19%
Oct	46%
Nov	46%
Dec	25%

2018	
Jan	24%
Feb	14%
Mar	11%
Apr	42%
May	39%
June	34%
July	34%
Aug	25%
Sept	23%
Oct	51%
Nov	46%
Dec	25%

2017	
Jan	25%
Feb	16%
Mar	15%
Apr	45%
May	53%
June	42%
July	33%
Aug	29%
Sept	20%
Oct	47%
Nov	36%
Dec	23%

2016	
Jan	14%
Feb	5%
Mar	5%
Apr	30%
May	36%
June	31%
July	20%
Aug	15%
Sept	21%
Oct	43%
Nov	46%
Dec	30%

2015	
Jan	22%
Feb	20%
Mar	11%
Apr	25%
May	30%
June	33%
July	13%
Aug	3%
Sept	6%
Oct	48%
Nov	58%
Dec	24%

2014	
Jan	25%
Feb	15%
Mar	14%
Apr	39%
May	44%
June	41%
July	30%
Aug	24%
Sept	17%
Oct	35%
Nov	37%
Dec	26%

2013	
Jan	28%
Feb	17%
Mar	15%
Apr	42%
May	44%
June	45%
July	35%
Aug	28%
Sept	24%
Oct	47%
Nov	48%
Dec	28%

2012	
Jan	15%
Feb	12%
Mar	10%
Apr	39%
May	38%
June	35%
July	26%
Aug	26%
Sept	21%
Oct	45%
Nov	47%
Dec	29%

2011	
Jan	-
Feb	19%
Mar	18%
Apr	46%
May	43%
June	40%
July	28%
Aug	26%
Sept	19%
Oct	44%
Nov	33%
Dec	23%

DEPARTMENT of ENVIRONMENT and NATURAL RESOURCES

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

denr.sd.gov

July 7, 2020

Nico Coetzee
Golden Dakota Farms, LLC
48188 221st Street
Elkton, SD 57026

RE: Golden Dakota Farms, LLC – Proposed Underground Irrigation Distribution System Revised Plans and Specifications Review

Dear Mr. Coetzee:

The Department of Environment and Natural Resources received four copies of the plans and specifications for your proposed underground irrigation distribution system for state permit coverage under the 2017 *General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit), **permit application number SDG-100211**. Your existing manure management system is permitted under the 2017 state general permit and is located in the Southeast ¼ of Section 3, Township 108 North, Range 48 West in Moody County, South Dakota.

Your existing permitted manure management system is for a housed lot feeding a maximum of 4,000 mature dairy cattle and 75 dairy calves. Your existing system consists of a flume system in each of the eight freestall barns, piping, diversion dikes or channels, a calf hut area between the north freestall barns, a concrete sand settling lane, an open exercise lot, four settling ponds, three holding ponds, and 5.71 acres of drainage area. The existing holding pond system meets the requirements of the general permit and has at least 365 days of liquid storage capacity.

Your proposed underground irrigation distribution system will consist of 10-inch PVC and will begin with a riser near the southwest corner of Holding Pond #2 located in the Southwest ¼ of the Southeast ¼ of Section 3, Township 108 North, Range 48 West in Moody County, run west to a point just into the West ½ of Section 3, and then north beneath 220th Street to a point at least five feet north of the Right of Way (ROW) in Brookings County. From this point, the underground irrigation pipeline will run east along 220th Street a minimum five feet north of the ROW to an above ground booster pump and manifold that will be located in the Southeast ¼ of the Southeast ¼ of Section 33, Township 109 North, Range 47 West in Brookings County. From the manifold, there will be three 10-inch PVC pipelines that will connect to existing 8-inch PVC pipelines and pivots as follows.

- Line #1 will connect to an existing pipeline located between Pivot #1 located within *Field #46* and Pivot #4 located within the west part of *Field #48-A*. Existing Wells #1 and #4 are located near Pivot #1;

- Line #2 will connect to a new above ground manifold to be installed between Well #2 and Pivot #2 which are located near the center of *Field 47-A* and continue on to connect to the existing pipeline near Well #3 located in the northeast portion of *Field 47-A* that supplies water to Pivot #3 located within *Field 47-B* which is located within Lincoln County, MN; and
- Line #3 will connect to an existing pipeline located between Well #5 located in the southeast portion of *Field 47-A* and Pivot #5 located in the southeast portion of *Field 48-A*. Pivot #5 also irrigates a portion of *Field 48-B* which is located within Pipestone County, MN.

We have reviewed and hereby conditionally approve the proposed underground irrigation distribution system. This approval expires on July 7, 2022, unless installation of the proposed underground irrigation distribution system has started by that date. Once construction has commenced, you will have three years to complete construction and submit a Notice of Completion. If construction is not completed within the three-year timeframe this approval will expire. Two copies of the approved plans and specifications are being retained for our files, requirements pertaining to the proposed underground irrigation distribution system that you must implement are listed on the attached pages, and additional requirements for your operation pertaining to your coverage under the 2017 state general permit are identified in the departments May 11, 2020, approval letter.

A portion of the existing underground irrigation piping between Well #3 and Pivot #3, the area covered by Pivot #3, and a portion of the area covered by Pivot #5 are located within Minnesota. You need to contact the Lincoln County Feedlot Officer in Ivanhoe, the Pipestone County Feedlot Officer in Pipestone, and the Minnesota Pollution Control Agency (state agency) for information on their requirements pertaining to the land application of manure and wastewater.

If any deviations are required from the approved plans, as-built plans will be required. A complete set of as-built plans will be required if any major deviations result. Upon completion of construction, the enclosed Notice of Completion must be returned to the department. **You cannot use the proposed underground irrigation pipeline to transport wastewater until your Certificate of Compliance and coverage under the 2017 state general permit are amended to include the underground irrigation distribution system. Once the Notice of Completion has been received and a satisfactory construction inspection has been conducted, the department will issue an amended Certificate of Compliance and grant amended coverage under the 2017 state general permit to include the underground irrigation distribution system.**

Continued compliance is dependent upon you performing proper operation and maintenance activities. You will be liable for any noncompliance with applicable South Dakota environmental laws or regulations.

Our review covers works of sanitary significance and does not cover items such as quality of material, structural soundness, or electrical and mechanical design features. Approval of the plans and specifications does not in any way release the applicant from the responsibility that the project will be an operable facility when construction is completed.

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

Sincerely,

Kent R. Woodmansey, PE, Engineering Manager
Feedlot Permit Program
Phone: (605) 773-3351

cc: Brian Friedrichsen, PE, DEC, Huron, SD
Kevin Banken, Centrol, Brookings, SD
Moody County Commissioners
Brookings County Commissioners
Luke Muller, F.D.A.L.G., Watertown, SD
Randy Hukriede, MPCA, 504 Fairgrounds Rd., Suite 200, Marshall, MN 56258
Pete Doyscher, Lincoln County, County Feedlot Officer, 221 N Wallace Avenue, P.O. Box 66, Ivanhoe, MN 56142
Kyle Krier, Pipestone County, County Feedlot Officer, 119 2nd Avenue SW, Suite 13, Pipestone, MN 56164

enclosures: Construction Schedule Postcard
Notice of Completion Form

REQUIREMENTS

The following requirements must be implemented before we will issue an amended Certificate of Compliance and grant amended coverage under the 2017 state general permit. Failure to implement these requirements will invalidate this approval.

Plans & Specifications

The plans and specifications review is to determine whether seepage, storage, and other design requirements will be met.

1. **Property Easements**

   Several easements were included with your submittal, however, Golden Dakota Farms, LLC must obtain a signed easement from the landowners for all property not owned by Golden Dakota Farms, LLC where the proposed underground irrigation pipeline will be located. The easements shall grant Golden Dakota Farms, LLC access for installation, operation, and maintenance of the manure transfer pipeline. We recommend the easement also grant Golden Dakota Farms, LLC continued access to the underground irrigation pipeline in the event of any changes in ownership of the land where the piping is located. If this provision is not included in the easement, Golden Dakota Farms, LLC may not be able to continue using the underground irrigation pipeline unless a signed easement is obtained from the new property owner and submitted to the department. We recommend you consult with your attorney on the preparation of any easement and whether to record any easement with each county. **Please submit signed copies of any remaining easements to the department.**

2. **Underground Irrigation Pipe Testing Results**

   The proposed 10-inch PVC and existing 8-inch PVC underground piping must be pressure tested according to the submitted specifications. The pipe leakage testing results for the proposed and existing pipelines must be submitted to the department for review and approval. **Your engineer must submit the pipe leakage testing results to the department with the Notice of Completion.**

3. **Piping Profile**

   A piping profile was not included with the submitted plans. The proposed underground irrigation pipeline is to be buried a minimum of 6 feet. **Your engineer must submit an as-built piping profile to the department for review and approval.**

4. **Waterline or Stream Crossings**

   The submitted plans include a detail for any waterline or stream crossings. **The site map for the pipeline and the requested piping profile must identify the location of any waterline or stream crossing and must be submitted with the as-built plans to the department for review and approval.**

REQUIREMENTS CONTINUED

5. Detail for Well #5

The submitted plans do not include a detail for Well #5. The plans must be revised to include a detail for Well #5 which includes the location of the existing check valve and any valves that may be present. **Your engineer must submit as-built plans which include a detail for Well #5 to the department for review and approval.**

6. Proposed Valve near Well #3

Your engineer has indicated that you would prefer to eliminate the proposed valve at the end of Line #2 at the junction near Well #3 with the existing 8-inch PVC pipeline between Well #3 and Pivot #3. The irrigation distribution system will utilize a combination of existing and proposed pipelines with valves for each line at the proposed manifold and valves at each pivot. Based on the placement of existing and proposed valves, the proposed valve near the end of Line #2 may be eliminated. **If you decide to remove or change the location of this proposed valve, your engineer must submit as-builts to the department for review and approval.**

7. Modifications to Your Nutrient Management Plan (NMP)

The proposed underground irrigation pipeline will be used to transport wastewater from your existing pond system to existing pivots located within *Fields 46, 47-A, 47-B, 48-A, and 48-B* for irrigation purposes. The field maps for these fields must be revised to identify the area beneath each of the pivots as a separate field. Depending on how the fields are separated, your initial SD-CPA-63 nutrient management planning spreadsheet, will need to be updated to incorporate the changes from the field modifications. **Your engineer or crop consultant will need to submit a revised NMP for department review and approval, and an updated Notice of Intent will need to be submitted if there will be any modifications to the available acres identified in your existing NMP.**

8. Setback Distance and Water Wells

The manure management system and the application sites must be located at least 100 feet from a private well owned by you if the top of the aquifer is 100 feet or more below the land surface, 150 feet from a private well owned by you if the top of the aquifer is less than 100 feet below the land surface, 250 feet from a private well not owned by you and 1,000 feet from any public supply well. These areas cannot be included in the land application areas.

9. Other Permits That Will or May Be Required

Storm Water Permit - If construction will disturb more than one acre in total land area, **you must obtain a general storm water construction permit.** This permit must be obtained before you can start constructing your proposed underground irrigation pipeline. Information concerning this permit can be obtained by calling the Surface Water Quality Program at 1-800-737-8676. **A copy of this plan must be kept on-site during construction for review by DENR inspectors.**

DEPARTMENT of ENVIRONMENT and NATURAL RESOURCES

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

denr.sd.gov

July 7, 2020

Joseph Stahl
Norfeld Hutterian Brethren, Inc. (North Site)
20426 482nd Avenue
White, SD 57276

Re: Revised Nutrient Management Plan (NMP)

Dear Mr. Stahl:

The Department of Environment and Natural Resources (DENR) received your request to add the fields listed in the following table to your approved nutrient management plan (NMP). Your existing NMP is part of your application for state permit coverage under the 2017 *General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit). Your animal feeding operation was originally approved on June 9, 2006, and permitted on October 22, 2008. You received state permit coverage under the 2017 general permit on December 10, 2018 (**State Permit # SDG-100456**).

Fields Being Added to NMP					
Field #	**County**	**Legal Description**	**Available Acres**	**Soil Sampling Requirements**	
				0-2 feet	**Additional**
2	Brookings	NW ¼, Sec. 21, T111N, R48W	135.1	Yes	No
3	Brookings	SE ¼, Sec. 3, T111N, R48W	156.1	Yes	No

Fields 2 and 3 are not located within ¼ mile of a stream where Topeka shiners have been observed or have potentially occupied according to the U.S. Fish and Wildlife Service and are not identified as a winter or emergency manure application area.

Currently, *Fields 1, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, and 23* are identified as winter or emergency manure application areas. The winter or emergency manure application maps identify the appropriate setbacks that need to be excluded from land application when the soil is saturated, snow-covered, or frozen and land application is absolutely necessary. Please refer to Section 1.4.4.1.t., beginning on page 31 of the general permit for the requirements for manure application on saturated, snow covered, or frozen soil. **You should notify the department and review the winter/emergency field maps prior to land applying during these soil conditions.**

We are approving the modifications and are including *Fields 2 and 3* in your approved NMP. **Please put one copy of the approved field information in Appendix D of your copy of the permit.** You are required to comply with the terms and conditions of your permit.

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

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

As part of your annual nutrient management planning requirements, soil and manure tests must be analyzed by certified soil testing and manure testing labs. The laboratory analyzing the soil samples must participate in the **North American Proficiency Testing Programs' Proficiency Assessment Program** and the labs that are currently certified are listed on the following website: http://www.naptprogram.org/pap. The laboratory analyzing the manure or process wastewater must be certified by the **Manure Testing Laboratory Certification Program** and the manure testing labs that are currently certified are listed on the following website: http://www2.mda.state.mn.us/webapp/lis/manurelabs.jsp.

If you or your crop consultant sends your soil or manure samples to a lab that is not listed on either of these websites, you and/or crop consultant may want to tell them that you need to use a certified lab so they can become certified.

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

If a mobile land application system using temporary piping will be used for the land application of liquid manure or process wastewater, the equipment must be equipped with an on-board radio controller and flow meter that can be overseen by the applicator. See Section 1.4.4.1.m. on page 30 of the 2017 general permit for more information on this requirement.

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

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

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

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

Sincerely,

Paul N. Wegleitner
Natural Resources Project Engineer
Feedlot Permit Program

cc: Brookings County Commissioners
Kevin Banken, Centrol, Brookings, SD

Enclosures: Field List
Field Map

Norfeld Hutterian Brethren, Inc. (North Site) Approved Field List

July 7, 2020

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 Table 1 below and have additional soil testing requirements. For these fields, soil tests are required from zero to two feet **and** two to four feet prior to manure application.

For fields that require additional soil testing from 2 to 4 feet, you have the option to either conduct the initial 0 to 2-foot and the 2 to 4-foot soil test prior to land application of manure or the alternative option to conduct the initial 0 to 2-foot soil test prior to manure application and a second 0 to 2-foot soil test within four weeks after harvesting the crop. Please refer to section 1.4.4.3., beginning on page 35 of the general permit, for the annual nutrient management requirements. **You must notify the department in writing if you plan to use the post-harvest soil sampling option.**

The fields listed in Table 1 below are approved for the land application of manure or process wastewater. **Before manure or wastewater can be applied to these fields, you must have a current soil test and use the table on page 34 of the 2017 general permit to determine whether the field fits into a nitrogen need, one-year phosphorus crop removal, five-year phosphorus crop removal, or no application category based on the current phosphorus level of the field and the predicted annual erosion.** Please refer to the table on page 34 and the annual nutrient management requirements beginning on page 35 of the 2017 general permit prior to the land application of manure to determine the proper procedure for calculating the appropriate application rate for each specific field.

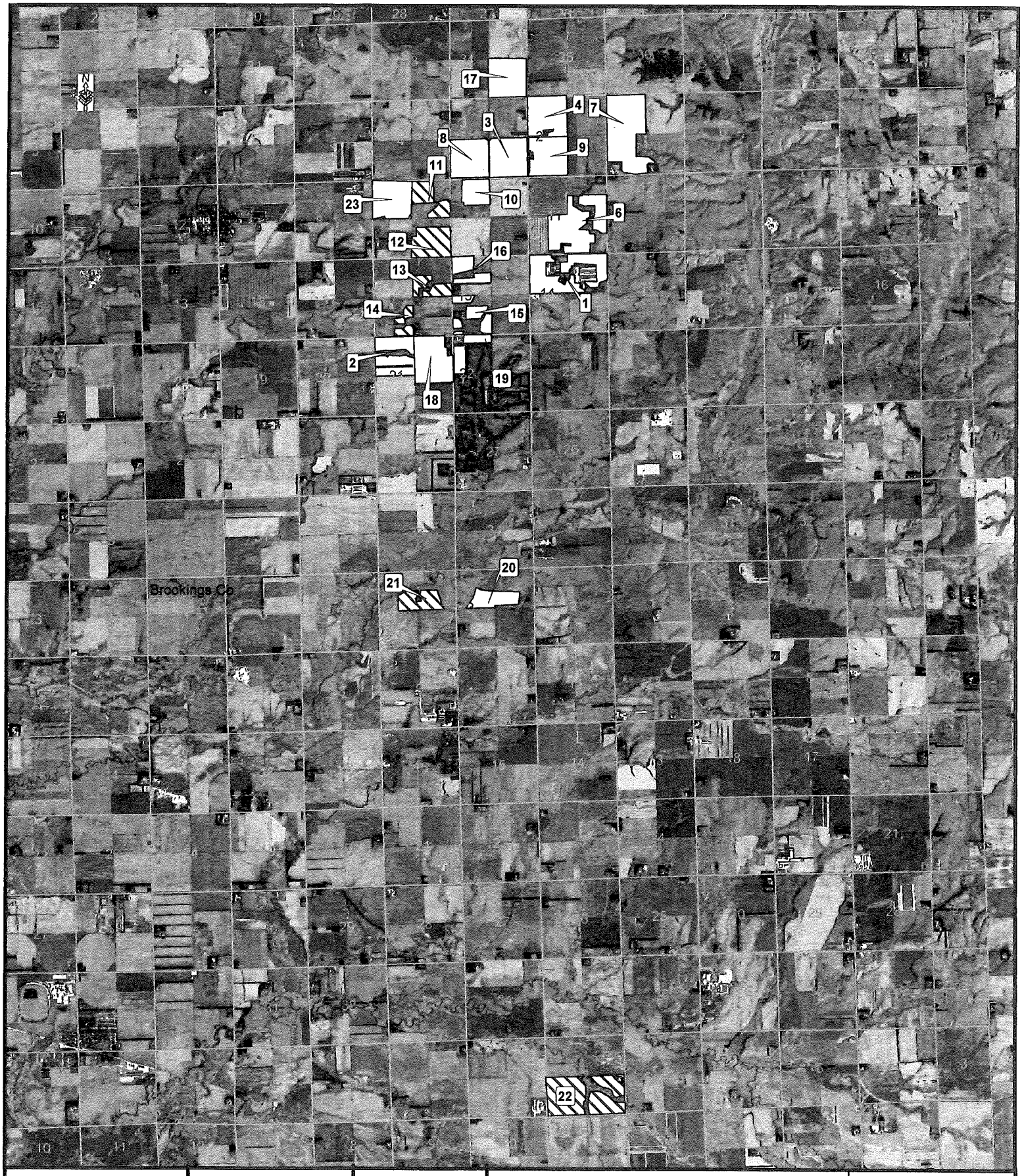
Table 1 – Norfeld Hutterian Brethren North Site Approved Nutrient Management Plan Fields

Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
1	1	Brookings	N ½, Sec. 14, T111N, R48W	176.6	169.6	Yes	No
2	2	Brookings	NW ¼, Sec. 21, T111N, R48W	147.1	135.1	Yes	No
3	3	Brookings	SE ¼, Sec. 3, T111N, R48W	156.1	156.1	Yes	No
4	4	Brookings	NW ¼, Sec. 2, T111N, R48W	157.7	157.2	Yes	No
6	6	Brookings	SE ¼, Sec. 11, T111N, R48W	243.9	239.9	Yes	No
7	7	Brookings	W ½, Sec. 1, T111N, R48W	311.6	311.6	Yes	No
8	8	Brookings	SW ¼, Sec. 3, T111N, R48W	155.7	151.7	Yes	No
9	9	Brookings	SW ¼, Sec. 2, T111N, R48W	153.7	135.7	Yes	No
10	10	Brookings	NW ¼, Sec. 10, T111N, R48W	75.3	70.3	Yes	No
11	11	Brookings	NE ¼, Sec. 9, T111N, R48W	83.6	83.6	Yes	Yes
12	12	Brookings	SE ¼, Sec. 9, T111N, R48W	114.5	114.5	Yes	Yes
13	13	Brookings	NE ¼, Sec. 16, T111N, R48W	59.4	58.4	Yes	Yes
14	14	Brookings	SW ¼, Sec. 16, T111N, R48W	37.7	37.2	Yes	Yes
15	15	Brookings	SW ¼, Sec. 15, T111N, R48W	70.6	68.6	Yes	No
16	16	Brookings	NW ¼, Sec. 15, T111N, R48W	66.8	66.3	Yes	No
17	17	Brookings	SE ¼, Sec. 34, T112N, R48W	155.8	149.8	Yes	No
18	18	Brookings	E ½, Sec. 21, T111N, R48W	178.1	175.1	Yes	No

Table 1 – Norfeld Hutterian Brethren North Site Approved Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
19	19	Brookings	NW ¼, Sec. 22, T111N, R48W	57.3	57.3	Yes	No
20	20	Brookings	S ½, Sec. 3, T110N, R48W	78.6	78.6	Yes	No
21	21	Brookings	S ½, Sec. 4, T110N, R48W	81.0	81.0	Yes	Yes
22	22	Brookings	S ½, Sec. 2, T109N, R48W	261.2	256.2	Yes	Yes
23	23	Brookings	NW ¼, Sec. 9, T111N, R48W	148.2	145.2	Yes	No
			Total Acres:	**2,970.5**	**2,899.0**		

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

Norfeld Hutterian Brethren, Inc. (North Site)



Scale

0 0.5 1 1.5 Miles

Legend

- 2' - 4' Sampling
- 0' - 2' Sampling

South Dakota Department of Environment and Natural Resources

Protecting South Dakota's Tomorrow ... Today

FACILITY NAME: Norfeld Hutterian Brethren, Inc. (North Site)	COUNTY: Brookings
LEGAL DESCRIPTION: NE 1/4, Section 14, Township 111 North, Range 48 West	
PERMIT NUMBER: SDG-100456	DATE: July 2020

Note: Field Locations are approximate within the 1/4 section and should be verified with field maps submitted by the producer.