



**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, October 20, 2020**

**2. Pledge of Allegiance**

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

*Five (5) minute time limit per person. 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:

[10-06-2020 Minutes.pdf](#)

[10-15-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 10202020.pdf](#)

D. Approval of cellular authorizations

Documents:

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:

[10.20.2020 CLAIMS.pdf](#)  
[OCT DEPT OF REV.pdf](#)  
[October Cell Phones.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

C. Finance Officer's Report

*Be it Noted Items*

- *Auditors Account with the Treasurer*
- *Payroll and Additive Totals*
- *Highway Expenditure Report*
- *Register of Deeds Statement of Fees Collected*

Documents:

[Finance Officer Report.pdf](#)

- i. Action to approve the following transfer as per budget appropriations for the fourth quarter of 2020: from General Fund 101-4-911-4290 to Highway Road & Bridge Fund 201-3-371-0000 in the amount of \$750,000.

*Action: Motion to Approve, Comments, Roll Call*

**7. Scheduled Agenda Items**

**8. Regular Business**

- A. Action to approve Resolution #20-59: a plat of Lot 1 of Weiss's Addition in the NW ¼ of Section 24, Township 109 North, Range 52 West of the 5th P.M. in Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 20-59 2020plat021.pdf](#)

- B. Action to approve Resolution #20-60: a plat of Lot 1 of Dahl Addition in the SW ¼ of Section 2, T110N, R51W, of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 20-60 2020plat022.pdf](#)

- C. Action to approve Resolution #20-61: a plat of Lots 1 and 2 of Oppelt Addition in the NW ¼ of Section 3, T109N, R48W of the 5th P.M., Brookings County, South Dakota.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Res 20-61 2020plat023.pdf](#)

- D. Action to approve Agreement #20-55: a retail sales agreement between Brookings County and AVI Systems, Inc. for audio upgrades in Courtroom A at the Brookings County Courthouse.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 20-55 AVI Systems, Courtroom A.pdf](#)

- E. Action to approve Agreement #20-56: a retail sales agreement between Brookings County and AVI Systems, Inc. for audio upgrades in Courtroom B at the Brookings County Courthouse.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Agr 20-56 AVI Systems, Courtroom B.pdf](#)

- F. Action to approve an automatic supplement in the Emergency Management Department for reimbursement from a Homeland Security grant to GL line 226-4-222-4390, receipt #519893, in the amount of \$4,088.

*Action: Motion to Approve, Comments, Roll Call*

Documents:

[Automatic Supplement - Em Mgmt.pdf](#)

- G. Approval of board appointments:

*Action: Motion to Approve, Comments, Voice Vote*

- i. Brookings Health System Board of Trustees: 1 position, 3 year term

- a. Mary Anne Krogh

Documents:

[Brookings Health System - Krogh.pdf](#)

- ii. Extension Board: 6 positions, 1 year terms

**a. Debra Ford**

Documents:

[Extension Board - Ford.pdf](#)

**b. Ronda Houtman**

Documents:

[Extension Board - Houtman.pdf](#)

**c. Ronny Parmely**

Documents:

[Extension Board - Parmely.pdf](#)

**d. Jennifer Pickard**

Documents:

[Extension Board - Pickard.pdf](#)

**e. Laura Stern**

Documents:

[Extension Board - Stern.pdf](#)

**f. Richard Waldner**

Documents:

[Extension Board - Waldner.pdf](#)

**iii. Brookings County 4-H Promotion & Expansion Committee: 2 positions, 2 year terms**

**a. Joel Foster**

Documents:

[4-H - Foster.pdf](#)

**b. No applicant by deadline**

**iv. Planning & Zoning Commission: 2 positions, 4 year terms**

**a. Chad Ford - District 2**

Documents:

[Planning Zoning - Ford, Dist 2.pdf](#)

**b. Spencar Diedrich - District 4**

Documents:

[Planning Zoning - Diedrich, Dist 4.pdf](#)

v. Weed & Pest Board: 1 position, 3 year term

a. Joel Ripley

Documents:

[Weed Pest - Ripley.pdf](#)

vi. BCOAC Advisory Board - 5 positions, 1 year terms

a. Andy Dupraz - 4-H Leader and/or Extension Board member

Documents:

[BCOACAB - Dupraz.pdf](#)

b. Terry Wendt - 4-H Shooting Sports member

Documents:

[BCOACAB - Wendt.pdf](#)

c. Arden Sigl - OAC Pistol Range volunteer

Documents:

[BCOACAB - Sigl.pdf](#)

d. Tim Reed - Community at Large member

Documents:

[BCOACAB - Reed.pdf](#)

e. No applicant by deadline - OAC Archery Range volunteer

vii. First District Planning Board - 1 position, 2 year term

a. No applicant by deadline

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

Documents:

[Commission Dept Report.pdf](#)

[Surplus Cash Analysis.pdf](#)

[20th St S Interchange Environmental Assessment Availability.pdf](#)

[Work Plan Topics.pdf](#)

## **10. States Attorney's Office Report**

## **11. Commissioner Reports and Discussion Items**

A. Correspondence received

Documents:

[Boys Girls Club Thank You.pdf](#)  
[DENR to Bobcat Farms.pdf](#)  
[DENR to Kramer Farms.pdf](#)

**12. Executive Session**

*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**

- *October 27, Tuesday: Department Head Reviews, 8:00 a.m. in the Chambers of the Brookings City & County Government Center*
- *November 11, Wednesday: County Offices closed in honor of the Veterans Day holiday*
- *November 13, Friday: Retirement Open House for Finance Officer Vicki Buseth, 2:00-4:00 p.m. with a short program at 3:00 p.m. in the Chambers of the Brookings City & County Government Center*
- *November 26-27, Thursday & Friday: County Offices closed in honor of the Thanksgiving holiday*

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

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, OCTOBER 6, 2020**

The Brookings County Board of County Commissioners met in regular session on Tuesday October 6, 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 Jensen, seconded by Krogman to approve the agenda for the October 6, 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.

Travel Requests: Martin Stanwick to attend the Sheriff's Fall Conference on October 6<sup>th</sup>-7<sup>th</sup> in Pierre; Mandi Cramer, Amy Christensen & Paige Petersen to attend a virtual 20<sup>th</sup> Annual Community Response to Child Abuse Conference on September 30<sup>th</sup>-October 1<sup>st</sup>.

Personnel Action Notices: new hire- Highway/Weed Truck Driver Dennis Buchholtz at \$15.87, effective September 21, 2020; new hire- Part-time BCOAC Membership Assistant Jacob Wilson at \$15.87, effective September 29, 2020; new hire- Temporary Election Worker Stacie Douglas at \$12.00, effective September 29, 2020; new hire- Part-time BCOAC Membership Assistant Lisa Bratty at \$15.87, effective September 30, 2020.

Human Services Report: case #20-94 for utilities was denied; case #20-095 for rent was approved; case #20-097 for utilities was approved; case #20-098 for utilities was approved; case #20-099 for utilities was approved; case #20-100 for utilities was approved; case #20-101 for rent was approved; case #20-102 for utilities was approved.

Outside Employment Request: Cody Sunderland to engage in outside employment with Off Duty Services and the City of White.

### **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.

Commissioner Pierce said several line items are over budget and asked for a reason. Highway Superintendent Brian Gustad said they had extra asphalt expenditures and they had to do repairs on several roads that washed out. He said some of those bills should have come out of a different line. Gustad said he will look into it.

Pierce asked that the matter be on the agenda for the next meeting so they can see exactly where they are at in the highway department budget and the detention center budget.

A&B Business Inc, Copier Contract, \$516.41; Agfirst Farmers Coop, Bruce/Sinai Shop, \$196.58; Airgas Usa LLC, Safety Glasses, \$121.23; Anderson, David, Refund COC August Payment, \$190.00; Anthony Teesdale, Court Appointed Attorney, \$3,093.95; Aragon, Antonio, Translation Services, \$62.50; AT&T Mobility, Sheriffs Phone, Nighthawk Mifi Mobile Wifi, \$440.44; Barnett, Rita, 1/2 Pymt Yearly Storage Rent, \$200.00; Best Western Ramkota Inn, County Convention Hotel Rooms, \$799.92; Boarman Kroos Vogel Group, Det Center Exp Prof Services, \$14,050.00; Bobcat Of Brookings, Filters, \$453.51; Brookings City Utilities, Cop Utilities, \$731.48; Brookings County Finance, Delinquent Taxes, \$325.00; Brookings County Leader', State Livestock Judging Team, \$500.00; Brookings Empowerment, Brookings Co Funding-Fy2020, \$500.00; Brookings Health System, Inmate Medical, \$6,535.23; Brookings Inn, 3 Night Stay, \$149.47; Buhls Of Brookings Clean, Jail Supplies, Rug Rental, \$105.50; Century Business Product, Square 9 Annual Contract, \$1,285.44; Century Link, Invoice#151198703, \$145.88; Cintas Corporation, Uniforms, \$135.74; City Of Brookings, Several Bills, \$13,891.48; City Of Volga, Cop Utilities, \$452.23; Colonial Research, Citra Burst, \$800.15; Darcy Lockwood, Inv MI Hearing, \$45.00; Empire Investments LLC, Tax Certificates, \$8,052.87; Executive Mgmt Finance Office, Technology Access Fee, \$64.75; Fite, Pierce & Ronning L, Court Appointed Attorney, \$4,158.40; Gass Law, Pc, Court Appointed Attorney, \$1,242.15; Hill, Robert, laem Registration Fees, \$299.00; Hometown Service & Tire, Patrol Vehicle Repairs, \$671.31; Hy-Vee Food Store, Refreshments-Zoning Meeting, \$9.67; Jenna Byrd, County Convention Mileage, \$48.72; Jennifer Beller, County Convention Mileage, \$48.72; Jennifer Goldammer, Court Appointed Attorney, \$4,830.60; Katterhagen, Mark, Inv MI Hearing, \$45.00; Kerri Cook-Huber, Involuntary MI Hearing, \$50.00; Kimball Midwest, Shop, \$1,053.51; Konard O Hauffe Dds Pc, Inmate Dental, \$565.00; L&L Auto & Truck Parts, Jail Vehicle Parts, \$32.48; Lewno, Lucy, Inv MI Hearing, \$331.50; Lyle Signs Inc, Firemarkers, \$753.21; Matheson Tri-Gas Inc, Clothing/Sweatshirt, \$919.25; Mckeever's Vending, Inmate Commissary, \$189.16; Mittan, Cynthia Marie, Cop Rent, \$490.00; Nancy J Nelson, Court Appointed Attorney, \$720.71; Nitteberg Construction, Base Course/Gravel, \$303,755.25; North American Trailer, Side Dump Trailer, \$49,725.00; Northwestern Energy, Cop Utilities, Natural Gas Usage, \$225.43; Office Peeps Inc, Labels, Sanitizer, Paper, Planner, Wall Calendar, Ink Cartridges, Lab, Toner, Office Chair, Paper, \$1,911.97; Otter Tail Power Co, Cop Utilities, \$650.00; Patricia J Hartsel, Grand Jury Transcripts, \$557.60; Pdq.Com, Deploy/Inventory, \$1,800.00; Prochem Dynamics LLC, Jail Cleaning Supplies, \$346.83; Renodry Usa LLC, Courthouse Dehydration System, \$9,750.00; Rick Ribstein, Court Appointed Attorney, \$1,979.90; Rockmount Research & All, Welding Strip, \$1,218.92; Safe-N-Secure, Security Camera Repositioning, \$509.12; Schultz, Lori, County Convention Mileage, \$69.72; SD Dept Of Transportation, Road Repairs, \$167,638.15; SD Newspaper Service, Job Postings, \$1,176.48; SD Public Assurance Alli, 2021 Renewal, Excavator, \$147,475.54; SD Sheriff's Association, Sheriffs Conference Registrati, \$60.00; SDSU Animal Disease Rese, Rabies Testing For Animal Cont, \$63.00; Sioux Valley Cleaners Inc, Janitorial For WIC, \$460.00; Sioux Valley Energy, Move Poles For Bridge Project, \$4,909.86; Skinner Striping, Striping Parking Lots, \$1,734.54; Southpaw Defense, Baic Pistol Class, \$405.00; Steffensen, Stacy, Fall Convention Mileage, \$97.44; Steven Ust, Inspections, \$2,700.00; Terry D

Wieczorek Pc, Court Appointed Attorney, \$108.26; Thooft, Rodney, Refund 2020var017, \$100.00; Transource, Filters, \$183.19; Van Diest Supply Company, 4-D Amine, Graslan, \$11,650.00; Vandenberg Law, Court Appointed Attorney, \$848.75; Verizon Wireless, Hwy Dept, Hot Spots, \$132.89; Walburg, Duane, Animal Control Mileage, \$18.48; Walmart Community, Supplies, \$21.62; Wells Fargo, Wells Fargo, \$999.11; Yankton County Sheriff, Service Of Process, \$50.00; Young Door Service Inc, Repair, \$1,847.46; Cell Phone Reimbursement: Thomas Chester, \$30.00; Bartley, Michael, \$75.00; Eileen Aberle, \$45.00; Anderson, Jeffrey G, \$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; Robert Hill, \$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; Stacy Steffensen, \$105.00; Cody Sunderland, \$30.00; Sweebe, Bart, \$105.00; Witchey, Kristen, \$45.00.

### ***Department Head Reports***

Highway Superintendent Brian Gustad updated the board on the bridges south on Highway 77. Gustad said the SDDOT Striping Project commenced and the contractor was asked to shut down due to the uneven job the contractor was performing. He said he met with SDDOT officials to discuss how dissatisfied he was with the striping that had been completed so far.

Gustad said they held a bid opening for the structure north of Bruce over the Sioux River on September 29<sup>th</sup>.

Jail Administrator Bart Sweebe said they've seen an increase in mental health committals. Sweebe said they continue to utilize E-Care with those individuals. He said it's been working.

Finance Officer Vicki Buseth said they've received 3,019 ballots so far. Buseth said Brookings County is allocated over \$2 million dollars from the Cares Act Grant.

County Development Director Robert Hill discussed upcoming dates with the board. He also updated the board on the census.

Hill said he's been going on the radio over Thursday to talk about the census, but now will start talking about Emergency Management topics.

Hill said there is a red flag warning and recommends no burning.

Commissioner Pierce asked Hill if he would mention on the radio that they are encouraging the public to come in and early vote so as to keep down any issues with the virus on Election Day.

Weed & Pest Supervisor Misty Moser said they have one township left to spray. She said they are wrapping up the spraying season.

BCOAC Director Dustin Huber updated the board on attendance and events that have taken place at the facility.

### **SCHEDULED AGENDA ITEM**

As scheduled at 9:00 a.m., Volga City Administrator Jameson Berreth was present to discuss the Samara Avenue project.

Berreth said the project will involve widening the road, adding curb and gutter, and a sidewalk. Berreth said they were on the agenda to discuss it more with the county commission back in March, but because of the pandemic they were unable to.

Highway Superintendent Brian Gustad said there was mention of lowering the grade of the road and said they are not in favor of doing that. Bartley asked Berreth why they want to lower the road and for what distance. Berreth said the priority for the city in the project is to ensure better safety for pedestrians and traffic by adding the sidewalk and curb and gutter.

Berreth said there's a ditch right there and by lowering it and widening it, there wouldn't be any ditch left. He said they could then put the curb and gutter in. Berreth said city engineering designs on roads will be different than county designs on roads, and they want to make sure it matches their system.

Boersma said it's really hard to have a definitive answer when it's still so speculative. Boersma said she is open to having a conversation and having a feasibility road profile would be helpful.

Bartley said, as a board, they've agreed not to lower the road and to maintain ownership of it. Bartley said right now it's about the engineering, the design and the cost that goes along with it. He said he's not sure if the county has helped with the cost for engineering studies. Pierce said the county supports the townships through the culvert grant program and they do different things for other municipal entities. Pierce said she supports putting money into this study if it would help them get the answers they need to make a decision. Krogman agrees with Pierce, but questioned how much engineering needs to be done to get some answers.

Krogman asked about creating a group consisting of two county commissioners, Highway Superintendent Brian Gustad and a couple of city councilors. Commissioner Boersma and Commissioner Jensen agreed to be on that committee.

### **REGULAR BUSINESS**

Motion by Pierce, seconded by Jensen to give permission to the City of Elkton to proceed with the installation of crossing arms at the railroad crossing on County Road 31 in the City of Elkton. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Jensen, seconded by Krogman to award the low bid for structure and approach grading on #06-120-053 to SF Civil Constructors (Sioux Falls Construction) in the amount of \$2,143,923.20, contingent upon the SDDOT concurrence with the recommendation and bid amount. Background information was provided by Superintendent Brian Gustad.

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

## **SCHEDULED AGENDA ITEM**

As scheduled at 9:30 a.m., the board held a public hearing on the Highway & Bridge Improvement 5-Year Plan.

Motion by Krogman, seconded by Boersma to approve the Brookings County Highway's Departments 2021 Highway & Bridge Improvement 5-Year Plan.

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

Background information was provided by Highway Superintendent Brian Gustad.

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

## **REGULAR BUSINESS**

Motion by Boersma, seconded by Krogman to appoint Lori Schultz as Interim Finance Officer effective November 16, 2020 through December 31, 2020 and authorize Chairperson Bartley to sign the Personnel Action Notice in accordance with the appointment. 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.

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign a Request to Fill Vacancy for a Senior Finance Assistant in the Finance Office. Background information was provided by Commission Department Director Stacy Steffensen.

All members voted "aye." Motion carried.

Motion by Jensen, seconded by Krogman to declare a 100-gallon tank with trailer as surplus property to be disposed of. Background information was provided by Weed & Pest Supervisor Misty Moser.

All members voted "aye." Motion carried.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report. Steffensen updated the board on the Finance Office reception desk remodel. Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report.

## **COMMISSIONERS' REPORTS & DISCUSSION**

Commissioner Pierce attended a BEDC Meeting; attended a Drainage Committee Meeting; attended the County Road & Bridge Tour; and attended the groundbreaking for the Detention Center.

## **SCHEDULED AGENDA ITEM**

Senior Account Manager with Wellmark BCBS Sherri Matthews gave a Wellmark Blue Cross and Blue Shield update.

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

Commissioner Boersma attended the Annual County Fall Convention; met with Commission Department Director Stacy Steffensen and Architecture Incorporated to discuss the Finance Office reception desk remodel; attended the County Road & Bridge Tour; and attended the groundbreaking for the Detention Center.

Commissioner Krogman attended a BATA Meeting; attended the BCOAC Advisory Board Meeting; attended a Growth Partnership Meeting; attended the County Road & Bridge tour; attended the groundbreaking for the Detention Center; and attended the City of White Council Meeting.

Commissioner Jensen attended the BCOAC Advisory Board Meeting; attended the County Road & Bridge tour; and attended the groundbreaking for the Detention Center.

Commissioner Bartley attended the County Road & Bridge tour and attended the groundbreaking for the Detention Center.

### **EXECUTIVE SESSION**

Motion by Boersma, seconded by Jensen to enter into Executive Session at 10:08 a.m., in accordance with SDCL 1-25-2(1)(3)(4), personnel, consulting with legal counsel, and contract negotiations. All members voted "aye." Motion carried.

Motion by Krogman, seconded by Pierce to come out of Executive Session at 11:04 a.m. All members voted "aye." Motion carried. No action was taken.

### **ADJOURNMENT**

Motion by Krogman, seconded by Pierce to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, October 20, 2020 at 8:30 a.m.

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

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Jenna Byrd  
Senior Finance Assistant  
Brookings County

# **BROOKINGS COUNTY COMMISSION MEETING**

## **THURSDAY, OCTOBER 15, 2020**

The Brookings County Board of County Commissioners met in special session on Thursday, October 15, 2020 with the following members present: Larry Jensen, Lee Ann Pierce, Angela Boersma and Ryan Krogman. Michael Bartley was absent.

### **CALL TO ORDER**

Vice-Chairperson Larry Jensen called the meeting to order at 9:30 a.m.

### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **APPROVAL OF AGENDA**

Motion by Krogman, seconded by Boersma to approve the agenda for the October 15, 2020 Commission Meeting. All members voted "aye." Motion carried.

### **REGULAR BUSINESS**

Motion by Pierce, seconded by Krogman to approve and authorize Vice-Chairperson Larry Jensen to sign Resolution #20-58: a resolution declaring a fire danger emergency in Brookings County and prohibiting open burning.

Background information was provided by Fire Chief Darrell Hartmann, Sheriff Marty Stanwick, and County Development Director Robert Hill.

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

### **RESOLUTION #20-58**

#### **A RESOLUTION DECLARING A FIRE DANGER EMERGENCY IN BROOKINGS COUNTY AND PROHIBITING OPEN BURNING**

WHEREAS, due to the lack of current moisture in Brookings County, a fire danger emergency now exists within Brookings County, South Dakota.

NOW THEREFORE BE IT RESOLVED by the Brookings County Board of County Commissioners that a fire danger emergency is hereby declared and until this resolution be otherwise rescinded by the Brookings County Board of County Commissioners, all open burning as defined in Ordinance #2009-02, without a prior written permit, is hereby prohibited within the boundaries of Brookings County, South Dakota, exclusive of any incorporated municipality within the county.

BE IT FURTHER RESOLVED that this resolution is declared to be necessary for the immediate preservation of public safety in accordance with the provisions of SDCL 7-18A-8 and is effective immediately and shall continue in force and affect until rescinded by the Brookings County Board of County Commissioners.

Passed and approved this 15<sup>th</sup> day of October, 2020.

Larry Jensen  
Vice-Chairperson  
Brookings County  
Board of County Commissioners

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

**ADJOURNMENT**

Motion by Krogman, seconded by Boersma to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, October 20, 2020 at 8:30 a.m.

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Jenna Byrd  
Senior Finance Assistant  
Brookings County

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(<https://safeharborsd.org>)

## *NESD Conference Registration*

Register now for the NESD Conference at the Dakota Event Center in Aberdeen on October 28th & 29th. If you registered before it was rescheduled, you would have been refunded and will need to register again. Check out all the conference details. (<https://safeharborsd.org/nesc-conference/>)

Thank you for registering! We look forward to seeing you on October 28th & 29th at the Dakota Event Center.

### *NESD Conference*

#### [NESD Conference Registration](https://safeharborsd.org/nesc-conference/nesc-conference-registration/)

(<https://safeharborsd.org/nesc-conference/nesc-conference-registration/>)

### *Sign up for updates*

### *Client Testimonial*

Safe Harbor helped me feel safe and secure.

*-Name withheld*

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# NESD Family Violence Prevention Conference

October 28<sup>th</sup> & 29th at Dakota Event Center

Please join us for the Northeast South Dakota Family Violence  
in Aberdeen, S.D.

This training is designed for professionals working with families experiencing domestic violence, child maltreatment, sexual assault and trauma. Participants will hear from nationally known speakers regarding the latest research, practical experiences and methods of addressing all forms of maltreatment. We will analyze a case study involving domestic violence, strangulation, sexual assault and addiction. Also, we will hear first-hand from a survivor of the terror she faced on a daily basis living and existing in an abusive situation.

## Speakers:

**Jeff Rinek**-A retired FBI after thirty years of services involving cases of child endangerment, sexual abuse, murders and serial rapists. Jeff was featured on a 20/20 documentary as the lead investigator that obtained a confession of a serial killer Cary Stayner in the Yosemite Park Murders.

**Dr. Kenneth Snell**-A licensed Pathologist and Minnehaha County Coroner. Dr. Snell has completed thousands of autopsies and provided medical review on cases of child abuse, strangulation, and domestic violence.

**Victor Vieth**-Trainer and formal prosecutor on numerous topics pertaining to child abuse investigations, prosecutions and prevention. He is the author of "Unto the Third Generation," a bold initiative that outlines the necessary steps we must all take to eliminate child abuse in America in three generations.

**Sara Kindvall**-Survivor of domestic violence. Sara hopes to impact and empower others by sharing her own struggles.

**Krista Heeren-Graber**- The Executive Director of the South Dakota Network against Family Violence & Sexual Assault since 1999. Krista advocates for victims and survivors of domestic violence and sexual assault.

**Dr. Thom Flamboe**-Dr. Flamboe has been an educator, counselor, communication specialist and a nationally-known lecturer. He has worked with children, parents and families since 1970. He educates individuals and agencies on the importance of self-care through his education, experience and humor.

Please also join us for an **after-hours dinner event** on October 28th with **Jeff Rinek**, who published the book, "In the Name of the Children" which tells his journey to finding missing children and bringing sexual predators to justice.

**Registration for individual virtual training:** \$40

**Registration for agency virtual training:** \$150 (you will receive certificates for all that attended)

**Registration fee for conference:** \$60

**Registration fee for dinner event:** \$25

**Registration for both conference and dinner:** \$80

To register for the conference [click here](mailto:nesdfamilyviolenceconference@gmail.com) or call Safe Harbor at 605-226-1212. If you have questions you can email [nesdfamilyviolenceconference@gmail.com](mailto:nesdfamilyviolenceconference@gmail.com) or call 605-226-1212.

CEUs will be available for counselors and social workers may submit CEU request.

A block of rooms has been reserved at the Holiday Inn Express in Aberdeen, SD under the Northeast South Dakota Family Violence Conference.

**Thank you to our generous sponsors:**



## Personnel Action Notice Summary

Commission Meeting: October 20, 2020

<b>Employee Name:</b>	Jere Hieb				
<b>Department:</b>	Equalization	<b>Position:</b>	Appraiser		
<b>Effective Date:</b>	11/01/2020	<b>Salary/Wage:</b>	\$ 24.51		
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Vicki Buseth				
<b>Department:</b>	Finance	<b>Position:</b>	Finance Officer		
<b>Effective Date:</b>	11/13/2020	<b>Salary/Wage:</b>			
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

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

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

# Cellular Authorization Form

**Employee Name:** Lori Schultz

**Employee Position:** Interim Finance Officer

**Employee Phone Number:** 605-695-5095

**Cellular Service Allowance Tier:**

**Basic Usage \$30 monthly allowance.** *This tier is to be used by individuals who need cellular service during their regularly scheduled hours for Brookings County. They would have limited, infrequent need for use outside of their regularly scheduled shift, but do need access to cell phone service during scheduled work hours as a requirement for the position. This tier cannot be used if the need can be met by the loaner phone program.*

**High Usage \$45 monthly allowance.** *This tier must meet the qualifications of the previous tier and in addition, is to be used by employees who are regularly contacted outside of regularly scheduled working hours for business specific purposes.*

**Extensive Usage \$60 monthly allowance.** *This tier must meet the qualifications of the previous tiers. This tier is for management and exempt level employees who are essentially on call to the public, the board, or their staff whether at or away from work.*

**Data Plan \$45 monthly allowance.** *This allowance is available to exempt level employees, department heads, or other IT staff that have a business-need to be in direct communication with email and other technology capabilities whether on or off duty.*

**Total Allowance Requested:** \$105

**Payroll Start Date:** November 1, 2020

**Authorized by:**   
*Department Head Signature*

**Date:** 10/06/2020

**Board Approval:** \_\_\_\_\_  
*Commission Chairperson/ Designee*

**Date:** \_\_\_\_\_

**HR Received:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## For Commission Use Only

Date Submitted to Board of County Commissioners: October 20, 2020

**Reference #:** 20-103

**Request:** Utilities

**Amount:** \$ 70.27

**Recommendation of County Assistance Officer:** Approved Utilities / Balance of Disconnect after LIEAP

**Reference #:** 20-104

**Request:** Utilities

**Amount:** \$ 72.63

**Recommendation of County Assistance Officer:** Approved Utilities / Balance of Disconnect after LIEAP

**Reference #:** 20-105

**Request:** Utilities

**Amount:** \$ 368.43

**Recommendation of County Assistance Officer:** Approved Utilities / Balance of Disconnect

**Reference #:** 20-107

**Request:** Rent

**Amount:** \$ 650.00

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

**Reference #:** 20-108

**Request:** Utilities

**Amount:** \$ 72.54

**Recommendation of County Assistance Officer:** Approved Utilities / Balance of Disconnect

**Reference #:** 20-109

**Request:** Utilities

**Amount:** \$ 335.65

**Recommendation of County Assistance Officer:** Approved Utilities / Balance of Disconnect

**Reference #:** 20-110

**Request:** Rent

**Amount:** \$ 650.00

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

**Reference #:** 20-111

**Request:** Utilities

**Amount:** \$ 0.00

**Recommendation of County Assistance Officer:** Denied, LIEAP and Alternate Source Used.

**Reference #:** 19-

**Request:**

**Amount:**

**Recommendation of County Assistance Officer:**

**Reference #:** 19-

**Request:**

**Amount:**

**Recommendation of County Assistance Officer:**

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 111 COMMISSIONERS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202010098045	101-4-111-4230	PUBLICATIONS		214.47
01-11038	FIRST BANK & TRUST	I-202010098075	101-4-111-4267	OCTOBER BILL		22.60
01-12261	OFFICE PEEPS INC	I-202010098129	101-4-111-4260	APPT BOOK, BATTERIES, WIPES		72.64
01-12503	QUALIFIED PRESORT SERVI	I-202010138132	101-4-111-4267	POSTAGE		56.35
01-13058	STEFFENSEN, STACY	I-202010138157	101-4-111-4260	COUNTY TOUR REIMBURSEMENT		90.86
01-22073	RFD NEWSPAPERS INC	I-202010138135	101-4-111-4230	PUBLICATIONS		534.45
DEPARTMENT 111 COMMISSIONERS					TOTAL:	991.37

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13185	TOWN & COUNTRY SHOPPER	I-202010138162	101-4-120-4230	PUBLIC NOTICE-SOIL CONSERVATI		32.00
DEPARTMENT 120 ELECTIONS					TOTAL:	32.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10390	BROOKINGS HEALTH SYSTEM	I-202010098040	101-4-130-4230	SEPTEMBER BLOOD ALCOHOL TEST		6,429.00
01-11300	PATRICIA J HARTSEL	I-202010098084	101-4-130-4226	TRANSCRIPTIONS		258.40
01-11300	PATRICIA J HARTSEL	I-202010098085	101-4-130-4224	TRANSCRIPTIONS		110.20
01-11300	PATRICIA J HARTSEL	I-202010098086	101-4-130-4224	TRANSCRIPTIONS		38.00
01-12179	NANCY J NELSON	I-202010098119	101-4-130-4222	CAA CRI20-557		586.85
01-12179	NANCY J NELSON	I-202010098120	101-4-130-4223	CAA JUV20-39		1,200.86
01-12179	NANCY J NELSON	I-202010098121	101-4-130-4222	CAA JUV20-34		2,265.92
01-12602	RICK RIBSTEIN	I-202010138138	101-4-130-4222	CAA CRI20-297		1,451.45
01-13262	VANDENBERG LAW	I-202010138168	101-4-130-4222	CAA CRI20-559		813.50
01-13262	VANDENBERG LAW	I-202010138169	101-4-130-4222	CAA CRI20-439		776.00
01-13262	VANDENBERG LAW	I-202010138170	101-4-130-4222	CAA CRI20-197		994.25
01-13370	THOMSON REUTERS - WEST	I-202010138160	101-4-130-4340	SEPTEMBER CHARGES		360.50
01-13389	TERRY D WIECZOREK PC	I-202010138174	101-4-130-4222	CAA CRI20-313		146.25
01-17926	TIM HOGAN	I-202010098092	101-4-130-4222	CAA CRI20-118		1,765.45
01-17926	TIM HOGAN	I-202010098093	101-4-130-4222	CAA CRI20-516		601.40
01-19572	ARAGON, MARTHA A	I-202010098010	101-4-130-4290	TRANSLATION SERVICES		62.50
01-20023	GASS LAW, PC	I-202010098078	101-4-130-4222	CAA CRI20-275		815.35
01-20023	GASS LAW, PC	I-202010098079	101-4-130-4222	CAA CRI20-540		533.50
01-22039	JENNIFER GOLDAMMER	I-202010098081	101-4-130-4222	CAA CRI20-117		1,207.65
01-22039	JENNIFER GOLDAMMER	I-202010098082	101-4-130-4222	CAA CRI18-550		286.15
01-22102	ANTHONY TEESDALE	I-202010138159	101-4-130-4222	CAA CRI20-266		1,884.45
01-22127	KRISTIN A WOODALL	I-202010138175	101-4-130-4224	TRANSCRIPT		209.00
01-22604	JORDYN BANGASSER	I-202010098017	101-4-130-4222	CAA CRI20-289		936.70

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 23,733.33

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10541	CENTURY BUSINESS PRODUC	I-202010098055	101-4-143-4250	COPIER CONTRACT		141.12
01-19277	ALLEGRA PRINT & IMAGING	I-202010098008	101-4-143-4260	ENVELOPES		944.18
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	1,085.30

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098128	101-4-151-4260	PAPER, ENVELOPE SEALER, PENS		140.01
01-19603	MEDIACOM LLC	I-202010098116	101-4-151-4260	OCT LAW LIBRARY INT SERVICE		144.79
01-22727	SAFE HARBOR	I-202010138143	101-4-151-4270	FAMILY VIOLENCE PREVENTION CO		150.00
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	434.80

VENDOR SET: 01 Brookings County  
 PACKET: 02344 10/20/2020 CLAIMS  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 161 COUNTY BUILDING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202010098031	101-4-161-4280	COURTHOUSE/COMM HEALTH/1921		3,217.13
01-10354	BROOKINGS CITY UTILITIE	I-202010098031	101-4-161-4282	COURTHOUSE/COMM HEALTH/1921		36.78
01-10354	BROOKINGS CITY UTILITIE	I-202010098031	101-4-161-4283	COURTHOUSE/COMM HEALTH/1921		261.96
01-10354	BROOKINGS CITY UTILITIE	I-202010138179	101-4-161-4280	COURTHOUSE PHONE LINES		1,169.00
01-10670	COOK'S WASTEPAPER & REC	I-202010098066	101-4-161-4250	COURTHOUSE/BCOAC SERVICES		274.92
01-10684	COURTESY PLUMBING INC	I-202010098067	101-4-161-4250	PLUMBING PARTS		9.95
01-10792	DEN-WIL INC	I-202010098072	101-4-161-4241	OCT COMMUNITY HEALTH RENT		960.00
01-11078	FOERSTER DISTRIBUTING	I-202010098076	101-4-161-4260	ITEMS FOR COURTHOUSE		109.50
01-11827	LOWE'S	I-202010098110	101-4-161-4260	YELLOW STRIPING, FEBREZE, LAM		23.74
01-12236	NORTHWESTERN ENERGY	I-202010098126	101-4-161-4280	DET CENTER HEAT		66.45
01-12261	OFFICE PEEPS INC	I-202010098129	101-4-161-4243	APPT BOOK, BATTERIES, WIPES		16.97
01-19152	DAKOTA DATA SHRED	I-202010098069	101-4-161-4260	PICKUP		56.16

DEPARTMENT 161 COUNTY BUILDING TOTAL: 6,202.56

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098005	101-4-162-4260	COPIER CONTRACT		64.76
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						64.76

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 163 REGISTER OF DEEDS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11748	LAR-JO'S	I-202010098105	101-4-163-4260	IMPORTANT DOC ENVELOPES		234.00
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	234.00

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 165 VETERAN'S SERVICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202010138180	101-4-165-4260	INV909657		5.75
DEPARTMENT 165 VETERAN'S SERVICE					TOTAL:	5.75

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098129	101-4-172-4260	APPT BOOK, BATTERIES, WIPES		12.60
01-21092	BROTHERS PHARMACY	I-202010098047	101-4-172-4220	EMPLOYEE FLU SHOTS		112.00
01-22334	INDEED INC	I-202010098094	101-4-172-4230	SEPTEMBER JOB LISTINGS		3.03
01-22588	INFO CUBIC LLC	I-202010098095	101-4-172-4220	BACKGROUND CHECKS		206.20
DEPARTMENT 172 HUMAN RESOURCES					TOTAL:	333.83

VENDOR SET: 01 Brookings County  
 PACKET: 02344 10/20/2020 CLAIMS  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 211 SHERIFF'S OFFICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10153	AURORA AUTO BODY & GLAS	I-202010098013	101-4-211-4265	PATROL VEHICLE FUEL		654.26
01-10153	AURORA AUTO BODY & GLAS	I-202010098014	101-4-211-4251	PATROL VEHICLE REPAIRS		109.99
01-10354	BROOKINGS CITY UTILITIE	I-202010098020	101-4-211-4280	SHERIFFS UTILITIES		442.56
01-10371	BROOKINGS REGISTER	I-202010098043	101-4-211-4230	PUBLICATION		225.00
01-10541	CENTURY BUSINESS PRODUC	I-202010098052	101-4-211-4250	COPIER CONTRACT		269.60
01-11038	FIRST BANK & TRUST	I-202010098075	101-4-211-4265	OCTOBER BILL		2,404.62
01-11038	FIRST BANK & TRUST	I-202010098075	101-4-211-4262	OCTOBER BILL		123.97
01-11311	HAWLEY INSURANCE SERVIC	I-202010098088	101-4-211-4220	NOTARY RENEWAL		50.00
01-11863	MCLEOD'S PRINTING & OFF	I-202010098115	101-4-211-4260	DEPUTY CITATIONS		333.97
01-12864	SECRETARY OF STATE	I-202010138148	101-4-211-4220	NOTARY RENEWAL-CHRISTENSEN		30.00
01-18134	WALBURG, DUANE	I-202010138172	101-4-211-4221	ANIMAL CONTROL MILEAGE		29.82
01-20143	CITY OF BROOKINGS	I-202010098032	101-4-211-4221	ANIMAL CONTROL UNCLAIMED PET		120.00
01-22242	AXON ENTERPRISE INC	I-202010098016	101-4-211-4262	TAZER CARTRIDGES		482.25
01-22374	TRAVS OUTFITTER	I-202010138165	101-4-211-4262	DEPUTY EQUIPMENT		773.24
01-22508	BRYAN SCHREUR	I-202010138149	101-4-211-4270	MEAL REIMBURSEMENT		200.00

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 6,249.28

VENDOR SET: 01 Brookings County  
 PACKET: 02344 10/20/2020 CLAIMS  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 212 COUNTY JAIL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202010098021	101-4-212-4280	DET UTILITIES		3,078.10
01-10357	AVERA MEDICAL GROUP	I-202010098015	101-4-212-4263	INMATE MEDICAL		368.26
01-10541	CENTURY BUSINESS PRODUC	I-202010098052	101-4-212-4250	COPIER CONTRACT		196.73
01-10670	COOK'S WASTEPAPER & REC	I-202010098063	101-4-212-4280	DETENTION CENTER GARBAGE		273.70
01-11038	FIRST BANK & TRUST	I-202010098075	101-4-212-4260	OCTOBER BILL		922.64
01-11304	KONARD O HAUFFE DDS PC	I-202010098087	101-4-212-4263	INMATE DENTAL		296.00
01-11790	LEWIS DRUG STORE	I-202010098106	101-4-212-4262	SEPT BILL		1,099.43
01-11790	LEWIS DRUG STORE	I-202010098106	101-4-212-4261	SEPT BILL		60.42
01-11827	LOWE'S	I-202010098110	101-4-212-4260	YELLOW STRIPING, FEBREZE, LAM		126.84
01-11855	MCKEEVER'S VENDING	I-202010098114	101-4-212-4260	INMATE COMMISARY		369.40
01-12236	NORTHWESTERN ENERGY	I-202010098126	101-4-212-4280	DET CENTER HEAT		22.15
01-12567	RELIANCE TELEPHONE	I-202010138134	101-4-212-4281	PHONE CARD TRANSACTIONS		2,000.00
01-22002	PROCHEM DYNAMICS LLC	I-202010138131	101-4-212-4260	JAIL CLEANING SUPPLIES		731.24
01-22141	SATELLITE TRACKING OF P	I-202010138145	101-4-212-4273	BLUTAG ACTIVE		1,092.00

DEPARTMENT 212 COUNTY JAIL TOTAL: 10,636.91

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-19149	SANFORD HEALTH	I-202010138144	101-4-213-4220	AUTOPSY		2,353.00
DEPARTMENT 213 CORONER					TOTAL:	2,353.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 221 FIRE DEPARTMENT TRUST

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11878	M&T FIRE & SAFETY INC	I-202010098111	101-4-221-4291	PUMP PLUMBING, TRUCK LIGHTING		1,669.04
DEPARTMENT 221 FIRE DEPARTMENT TRUST TOTAL:						1,669.04

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 101 GENERAL FUND

DEPARTMENT: 223 DRAINAGE COMMISSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202010098006	101-4-223-4250	COPIER CONTRACT		20.29
DEPARTMENT 223 DRAINAGE COMMISSION					TOTAL:	20.29

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 411 WELFARE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202010098024	101-4-411-4252	COP UTILITIES		70.27
01-10354	BROOKINGS CITY UTILITIE	I-202010098025	101-4-411-4252	COP UTILITIES		335.65
01-10354	BROOKINGS CITY UTILITIE	I-202010098026	101-4-411-4252	COP UTILITIES		368.43
01-10354	BROOKINGS CITY UTILITIE	I-202010098027	101-4-411-4252	COP UTILITIES		72.63
01-10354	BROOKINGS CITY UTILITIE	I-202010098030	101-4-411-4252	COP UTILITIES		72.54
01-21005	BROOKINGS PROPERTY MANA	I-202010098041	101-4-411-4251	COP RENT		650.00
01-21005	BROOKINGS PROPERTY MANA	I-202010098042	101-4-411-4251	COP RENT		650.00
DEPARTMENT 411 WELFARE					TOTAL:	2,219.52

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098003	101-4-421-4250	COPIER CONTRACT		55.82
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						55.82

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 441 BEHAVIORAL HEALTH

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10617	CODY, DENISE	I-202010098060	101-4-441-4220	MI HEARING		15.00
01-11634	KENNEDY PIER KNOFF LOFT	I-202010098101	101-4-441-4290	INV MI HEARING		106.70
01-20920	LEWNO, LUCY	I-202010098107	101-4-441-4220	INV MI HEARING		166.50
01-20920	LEWNO, LUCY	I-202010098108	101-4-441-4220	INV MI HEARING		116.50
01-21581	DEAN SCHAEFER COURT REP	I-202010098071	101-4-441-4290	MI HEARING COURT REPORTING		210.00
01-21605	KATTERHAGEN, MARK	I-202010098100	101-4-441-4220	INV MI HEARING		15.00
DEPARTMENT 441 BEHAVIORAL HEALTH					TOTAL:	629.70

VENDOR SET: 01 Brookings County  
 PACKET: 02344 10/20/2020 CLAIMS  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 528 BCOAC

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202010098028	101-4-528-4280	OAC UTILITIES		2,910.57
01-10541	CENTURY BUSINESS PRODUC	I-202010098051	101-4-528-4220	COPIER CONTRACT		302.49
01-10670	COOK'S WASTEPAPER & REC	I-202010098066	101-4-528-4280	COURTHOUSE/BCOAC SERVICES		172.64
01-11016	FASTENAL COMPANY	I-202010098074	101-4-528-4250	HVAC FILTERS		337.11
01-11371	HILLYARD/SIOUX FALLS	I-202010098091	101-4-528-4260	JANITORIAL ITEMS FOR BCOAC		142.02
01-11498	INTERSTATE TELECOM. COO	I-202010098096	101-4-528-4280	EXTENSION PHONES		188.10
01-11827	LOWE'S	I-202010098109	101-4-528-4250	LIGHT BULBS & TAPES		34.69
01-12666	RUNNING'S SUPPLY INC	I-202010138141	101-4-528-4260	RIMFIRE, TOUCH-N-FOAM, BRASS		1,511.19
01-12666	RUNNING'S SUPPLY INC	I-202010138141	101-4-528-4250	RIMFIRE, TOUCH-N-FOAM, BRASS		20.19
01-12666	RUNNING'S SUPPLY INC	I-202010138141	101-4-528-4293	RIMFIRE, TOUCH-N-FOAM, BRASS		74.99
01-13328	WALMART COMMUNITY	I-202010138176	101-4-528-4260	COOKIES, CUPS, MIX		38.28
01-21803	BUHLS OF BROOKINGS CLEA	I-202010098048	101-4-528-4220	3 RUGS		38.90
01-22221	ALPHAMEDIA USA LLC	I-202010098009	101-4-528-4230	SALES BLITZ PACKAGE		420.00
01-22323	MAPLE LEAF PRESS INC	I-202010098112	101-4-528-4260	TARGETS FOR RANGE		215.90
01-22365	SOUTHPAW DEFENSE	I-202010138156	101-4-528-4220	ENHANCED CONCEAL CARRY CLASS		450.00
01-22691	ROGERS WAREHOUSE	I-202010138140	101-4-528-4260	AMMO FOR THE RANGE		1,219.93
DEPARTMENT 528 BCOAC					TOTAL:	8,077.00

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 611 COUNTY EXTENSION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10541	CENTURY BUSINESS PRODUC	I-202010098053	101-4-611-4250	COPIER CONTRACT		286.11
01-10541	CENTURY BUSINESS PRODUC	I-202010098054	101-4-611-4250	COPIER CONTRACT		213.39
01-10670	COOK'S WASTEPAPER & REC	I-202010098064	101-4-611-4280	OCT SINGLE STREAM SERVICE		7.50
01-11498	INTERSTATE TELECOM. COO	I-202010098096	101-4-611-4280	EXTENSION PHONES		188.09
01-12834	SDSU EXTENSION SERVICE	I-202010138147	101-4-611-4270	MOTOR POOL VAN FOR ACHV DAYS		62.73
01-19152	DAKOTA DATA SHRED	I-202010098068	101-4-611-4280	EQUIPMENT RENTAL		16.00
DEPARTMENT 611 COUNTY EXTENSION					TOTAL:	773.82

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 615 WEED CONTROL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202010098022	101-4-615-4280	TELEPHONE/INTERNET SERVICE		34.42
01-10354	BROOKINGS CITY UTILITIE	I-202010098023	101-4-615-4260	WATER FOR TRUCK SHED		326.42
01-10868	DRIVELINE SERVICE INC	I-202010098073	101-4-615-4260	DRIVELINE ON TRUCK		575.26
01-12002	MIDWEST GLASS	I-202010098118	101-4-615-4260	ROCK CHIP ON WINDOW		50.00
01-12236	NORTHWESTERN ENERGY	I-202010098125	101-4-615-4260	HEAT FOR TRUCK SHED		10.00
01-12261	OFFICE PEEPS INC	I-202010098129	101-4-615-4260	APPT BOOK, BATTERIES, WIPES		14.06
01-13266	VAN DIEST SUPPLY COMPAN	I-202010138171	101-4-615-4260	PLANVIEW CHEM		1,241.60
DEPARTMENT 615 WEED CONTROL					TOTAL:	2,251.76

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 101 GENERAL FUND  
DEPARTMENT: 711 PLANNING & ZONING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202010098006	101-4-711-4250	COPIER CONTRACT		60.88
01-10371	BROOKINGS REGISTER	I-202010098046	101-4-711-4230	PUBLICATIONS		109.78
01-21502	STEVEN UST	I-202010138166	101-4-711-4221	INSPECTIONS		1,100.00
01-21502	STEVEN UST	I-202010138167	101-4-711-4221	INSPECTIONS		800.00
01-22008	NEWEGG BUSINESS INC	I-202010098122	101-4-711-4260	HEADPHONES		39.99
01-22073	RFD NEWSPAPERS INC	I-202010138137	101-4-711-4230	PUBLICATIONS		32.23

DEPARTMENT 711 PLANNING & ZONING TOTAL: 2,142.88

FUND 101 GENERAL FUND TOTAL: 70,196.72

VENDOR SET: 01 Brookings County  
 PACKET: 02344 10/20/2020 CLAIMS  
 FUND : 201 ROAD & BRIDGE FUND  
 DEPARTMENT: 311 HIGHWAY ADMINISTRATION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202010098002	201-4-311-4250	COPIER CONTRACT		110.25
01-10047	AGFIRST FARMERS COOP	I-202010098007	201-4-311-4280	TANK LEASE		318.58
01-10307	BOWES CONSTRUCTION	I-202010098018	201-4-311-4250	PATCHING		105,787.50
01-10354	BROOKINGS CITY UTILITIE	I-202010098029	201-4-311-4280	WATER/SEWER/ELECTRIC/TELE		1,018.93
01-10371	BROOKINGS REGISTER	I-202010098044	201-4-311-4230	PUBLICATION		88.84
01-10372	BROOKINGS-DEUEL RWS	I-202010098039	201-4-311-4280	WATER AT BRUCE SHOP		23.40
01-10457	BUTLER MACHINERY CO	I-202010098049	201-4-311-4260	PARTS		164.20
01-10508	CARQUEST AUTO	I-202010098050	201-4-311-4260	VEHICLE PARTS		1,006.19
01-10670	COOK'S WASTEPAPER & REC	I-202010098065	201-4-311-4250	HIGHWAY DEPT GARBAGE		169.24
01-10740	DAKOTA FLUID POWER INC	I-202010098070	201-4-311-4350	COMPRESSOR		10,185.55
01-11196	GRAINGER	I-202010098083	201-4-311-4260	DRUM LIFTER		303.38
01-11546	JEBRO INC.	I-202010098098	201-4-311-4260	OIL FOG SEAL		93,470.95
01-11719	L&L AUTO & TRUCK PARTS	I-202010098104	201-4-311-4260	SPLASH GUARD		393.78
01-11909	MARTIN OIL COMPANY	I-202010098113	201-4-311-4260	MOBIL CMP SHOP		300.00
01-12236	NORTHWESTERN ENERGY	I-202010098124	201-4-311-4280	TRUCK SHOP/HIGHWAY SHOP		28.63
01-12666	RUNNING'S SUPPLY INC	I-202010138142	201-4-311-4260	TAPE MEASURE, BLADE KIT		308.03
01-12898	TOWN OF SINAI	I-202010138163	201-4-311-4280	SEWER&GARBAGE		64.00
01-12917	SIOUX VALLEY ENERGY	I-202010138152	201-4-311-4280	ELECTRIC		271.00
01-12922	SIOUX FALLS KENWORTH IN	I-202010138151	201-4-311-4260	BRAKE CLUTCH, AIR SPRING, COR		2,490.20
01-13089	STURDEVANT'S AUTO PARTS	I-202010138158	201-4-311-4260	CORE RETURN, HITCH PIN, SENSO		242.68
01-13375	WHEELCO TRUCK & TRAILER	I-202010138177	201-4-311-4260	INVENTORY, DRUM, BRAKE		926.99
01-13379	CITY OF WHITE	I-202010098059	201-4-311-4280	WATER/SEWER/ELECTRIC		87.38
01-20236	RDO EQUIPMENT CO	I-202010138133	201-4-311-4260	INVENTORY,V BELT, O RING		3,218.52
01-20512	CHS	I-202010098057	201-4-311-4265	DIESEL		18,417.81
01-20514	KINGBROOK RURAL WATER	I-202010098103	201-4-311-4280	SINAI WATER		33.00
01-21561	TITAN MACHINERY	I-202010138161	201-4-311-4260	RETURNED SWITCH, SWITCH		28.73
01-22073	RFD NEWSPAPERS INC	I-202010138136	201-4-311-4230	PUBLICATIONS		230.34
01-22240	KIBBLE EQUIPMENT LLC	I-202010098102	201-4-311-4260	SLEEVE		506.88
01-22301	TRANSOURCE	I-202010138164	201-4-311-4260	AIR SPRING, LEVEL SENSOR		1,039.38
01-22331	COLONIAL RESEARCH	I-202010098062	201-4-311-4260	CITRA BURST		729.24
01-22585	CLARK ENGINEERING	I-202010098058	201-4-311-4220	ENGINEERING FOR OVERLAY		400.00
01-22687	ROCKMOUNT RESEARCH & AL	I-202010138139	201-4-311-4260	WELDING SUPPLIES		1,447.94

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 243,811.54

FUND 201 ROAD & BRIDGE FUND TOTAL: 243,811.54

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-202010098090	226-4-222-4270	MILEAGE FOR SDACC CONF		92.40
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						92.40
FUND 226 EMERGENCY MANAGEMENT TOTAL:						92.40

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 248 24/7 PROGRAM  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22722	CHARLES WALLOWINGBULL	I-202010138173	248-3-3423000	24/7 SOBRIETY PROGRAM		22.00
01-22723	LOUIS MEDICINE HORN	I-202010098117	248-3-3423000	24/7 SOBRIETY PROGRAM		12.00
01-22724	COLIN GALVIN	I-202010098077	248-3-3423000	SOBRIETY PROGRAM		4.00
01-22725	KADE SHRIVER	I-202010138150	248-3-3423000	24/7 SOBRIETY PROGRAM		9.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	47.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 248 24/7 PROGRAM

DEPARTMENT: 212 24/7 PROGRAM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11500	INTOXIMETERS INC	I-202010098097	248-4-212-4260	JAIL-PBT TEST TUBES		1,875.00
DEPARTMENT 212 24/7 PROGRAM						TOTAL: 1,875.00
FUND 248 24/7 PROGRAM						TOTAL: 1,922.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098004	250-4-163-4250	COPIER CONTRACT		54.79			
01-10548	CHAPMAN, BEVERLY	I-202010098056	250-4-163-4270	SDACO CONVENTION TRAVEL		54.72			
					DEPARTMENT 163	ROD Relief Fund	TOTAL:	109.51	
					FUND	250	ROD RELIEF FUND	TOTAL:	109.51

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 301 COUNTY BUILDING FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11569	JOHNSON CONTROLS	I-202010098099	301-4-161-4295	COURTHOUSE CHILLER REPLACEMENT		42,313.00
01-20517	ARCHITECTURE INCORPORATED	I-202010098011	301-4-161-4296	PROFESSIONAL SERVICES		2,322.50
01-22728	NIKLASON MASONRY	I-202010098130	301-4-161-4297	MEDARY MONUMENT REPAIR		6,800.00
DEPARTMENT 161 COUNTY BUILDING						TOTAL: 51,435.50
FUND 301 COUNTY BUILDING FUND						TOTAL: 51,435.50

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 CLAIMS

FUND : 304 DETENTION CNTR EXPANSION

DEPARTMENT: 890 DETENTION CNTR EXPANSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22726	HENRY CARLSON COMPANY	I-202010098089	304-4-890-4320	JAIL EXPANSION&REMODEL PROJEC		227,498.00

DEPARTMENT 890 DETENTION CNTR EXPANSI TOTAL: 227,498.00

FUND 304 DETENTION CNTR EXPANSI TOTAL: 227,498.00

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 725 ADVANCE TAXES  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10367	BROOKINGS COUNTY	FINANC I-202010098034	725-2-2090000	ADVANCE TAX		230.15
01-10367	BROOKINGS COUNTY	FINANC I-202010098035	725-2-2090000	ADVANCE TAX		649.17
01-10367	BROOKINGS COUNTY	FINANC I-202010098036	725-2-2090000	ADVANCE TAX		807.17
01-10367	BROOKINGS COUNTY	FINANC I-202010098037	725-2-2090000	ADVANCE TAX		696.49
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL: 2,382.98
FUND 725 ADVANCE TAXES						TOTAL: 2,382.98

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010098033	735-2-2090000	DELINQUENT TAXES		125.00
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 125.00
					FUND 735 DELINQUENT TAXES	TOTAL: 125.00

VENDOR SET: 01 Brookings County  
PACKET: 02344 10/20/2020 CLAIMS  
FUND : 761 SHERIFF TRUST  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10002	AAA COLLECTIONS, INC	I-202010098001	761-2-2090000	EXECUTIONS		1,844.74
01-10370	BROOKINGS CREDIT BUREAU	I-202010098038	761-2-2090000	EXECUTIONS		1,492.82
01-22234	COLES PETROLEUM PRODUCT	I-202010098061	761-2-2090000	EXECUTION		354.51
01-22729	RONALD ARP	I-202010098012	761-2-2090000	EXECUTION		2,744.60
01-22730	ROGER R GERLACH	I-202010098080	761-2-2090000	EXECUTION		9,726.74

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DEPARTMENT 0000	NON-DEPARTMENTAL	TOTAL:	16,163.41
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FUND	761	SHERIFF TRUST	TOTAL:	16,163.41
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VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010138153	768-2-2090000	24/7 PARTICIPATION FEE PAYMEN		237.00
01-21563	SD ATTORNEY GENERAL'S O	I-202010138154	768-2-2092000	24/7 PARTICIPATION FEE PAYMEN		1,052.00
01-21563	SD ATTORNEY GENERAL'S O	I-202010138155	768-2-2091000	24/7 PARTICIPATION FEE PAYMEN		3,102.00
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 4,391.00
					FUND 768 STATEWIDE 24/7 SOBRIET	TOTAL: 4,391.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02344 10/20/2020 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-202010138146	775-2-2090000	ROD MOD&PRES RELIEF FUND		1,232.00
DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL:						1,232.00
FUND 775 ROD Relief Flow-Thru F TOTAL:						1,232.00
REPORT GRA TOTAL:						619,360.06

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	101-4-111-4230	PUBLISHING	748.92	40,000	15,939.82		
	101-4-111-4260	SUPPLIES & MATERIALS	163.50	4,000	1,426.81		
	101-4-111-4267	POSTAGE	78.95	32,500	1,952.99		
	101-4-120-4230	PUBLISHING	32.00	18,000	11,209.45		
	101-4-130-4222	ADULT DEFENSE	15,064.87	525,000	95,883.95		
	101-4-130-4223	JUVENILE DEFENSE	1,200.86	30,000	7,107.49		
	101-4-130-4224	TRANSCRIPTS (LIENABLE)	357.20	5,000	4,069.00		
	101-4-130-4226	TRANSCRIPTS (NON)	258.40	9,000	4,077.80		
	101-4-130-4230	BLOOD TESTS	6,429.00	95,000	11,691.11		
	101-4-130-4290	COURT CASE EXPENSE	62.50	40,000	4,079.41		
	101-4-130-4340	LAW LIBRARY	360.50	20,000	16,710.24		
	101-4-143-4250	REPAIR & MAINT.	141.12	3,400	1,638.01		
	101-4-143-4260	SUPPLIES & MATERIALS	944.18	15,000	4,475.37		
	101-4-151-4260	SUPPLIES & MATERIALS	284.80	30,000	13,926.73		
	101-4-151-4270	TRAVEL & CONFERENCE	150.00	7,500	6,957.12		
	101-4-161-4241	RENTAL/COMM. HEALTH	960.00	11,000	2,230.00		
	101-4-161-4243	ADMIN BUILDING OPERATION E	16.97	200,000	82,218.91		
	101-4-161-4250	REPAIRS AND MAINTENANCE	284.87	90,000	39,912.40		
	101-4-161-4260	SUPPLIES & MATERIALS	189.40	6,000	1,884.24		
	101-4-161-4280	UTILITIES/COURTHOUSE	4,452.58	53,000	16,545.58		
	101-4-161-4282	UTILITIES/1921 BLDG.	36.78	725	198.39		
	101-4-161-4283	UTILITIES/COMM. HEALTH	261.96	3,000	572.80		
	101-4-162-4260	SUPPLIES & N MATERIALS	64.76	8,500	888.94		
	101-4-163-4260	SUPPLIES & MATERIALS	234.00	1,500	364.03		
	101-4-165-4260	SUPPLIES & MATERIALS	5.75	2,000	889.62		
	101-4-172-4220	PROFESSIONAL SERVICES	318.20	18,000	3,188.15		
	101-4-172-4230	PUBLISHING	3.03	7,000	1,132.68-	Y	
	101-4-172-4260	SUPPLIES & MATERIALS	12.60	1,000	450.53-	Y	
	101-4-211-4220	PROFESSIONAL SERV. & FEES	80.00	6,000	1,930.84		
	101-4-211-4221	ANIMAL CONTROL	149.82	5,000	3,540.88		
	101-4-211-4230	PUBLISHING	225.00	1,500	215.42		
	101-4-211-4250	BUILDING MAINTENANCE	269.60	42,000	21,006.05		
	101-4-211-4251	VEHICLE MAINTENANCE	109.99	0	4,050.15-	Y	
	101-4-211-4260	SUPPLIES & MATERIALS	333.97	20,000	12,504.72		
	101-4-211-4262	UNIFORMS/EQUIPMENT	1,379.46	4,000	1,513.60		
	101-4-211-4265	FUEL/GASOLINE	3,058.88	52,000	24,960.55		
	101-4-211-4270	TRAVEL & CONFERENCE	200.00	3,000	1,218.10		
	101-4-211-4280	UTILITIES	442.56	20,000	2,274.82		
	101-4-212-4250	BUILDING MAINTENANCE	196.73	40,000	23,778.70		
	101-4-212-4260	SUPPLIES & MATERIALS	2,150.12	45,000	182.62-	Y	
	101-4-212-4261	MEDICAL (PRISONERS)	60.42	3,000	1,930.33		
	101-4-212-4262	MEDICINE/RX	1,099.43	24,000	15,528.48		
	101-4-212-4263	MEDICAL SERVICE/LIENABLE	664.26	34,000	27,943.32-	Y	
	101-4-212-4273	ELECTRONIC MONITOR	1,092.00	12,000	1,249.00		

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
	101-4-212-4280	UTILITIES	3,373.95	42,000	9,532.48			
	101-4-212-4281	INMATE/TELEPHONE	2,000.00	15,000	2,500.00			
	101-4-213-4220	PROFESSIONAL SERV. & FEES	2,353.00	25,000	5,427.00			
	101-4-221-4291	EMERGENCY TRUCK-LONG TERM	1,669.04	110,000	94,965.51			
	101-4-223-4250	REPAIRS AND MAINTENANCE	20.29	200	6.30			
	101-4-411-4251	RENT	1,300.00	30,000	12,370.20			
	101-4-411-4252	UTILITIES	919.52	8,000	1,218.16-	Y		
	101-4-421-4250	REPAIRS AND MAINTENANCE	55.82	1,101	478.73			
	101-4-441-4220	PROFESSIONAL SERV. & FEES	313.00	50,000	8,011.40			
	101-4-441-4290	CRT APPORT. ATT'Y/M.I.	316.70	20,000	15,731.37			
	101-4-528-4220	PROFESSIONAL SERV & FEES	791.39	4,500	3,038.44-	Y		
	101-4-528-4230	PUBLISHING	420.00	20,000	4,076.00			
	101-4-528-4250	REPAIR & MAINT	391.99	45,000	28,313.68			
	101-4-528-4260	SUPPLIES & MATERIALS	3,127.32	35,000	16,063.88			
	101-4-528-4280	UTILITIES	3,271.31	40,000	12,852.06			
	101-4-528-4293	FIREARM RANGE UPKEEP	74.99	25,000	21,999.77			
	101-4-611-4250	REPAIRS AND MAINTENANCE	499.50	6,000	3,560.93			
	101-4-611-4270	TRAVEL & CONFERENCE	62.73	5,000	3,782.45			
	101-4-611-4280	UTILITIES	211.59	3,500	1,436.39			
	101-4-615-4260	SUPPLIES & MATERIALS	2,217.34	60,000	19,799.77-	Y		
	101-4-615-4280	TELEPHONE	34.42	2,500	1,290.22			
	101-4-711-4221	INSPECTION FEES	1,900.00	20,430	3,330.00			
	101-4-711-4230	PUBLISHING	142.01	2,300	48.71-	Y		
	101-4-711-4250	REPAIRS & MAINTENANCE	60.88	2,160	1,421.38			
	101-4-711-4260	SUPPLIES & MATERIALS	39.99	3,915	84.49			
	201-4-311-4220	PROFESSIONAL SERVICES	400.00	250,000	138,818.60			
	201-4-311-4230	PUBLISHING	319.18	1,600	15.60			
	201-4-311-4250	REPAIRS & MAINT.	106,066.99	2,000,000	856,965.32-	Y		
	201-4-311-4260	SUPPLIES & MATERIALS	106,577.09	1,100,000	162,613.35-	Y		
	201-4-311-4265	FUEL/GASOLINE	18,417.81	200,000	86,024.77			
	201-4-311-4280	UTILITIES	1,844.92	30,000	6,980.96			
	201-4-311-4350	FURNITURE & MINOR EQUIPMEN	10,185.55	26,500	14,915.45			
	226-4-222-4270	TRAVEL	92.40	3,000	2,608.60			
	248-3-3423000	SOBRIETY TESTIN*NON-EXPENS	47.00	60,000-	17,142.00-			
	248-4-212-4260	SUPPLIES & MATERIALS	1,875.00	30,000	21,975.16			
	250-4-163-4250	REPAIRS & MAINTENANCE	54.79	2,500	1,498.08			
	250-4-163-4270	TRAVEL	54.72	4,800	4,360.30			
	301-4-161-4295	COURTHOUSE BLDG.	42,313.00	100,000	47,937.00			
	301-4-161-4296	Administrative Building	2,322.50	141,894	47,677.50			
	301-4-161-4297	MEDARY MONUMENT	6,800.00	0	6,800.00-	Y		
	304-4-890-4320	CONSTRUCTION	227,498.00	7,250,000	7022,502.00			
	725-2-2090000	AMOUNT HELD FOR ADVANCE TA	2,382.98					
	735-2-2090000	AM'T HELD FOR DEL. TAXES	125.00					
	761-2-2090000	AM'T HELD FOR SHERIFF TRUS	16,163.41					
	768-2-2090000	AM'T HELD FOR STATEWIDE 2	237.00					

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	768-2-2091000	AM'T HELD FOR 24/7 SCRAM F	3,102.00					
	768-2-2092000	AMT HELD FOR 24/7 RBT FEES	1,052.00					
	775-2-2090000	Amt Held for ROD Relief Fu	1,232.00					
		** 2020 YEAR TOTALS	619,360.06					

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	991.37
101-120	ELECTIONS	32.00
101-130	JUDICIAL SYSTEM	23,733.33
101-143	FINANCE OFFICE	1,085.30
101-151	STATES ATTORNEY	434.80
101-161	COUNTY BUILDING	6,202.56
101-162	DIRECTOR OF EQUALIZATION	64.76
101-163	REGISTER OF DEEDS	234.00
101-165	VETERAN'S SERVICE	5.75
101-172	HUMAN RESOURCES	333.83
101-211	SHERIFF'S OFFICE	6,249.28
101-212	COUNTY JAIL	10,636.91
101-213	CORONER	2,353.00
101-221	FIRE DEPARTMENT TRUST	1,669.04
101-223	DRAINAGE COMMISSION	20.29
101-411	WELFARE	2,219.52
101-421	COMMUNITY HEALTH NURSE	55.82
101-441	BEHAVIORAL HEALTH	629.70
101-528	BCOAC	8,077.00
101-611	COUNTY EXTENSION	773.82
101-615	WEED CONTROL	2,251.76
101-711	PLANNING & ZONING	2,142.88
-----		
101 TOTAL	GENERAL FUND	70,196.72
201-311	HIGHWAY ADMINISTRATION	243,811.54
-----		
201 TOTAL	ROAD & BRIDGE FUND	243,811.54

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

ACCT	NAME	AMOUNT
226-222	EMERGENCY & DISASTER SERV	92.40
-----		
226 TOTAL	EMERGENCY MANAGEMENT	92.40
248	NON-DEPARTMENTAL	47.00
248-212	24/7 PROGRAM	1,875.00
-----		
248 TOTAL	24/7 PROGRAM	1,922.00
250-163	ROD Relief Fund	109.51
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250 TOTAL	ROD RELIEF FUND	109.51
301-161	COUNTY BUILDING	51,435.50
-----		
301 TOTAL	COUNTY BUILDING FUND	51,435.50
304-890	DETENTION CNTR EXPANSION	227,498.00
-----		
304 TOTAL	DETENTION CNTR EXPANSION	227,498.00
725	NON-DEPARTMENTAL	2,382.98
-----		
725 TOTAL	ADVANCE TAXES	2,382.98
735	NON-DEPARTMENTAL	125.00
-----		
735 TOTAL	DELINQUENT TAXES	125.00
761	NON-DEPARTMENTAL	16,163.41
-----		
761 TOTAL	SHERIFF TRUST	16,163.41
768	NON-DEPARTMENTAL	4,391.00
-----		
768 TOTAL	STATEWIDE 24/7 SOBRIETY	4,391.00
775	NON-DEPARTMENTAL	1,232.00
-----		
775 TOTAL	ROD Relief Flow-Thru Fund	1,232.00
-----		
	** TOTAL **	619,360.06

NO ERRORS

\*\* END OF REPORT \*\*

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02343 OCT DEPARTMENT OF REVENUE

FUND : 101 GENERAL FUND

DEPARTMENT: 130 JUDICIAL SYSTEM

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-202010087999	101-4-130-4230	BLOOD TESTS	134096	3,410.00
DEPARTMENT 130 JUDICIAL SYSTEM					TOTAL:	3,410.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02343 OCT DEPARTMENT OF REVENUE

FUND : 101 GENERAL FUND

DEPARTMENT: 421 COMMUNITY HEALTH NURSE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22563	OFFICE OF CHILD & FAMIL I-	202010088000	101-4-421-4290	COMMUNITY HEALTH NURSE	134095	2,671.05
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						2,671.05

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02343 OCT DEPARTMENT OF REVENUE

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-202010087999	101-4-441-4220	HUMAN SERVICES/DEV CENTER	134096	3,163.80
					DEPARTMENT 441 BEHAVIORAL HEALTH	TOTAL: 3,163.80
					FUND 101 GENERAL FUND	TOTAL: 9,244.85

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02343 OCT DEPARTMENT OF REVENUE

FUND : 742 MOTOR VEHICLE

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-202010087999	742-2-2090000	MONTHLY MV	134096	530,907.76
					DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL: 530,907.76
					FUND 742 MOTOR VEHICLE	TOTAL: 530,907.76

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02343 OCT DEPARTMENT OF REVENUE

FUND : 763 REGISTER OF DEEDS

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12761	SD DEPT OF REVENUE	I-202010087999	763-2-2090000	BIRTH&DEATH FEES	134096	1,690.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	1,690.00
FUND 763 REGISTER OF DEEDS					TOTAL:	1,690.00
REPORT GRA					TOTAL:	541,842.61

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	101-4-130-4230	BLOOD TESTS	3,410.00	95,000	18,120.11			
	101-4-421-4290	REIMB. TO STATE/NURSE PYMT	2,671.05	10,300	384.20	-	Y	
	101-4-441-4220	PROFESSIONAL SERV. & FEES	3,163.80	50,000	8,324.40			
	742-2-2090000	AMOUNT HELD FOR MOTOR VEHI	530,907.76					
	763-2-2090000	AMOUNT HELD FOR REGISTER	1,690.00					
		** 2020 YEAR TOTALS	541,842.61					

\*\* DEPARTMENT TOTALS \*\*

ACCT	NAME	AMOUNT
101-130	JUDICIAL SYSTEM	3,410.00
101-421	COMMUNITY HEALTH NURSE	2,671.05
101-441	BEHAVIORAL HEALTH	3,163.80
101 TOTAL	GENERAL FUND	9,244.85
742	NON-DEPARTMENTAL	530,907.76
742 TOTAL	MOTOR VEHICLE	530,907.76
763	NON-DEPARTMENTAL	1,690.00
763 TOTAL	REGISTER OF DEEDS	1,690.00
	** TOTAL **	541,842.61

NO ERRORS

\*\* END OF REPORT \*\*

**BROOKINGS COUNTY  
VENDOR CLAIMS  
APPROVED BY**

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Michael Bartley  
Chair

---

Larry Jensen  
Vice-Chair

---

Angela Boersma  
Commissioner

---

Ryan Krogman  
Commissioner

---

Lee Ann Pierce  
Commissioner

---

Vicki Buseth  
Finance Officer

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 111 COMMISSIONERS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11552	JENSEN, LARRY	I-20201006-11552	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-13058	STEFFENSEN, STACY	I-20201006-13058	101-4-111-4280	CELL PHONE REIMBURSEMENT		105.00
01-20230	BARTLEY, MICHAEL	I-20201006-20230	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-21131	KROGMAN, RYAN	I-20201006-21131	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-22022	LEE ANN PIERCE	I-20201006-22022	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
01-22467	ANGELA BOERSMA	I-20201006-22467	101-4-111-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 111 COMMISSIONERS					TOTAL:	480.00

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 120 ELECTIONS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20201006-10451	101-4-120-4260	CELL PHONE REIMBURSEMENT		5.25
DEPARTMENT 120 ELECTIONS					TOTAL:	5.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10451	BUSETH, VICKI	I-20201006-10451	101-4-143-4280	CELL PHONE REIMBURSEMENT		99.75
01-22052	JENNIFER BELLER	I-20201006-22052	101-4-143-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 143 FINANCE OFFICE					TOTAL:	174.75

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 151 STATES ATTORNEY

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22464	DAN C NELSON	I-20201006-22464	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
01-22547	BENJAMIN KLEINJAN	I-20201006-22547	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
01-22561	PAIGE PETERSEN	I-20201006-22561	101-4-151-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	315.00

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 161 COUNTY BUILDING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-19787	HEIDEMANN, TERRANCE	I-20201006-19787	101-4-161-4280	CELL PHONE REIMBURSEMENT		15.00
01-22457	JUSTIN JOHNSON	I-20201006-22457	101-4-161-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	45.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11666	LARRY KLINGBILE	I-20201006-11666	101-4-162-4280	CELL PHONE REIMBURSEMENT		30.00
01-19564	BREHMER, JACOB	I-20201006-19564	101-4-162-4280	CELL PHONE REIMBURSEMENT		105.00
01-19565	HIEB, JERE	I-20201006-19565	101-4-162-4280	CELL PHONE REIMBURSEMENT		30.00
01-22217	REID SQUIRES	I-20201006-22217	101-4-162-4280	CELL PHONE REIMBURSEMENT		30.00
01-22527	RUSTY BRANDSRUD	I-20201006-22527	101-4-162-4280	CELL PHONE REIMBURSEMENT		30.00

DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL: 225.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10548	CHAPMAN, BEVERLY	I-20201006-10548	101-4-163-4280	CELL PHONE REIMBURSEMENT		105.00
					DEPARTMENT 163 REGISTER OF DEEDS	TOTAL: 105.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 165 VETERAN'S SERVICE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-20191	HOLZHAUSER, MICHAEL	I-20201006-20191	101-4-165-4280	CELL PHONE REIMBURSEMENT		86.10
DEPARTMENT 165 VETERAN'S SERVICE					TOTAL:	86.10

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 171 INFORMATION TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-21618	PLOWMAN, SHAWN	I-20201006-21618	101-4-171-4280	CELL PHONE REIMBURSEMENT		90.00
01-22472	ERIC METTE	I-20201006-22472	101-4-171-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 171 INFORMATION TECHNOLOGY TOTAL:						165.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 172 HUMAN RESOURCES

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13422	WITCHEY, KRISTEN	I-20201006-13422	101-4-172-4280	CELL PHONE REIMBURSEMENT		45.00
DEPARTMENT 172 HUMAN RESOURCES					TOTAL:	45.00

VENDOR SET: 01 Brookings County  
 PACKET: 02341 October Cell Phones  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 211 SHERIFF'S OFFICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11156	GIEGLING, MIKE	I-20201006-11156	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-11248	HAIDER, DARIN	I-20201006-11248	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12403	JON PIKE	I-20201006-12403	101-4-211-4280	CELL PHONE REIMBURSEMENT		60.00
01-12861	SEBRING, SCOTT	I-20201006-12861	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-13030	STANWICK, MARTIN	I-20201006-13030	101-4-211-4280	CELL PHONE REIMBURSEMENT		105.00
01-19787	HEIDEMANN, TERRANCE	I-20201006-19787	101-4-211-4280	CELL PHONE REIMBURSEMENT		15.00
01-20493	KRIESE, JEREMY	I-20201006-20493	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-21550	LANGSTRAAT, MANUAL	I-20201006-21550	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22045	KEVIN MURFIELD	I-20201006-22045	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22148	SUZANNE BJORDAL	I-20201006-22148	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22363	DANE LARSEN	I-20201006-22363	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22506	JEFFREY CONRAD	I-20201006-22506	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22507	CODY SUNDERLAND	I-20201006-22507	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22508	BRYAN SCHREUR	I-20201006-22508	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22634	TARA RODRIGUEZ	I-20201006-22634	101-4-211-4280	CELL PHONE REIMBURSEMENT		30.00
01-22651	THOMAS CHESTER	I-20201006-22651	101-4-211-4280	CELL PHONE DISTRIBUTION		30.00

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 675.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13118	SWEEBE, BART	I-20201006-13118	101-4-212-4280	CELL PHONE REIMBURSEMENT		105.00
01-21450	BITELER, DAVID	I-20201006-21450	101-4-212-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 212 COUNTY JAIL					TOTAL:	135.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22019	HIEB, RICHARD	I-20201006-22019	101-4-213-4280	CELL PHONE REIMBURSEMENT		30.00
DEPARTMENT 213 CORONER					TOTAL:	30.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-20191	HOLZHAUSER, MICHAEL	I-20201006-20191	101-4-411-4280	CELL PHONE REIMBURSEMENT		18.90
01-22430	EILEEN ABERLE	I-20201006-22430	101-4-411-4280	CELL PHONE REIMBURSEMENT		45.00
DEPARTMENT 411 WELFARE					TOTAL:	63.90

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 528 BCOAC

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-20804	HUBER, DUSTIN	I-20201006-20804	101-4-528-4280	CELL PHONE REIMBURSEMENT		105.00
DEPARTMENT 528 BCOAC					TOTAL:	105.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-21197	MOSER, MISTY	I-20201006-21197	101-4-615-4280	CELL PHONE REIMBURSEMENT		75.00
DEPARTMENT 615 WEED CONTROL					TOTAL:	75.00

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 711 PLANNING & ZONING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11308	RICHARD HAUGEN	I-20201006-11308	101-4-711-4280	CELL PHONE REIMBURSEMENT		45.00
01-11365	HILL, ROBERT	I-20201006-11365	101-4-711-4280	CELL PHONE REIMBURSEMENT		26.25
DEPARTMENT 711 PLANNING & ZONING TOTAL:						71.25
FUND 101 GENERAL FUND TOTAL:						2,801.25

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10106	ANDERSON, JEFFREY G	I-20201006-10106	201-4-311-4280	CELL PHONE REIMBURSEMENT		75.00
01-11118	FRIEDRICH, CLIFF	I-20201006-11118	201-4-311-4280	CELL PHONE REIMBURSEMENT		45.00
01-11226	GROSS, LINDA	I-20201006-11226	201-4-311-4280	CELL PHONE REIMBURSEMENT		30.00
01-22455	DAVE BUBLITZ	I-20201006-22455	201-4-311-4280	CELL PHONE REIMBURSEMENT		45.00
01-22456	BRIAN GUSTAD	I-20201006-22456	201-4-311-4280	CELL PHONE REIMBURSEMENT		105.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 300.00

FUND 201 ROAD & BRIDGE FUND TOTAL: 300.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-20201006-11365	226-4-222-4280	CELL PHONE REIMBURSEMENT		78.75
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						78.75
FUND 226 EMERGENCY MANAGEMENT TOTAL:						78.75
REPORT GRA TOTAL:						3,180.00

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
2020	101-4-111-4280	UTILITIES	480.00	5,760	960.00			
	101-4-120-4260	ELECTION SUPPLIES	5.25	15,000	4,174.63			
	101-4-143-4280	UTILITIES	174.75	2,800	666.25			
	101-4-151-4280	TELEPHONE	315.00	5,000	1,850.00			
	101-4-161-4280	UTILITIES/COURTHOUSE	45.00	53,000	20,998.16			
	101-4-162-4280	TELEPHONE	225.00	2,700	450.00			
	101-4-163-4280	TELEPHONE	105.00	1,260	210.00			
	101-4-165-4280	TELEPHONE	86.10	1,200	339.00			
	101-4-171-4280	UTILITIES & TELEPHONE	165.00	1,980	330.00			
	101-4-172-4280	UTILITIES & TELEPHONE	45.00	540	135.00			
	101-4-211-4280	UTILITIES	675.00	20,000	3,263.66			
	101-4-212-4280	UTILITIES	135.00	42,000	12,906.43			
	101-4-213-4280	TELEPHONE	30.00	360	60.00			
	101-4-411-4280	TELEPHONE	63.90	1,000	361.00			
	101-4-528-4280	UTILITIES	105.00	40,000	16,226.71			
	101-4-615-4280	TELEPHONE	75.00	2,500	1,324.64			
	101-4-711-4280	TELEPHONE	71.25	900	187.50			
	201-4-311-4280	UTILITIES	300.00	30,000	9,062.47			
	226-4-222-4280	TELEPHONE	78.75	1,000	212.50			
		** 2020 YEAR TOTALS	3,180.00					

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

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	480.00
101-120	ELECTIONS	5.25
101-143	FINANCE OFFICE	174.75
101-151	STATES ATTORNEY	315.00
101-161	COUNTY BUILDING	45.00
101-162	DIRECTOR OF EQUALIZATION	225.00
101-163	REGISTER OF DEEDS	105.00
101-165	VETERAN'S SERVICE	86.10
101-171	INFORMATION TECHNOLOGY	165.00
101-172	HUMAN RESOURCES	45.00
101-211	SHERIFF'S OFFICE	675.00
101-212	COUNTY JAIL	135.00
101-213	CORONER	30.00
101-411	WELFARE	63.90
101-528	BCOAC	105.00

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

ACCT	NAME	AMOUNT
101-615	WEED CONTROL	75.00
101-711	PLANNING & ZONING	71.25
-----		
101 TOTAL	GENERAL FUND	2,801.25
201-311	HIGHWAY ADMINISTRATION	300.00
-----		
201 TOTAL	ROAD & BRIDGE FUND	300.00
226-222	EMERGENCY & DISASTER SERV	78.75
-----		
226 TOTAL	EMERGENCY MANAGEMENT	78.75
-----		
	** TOTAL **	3,180.00

NO ERRORS

\*\* END OF REPORT \*\*



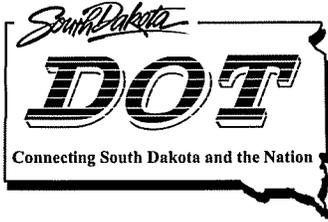
**October 07, 2020 thru October 14, 2020**

- 06-169-138 (north) on BC 77. Visited site on 10/07/2020.

Waiting for a timeline from Contractor for grading and asphalt, as of 10/14/2020. My hope is to provide at meeting.

County forces are going to address the Township gravel roads in Moody County when Brookings County 20 is closed during grading and asphalt.

- October 08, 2020 placement of shoulder material on Brookings County Road 25 to completed.
- 10/14/2020 Striping update. The SDDOT 80% County 20% striping project commenced and the contractor was asked to shut down due to the uneven job the contractor was performing. 09/28/2020 I met with SDDOT officials in regards to the dissatisfaction I had with the striping that had been completed so far.
  - County forces remarked centerline as the contractor was unclear of centerline was to be located, I am working on setting up a meeting with SDDOT but still waiting to hear back from SDDOT officials as the work the has been completed in Brookings County.
- 10/14/2020 Received SDDOT Bid Concurrence for the structure north of Bruce over the Sioux River.
  - Construction Schedule will be provided to the commission soon now that we have received DOT concurrence to award the contract.
  - Preparing the detour routes for locals, township and Hamlin County.



## Department of Transportation

### Division of Planning and Engineering

#### Local Government Assistance

700 East Broadway Avenue

Pierre, South Dakota 57501-2586

PHONE: 605/773-8148 FAX: 605/773-4870

October 14, 2020

Brian Gustad, Highway Superintendent  
Brookings County

RE: 2020 Bridge Improvement Grant Project  
BRF 6295(00)20-8, Brookings County, PCN 07TN  
Agreement #717152  
CONCURRENCE OF AWARD

Dear Mr. Gustad,

The following items for the noted project have been received and reviewed:

1. Bid Tabulation
2. Engineer's Estimate
3. County Commission's recommendation for action on bid proposal

The bid letting on September 29, 2020 resulted in a low bid of \$2,143,923.20 submitted by Sioux Falls Construction of Sioux Falls, SD. This low bid is 18.6% below the Engineer's Estimate; therefore, we concur with the award.

Please refer to your funding agreement for the terms of reimbursement. Reminder - To receive construction reimbursement, a copy of the signed contract between the county and the contractor must be submitted with the first construction billing. Additionally, a copy of the construction engineering contract between the county and consultant must be submitted, separately, with that first billing.

If you have any questions, please contact me at 773-3390.

Sincerely,

Cody Axlund, Bridge Replacement Engineer  
Local Government Assistance

cc: Banner Associates  
LGA – Doug Kinniburgh, Noël Clocksin, Coleen Kusser  
Proj. Dev. – Leah DeMers  
File



*Brookings County Finance Office*

Vicki Buseth, Finance Officer

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

Phone: (605) 696-8250

vbuseth@brookingscountysd.gov

October 9<sup>th</sup>, 2020

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

Table of Contents:

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

Thank you,

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

Vicki Buseth

Brookings County Finance Officer

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the following transfers as per budget appropriations for the fourth quarter of 2020:

From General Fund 101-4-911-4290 to Highway and Bridge Fund 201-3-371-0000 in the amount of \$750,000.00.

# Auditor's Account with the Treasurer

September 30, 2020

## Auditor's Statement

General Fund	\$	16,481,242.48
Road & Bridge	\$	4,030,988.40
County Building	\$	3,445,789.20
Debt Service/TIF	\$	21,465.01
<b>Total Major Funds</b>	\$	<b>23,979,485.09</b>
Non-Major County Funds	\$	830,674.44
Agency Funds	\$	2,434,712.29
Outstanding Credit Cards		
Reconciling Items:		
Reconciling Items:	\$	-
<b>GRAND TOTAL</b>	\$	<b>27,244,871.82</b>

## Treasurer's Statement

Total Amount of Deposits in Banks	\$	27,139,942.29
Checking Account Balance		
1st Bank & Trust, Brookings (AP/PR)	\$	8,718.70
1st Bank & Trust, Brookings (daily)	\$	9,999.33
Money Market Accounts		
1st Bank & Trust, Brookings (Daily)	\$	5,353,109.63
Other Money Markets	\$	9,652,844.72
Fiscal Agent/TIF/Verasun	\$	-
HVAC	\$	-
Investment Money Market	\$	9,111,269.91
CD's - Certificates of Deposit	\$	3,004,000.00
Currency	\$	3,682.00
Coins	\$	3.14
Checks Not Exceeding 3 days	\$	91,643.71
Change Funds	\$	3,905.00
<b>Subtotal (total in Red Book)</b>	\$	<b>27,239,176.14</b>
Reconciling Items - Motor Vehicle Error	\$	148.20
Reconciling Item - Unclaimed Property Check	\$	690.80
Reconciling Item -		
Reconciling Items-interest	\$	4,921.13
Reconciling Item-charges	\$	(64.45)
<b>GRAND TOTAL</b>	\$	<b>27,244,871.82</b>

SEPTEMBER 2020 ADDITIVES	
AFLAC	\$3,844.26
AVESIS	\$1,310.04
OFFICE OF CHILD SUPPORT	\$1,342.00
DELTA DENTAL	\$5,903.50
FLEX ONE	\$2,027.96
PRINCIPAL LIFE INSURANCE	\$1,758.12
GARNISHMENTS	
LOCAL TEAMSTERS	\$1,105.00
SDRS	\$47,886.70
SDRS SUPPLEMENTAL	\$1,975.00
EFTPS	\$92,880.42
WELLMARK	\$97,331.46
SDRS SPECIAL PAY PLAN FEE	
SDRS SPECIAL PAY PLAN	
AFLAC GROUP/CAIC PRIMARY	\$246.66
<b>TOTAL:</b>	<b>\$257,611.12</b>

SEPTEMBER 2020 PAYROLL	
COMMISSION/HR	\$26,122.33
ELECTIONS	\$0.00
FINANCE OFFICE	\$29,928.25
STATES ATTORNEY	\$37,970.82
EQUALIZATION	\$26,505.32
REGISTER OF DEEDS	\$12,711.60
VETERANS/WELFARE	\$9,384.80
SHERIFF'S OFFICE	\$150,777.85
CORONER	\$461.54
COMMUNITY HEALTH	\$4,839.62
EXTENSION	\$2,861.61
WEED	\$5,367.19
PLANNING/ZONING	\$8,638.74
HIGHWAY	\$70,412.42
EMERGENCY MANAGEMENT	\$5,832.60
BCOAC	\$8,017.02
TECHNOLOGY	\$12,510.00
<b>TOTAL:</b>	<b>\$412,341.71</b>

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

\$2123.57 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 September 2020

Finance	426.5	426/supply	411/salaries	425/equip	Totals	\$ Per Gal
Misc work					0	\$1.8277/gas
#17 commission van					\$ -	
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	
Equalization	426.5/fuel	426/supply	411/salaries	425/equip	Totals	\$ Per Gal
0116					\$ -	\$1.8277/gas
0122	\$ 20.14				\$ 20.14	
0123	\$ 50.86	\$ 31.61	\$ 31.91		\$ 114.38	
0124	\$ 66.47				\$ 66.47	
0125					\$ -	
<b>TOTAL</b>	\$ 137.47	\$ 31.61	\$ 31.91	\$ -	\$ 200.99	
States Attorney	426.5/fuel	426/supply	411/salaries	425/equip	Totals	\$ Per Gal
Dodge					\$ -	\$1.8277/gas
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	
BCOAC	426.5	426/supply	411/salaries	425/equip	Totals	\$ Per Gal
gravel					0	\$1.8277/gas
Maintenance					\$ -	
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	
	426.5/fuel	426/supply	411/salaries	425/equip	TOTALS	
<b>TOTAL</b>	\$ 1,964.32	\$ 31.61	\$ 127.64	\$ -	\$ 2,123.57	

Be it noted, the Register of Deeds Statement of Fees collected for the month of September 2020 in the amount \$46,819.50 was presented to the board.

Register of Deeds' Statement of Fees Collected during the month of September 2020

Brookings County, State of South Dakota

The sum of \$46,819.50 in Fees has been collected by me as Register of Deeds during the Month as shown per Register of Deeds' Official Fee Book, Volume 38 on pages 39 & 56.

STATE OF SOUTH DAKOTA,

FB\_285524 - FB\_286154

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 September, 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 \$46,819.50.

Dated this 2 day of October 2020.

*Beverly Chapman*

Register of Deeds

Subscribed and sworn to before me this 2nd day of October, 2020.



*Miki Buseck*  
Finance Officer

Title of Officer

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			SEPTEMBER	2020		
3						
4		TRANSFER FEE		\$22,058.50		
5						
6		GENERAL FEES	\$19,205.00			
7		GENERAL FEES				
8		FINANCING STATEMENT	\$60.00			
9		LOCATION NOTICE	\$0.00			
10		TOTAL		\$19,265.00		
11						
12						
13		MARRIAGE LICENSE				
14		39 X \$40.00=		\$1,560.00		
15						
16						
17		VITAL RECORDS				
18		CERTIFIED COPIES				
19						
20		BIRTH 71 X \$15=	\$1,065.00			
21		DEATH 98 X \$15=	\$1,470.00			
22		MARRIAGE 55 X \$15=	\$825.00			
23		TOTAL		\$3,360.00		
24						
25						
26		XEROX COPIES & DISC		\$576.00		
27						
28						
29						
30		GRAND TOTAL		\$46,819.50		

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>101-GENERAL FUND</u>					
	101-1-1010001	CLAIM ON CASH	16,144,013.54	328,683.94	16,472,697.48
	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	16,152,558.54	328,683.94	16,481,242.48
<u>201-ROAD &amp; BRIDGE FUND</u>					
	201-1-1010001	CLAIM ON CASH	5,083,570.08	( 1,052,581.68)	4,030,988.40
	201-1-1070000	RESTRICTED CASH/ROAD & BRIDGE	0.00	0.00	0.00
		TOTAL 201-ROAD & BRIDGE FUND	5,083,570.08	( 1,052,581.68)	4,030,988.40
<u>202-SNOW REMOVAL</u>					
	202-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 202-SNOW REMOVAL	0.00	0.00	0.00
<u>203-HIGHWAY &amp; BRIDGE RESERVE</u>					
	203-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 203-HIGHWAY & BRIDGE RESERVE	0.00	0.00	0.00
<u>205-WHEEL TAX</u>					
	205-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 205-WHEEL TAX	0.00	0.00	0.00
<u>207-E-911 FUND</u>					
	207-1-1010001	CLAIM ON CASH	7,115.22	27,114.19	34,229.41
	207-1-1070000	RESTRICTED CASH IN BANKS	0.00	0.00	0.00
		TOTAL 207-E-911 FUND	7,115.22	27,114.19	34,229.41
<u>226-EMERGENCY MANAGEMENT</u>					
	226-1-1010001	CLAIM ON CASH	( 3,406.35)	( 8,465.24)	( 11,871.59)
	226-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
		TOTAL 226-EMERGENCY MANAGEMENT	( 3,406.35)	( 8,465.24)	( 11,871.59)
<u>229-DOMESTIC ABUSE FUND</u>					
	229-1-1010001	CLAIM ON CASH	5,284.50	( 1,476.00)	3,808.50
		TOTAL 229-DOMESTIC ABUSE FUND	5,284.50	( 1,476.00)	3,808.50

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>231-WIC FUND</u>					
	231-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 231-WIC FUND		0.00	0.00	0.00
<u>237-CONTRACT LAW ENFORCE</u>					
	237-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 237-CONTRACT LAW ENFORCE		0.00	0.00	0.00
<u>248-24/7 PROGRAM</u>					
	248-1-1010001	CLAIM ON CASH	71,457.45	( 1,111.76)	70,345.69
	248-1-1020000	CASH CHANGE	0.00	0.00	0.00
	TOTAL 248-24/7 PROGRAM		71,457.45	( 1,111.76)	70,345.69
<u>250-ROD RELIEF FUND</u>					
	250-1-1010001	CLAIM ON CASH	79,480.71	1,664.21	81,144.92
	TOTAL 250-ROD RELIEF FUND		79,480.71	1,664.21	81,144.92
<u>251-VOLGA TOWNSHIP TIF</u>					
	251-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 251-VOLGA TOWNSHIP TIF		0.00	0.00	0.00
<u>301-COUNTY BUILDING FUND</u>					
	301-1-1010001	CLAIM ON CASH	3,440,126.41	5,662.79	3,445,789.20
	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		3,440,126.41	5,662.79	3,445,789.20
<u>302-ADM BLDG PROJECT FUND</u>					
	302-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 302-ADM BLDG PROJECT FUND		0.00	0.00	0.00
<u>303-TIF CAPITAL PROJECT FUND</u>					
	303-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 303-TIF CAPITAL PROJECT FUND		0.00	0.00	0.00
<u>304-DETENTION CNTR EXPANSION</u>					
	304-1-1010001	CLAIM ON CASH	736,371.08	( 83,353.57)	653,017.51
	304-1-1060000	Cash with Fiscal Agent	0.00	0.00	0.00
	TOTAL 304-DETENTION CNTR EXPANSION		736,371.08	( 83,353.57)	653,017.51
<u>401-DEBT SERVICE</u>					
	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

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>701-BROOKINGS SCHOOL (5-1)</u>					
	701-1-1010001	CLAIM ON CASH	154,587.73	92,779.33	247,367.06
	TOTAL 701-BROOKINGS SCHOOL (5-1)		154,587.73	92,779.33	247,367.06
<u>702-SIOUX VALLEY SCHOOL 5-5</u>					
	702-1-1010001	CLAIM ON CASH	19,585.27	28,981.76	48,567.03
	TOTAL 702-SIOUX VALLEY SCHOOL 5-5		19,585.27	28,981.76	48,567.03
<u>703-DEUBROOK (5-2)</u>					
	703-1-1010001	CLAIM ON CASH	10,639.27	28,777.42	39,416.69
	TOTAL 703-DEUBROOK (5-2)		10,639.27	28,777.42	39,416.69
<u>704-LAW LIBRARY - NOT USED</u>					
	704-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 704-LAW LIBRARY - NOT USED		0.00	0.00	0.00
<u>705-ELKTON (5-3)</u>					
	705-1-1010001	CLAIM ON CASH	6,554.08	26,172.65	32,726.73
	TOTAL 705-ELKTON (5-3)		6,554.08	26,172.65	32,726.73
<u>706-LAKE HENDRICKS (5-4)</u>					
	706-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 706-LAKE HENDRICKS (5-4)		0.00	0.00	0.00
<u>707-ASTORIA (19-1)</u>					
	707-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 707-ASTORIA (19-1)		0.00	0.00	0.00
<u>708-ESTELLINE (28-2)</u>					
	708-1-1010001	CLAIM ON CASH	2,165.63	6,398.80	8,564.43
	TOTAL 708-ESTELLINE (28-2)		2,165.63	6,398.80	8,564.43
<u>709-ARLINGTON (38-1)</u>					
	709-1-1010001	CLAIM ON CASH	6,591.10	17,419.38	24,010.48
	TOTAL 709-ARLINGTON (38-1)		6,591.10	17,419.38	24,010.48
<u>711-WETLAND PMT TRUST</u>					
	711-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 711-WETLAND PMT TRUST		0.00	0.00	0.00
<u>712-ARLINGTON CITY</u>					
	712-1-1010001	CLAIM ON CASH	195.58	( 195.58)	0.00
	TOTAL 712-ARLINGTON CITY		195.58	( 195.58)	0.00
<u>713-AURORA CITY</u>					
	713-1-1010001	CLAIM ON CASH	1,448.14	6,982.62	8,430.76
	TOTAL 713-AURORA CITY		1,448.14	6,982.62	8,430.76

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>714-BROOKINGS CITY</u>					
	714-1-1010001	CLAIM ON CASH	49,198.71	22,151.48	71,350.19
	TOTAL 714-BROOKINGS CITY		49,198.71	22,151.48	71,350.19
<u>715-BRUCE CITY</u>					
	715-1-1010001	CLAIM ON CASH	392.46	1,316.87	1,709.33
	TOTAL 715-BRUCE CITY		392.46	1,316.87	1,709.33
<u>716-BUSHNELL CITY</u>					
	716-1-1010001	CLAIM ON CASH	13.45	401.68	415.13
	TOTAL 716-BUSHNELL CITY		13.45	401.68	415.13
<u>717-ELKTON CITY</u>					
	717-1-1010001	CLAIM ON CASH	1,373.69	4,244.11	5,617.80
	TOTAL 717-ELKTON CITY		1,373.69	4,244.11	5,617.80
<u>718-SINAI CITY</u>					
	718-1-1010001	CLAIM ON CASH	0.00	200.99	200.99
	TOTAL 718-SINAI CITY		0.00	200.99	200.99
<u>719-VOLGA CITY</u>					
	719-1-1010001	CLAIM ON CASH	5,867.39	6,652.32	12,519.71
	TOTAL 719-VOLGA CITY		5,867.39	6,652.32	12,519.71
<u>720-WHITE CITY</u>					
	720-1-1010001	CLAIM ON CASH	576.93	1,399.23	1,976.16
	TOTAL 720-WHITE CITY		576.93	1,399.23	1,976.16
<u>721-AFTON TOWNSHIP</u>					
	721-1-1010001	CLAIM ON CASH	0.00	111.98	111.98
	TOTAL 721-AFTON TOWNSHIP		0.00	111.98	111.98
<u>722-ALTON TOWNSHIP</u>					
	722-1-1010001	CLAIM ON CASH	247.18	311.61	558.79
	TOTAL 722-ALTON TOWNSHIP		247.18	311.61	558.79
<u>723-ARGO TOWNSHIP</u>					
	723-1-1010001	CLAIM ON CASH	200.07	( 85.58)	114.49
	TOTAL 723-ARGO TOWNSHIP		200.07	( 85.58)	114.49
<u>724-WATER CONSERVANCY</u>					
	724-1-1010001	CLAIM ON CASH	473.12	582.84	1,055.96
	TOTAL 724-WATER CONSERVANCY		473.12	582.84	1,055.96
<u>725-ADVANCE TAXES</u>					
	725-1-1010001	CLAIM ON CASH	2,060.94	230.15	2,291.09
	TOTAL 725-ADVANCE TAXES		2,060.94	230.15	2,291.09

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>726-FLEX ONE</u>					
	726-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 726-FLEX ONE		0.00	0.00	0.00
<u>727-AURORA TOWNSHIP</u>					
	727-1-1010001	CLAIM ON CASH	0.00	1,014.92	1,014.92
	TOTAL 727-AURORA TOWNSHIP		0.00	1,014.92	1,014.92
<u>728-BANGOR TOWNSHIP</u>					
	728-1-1010001	CLAIM ON CASH	0.00	796.91	796.91
	TOTAL 728-BANGOR TOWNSHIP		0.00	796.91	796.91
<u>729-BROOKINGS TOWNSHIP</u>					
	729-1-1010001	CLAIM ON CASH	1,030.38	( 391.99)	638.39
	TOTAL 729-BROOKINGS TOWNSHIP		1,030.38	( 391.99)	638.39
<u>730-ELKTON TOWNSHIP</u>					
	730-1-1010001	CLAIM ON CASH	0.00	1,092.57	1,092.57
	TOTAL 730-ELKTON TOWNSHIP		0.00	1,092.57	1,092.57
<u>731-U &amp; B SANITARY</u>					
	731-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 731-U & B SANITARY		0.00	0.00	0.00
<u>732-BIG SIOUX WATERSHED</u>					
	732-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 732-BIG SIOUX WATERSHED		0.00	0.00	0.00
<u>733-LP SANITARY SEWER</u>					
	733-1-1010001	CLAIM ON CASH	235.82	1,064.20	1,300.02
	TOTAL 733-LP SANITARY SEWER		235.82	1,064.20	1,300.02
<u>734-L.P. WATER</u>					
	734-1-1010001	CLAIM ON CASH	211.41	174.04	385.45
	TOTAL 734-L.P. WATER		211.41	174.04	385.45
<u>735-DELINQUENT TAXES</u>					
	735-1-1010001	CLAIM ON CASH	592.59	200.00	792.59
	TOTAL 735-DELINQUENT TAXES		592.59	200.00	792.59
<u>736-MUNICIPALITIES 5%</u>					
	736-1-1010001	CLAIM ON CASH	( 35,826.97)	0.00	( 35,826.97)
	TOTAL 736-MUNICIPALITIES 5%		( 35,826.97)	0.00	( 35,826.97)
<u>737-EUREKA TOWNSHIP</u>					
	737-1-1010001	CLAIM ON CASH	227.08	( 184.36)	42.72
	TOTAL 737-EUREKA TOWNSHIP		227.08	( 184.36)	42.72

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>738-LAKE HENDRICKS TOWNSHIP</u>					
	738-1-1010001	CLAIM ON CASH	269.02	286.74	555.76
	TOTAL 738-LAKE HENDRICKS TOWNSHIP		269.02	286.74	555.76
<u>739-LAKE SINAI TOWNSHIP</u>					
	739-1-1010001	CLAIM ON CASH	0.00	518.43	518.43
	TOTAL 739-LAKE SINAI TOWNSHIP		0.00	518.43	518.43
<u>740-LAKETON TOWNSHIP</u>					
	740-1-1010001	CLAIM ON CASH	324.33	468.53	792.86
	TOTAL 740-LAKETON TOWNSHIP		324.33	468.53	792.86
<u>741-MEDARY TOWNSHIP</u>					
	741-1-1010001	CLAIM ON CASH	935.74	1,079.73	2,015.47
	TOTAL 741-MEDARY TOWNSHIP		935.74	1,079.73	2,015.47
<u>742-MOTOR VEHICLE</u>					
	742-1-1010001	CLAIM ON CASH	1,843,859.89	( 106,812.36)	1,737,047.53
	TOTAL 742-MOTOR VEHICLE		1,843,859.89	( 106,812.36)	1,737,047.53
<u>743-LK HENDRICKS SANITARY</u>					
	743-1-1010001	CLAIM ON CASH	43.65	87.02	130.67
	TOTAL 743-LK HENDRICKS SANITARY		43.65	87.02	130.67
<u>744-OAKLAKE TOWNSHIP</u>					
	744-1-1010001	CLAIM ON CASH	0.00	141.89	141.89
	TOTAL 744-OAKLAKE TOWNSHIP		0.00	141.89	141.89
<u>745-OAKWOOD TOWNSHIP</u>					
	745-1-1010001	CLAIM ON CASH	121.28	227.06	348.34
	TOTAL 745-OAKWOOD TOWNSHIP		121.28	227.06	348.34
<u>746-OSLO TOWNSHIP</u>					
	746-1-1010001	CLAIM ON CASH	205.60	220.43	426.03
	TOTAL 746-OSLO TOWNSHIP		205.60	220.43	426.03
<u>747-PARNELL</u>					
	747-1-1010001	CLAIM ON CASH	297.76	131.36	429.12
	TOTAL 747-PARNELL		297.76	131.36	429.12
<u>748-PRESTON TOWNSHIP</u>					
	748-1-1010001	CLAIM ON CASH	288.61	714.78	1,003.39
	TOTAL 748-PRESTON TOWNSHIP		288.61	714.78	1,003.39
<u>749-RICHLAND TOWNSHIP</u>					
	749-1-1010001	CLAIM ON CASH	0.00	228.90	228.90
	TOTAL 749-RICHLAND TOWNSHIP		0.00	228.90	228.90

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

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>750-STATE FINES</u>			
750-1-1010001 CLAIM ON CASH	30,722.30	( 161.22)	30,561.08
TOTAL 750-STATE FINES	30,722.30	( 161.22)	30,561.08
<u>751-CONTRACT LAW FUND</u>			
751-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 751-CONTRACT LAW FUND	0.00	0.00	0.00
<u>752-CONTRACT LAW FUND</u>			
752-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 752-CONTRACT LAW FUND	0.00	0.00	0.00
<u>753-SHERMAN TOWNSHIP</u>			
753-1-1010001 CLAIM ON CASH	4.63	1.75	6.38
TOTAL 753-SHERMAN TOWNSHIP	4.63	1.75	6.38
<u>754-BIG SIOUX</u>			
754-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 754-BIG SIOUX	0.00	0.00	0.00
<u>755-SALES TAX</u>			
755-1-1010001 CLAIM ON CASH	1,099.26	( 279.72)	819.54
TOTAL 755-SALES TAX	1,099.26	( 279.72)	819.54
<u>756-FIRE INSURANCE</u>			
756-1-1010001 CLAIM ON CASH	0.04	0.00	0.04
TOTAL 756-FIRE INSURANCE	0.04	0.00	0.04
<u>757-SPECIAL HIWAY (14%)</u>			
757-1-1010001 CLAIM ON CASH	( 115,282.43)	0.02	( 115,282.41)
TOTAL 757-SPECIAL HIWAY (14%)	( 115,282.43)	0.02	( 115,282.41)
<u>758-UPPER DEER</u>			
758-1-1010001 CLAIM ON CASH	14.62	9.50	24.12
TOTAL 758-UPPER DEER	14.62	9.50	24.12
<u>759-BROOKINGS FIRE ASSOC</u>			
759-1-1010001 CLAIM ON CASH	252,602.22	0.00	252,602.22
TOTAL 759-BROOKINGS FIRE ASSOC	252,602.22	0.00	252,602.22
<u>760-STERLING TOWNSHIP</u>			
760-1-1010001 CLAIM ON CASH	0.00	934.02	934.02
TOTAL 760-STERLING TOWNSHIP	0.00	934.02	934.02
<u>761-SHERIFF TRUST</u>			
761-1-1010001 CLAIM ON CASH	4,652,619.58	( 4,649,175.00)	3,444.58
TOTAL 761-SHERIFF TRUST	4,652,619.58	( 4,649,175.00)	3,444.58

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>762-WETLAND</u>					
	762-1-1010001	CLAIM ON CASH	0.00	( 1,780.00)	( 1,780.00)
	TOTAL 762-WETLAND		0.00	( 1,780.00)	( 1,780.00)
<u>763-REGISTER OF DEEDS</u>					
	763-1-1010001	CLAIM ON CASH	0.00	1,780.00	1,780.00
	TOTAL 763-REGISTER OF DEEDS		0.00	1,780.00	1,780.00
<u>764-TRENTON TOWNSHIP</u>					
	764-1-1010001	CLAIM ON CASH	0.00	1,010.19	1,010.19
	TOTAL 764-TRENTON TOWNSHIP		0.00	1,010.19	1,010.19
<u>765-VOLGA TOWNSHIP</u>					
	765-1-1010001	CLAIM ON CASH	305.84	2,378.02	2,683.86
	TOTAL 765-VOLGA TOWNSHIP		305.84	2,378.02	2,683.86
<u>766-LAW LIBRARY FUND</u>					
	766-1-1010001	CLAIM ON CASH	26,888.78	424.00	27,312.78
	TOTAL 766-LAW LIBRARY FUND		26,888.78	424.00	27,312.78
<u>767-WINSOR TOWNSHIP</u>					
	767-1-1010001	CLAIM ON CASH	0.00	46.22	46.22
	TOTAL 767-WINSOR TOWNSHIP		0.00	46.22	46.22
<u>768-STATEWIDE 24/7 SOBRIETY</u>					
	768-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 768-STATEWIDE 24/7 SOBRIETY		0.00	0.00	0.00
<u>769-BANK FRANCHISE</u>					
	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
<u>770-TAX SALE REDEMPTION</u>					
	770-1-1010001	CLAIM ON CASH	56,833.56	( 48,780.69)	8,052.87
	TOTAL 770-TAX SALE REDEMPTION		56,833.56	( 48,780.69)	8,052.87
<u>771-WIND TOWERS</u>					
	771-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 771-WIND TOWERS		0.00	0.00	0.00
<u>775-ROD Relief Flow-Thru Fund</u>					
	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

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

FUND	ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
<u>780-DAKOTACARE</u>					
	780-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 780-DAKOTACARE	0.00	0.00	0.00
<u>781-River Ridge</u>					
	781-1-1010001	claim on cash	0.00	271.40	271.40
		TOTAL 781-River Ridge	0.00	271.40	271.40
<u>782-Meyer's Second Addition</u>					
	782-1-1010001	Claim on Cash	0.00	0.00	0.00
		TOTAL 782-Meyer's Second Addition	0.00	0.00	0.00
<u>783-BRIDLE ESTATES SANT</u>					
	783-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 783-BRIDLE ESTATES SANT	0.00	0.00	0.00
<u>784-Lake Hendricks Road</u>					
	784-1-1010001	Claim on Cash	0.00	0.00	0.00
		TOTAL 784-Lake Hendricks Road	0.00	0.00	0.00
<u>785-Bortnem Beach Road Dist</u>					
	785-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
		TOTAL 785-Bortnem Beach Road Dist	0.00	0.00	0.00
<u>990-TREASURER'S CHECKS</u>					
	990-1-1010001	CLAIM ON CASH	( 51.74)	0.00	( 51.74)
		TOTAL 990-TREASURER'S CHECKS	( 51.74)	0.00	( 51.74)
<u>TOTAL CASH BALANCES</u>			<u>32,576,163.59</u>	<u>( 5,331,291.77)</u>	<u>27,244,871.82</u>
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\*\*\* END OF REPORT \*\*\*

# Fund Balance

September, 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-Administration 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
<b>Total</b>	<b>\$16,298,334.96</b>

## 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
<b>Total</b>	<b>\$5,491,551.40</b>

## 207-E911 Fund

Restricted Fund Balance-911 Purposes	\$34,117.94
Assigned Fund Balance-911 Purposes	
<b>Total</b>	<b>\$34,117.94</b>

## 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
<b>Total</b>	<b>-\$24,660.72</b>

## 229-Domestic Abuse Fund

Restricted Fund Balance-Domestic Abuse	\$2,398.50
Assigned Fund Balance-Domestic Abuse	\$0.00
<b>Total</b>	<b>\$2,398.50</b>

## 248-24/7 Program

Restricted Fund Balance-24/7 Sobriety	\$89,363.40
Assigned Fund Balance-24/7 Sobriety	\$0.00
<b>Total</b>	<b>\$89,363.40</b>

## 250-Register of Deeds Relief Fund

Restricted for ROD Relief Fund	\$ 71,945.55
Assigned Fund Balance	\$12,957.00
<b>Total</b>	<b>\$84,902.55</b>

## 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
<b>Total</b>	<b>\$3,588,308.22</b>

## 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	
<b>Total</b>	<b>\$718,428.85</b>

**BROOKINGS COUNTY  
GENERAL FUND SURPLUS ANALYSIS  
DATE September 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	\$ 16,472,697.48
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	\$ 5,455,704.97
11000 Taxes Receivable--Delinquent	\$ 16,651.03
11XXX Other Receivables	\$ 143,187.73
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	
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**TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES**

\$ 21,878,710.05 \*

**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	\$ 30.96
21700 Payroll Withholding Payable	\$ 30.96
22300 Unearned Revenue	\$
2XXXX Other liabilities	\$

**Deferred Inflows of Resources:**

25000 Unavailable Revenue--Property Taxes	\$ 5,450,448.14
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) <i>(choose one of the following amounts based on filing date)</i>	
March = 75% of GF's cash applied in current budget	\$
September = 25% of GF's cash applied in current budget + 100% of GF's cash applied in next year's budget.	\$ 49,679.00
December = 100% of GF's cash applied in next year's budget.	\$
27602 Capital Outlay Accumulations	\$
276XX	\$
276XX	\$
27700 Unassigned	\$ 3,924,555.35 **

**TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES**

\$ 21,928,389.05 \*

Following Year's General Fund Budget (use current year for March analysis)	\$ 14,554,617.00
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The unassigned fund balance, account 27700, divided by the following year's General Fund budget resulting in the fund balance percentage	26.96%
--	--------

\* 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.

## SEPTEMBER 2020 MOTOR V COLLECTIONS AND BREAKDOWNS

Grand Total MV Collected \$740,417.47

Motor Vehicle Monies Sent to State \$530,907.75

Monies That Get Apportioned \$209,509.72

### Breakdown of MV Fees within the County

	County	Townships	Towns	Total
Wheel Tax	\$42,366.66	\$5,295.83	\$5,295.83	\$52,958.32
14% Special Highway to Townships		\$44,892.67		\$44,892.67
5% Municipal to Cities			\$14,700.87	\$14,700.87
22.5% MV to County Road & Bridge Fund	\$86,891.09			\$86,891.09
Title Fees	\$4,760.00			\$4,760.00
Lien Fees And Misc Fees to County General Fund	\$5,306.77			\$5,306.77
63.75% Mobile Home Revenue	\$0.00			\$0.00
<b>Total</b>	<b>\$139,324.52</b>	<b>\$50,188.50</b>	<b>\$19,996.70</b>	<b>\$209,509.72</b>

September Internet/Terminal Renewals 232 Internet Renewals & SS Terminals (included in totals above)	Collected	County's Portion
		\$20,753.40

### OTHER MONIES FROM STATE THAT WERE APPORTIONED OUT

County				
Townships				
Cities				
School Districts				
Water District				
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Fine Monies	\$30,115.77	Divided among schools based on enrollment
-------------	-------------	---

## September 2020 Tax Breakdowns

Tax Dollars Stay With County	\$184,636.76
Distress Warrant Fees	\$0.00
Advertising & Tax Cert Fees	\$43.50
Total County	\$184,680.26
Townships	\$15,511.65
Cities	\$66,180.38
Schools	\$400,652.44
East Dakota Water	\$1,055.93
Special Assessments	\$13,302.76
TIF Collections	\$24,848.68
<b>GRAND TOTAL TAX \$\$ COLLECTED</b>	<b>\$706,232.10</b>

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

101-GENERAL FUND  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	12,523,676.00	173,371.35	7,054,983.57	56.33	5,468,692.43
LICENSES & PERMITS	71,300.00	7,170.00	40,778.00	57.19	30,522.00
INTERGOVERNMENTAL	869,660.93	778,158.36	1,414,173.65	162.61 (	544,512.72)
CHARGES FOR GOODS & SERV	1,256,832.33	111,145.88	931,949.37	74.15	324,882.96
FINES & FORFEITS	50,000.00	6,209.95	51,324.66	102.65 (	1,324.66)
MISC. REVENUE	253,448.08	15,643.66	221,311.27	87.32	32,136.81
OTHER FINANCING SOURCES	36,500.00	0.00	4,571.00	12.52	31,929.00
TOTAL REVENUES	15,061,417.34	1,091,699.20	9,719,091.52	64.53	5,342,325.82
	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

COMMISSIONERS	615,667.78	32,104.49	376,947.27	61.23	238,720.51
CONTINGENCY	730,000.00	0.00	0.00	0.00	730,000.00
ELECTIONS	163,702.56	1,613.13	72,996.83	44.59	90,705.73
JUDICIAL SYSTEM	813,000.00	80,344.87	591,533.67	72.76	221,466.33
FINANCE OFFICE	627,743.56	44,378.59	414,948.08	66.10	212,795.48
STATES ATTORNEY	736,519.98	50,888.56	465,359.66	63.18	271,160.32
TEEN COURT	25,000.00	0.00	25,000.00	100.00	0.00
COUNTY BUILDING	459,562.23	16,201.72	259,512.23	56.47	200,050.00
DIRECTOR OF EQUALIZATION	594,464.01	38,050.10	395,630.52	66.55	198,833.49
REGISTER OF DEEDS	233,517.86	17,915.68	167,402.94	71.69	66,114.92
VETERAN'S SERVICE	103,829.02	6,442.83	67,584.38	65.09	36,244.64
PREDATORY ANIMAL CONTROL	7,825.00	0.00	3,529.46	45.10	4,295.54
INFORMATION TECHNOLOGY	504,561.60	29,676.65	390,738.04	77.44	113,823.56
HUMAN RESOURCES	114,494.91	7,234.49	77,295.32	67.51	37,199.59
SHERIFF'S OFFICE	1,725,663.16	114,050.45	1,207,788.69	69.99	517,874.47
COUNTY JAIL	1,449,815.55	177,290.04	1,144,125.15	78.92	305,690.40
CORONER	32,069.00	4,066.86	22,550.17	70.32	9,518.83
JUVENILE DETENTION	118,000.00	1,421.40	14,214.00	12.05	103,786.00
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	3,892.45	13,365.45	12.15	96,634.55
DRAINAGE COMMISSION	1,300.00	8,889.49	9,504.43	731.11 (	8,204.43)
E-911	144,865.00	0.00	144,865.00	100.00	0.00
POOR RELIEF	229,753.24	15,531.82	171,259.08	74.54	58,494.16
FOOD PANTRY	6,000.00	6,000.00	6,000.00	100.00	0.00
COMMUNITY HEALTH NURSE	76,686.08	4,553.71	54,238.16	70.73	22,447.92
WIC	24,712.24	1,937.96	16,593.88	67.15	8,118.36
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	12,144.75	75.00	4,048.25
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	93,342.00	7,705.64	63,767.12	68.32	29,574.88
ADVANCE	35,000.00	0.00	35,000.00	100.00	0.00

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

101-GENERAL FUND  
 FINANCIAL SUMMARY

75.00% 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	3,000.00	14,950.00	63.08	8,750.00
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	22,246.39	172,947.94	52.39	157,197.19
COUNTY EXTENSION	131,154.90	8,787.84	83,942.30	64.00	47,212.60
BROOKINGS CONS DISTRICT	25,000.00	0.00	25,000.00	100.00	0.00
WEED CONTROL	295,294.68	40,442.64	188,170.56	63.72	107,124.12
PLANNING & ZONING	205,201.63	14,299.21	138,285.09	67.39	66,916.54
1ST DISTRICT	45,506.00	0.00	45,505.36	100.00	0.64
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	<u>3,085,000.00</u>	<u>0.00</u>	<u>2,335,000.00</u>	<u>75.69</u>	<u>750,000.00</u>
TOTAL EXPENDITURES	14,296,290.12	763,015.26	9,589,195.53	67.07	4,707,094.59
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	765,127.22	328,683.94	129,895.99		635,231.23

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

201-ROAD & BRIDGE FUND  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	600,000.00	60,249.50	499,622.25	83.27	100,377.75
LICENSES & PERMITS	8,000.00	0.00	4,120.00	51.50	3,880.00
INTERGOVERNMENTAL	2,753,597.93	99,567.41	2,099,679.30	76.25	653,918.63
CHARGES FOR GOODS & SERV	1,186,609.00	0.00	3,265.23	0.28	1,183,343.77
MISC. REVENUE	90,000.00	1,648.72	37,169.37	41.30	52,830.63
OTHER FINANCING SOURCES	<u>3,045,000.00</u>	<u>0.00</u>	<u>2,250,321.70</u>	<u>73.90</u>	<u>794,678.30</u>
TOTAL REVENUES	7,683,206.93	161,465.63	4,894,177.85	63.70	2,789,029.08
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
HIGHWAY ADMINISTRATION	8,033,345.93	1,201,997.39	6,033,630.31	75.11	1,999,715.62
	<u>125,000.00</u>	<u>12,049.92</u>	<u>99,924.43</u>	<u>79.94</u>	<u>25,075.57</u>
TOTAL EXPENDITURES	8,158,345.93	1,214,047.31	6,133,554.74	75.18	2,024,791.19
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	( 475,139.00)	( 1,052,581.68)	( 1,239,376.89)		764,237.89

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

207-E-911 FUND  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	340,000.00	27,106.04	237,276.16	69.79	102,723.84
MISC. REVENUE	1,000.00	8.15	80.77	8.08	919.23
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	341,000.00	27,114.19	237,356.93	69.61	103,643.07
=====					
<u>EXPENDITURE SUMMARY</u>					
911 SERVICES	341,000.00	0.00	237,245.46	69.57	103,754.54
TOTAL EXPENDITURES	341,000.00	0.00	237,245.46	69.57	103,754.54
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	27,114.19	111.47	(	111.47)

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

226-EMERGENCY MANAGEMENT  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	43,715.00	0.00	28,803.17	65.89	14,911.83
CHARGES FOR GOODS & SERV	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	100.00	0.00	0.80	0.80	99.20
OTHER FINANCING SOURCES	<u>85,000.00</u>	<u>0.00</u>	<u>85,000.00</u>	<u>100.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>128,815.00</u>	<u>0.00</u>	<u>113,803.97</u>	<u>88.35</u>	<u>15,011.03</u>
<u>EXPENDITURE SUMMARY</u>					
EMERGENCY & DISASTER SERV	<u>140,099.16</u>	<u>8,465.24</u>	<u>101,014.84</u>	<u>72.10</u>	<u>39,084.32</u>
TOTAL EXPENDITURES	<u>140,099.16</u>	<u>8,465.24</u>	<u>101,014.84</u>	<u>72.10</u>	<u>39,084.32</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 11,284.16)	( 8,465.24)	12,789.13		( 24,073.29)

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

229-DOMESTIC ABUSE FUND  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
LICENSES & PERMITS	8,500.00	1,110.00	3,900.00	45.88	4,600.00
CHARGES FOR GOODS & SERV	<u>3,500.00</u>	<u>300.00</u>	<u>1,467.33</u>	<u>41.92</u>	<u>2,032.67</u>
TOTAL REVENUES	12,000.00	1,410.00	5,367.33	44.73	6,632.67
	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>					
DOMESTIC ABUSE	<u>12,000.00</u>	<u>2,886.00</u>	<u>3,957.33</u>	<u>32.98</u>	<u>8,042.67</u>
TOTAL EXPENDITURES	12,000.00	2,886.00	3,957.33	32.98	8,042.67
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 1,476.00)	1,410.00	(	1,410.00)

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

248-24/7 PROGRAM  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
CHARGES FOR GOODS & SERV	60,000.00	3,897.00	33,621.00	56.04	26,379.00
MISC. REVENUE	0.00	25.96	550.21	0.00	( 550.21)
TOTAL REVENUES	60,000.00	3,922.96	34,171.21	56.95	25,828.79
=====					
<u>EXPENDITURE SUMMARY</u>					
COUNTY JAIL	111,785.00	5,034.72	53,188.92	47.58	58,596.08
TOTAL EXPENDITURES	111,785.00	5,034.72	53,188.92	47.58	58,596.08
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 51,785.00)	( 1,111.76)	( 19,017.71)		( 32,767.29)

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

250-ROD RELIEF FUND  
FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
CHARGES FOR GOODS & SERV	20,500.00	1,719.00	17,538.20	85.55	2,961.80
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	20,500.00	1,719.00	17,538.20	85.55	2,961.80
<u>EXPENDITURE SUMMARY</u>					
ROD RELIEF FUND	32,500.00	54.79	21,295.83	65.53	11,204.17
TOTAL EXPENDITURES	32,500.00	54.79	21,295.83	65.53	11,204.17
REVENUES OVER/(UNDER) EXPENDITURES	( 12,000.00)	1,664.21	( 3,757.63)		( 8,242.37)

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

301-COUNTY BUILDING FUND  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	318,667.00	4,400.28	179,043.73	56.19	139,623.27
INTERGOVERNMENTAL	111,800.00	0.00	6,304.37	5.64	105,495.63
MISC. REVENUE	46,002.00	1,262.51	22,196.86	48.25	23,805.14
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	476,469.00	5,662.79	207,544.96	43.56	268,924.04
=====					
<u>EXPENDITURE SUMMARY</u>					
COUNTY BUILDING	422,893.64	0.00	94,814.91	22.42	328,078.73
DEBT SERVICE	121,647.02	0.00	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	0.00	155,638.42	28.58	388,902.24
=====					
REVENUES OVER/(UNDER) EXPENDITURES	( 68,071.66)	5,662.79	51,906.54		( 119,978.20)

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

304-DETENTION CNTR EXPANSION  
 FINANCIAL SUMMARY

75.00% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUE SUMMARY</u>					
TAXES	0.00	6,908.63	280,995.85	0.00	( 280,995.85)
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	<u>7,400,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,400,000.00</u>
TOTAL REVENUES	<u>7,400,000.00</u>	<u>6,908.63</u>	<u>280,995.85</u>	<u>3.80</u>	<u>7,119,004.15</u>
<u>EXPENDITURE SUMMARY</u>					
DETENTION CENTER BLDG	7,400,000.00	90,262.20	355,466.27	4.80	7,044,533.73
TRANSFERS OUT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>7,400,000.00</u>	<u>90,262.20</u>	<u>355,466.27</u>	<u>4.80</u>	<u>7,044,533.73</u>
REVENUES OVER/(UNDER) EXPENDITURES	0.00	( 83,353.57)	( 74,470.42)		74,470.42

# Aged Accounts Receivable Report - September 2020

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## County Liens

*7,716 Accounts in the Report*

Current	\$98,149.49
30 days	\$32,308.79
60 days	\$38,905.19
90 days	\$40,534.56
over 120 days	\$7,599,258.22
<b>Total</b>	<b>\$7,809,156.25</b>

Court Appointed Attorney Fees	\$4,580,917.47
Civil Judgement Lien	\$191,625.49
Care of Poor	\$2,540,490.43
Involuntary Mental Illness	\$12,799.42
Voluntary Mental Illness	\$312,747.34
Prisoner Meds	\$146,789.82
Restitution (psycho sexual evals)	\$196.00
Transcripts	\$24,490.30
Other	(\$900.02)
<b>Total</b>	<b>\$7,809,156.25</b>

## Jail Costs

*2,397 Accounts in the Report*

Current	\$34,512.46
30 days	\$900.26
60 days	\$1,229.99
90 days	\$33,044.00
over 120 days	\$1,531,155.36
<b>Total</b>	<b>\$1,600,842.07</b>

CAA	\$0.00
Jail Costs	\$1,163,461.66
Prison Meds	\$437,430.41
Other	(\$50.00)
<b>Total</b>	<b>\$1,600,842.07</b>

## 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	\$0.00
<b>Total</b>	<b>\$0.00</b>

Juveniles	\$0.00
Other	\$0.00
<b>Total</b>	<b>\$0.00</b>

## BROOKINGS COUNTY DEVELOPMENT

Planning, Zoning and Drainage / Emergency Management

Brookings City & County Government Center

520 3<sup>rd</sup> Street, Suite 200

Brookings, SD 57006

(605) 696-8350

E-Mail: [zoning@brookingscountysd.gov](mailto:zoning@brookingscountysd.gov)

Brookings County Commission

October 20, 2020 meeting.

October 7, 2020: The Brookings County Planning and Zoning Commission recommends approval of plat 2020plat021 with a unanimous vote of 8-ayes and 0-nays, at their October 6, 2020 meeting.

Brookings County Planning and Zoning Commission

October 6, 2020 – 8:00 PM meeting

# 2020plat021 – October 6, 2020

Prepared by Richard Haugen

Applicant/Owner: Karla Weiss, 1907 S Sertoma, Sioux Falls, SD 57103

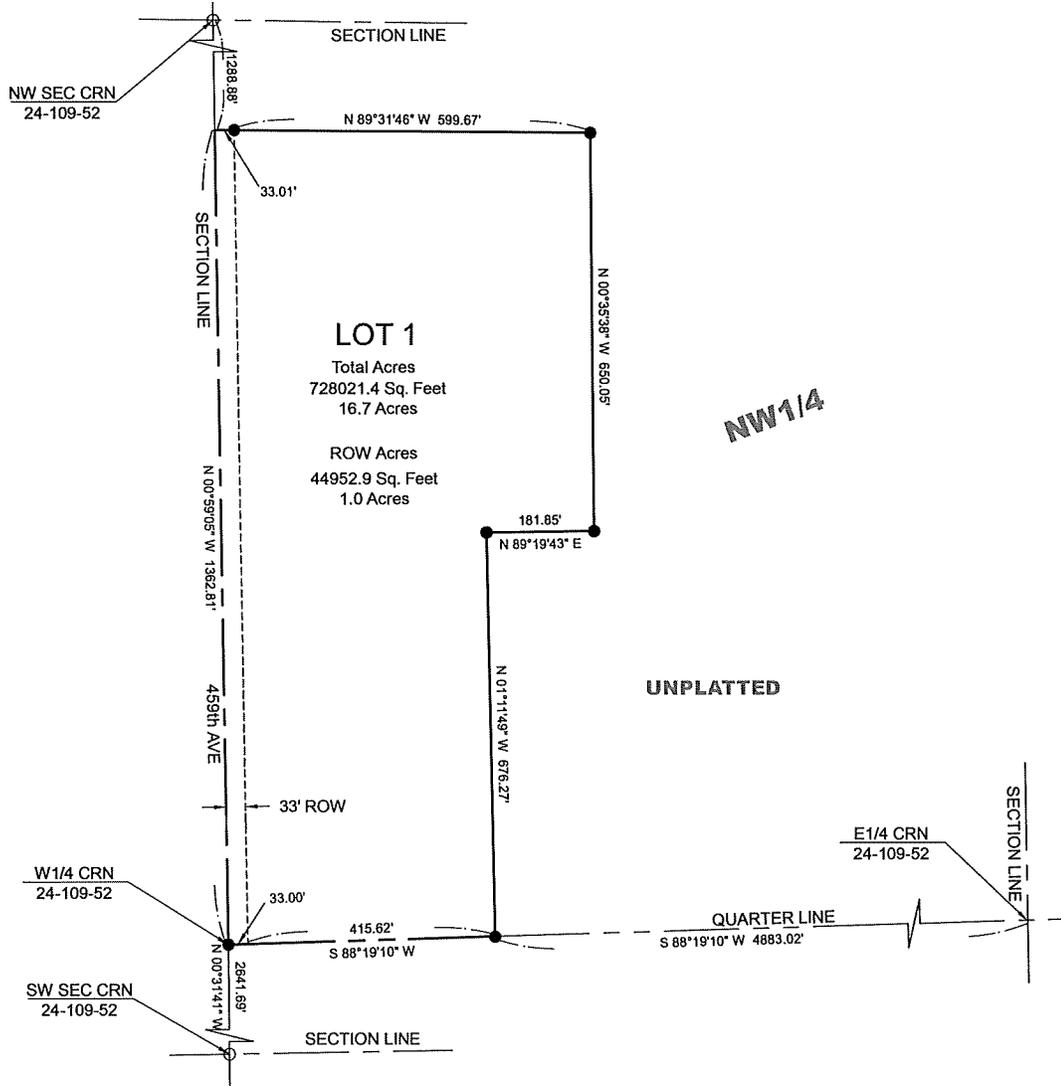
Legal Description: "Plat of Lot 1 of Weiss's Addition in the NW1/4 of Section 24, Township 109 North, Range 52 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota."

2020plat021: Karla Weiss, is platting off 16.7 acres of an existing building site from the 160 acres they own. The building site consists of the house, barn, pole sheds, detach garage and smaller out buildings. They will use the existing driveway on 459<sup>th</sup> Ave for access.

The plat meets the platting requirements for the 2016 Comprehensive Plan-Unincorporated Rural Area Land Use statement on page 24 for Agricultural Land Use.

# PLAT OF LOT 1 OF WEISS'S ADDITION

IN THE NW1/4 OF SECTION 24, TOWNSHIP 109 NORTH, RANGE 52 WEST OF THE 5TH P.M. IN  
BROOKINGS COUNTY, SOUTH DAKOTA.



## SURVEYOR'S CERTIFICATE

I, Ronald W. Golden, a Registered Land Surveyor in the State of South Dakota, do hereby certify that I did on or before Sept 7th, 2020, at the request of the owner, surveyed and platted a portion of the Northwest Quarter (NW1/4) of Section Twenty-Four (24), Township One Hundred Nine (109) North, Range Fifty-Two (52) West of the 5th P.M., Brookings County, South Dakota. The portion of the parcel so platted being that shown on the accompanying plat as:

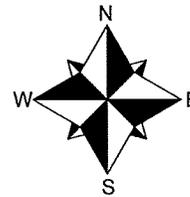
LOT 1 OF WEISS'S ADDITION IN THE NORTHWEST QUARTER (NW1/4) IN SECTION TWENTY-FOUR (24), TOWNSHIP ONE HUNDRED NINE (109) NORTH, RANGE FIFTY-TWO (52) WEST OF THE 5th P.M. IN BROOKINGS COUNTY, SOUTH DAKOTA.

This plat correctly shows the results of this survey and each corner is monumented as shown on said plat. IN WITNESS WHEREOF, I have hereunto set my hand and seal this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Ronald W. Golden, RLS  
Registration No. 6573



VICINITY MAP  
24-109-52



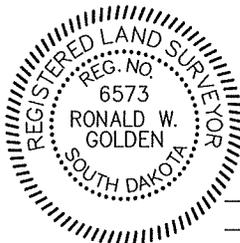
Basis of Bearing  
GPS Observation

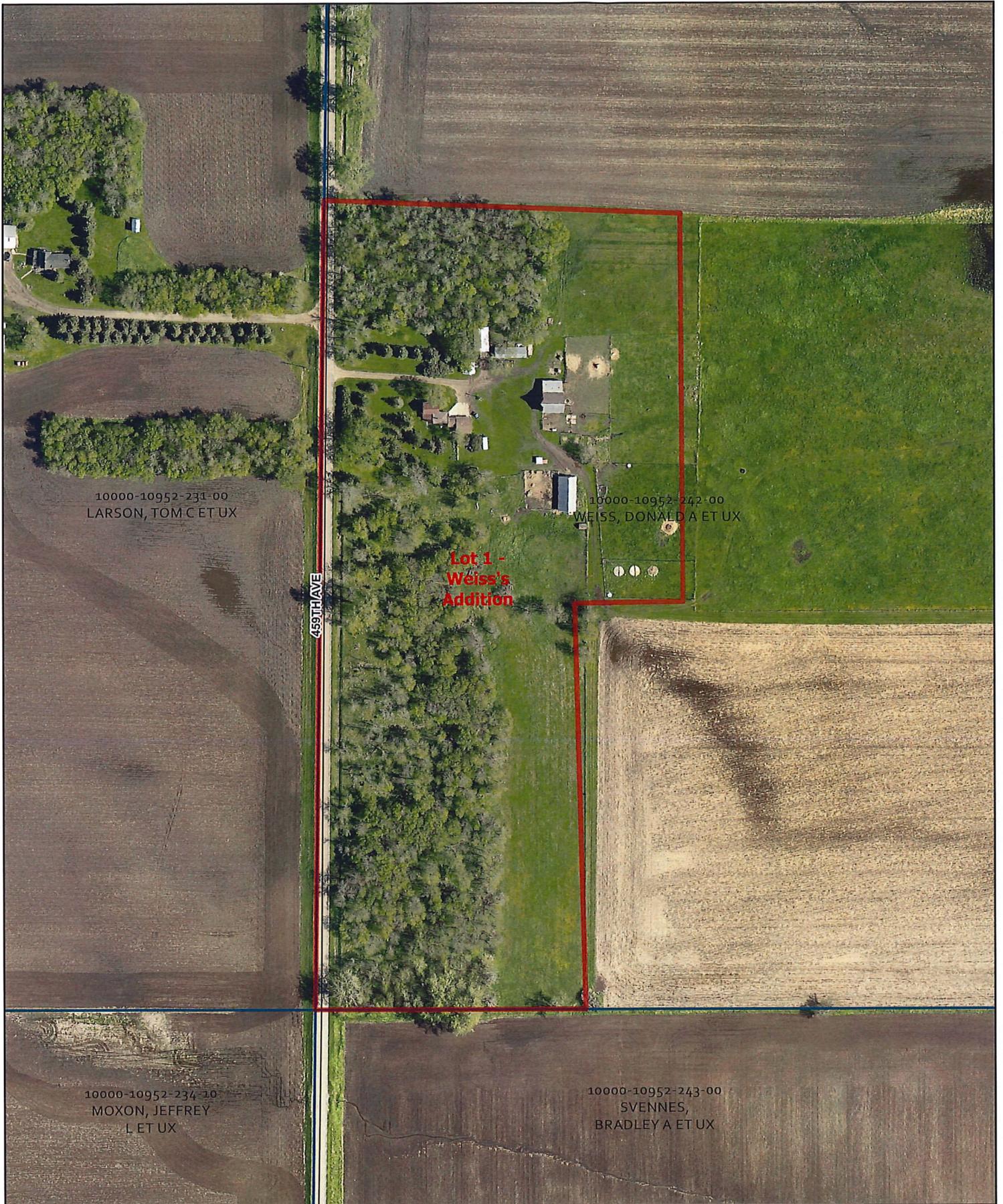


SCALE: 1" = 400'

## LEGEND

- SET 5/8" REBAR w/ CAP
- FOUND IRON MONUMENTATION
- SECTION LINE
- - - 1/4 LINE
- PROPERTY LINE
- - - PUBLIC RIGHT OF WAY





Lot 1 -  
Weiss's  
Addition

10000-10952-231-00  
LARSON, TOM C ET UX

10000-10952-242-00  
WEISS, DONALD A ET UX

459TH AVE

10000-10952-234-10  
MOXON, JEFFREY  
L ET UX

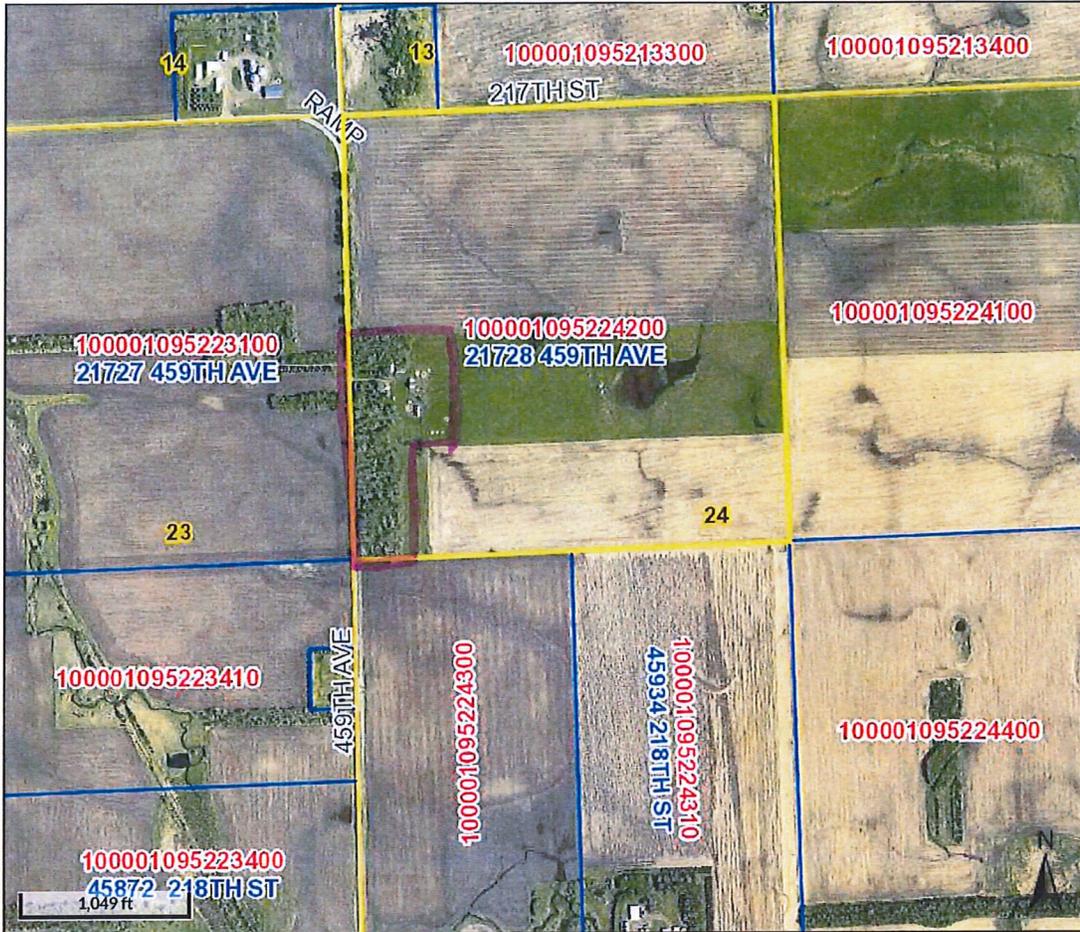
10000-10952-243-00  
SVENNES,  
BRADLEY A ET UX



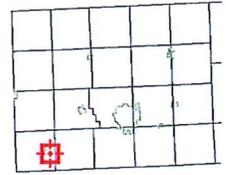
# Weiss's Addition - Lot 1



2020plc + 021



Overview



Legend

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

Parcel ID	100001095224200	Alternate ID	n/a	Owner Address	WEISS, KARLA A ET AL
Sec/Twp/Rng	24-109-52	Class	AGA		1907 S SERTOMA
Property Address	21728 459TH AVE	Acreage	160		SIOUX FALLS SD 57103
	VOLGA				
District	1005 - LAKE SINAI TWP/VOLGASCH				
Brief Tax Description	NW 1/4 SEC 24-109-52 160.0 AC				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 9/10/2020  
 Last Data Uploaded: 9/10/2020 8:05:46 AM

Developed by  Schneider  
 GEOSPATIAL

## BROOKINGS COUNTY DEVELOPMENT

Planning, Zoning and Drainage / Emergency Management

Brookings City & County Government Center

520 3<sup>rd</sup> Street, Suite 200

Brookings, SD 57006

(605) 696-8350

E-Mail: [zoning@brookingscountysd.gov](mailto:zoning@brookingscountysd.gov)

Brookings County Commission

October 20, 2020 meeting.

October 7, 2020: The Brookings County Planning and Zoning Commission recommends approval of plat 2020plat022 with a unanimous vote of 8-ayes and 0-nays, at their October 6, 2020 meeting.

Brookings County Planning and Zoning Commission

October 6, 2020 – 8:00 PM meeting

# 2020plat022 – October 6, 2020

Prepared by Richard Haugen

Applicant/Owner: Brad Dahl,

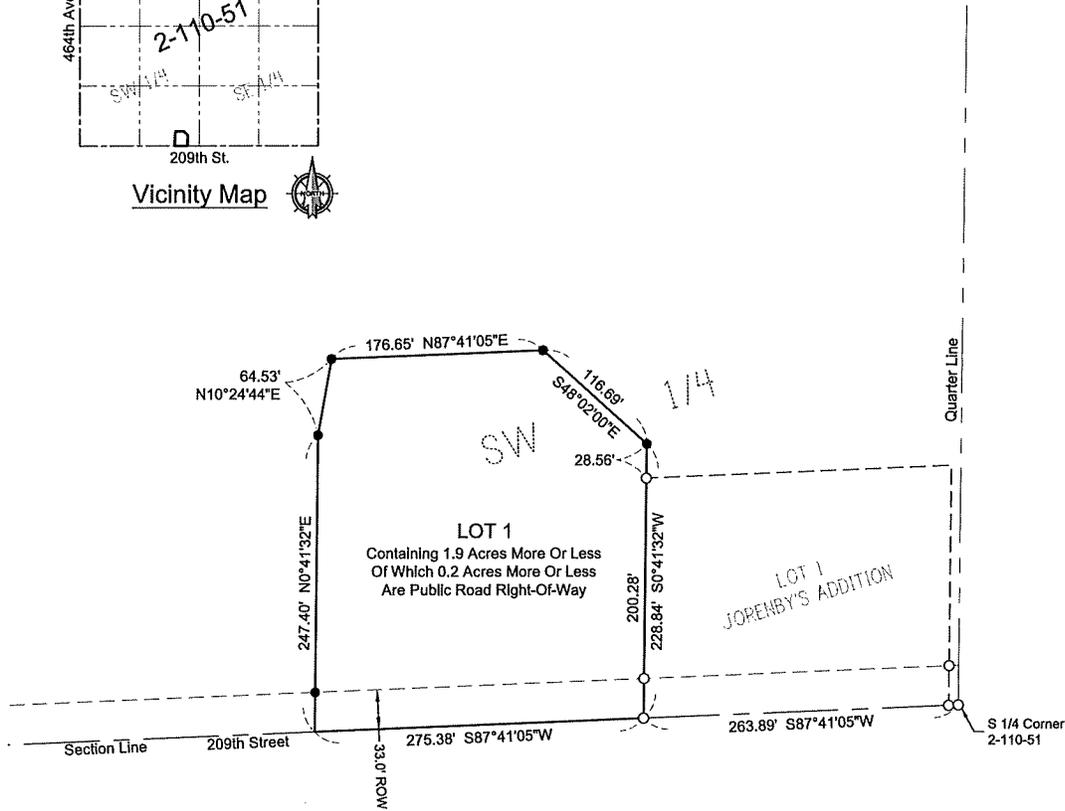
Legal Description: "Plat of Lot 1 of Dahl Addition in the SW1/4 of Section 2, T110N, R51W of the 5<sup>th</sup> P.M., Brookings County, South Dakota."

2020plat022: Brad Dahl, is platting off 1.9 acres of an existing building site, for a property line adjustment, as it is already deeded off with a footage description. The property line adjustment will include more of the shelterbelt and less of the farm ground, thus creating the odd shape that cannot be described with a footage description. They will use the existing driveway on 209<sup>th</sup> St for access to the property.

The plat meets the platting requirements for the 2016 Comprehensive Plan-Unincorporated Rural Area Land Use statement on page 24 for Agricultural Land Use.

PLAT OF

LOT 1 OF DAHL ADDITION IN THE SW 1/4 OF SECTION 2, T110N, R51W OF THE 5<sup>TH</sup> P.M., BROOKINGS COUNTY, SOUTH DAKOTA.



September, 2020  
 Scale: 1" = 100'  
 ○ Monument Recovered  
 ● Monument Set  
 (3/4" x 18" Capped Rebar RLS 10400)  
 Bearings are Based on Assumed Datum

**SURVEYOR'S CERTIFICATE**

I, Andrew E. Kangas, a Registered Land Surveyor of the State of South Dakota, do hereby certify that on or before the 18th day of September, 2020 and at the request of the owner of the real property hereinafter described, surveyed and platted a portion of the SW 1/4 of Section 2, Township 110 North, Range 51 West of the 5th P.M. Brookings County, South Dakota, as shown on the plat, and marked upon the ground boundaries thereof in the manner shown on the plat, and that the attached plat is a true and correct representation of said survey and that the parcel of land so platted contains: "PLAT OF LOT 1 OF DAHL ADDITION IN THE SW 1/4 OF SECTION 2, T110N, R51W OF THE 5<sup>TH</sup> P.M., BROOKINGS COUNTY, SOUTH DAKOTA".

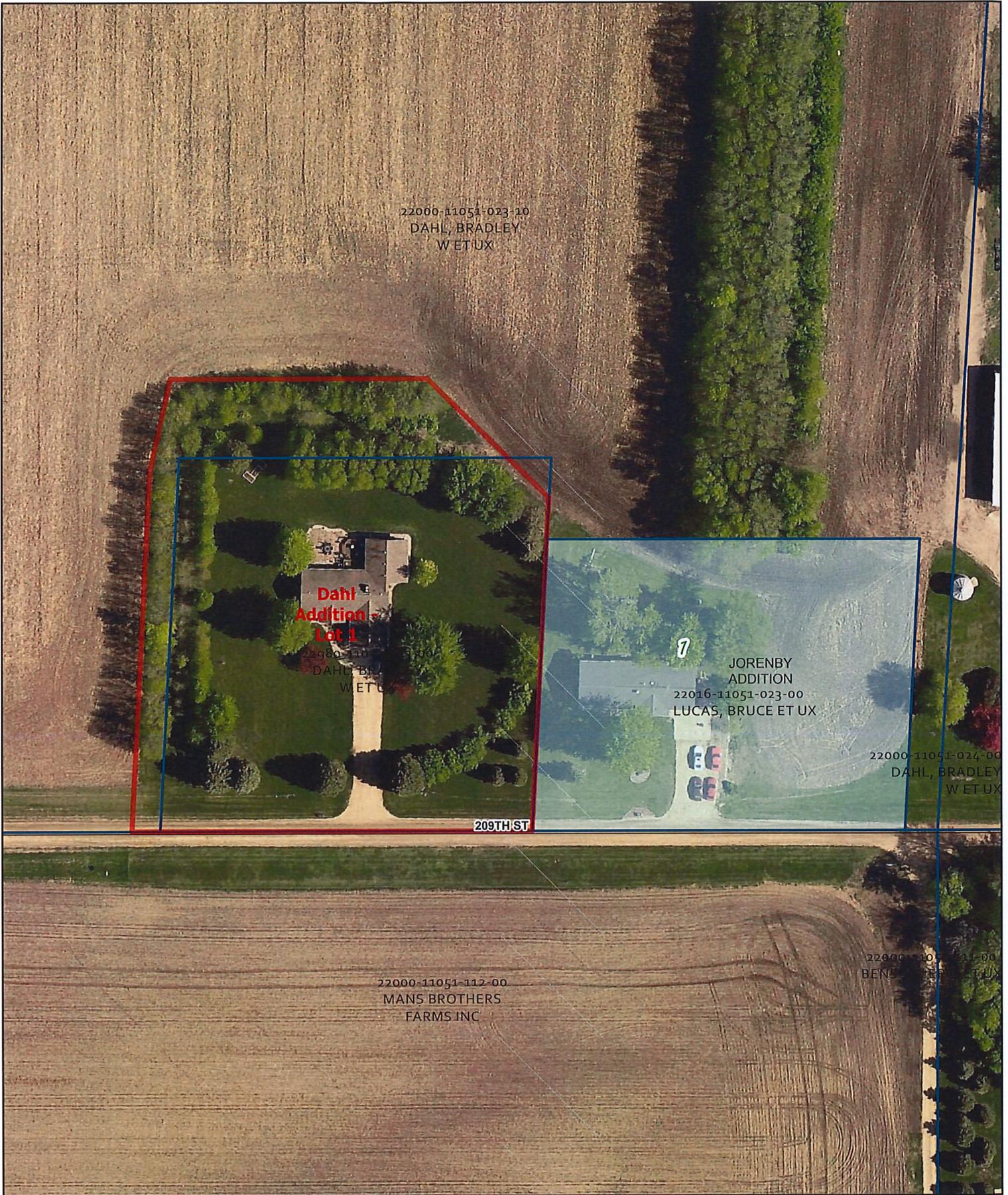
IN WITNESS WHEREOF, I have executed this Surveyor's Certificate this 18th day of September, 2020.



Prepared By:



Civil Engineers & Land Surveyors  
 Brookings, South Dakota  
 Ph. 605-698-3200



22000-11051-023-10  
DAHL, BRADLEY  
W ET UX

**Dahl  
Addition -  
Lot 1**

22980-11051-023-00  
DAHL, BRADLEY  
W ET UX

7  
JORENBY  
ADDITION  
22016-11051-023-00  
LUCAS, BRUCE ET UX

22000-11051-024-00  
DAHL, BRADLEY  
W ET UX

209TH ST

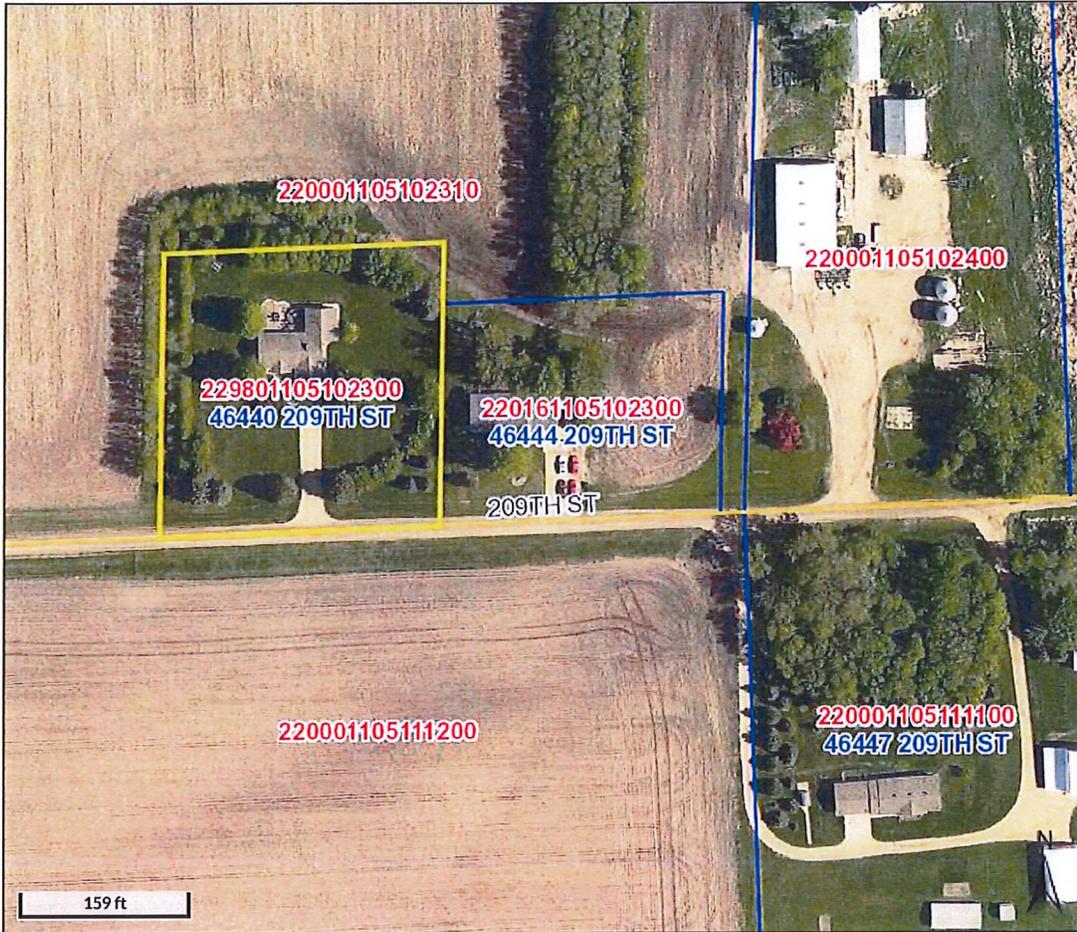
22000-11051-112-00  
MANS BROTHERS  
FARMS INC

22000-11051-111-00  
BENSON, JEFF ET UX

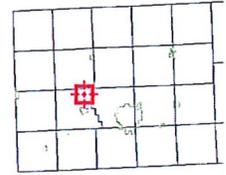


# Lot 1 of Dahl Addition





Overview



Legend

- Brookings City Limits
- City Limits
- Township Boundar
- Sections
- Parcels
- Roads
- Floodplain 2008
  - 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
  - A
  - AE
  - X

Parcel ID	229801105102300	Alternate ID	n/a	Owner Address	DAHL, BRADLEY W ET UX
Sec/Twp/Rng	2-110-51	Class	AGC		46440 209TH ST
Property Address	46440 209TH ST	Acreage	1.5		VOLGA SD 57071
	VOLGA				
District	2205 - VOLGA TWP/VOLGASCH				
Brief Tax Description	W 256' OF E 520' OF S 256' OF SW 1/4 SEC 2-110-51 1.50 AC				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 9/15/2020  
 Last Data Uploaded: 9/15/2020 8:04:05 AM

Developed by Schneider  
 GEOSPATIAL

## BROOKINGS COUNTY DEVELOPMENT

Planning, Zoning and Drainage / Emergency Management

Brookings City & County Government Center

520 3<sup>rd</sup> Street, Suite 200

Brookings, SD 57006

(605) 696-8350

E-Mail: [zoning@brookingscountysd.gov](mailto:zoning@brookingscountysd.gov)

Brookings County Commission

October 20, 2020 meeting.

October 7, 2020: The Brookings County Planning and Zoning Commission recommends approval of plat 2020plat023 with a unanimous vote of 8-eyes and 0-nays, at their October 6, 2020 meeting.

Brookings County Planning and Zoning Commission

October 6, 2020 – 8:00 PM meeting

# 2020plat023 – October 6, 2020

Prepared by Richard Haugen

Applicant/Owner: Margaret A. Oppelt Trust Foundation, 48214 US Hwy 14, Brookings, SD 57006.

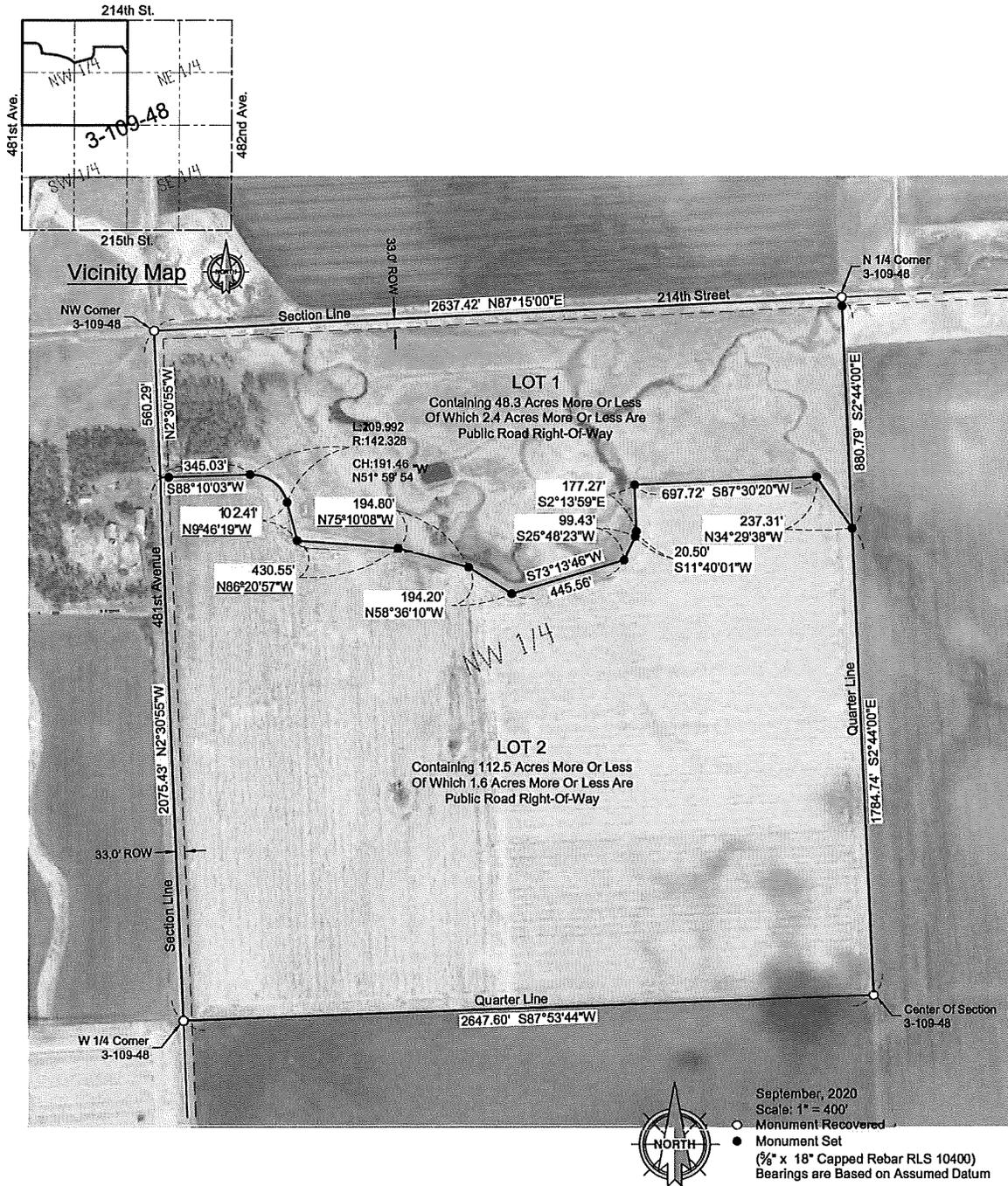
Legal Description: "Plat of Lots 1 and 2 of Oppelt Addition in the NW1/4 of Section 3, T109N, R48W of the 5<sup>th</sup> P.M., Brookings County, South Dakota."

2020plat023: Margret A. Oppelt Trust is platting off Lot 1 consisting of 48.1 acres of pasture and Lot 2 contains 112.70 acres of farm ground, located in the NW ¼ of Section 3 in Parnell Township. Both Lot 1 and Lot 2 are build-able lots for a residence.

The plat meets the platting requirements for the 2016 Comprehensive Plan-Unincorporated Rural Area Land Use statement on page 24 for Agricultural Land Use.

**PLAT OF**

**LOTS 1 AND 2 OF OPPELT ADDITION IN THE NW 1/4 OF SECTION 3,  
T109N, R48W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA.**



**SURVEYOR'S CERTIFICATE**

I, Andrew E. Kangas, a Registered Land Surveyor of the State of South Dakota, do hereby certify that on or before the 17th day of September, 2020 and at the request of the owner of the real property hereinafter described, surveyed and platted a portion of the NW 1/4 of Section 3, Township 109 North, Range 48 West of the 5th P.M. Brookings County, South Dakota, as shown on the plat, and marked upon the ground boundaries thereof in the manner shown on the plat, and that the attached plat is a true and correct representation of said survey and that the parcel of land so platted contains: "PLAT OF LOTS 1 AND 2 OF OPPELT ADDITION IN THE NW 1/4 OF SECTION 3, T109N, R48W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA".

IN WITNESS WHEREOF, I have executed this Surveyor's Certificate this 17th day of September, 2020.

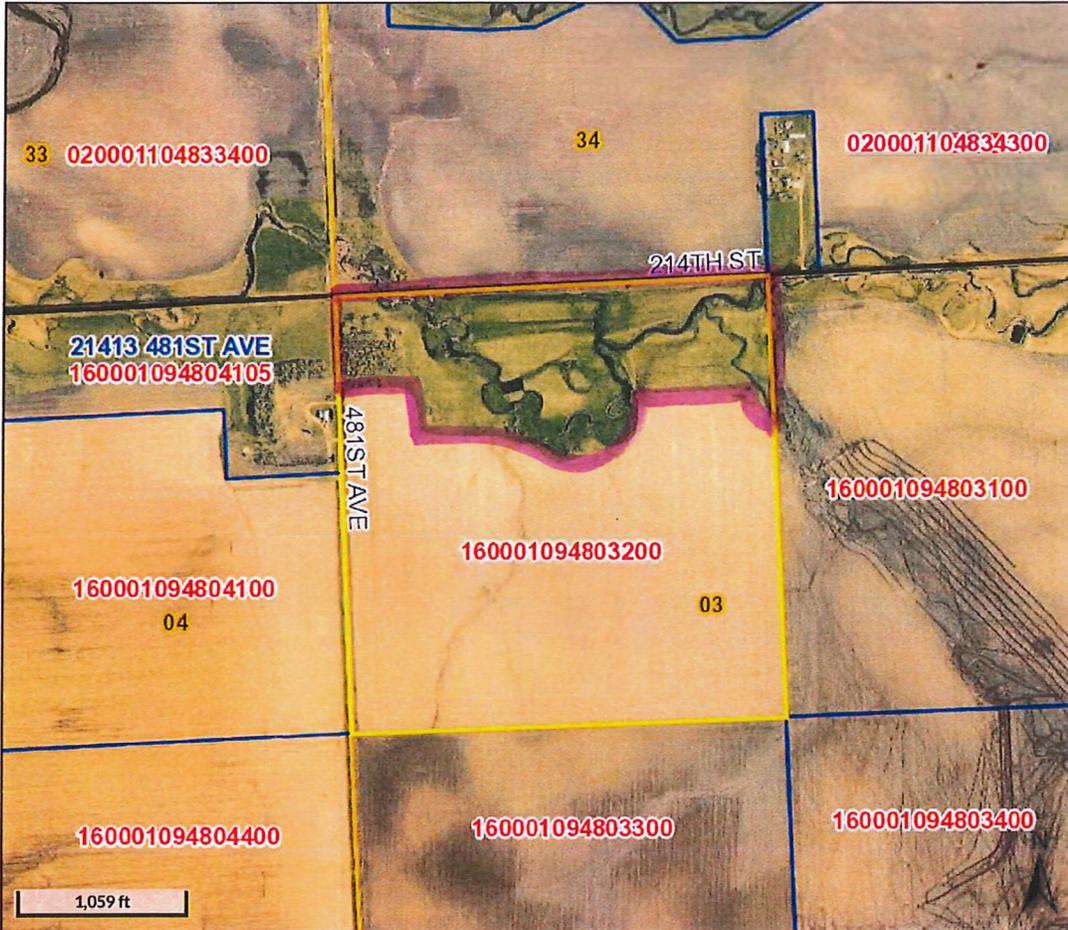
Prepared By:



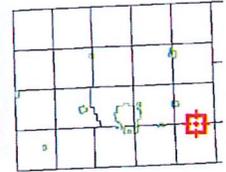
Civil Engineers & Land Surveyors  
Brookings, South Dakota  
Ph. 605-698-3200



2020 plot 023



Overview



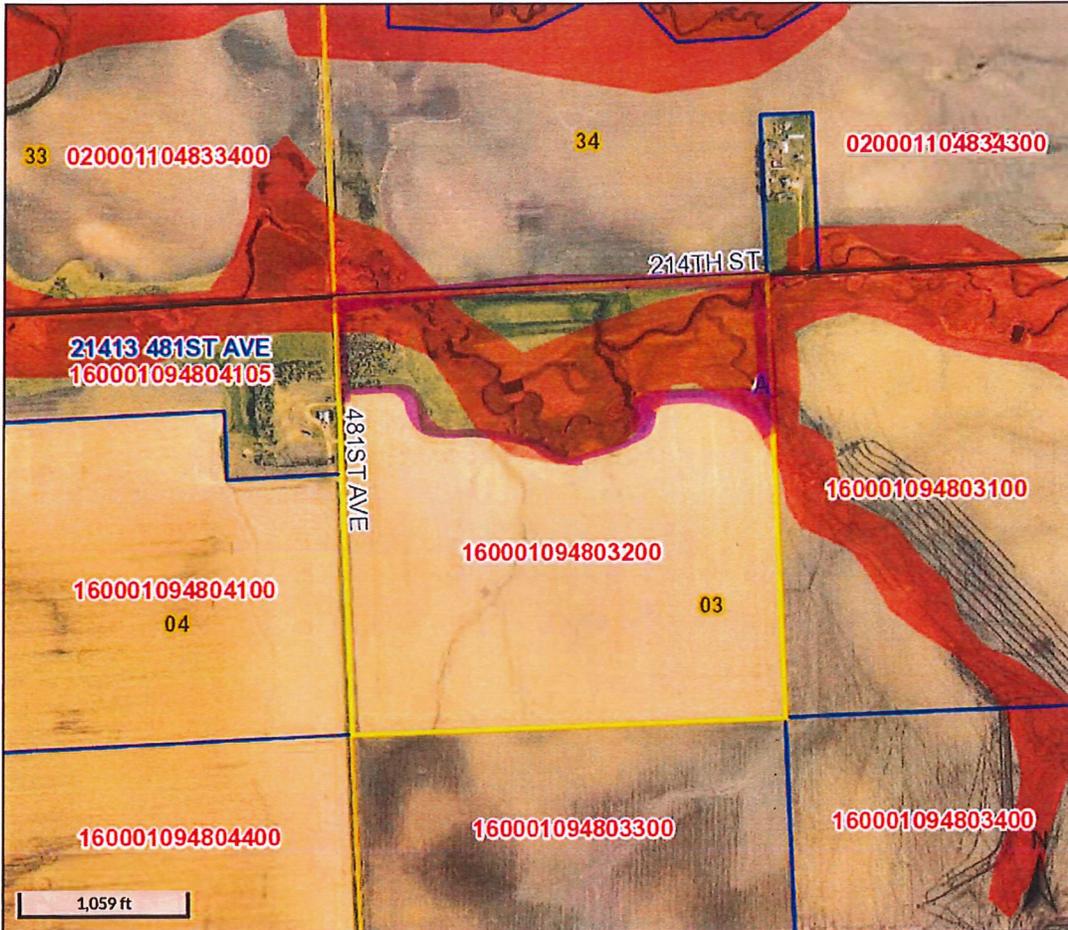
Legend

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

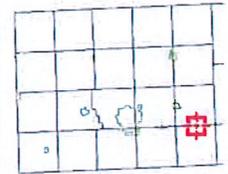
Parcel ID	160001094803200	Alternate ID	n/a	Owner Address	OPPELT, MARGARET A TRUST
Sec/Twp/Rng	3-109-48	Class	AGA		FOUNDATION
Property Address		Acres	160		48214 US HWY 14
					ELKTON SD 57026
District	1603				
Brief Tax Description	NW 1/4 SEC 3-109-48 160.0 AC				
	(Note: Not to be used on legal documents)				

Date created: 9/21/2020  
 Last Data Uploaded: 9/21/2020 8:04:19 AM

2020 plat 023 Floodplain 2008



Overview



Legend

-  Brookings City Limits
-  City Limits
-  Township Boundar
-  Sections
-  Parcels
-  Roads
- Floodplain 2008**
-  0.2 PCT ANNUAL CHANCE FLOOD HAZARD
-  A
-  AE
-  X

Parcel ID	160001094803200	Alternate ID	n/a	Owner Address	OPPELT, MARGARET A TRUST
Sec/Twp/Rng	3-109-48	Class	AGA		FOUNDATION
Property Address		Acreage	160		48214 US HWY 14
					ELKTON SD 57026
District	1603				
Brief Tax Description	NW 1/4 SEC 3-109-48 160.0 AC				
	(Note: Not to be used on legal documents)				

Date created: 9/21/2020  
 Last Data Uploaded: 9/21/2020 8:04:19 AM

Developed by  Schneider  
 GEOSPATIAL



# Oppelt Addition Lots 1 & 2



# Retail Sales Agreement



AVI Systems Inc., 2300 E 54th Street N, Suite 2 Sioux Falls, SD, 57104 | Phone: (605)782-4141, Fax: (605)782-4142

**Proposal Number: 1024271**  
Prepared For: Brookings County  
Attn: Shawn Plowman

**Proposal Date: October 06, 2020**  
Courtroom A Crestron DMPS and Audio Processor

Prepared By: Charles Risty  
Phone: (605)782-4153  
Email: chuck.risty@avisystems.com

## BILL TO

Attn: Shawn Plowman  
Brookings County  
520 3rd St. Suite 100  
Brookings, SD, 57006  
Phone: (605)696-8250  
Email:  
Customer Number: BRC0022

## SITE

Attn: Shawn Plowman  
Brookings County  
520 3rd St. Suite 100  
Brookings, SD, 57006  
Phone: (605)696-8250  
Email:

## COMMENTS

## PRODUCTS AND SERVICES SUMMARY

Equipment	\$10,796.25
Integration	\$7,856.73
PRO Support	\$6,316.00
Shipping & Handling	\$203.00
Tax	\$0.00
<b>Grand Total</b>	<b>\$25,171.98</b>

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 30 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

**INVOICING AND PAYMENT TERMS**

---

Customer and AVI have agreed on the payment method of CASH. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems  
NW8393 PO Box 1450  
Minneapolis, MN 55485-8393

**If Payment Method is ACH:** Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

**TAXES AND DELIVERY**

---

Unless stated otherwise in the "Products and Services Summary" above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

**AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI**

---

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions (which can be found at <http://www.avisystems.com/TermsOfSale>) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the "T&Cs") are referred to collectively as the "Agreement"). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

**AGREED AND ACCEPTED BY**

---

\_\_\_\_\_  
Company  
  
\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Printed Name  
  
\_\_\_\_\_  
Date

**AVI Systems, Inc.**  
\_\_\_\_\_  
Company  
  
\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Printed Name  
  
\_\_\_\_\_  
Date

**CONFIDENTIAL INFORMATION**

---

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

## SERVICES TO BE PROVIDED

---

### INTEGRATION SERVICES

#### INTEGRATION SCOPE OF WORK

**A. SUMMARY: Courtroom A:** AVI Systems will replace the existing Crestron touch panel, Crestron DMPS with a new DMPS3-4K-350, and the existing Nexia DSP with a Tesira Forte Dan VT DSP. The existing Group 310 codec will be integrated into the new DSP so that the room speakers and mics can be used in a video conference. Owner's VOIP telephone system will also be integrated into the new DSP so that the room speakers and mics can be used in an audio conference. Owner will be responsible for providing a connection to the VOIP system at the equipment rack. A new UPS will also be installed. All other equipment (mics, speakers, amp, DM transmitters & receivers, etc.) will remain and will be integrated into the new equipment. The new system will be completely reprogrammed. (Designation OFE below indicates existing owner furnished equipment to be re-used)

#### B. SYSTEM DESCRIPTION:

- Displays:
  - OFE wall mounted Sharp display
- Source Devices:
  - Two OFE Crestron 201-C transmitters at counsel tables
- Audio:
  - Two OFE wall mounted line array speakers
  - One OFE JBL Control 2P powered speaker at court reporter's desk
  - 5 OFE hardwired mics Two OFE wireless mics
  - OFE Williams sound assisted listening transmitter
  - New Tesira Forte Dan VT DSP
  - OFE Amplifier
- Conferencing:
  - OFE Polycom Group 310 codec and display on mobile cart
- Switching:
  - New Crestron DMPS
- Controls:
  - New Crestron touch panel located at same location on bench as existing touch panel
- Equipment Location:
  - All equipment will be installed in OFE equipment rack

#### C. EXCLUSIONS: The following work is **not included** in our Scope of Work:

- All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- VOIP connection at rack location
- Concrete saw cutting and/or core drilling
- Fire wall, ceiling, roof and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements and/or repair
- Structural support of equipment \*AVI Systems not responsible for building related vibrations
- Installation of ceiling mounted projection screen
- All millwork (moldings, trim, cut outs, etc.)
- Patching and Painting
- Permits (unless specifically provided for and identified within the contract)
- Unless otherwise stated the pricing in this agreement does not include prevailing wage or union labor
- Unless specifically noted lifts and scaffolding are not included

#### D. CONSTRUCTION CONSIDERATIONS: Intentionally Left Blank

**E. NOTICE: THIS SCOPE OF WORK IS DELIVERED ON THE BASIS OF THE FOLLOWING ASSUMPTIONS:**

- The room(s) match(es) the drawings provided.
- Site preparation by the Customer and their contractors includes electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to site that AVI Systems is not able to execute work efficiently and definably progress, the Customer will be charged a fee to reimburse AVI Systems for all lost time and inefficiencies. At this time, the Customer will be presented a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building / facility and the room(s) for equipment and materials.
- There is secure storage for equipment during a multi-day integration.
- If Customer furnished equipment and existing cabling is to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations including IP addresses are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.
- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
- Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted).
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix).
- In developing a comprehensive proposal for equipment and integration services AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

**F. INTEGRATION PROJECT MANAGEMENT PROCESSES**

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in-person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Notice of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service transition

**G. KNOWLEDGE TRANSFER (TRAINING)**

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to confidently and comfortably operate all aspects of the integrated system. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start up, stop, and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to system processor and its control applications
- Powering up, powering down AV system via control system
- Manual operation of display systems, audio system and all other related components
- Use/operation of patch panels, when and where to be used
- Who to call when help is required

**H. AVI SYSTEMS INTEGRATION SERVICES RESPONSIBILITIES**

AVI Systems will provide services/work for the project as described above in the Scope of Work or per the attached separate Scope of Work document detailing the scope of work to be performed.

- Provide equipment, materials and service items per the contract products and services detail.
- Provide systems equipment integration and supervisory responsibility of the equipment integration.
- Provide systems configuration, checkout and testing.
- Provide project timeline schedules.
- Provide necessary information, as requested, to the owner or other parties involved with this project to ensure that proper AC electrical power and cableways and/or conduits are provided to properly integrate the equipment within the facilities.
- Provide manufacturer supplied equipment documentation.
- Provide final documentation and “as built” system drawings (CAD) - if purchased.
- Provide system training following integration to the designated project leader or team.

**I. CUSTOMER INTEGRATION SERVICES RESPONSIBILITIES**

- Provide for the construction or modification of the facilities for soundproofing, lighting, electrical, HVAC, structural support of equipment, and decorating as appropriate. Includes installation of ceiling mounted projection screen.
- Provide for the ordering, provisioning, installation, wiring and verification of any Data Network (LAN, WAN, T1, ISDN, etc.) and Telephone Line (Analog or Digital) equipment and services prior to on-site integration.
- Provide all necessary cableways and/or conduits required to facilitate AV systems wiring.
- Provide all necessary conduit, wiring and devices for technical power to the AV systems equipment.
- Provide reasonable accesses of AVI Systems personnel to the facilities during periods of integration, testing and training, including off hours and weekends.
- Provide a secure area to house all integration materials and equipment.
- Provide a project leader who will be available for consultation and meetings.
- Provide timely review and approval of all documentation (Technical Reports, Drawings, Contracts, etc.).

**CUSTOMER CARE**

**CUSTOMER CARE SERVICES TO BE PROVIDED**

Customer Care is the ongoing care and maintenance services delivered to keep your System(s) functioning as originally designed and installed. AVI Systems will perform the services below, as further described in Definitions, for covered Systems.

Customer Care Entitlement Matrix					
Entitlement	Definition	System Support	Unified Communications	Digital Media	Service Level

Incident Management	AVI Systems provides Priority Support to troubleshoot, remediate, and escalate all Incidents through to resolution.	Included	Included	Included	Remote initiation within two (2) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Remote Support	AVI Systems provides remote Priority Support for supported systems to diagnose and resolve incidents.	Included	Included	Included	Remote response within (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Onsite Support	AVI Systems provides Priority Support for technician dispatch to the client location to diagnose and resolve an Incident.	Included	Not Included	Not Included	Onsite response within eight (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Advanced Parts Replacement	AVI Systems provides advanced replacement of failed hardware components. Does not include Consumables or Obsolete Equipment.	Included	Included	Included	Repair and/or replacement is manufacturer dependent. Loaner Equipment on Best Effort basis
Software Update Assistance	AVI Systems provides labor to implement updates of existing software to correct software errors and/or resolve incidents	Included	Included	Included	
System Training	AVI Systems conducts user training to cover operation of the system and how to contact AVI Systems for support. Technical, Administrative, or Product Specific training is available separate from this agreement.	Included	Not Included	Not Included	Remote user training, scheduled at least one (1) week in advance
System Health Checks	AVI Systems personnel perform preventative maintenance. Includes cleaning, adjustments, functional tests, and replacement of parts to keep the system equipment in efficient operating condition.	Included	Not Included	Not Included	Two (2) System Health Checks per year, each scheduled at least one (1) week in advance
Asset Management	AVI Systems tracks asset information for Systems.	Included	Included	Included	

**CUSTOMER CARE DEFINITIONS**

System – Defined as the items listed in the Products and Services Detail section of this Agreement or listed on an attached Equipment List with the exception of Consumables, Owner Furnished Equipment, and Obsolete Equipment.

Priority Support – Means all work under AVI Systems support agreements with Customers is scheduled ahead of any other on-demand work.

Remote Support – Means a service whereby remote calls made to communications and terminal equipment via Customer provided IP connection to determine failures and remedies. Only available where equipment is capable and configured by AVI Systems to provide same.

Onsite Support - Service level response assumes client location is within 60 miles of an AVI Systems Service Center. Additional travel costs may apply if the client location is beyond 60 miles of an AVI Systems Service Center.

Consumables – Means parts such as recording media, batteries, projection lamps and bulbs, etc. Consumables are parts that are not included under this Agreement.

**Obsolete Equipment** – Defined as items (though possibly still in use) that are outdated with no manufacturer support or parts availability, or products with formal end of life as defined by their manufacturer. Obsolete Equipment are parts that are not included under this Agreement.

**Loaner Equipment** – Defined as table top LCD projectors and flat screen monitors under 50". Table top projectors are not integrated into a system. Flat screen monitors will be installed onto a wall if reasonably possible.

**Best Effort** – Means AVI Systems strives to provide the Service or repair any Incident in an appropriate and generally accepted manner using the resources available but makes no promise in this reference.

**Advanced Parts Replacement** - Provides for recycling of equipment covered in a system or consumables with no additional fees. Includes coverage for shipping to/from manufacturer for equipment sent to for warranty diagnosis, repair or exchange

**Software Update Assistance** – Defined as revisions of existing software which provide maintenance to correct software errors. Assumes software is provided at no charge by the manufacturer or covered under a valid manufacturer maintenance contract. Cascading software dependencies may impact ability to issue updates. Software and features which require additional licensing are not included under this Agreement. Changes to custom templates or scripts after initial deployment are available separate from this agreement.

#### **CUSTOMER CARE - UNIFIED COMMUNICATIONS**

Remote Technical Support

- Help Desk phone number: 866-836-8277
- Help Desk email: [ucsupport@avisystems.com](mailto:ucsupport@avisystems.com)

#### **SYSTEM SUPPORT TERMS**

**Coverage Dates** – Unless otherwise stated, the service coverage date will be effective as of substantial completion or System Support Agreement invoice date; whichever is applicable. Coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. AVI Systems reserves the right to withhold services until the invoice is paid in full.

**Exclusions** – For situations where AVI Systems is providing service or support under this Agreement, no cost service, maintenance or repair shall not apply to the Equipment if any person other than an AVI Systems technician or other person authorized by AVI Systems, without AVI Systems prior written consent, improperly wires, integrates, repairs, modifies or adjusts the Equipment or performs any maintenance service on it during the term of this Agreement. Furthermore, any Equipment service, maintenance or repair shall not apply if AVI Systems determines, in its sole discretion, that the problems with the Equipment were caused by (a) Customer's negligence; or (b) theft, abuse, fire, flood, wind, lighting, unreasonable power line surges or brownouts, or acts of God or public enemy; or (c) use of any equipment for other than the ordinary use for which such equipment was designed or the purpose for which such equipment was intended, or (d) operation of equipment within an unsuitable operating environment, or (e) failure to provide a suitable operating environment as prescribed by equipment manufacturer specifications, including, without limitation, with respect to electrical power, air conditioning and humidity control.

Systems Support Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

#### **UNIFIED COMMUNICATIONS TERMS**

**Coverage Dates** – Unless otherwise stated, the service coverage start date for Unified Communications Support Services for new unified communications infrastructure equipment will be the shipped date from the manufacturer and coverage will extend for the duration of time specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. The start date for Unified Communications Support Services purchased to cover existing equipment are established by the manufacturer and the coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement.

Unified Communications Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

**PRODUCTS AND SERVICES DETAIL**

**PRODUCTS:**

<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
<b>Base Upgrade - Processor, Touch Panel, DSP</b>				
BIAMP	Fixed I/O DSP with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, 32 x 32 ch	1	\$2,623.75	\$2,623.75
CRESTRON	3-Series® 4K DigitalMedia™ Presentation System 350 with AirMedia®	1	\$6,750.00	\$6,750.00
CRESTRON	7 in. Touch Screen, Black Smooth	1	\$875.00	\$875.00
CRESTRON	Tabletop Kit for TSW-760 and TSS-7, Black Smooth	1	\$125.00	\$125.00
APC	AV Black J Type 1kVA Power Conditioner with Battery Backup 120V	1	\$422.50	\$422.50
	Retail			
	Programming			\$5,100.16
	On Site Integration			\$2,756.57
<b>Sub-Total: Base Upgrade - Processor, Touch Panel, DSP</b>				<b>\$18,652.98</b>
<b>Add Option 1 DECLINED - Replace Mics &amp; Assisted Listening</b>				
SHURE	Cardioid-18" Desktop Gooseneck Condenser Microphone, Attached 10' XLR Cable, Logic Functions, Progra	5	\$249.38	\$1,246.90
SHURE	Dual Combo System with (2) SLXD1 Boddypacks and SLXD4D Receiver	1	\$1,067.56	\$1,067.56
SHURE	Microflex® Cardioid Lavalier Microphone	2	\$98.56	\$197.12
WILLIAMS SOUND	WaveCAST	1	\$808.44	\$808.44
	Programming			\$1,115.66
	On Site Integration			\$2,148.82
	Shipping & Handling			\$163.00
<b>Sub-Total: Add Option 1 - Replace Mics &amp; Assisted Listening</b>				<b>\$6,747.50</b>
<b>Add Option 2 DECLINED - Amp, Crestron TX-RX, Reporter's spkr</b>				
QSC	AMPLIFIER,CXD4.2-NA,100-240V	1	\$1,375.00	\$1,375.00
CRESTRON	DigitalMedia 8G+® Transmitter 201	2	\$812.50	\$1,625.00
JBL	CONTROL 2P MASTER POWERED SPEAKER	1	\$151.81	\$151.81
	Programming			\$318.76
	On Site Integration			\$1,366.83
	Shipping & Handling			\$115.00
<b>Sub-Total: Add Option 2 - Amp, Crestron TX-RX, Reporter's spkr</b>				<b>\$4,952.40</b>

**PRO SUPPORT:**

<u>Model #</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
AVISSA3YR	AVI SYSTEMS	3 Year System Support Agreement (billed in annual increments)	1.0000	\$6,316.00	\$6,316.00

Refer to Page 1 for the Grand Total that includes Taxes, and Shipping & Handling.

## AVI Systems General Terms and Conditions of Sale

The following General Terms & Conditions of Sale (the "T&Cs") in combination with either (a) a signed Retail Sales Agreement or (b) Quote under which AVI Systems, Inc ("AVI") agrees to supply goods or services constitute a binding contract (the "Agreement") between AVI and the entity identified on page one of the Retail Sales Agreement or Quote (the "Customer"). In the absence of a separately negotiated "Master Services Agreement" between AVI and Customer signed in "wet ink" by the Chief Executive Officer or Chief Financial Officer of AVI, these T&C's shall apply. Any terms and conditions set forth in any correspondence, purchase order or Internet based form from Customer to AVI which purport to constitute terms and conditions which are in addition to those set forth in this Agreement or which attempt to establish conflicting terms and conditions to those set forth in this Agreement are expressly rejected by AVI unless the same has been manually countersigned in wet ink by an Officer of AVI.

- 1. Changes In The Scope of Work** – Where a Scope of Work is included with this Agreement, costs resulting from changes in the scope of this project by the Customer, including any additional requirements or restrictions placed on AVI by the Customer or its representatives, will be added to the contract price. When AVI becomes aware of the nature and impact of the change, a contract Change Order will be submitted for review and approval by the Customer before work continues. AVI has the right to suspend the work on the project pending Customer's written approval of the Change Order.
- 2. Ownership and Use of Documents and Electronic Data** – Where applicable, drawings, specifications, other documents, and electronic data furnished by AVI for the associated project under this Agreement are instruments of the services provided. These items are "Confidential Information" as defined in this Agreement and AVI shall retain all common law, statutory and other reserved rights, including any copyright in these instruments. These instruments of service are furnished for use solely with respect to the associated project under this Agreement. The Customer shall be permitted to retain copies of any drawings, specifications, other documents, and electronic data furnished by AVI for information and reference in connection with the associated project and for no other purpose.
- 3. Proprietary Protection of Programs** – Where applicable this Agreement does not cause any transfer of title, or intellectual rights, in control systems programs, or any materials produced in connection therewith, including any source code. Any applications or programs supplied by AVI are provided, and are authorized for installation, execution, and use only in machine-readable object code form. This Agreement is expressly limited to the use of the programs by the Customer for the equipment in connection with the associated project. Customer agrees that it will not seek to reverse-engineer any program to obtain source codes, and that it will not disclose the programs source codes or configuration files to any third party, without the written consent of AVI. The programs, source codes and configuration files, together with AVI's know-how and integration and configuration techniques, furnished hereunder are proprietary to AVI, and were developed at its private expense. If Customer is a branch of the United States government, for purposes of this Agreement any software furnished by AVI hereunder shall be deemed "restricted computer software", and any data, including installation and systems configuration information, shall be deemed "limited rights data", as those terms are defined in FAR 52.227-14 of the Code of Federal regulations.
- 4. Shipping and Handling and Taxes** – The prices shown are F.O.B. manufacturer's plant or AVI's office depending on where items are located when direction is issued to ship to the point of integration. The Customer, in accordance with AVI's current shipping and billing practices, will pay all destination charges. In addition to the prices on this Agreement, the Customer agrees to pay amounts equal to any sales tax invoiced by AVI, or (where applicable) any use or personal property taxes resulting from this Agreement or any activities hereunder. Customer will defend, indemnify and hold harmless AVI against any claims by any tax authority for all unpaid taxes or for any sales tax exemption claimed by Customer.
- 5. Title** – Where applicable, title to the Equipment passes to the Customer on the earlier of: (a) the date of shipment from AVI to Customer, or (b) the date on which AVI transmits its invoice to Customer.
- 6. Security Interest** – In addition to any mechanics' lien rights, the Customer, for value received, hereby grants to AVI a security interest under the Minnesota commercial code together with the a security interest under the law(s) of the state(s) in which work is performed or equipment is delivered. This security interest shall extend to all Equipment, plus any additions and replacements of such Equipment, and all accessories, parts and connecting Equipment now or hereafter affixed thereto. This security interest will be satisfied by payment in full unless otherwise provided for in an installment payment agreement. The security interest shall be security for all sums owed by Customer under this Agreement. A copy of this Agreement may be filed as a financing statement with the appropriate authority at any time after signature of the Customer. Such filing does not constitute acceptance of this Agreement by AVI
- 7. Risk of Loss or Damage** – Notwithstanding Customer's payment of the purchase price for Equipment, all risk of loss or damage shall transfer from AVI to Customer upon transfer of Title to Customer. Customer shall be responsible for securing insurance on Equipment from this point forward.
- 8. Receiving/Integration** – Unless the Agreement expressly includes integration services by AVI, the Customer agrees to furnish all services required for receiving, unpacking and placing Equipment in the desired location along with integration. Packaging materials shall be the property of the Customer.
- 9. Equipment Warranties** – To the extent AVI receives any warranties from a manufacturer on Equipment; it will pass them through to Customer to the full extent permitted by the terms of each warranty. Factory warranties vary by manufacturer, and no additional warranties are expressed or implied.
- 10. General Warranties** – Each Party represents and warrants to the other that: (i) it has full right, power and authority to enter into and fully perform its obligations under this Agreement, including without limitation the right to bind any party it purports to bind to this Agreement; (ii) the execution, delivery and performance of this Agreement by that Party does not conflict with any other agreement to which it is a Party or by which it is bound, and (iii) it will comply with all applicable laws in its discharge of its obligations under this Agreement. AVI warrants, for a period of 90 days from Substantial Completion, the systems integration to be free from defects in workmanship. CUSTOMER WARRANTS THAT IT HAS NOT RELIED ON ANY

INFORMATION OR REPRESENTATION PROVIDED BY OR ON BEHALF OF AVI WHICH IS NOT EXPRESSLY INCLUDED IN THESE GENERAL TERMS AND CONDITIONS OR THE RETAIL SALES AGREEMENT. EXCEPT AS EXPRESSLY SET FORTH HEREIN. AVI DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES WITH REGARD TO THE EQUIPMENT, MATERIALS AND SERVICES PROVIDED BY AVI, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON INFRINGEMENT AND TITLE.

**11. Indemnification** – Customer shall defend, indemnify and hold harmless AVI against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), that arise in whole or in part from: (a) any negligent act or omission of Customer, its agents, or subcontractors, (b) Customer's failure to fully conform to all laws, ordinances, rules and regulations which affect the Agreement, or (c) Customer's breach of this Agreement. If Customer fails to promptly indemnify and defend such claims and/or pay AVI's expenses, as provided above, AVI shall have the right to defend itself, and in that case, Customer shall reimburse AVI for all of its reasonable attorneys' fees, costs and damages incurred in settling or defending such claims within thirty (30) days of each of AVI's written requests. AVI shall indemnify and hold harmless Customer against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), to the extent that the same is finally determined to be the result of (a) any grossly negligence or willful misconduct of AVI, its agents, or subcontractors, (b) AVI's failure to fully conform to any material law, ordinance, rule or regulation which affects the Agreement, or (c) AVI's uncured material breach of this Agreement.

**12. Remedies** – Upon default as provided herein, AVI shall have all the rights and remedies of a secured party under the Minnesota commercial code and under any other applicable laws. Any requirements of reasonable notice by AVI to Customer, or to any guarantors or sureties of Customer shall be met if such notice is mailed, postage prepaid, to the address of the party to be notified shown on the first page of this Agreement (or to such other mailing address as that party later furnishes in writing to AVI) at least ten calendar days before the time of the event or contemplated action by AVI set forth in said notice. The rights and remedies herein conferred upon AVI, shall be cumulative and not alternative and shall be in addition to and not in substitution of or in derogation of rights and remedies conferred by the Minnesota commercial code and other applicable laws.

**13. Limitation of Remedies for Equipment** – AVI's entire liability and the Customer's sole and exclusive remedy in all situations involving performance or nonperformance of Equipment furnished under this Agreement, shall be the adjustment or repair of the Equipment or replacement of its parts by AVI, or, at AVI option, replacement of the Equipment.

**14. Limitation on Liability** – EXCEPT IN CIRCUMSTANCES INVOLVING ITS GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, THE TOTAL LIABILITY OF A AVI UNDER THIS AGREEMENT FOR ANY CAUSE SHALL NOT EXCEED (EITHER FOR ANY SINGLE LOSS OR ALL LOSSES IN THE AGGREGATE) THE NET AMOUNT ACTUALLY PAID BY CUSTOMER TO AVI UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD PRIOR TO THE DATE ON WHICH AVI'S LIABILITY FOR THE FIRST SUCH LOSS FIRST AROSE.

**15. No Consequential Damages** – AVI SHALL NOT HAVE ANY LIABILITY TO CUSTOMER OR TO ANY OTHER PERSON OR ORGANIZATION FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, PUNITIVE OR SPECIAL DAMAGES OF ANY DESCRIPTION (INCLUDING WITHOUT LIMITATION LOST PROFITS OR LOSS OR INTERRUPTION OF BUSINESS), WHETHER BASED ON CONTRACT, NEGLIGENCE, TORT, OR ANY OTHER LEGAL THEORY, REGARDLESS OF WHETHER ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND IRRESPECTIVE OF THE NUMBER OR NATURE OF CLAIMS.

**16. Acceleration of Obligations and Default** – Payment in full for all "Equipment," which is defined as all goods identified in the section of the Agreement with the same title, as well for any and all other amounts due to AVI shall be due within the terms of the Agreement. Upon the occurrence of any event of default by Customer, AVI may, at its option, with or without notice, declare the whole unpaid balance of any obligation secured by this Agreement immediately due and payable and may declare Customer to be in default under this Agreement.

**17. Choice of Law, Venue and Attorney's Fees** – This Agreement shall be governed by the laws of the State of Minnesota in the United States of America without reference to or use of any conflicts of laws provisions therein. For the purpose of resolving conflicts related to or arising out of this Agreement, the Parties expressly agree that venue shall be in the State of Minnesota in the United States of America only, and, in addition, the Parties hereby consent to the exclusive jurisdiction of the federal and state courts located in Hennepin County, Minnesota in the United States of America and waive any right to assert in any such proceeding that Customer is not subject to the jurisdiction of such court or that the venue of such proceeding is improper or an inconvenient forum. The Parties specifically disclaim application (i) of the United Nations Convention on the International Sale of Goods, 1980, and (ii) of Article 2 of the Uniform Commercial Code as codified. In the event AVI must take action to enforce its rights under the Agreement, the court shall award AVI the attorney's fees it incurred to enforce its rights under this Agreement.

**18. General** – Headings are for reference purposes only and shall not affect the meaning or interpretation of this Agreement. The Parties acknowledge and agree that the Agreement has been negotiated by the Parties and that each had the opportunity to consult with its respective counsel, and shall be interpreted fairly in accordance with its terms and without any strict construction in favor of or against either Party based on draftsmanship of the Agreement. This Agreement is not assignable by Customer without the prior written consent of AVI. Any attempt by Customer to assign any of the rights, duties, or obligations of this Agreement without such consent is void. AVI reserves the right to assign this Agreement to other parties in order to fulfill all warranties and obligations expressed herein, or upon the sale of all or substantially all of AVI's assets or business. This Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Customer and of AVI, and variance from the terms and conditions of the Agreement in any order or other written notification from the Customer will be of no effect. If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. AVI is not responsible for any delay in, or failure to, fulfill its obligations under this Agreement due to causes such as natural disaster, war, emergency conditions, labor strike, acts of terrorism, the substantial inoperability of the Internet, the inability to obtain supplies, or any other reason or any other cause or condition beyond AVI's reasonable control. Except as otherwise stated in the Agreement, AVI is not obliged to provide any services hereunder for Equipment located outside the United States or Puerto Rico. Scheduled completion dates are subject to change based on material shortages caused by shortages in cable and materials that are industry wide.

**19. Confidentiality.** The term "Confidential Information" shall mean the inventions, trade secrets, computer software in both object and source code, algorithms, documentation, know how, technology, ideas, and all other business, customer, technical, and financial information owned by AVI or the Customer, which is designated as confidential, or communicated in such a manner or under such circumstances as would reasonably enable a person or organization to ascertain its confidential nature. All the Confidential Information of a party to this Agreement shall be maintained in confidence by the other party, and neither party shall, during the term of this Agreement or for a period of three (3) years subsequent to the termination of this Agreement, divulge to any person or organization, or use in any manner whatsoever, directly or indirectly, for any reason whatsoever, any of the Confidential Information of the other party without receiving the prior written consent of the other party. AVI and the Customer shall take such actions as may be reasonably necessary to ensure that its employees and agents are bound by the provisions of this Section, which actions shall, as may be reasonably requested by either party, include the execution of written confidentiality agreements with the employees and agents of the other party. The provisions of this Section shall not have application to any information that (i) becomes lawfully available to the public; (ii) is received without restriction from another person or organization lawfully in possession of such information; (iii) was rightfully in the possession of a party without restriction prior to its disclosure; or (iv) is independently developed by a party or its employees or agents without access to the other party's similar information.

**20. Nonsolicitation -** To the extent permitted by applicable law, during the term of this Agreement and for a period of one (1) year after the termination this Agreement, each Party agrees that it shall not knowingly solicit or attempt to solicit any of the other Party's executive employees or employees who are key to such Party's performance of its obligations under this Agreement ("Covered Employees"). Notwithstanding the foregoing, nothing herein shall prevent either Party from hiring as an employee any person who responds to an advertisement for employment placed in the ordinary course of business by that Party and/or who initiates contact with that party without any direct solicitation of that person by that Party or its agents.

**21. Price Quotations and Time to Install** – AVI often installs systems at the end of a construction project. The price quoted contemplates that AVI shall have access to the location for the time shown for AVI to complete its work after the work of all other contractors is substantially complete which means, generally, all other trades are no longer generating dust in the location, and final carpeting/flooring is installed (the "Prepared Area") Failure to give AVI access to the Prepared Area for the amount of time shown for the installation may result in increased installation costs, typically in a manner proportionate to the reduction of time given to AVI to complete its work compared to the original schedule.

**22. Price Quotations** – Unless otherwise specified, all prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the terms of each invoice. Payment in other forms, including credit card, p-card, or other non-cash payments shall be subject to a convenience above the cash price. Please speak to your AVI representative if you have any questions in this regard.



# Retail Sales Agreement

AVI Systems Inc., 2300 E 54th Street N, Suite 2 Sioux Falls, SD, 57104 | Phone: (605)782-4141, Fax: (605)782-4142

**Proposal Number: 1019580**  
Prepared For: Brookings County  
Attn: Shawn Plowman

**Proposal Date: October 06, 2020**  
Courtroom B Crestron DMPS and Audio Processor

Prepared By: Charles Risty  
Phone: (605)782-4153  
Email: chuck.risty@avisystems.com

## BILL TO

Attn: Shawn Plowman  
Brookings County  
520 3rd St. Suite 100  
Brookings, SD, 57006  
Phone: (605)696-8250  
Email:  
Customer Number: BRC0022

## SITE

Attn: Shawn Plowman  
Brookings County  
520 3rd St. Suite 100  
Brookings, SD, 57006  
Phone: (605)696-8250  
Email:

## COMMENTS

## PRODUCTS AND SERVICES SUMMARY

Equipment	\$10,796.25
Integration	\$7,856.73
PRO Support	\$6,047.00
Shipping & Handling	\$203.00
Tax	\$0.00
<b>Grand Total</b>	<b>\$24,902.98</b>

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 30 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

**INVOICING AND PAYMENT TERMS**

Customer and AVI have agreed on the payment method of CASH. Payment must be remitted by stated method. To the extent Customer seeks to use of any payment methods other than stated, and that payment method results in an increased transaction cost to AVI, the new payment must be approved in writing, and the Customer shall be responsible for paying the increased transaction cost to AVI associated with the change in payment method. Payments shall be made 30 days from invoice date. So long as the invoice has been sent and the Customer's payment is made within the terms work will continue.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems  
NW8393 PO Box 1450  
Minneapolis, MN 55485-8393

**If Payment Method is ACH:** Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

**TAXES AND DELIVERY**

Unless stated otherwise in the "Products and Services Summary" above, AVI will add and include all applicable taxes, permit fees, license fees, and delivery charges to the amount of each invoice. Taxes will be calculated according to the state law(s) in which the product(s) and/or service(s) are provided. Unless Customer provides a valid tax exemption certificate for any tax exemption(s) claimed, AVI shall invoice for and collect all applicable taxes in accordance with state law(s), and Customer will be responsible for seeking a tax credit/refund from the applicable taxing authority.

**AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI**

Customer hereby accepts the above quote for goods and/or services from AVI. When duly executed and returned to AVI, AVI's Credit Department will check Customer's credit and approve the terms. After approval by AVI's Credit Department and signature by AVI, this Retail Sales Agreement will, together with the AVI General Terms & Conditions (which can be found at <http://www.avisystems.com/TermsOfSale>) form a binding agreement between Customer and AVI. (This Retail Sales Agreement and the AVI General Terms & Conditions of Sale (the "T&Cs") are referred to collectively as the "Agreement"). If not defined in this Agreement, all capitalized terms shall have the meaning given to them in the T&Cs. Should AVI's Credit Department determine at any point prior to AVI commencing work that Customer's credit is not adequate, or should it otherwise disapprove of the commercial terms, AVI reserves the right to terminate the Agreement without cause and without penalty to AVI.

**AGREED AND ACCEPTED BY**

\_\_\_\_\_  
Company  
  
\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Printed Name  
  
\_\_\_\_\_  
Date

**AVI Systems, Inc.**  
\_\_\_\_\_  
Company  
  
\_\_\_\_\_  
Signature  
  
\_\_\_\_\_  
Printed Name  
  
\_\_\_\_\_  
Date

**CONFIDENTIAL INFORMATION**

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The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

## SERVICES TO BE PROVIDED

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### INTEGRATION SERVICES

#### INTEGRATION SCOPE OF WORK

**A. SUMMARY: Courtroom B:** AVI Systems will replace the existing Crestron touch panel, Crestron DMPS with a new DMPS3-4K-350, and the existing Nexia DSP with a Tesira Forte Dan VT DSP. The existing Group 310 codec will be integrated into the new DSP so that the room speakers and mics can be used in a video conference. Owner's VOIP telephone system will also be integrated into the new DSP so that the room speakers and mics can be used in an audio conference. Owner will be responsible for providing a connection to the VOIP system at the equipment rack. A new UPS will also be installed. All other equipment (mics, speakers, amp, DM transmitters & receivers, etc. will remain and will be integrated into the new equipment. The new system will be completely reprogrammed. (Designation OFE below indicates existing owner furnished equipment to be re-used)

#### B. SYSTEM DESCRIPTION:

- Displays:
  - OFE wall mounted Samsung LC70LE745 display
- Source Devices:
  - Two OFE Crestron 201-C transmitters at counsel tables
- Audio:
  - Four OFE ceiling speakers
  - One OFE JBL Control 2P powered speaker at court reporter's desk
  - 4 OFE hardwired mics
  - Two OFE wireless mics
  - OFE Williams sound assisted listening transmitter
  - New Tesira Forte Dan VT DSP
  - OFE Mixer Amplifier
- Conferencing:
  - OFE Polycom Group 310 codec and display on mobile cart
- Switching:
  - New Crestron DMPS
- Controls:
  - New Crestron touch panel located at same location on bench as existing touch panel
- Equipment Location:
  - All equipment will be installed in OFE equipment rack

#### C. EXCLUSIONS: The following work is **not included** in our Scope of Work:

- All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- VOIP connection at rack location
- Concrete saw cutting and/or core drilling
- Fire wall, ceiling, roof and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements and/or repair
- Structural support of equipment \*AVI Systems not responsible for building related vibrations
- Installation of ceiling mounted projection screen
- All millwork (moldings, trim, cut outs, etc.)
- Patching and Painting
- Permits (unless specifically provided for and identified within the contract)
- Unless otherwise stated the pricing in this agreement does not include prevailing wage or union labor
- Unless specifically noted lifts and scaffolding are not included

#### D. CONSTRUCTION CONSIDERATIONS: **Intentionally Left Blank**

**E. NOTICE: THIS SCOPE OF WORK IS DELIVERED ON THE BASIS OF THE FOLLOWING ASSUMPTIONS:**

- The room(s) match(es) the drawings provided.
- Site preparation by the Customer and their contractors includes electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to site that AVI Systems is not able to execute work efficiently and definably progress, the Customer will be charged a fee to reimburse AVI Systems for all lost time and inefficiencies. At this time, the Customer will be presented a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building / facility and the room(s) for equipment and materials.
- There is secure storage for equipment during a multi-day integration.
- If Customer furnished equipment and existing cabling is to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations including IP addresses are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.
- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
- Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted).
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix).
- In developing a comprehensive proposal for equipment and integration services AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

**F. INTEGRATION PROJECT MANAGEMENT PROCESSES**

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in-person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Notice of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service transition

**G. KNOWLEDGE TRANSFER (TRAINING)**

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to confidently and comfortably operate all aspects of the integrated system. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start up, stop, and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to system processor and its control applications
- Powering up, powering down AV system via control system
- Manual operation of display systems, audio system and all other related components
- Use/operation of patch panels, when and where to be used
- Who to call when help is required

**H. AVI SYSTEMS INTEGRATION SERVICES RESPONSIBILITIES**

AVI Systems will provide services/work for the project as described above in the Scope of Work or per the attached separate Scope of Work document detailing the scope of work to be performed.

- Provide equipment, materials and service items per the contract products and services detail.
- Provide systems equipment integration and supervisory responsibility of the equipment integration.
- Provide systems configuration, checkout and testing.
- Provide project timeline schedules.
- Provide necessary information, as requested, to the owner or other parties involved with this project to ensure that proper AC electrical power and cableways and/or conduits are provided to properly integrate the equipment within the facilities.
- Provide manufacturer supplied equipment documentation.
- Provide final documentation and "as built" system drawings (CAD) - if purchased.
- Provide system training following integration to the designated project leader or team.

**I. CUSTOMER INTEGRATION SERVICES RESPONSIBILITIES**

- Provide for the construction or modification of the facilities for soundproofing, lighting, electrical, HVAC, structural support of equipment, and decorating as appropriate. Includes installation of ceiling mounted projection screen.
- Provide for the ordering, provisioning, installation, wiring and verification of any Data Network (LAN, WAN, T1, ISDN, etc.) and Telephone Line (Analog or Digital) equipment and services prior to on-site integration.
- Provide all necessary cableways and/or conduits required to facilitate AV systems wiring.
- Provide all necessary conduit, wiring and devices for technical power to the AV systems equipment.
- Provide reasonable accesses of AVI Systems personnel to the facilities during periods of integration, testing and training, including off hours and weekends.
- Provide a secure area to house all integration materials and equipment.
- Provide a project leader who will be available for consultation and meetings.
- Provide timely review and approval of all documentation (Technical Reports, Drawings, Contracts, etc.).

**CUSTOMER CARE**

**CUSTOMER CARE SERVICES TO BE PROVIDED**

Customer Care is the ongoing care and maintenance services delivered to keep your System(s) functioning as originally designed and installed. AVI Systems will perform the services below, as further described in Definitions, for covered Systems.

Customer Care Entitlement Matrix					
Entitlement	Definition	System Support	Unified Communi-cations	Digital Media	Service Level
Incident Management	AVI Systems provides Priority Support to troubleshoot, remediate,	Included	Included	Included	Remote initiation within two (2) business hours, Monday

	and escalate all Incidents through to resolution.				through Friday during standard hours (8am-5pm local time, excluding holidays)
Remote Support	AVI Systems provides remote Priority Support for supported systems to diagnose and resolve incidents.	Included	Included	Included	Remote response within (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Onsite Support	AVI Systems provides Priority Support for technician dispatch to the client location to diagnose and resolve an Incident.	Included	Not Included	Not Included	Onsite response within eight (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Advanced Parts Replacement	AVI Systems provides advanced replacement of failed hardware components. Does not include Consumables or Obsolete Equipment.	Included	Included	Included	Repair and/or replacement is manufacturer dependent. Loaner Equipment on Best Effort basis
Software Update Assistance	AVI Systems provides labor to implement updates of existing software to correct software errors and/or resolve incidents	Included	Included	Included	
System Training	AVI Systems conducts user training to cover operation of the system and how to contact AVI Systems for support. Technical, Administrative, or Product Specific training is available separate from this agreement.	Included	Not Included	Not Included	Remote user training, scheduled at least one (1) week in advance
System Health Checks	AVI Systems personnel perform preventative maintenance. Includes cleaning, adjustments, functional tests, and replacement of parts to keep the system equipment in efficient operating condition.	Included	Not Included	Not Included	Two (2) System Health Checks per year, each scheduled at least one (1) week in advance
Asset Management	AVI Systems tracks asset information for Systems.	Included	Included	Included	

**CUSTOMER CARE DEFINITIONS**

System – Defined as the items listed in the Products and Services Detail section of this Agreement or listed on an attached Equipment List with the exception of Consumables, Owner Furnished Equipment, and Obsolete Equipment.

Priority Support – Means all work under AVI Systems support agreements with Customers is scheduled ahead of any other on-demand work.

Remote Support – Means a service whereby remote calls made to communications and terminal equipment via Customer provided IP connection to determine failures and remedies. Only available where equipment is capable and configured by AVI Systems to provide same.

Onsite Support - Service level response assumes client location is within 60 miles of an AVI Systems Service Center. Additional travel costs may apply if the client location is beyond 60 miles of an AVI Systems Service Center.

Consumables – Means parts such as recording media, batteries, projection lamps and bulbs, etc. Consumables are parts that are not included under this Agreement.

Obsolete Equipment – Defined as items (though possibly still in use) that are outdated with no manufacturer support or parts availability, or products with formal end of life as defined by their manufacturer. Obsolete Equipment are parts that are not included under this Agreement.

Loaner Equipment – Defined as table top LCD projectors and flat screen monitors under 50". Table top projectors are not integrated into a system. Flat screen monitors will be installed onto a wall if reasonably possible.

Best Effort – Means AVI Systems strives to provide the Service or repair any Incident in an appropriate and generally accepted manner using the resources available but makes no promise in this reference.

Advanced Parts Replacement - Provides for recycling of equipment covered in a system or consumables with no additional fees. Includes coverage for shipping to/from manufacturer for equipment sent to for warranty diagnosis, repair or exchange

Software Update Assistance – Defined as revisions of existing software which provide maintenance to correct software errors. Assumes software is provided at no charge by the manufacturer or covered under a valid manufacturer maintenance contract. Cascading software dependencies may impact ability to issue updates. Software and features which require additional licensing are not included under this Agreement. Changes to custom templates or scripts after initial deployment are available separate from this agreement.

#### **CUSTOMER CARE - UNIFIED COMMUNICATIONS**

Remote Technical Support

- Help Desk phone number: 866-836-8277
- Help Desk email: [ucsupport@avisystems.com](mailto:ucsupport@avisystems.com)

#### **SYSTEM SUPPORT TERMS**

Coverage Dates – Unless otherwise stated, the service coverage date will be effective as of substantial completion or System Support Agreement invoice date; whichever is applicable. Coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. AVI Systems reserves the right to withhold services until the invoice is paid in full.

Exclusions – For situations where AVI Systems is providing service or support under this Agreement, no cost service, maintenance or repair shall not apply to the Equipment if any person other than an AVI Systems technician or other person authorized by AVI Systems, without AVI Systems prior written consent, improperly wires, integrates, repairs, modifies or adjusts the Equipment or performs any maintenance service on it during the term of this Agreement. Furthermore, any Equipment service, maintenance or repair shall not apply if AVI Systems determines, in its sole discretion, that the problems with the Equipment were caused by (a) Customer's negligence; or (b) theft, abuse, fire, flood, wind, lightning, unreasonable power line surges or brownouts, or acts of God or public enemy; or (c) use of any equipment for other than the ordinary use for which such equipment was designed or the purpose for which such equipment was intended, or (d) operation of equipment within an unsuitable operating environment, or (e) failure to provide a suitable operating environment as prescribed by equipment manufacturer specifications, including, without limitation, with respect to electrical power, air conditioning and humidity control.

Systems Support Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

#### **UNIFIED COMMUNICATIONS TERMS**

Coverage Dates – Unless otherwise stated, the service coverage start date for Unified Communications Support Services for new unified communications infrastructure equipment will be the shipped date from the manufacturer and coverage will extend for the duration of time specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. The start date for Unified Communications Support Services purchased to cover existing equipment are established by the manufacturer and the coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement.

Unified Communications Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

**PRODUCTS AND SERVICES DETAIL**

**PRODUCTS:**

<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
<b>Base Upgrade - Processor, Touch Panel, DSP</b>				
BIAMP	Fixed I/O DSP with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, 32 x 32 ch	1	\$2,623.75	\$2,623.75
CRESTRON	3-Series® 4K DigitalMedia™ Presentation System 350 with AirMedia®	1	\$6,750.00	\$6,750.00
CRESTRON	7 in. Touch Screen, Black Smooth	1	\$875.00	\$875.00
CRESTRON	Tabletop Kit for TSW-760 and TSS-7, Black Smooth	1	\$125.00	\$125.00
APC	AV Black J Type 1kVA Power Conditioner with Battery Backup 120V	1	\$422.50	\$422.50
	Retail			
	Programming			\$5,100.16
	On Site Integration			\$2,756.57
<b>Sub-Total: Base Upgrade - Processor, Touch Panel, DSP</b>				<b>\$18,652.98</b>
<b>Option DECLINED - Replace Mics &amp; Assisted Listening</b>				
SHURE	Cardioid-18" Desktop Gooseneck Condenser Microphone, Attached 10' XLR Cable, Logic Functions, Progra	4	\$249.38	\$997.52
SHURE	Dual Combo System with (2) SLXD1 Bodypacks and SLXD4D Receiver	1	\$1,067.56	\$1,067.56
SHURE	Microflex® Cardioid Lavalier Microphone	2	\$98.56	\$197.12
WILLIAMS SOUND	WaveCAST	1	\$808.44	\$808.44
	Programming			\$1,115.66
	On Site Integration			\$2,148.82
	Shipping & Handling			\$148.00
<b>Sub-Total: Option - Replace Mics &amp; Assisted Listening</b>				<b>\$6,483.12</b>
<b>Option DECLINED - Amp, Crestron Tx/Rx, &amp; Reporter's Speaker</b>				
CROWN	4x 60W mixeramplifier	1	\$341.25	\$341.25
CRESTRON	DigitalMedia 8G+® Transmitter 201	2	\$812.50	\$1,625.00
JBL	CONTROL 2P MASTER POWERED SPEAKER	1	\$151.81	\$151.81
	Programming			\$318.76
	On Site Integration			\$1,366.83
	Shipping & Handling			\$91.00
<b>Sub-Total: Option - Amp, Crestron Tx/Rx, &amp; Reporter's Speaker</b>				<b>\$3,894.65</b>

**PRO SUPPORT:**

<u>Model #</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
AVISSA3YR	AVI SYSTEMS	3 Year System Support Agreement	1.0000	\$6,047.00	\$6,047.00

Refer to Page 1 for the Grand Total that includes Taxes, and Shipping & Handling.

## AVI Systems General Terms and Conditions of Sale

The following General Terms & Conditions of Sale (the "T&Cs") in combination with either (a) a signed Retail Sales Agreement or (b) Quote under which AVI Systems, Inc ("AVI") agrees to supply goods or services constitute a binding contract (the "Agreement") between AVI and the entity identified on page one of the Retail Sales Agreement or Quote (the "Customer"). In the absence of a separately negotiated "Master Services Agreement" between AVI and Customer signed in "wet ink" by the Chief Executive Officer or Chief Financial Officer of AVI, these T&C's shall apply. Any terms and conditions set forth in any correspondence, purchase order or Internet based form from Customer to AVI which purport to constitute terms and conditions which are in addition to those set forth in this Agreement or which attempt to establish conflicting terms and conditions to those set forth in this Agreement are expressly rejected by AVI unless the same has been manually countersigned in wet ink by an Officer of AVI.

- 1. Changes In The Scope of Work** – Where a Scope of Work is included with this Agreement, costs resulting from changes in the scope of this project by the Customer, including any additional requirements or restrictions placed on AVI by the Customer or its representatives, will be added to the contract price. When AVI becomes aware of the nature and impact of the change, a contract Change Order will be submitted for review and approval by the Customer before work continues. AVI has the right to suspend the work on the project pending Customer's written approval of the Change Order.
- 2. Ownership and Use of Documents and Electronic Data** – Where applicable, drawings, specifications, other documents, and electronic data furnished by AVI for the associated project under this Agreement are instruments of the services provided. These items are "Confidential Information" as defined in this Agreement and AVI shall retain all common law, statutory and other reserved rights, including any copyright in these instruments. These instruments of service are furnished for use solely with respect to the associated project under this Agreement. The Customer shall be permitted to retain copies of any drawings, specifications, other documents, and electronic data furnished by AVI for information and reference in connection with the associated project and for no other purpose.
- 3. Proprietary Protection of Programs** – Where applicable this Agreement does not cause any transfer of title, or intellectual rights, in control systems programs, or any materials produced in connection therewith, including any source code. Any applications or programs supplied by AVI are provided, and are authorized for installation, execution, and use only in machine-readable object code form. This Agreement is expressly limited to the use of the programs by the Customer for the equipment in connection with the associated project. Customer agrees that it will not seek to reverse-engineer any program to obtain source codes, and that it will not disclose the programs source codes or configuration files to any third party, without the written consent of AVI. The programs, source codes and configuration files, together with AVI's know-how and integration and configuration techniques, furnished hereunder are proprietary to AVI, and were developed at its private expense. If Customer is a branch of the United States government, for purposes of this Agreement any software furnished by AVI hereunder shall be deemed "restricted computer software", and any data, including installation and systems configuration information, shall be deemed "limited rights data", as those terms are defined in FAR 52.227-14 of the Code of Federal regulations.
- 4. Shipping and Handling and Taxes** – The prices shown are F.O.B. manufacturer's plant or AVI's office depending on where items are located when direction is issued to ship to the point of integration. The Customer, in accordance with AVI's current shipping and billing practices, will pay all destination charges. In addition to the prices on this Agreement, the Customer agrees to pay amounts equal to any sales tax invoiced by AVI, or (where applicable) any use or personal property taxes resulting from this Agreement or any activities hereunder. Customer will defend, indemnify and hold harmless AVI against any claims by any tax authority for all unpaid taxes or for any sales tax exemption claimed by Customer.
- 5. Title** – Where applicable, title to the Equipment passes to the Customer on the earlier of: (a) the date of shipment from AVI to Customer, or (b) the date on which AVI transmits its invoice to Customer.
- 6. Security Interest** – In addition to any mechanics' lien rights, the Customer, for value received, hereby grants to AVI a security interest under the Minnesota commercial code together with the a security interest under the law(s) of the state(s) in which work is performed or equipment is delivered. This security interest shall extend to all Equipment, plus any additions and replacements of such Equipment, and all accessories, parts and connecting Equipment now or hereafter affixed thereto. This security interest will be satisfied by payment in full unless otherwise provided for in an installment payment agreement. The security interest shall be security for all sums owed by Customer under this Agreement. A copy of this Agreement may be filed as a financing statement with the appropriate authority at any time after signature of the Customer. Such filing does not constitute acceptance of this Agreement by AVI
- 7. Risk of Loss or Damage** – Notwithstanding Customer's payment of the purchase price for Equipment, all risk of loss or damage shall transfer from AVI to Customer upon transfer of Title to Customer. Customer shall be responsible for securing insurance on Equipment from this point forward.
- 8. Receiving/Integration** – Unless the Agreement expressly includes integration services by AVI, the Customer agrees to furnish all services required for receiving, unpacking and placing Equipment in the desired location along with integration. Packaging materials shall be the property of the Customer.
- 9. Equipment Warranties** – To the extent AVI receives any warranties from a manufacturer on Equipment; it will pass them through to Customer to the full extent permitted by the terms of each warranty. Factory warranties vary by manufacturer, and no additional warranties are expressed or implied.
- 10. General Warranties** – Each Party represents and warrants to the other that: (i) it has full right, power and authority to enter into and fully perform its obligations under this Agreement, including without limitation the right to bind any party it purports to bind to this Agreement; (ii) the execution, delivery and performance of this Agreement by that Party does not conflict with any other agreement to which it is a Party or by which it is bound, and (iii) it will comply with all applicable laws in its discharge of its obligations under this Agreement. AVI warrants, for a period of 90 days from Substantial Completion, the systems integration to be free from defects in workmanship. CUSTOMER WARRANTS THAT IT HAS NOT RELIED ON ANY

INFORMATION OR REPRESENTATION PROVIDED BY OR ON BEHALF OF AVI WHICH IS NOT EXPRESSLY INCLUDED IN THESE GENERAL TERMS AND CONDITIONS OR THE RETAIL SALES AGREEMENT. EXCEPT AS EXPRESSLY SET FORTH HEREIN. AVI DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTIES WITH REGARD TO THE EQUIPMENT, MATERIALS AND SERVICES PROVIDED BY AVI, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON INFRINGEMENT AND TITLE.

**11. Indemnification** – Customer shall defend, indemnify and hold harmless AVI against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), that arise in whole or in part from: (a) any negligent act or omission of Customer, its agents, or subcontractors, (b) Customer's failure to fully conform to all laws, ordinances, rules and regulations which affect the Agreement, or (c) Customer's breach of this Agreement. If Customer fails to promptly indemnify and defend such claims and/or pay AVI's expenses, as provided above, AVI shall have the right to defend itself, and in that case, Customer shall reimburse AVI for all of its reasonable attorneys' fees, costs and damages incurred in settling or defending such claims within thirty (30) days of each of AVI's written requests. AVI shall indemnify and hold harmless Customer against all damages, claims, liabilities, losses and other expenses, including without limitation reasonable attorneys' fees and costs, (whether or not a lawsuit or other proceeding is commenced), to the extent that the same is finally determined to be the result of (a) any grossly negligence or willful misconduct of AVI, its agents, or subcontractors, (b) AVI's failure to fully conform to any material law, ordinance, rule or regulation which affects the Agreement, or (c) AVI's uncured material breach of this Agreement.

**12. Remedies** – Upon default as provided herein, AVI shall have all the rights and remedies of a secured party under the Minnesota commercial code and under any other applicable laws. Any requirements of reasonable notice by AVI to Customer, or to any guarantors or sureties of Customer shall be met if such notice is mailed, postage prepaid, to the address of the party to be notified shown on the first page of this Agreement (or to such other mailing address as that party later furnishes in writing to AVI) at least ten calendar days before the time of the event or contemplated action by AVI set forth in said notice. The rights and remedies herein conferred upon AVI, shall be cumulative and not alternative and shall be in addition to and not in substitution of or in derogation of rights and remedies conferred by the Minnesota commercial code and other applicable laws.

**13. Limitation of Remedies for Equipment** – AVI's entire liability and the Customer's sole and exclusive remedy in all situations involving performance or nonperformance of Equipment furnished under this Agreement, shall be the adjustment or repair of the Equipment or replacement of its parts by AVI, or, at AVI option, replacement of the Equipment.

**14. Limitation on Liability** – EXCEPT IN CIRCUMSTANCES INVOLVING ITS GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, THE TOTAL LIABILITY OF A AVI UNDER THIS AGREEMENT FOR ANY CAUSE SHALL NOT EXCEED (EITHER FOR ANY SINGLE LOSS OR ALL LOSSES IN THE AGGREGATE) THE NET AMOUNT ACTUALLY PAID BY CUSTOMER TO AVI UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD PRIOR TO THE DATE ON WHICH AVI'S LIABILITY FOR THE FIRST SUCH LOSS FIRST AROSE.

**15. No Consequential Damages** – AVI SHALL NOT HAVE ANY LIABILITY TO CUSTOMER OR TO ANY OTHER PERSON OR ORGANIZATION FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, PUNITIVE OR SPECIAL DAMAGES OF ANY DESCRIPTION (INCLUDING WITHOUT LIMITATION LOST PROFITS OR LOSS OR INTERRUPTION OF BUSINESS), WHETHER BASED ON CONTRACT, NEGLIGENCE, TORT, OR ANY OTHER LEGAL THEORY, REGARDLESS OF WHETHER ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND IRRESPECTIVE OF THE NUMBER OR NATURE OF CLAIMS.

**16. Acceleration of Obligations and Default** – Payment in full for all "Equipment," which is defined as all goods identified in the section of the Agreement with the same title, as well for any and all other amounts due to AVI shall be due within the terms of the Agreement. Upon the occurrence of any event of default by Customer, AVI may, at its option, with or without notice, declare the whole unpaid balance of any obligation secured by this Agreement immediately due and payable and may declare Customer to be in default under this Agreement.

**17. Choice of Law, Venue and Attorney's Fees** – This Agreement shall be governed by the laws of the State of Minnesota in the United States of America without reference to or use of any conflicts of laws provisions therein. For the purpose of resolving conflicts related to or arising out of this Agreement, the Parties expressly agree that venue shall be in the State of Minnesota in the United States of America only, and, in addition, the Parties hereby consent to the exclusive jurisdiction of the federal and state courts located in Hennepin County, Minnesota in the United States of America and waive any right to assert in any such proceeding that Customer is not subject to the jurisdiction of such court or that the venue of such proceeding is improper or an inconvenient forum. The Parties specifically disclaim application (i) of the United Nations Convention on the International Sale of Goods, 1980, and (ii) of Article 2 of the Uniform Commercial Code as codified. In the event AVI must take action to enforce its rights under the Agreement, the court shall award AVI the attorney's fees it incurred to enforce its rights under this Agreement.

**18. General** – Headings are for reference purposes only and shall not affect the meaning or interpretation of this Agreement. The Parties acknowledge and agree that the Agreement has been negotiated by the Parties and that each had the opportunity to consult with its respective counsel, and shall be interpreted fairly in accordance with its terms and without any strict construction in favor of or against either Party based on draftsmanship of the Agreement. This Agreement is not assignable by Customer without the prior written consent of AVI. Any attempt by Customer to assign any of the rights, duties, or obligations of this Agreement without such consent is void. AVI reserves the right to assign this Agreement to other parties in order to fulfill all warranties and obligations expressed herein, or upon the sale of all or substantially all of AVI's assets or business. This Agreement can only be modified by a written agreement duly signed by persons authorized to sign agreements on behalf of the Customer and of AVI, and variance from the terms and conditions of the Agreement in any order or other written notification from the Customer will be of no effect. If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby. AVI is not responsible for any delay in, or failure to, fulfill its obligations under this Agreement due to causes such as natural disaster, war, emergency conditions, labor strike, acts of terrorism, the substantial inoperability of the Internet, the inability to obtain supplies, or any other reason or any other cause or condition beyond AVI's reasonable control. Except as otherwise stated in the Agreement, AVI is not obliged to provide any services hereunder for Equipment located outside the United States or Puerto Rico. Scheduled completion dates are subject to change based on material shortages caused by shortages in cable and materials that are industry wide.

**19. Confidentiality.** The term "Confidential Information" shall mean the inventions, trade secrets, computer software in both object and source code, algorithms, documentation, know how, technology, ideas, and all other business, customer, technical, and financial information owned by AVI or the Customer, which is designated as confidential, or communicated in such a manner or under such circumstances as would reasonably enable a person or organization to ascertain its confidential nature. All the Confidential Information of a party to this Agreement shall be maintained in confidence by the other party, and neither party shall, during the term of this Agreement or for a period of three (3) years subsequent to the termination of this Agreement, divulge to any person or organization, or use in any manner whatsoever, directly or indirectly, for any reason whatsoever, any of the Confidential Information of the other party without receiving the prior written consent of the other party. AVI and the Customer shall take such actions as may be reasonably necessary to ensure that its employees and agents are bound by the provisions of this Section, which actions shall, as may be reasonably requested by either party, include the execution of written confidentiality agreements with the employees and agents of the other party. The provisions of this Section shall not have application to any information that (i) becomes lawfully available to the public; (ii) is received without restriction from another person or organization lawfully in possession of such information; (iii) was rightfully in the possession of a party without restriction prior to its disclosure; or (iv) is independently developed by a party or its employees or agents without access to the other party's similar information.

**20. Nonsolicitation -** To the extent permitted by applicable law, during the term of this Agreement and for a period of one (1) year after the termination this Agreement, each Party agrees that it shall not knowingly solicit or attempt to solicit any of the other Party's executive employees or employees who are key to such Party's performance of its obligations under this Agreement ("Covered Employees"). Notwithstanding the foregoing, nothing herein shall prevent either Party from hiring as an employee any person who responds to an advertisement for employment placed in the ordinary course of business by that Party and/or who initiates contact with that party without any direct solicitation of that person by that Party or its agents.

**21. Price Quotations and Time to Install** – AVI often installs systems at the end of a construction project. The price quoted contemplates that AVI shall have access to the location for the time shown for AVI to complete its work after the work of all other contractors is substantially complete which means, generally, all other trades are no longer generating dust in the location, and final carpeting/flooring is installed (the "Prepared Area") Failure to give AVI access to the Prepared Area for the amount of time shown for the installation may result in increased installation costs, typically in a manner proportionate to the reduction of time given to AVI to complete its work compared to the original schedule.

**22. Price Quotations** – Unless otherwise specified, all prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the terms of each invoice. Payment in other forms, including credit card, p-card, or other non-cash payments shall be subject to a convenience above the cash price. Please speak to your AVI representative if you have any questions in this regard.

## Automatic Supplement

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

Department -	County Development, Emergency Management
Amount \$\$ -	\$4,088.00
Reason -	Homeland Security Grant for Dual Band P25 Radio
Receipt # -	2554 / 519893
Line # -	226-4-222-4390



Department Head Signature

10/05/2020

Date

BROOKINGS CO FINANCE OFFICE

REC#: 00519893 8/31/2020 11:35 AM  
OPER: LS TERM: 013  
REF#: 100669857

TRAN: 400.0000 Misc Receipts  
RECEIPT# 2554 state of south dakota  
homeland sec gr gy19  
ACCOUNT 2263-3312300 \$4088.00  
HOMEGR HOMELAND SECURTY GRANT

TENDERED: 4,088.00 CHECK  
APPLIED: 4,088.00-  
CHANGE: 0.00

<sup>\*Detach at Perforation\*</sup>  
VOID AFTER 180 DAYS FROM DATE OF ISSUE

STATE OF SOUTH DAKOTA

REMITTANCE ADVICE / NON-NEGOTIABLE

PAYEE: BROOKINGS COUNTY AUDITOR

WARRANT #: 100669857

DATE: 08/26/2020

DATE	INVOICE #	BDGU APPROVAL #	GROSS AMOUNT	NET AMOUNT
08/14/2020	HLS-2020-00282	1431 447252	4,088.00	4,088.00
SHSP LOCAL LAW ENFORCEMENT SD HLS GY19 CFDA 97.067 HLS				

226-3-331-2300

Home GR

homeland Sec Grant

4,088.00

4,088.00



**Citizen Interest Application**

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

*Please attach additional sheets if needed.*

Date Submitted: September 14, 2020 Appointment Applied For: Brookings Health System BOT  
 Last Name: Krogh First: Mary Anne  
 Address: 1011 Circle Dr.  
 City: Brookings State: SD Zip Code: 57006  
 E-mail Address: Maryanne.Krogh@sdstate.edu  
 Home Phone: 612-360-3777 Work Phone: 605-688-5778 Cell Phone: 612-360-3777

Describe Why You are Interested in this Board:

My background consists of board memberships that focused on board governance, finance, and leadership. While I believe this experience brings valuable skills to this position, I am also interested in continued development of important relationships within the community to work on critical healthcare issues, such as pandemic response, access to care, and robust health system.

Amount of Time Available:

I am available weekends and most evenings.

List Any Relevant Educational Experience:

1985	SDSU	BS	Nursing
1995	St. Mary's University of MN Minneapolis School of Anesthesia	MS	Nurse Anesthesia
2011	SDSU	PhD	Nursing

List Any Relevant Professional Experience:

1999-2011	Associate Program Director	Minneapolis School of Anesthesia
2011-2015	Clinical Director - Mount Marty College	Nurse Anesthesia
2015-2018	Program Director - Mount Marty College	Nurse Anesthesia
2018-2019	Dean, Nursing and Health Sciences	Mount Marty College
2019-present	Dean, SDSU College of Nursing	
2016-2018	Board of Directors, National Board for Certification and Recertification of Nurse Anesthetists	
	- President 2010-2012	

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

2013-2016	Church Council	Hope Lutheran Church
	VP	2013-2015
	President	2016
Brookings	Board of Health	1/2020-1/2023

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### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: 10-08-2020 Appointment Applied For: Extension Board  
 Last Name: Ford First: Debra  
 Address: 46272 200th St  
 City: Bruce State: SD Zip Code: 57220  
 E-mail Address: Fordfarms@hotmail.com  
 Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: 605-690-4721

Describe Why You are Interested in this Board:

I would like to keep working with 4-H  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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Amount of Time Available:

any  
 \_\_\_\_\_  
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List Any Relevant Educational Experience:

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List Any Relevant Professional Experience:

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

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520 3rd St • Suite 210 • Brookings, South Dakota • 57006 • Phone: (605) 696-8205 • Fax: (605) 696-8208  
Email: [commission@brookingscountysd.gov](mailto:commission@brookingscountysd.gov) • Website: <http://www.brookingscountysd.gov>

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Citizen Interest Application

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

Please attach additional sheets if needed.

Date Submitted: Sept 21 2020 Appointment Applied For: Extension Board
Last Name: Houtman First: Ronda
Address: 1300 Pheasant Rn Rd
City: Brookings State: SD Zip Code: 57006
E-mail Address: stewart.houtman@gmail.com
Home Phone: Work Phone: Cell Phone: 605-690-1206

Describe Why You are Interested in this Board:

I have been serving on this board and enjoy it.

Amount of Time Available:

I Can accommodate most any time

List Any Relevant Educational Experience:

Past 4-H participant.

List Any Relevant Professional Experience:

Set up HomeShow at Swiftel Center

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

Brookings Homebuilders / Homeshow  
SD Home Builders  
First Lutheran Church

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### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: 10-8-2020 Appointment Applied For: Extension Board  
Last Name: Parmely First: Ronny  
Address: 21936 47<sup>th</sup> Ave  
City: Brookings State: SD Zip Code: 57006  
E-mail Address: rparmely@itctel.com  
Home Phone: 605-693-4965 Work Phone: \_\_\_\_\_ Cell Phone: 605-695-2365

Describe Why You are Interested in this Board:

Have grandkids in 4-H. I believe 4-H is the best non school education program there is.

Amount of Time Available:

Whatever is needed

List Any Relevant Educational Experience:

BS in Agronomy from SDSU

List Any Relevant Professional Experience:

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

4-H leader

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RECEIVED OCT 07 2020



### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: October 7, 2020 Appointment Applied For: Extension Advisory Board

Last Name: Pickard First: Jennifer

Address: 47104 201st Street

City: Brookings State: SD Zip Code: 57006

E-mail Address: ferlynn@hotmail.com

Home Phone: 605-690-7306 Work Phone: 605-692-2183 Cell Phone: 605-690-7306

Describe Why You are Interested in this Board:

I am an avid supporter of Brookings County 4-H as well as other county extension opportunities.

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Amount of Time Available:

As necessary

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List Any Relevant Educational Experience:

I am a SD 4-H alum and have been a volunteer for Brookings County 4-H for 14 years. I have served as both a state and local project area judge for 4-H Achievement Days. Both of my children are Brookings County 4-H members.

List Any Relevant Professional Experience:

I previously served as secretary for the Brookings County Extension Advisory Board from 2013-2019.

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

I am a volunteer archery coach for FOCHEs JOAD. I volunteer in my children's classrooms at Deubrook Elementary Schools as well as a KidsPoint volunteer at GracePoint Wesleyan Church.

520 3rd St • Suite 210 • Brookings, South Dakota • 57006 • Phone: (605) 696-8205 • Fax: (605) 696-8208  
Email: [commission@brookingscountysd.gov](mailto:commission@brookingscountysd.gov) • Website: <http://www.brookingscountysd.gov>

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### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: 10-7-2020 Appointment Applied For: Extension Board  
Last Name: Stern First: Laura  
Address: 46898 197 Street.  
City: Bruce State: SD Zip Code: 57220  
E-mail Address: Laura faye stern @ hotmail.com  
Home Phone: 873-2064 Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Describe Why You are Interested in this Board:

Children are our future, 4-H is an  
organization that prepares our youth with  
hands-on and leadership experiences that  
will shape their futures.

Amount of Time Available:

5 hours per month

List Any Relevant Educational Experience:

- have taken Leadership and Strategic Management courses in college
- read books on child development and educational strategies

List Any Relevant Professional Experience:

- give presentations at job fairs and career exploration events.
- work with different teams and partners to accomplish work projects

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

Toastmasters  
Sunday School Teacher - Pease Lutheran Church

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**Citizen Interest Application**

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*Please attach additional sheets if needed.*

Date Submitted: 9/14/2020 Appointment Applied For: Extension Board

Last Name: Waldner First: Richard

Address: 1805 Edgebrook Circle

City: Brookings State: SD Zip Code: 57006

E-mail Address: jwaldner@itctel.com

Home Phone: 605-692-4615 Work Phone: \_\_\_\_\_ Cell Phone: 605-690-8120

Describe Why You are Interested In This Board: I have always actively supported the 4-H and Extension programs and would like to continue to do so. My daughters and grandchildren are active 4-H members and leaders. I have been a resident of Brookings County for over 50 years and farmed, raising cattle, horses, sheep, goats and rabbits as well as hay and crops. I worked for SDSU for 34 years with the last 7 years as Physical Plant Director that provided a background of people and resource management. I am currently serving on the Extension Board that gives me a familiarity with budgets, and facilities as well as future planning requirements.

Amount of Time Available: I am retired and have sufficient time for board and committee meetings and any special assignments.

List Any Relevant Educational Experience: Graduated from SDSU in Animal Science and Agriculture.  
Attended many Physical Plant Management conferences on time, space, budgets, and facilities  
management. As an approved horse show judge attended yearly national judging seminars. Served  
as judging team coach for 4-H, Quarter Horse and Paint Horse youth to compete at national contests.  
Served as a horse show judge approved by several breeds for over 35 years.

List Any Relevant Professional Experience: A lifetime of experience working with people, projects,  
and facilities. Decision making skills honed by many years of judging and daily decisions on  
personnel, projects and budgets at SDSU. At SDSU as Physical Plant Director, I was in charge of  
University Police Dept., engineering, grounds and trades shop, custodial, heating facilities and build-  
ing controls. I had 155 FTE, and 30-40 part time employees; and a budget of over 6M to oversee. I  
bred, owned and showed several State Champion Paint and Quarter Horses. Showed our stallion  
to a national title of AQHA Supreme Champion. Recognized by AQHA as a 50 year legacy breeder.

Other Community Involvement/Activities/Service Organizations You Are Involved In:   
First Lutheran Church; SDSU Retired Faculty Association; SDSU Alumni; Jackrabbit Club; Make A  
Difference Football Club; Womens and Mens SDSU BB Support; AQHA and SDQHA; SD Paint  
Horse Club (President); SD Horse Council (director). Past member of Brookings Historical  
Preservation representing SDSU; American Paint Horse Association National Director (Rules, and  
Judges Committees, Hall of Fame Committee). I served as SD State Fair Horse Dept Manager for  
several years. I was recognized as the Brookings County Friend of 4-H in 2016. In 2020 I was  
selected the Horseperson of the Year by the South Dakota Horse Council.



### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: 10-7-20 Appointment Applied For: 4-H Expansion

Last Name: Foster First: Joel

Address: 3911 18th St

City: Brookings State: SD Zip Code: 57006

E-mail Address: jbff@ite tel

Home Phone: 643-3955 Work Phone: \_\_\_\_\_ Cell Phone: 640-5875

Describe Why You are Interested in this Board:

extension of 4-H club leader role to help 4-H grow in  
Brookings County

Amount of Time Available:

as needed to attend meetings

List Any Relevant Educational Experience:

SDSD BS in Mech Eng

Lifetime 4-H club member

List Any Relevant Professional Experience:

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

4-H club leader, 4-H leaders Association

Aurora township clerk

Rural Fire Board Treasurer

1<sup>st</sup> Presby Church member

Preston Twp.  
Dist. A

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### Citizen Interest Application

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

*Please attach additional sheets if needed.*

Date Submitted: \_\_\_\_\_ Appointment Applied For: Planning and Zoning  
Last Name: Ford First: Chad  
Address: 14435 462nd Ave  
City: Bruce State: SD Zip Code: 57250  
E-mail Address: ChadFord54@gmail.com  
Home Phone: 605 6906461 Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Describe Why You are Interested in this Board:

Because I have been actively serving on the Planning and Zoning Board  
and enjoy doing my part to contribute to Brookings County Government.

Amount of Time Available:

What ever is needed

List Any Relevant Educational Experience:

HS Diploma

Bach of Ag Production

Bach of Ag Business

List Any Relevant Professional Experience:

± Farmer

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

Bruce Fire Department

Parnell Twp.  
Dist. 4

Please see reverse →

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**Citizen Interest Application**

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

*Please attach additional sheets if needed.*

Date Submitted: \_\_\_\_\_ Appointment Applied For: Zoning Board

Last Name: Diedrich First: Spencar

Address: 21858 479th Ave

City: Elkton State: SD Zip Code: 57026

E-mail Address: spencard@gmail.com

Home Phone: 693-4465 Work Phone: \_\_\_\_\_ Cell Phone: 695-2831

Describe Why You are Interested in this Board:

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount of Time Available:

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\_\_\_\_\_  
\_\_\_\_\_

**Describe why you are interested in this board:** I enjoy being involved in our local government and helping in shaping a successful and prosperous future for our community members.

**Amount of time available:** I have been serving as an alternate to the Zoning board for the past 8 months and have made it a priority to prepare myself for each meeting by taking the time necessary to view and research the agenda items and attend meetings.

**List any relevant educational experience:** During my 4 years in high school, I was heavily involved with the Parliamentary Procedure team through FFA. While attending SDSU, I was active in numerous collegiate boards and clubs.

**List any relevant professional experience:** I live and work on my families farm south east of Aurora and have a vested interest in the zoning decisions in Brookings County.

**Other community involvement/activities/service organizations in which you are involved:**

I am currently serving on a few other local boards.

Parnell Township – Treasurer

Elkton Rural Firetruck Fund – Secretary/Treasurer

Brookings County Association of Towns & Townships – Secretary/Treasurer

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Citizen Interest Application

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

Please attach additional sheets if needed.

Date Submitted: 9-30-2020 Appointment Applied For: Brookings County Weed and Pest

Last Name: Ripley First: Joel

Address: 3211 34th Ave

City: Brookings State: SD Zip Code: 57006

E-mail Address: joel.ripley@rtc.tol.com

Home Phone: 605-693-2691 Work Phone: Cell Phone: 605-690-5098

Describe Why You are Interested in this Board:

To advise and direct the Weed and Pest Supervisor on weed pressure and best chemicals to use on certain weeds. I travel a large portion of Brookings County in my day to day operation, so I can direct the Supervisor where new weed problems have started.

Amount of Time Available:

The Weed and Pest Board only meets 4 or 5 times a year, so time available is not a problem.

List Any Relevant Educational Experience:

I attend crop weed and herbicide tours annually and work closely with SDSU extension personnel. I have a private applicator license and CDL. I have two years of post secondary education. I employ a certified crop consultant, Central.

List Any Relevant Professional Experience:

I have farmed for 40 plus years, I have dealt with weeds for all of those years. I know when is the best time to spray how to kill weeds. I stay informed on new weeds that are coming into our areas. I know a lot of the land owners this board deals with.

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

I am currently a director for the ITC board of directors, member of the SD corn and soybeans associations, member of East Central Cattle Ass., past president, past president of the Ag First Farmers Coop board of directors.

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### Outdoor Adventure Center Advisory Board Application

Please attach additional sheets if needed.

Date Submitted: \_\_\_\_\_

Which Appointment with the OAC Board are you applying for? (Please circle one)

- 4-H Leader and/or Extension Board member
- OAC archery range volunteer
- member from the community at-large
- 4-H Shooting Sports Board member
- OAC pistol range volunteer

Last Name: Dupraz First: Andy

Address: 47530 210th St.

City: Aurora State: SD Zip Code: 57002

E-mail Address: cedupraz@itctel.com

Home Phone: 693-3191 Work Phone: \_\_\_\_\_ Cell Phone: 690-3406

Describe Why You are Interested in this Board:

4-H volunteer, kids in 4-H  
shooting sports instructor

\_\_\_\_\_  
 \_\_\_\_\_  
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Amount of Time Available:

as needed

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

List Any Relevant Educational Experience:

BHS grad

SDSU grad

List Any Relevant Professional Experience:

Past extension Board member

H<sub>2</sub>First Board member

Past Corn Utilization board member

Cattlemen's association board member

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

4-H, St Pauls Catholic Church member

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### Outdoor Adventure Center Advisory Board Application

Please attach additional sheets if needed.

Date Submitted: 9-29-2020

Which Appointment with the OAC Board are you applying for? (Please circle one)

4-H Leader and/or Extension Board member    OAC archery range volunteer    member from the community at-large

4-H Shooting Sports Board member    OAC pistol range volunteer

Last Name: Wendt    First: Terry

Address: 20717 470th Ave

City: Brookings    State: SD    Zip Code: 57006

E-mail Address: Wendt@itc tel.com

Home Phone: 605-695-2384    Work Phone: \_\_\_\_\_    Cell Phone: 605-695-2384

Describe Why You are Interested in this Board:

To help explain Shooting Sports to the Board

Amount of Time Available:

Flexible

List Any Relevant Educational Experience:

Military Leadership Courses.

List Any Relevant Professional Experience:

27-Year Military Service  
Deployed twice.

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

Member of NRA, Optimist club member.

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Outdoor Adventure Center Advisory Board Application

Please attach additional sheets if needed.

Date Submitted: Sept 17, 2020

Which Appointment with the OAC Board are you applying for? (Please circle one)

- 4-H Leader and/or Extension Board member
OAC archery range volunteer
member from the community at-large
4-H Shooting Sports Board member
OAC pistol range volunteer

Last Name: Sigl First: Arden

Address: 2001 Orchard Drive

City: Brookings State: SD Zip Code: 57006

E-mail Address: sigla@brookings.net

Home Phone: 605-692-8822 Work Phone: Cell Phone:

Describe Why You are Interested in this Board:

see the attached page

Amount of Time Available:

see the attached page

List Any Relevant Educational Experience:

*see the attached page*

List Any Relevant Professional Experience:

*see the attached page*

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

*see the attached page*

OAC Advisory Board Application: (Draft) Sept 17, 2020

Describe why you are interested in this Board:

I appreciate the confidence that the County Commission has placed in me by my previous appointments to the Advisory Board. Why am I interested? I want to continue to serve.

I have extensive experience on the firearm range not only as a volunteer NRA Certified RSO, but serving as a member and Chair (Until January 2020) of the PRC. I served as a Board Member of the previous Nonprofit Group that built the facility. This facility is a great asset for the Brookings area.

I believe I am qualified, if reappointed, I will enjoy continuing to serve on the Outdoor Adventure Center Advisory Board.

Amount of time Available:

I am retired. I volunteer several hours per week on the range and will continue this effort.

List any Relevant Educational Experience:

I am retired from SDSU (2009) and hold the title of Professor Emeritus of Civil and Environmental Engineering.

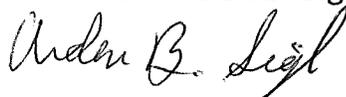
List any Relevant Professional Experience:

I am educated as a Civil Engineer (BS and MS, SDSU) with a structural specialty. I hold a PHD from North Western University. I am a Life member in the American Society of Civil Engineers (ASCE) and The National Society of Professional Engineers (NSPE). For many years I held a Professional Engineers License issued by the State of South Dakota. As of January 1 of 2019, I requested that this license be placed on retired status.

Other Community Involvement/Activities/Service Organizations in which you are involved.

None

Submitted: Arden B. Sigl



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### Outdoor Adventure Center Advisory Board Application

Please attach additional sheets if needed.

Date Submitted: 9/14/20

Which Appointment with the OAC Board are you applying for? (Please circle one)

- 4-H Leader and/or Extension Board member    OAC archery range volunteer    member from the community at-large
- 4-H Shooting Sports Board member    OAC pistol range volunteer

Last Name: Reed First: Tim

Address: 627 Medany Ave

City: Brookings State: SD Zip Code: 57006

E-mail Address: timothysreed@gmail.com

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: 691-0452

Describe Why You are Interested in this Board:

The BCOAC is a great asset to the City and County. I want to make sure it prospers and works well for the community.

Amount of Time Available:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List Any Relevant Educational Experience:

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List Any Relevant Professional Experience:

Mayor of Brookings  
State Legislator

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

Boy Scout Merit Badge Counselor

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

## STAFF REPORT:

### Scheduled Agenda Items

#### Regular Business Items

- ❖ Plats: There are three plats that were all approved unanimously by the Planning & Zoning Commission.
- ❖ AVI Agreements: These are similar agreements for the audio upgrades in Courtrooms A & B at the Courthouse.
- ❖ Automatic Supplement: This is reimbursement for a Homeland Security grant that Bob received for Emergency Management.
- ❖ Board Appointments: We had applications submitted by the deadline for every position except the position on the First District Planning Board, one spot on the 4-H Promotion & Expansion Committee and the Archery Range volunteer for the BCOAC Advisory Board. We did receive an application for the BCOAC position just past the deadline. We will re-advertise these positions, as well as an alternate position on the Planning & Zoning Commission if the Board approves Spencar Diedrich's application. Diedrich is currently an alternate to that board.

#### Director's Report

- The General Fund surplus analysis information is attached to my report. We're at just shy of 27% for September month-end, which is well about the 20% 10-year average.
- Also included with my report is information on the I-29 20<sup>th</sup> Street South Interchange Project. The draft Environmental Assessment will be available on the project website at 5:00 PM on Monday, October 19, 2020. The deadline to submit comments is Thursday, November 19, 2020. That website is [www.20thstinterchange.com](http://www.20thstinterchange.com).
- Work Plan Update: I have updated the work plan (updates are in green) for October.

#### Public Notices

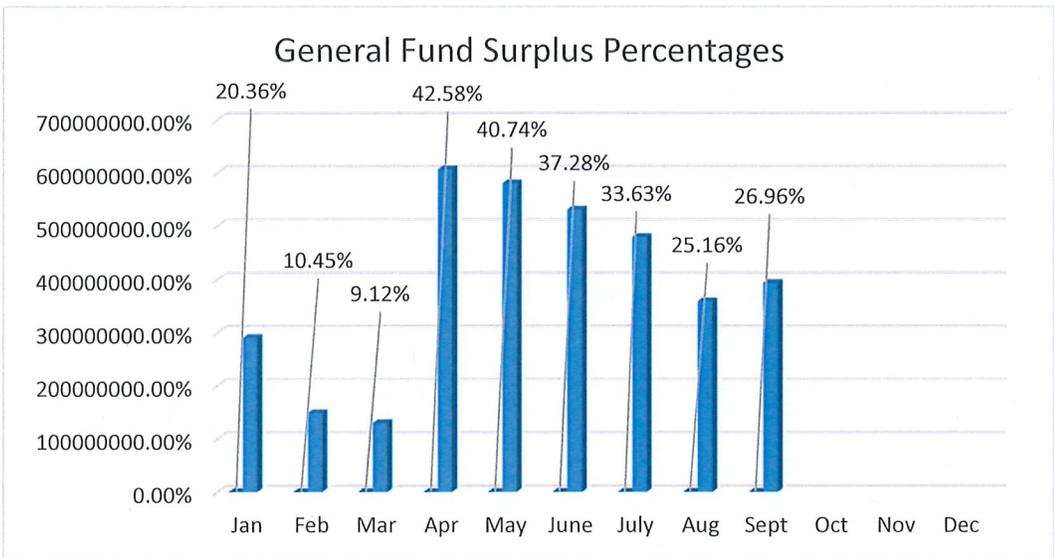
- ✓ Department Head Reviews, Tuesday, October 27, 2020, 8:00 AM in the Chambers of the Brookings City & County Government Center.
- ✓ Wednesday, November 11, 2020 – Offices closed in honor of the Veterans Day holiday.
- ✓ Retirement Open House for Finance Officer, Vicki Buseth, Friday, November 13, 2020, 2:00 PM – 4:00 PM; program at 3:00 PM.
- ✓ Thursday & Friday, November 26-27, 2020 – Offices closed in honor of the Thanksgiving Day holiday.

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

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	33.63%	\$ 4,786,095.27
Aug	25.16%	\$ 3,581,346.72
Sept	26.96%	\$ 3,924,555.35
Oct		
Nov		
Dec		



# General Fund Surplus Cash Analysis Yearly Comparisons

## 2020

Jan	20%
Feb	10%
Mar	9%
Apr	43%
May	41%
June	37%
July	34%
Aug	25%
Sept	27%
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

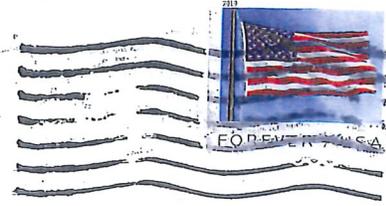
Jan	-
Feb	19%
Mar	18%
Apr	46%
May	43%
June	40%
July	28%
Aug	26%
Sept	19%
Oct	44%
Nov	33%
Dec	23%



101 S. Phillips Avenue  
Suite 401  
Sioux Falls, SD 57104

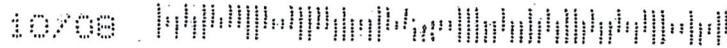


409 22<sup>nd</sup> Avenue South  
Brookings, SD 57006



BROOKINGS COUNTY  
520 3RD ST STE 210  
BROOKINGS, SD  
57006

**I-29 20<sup>th</sup> Street South Interchange Project  
Notice of Draft Environmental Assessment Availability**



Notice of Draft  
Environmental Assessment  
Availability

**I-29 20<sup>th</sup> Street South Interchange Project  
Notice of Draft Environmental Assessment Availability**

**Project EM 0295(45)130 PCN 020V**

On Monday, October 19, 2020 at 5:00 p.m. the draft Environmental Assessment completed for the I-29 Exit 130 (20th Street South) Interchange Project will be released to the project website: [www.20thstinterchange.com](http://www.20thstinterchange.com).

On the website, you may read the draft Environmental Assessment, view a new presentation, and submit your comments. The presentation will summarize project activities since April and summarize the findings of the Environmental Assessment. The deadline for submission of comments via the website is November 19, 2020.

Due to restrictions in public gatherings from the COVID-19 virus, the online posting of the draft Environmental Assessment and the presentation are in lieu of a Public Meeting.

The project proposes construction of a new interchange along I-29 at 20<sup>th</sup> Street South (approximately 2 miles south of US14/6<sup>th</sup> Street) as well as construction of 20<sup>th</sup> Street South from 22<sup>nd</sup> Avenue South to 34<sup>th</sup> Avenue South. Construction is scheduled for year 2022.

Printed versions of the Environmental Assessment are available for review at the SDDOT Brookings Area Office and the Brookings City-County Government Center

For information regarding this project, contact Jackie Lanning, City of Brookings (605-692-6629), or James Unruh, HDR (605-977-7740).

# Work Plan Topics

October 2020

1. Roads & Bridges
  - a. BIG/LFBR program projects
    - i. River Bridges – construction continues; completion scheduled for November 2020
    - ii. Sinai Bridge – bid October 2020; tentative construction beginning in spring 2021
    - iii. Bruce Bridge – bid October 2020; start construction January 2021
    - iv. Received one LFBR grant
  - b. 5-year plan - 2021
    - i. 2021 – 2025 Plan approval October 2020
  - c. 2020 Budget
    - i. Township Grant Dollars: Paid Oak Lake; waiting for completed project from Volga Township.
  - d. Future planning – adjust fund balance assignments before year-end; supplemental budget hearing needed.
2. Jail Expansion
  - a. Construction is underway. Groundbreaking held October 2020.
3. Joint Jurisdiction Committee
  - a. Ordinance was approved by the Joint Jurisdiction Committee on 09/19/19 and sent to City & County Planning & Zoning Commissions for review and approval.
  - b. City & County Planning & Zoning Commissions, in joint sessions, are reviewing the draft ordinance.
4. BCOAC
  - a. Dustin Huber hired as Director
  - b. Parking lot project complete
5. BATA space at Highway/storage concerns:
  - a. Continue discussions on a potential new location for BATA/purchase of BATA building
  - b. Commission assigned \$200,000 for future purchase of BATA bus garage building.
  - c. BATA is working/in discussions with the Brookings School District on finding a new, joint location for both BATA and the school's bus barn.
6. 2019 budget discussion on bike trail between Brookings and Aurora, 213<sup>th</sup> Street
7. I-29 Overpass
  - a. Passed a resolution supporting the city's grant application for the project and up to \$2 million in funding.
  - b. Commission approved spending \$5,000 toward a cost/benefit survey for the 2019 20<sup>th</sup> Street Interchange grant application on 6/18/19.
  - c. BUILD grant was approved. Commissioner Jensen, Highway Superintendent Gustad, Commission Dept. Director Steffensen are attending meetings to get updates on the project. City is working with SDDOT to help administer the project. County working with city on MOU for funding the project.
  - d. City Engineer Jackie Lanning is sending weekly updates on the project.
  - e. 30% cost estimate presented in September 2020.
8. Self-evaluation of county's organization
  - a. Working through the Communities of Excellence program
  - b. Stacy is now attending the Communities of Excellence weekly meetings.
  - c. Stacy submitted the 2019 Year in Review

9. Drainage Concerns – Medary Township

- a. Meeting held at BCOAC February 2019
- b. Drainage meeting held on 01/21/20 – discussion on creating an ad hoc committee to look at blocked drainage-ways and other potential issues.
- c. Commission approved formation of an ad hoc committee to review drainage issues on 02/04/2020.
- d. Request for funding a Feasibility Study in Medary Township - \$50,000

10. Medary Monument

- a. County owns monument and is working on repairs/maintenance and upkeep with Daughters of the American Revolution Brookings Chapter.
- b. Will conduct maintenance of the monument in 2020 and review upkeep of the site.
- c. Repair project complete.

11. Samara Avenue – through Volga

- a. Request from City of Volga to take over a portion of Samara Avenue through the city and to do a renovation project on that stretch of road. Committee of Commissioners Bartley and Jensen, as well as Highway Superintendent Brian Gustad will continue to work with Volga city representatives.
- b. A meeting was held on 1/27/20 – discussion on county keeping the road and doing the project jointly with the City of Volga. County would pay to upgrade the road; City of Volga would pay for curb/gutter, utility, sidewalk, etc... improvements.
- c. Committee formed to hold additional discussions. Commissioners Boersma and Jensen, Highway Superintendent Gustad are on that committee.

12. Homeless Housing

- a. Ad hoc committee has held a couple of meetings chaired by Commissioner Boersma.



Original Artwork by a Club Member  
Great futures really do start with you.

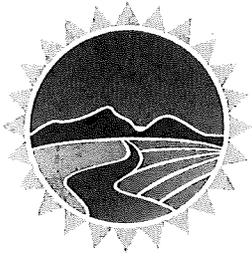
**Your generosity  
is on FIRE!!**



By: Harper Harris

Brookings County Commissioners,  
We would like to thank each  
of you for the recent pledge payment  
that will go directly to helping  
make a positive impact on our  
area youth. We appreciate the  
ongoing support and partnerships  
that we have with Brookings  
County!

Trish Lease  
CEO  
Boys & Girls Club  
of the Northern Plains



**DENR**  
SOUTH DAKOTA

DEPARTMENT of ENVIRONMENT  
and NATURAL RESOURCES

JOE FOSS BUILDING  
523 EAST CAPITOL  
PIERRE, SOUTH DAKOTA 57501-3182  
denr.sd.gov

October 6, 2020

Dr. Barry Kerkaert  
Bobcat Farms RE, LLC  
P.O. Box 188  
Pipestone, MN 56164-0188

Re: Revised Nutrient Management Plan (NMP)

Dear Dr. Kerkaert:

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 August 27, 2018, and permitted on June 14, 2019. You received state permit coverage under the 2017 general permit on June 14, 2019 (**State Permit # SDG-100557**).

Fields Being Added to NMP					
Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
16	Brookings	NW 1/4 of NE 1/4, Sec. 6, T110N, R47W	22.4	Yes	No
32	Brookings	SW 1/4, Sec. 6, T110N, R47W	137.2	Yes	No
33	Brookings	SE 1/4, Sec. 6, T110N, R47W	125.1	Yes	No
34	Brookings	NE 1/4 Sec. 7, T110N, R47W	119.4	Yes	No
35	Brookings	NW 1/4, Sec. 8, T110N, R47W	119.1	Yes	No
39	Brookings	NW 1/4, Sec. 25, T111N, R48W	82.1	Yes	No
41	Brookings	NW 1/4, Sec. 24, T111N, R48W	105.4	Yes	No
46	Brookings	NW 1/4 and N 1/2, Sec. 2, T110N, R48W and S 1/2 of S 1/2, Sec. 35, T111N, R48W	221.8	Yes	No
48	Brookings	S 1/2 and E 1/2 of NE 1/4, Sec. 26, T111N, R48W	191.4	Yes	No
49	Brookings	N 1/2, Sec. 34, T111N, R48W	159.1	Yes	Yes
50	Brookings	N 1/2 of N 1/2, Sec. 35, T111N, R48W	38.5	Yes	Yes
51	Brookings	NE 1/4, Sec. 1, T110N, R48W and S 1/2 of S 1/2, Sec. 36, T111N, R48W	69.6	Yes	No

Fields Being Added to NMP					
Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
52	Brookings	Sec. 31, T111N, R47W and NW 1/4, Sec. 6, T110N, R47W	218.7	Yes	Yes
53	Brookings	N 1/2 of N 1/2 of SW 1/4, Sec. 1, T110N, R48W	26.1	Yes	No

A portion of fields 39, 41, 46, 48, 49, 50, and 52 are within ¼ mile of a stream where Topeka shiners have been observed or have potentially occupied. You need to review your Endangered Species Action Plan prior to land applying to any of these fields.

None of the new fields are identified as winter or emergency manure application areas. Currently, *Fields 15 and 31* 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 16, 32, 33, 34, 35, 39, 41, 46, 48, 49, 50, 51, 52, and 53* 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 0 to 2 feet prior to manure application.

*Fields 49, 50, and 52* are also identified as being located over a shallow aquifer and have additional soil testing requirements. For these fields, soil tests are required from 0 to 2 feet and 2 to 4 feet prior to manure application. Please refer to section 1.4.4.3., beginning on page 35 of the 2017 general permit for the annual nutrient management requirements.

For fields that require additional soil testing from 2 to 4 feet, you have the option to either conduct the initial 0 to 2-foot and the 2 to 4-foot soil test prior to land application of manure or the alternative option to conduct the initial 0 to 2-foot soil test prior to manure application and a second 0 to 2-foot soil test within four weeks after harvesting the crop. Please refer to section 1.4.4.3., beginning on page 35 of the 2017 general permit for the annual nutrient management requirements.

Dr. Barry Kerkaert  
Bobcat Farms RE, LLC  
October 6, 2020  
Page 3 of 4

**You must notify the department in writing if you plan to use the post-harvest soil sampling option.**

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 be accredited by the **North American Proficiency Testing Programs' Proficiency Assessment Program** and the labs that are currently accredited 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.

Dr. Barry Kerkaert  
Bobcat Farms RE, LLC  
October 6, 2020  
Page 4 of 4

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 Spencer Van Overbeke, Feedlot Permit Program at (605) 773-3351. Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Wegleitner', with a large, sweeping flourish extending to the right.

Paul N. Wegleitner  
Natural Resources Project Engineer  
Feedlot Permit Program

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

Enclosures: Field List  
Field Map

# Bobcat Farms RE, LLC Approved Field List

October 6, 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. Please refer to section 1.4.4.3., beginning on page 35 of the 2017 general permit for the annual nutrient management requirements.

For fields that require additional soil testing from 2 to 4 feet, you have the option to either conduct the initial 0 to 2-foot and the 2 to 4-foot soil test prior to land application of manure or the alternative option to conduct the initial 0 to 2-foot soil test prior to manure application and a second 0 to 2-foot soil test within four weeks after harvesting the crop. Please refer to section 1.4.4.3., 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.**

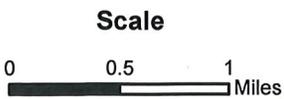
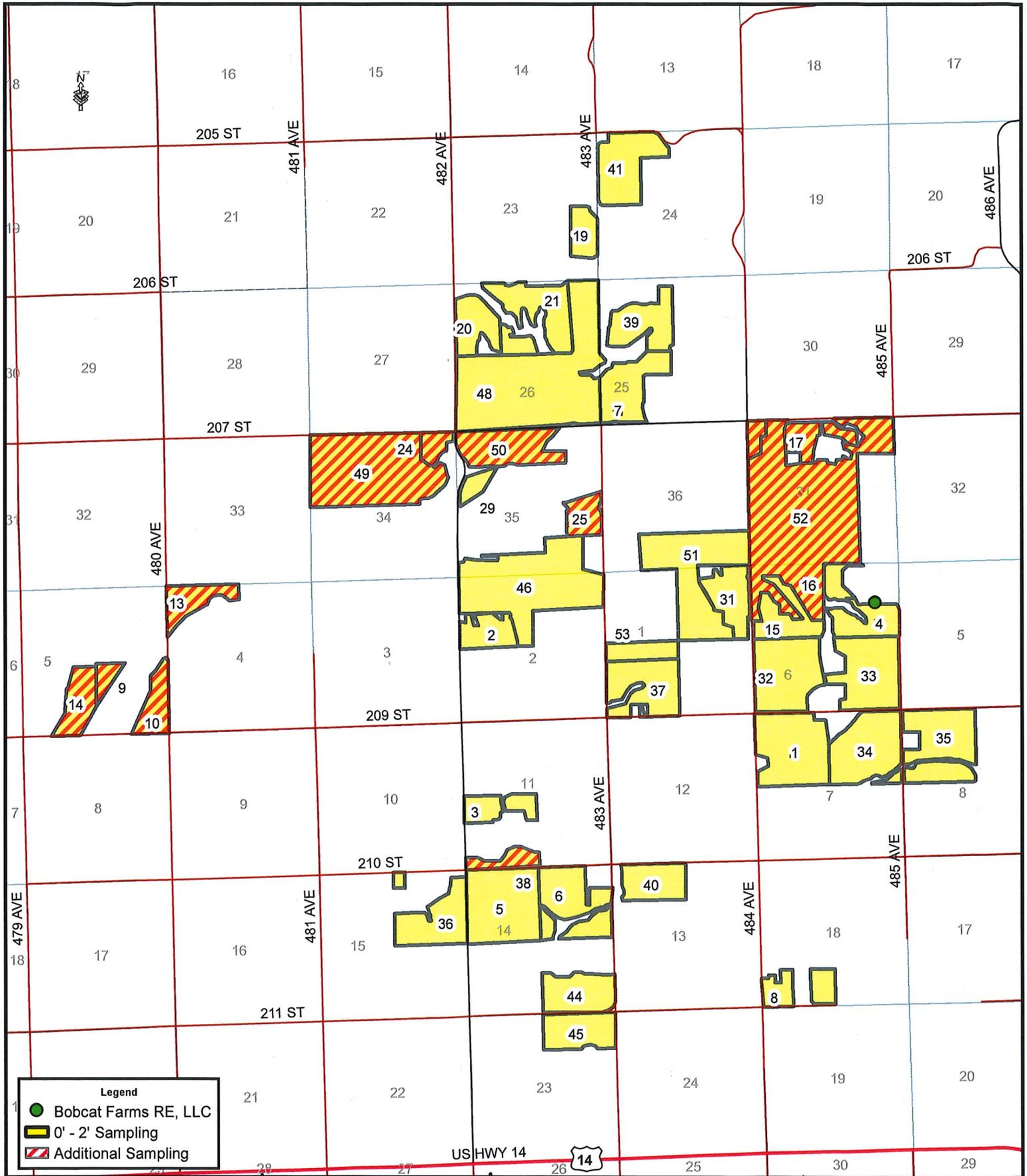
The fields listed in Table 1 below are approved for the land application of manure or process wastewater. **Before manure or wastewater can be applied to these fields, you must have a current soil test and use the table on page 34 of the 2017 general permit to determine whether the field fits into a 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 – Bobcat Farms RE, LLC Approved Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
1	Mark's	Brookings	NW ¼, Section 7, T110N, R47W	142.4	142.4	Yes	No
2	Frederiksen 80	Brookings	S ½ of NW ¼, Section 2, T110N, R48W	53.4	53.4	Yes	No
3	Bruning Home N	Brookings	N ½ of SW ¼, Section 11, T110N, R48W	46.7	46.7	Yes	No
4	Sonnek Qtr	Brookings	S ½ of NE ¼, Section 6, T110N, R47W	60.1	59.1	Yes	No
5	West Qtr	Brookings	NW ¼, Section 14, T110N, R48W	154.1	154.1	Yes	No
6	Home QtR	Brookings	NE ¼, Section 14, T110N, R48W	120.2	120.2	Yes	No
7	Sub-Station	Brookings	SW ¼, Section 25, T111N, R48W	94.4	94.4	Yes	No
8	Jansen's	Brookings	S ½ of SW ¼, Section 18, T110, R47W	52.2	52.2	Yes	No
9	The 80	Brookings	W ½ of SE ¼, Section 5, T110N, R48W	19.3	19.3	Yes	Yes
10	Corn Crib	Brookings	E ½ of SE ¼, Section 5, T110N, R48W	45.0	45.0	Yes	Yes
13	Utley's	Brookings	NW ¼, Section 4, T110N, R48W	55.9	53.7	Yes	Yes
14	Fisk Place	Brookings	SW ¼, Section 5, T110N, R48W	56.7	56.7	Yes	Yes
15	Krutz Ranch S	Brookings	NW ¼, Section 6, T110N, R47W	68.7	68.7	Yes	No
16	Bobcat barn (west)	Brookings	NW 1/4 of NE 1/4, Section 6, T110N, R47W	23.4	22.4	Yes	No
17	Krutz Ranch N	Brookings	NW ¼ and NW ¼ of NE ¼, Section 31, T111N, R47W	56.1	56.1	Yes	Yes
19	Steel Coral	Brookings	E ½ of SE ¼, Section 23, T111N, R48W	38.3	38.3	Yes	No
20	Norfeld Crop	Brookings	NW ¼, Section 26, T111N, R48W	63.9	63.9	Yes	No

Table 1 – Bobcat Farms RE, LLC Approved Nutrient Management Plan Fields							
Line #	Field or Tract #	County	Legal Description	Acres		Soil Sampling	
				Total	Available	0-2'	Additional
21	Norfeld Grass	Brookings	E ½ of NW ¼ and W ½ of NE ¼, Section 26, T111N,	130.0	130.0	Yes	No
24	Sheffield Hill	Brookings	NE ¼ of NE ¼, Section 34, T111N, R48W	23.6	23.6	Yes	Yes
25	Eckers	Brookings	NE ¼ of SE ¼, Section 35, T111N, R48W	40.3	40.3	Yes	Yes
29	Sheffield Creek	Brookings	SW ¼ of NW ¼, Section 35, T111N, R48W	18.8	18.8	Yes	No
31	Ed's	Brookings	NE ¼, Section 1, T110N, R48W	69.9	69.9	Yes	No
32	Pankonin SW6	Brookings	SW 1/4, Section 6, T110N, R47W	137.2	137.2	Yes	No
33	Pankonin SE6	Brookings	SE 1/4, Section 6, T110N, R47W	129.6	125.1	Yes	No
34	Pankonin NE7	Brookings	NE 1/4 Section 7, T110N, R47W	135.4	119.4	Yes	No
35	Pankonin NW8	Brookings	NW 1/4, Section 8, T110N, R47W	139.1	119.1	Yes	No
36	Tom's home	Brookings	NE ¼, Section 15, T110N, R48W	99.6	99.6	Yes	No
37	Eeilers	Brookings	SW ¼, Section 1, T110N, R48W	113.6	113.6	Yes	No
38	Bruning Home S	Brookings	S ½ of SW ¼, Section 11, T110N, R48W	28.4	28.4	Yes	Yes
39	Alber's	Brookings	NW 1/4, Section 25, T111N, R48W	84.6	82.1	Yes	No
40	Frank's	Brookings	N ½ of NW ¼, Section 13, T110N, R48W	67.3	67.3	Yes	No
41	Larson SW	Brookings	NW 1/4, Sec. 24, T111N, R48W	107.4	105.4	Yes	No
44	Groen N.80	Brookings	S ½ of SE ¼, Section 14, T110N, R48W	75.3	75.3	Yes	No
45	Groen S.80	Brookings	N ½ of NE ¼, Section 23, T110N, R48W	74.1	74.1	Yes	No
46	Grass-Pasture	Brookings	NW 1/4 and N 1/2, Section 2, T110N, R48W and S 1/2 of S 1/2, Section 35, T111N, R48W	267.8	221.8	Yes	No
48	Grass-Pasture	Brookings	S 1/2 and E 1/2 of NE 1/4, Section 26, T111N, R48W	371.4	191.4	Yes	No
49	Grass-Pasture	Brookings	N 1/2, Section 34, T111N, R48W	251.1	159.1	Yes	Yes
50	Grass-Pasture	Brookings	N 1/2 of N 1/2, Section 35, T111N, R48W	96.5	38.5	Yes	Yes
51	Grass-Pasture	Brookings	NE 1/4, Section 1, T110N, R48W and S 1/2 of S 1/2, Section 36, T111N, R48W	189.6	69.6	Yes	No
52	Grass-Pasture	Brookings	Section 31, T111N, R47W and NW 1/4, Section 6, T110N, R47W	492.7	218.7	Yes	Yes
53	Grass-Pasture	Brookings	N 1/2 of N 1/2 of SW 1/4, Section 1, T110N, R48W	38.1	26.1	Yes	No
<b>Total Acres:</b>				<b>4,332.2</b>	<b>3,501.0</b>		

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

# Bobcat Farms RE, LLC Approved Land Application Fields



**DENR**  
SOUTH DAKOTA

<b>FACILITY NAME:</b> Bobcat Farms RE, LLC	<b>PERMIT NUMBER:</b> SDG-100557
<b>LEGAL DESCRIPTION:</b> N 1/2 of the NE 1/4 of Sec. 6, T110N, R47W	
<b>COUNTY:</b> Brookings	<b>DATE:</b> 10/6/2020

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



**DENR**  
SOUTH DAKOTA

DEPARTMENT of ENVIRONMENT  
and NATURAL RESOURCES

JOE FOSS BUILDING  
523 EAST CAPITOL  
PIERRE, SOUTH DAKOTA 57501-3182  
denr.sd.gov

October 6, 2020

Kyle Kramer  
Kramer Farms  
408 3<sup>rd</sup> Ave S, #149  
Brookings, SD 57006

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

Dear Mr. Kramer:

The Department of Environment and Natural Resources (DENR) received a landowner request to remove the fields listed in the following table from your approved phosphorus-based nutrient management plan (NMP). Your existing phosphorus-based NMP is part of your application for coverage under the *2003 General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit). Your animal feeding operation was originally approved on November 20, 1997, and permitted on November 12, 1998, (**general permit # SDG-0100134**).

Fields Being Removed from NMP					
Field #	County	Legal Description	Available Acres	Soil Sampling Requirements	
				0-2 feet	Additional
1	Brookings	S ½, Sec. 6, T110N, R47W	259.0	Yes	No
2	Brookings	NW ¼, Sec. 8, T110N, R47W	112.6	Yes	No
4	Brookings	NE ¼, Sec. 7, T110N, R47W	129.7	Yes	No

We are approving the modifications and are removing *Fields 1, 2, and 4* from your approved phosphorus-based NMP. **With the removal of these fields, you do not have adequate land available in your NMP to meet the permit requirements. 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.

We received your permit application for state permit coverage under the *2017 General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (2017 general permit) on January 23, 2019. However, we have also received a Transfer of Ownership form indicating your operation has been sold to Christensen Farms & Feedlots, Inc. Christensen Farms & Feedlots, Inc. has indicated that the barns have been depopulated to allow for the upper structures of the barns to be reconstructed, a new nutrient management plan is in the process of being developed, and the barns will not be repopulated until the permit is transferred and state permit coverage under the 2017 general permit is granted. **Until adequate land is available, or coverage is granted under the 2017 general permit, the barns cannot be populated, and the deep pits cannot be used to store manure or wastewater.**

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.

Kyle Kramer  
Kramer Farms  
October 6, 2020  
Page 2 of 2

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

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

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

One copy of the field removal request 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 Spencer Van Overbeke, Feedlot Permit Program at (605) 773-3351. Thank you for your cooperation.

Sincerely,



Paul N. Wegleitner  
Natural Resources Project Engineer  
Feedlot Permit Program

cc: Adam Barka, Christensen Farms & Feedlots, Inc. P.O. Box 3000, Sleepy Eye, MN 56085  
**Brookings County Commissioners**  
Kevin Banken, Centrol, Brookings, SD

Enclosures: Field List  
Field Map