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, May 19, 2020**

2. **Pledge of Allegiance**

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

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

4. **Approval of Agenda**

   Action: Motion to Approve, Request Comments, Voice Vote

5. **Consent Agenda Items**

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

   A. Approval of minutes

      Documents:

      05-05-2020 Minutes.pdf

   B. Approval of travel requests

   C. Approval of personnel action notices

      Documents:

      Personnel Action Notice Report 05192020.pdf

   D. Approval of cellular authorizations

   E. Approval of the Human Services report

6. **Routine Business**

   A. Approval of claims

      Action: Motion to Approve, Comments, Roll Call

      Documents:

CLAIMS 5.19.2020.pdf
DEPARTMENT OF REVENUE CLAIM.pdf

B. Department Head reports

C. Finance Officer's Report

Be it Noted:

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

Documents:

Finance Officer Report.pdf

i. Action to approve the second quarter 2020 general fund transfers to the Road & Bridge Fund and Emergency Management Fund per budget appropriations.

Action: Motion to Approve, Comments, Voice Vote

a. From General Fund 101-4-911-4294 to Highway & Bridge Fund 201-3-371-0000 in the amount of $750,000.

b. From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of $21,250.

7. Scheduled Agenda Items

A. 9:00 AM - Brookings Fire Chief Darrell Hartmann

i. Action to approve an expense from the Fire Department Long Term Fund in the amount of $81,288.

Action: Motion to Approve, Comments, Roll Call

Documents:

Fire Dept Claim.pdf

B. 9:05 AM - Nicole Biever or Tim Lease with the Boys & Girls Club

i. Action to approve the Alternatives to Detention Support Subgrant Application.

Action: Motion to Approve, Comments, Roll Call

Documents:

2020 ATD Support Application with Attachments.pdf

C. 10:20 AM - Executive Session - in accordance with SDCL §1-25-2(4)(6): contract negotiations and security.

8. Regular Business

A. Action to approve Resolution #20-21: a plat of Lot 1 of Richarz Addition in the SE ¼ of Section 35, T109N, R52W of the 5th P.M., Brookings County, South Dakota.

Action: Motion to Approve, Comments, Roll Call

Documents:

Res 20-21 2020plat009.pdf

B. Action to approve Resolution #20-22: a resolution limiting vote center locations for the June 2, 2020 Primary Election.

Action: Motion to Approve, Comments, Roll Call

Documents:

Res 20-22 Limiting Vote Centers.pdf

C. Action to approve Agreement #20-23: a State of South Dakota Department of Transportation Bridge Improvement Grant Agreement for Rehabilitation/Replacement – Local Administration.

Action: Motion to Approve, Comments, Roll Call

Documents:

Agr 20-23 BIG.pdf

D. Action to approve Agreement #20-24: an application for occupancy of right-of-way of county highways made by Gene & Ann Blondheim in Laketon Township.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Agr 20-24 ROW Blondheim.pdf

E. Action to approve the following renewals for on/off sale malt beverage and South Dakota farm wine licenses for July 1, 2020 through June 30, 2021.

Action: Motion to Approve, Comments, Voice Vote

Documents:

Liquor License Renewal Letter.pdf

i. Brookings Country Club, Inc.

Documents:

Brookings Country Club.pdf

ii. Cuzins, LLC (The Boathouse)

Documents:

Cuzbins.pdf

iii. Beach Bums, Inc. (Danceland Campground)

Documents:

Beach Bums.pdf

iv. William Ross (Good Roots Farm & Gardens)

Documents:

William Ross.pdf

v. Schade Vineyard, Inc.

Documents:

Schade Vineyard.pdf

vi. Skyview Junction, LLC

Documents:

Skyview Junction.pdf

vii. K&K Enterprises, Inc. (The Corner Gas & Goodies)

Documents:

K, K Enterprises.pdf

viii. Wagon Wheel Resort, LLC

Documents:

Wagon Wheel Resort.pdf

F. Action to approve a Request to Fill Vacancy for an Equipment Mechanic Fabricator/Welder in the Highway Department.

Action: Motion to Approve, Comments, Voice Vote

Documents:

RFV - Mech, Welder.pdf

9. Commission Department Director's Report

Documents:

Commission Report.pdf
City of Brookings Property Annexation 1.pdf
City of Brookings Property Annexation 2.pdf
Procedures for Due Process, Resolutions.pdf

10. States Attorney's Office Report

11. Commissioner Reports and Discussion Items

A. Correspondence received

Documents:

DENR to Golden Dakota Farms, Manure Management.pdf
DENR to Golden Dakota Farms.pdf

12. Executive Session

13. **Adjournment**

    Action: Motion to Approve, Voice Vote

14. **Public Notices**

    - *County offices will be closed Monday, May 25, 2020 in honor of the Memorial Day holiday.*
    - *FY2021 budget hearings will be held on Thursday, June 18, 2020 starting at 8:00 AM in the Community Room (300) of the Brookings City & County Government Center in Brookings.*

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, MAY 5, 2020

The Brookings County Board of County Commissioners met in regular session on Tuesday, May 5, 2020 with the following members present: Michael Bartley, Larry Jensen, Angela Boersma and Ryan Krogman. Lee Ann Pierce was present via telephone.

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 Krogman, seconded by Boersma to approve the agenda for the May 5, 2020 Commission Meeting. All members voted "aye." Motion carried.

CONSENT AGENDA

Motion by Boersma, seconded by Jensen to approve the consent agenda. Roll call vote: Pierce "aye," Boersma "aye," Krogman "aye," Jensen "aye," Bartley "aye." Motion carried. The consent agenda consisted of the minutes from the April 14, 2020 Equalization Board Meeting and the minutes from the April 21, 2020 Commission Meeting.

Travel Requests: Robert Hill to attend the American Planners Association Conference digitally on April 29th-May 1st in Brookings; Manual Langstraat to attend a Taser Instructor Re-Certification class on June 15th in Huron.

Personnel Action Notices: voluntary resignation- Donald (DJ) Reker, effective April 24, 2020; position change- Full-time Finance Assistant II Kimberly Laabs to $18.34, effective April 27, 2020; new hire- Temporary Seasonal Laborer Colin Walth at $15.87, effective April 28, 2020.

Cellular Authorizations: Kristen Witchey- Data Plan at $45/month; Jennifer Beller- Basic Usage at $30/month and Data Plan at $45/month; Dennis Carmichael- Basic Usage at $30/month.

Human Services Report: case #20-023 for rent was approved.

ROUTINE BUSINESS

Approval of Claims

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

A&B Business Inc, Copier Contract, $372.72; Ag-News, Publishing, $99.00; Alex Luke, Scissorlift Rental, $95.85; Allegra Print & Imaging, Record Books, $168.10; Allegra Print & Imaging, Murfield/Chester Bus Cards, $160.33; Alphamedia Usa LLC, Blitz Package, $420.00; Amp Electric Construction, Front Lobby Cam/Intercom, $283.52; Ap 5/05/2020, Steel Toe Boots, $202.34; Aragon, Martha A, Translation, $37.50; Atco International, Shop Supplies, $190.30; Aurora Auto Body & Glass I, Patrol Veh Repairs 6a33, $1,168.20; Boarman Kroos Vogel Group, Det Center Exp, $76,143.30; Bob Barker Company, Misc Jail Supplies, $4,610.55; Brookings County Finance, Advance Tax, $997.51; Brookings Register, 12 Month Sub, $188.00; Brookings Utilities, BCOAC Irrigation, $1,574.30; Century Business Products, Copier Contract, $120.42; Century Link, April 15 Invoice1490020044, $144.95; City of Brookings, Summer Rec/Park Brochures Adv/Building Utilities, $13,236.28; Civil Air Patrol Magazine, 12 Month Renewal, $145.00; Donald Mccarty, Crt Appt Atty, $2,128.20; Ecolab Pest Elimination, Pest Control, $87.87; Emergency Service Marketing, Year 1 of 3 Agreement, $3,758.00; Empire Investments LLC, Tax Certificates, $1,617.81; Empire Investments LLC, Tax Certificates, $47,737.70; Empire Investments LLC, Tax Certificates, $990.04; Empire Investments LLC, Tax Certificates, $619.94; Empire Investments LLC, Tax Certificates, $2,074.24; Empire Investments LLC, Tax Certificates, $2,593.17; ESEind, Inc, Bruce Camera, $163.20; Executive Mgmt Finance Off, Bit Technology Fees, $55.00; Foerster Distributing, Janitorial Supplies, $24.00; Gass Law, Pc, Crt Appt Atty, $746.90; Gopher Sign Company, Inventory Posts, $1,337.70; Grainger, Outside Shop Dispensers, $905.00; Hometown Service & Tire, L, 2016 Ford Maint., $615.68; Hy-Vee Food Store, Zoning Mtg Refreshments/Inmate Meals/MSHA, $17,532.91; Interstate Telecom. Coop, Phones,Domain,Advertising, $370.81; Jackrabbit Sports Properti, Sponsorship, $1,000.00; Jennifer Goldammer, Crt Appt Atty, $17,880.10; Jordyn Bangasser, Crt App Attorney, $489.85; Keltek, Patrol Vehic Equip, $40.07; Kennedy Pier Knoff Loftus, Caa Inv Mi Hearing, $384.30; Kibble Equipment LLC, Parts, $197.14; Kimball Midwest, 7890038 Shop, $683.25; L&L Auto & Truck Parts, Patrol Vehicle Parts, $175.00; Locators & Supplies, Safety Shirts, $256.96; Lowe's, Lowe's, $353.73; Lyle Signs Inc, Firemarkers, $62.05; M&T Fire & Safety Inc, Patrol Car Speaker, $260.00; Mckeever's Vending, Inmate Commisary, $275.92; Mcleod's Printing & Office, Feebook #38, $754.56; Medary Village, Rent, $490.00; Minnehaha County Auditor, MI Cost Reimbursement, $72.86; Northwestern Energy, Natural Gas Usage, $666.39; Office Peeps Inc, Ink Cartrdgs, Moistener, Label, $1,189.65; One Office Solution, Office/Jail Paper/Supplies, $2.94; Otis Elevator Company, Service 1/1/20-12/31/20, $6,695.24; Outlaw Graphics, Security Signs/Patrol Graphics, $210.00; Prochem Dynamics LLC, Jail Cleaning Supplies, $1,696.05; Razors Edge Grounds Keepin, Ice Melt/Sand, Landscape Maint, $350.00; Rfd Newspapers Inc, Publications, $3,138.92; Rick Ribstein, Crt Appt Atty, $3,729.10; Running's Supply Inc, Running's Supply Inc Invoices, $713.39; Safe-N-Secure, Monitor Replacement/Intercom/Camera-1921 Prkg Lot, $3,573.79; Sanford Health, Sanford Health-Autopsy, $2,730.00; Sanford Laboratories, Sanford Laboratories, $1,743.00; SDSU Extension Service, Temp Summer Assistants, $14,500.00; Shi International Corp, Office 365, $9,480.00; Sioux Valley Cleaners Inc, Wic Janitorial, $460.00; Southpaw Defense, Enhanced Concealed Carry Contr, $360.00; Teree A Nesvold, Crt Appt Atty, $8,980.85; Terry D Wieczorek Pc, Crt Appt Atty, $1,480.67; The Road Guy Const. Co. In, Kenworth T-800, $47,000.00; Thomson Reuters, West 3/1/20-3/31/20, $1,056.92; Tim Hogan, Crt Appt Atty, $1,767.65; Titan Machinery, Gas Strut 0675, $60.23; Town & Country Shopper, Ad, $65.00; Two Way Solutions Inc, Handheld Radio Batteries, $194.97; Uline, Nitrile Gloves, $37.17; Ups Store, Invoice 10066, $9.99; Valley Motorsports, Atv's Brake Pads, $227.70; Verizon Wireless, Verizon Inv:9852050850, $40.01; Walmart Community, Supplies, $46.11; Wells Fargo, Wells Fargo, $1,591.37.

May Cell Phone Reimbursements: Thomas Chester, $30.00; Bartley, Michael, $75.00; Eileen Aberle, $45.00; Anderson, Jeffrey G, $75.00; Biteler, David, $30.00; Suzanne Bjordal, $30.00;

Angela Boersma, $75.00; Rusty Brandsrud, $30.00; Brehmer, Jacob, $105.00; Dave Bublitz, $45.00; Buseth, Vicki, $105.00; Chapman, Beverly, $105.00; Jeffrey Conrad, $30.00; Friedrich, Cliff, $45.00; Giegling, Mike, $30.00; Gross, Linda, $30.00; Brian Gustad, $105.00; Haider, Darin, $60.00; Richard Haugen, $45.00; Heidemann, Terrance, $30.00; Hieb, Jere, $30.00; Hieb, Richard, $30.00; Hill, Robert, $105.00; Holzhauser, Michael, $105.00; Huber, Dustin, $105.00; Jensen, Larry, $75.00; Justin Johnson, $30.00; Benjamin Kleinjan, $105.00; Larry Klingbile, $30.00; Kriese, Jeremy, $30.00; Krogman, Ryan, $75.00; Langstraat, Manual, $30.00; Dane Larsen, $30.00; Mccrea, Don, $15.00; Eric Mette, $75.00; Moser, Misty, $75.00; Kevin Murfield, $30.00; Dan C Nelson, $105.00; Paige Petersen, $105.00; Lee Ann Pierce, $75.00; Jon Pike, $60.00; Plowman, Shawn, $90.00; Tara Rodriguez, $30.00; Bryan Schreur, $30.00; Sebring, Scott, $105.00; Reid Squires, $30.00; Stanwick, Martin, $105.00; Steffensen, Stacy, $105.00; Cody Sunderland, $30.00; Sweebe, Bart, $105.00; Witchey, Kristen, $45.00.

Department Head Reports

Highway Superintendent Brian Gustad said he spoke with Prahm Construction regarding the bridges south on Highway 77. He said they continue to work on them.

Finance Officer Vicki Buseth said they collected over $20 million in property taxes. She also said they transferred over 1,000 vehicles into South Dakota. Buseth said absentee voting has also been busy.

Buseth said they received $900,624.32 in wind tower money. She said the townships receive 15%, the county receives 35%, and the schools get 50% of the wind tower money.

Bartley thanked Buseth and the staff for their hard work during this pandemic.

County Development Director Robert Hill said he received project notification for the 20th Street Overpass project. Hill said he and his staff attended an American Planning Association National Conference digitally.

Hill said there is a County Planning & Zoning Meeting tonight.

Hill discussed upcoming dates with the board.

Pierce asked Hill about what's going on with the census. Hill said as the communities start opening up the census will resume. Pierce said it might be helpful to put something on social media about how people can complete the census questions.

BCOAC Director Dustin Huber introduced himself to the board. Huber said they've been busy cleaning and organizing the facility. Huber said he would like to revisit the generator at some point to ensure everyone is on the same page.

Huber said he is getting in touch with all of the service providers to introduce himself.

Huber thanked his part-time staff for all of their hard work.

Register of Deeds Bev Chapman presented the FY2019 Annual Report. Pierce said she works with a lot of Registers of Deeds offices and commended Chapman on the quality of work she and her staff provide to the citizens of Brookings County.

Weed & Pest Supervisor Misty Moser said they will begin spraying once the weather gets nice again.

REGULAR BUSINESS

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-19: a resolution closing the Vote Center Site in Arlington, South Dakota for the June 2, 2020 Primary Election. Senior Finance Assistant Jenna Byrd said she was unsuccessful in finding enough election workers to run the polling location in Arlington.

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

RESOLUTION #20-19

A RESOLUTION CLOSING THE VOTE CENTER SITE IN ARLINGTON, SD
FOR THE JUNE 2, 2020 PRIMARY ELECTION

WHEREAS, the Trinity Lutheran Church located in Arlington, SD is currently a Vote Center for Brookings County;

WHEREAS, the Brookings County Board of County Commissioners is required by SDCL 12-14-1 to establish the polling places for countywide elections;

WHEREAS, due to the COVID-19 pandemic, there are not enough election workers available to use that facility as a Vote Center site during the June 2, 2020 Primary Election.

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Vote Center location in Arlington, SD be closed for the June 2, 2020 Primary Election only.

Michael Bartley
Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
County Finance Officer

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-20: a resolution authorizing the purchase of a 2021 Mack Truck based upon the price established through the Spink County, South Dakota bid process. Background information was provided by Highway Superintendent Brian Gustad.

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

RESOLUTION #20-20

A RESOLUTION AUTHORIZING THE PURCHASE OF 2021 MACK TRUCK
BASED UPON THE PRICE ESTABLISHED THROUGH SPINK COUNTY, SOUTH DAKOTA BID PROCESS

WHEREAS, the Brookings County Highway Department will need new 2021 Mack Truck; and

WHEREAS, Spink County has recently gone through a competitive bidding process for 2021 Mack Truck, such bidding process culminating in the bids being opened on October 1, 2019

WHEREAS, TranSource Truck & Equipment, was the lowest responsible bidder under such Spink County, South Dakota, bid process and, TranSource Truck & Equipment is willing to sell to Brookings County

under the same terms and options as available to Spink County, a copy of such bid specifications and bid having been filed at the Brookings County Finance Office; and

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

NOW THEREFORE BE IT RESOLVED that the Brookings County Highway Department is hereby authorized and directed to contract for 2021 Mack Truck, with TranSource Truck & Equipment based upon the bid price, or less, as established through the competitive bidding process of Spink County, South Dakota.

Passed this 5th day of May, 2020

Michael Bartley
Chairperson, Brookings County
Board of County Commissioners

ATTEST:

Vicki Buseth
Brookings County Finance Officer

Motion by Boersma, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-18: an agreement to provide for the striping and continuing maintenance of county roads within Brookings County.

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

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-19: a State of South Dakota Department of Transportation Joint Powers Agreement for Weed Spraying Services by County. Background information was provided by Weed & Pest Supervisor Misty Moser.

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

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-20: a State of South Dakota Department of Health Division of Family and Community Health Sub-Recipient Agreement.

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

SCHEDULED AGENDA ITEM

As scheduled at 9:00 a.m., the board held a public hearing on Resolution #20-18: a supplemental budget resolution.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-18: a supplemental budget resolution.

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

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

RESOLUTION #20-18

SUPPLEMENTAL BUDGET RESOLUTION

WHEREAS, the Brookings County Board of County Commissioners did authorize the County Finance Officer to publish a notice of hearing for the consideration of a proposed supplemental budget, and

WHEREAS, the time and place for consideration of such supplemental budget was given, and

WHEREAS, the adoption of said proposed supplemental budget was duly considered by the Board of County Commissioners on the 5th day of May, 2020, at 9:00 AM in the County Commission Chambers in a regularly scheduled meeting and any objections having been made before said Board to the adoption of such supplemental budget.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners within and for the County of Brookings, State of South Dakota, that the following supplemental budget be, and the same is, hereby approved for the purpose of providing budget to conduct the indispensable functions of government.

FROM:	301-2-274-1300:	Restricted Fund Balance	$91,894.64
TO:	301-4-161-4296:	Administrative Building	$91,894.64

Dated this 16th day of April, 2020

Chairperson: Michael Bartley
Vice Chairperson: Larry Jensen
Commissioner: Lee Ann Pierce
Commissioner: Angela Boersma
Commissioner: Ryan Krogman

REGULAR BUSINESS

Motion by Jensen, seconded by Boersma to approve and authorize Chairperson Bartley to sign Agreement #20-21: an application for occupancy of right-of-way of county highways made by Big Sioux Community Water System in Trenton Township.

All members voted "aye." Motion carried.

Motion by Boersma, seconded by Krogman to approve and authorize Chairperson Bartley to sign Agreement #20-22: an application of right-of-way of county highways made by Interstate Telecommunications Coop (ITC) in Richland and Lake Hendricks Townships. Background information was provided by Brian Gustad.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to declare a 2000 Sterling Truck as surplus to be sold. Background information was provided by Highway Superintendent Brian Gustad.

Gustad said he would like to bring his equipment to surplus and sell at a live farm auction. Krogman asked if there would be an increase cost to the County doing it this way. Pierce said there is a lot of time between now and then, and they could try and sell it on the online auction. Jensen

asked that taxpayers in Brookings County know about the live auction and have an opportunity to bid. Pierce asked Byrd if there is a fee the county has to pay to use the online surplus auction.

Krogman said he likes Pierce's idea; try to sell the truck on the online auction at a price the highway department wants and if it doesn't sell then go a different route.

All members voted "aye." Motion carried.

SCHEDULED AGENDA ITEM

As scheduled at 9:05 a.m., the board held a public hearing on an application for a liquor license made by SVK Properties.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign an application for a liquor license made by SVK Properties.

Chairperson Bartley opened the public hearing and called for proponents.

SVK Properties owner Todd Voss said he was there for any questions that the board might have for him.

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

Commissioner Pierce asked if the business will have regular operating hours. Voss said the facility will be a place for reunions, receptions and other gatherings so the hours will be limited. Commissioner Krogman said they have stings regularly for underages, and if there is a violation license holders have to come back in front of the board and have a public hearing for the license.

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

SCHEDULED AGENDA ITEM

Motion by Boersma, seconded by Krogman to approve the closure of a portion of 6th Avenue for the Brookings Farmers' Market.

Market Manager Louise Snodgrass was present for any questions that the board might have. She said they do have a strict safety mitigation policy set in place to keep everyone safe.

Boersma asked if any efforts have been made to minimize cash handling practices. Snodgrass said they do have a plan in place if people want to pay in cash.

Bartley thanked Snodgrass for doing her homework on how to keep everyone safe at the Market.

All members voted "aye." Motion carried.

REGULAR BUSINESS

The board discussed reopening county facilities to the public.

Motion by Boersma, seconded by Jensen to reopen county facilities. Bartley said they've had conversations with the City of Brookings on how to go about opening the facility to the public. He said conversations were had about opening the City/County building on May 18th.

Commission Department Director Stacy Steffensen said they met with all of the department heads and each individual department will be coming up with their own internal policy. She said everyone was comfortable with opening the facility back up on Monday, May 18th having safety measures in place.

Pierce asked if it would be appropriate to take action that sets May 18th as the date to reopen subject to the city agreeing to that date. Krogman agreed and said the employees need to be given a heads up on when the facility will be open so they can make needed arrangements.

Krogman said the BCOAC will be doing a soft opening that will allow members only to start coming in May 6th and open the rest of the building to the public on May 18th.

Motion by Bartley, seconded by Krogman to amend the main motion to open the BCOAC to members only on May 6th and open county offices and allow the public to go to the BCOAC on Monday, May 18th. All members voted "aye." Amendment carried. On the main motion as amended all members voted "aye." Main motion as amended carried.

Commission Department Director Stacy Steffensen said budget hearings will be scheduled for Thursday, June 18th. Steffensen said the Chamber is doing a virtual Post-Legislative Luncheon on May 12th and asked if the board wanted to participate in that.

Steffensen discussed upcoming dates with the board.

States Attorney Dan Nelson had nothing to report. Commissioner Pierce asked if Nelson would report on the JDAI Meeting. Nelson said there hasn't been much movement.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Jensen attended the Extension Board Meeting and attended a BCOAC Advisory Board Meeting.

Commissioner Krogman attended a BCOAC Advisory Board Meeting; attended a BATA Meeting; attended a Brookings Health Board Meeting; and attended BCOAC Meeting.

Commissioner Boersma discussed the Medary Monument; and attended an ICAP Caucus Meeting;

Commissioner Pierce attended the BEDC Meeting; attended a JDAI Meeting; and watched an online presentation on the 20th Street Overpass project.

Commissioner Bartley attended the daily Governor's briefings; attended a Local COVID-19 Committee Meeting; and attended the Department Head Meeting.

ADJOURNMENT

Motion by Boersma, seconded by Krogman to adjourn. All members voted "aye." Motion carried. The next regular scheduled meeting is Tuesday, May 19, 2020 at 8:30 a.m.

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

_____

Jenna Byrd

Senior Finance Assistant
Brookings County

Published once at the approximate cost of_____.

Personnel Action Notice Summary

Commission Meeting: May 19, 2020

Employee Name:	Richard Haugen				
Department:	County Development		**Position:**	Deputy Director	
Effective Date:	05/01/2020		**Salary/Wage:**	$	27.04
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Adrianna Hockett				
Department:	Finance		**Position:**	Election Worker	
Effective Date:	05/01/2020		**Salary/Wage:**	$	12.00
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Jeremy Kriese				
Department:	Sheriff		**Position:**	Deputy	
Effective Date:	05/01/2020		**Salary/Wage:**	$	28.13
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Manny Langstraat				
Department:	Sheriff		**Position:**	Deputy	
Effective Date:	05/01/2020		**Salary/Wage:**	$	27.04
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Personnel Action Notice Summary

Commission Meeting: May 19, 2020

Employee Name:	Maci Law				
Department:	Finance		**Position:**	Election Worker	
Effective Date:	05/04/2020		**Salary/Wage:**	$	12.00
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Mike Giegling				
Department:	Sheriff		**Position:**	Deputy	
Effective Date:	06/01/2020		**Salary/Wage:**	$	30.45
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

Employee Name:	Kevin Murfield				
Department:	Sheriff		**Position:**	Deputy	
Effective Date:	06/01/2020		**Salary/Wage:**	$	25.48
Status:	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
Reason:	Performance Review	New Hire	Resignation or Termination	Status Change	

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

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 111 COMMISSIONERS BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202005116071	101-4-111-4230	PUBLICATIONS		785.32
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-111-4267	MAY BILL		10.20
01-12261	OFFICE PEEPS INC	I-202005126159	101-4-111-4260	OFFICE SUPPLIES		97.28
01-12503	QUALIFIED PRESORT SERVI	I-202005126168	101-4-111-4267	4/1-4/30		63.05
01-22184	SCHAFFER LAW OFFICE, PR	I-202005126182	101-4-111-4220	3/24-4/30		892.50
01-22658	QUADIENT LEASING USA, I	I-202005126167	101-4-111-4267	POSTAGE METER LEASE		1,521.00

DEPARTMENT 111 COMMISSIONERS TOTAL: 3,369.35

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 120 ELECTIONS BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202005116071	101-4-120-4230	PUBLICATIONS		26.14
01-11863	MCLEOD'S PRINTING & OFF	I-202005126144	101-4-120-4260	BALLOT SLEEVE		114.70
01-11863	MCLEOD'S PRINTING & OFF	I-202005126145	101-4-120-4260	ABSENTEE ENVELOPES		2,400.00
01-12261	OFFICE PEEPS INC	I-202005126159	101-4-120-4260	OFFICE SUPPLIES		593.15
01-22056	ELECTION SOURCE	I-202005126105	101-4-120-4260	ELECTION STICKERS		68.98
01-22655	GOVERNMENT FORMS AND SU	I-202005126122	101-4-120-4260	GERM SHIELDS		309.00
				DEPARTMENT 120 ELECTIONS	TOTAL:	3,511.97

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02270 CLAIMS PAID 5/19/2020
FUND : 101 GENERAL FUND
DEPARTMENT: 130 JUDICIAL SYSTEM BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-1	AMANDA STARLING	I-202005126217	101-4-130-4280	AMANDA STARLING:WITNESS		22.10
01-1	MEGAN WILLMS	I-202005126218	101-4-130-4280	MEGAN WILLMS: WITNESS		26.30
01-1	KATERA VOSS	I-202005126219	101-4-130-4280	KATERA VOSS:WITNESS		22.10
01-1	ANGELINA JENNEN	I-202005126220	101-4-130-4280	ANGELINA JENNEN:WITNESS		24.10
01-1	MACY BLUM	I-202005126221	101-4-130-4280	MACY BLUM:WITNESS		21.68
01-1	TONI HEGERFELD	I-202005126222	101-4-130-4280	TONI HEGERFELD: WITNESS		38.48
01-1	KIARA MUJICA	I-202005126223	101-4-130-4280	KIARA MUJICA: WITNESS		20.84
01-1	KATHY LESNAR	I-202005126224	101-4-130-4280	KATHY LESNAR: WITNESS		24.62
01-1	ROBERT MALISH	I-202005126225	101-4-130-4280	ROBERT MALISH: WITNESS		40.16
01-10390	BROOKINGS HEALTH SYSTEM	I-202005116075	101-4-130-4290	MEDICAL EXAMINATION		836.82
01-11300	PATRICIA J HARTSEL	I-202005126123	101-4-130-4224	TRANSCRIPTION		152.00
01-11300	PATRICIA J HARTSEL	I-202005126124	101-4-130-4226	TRANSCRIPTION		10.20
01-11453	HY-VEE FOOD STORE	I-202005126130	101-4-130-4280	JURY MEALS/REFRESHMENTS		5.32
01-12602	RICK RIBSTEIN	I-202005126172	101-4-130-4223	CAA JUV19-30		438.30
01-12602	RICK RIBSTEIN	I-202005126173	101-4-130-4221	CAA JUV18-087		4,256.00
01-12602	RICK RIBSTEIN	I-202005126174	101-4-130-4222	CAA CRI19-1225; CRI17-642		466.55
01-12602	RICK RIBSTEIN	I-202005126175	101-4-130-4222	CAA CRI19-1119		764.75
01-13262	VANDENBERG LAW	I-202005126208	101-4-130-4222	CAA CRI19-1165;CRI19-1238;MAG		869.00
01-13262	VANDENBERG LAW	I-202005126209	101-4-130-4222	CAA CRI19-1044		1,054.00
01-13370	THOMSON REUTERS - WEST	I-202005126202	101-4-130-4340	THOMSON REUTERS - WEST		350.00
01-13389	TERRY D WIECZOREK PC	I-202005126215	101-4-130-4222	CAA CRI19-902		1,189.80
01-19277	ALLEGRA PRINT & IMAGING	I-202005116044	101-4-130-4290	COLOR PHOTOS		2.00
01-19572	ARAGON, MARTHA A	I-202005116049	101-4-130-4290	TRANSLATION SERVICES		50.00
01-20023	GASS LAW, PC	I-202005126113	101-4-130-4222	CAA CRI19-1030		641.85
01-20023	GASS LAW, PC	I-202005126114	101-4-130-4221	CAA JUV19-26		756.60
01-20023	GASS LAW, PC	I-202005126115	101-4-130-4222	CAA CRI19-1279		592.25
01-20023	GASS LAW, PC	I-202005126116	101-4-130-4222	CAA CRI19-1168		1,067.55
01-20023	GASS LAW, PC	I-202005126117	101-4-130-4222	CAA CRI20-211		320.10
01-22102	ANTHONY TEESDALE	I-202005126197	101-4-130-4222	CAA CRI20-214; CRI19-1276		1,547.90
01-22102	ANTHONY TEESDALE	I-202005126198	101-4-130-4222	CAA MAG20-17		481.25
01-22102	ANTHONY TEESDALE	I-202005126199	101-4-130-4222	CAA CRI19-567		775.15
01-22102	ANTHONY TEESDALE	I-202005126200	101-4-130-4222	CAA CRI19-900		551.90
01-22102	ANTHONY TEESDALE	I-202005126201	101-4-130-4222	CAA CRI19-536; JUV19-51		1,706.15
01-22127	KRISTIN A WOODALL	I-202005126216	101-4-130-4224	TRANSCRIPTIONS		10.00
01-22127	KRISTIN A WOODALL	I-202005126216	101-4-130-4226	TRANSCRIPTIONS		156.40
01-22604	JORDYN BANGASSER	I-202005116060	101-4-130-4222	CAA CRI20-6		837.14
01-22604	JORDYN BANGASSER	I-202005116061	101-4-130-4222	CAA CRI18-564		1,200.15

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 21,329.51

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202005116071	101-4-143-4230	PUBLICATIONS		738.00
01-10541	CENTURY BUSINESS PRODUC	I-202005126091	101-4-143-4250	COPIER MAINTENANCE		123.11
01-12261	OFFICE PEEPS INC	I-202005126160	101-4-143-4260	STAPLER/PENS/PLANNERS		86.65
01-22008	NEWEGG BUSINESS INC	I-202005126154	101-4-143-4260	DESKTOP/CHARG STATION/LASR PR		169.00
01-22221	ALPHAMEDIA USA LLC	I-202005116047	101-4-143-4230	PUBLIC SERVICE ANNOUNCEMENTS		240.00

DEPARTMENT 143 FINANCE OFFICE TOTAL: 1,356.76

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 151 STATES ATTORNEY BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-19603	MEDIACOM LLC	I-202005126149	101-4-151-4260	LAW LIBRARY INTERNET		136.90
				DEPARTMENT 151 STATES ATTORNEY	TOTAL:	136.90

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202005116079	101-4-161-4280	COURTHOUSE IRRIGATION/1921 BD		1,094.58
01-10354	BROOKINGS CITY UTILITIE	I-202005116079	101-4-161-4282	COURTHOUSE IRRIGATION/1921 BD		79.55
01-10354	BROOKINGS CITY UTILITIE	I-202005116079	101-4-161-4283	COURTHOUSE IRRIGATION/1921 BD		264.80
01-10670	COOK'S WASTEPAPER & REC	I-202005126098	101-4-161-4250	COURTHOUSE SERVICES		251.42
01-10792	DEN-WIL INC	I-202005126101	101-4-161-4241	COMMUNITY HEALTH RENT		960.00
01-11078	FOERSTER DISTRIBUTING	I-202005126112	101-4-161-4260	courthouse supplies		140.50
01-11827	LOWE'S	I-202005126142	101-4-161-4260	LOWES-SUPPLIES		21.36
01-11827	LOWE'S	I-202005126142	101-4-161-4243	LOWES-SUPPLIES		197.99
01-12666	RUNNING'S SUPPLY INC	I-202005126177	101-4-161-4243	RUNNING'S-JANITORIAL ITEMS		28.99
01-22002	PROCHEM DYNAMICS LLC	I-202005126165	101-4-161-4260	JAIL CLEANING SUPPLIES		335.67
01-22431	RAZORS EDGE GROUNDS KEE	I-202005126170	101-4-161-4250	SNOW REMOVAL&LANDSCAPE MAINT		1,707.50
01-22525	SWIFTEL DIRECTORY	I-202005126194	101-4-161-4280	PHONE SERVICE		1,188.00
01-22656	SKINNER STRIPING	I-202005126187	101-4-161-4250	STRIPING WEST PARKING LOT		306.12

DEPARTMENT 161 COUNTY BUILDING TOTAL: 6,576.48

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10371	BROOKINGS REGISTER	I-202005116071	101-4-162-4230	PUBLICATIONS		71.27
01-11863	MCLEOD'S PRINTING & OFF	I-202005126146	101-4-162-4260	ENVELOPES		112.44
01-11863	MCLEOD'S PRINTING & OFF	I-202005126148	101-4-162-4260	ENVELOPES		118.97
01-12444	PRAIRIE GRAPHICS	I-202005126164	101-4-162-4260	APPRAISER POLOS		69.00
01-19564	BREHMER, JACOB	I-202005116072	101-4-162-4260	SHIPPING		10.20
01-20016	HOMETOWN SERVICE & TIRE	I-202005126128	101-4-162-4250	TIRES		500.00

DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL: 881.88

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202005126161	101-4-163-4260	PAPER		39.90
				DEPARTMENT 163 REGISTER OF DEEDS	TOTAL:	39.90

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 165 VETERAN'S SERVICE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202005126158	101-4-165-4270	SUPPLIES		35.52
				DEPARTMENT 165 VETERAN'S SERVICE	TOTAL:	35.52

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 171 INFORMATION TECHNOLOGY BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22008	NEWEGG BUSINESS INC	I-202005126154	101-4-171-4260	DESKTOP/CHARG STATION/LASR PR		5,454.19
				DEPARTMENT 171 INFORMATION TECHNOLOGY TOTAL:		5,454.19

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 172 HUMAN RESOURCES BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10162	AVERA OCCUPATIONAL MEDI	I-202005116056	101-4-172-4220	TPA SERVICES		121.10
01-12261	OFFICE PEEPS INC	I-202005126159	101-4-172-4260	OFFICE SUPPLIES		98.34
01-19570	HUNGERFORD CHIROPRACTIC	I-202005126129	101-4-172-4220	DRUG TESTING		30.00
01-22292	605 CUSTOM DESIGN LLC	I-202005116038	101-4-172-4260	JACKETS/SHIRTS		70.00
01-22334	INDEED INC	I-202005126132	101-4-172-4230	JOB POSTINGS		232.89
01-22588	INFO CUBIC LLC	I-202005126133	101-4-172-4220	BACKGROUND CHECKS		98.00

DEPARTMENT 172 HUMAN RESOURCES TOTAL: 650.33

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 211 SHERIFF'S OFFICE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10153	AURORA AUTO BODY & GLAS	I-202005116053	101-4-211-4250	PATROL VEHICLE REPAIRS/TOWING		72.00
01-10153	AURORA AUTO BODY & GLAS	I-202005116053	101-4-211-4220	PATROL VEHICLE REPAIRS/TOWING		300.00
01-10153	AURORA AUTO BODY & GLAS	I-202005116054	101-4-211-4265	PATROL FUEL		280.37
01-10371	BROOKINGS REGISTER	I-202005116080	101-4-211-4230	SEVER WEATHER AD		200.00
01-10541	CENTURY BUSINESS PRODUC	I-202005126089	101-4-211-4250	COPIER MAINTENENCE		166.89
01-10918	EINSPAHR AUTO PLAZA	I-202005126104	101-4-211-4250	PATROL VEH. MAINTENANCE		154.85
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-211-4265	MAY BILL		888.81
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-211-4262	MAY BILL		115.96
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-211-4230	MAY BILL		155.58
01-11719	L&L AUTO & TRUCK PARTS	I-202005126138	101-4-211-4250	PATROL VEHICLE PARTS		67.20
01-12002	MIDWEST GLASS	I-202005126151	101-4-211-4250	PATROL VEHICLE REPAIRS		15.50
01-12666	RUNNING'S SUPPLY INC	I-202005126177	101-4-211-4260	RUNNING'S-JANITORIAL ITEMS		27.96
01-13280	VANTEK COMMUNICATIONS I	I-202005126212	101-4-211-4221	ANIMAL CONTROL		33.18
01-20016	HOMETOWN SERVICE & TIRE	I-202005126127	101-4-211-4250	TIRE REPAIR		25.00
01-20466	AT&T MOBILITY	I-202005116050	101-4-211-4280	BILL 4232020		400.40
01-22525	SWIFTEL DIRECTORY	I-202005126195	101-4-211-4280	4/21-5/20		442.56

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 3,346.26

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202005116078	101-4-212-4280	UTILITIES		2,434.54
01-10541	CENTURY BUSINESS PRODUC	I-202005126089	101-4-212-4250	COPIER MAINTENENCE		166.89
01-10670	COOK'S WASTEPAPER & REC	I-202005126099	101-4-212-4280	MAY DET CENTER		273.70
01-10684	COURTESY PLUMBING INC	I-202005126100	101-4-212-4250	JAIL REPAIRS		372.30
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-212-4260	MAY BILL		529.31
01-11038	FIRST BANK & TRUST	I-202005126109	101-4-212-4265	MAY BILL		43.50
01-11078	FOERSTER DISTRIBUTING	I-202005126111	101-4-212-4260	janitorial supplies		359.00
01-11827	LOWE'S	I-202005126142	101-4-212-4260	LOWES-SUPPLIES		11.65
01-11855	MCKEEVER'S VENDING	I-202005126143	101-4-212-4260	INMATE COMMISARY		253.32
01-22002	PROCHEM DYNAMICS LLC	I-202005126165	101-4-212-4260	JAIL CLEANING SUPPLIES		1,174.76
01-22141	SATELLITE TRACKING OF P	I-202005126181	101-4-212-4273	BLUTAG		1,053.00
01-22657	FAULKTON COUNTY SHERIFF	I-202005126108	101-4-212-4272	INMATE HOUSING		1,870.00

DEPARTMENT 212 COUNTY JAIL TOTAL: 8,541.97

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10915	EIDSNESS FUNERAL HOME	I-202005126103	101-4-213-4220	CORONER FEES		100.00
				DEPARTMENT 213 CORONER	TOTAL:	100.00

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

PACKET: 02270 CLAIMS PAID 5/19/2020

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-202005116042	101-4-223-4250	COPIER CONTRACT		18.45
01-12261	OFFICE PEEPS INC	I-202005126162	101-4-223-4260	COLORED PAPER		7.06
				DEPARTMENT 223 DRAINAGE COMMISSION TOTAL:		25.51

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202005126159	101-4-411-4272	OFFICE SUPPLIES		5.99
				DEPARTMENT 411 WELFARE	TOTAL:	5.99

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

PACKET: 02270 CLAIMS PAID 5/19/2020

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-202005116040	101-4-421-4250	COPIER CONTRACT		50.75
				DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:		50.75

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 441 BEHAVIORAL HEALTH BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12033	MINNEHAHA COUNTY AUDITO	I-202005126152	101-4-441-4220	MENTAL HEALTH COSTS		92.50
01-20516	AVERA MCKENNAN HOSPITAL	I-202005116057	101-4-441-4221	MENTAL HEALTH HOLD		714.00
01-21510	JENNIFER GOLDAMMER	I-202005126119	101-4-441-4220	MENTAL HEALTH		1,714.75
01-21510	JENNIFER GOLDAMMER	I-202005126120	101-4-441-4220	MENTAL HEALTH		1,781.25
01-21510	JENNIFER GOLDAMMER	I-202005126121	101-4-441-4220	MENTAL HEALTH		1,231.40

DEPARTMENT 441 BEHAVIORAL HEALTH TOTAL: 5,533.90

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 528 BCOAC BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10354	BROOKINGS CITY UTILITIE	I-202005116077	101-4-528-4280	IRRIGATION		1,343.70
01-10541	CENTURY BUSINESS PRODUC	I-202005126088	101-4-528-4220	COPIER CONTRACT		143.29
01-11371	HILLYARD/SIOUX FALLS	I-202005126125	101-4-528-4260	JANITORIAL ITEMS		416.85
01-11498	INTERSTATE TELECOM. COO	I-202005126134	101-4-528-4280	PHONES/ADVERTISTING		179.33
01-11827	LOWE'S	I-202005126140	101-4-528-4260	SUPPLIES		239.86
01-12666	RUNNING'S SUPPLY INC	I-202005126178	101-4-528-4260	CABLE/ROPE		5.54
01-13328	WALMART COMMUNITY	I-202005126213	101-4-528-4260	KEURIG BREWER CARE		13.97
01-21803	BUHLS OF BROOKINGS CLEA	I-202005126086	101-4-528-4250	RUGS		67.40
01-22221	ALPHAMEDIA USA LLC	I-202005116046	101-4-528-4230	BLITZ PACKAGE		420.00
01-22431	RAZORS EDGE GROUNDS KEE	I-202005126169	101-4-528-4250	LANDSCAPE/GROUNDSKEEPING		1,120.00

DEPARTMENT 528 BCOAC TOTAL: 3,949.94

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 611 COUNTY EXTENSION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10541	CENTURY BUSINESS PRODUC	I-202005126090	101-4-611-4250	PRINTER INK		145.41
01-11498	INTERSTATE TELECOM. COO	I-202005126134	101-4-611-4280	PHONES/ADVERTISTING		178.92
01-12145	NATIONAL 4-H COUNCIL -	I-202005126153	101-4-611-4260	4-H PROGRAMMING AWARDS		100.00
01-12261	OFFICE PEEPS INC	I-202005126157	101-4-611-4260	SELF SEAL MAILERS		39.26
01-13246	UNITED STATES POSTAL SE	I-202005126207	101-4-611-4161	POSTAGE		600.00
01-21803	BUHLS OF BROOKINGS CLEA	I-202005126085	101-4-611-4240	RUG RENTAL		47.40

DEPARTMENT 611 COUNTY EXTENSION TOTAL: 1,110.99

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10355	BROOKINGS UTILITIES	I-202005116076	101-4-615-4260	WATER FOR TRUCK SHED		104.11
01-10371	BROOKINGS REGISTER	I-202005116081	101-4-615-4230	NOTICE OF RESPONSIBILITY		28.70
01-12236	NORTHWESTERN ENERGY	I-202005126156	101-4-615-4260	HEAT IN TRUCK SHED		94.38
01-12666	RUNNING'S SUPPLY INC	I-202005126179	101-4-615-4260	SHOP SUPPLIES		49.71
01-13089	STURDEVANT'S AUTO PARTS	I-202005126193	101-4-615-4260	POWER STEERING FLUID		241.54
01-13185	TOWN & COUNTRY SHOPPER	I-202005126203	101-4-615-4230	PUBLICATION		120.00
01-13266	VAN DIEST SUPPLY COMPAN	I-202005126210	101-4-615-4260	HAZARDOUS MATERIALS		11,650.00
01-19479	ATCO INTERNATIONAL	I-202005116051	101-4-615-4260	BUG WIPES		107.80
01-22183	AGTERRA TECHNOLOGIES IN	I-202005116058	101-4-615-4260	YEARLY PAYMENT		560.00
01-22525	SWIFTEL DIRECTORY	I-202005126196	101-4-615-4280	TELEPHONE/INTERNET SERVICE		34.42

DEPARTMENT 615 WEED CONTROL TOTAL: 12,990.66

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 101 GENERAL FUND

DEPARTMENT: 711 PLANNING & ZONING BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202005116042	101-4-711-4250	COPIER CONTRACT		55.34
01-10367	BROOKINGS COUNTY FINANC	I-202005116074	101-4-711-4260	NAME PLATE		12.00
01-10371	BROOKINGS REGISTER	I-202005116082	101-4-711-4230	PUBLICATIONS		177.15
01-12261	OFFICE PEEPS INC	I-202005126162	101-4-711-4260	COLORED PAPER		21.20

DEPARTMENT 711 PLANNING & ZONING TOTAL: 265.69

FUND 101 GENERAL FUND TOTAL: 79,264.45

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202005116039	201-4-311-4250	722916		36.61
01-10047	AGFIRST FARMERS COOP	I-202005126227	201-4-311-4260	LP		30.05
01-10047	AGFIRST FARMERS COOP	I-202005126227	201-4-311-4280	LP		405.71
01-10247	BIERSCHBACH EQUIPMENT	I-202005116062	201-4-311-4250	717295 MELTER		999.10
01-10303	BOYER TRUCKS	I-202005116065	201-4-311-4260	REPAIR PARTS		2,120.84
01-10307	BOWES CONSTRUCTION	I-202005116064	201-4-311-4260	ASPHALT/BASECOURSE		7,496.92
01-10339	BROOKINGS AUTO MALL INC	I-202005116066	201-4-311-4260	ALTERNATER		429.53
01-10354	BROOKINGS CITY UTILITIE	I-202005116068	201-4-311-4280	WATER/SEWER/ELECTRIC/TELE		1,130.97
01-10372	BROOKINGS-DEUEL RWS	I-202005116070	201-4-311-4280	WATER@BRUCE SHOP		26.80
01-10508	CARQUEST AUTO	I-202005126087	201-4-311-4260	TOOLS/SUPPLIES		4,560.07
01-10670	COOK'S WASTEPAPER & REC	I-202005126097	201-4-311-4250	MAY BILL		155.74
01-10798	DEPT. OF TRANSPORTATION	I-202005126184	201-4-311-4221	216TH ST & 471ST ST		1,396.28
01-10984	L.G. EVERIST INC	I-202005126139	201-4-311-4260	QUARTZITE		7,087.22
01-11196	GRAINGER	I-202005126118	201-4-311-4260	PUMP		451.92
01-11719	L&L AUTO & TRUCK PARTS	I-202005126137	201-4-311-4260	SHOP TOOLS		45.10
01-11827	LOWE'S	I-202005126141	201-4-311-4260	EAR PROTECTION/SUPPLIES		66.76
01-12236	NORTHWESTERN ENERGY	I-202005126155	201-4-311-4280	TRUCK/HWY SHOP		183.55
01-12484	PRUSSMAN CONTRACTING CO	I-202005126166	201-4-311-4250	27B & 8G		6,946.20
01-12666	RUNNING'S SUPPLY INC	I-202005126176	201-4-311-4260	SHOP SUPPLIES/CLOTHING		405.30
01-12898	TOWN OF SINAI	I-202005126204	201-4-311-4280	SEWER AND GARBAGE		64.63
01-12917	SIOUX VALLEY ENERGY	I-202005126186	201-4-311-4280	ELECTRIC		268.00
01-13089	STURDEVANT'S AUTO PARTS	I-202005126192	201-4-311-4260	VISIONALL		6.29
01-13375	WHEELCO TRUCK & TRAILER	I-202005126214	201-4-311-4260	SUPPLIES/MATERIALS		1,331.94
01-13379	CITY OF WHITE	I-202005126095	201-4-311-4280	WATER/SEWER/ELECTRIC		88.74
01-19515	CITY OF BROOKINGS LANDF	I-202005116067	201-4-311-4250	GARBAGE		13.20
01-19595	FOERSTER TESTING LIMITE	I-202005126110	201-4-311-4250	apshalt cores		400.00
01-20016	HOMETOWN SERVICE & TIRE	I-202005126126	201-4-311-4260	TIRES		150.00
01-20186	DVL FIRE AND SAFETY	I-202005126102	201-4-311-4260	FIRE EXTINGUISHER COVER		75.00
01-20236	RDO EQUIPMENT CO	I-202005126171	201-4-311-4260	REPAIRS		2,128.42
01-20514	KINGBROOK RURAL WATER	I-202005126136	201-4-311-4280	SINAI WATER		33.00
01-20711	I STATE TRUCK CENTER	I-202005126131	201-4-311-4260	SWITCH-ROCKER		34.47
01-22240	KIBBLE EQUIPMENT LLC	I-202005126135	201-4-311-4260	CAP & PLUG		30.16
01-22301	TRANSOURCE	I-202005126205	201-4-311-4260	BELT & PRESSURE		432.11
01-22342	CINTAS CORPORATION	I-202005126093	201-4-311-4250	SHOP COATS		129.57
01-22585	CLARK ENGINEERING	I-202005126096	201-4-311-4220	SURFACING PROJECT		766.55
01-22659	BIOAG ENERGY SERVICES L	I-202005116063	201-4-311-4260	MOLLY GREASE AND DEF		131.52
01-22660	CHS	I-202005126092	201-4-311-4265	SHOP GAS/DIESEL		7,246.51
01-22661	3-C OF BROOKINGS COUNTY	I-202005116037	201-4-311-4250	FENCING ON CULVERTS		1,122.45
01-22662	CAMERON SMITH	I-202005126189	201-4-311-4260	WORK BOOTS		181.04
01-22663	SEXAUER DISCOUNT FARM S	I-202005126185	201-4-311-4260	LAWN MIX		141.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 48,749.27

FUND 201 ROAD & BRIDGE FUND TOTAL: 48,749.27

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10091	AMERICAN STAMP & MARKIN	I-202005116048	226-4-222-4293	VINYL FLOOR SIGNS		97.07
01-10371	BROOKINGS REGISTER	I-202005116083	226-4-222-4230	SEVERE WEATHER AD		200.00
01-12910	TWO WAY SOLUTIONS INC	I-202005126206	226-4-222-4250	QRTLY MAINT CONTRACT		595.00
01-13280	VANTEK COMMUNICATIONS I	I-202005126211	226-4-222-4390	RADIO/EXTERNAL SPEAKER		4,088.00
01-20466	AT&T MOBILITY	I-202005116052	226-4-222-4250	MOBILE WIFI		40.04
01-21151	PETERSON MOTORS COMPANY	I-202005126163	226-4-222-4293	METALS STANDS/LEXAN		2,250.00

DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL: 7,270.11

FUND 226 EMERGENCY MANAGEMENT TOTAL: 7,270.11

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

PACKET: 02270 CLAIMS PAID 5/19/2020

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-202005116041	250-4-163-4250	COPIER CONTRACT		54.79
01-20749	MIDAMERICA BUSINESS SYS	I-202005126150	250-4-163-4290	SPACESAVER MOBILE STORAGE SYS		14,416.54
				DEPARTMENT 163 ROD Relief Fund	TOTAL:	14,471.33
				FUND 250 ROD RELIEF FUND	TOTAL:	14,471.33

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 301 COUNTY BUILDING FUND

DEPARTMENT: 161 COUNTY BUILDING BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-20143	CITY OF BROOKINGS	I-202005126094	301-4-161-4296	SOUTH PARKING LOT		91,894.64
				DEPARTMENT 161 COUNTY BUILDING	TOTAL:	91,894.64
				FUND 301 COUNTY BUILDING FUND	TOTAL:	91,894.64

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 725 ADVANCE TAXES

DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10367	BROOKINGS COUNTY FINANC	I-202005116073	725-2-2090000	ADVANCE TAX		131.51
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	131.51
				FUND 725 ADVANCE TAXES	TOTAL:	131.51

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

PACKET: 02270 CLAIMS PAID 5/19/2020

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-202005116069	735-2-2090000	DELINQUENT TAXES		792.90
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	792.90
				FUND 735 DELINQUENT TAXES	TOTAL:	792.90

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 768 STATEWIDE 24/7 SOBRIETY

DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13160	24/7 SOBRIETY CONFERENC	I-202005126188	768-2-2092000	24/7 DAILY MONITORING FEES		833.00
01-13160	24/7 SOBRIETY CONFERENC	I-202005126190	768-2-2091000	24/7 DAILY MONITORING FEES		2,601.00
01-13160	24/7 SOBRIETY CONFERENC	I-202005126191	768-2-2090000	24/7 PARTICIPATION FEE		2.00

DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL: 3,436.00

FUND 768 STATEWIDE 24/7 SOBRIET TOTAL: 3,436.00

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

PACKET: 02270 CLAIMS PAID 5/19/2020

FUND : 770 TAX SALE REDEMPTION

DEPARTMENT: N/A NON-DEPARTMENTAL BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22307	RYDE INVESTMENT GROUP L	I-202005126180	770-2-2090000	CERT#18-18 XXX RED#1499		8,014.32
01-22448	EMPIRE INVESTMENTS LLC	I-202005126106	770-2-2090000	CERT#19-63 XXX RED#1500		2,248.61
01-22448	EMPIRE INVESTMENTS LLC	I-202005126107	770-2-2090000	CERT#19-179 XXX RED#1498		1,718.64

DEPARTMENT 0000 NON-DEPARTMENTAL TOTAL: 11,981.57

FUND 770 TAX SALE REDEMPTION TOTAL: 11,981.57

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

PACKET: 02270 CLAIMS PAID 5/19/2020

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-202005126183	775-2-2090000	ROD MODERNIZATION&PRESERVATIO		1,084.00
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	1,084.00
				FUND 775 ROD Relief Flow-Thru F	TOTAL:	1,084.00
					REPORT GRA TOTAL:	259,075.78

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2020	101-4-111-4220	PROFESSIONAL SERV. & FEES	892.50	45,000	28,068.40				
	101-4-111-4230	PUBLISHING	785.32	40,000	29,219.87				
	101-4-111-4260	SUPPLIES & MATERIALS	97.28	4,000	3,394.59				
	101-4-111-4267	POSTAGE	1,594.25	32,500	14,078.32				
	101-4-120-4230	PUBLISHING	26.14	18,000	17,816.15				
	101-4-120-4260	ELECTION SUPPLIES	3,485.83	15,000	9,845.98				
	101-4-130-4221	ABUSE & NEG.CHILD DEFENSE	5,012.60	25,000	19,240.50				
	101-4-130-4222	ADULT DEFENSE	14,065.49	525,000	279,015.03				
	101-4-130-4223	JUVENILE DEFENSE	438.30	30,000	12,006.10				
	101-4-130-4224	TRANSCRIPTS (LIENABLE)	162.00	5,000	4,769.60				
	101-4-130-4226	TRANSCRIPTS (NON)	166.60	9,000	6,807.20				
	101-4-130-4280	JURY & WITNESS	245.70	15,000	9,814.86				
	101-4-130-4290	COURT CASE EXPENSE	888.82	40,000	30,738.43				
	101-4-130-4340	LAW LIBRARY	350.00	20,000	18,915.00				
	101-4-143-4230	PUBLISHING	978.00	4,500	3,359.48				
	101-4-143-4250	REPAIR & MAINT.	123.11	3,400	2,910.56				
	101-4-143-4260	SUPPLIES & MATERIALS	255.65	15,000	9,319.64				
	101-4-151-4260	SUPPLIES & MATERIALS	136.90	30,000	21,519.41				
	101-4-161-4241	RENTAL/COMM. HEALTH	960.00	11,000	7,030.00				
	101-4-161-4243	ADMIN BUILDING OPERATION E	226.98	200,000	166,774.63				
	101-4-161-4250	REPAIRS AND MAINTENANCE	2,265.04	90,000	50,280.45				
	101-4-161-4260	SUPPLIES & MATERIALS	497.53	6,000	3,715.87				
	101-4-161-4280	UTILITIES/COURTHOUSE	2,282.58	53,000	37,213.17				
	101-4-161-4282	UTILITIES/1921 BLDG.	79.55	725	388.27				
	101-4-161-4283	UTILITIES/COMM. HEALTH	264.80	3,000	1,792.60				
	101-4-162-4230	PUBLISHING	71.27	1,800	702.02				
	101-4-162-4250	REPAIRS AND MAINTENANCE	500.00	2,500	1,966.00				
	101-4-162-4260	SUPPLIES &N MATERIALS	310.61	8,500	7,344.55				
	101-4-163-4260	SUPPLIES & MATERIALS	39.90	1,500	1,142.93				
	101-4-165-4270	TRAVEL & CONFERENCE	35.52	5,000	4,918.63				
	101-4-171-4260	SUPPLIES	5,454.19	28,300	5,865.19				
	101-4-172-4220	PROFESSIONAL SERVICES	249.10	18,000	9,467.75				
	101-4-172-4230	PUBLISHING	232.89	7,000	3,620.59				
	101-4-172-4260	SUPPLIES & MATERIALS	168.34	1,000	586.70				
	101-4-211-4220	PROFESSIONAL SERV. & FEES	300.00	6,000	3,342.42				
	101-4-211-4221	ANIMAL CONTROL	33.18	5,000	4,384.48				
	101-4-211-4230	PUBLISHING	355.58	1,500	900.42				
	101-4-211-4250	REPAIRS AND MAINTENANCE	501.44	42,000	24,660.97				
	101-4-211-4260	SUPPLIES & MATERIALS	27.96	20,000	18,192.73				
	101-4-211-4262	UNIFORMS/EQUIPMENT	115.96	4,000	3,229.07				
	101-4-211-4265	FUEL/GASOLINE	1,169.18	52,000	40,942.21				
	101-4-211-4280	UTILITIES	842.96	20,000	11,965.02				
	101-4-212-4250	REPAIRS AND MAINTENANCE	539.19	40,000	26,999.18				
	101-4-212-4260	SUPPLIES & MATERIALS	2,328.04	45,000	17,921.39				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-4-212-4265	FUEL/GASOLINE	43.50	12,000	10,160.22				
	101-4-212-4272	PRISONER HOUSING	1,870.00	3,000	7,455.00-	Y			
	101-4-212-4273	ELECTRONIC MONITOR	1,053.00	12,000	7,664.50				
	101-4-212-4280	UTILITIES	2,708.24	42,000	28,002.07				
	101-4-213-4220	PROFESSIONAL SERV. & FEES	100.00	25,000	19,170.00				
	101-4-223-4250	REPAIRS AND MAINTENANCE	18.45	200	107.75				
	101-4-223-4260	SUPPLIES & MATERIALS	7.06	200	92.82-	Y			
	101-4-411-4272	SUPPLIES & MATERIALS	5.99	1,000	970.07				
	101-4-421-4250	REPAIRS AND MAINTENANCE	50.75	1,101	837.62				
	101-4-441-4220	PROFESSIONAL SERV. & FEES	4,819.90	50,000	27,585.20				
	101-4-441-4221	MENTAL ILLNESS MEDICAL	714.00	20,000	8,009.06				
	101-4-528-4220	PROFESSIONAL SERV & FEES	143.29	4,500	2,014.98				
	101-4-528-4230	PUBLISHING	420.00	20,000	11,650.00				
	101-4-528-4250	REPAIR & MAINT	1,187.40	45,000	36,709.65				
	101-4-528-4260	SUPPLIES & MATERIALS	676.22	35,000	28,600.03				
	101-4-528-4280	UTILITIES	1,523.03	40,000	27,937.20				
	101-4-611-4161	COMPENSATED ABSENCES	600.00	0	600.00-	Y			
	101-4-611-4240	RENTALS	47.40	1,500	1,381.50				
	101-4-611-4250	REPAIRS AND MAINTENANCE	145.41	6,000	5,354.14				
	101-4-611-4260	SUPPLIES & MATERIALS	139.26	11,000	7,803.96				
	101-4-611-4280	UTILITIES	178.92	3,500	2,433.90				
	101-4-615-4230	PUBLISHING	148.70	1,100	471.12				
	101-4-615-4260	SUPPLIES & MATERIALS	12,807.54	60,000	44,846.23				
	101-4-615-4280	TELEPHONE	34.42	2,500	1,987.32				
	101-4-711-4230	PUBLISHING	177.15	2,300	1,604.78				
	101-4-711-4250	REPAIRS & MAINTENANCE	55.34	2,160	1,855.49				
	101-4-711-4260	SUPPLIES & MATERIALS	33.20	3,915	1,040.26				
	201-4-311-4220	PROFESSIONAL SERVICES	766.55	250,000	210,658.70				
	201-4-311-4221	BIG MATCHING GRANT	1,396.28	2,146,739	2006,493.41				
	201-4-311-4250	REPAIRS & MAINT.	9,802.87	2,000,000	1911,140.24				
	201-4-311-4260	SUPPLIES & MATERIALS	27,335.66	1,100,000	891,017.82				
	201-4-311-4265	FUEL/GASOLINE	7,246.51	200,000	151,517.20				
	201-4-311-4280	UTILITIES	2,201.40	30,000	18,446.88				
	226-4-222-4230	PUBLISHING	200.00	300	1,555.00-	Y			
	226-4-222-4250	REPAIRS AND MAINTENANCE	635.04	2,500	663.17				
	226-4-222-4293	DISASTER RECOVERY	2,347.07	16,310	12,682.93				
	226-4-222-4390	COMMUNICATION EQUIP.	4,088.00	0	4,088.00-	Y			
	250-4-163-4250	REPAIRS & MAINTENANCE	54.79	2,500	1,772.03				
	250-4-163-4290	Other Current Expenditures	14,416.54	17,000	2,583.46				
	301-4-161-4296	Administrative Building	91,894.64	141,894	50,000.00				
	725-2-2090000	AMOUNT HELD FOR ADVANCE TA	131.51						
	735-2-2090000	AM'T HELD FOR DEL. TAXES	792.90						
	768-2-2090000	AM'T HELD FOR STATEWIDE 2	2.00						
	768-2-2091000	AM'T HELD FOR 24/7 SCRAM F	2,601.00						
	768-2-2092000	AMT HELD FOR 24/7 RBT FEES	833.00						

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=========LINE ITEM========= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	=======GROUP BUDGET======= ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	770-2-2090000	DUE TO CERTIFICATE HOLDER	11,981.57						
	775-2-2090000	Amt Held for ROD Relief Fu	1,084.00						
		** 2020 YEAR TOTALS	259,075.78						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-111	COMMISSIONERS	3,369.35
101-120	ELECTIONS	3,511.97
101-130	JUDICIAL SYSTEM	21,329.51
101-143	FINANCE OFFICE	1,356.76
101-151	STATES ATTORNEY	136.90
101-161	COUNTY BUILDING	6,576.48
101-162	DIRECTOR OF EQUALIZATION	881.88
101-163	REGISTER OF DEEDS	39.90
101-165	VETERAN'S SERVICE	35.52
101-171	INFORMATION TECHNOLOGY	5,454.19
101-172	HUMAN RESOURCES	650.33
101-211	SHERIFF'S OFFICE	3,346.26
101-212	COUNTY JAIL	8,541.97
101-213	CORONER	100.00
101-223	DRAINAGE COMMISSION	25.51
101-411	WELFARE	5.99
101-421	COMMUNITY HEALTH NURSE	50.75
101-441	BEHAVIORAL HEALTH	5,533.90
101-528	BCOAC	3,949.94
101-611	COUNTY EXTENSION	1,110.99
101-615	WEED CONTROL	12,990.66
101-711	PLANNING & ZONING	265.69
101 TOTAL	GENERAL FUND	79,264.45
201-311	HIGHWAY ADMINISTRATION	48,749.27
201 TOTAL	ROAD & BRIDGE FUND	48,749.27

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
226-222	EMERGENCY & DISASTER SERV	7,270.11
226 TOTAL	EMERGENCY MANAGEMENT	7,270.11
250-163	ROD Relief Fund	14,471.33
250 TOTAL	ROD RELIEF FUND	14,471.33
301-161	COUNTY BUILDING	91,894.64
301 TOTAL	COUNTY BUILDING FUND	91,894.64
725	NON-DEPARTMENTAL	131.51
725 TOTAL	ADVANCE TAXES	131.51
735	NON-DEPARTMENTAL	792.90
735 TOTAL	DELINQUENT TAXES	792.90
768	NON-DEPARTMENTAL	3,436.00
768 TOTAL	STATEWIDE 24/7 SOBRIETY	3,436.00
770	NON-DEPARTMENTAL	11,981.57
770 TOTAL	TAX SALE REDEMPTION	11,981.57
775	NON-DEPARTMENTAL	1,084.00
775 TOTAL	ROD Relief Flow-Thru Fund	1,084.00
	** TOTAL **	259,075.78

NO ERRORS

** END OF REPORT **

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

PACKET: 02274 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-202005126228	101-4-130-4230	BLOOD TESTS		2,790.00
				DEPARTMENT 130 JUDICIAL SYSTEM	TOTAL:	2,790.00

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

PACKET: 02274 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-202005126229	101-4-421-4290	COMMUNITY HEALTH NURSES		2,671.05
				DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:		2,671.05

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

PACKET: 02274 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-202005126228	101-4-441-4220	ADMIN FEE/HEALY/KRUMP/AALBERS		180.00
				DEPARTMENT 441 BEHAVIORAL HEALTH	TOTAL:	180.00
				FUND 101 GENERAL FUND	TOTAL:	5,641.05

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

PACKET: 02274 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-202005126228	742-2-2090000	MONTHLY MV		357,686.76
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	357,686.76
				FUND 742 MOTOR VEHICLE	TOTAL:	357,686.76

VENDOR SET: 01 Brookings County ITEMS PRINTED: PAID, UNPAID
PACKET: 02274 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-202005126228	763-2-2090000	BIRTH & DEATH FEES		1,050.00
				DEPARTMENT 0000 NON-DEPARTMENTAL	TOTAL:	1,050.00
				FUND 763 REGISTER OF DEEDS	TOTAL:	1,050.00
					REPORT GRA TOTAL:	364,377.81

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	LINE ITEM ANNUAL BUDGET	LINE ITEM BUDGET AVAILABLE	LINE ITEM OVER BUDG	GROUP BUDGET ANNUAL BUDGET	GROUP BUDGET AVAILABLE	GROUP BUDGET OVER BUDG
2020	101-4-130-4230	BLOOD TESTS	2,790.00	95,000	50,657.00				
	101-4-421-4290	REIMB. TO STATE/NURSE PYMT	2,671.05	10,300	4,957.90				
	101-4-441-4220	PROFESSIONAL SERV. & FEES	180.00	50,000	32,405.10				
	742-2-2090000	AMOUNT HELD FOR MOTOR VEHI	357,686.76						
	763-2-2090000	AMOUNT HELD FOR REGISTER	1,050.00						
		** 2020 YEAR TOTALS	364,377.81						

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-130	JUDICIAL SYSTEM	2,790.00
101-421	COMMUNITY HEALTH NURSE	2,671.05
101-441	BEHAVIORAL HEALTH	180.00
101 TOTAL	GENERAL FUND	5,641.05
742	NON-DEPARTMENTAL	357,686.76
742 TOTAL	MOTOR VEHICLE	357,686.76
763	NON-DEPARTMENTAL	1,050.00
763 TOTAL	REGISTER OF DEEDS	1,050.00
	** TOTAL **	364,377.81

NO ERRORS

** END OF REPORT **

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

May 11, 2020

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

Table of Contents:

- Quarterly Highway Transfers (Action Item)
- Quarterly Emergency Management 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,

Vicki Buseth
Brookings County Finance Officer

Motion by _____, seconded by_____to approve the following transfers as per budget appropriations for the second quarter of 2020:

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

From General Fund 101-4-911-4290 to Emergency Management Fund 226-3-371-0000 in the amount of $21,250.00.

Auditor's Account with the Treasurer

April 30, 2020

Auditor's Statement

General Fund	$	18,589,793.31
Road & Bridge	$	5,587,756.53
County Building	$	3,557,866.66
Debt Service/TIF	$	21,465.01
Total Major Funds	$	27,756,881.51
Non-Major County Funds	$	976,120.39
Agency Funds	$	18,004,209.67
Outstanding Credit Cards		
Reconciling Items:		
Reconciling Items:	$	-
GRAND TOTAL	**$**	**46,737,211.57**

Treasurer's Statement

Total Amount of Deposits in Banks	$	44,179,050.41
Checking Account Balance		
1st Bank & Trust, Brookings (AP/PR)	$	194,441.67
1st Bank & Trust, Brookings (daily)	$	45,418.94
Money Market Accounts		
1st Bank & Trust, Brookings (Daily)	$	22,894,262.85
Other Money Markets	$	9,482,600.79
Fiscal Agent/TIF/Verasun	$	-
HVAC	$	-
Investment Money Market	$	8,558,326.16
CD's - Certificates of Deposit	$	3,004,000.00
Currency	$	213.00
Coins	$	2.24
Checks Not Exceeding 3 days	$	2,545,300.88
Change Funds	$	3,905.00
Subtotal (total in Red Book)	$	46,728,471.53
Reconciling Items - Outstanding Deposit		
Reconciling Item - Treasurer Check Error		
Reconciling Item - Treasurer Check Error		
Reconciling Items-interest	$	8,839.48
Reconciling Item-charges	$	(99.44)
GRAND TOTAL	**$**	**46,737,211.57**

APRIL 2020 ADDITIVES	
AFLAC	$3,728.72
AVESIS	$1,335.98
OFFICE OF CHILD SUPPORT	$2,930.75
DELTA DENTAL	$5,770.18
FLEX ONE	$1,942.96
PRINCIPAL LIFE INSURANCE	$1,731.57
GARNISHMENTS	$296.34
LOCAL TEAMSTERS	$1,108.00
SDRS	$45,919.16
SDRS SUPPLEMENTAL	$1,825.00
EFTPS	$91,004.89
WELLMARK	$97,249.12
SDRS SPECIAL PAY PLAN FEE	$0.00
SDRS SPECIAL PAY PLAN	$0.00
AFLAC GROUP/CAIC PRIMARY	$246.66
TOTAL:	**$255,089.33**

APRIL 2020 PAYROLL	
COMMISSION/HR	$22,449.81
ELECTIONS	$0.00
FINANCE OFFICE	$22,229.80
STATES ATTORNEY	$27,752.70
EQUALIZATION	$19,139.27
REGISTER OF DEEDS	$8,848.54
VETERANS/WELFARE	$6,442.30
SHERIFF'S OFFICE	$100,352.68
CORONER	$426.22
COMMUNITY HEALTH	$3,718.40
EXTENSION	$2,524.89
WEED	$2,551.24
PLANNING/ZONING	$5,879.61
HIGHWAY	$51,237.44
EMERGENCY MANAGEMENT	$4,022.91
BCOAC	$3,580.27
TECHNOLOGY	$7,162.91
TOTAL:	**$288,318.99**

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

$1327.17 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 April 2020

Weed	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Misc Expenses					$ -	$1.77/gas
Trailer					$ -	$2.032/diesel
258					$ -	
259					$ -	
260					$ -	
265					$ -	
284	$ 30.71				$ 30.71	
289					$ -	
290	$ 90.58				$ 90.58	
291	$ 177.88				$ 177.88	
292					$ -	
293	$ 134.43				$ 134.43	
294					$ -	
299					$ -	
TOTAL	**$ 433.60**	$ -	$ -	$ -	**$ 433.60**	

Sheriff	426.5/fuel	426supply	411/salaries	425/equip	Totals	$ Per Gal
A1	$ 38.03				$ 38.03	$1.77/gas
A2	$ 61.62				$ 61.62	
A3					$ -	
A6	$ 35.69				$ 35.69	
A9	$ 21.33				$ 21.33	
A12	$ 136.79				$ 136.79	
A14					$ -	
A25	$ 96.92				$ 96.92	
A26	$ 84.04				$ 84.04	
A27					$ -	
A28	$ 109.12				$ 109.12	
A29					$ -	
A30					$ -	
A31					$ -	
A32	$ 95.68				$ 95.68	
A33	$ 21.25				$ 21.25	
A34	$ 82.18				$ 82.18	
A35	$ 47.84				$ 47.84	
A36					$ -	
AE					$ -	
AF					$ -	
UTV					$ -	
TOTAL	**$ 830.49**	$ -	$ -	$ -	**$ 830.49**	

Zoning	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Vehicle #0187	$ 20.74				$ 20.74	$1.77/gas
TOTAL	**$ 20.74**	$ -	$ -	$ -	**$ 20.74**	

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

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

Commission	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
#17 commission van					$ -	$1.77/gas
#84 janitor pick up					$ -	
Court House	**426.5/fuel**	**426/supply**	**411/salaries**	**425/equip**	**Totals**	
Court house bld/yd	$ -				$ -	
TOTAL	$ -	$ -	$ -	$ -	$ -	

Brookings County Highway
Expenditure Corrections April 2020

Finance	426.5	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Misc work					0	$1.77/gas
#17 commission van					$ -	
TOTAL	$ -	$ -	$ -	$ -	$ -	
Equalization	**426.5/fuel**	**426/supply**	**411/salaries**	**425/equip**	**Totals**	**$ Per Gal**
0116					$ -	$1.77/gas
0122	$ 18.30				$ 18.30	
0123					$ -	
0124	$ 24.04				$ 24.04	
0125					$ -	
TOTAL	$ 42.34	$ -	$ -	$ -	$ 42.34	

States Attorney	426.5/fuel	426/supply	411/salaries	425/equip	Totals	$ Per Gal
Dodge					$ -	$1.77/gas
TOTAL	$ -	$ -	$ -	$ -	$ -	

BCOAC	426.5	426/supply	411/salaries	425/equip	Totals	$ Per Gal
gravel					0	$1.77/gas
Maintenance					$ -	
TOTAL	$ -	$ -	$ -	$ -	$ -	

	426.5/fuel	426/supply	411/salaries	425/equip	TOTALS
TOTAL	$ 1,327.17	$ -	$ -	$ -	$ 1,327.17

Be it noted, the Register of Deeds Statement of Fees collected for the month of April 2020 in the amount $33,015.00 was presented to the board.

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

Brookings County, State of South Dakota

The sum of $33,015.00___in Fees has been collected by me as Register of Deeds during the Month as shown per Register of Deeds' Official Fee Book, Volumn._37____on pages _267___ &__283__

STATE OF SOUTH DAKOTA, *FB_282245_ - FB_282797*

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 __April 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 $_33,015.00_____

Dated this ____7__day of___ May___. ___2020____.

Beverly Chapman

Register of Deeds

Subscribed and sworn to before me this 7th *day of* May, *2020.*

SEAL OF COUNTY & FINANCE OFFICE BROOKINGS COUNTY SOUTH DAKOTA

Vicki Busetta

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			APRIL	2020		
3						
4		TRANSFER FEE		$12,913.00		
5						
6		GENERAL FEES				
7		GENERAL FEES	$16,741.00			
8		FINANCING STATEMENT	$30.00			
9		LOCATION NOTICE	$0.00			
10		TOTAL		$16,771.00		
11						
12						
13		MARRIAGE LICENSE				
14		3 X $40.00=		$120.00		
15						
16						
17		VITAL RECORDS				
18		CERTIFIED COPIES				
19						
20		BIRTH 5 X $15=	$75.00			
21		DEATH 100 X $15=	$1,500.00			
22		MARRIAGE 5 X $15=	$75.00			
23		TOTAL		$1,650.00		
24						
25						
26		XEROX COPIES & DISC		$1,561.00		
27						
28						
29						
30		GRAND TOTAL		$33,015.00		

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

FUND ACCOUNT#	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
101-GENERAL FUND				
101-1-1010001	CLAIM ON CASH	14,143,521.16	4,437,727.15	18,581,248.31
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	14,152,066.16	4,437,727.15	18,589,793.31
201-ROAD & BRIDGE FUND				
201-1-1010001	CLAIM ON CASH	5,726,020.44	(138,263.91)	5,587,756.53
201-1-1070000	RESTRICTED CASH/ROAD & BRIDGE	0.00	0.00	0.00
	TOTAL 201-ROAD & BRIDGE FUND	5,726,020.44	(138,263.91)	5,587,756.53
202-SNOW REMOVAL				
202-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 202-SNOW REMOVAL	0.00	0.00	0.00
203-HIGHWAY & BRIDGE RESERVE				
203-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 203-HIGHWAY & BRIDGE RESERVE	0.00	0.00	0.00
205-WHEEL TAX				
205-1-1010001	CLAIM ON CASH	0.00	0.00	0.00
	TOTAL 205-WHEEL TAX	0.00	0.00	0.00
207-E-911 FUND				
207-1-1010001	CLAIM ON CASH	27,479.14	25.25	27,504.39
207-1-1070000	RESTRICTED CASH IN BANKS	0.00	0.00	0.00
	TOTAL 207-E-911 FUND	27,479.14	25.25	27,504.39
226-EMERGENCY MANAGEMENT				
226-1-1010001	CLAIM ON CASH	(42,472.56)	(7,642.14)	(50,114.70)
226-1-1070000	RESTRICTED CASH	0.00	0.00	0.00
	TOTAL 226-EMERGENCY MANAGEMENT	(42,472.56)	(7,642.14)	(50,114.70)
229-DOMESTIC ABUSE FUND				
229-1-1010001	CLAIM ON CASH	2,973.50	266.50	3,240.00
	TOTAL 229-DOMESTIC ABUSE FUND	2,973.50	266.50	3,240.00

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
231-WIC FUND			
231-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 231-WIC FUND	0.00	0.00	0.00
237-CONTRACT LAW ENFORCE			
237-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 237-CONTRACT LAW ENFORCE	0.00	0.00	0.00
248-24/7 PROGRAM			
248-1-1010001 CLAIM ON CASH	87,836.49	(7,317.97)	80,518.52
248-1-1020000 CASH CHANGE	0.00	0.00	0.00
TOTAL 248-24/7 PROGRAM	87,836.49	(7,317.97)	80,518.52
250-ROD RELIEF FUND			
250-1-1010001 CLAIM ON CASH	85,457.31	710.21	86,167.52
TOTAL 250-ROD RELIEF FUND	85,457.31	710.21	86,167.52
301-COUNTY BUILDING FUND			
301-1-1010001 CLAIM ON CASH	3,430,690.02	127,176.64	3,557,866.66
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	3,430,690.02	127,176.64	3,557,866.66
302-ADM BLDG PROJECT FUND			
302-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 302-ADM BLDG PROJECT FUND	0.00	0.00	0.00
303-TIF CAPITAL PROJECT FUND			
303-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 303-TIF CAPITAL PROJECT FUND	0.00	0.00	0.00
304-DETENTION CNTR EXPANSION			
304-1-1010001 CLAIM ON CASH	653,876.95	174,927.71	828,804.66
304-1-1060000 Cash with Fiscal Agent	0.00	0.00	0.00
TOTAL 304-DETENTION CNTR EXPANSION	653,876.95	174,927.71	828,804.66
401-DEBT SERVICE			
401-1-1010001 CLAIM ON CASH	0.00	21,465.01	21,465.01
401-1-1060000 CASH WITH FISCAL AGENT	0.00	0.00	0.00
TOTAL 401-DEBT SERVICE	0.00	21,465.01	21,465.01
701-BROOKINGS SCHOOL (5-1)			
701-1-1010001 CLAIM ON CASH	588,848.94	6,889,138.19	7,477,987.13
TOTAL 701-BROOKINGS SCHOOL (5-1)	588,848.94	6,889,138.19	7,477,987.13

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
702-SIOUX VALLEY SCHOOL 5-5			
702-1-1010001 CLAIM ON CASH	107,454.90	1,321,210.88	1,428,665.78
TOTAL 702-SIOUX VALLEY SCHOOL 5-5	107,454.90	1,321,210.88	1,428,665.78
703-DEUBROOK (5-2)			
703-1-1010001 CLAIM ON CASH	95,301.73	622,483.14	717,784.87
TOTAL 703-DEUBROOK (5-2)	95,301.73	622,483.14	717,784.87
704-LAW LIBRARY - NOT USED			
704-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 704-LAW LIBRARY - NOT USED	0.00	0.00	0.00
705-ELKTON (5-3)			
705-1-1010001 CLAIM ON CASH	41,206.54	1,403,768.06	1,444,974.60
TOTAL 705-ELKTON (5-3)	41,206.54	1,403,768.06	1,444,974.60
706-LAKE HENDRICKS (5-4)			
706-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 706-LAKE HENDRICKS (5-4)	0.00	0.00	0.00
707-ASTORIA (19-1)			
707-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 707-ASTORIA (19-1)	0.00	0.00	0.00
708-ESTELLINE (28-2)			
708-1-1010001 CLAIM ON CASH	27,752.65	72,628.42	100,381.07
TOTAL 708-ESTELLINE (28-2)	27,752.65	72,628.42	100,381.07
709-ARLINGTON (38-1)			
709-1-1010001 CLAIM ON CASH	81,777.58	372,177.40	453,954.98
TOTAL 709-ARLINGTON (38-1)	81,777.58	372,177.40	453,954.98
711-WETLAND PMT TRUST			
711-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 711-WETLAND PMT TRUST	0.00	0.00	0.00
712-ARLINGTON CITY			
712-1-1010001 CLAIM ON CASH	322.78	2,974.54	3,297.32
TOTAL 712-ARLINGTON CITY	322.78	2,974.54	3,297.32
713-AURORA CITY			
713-1-1010001 CLAIM ON CASH	6,609.74	99,811.17	106,420.91
TOTAL 713-AURORA CITY	6,609.74	99,811.17	106,420.91
714-BROOKINGS CITY			
714-1-1010001 CLAIM ON CASH	569,920.11	1,944,673.83	2,514,593.94
TOTAL 714-BROOKINGS CITY	569,920.11	1,944,673.83	2,514,593.94

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
715-BRUCE CITY			
715-1-1010001 CLAIM ON CASH	1,881.31	30,735.72	32,617.03
TOTAL 715-BRUCE CITY	1,881.31	30,735.72	32,617.03
716-BUSHNELL CITY			
716-1-1010001 CLAIM ON CASH	77.60	4,190.55	4,268.15
TOTAL 716-BUSHNELL CITY	77.60	4,190.55	4,268.15
717-ELKTON CITY			
717-1-1010001 CLAIM ON CASH	4,438.05	147,477.42	151,915.47
TOTAL 717-ELKTON CITY	4,438.05	147,477.42	151,915.47
718-SINAI CITY			
718-1-1010001 CLAIM ON CASH	1,442.46	16,014.67	17,457.13
TOTAL 718-SINAI CITY	1,442.46	16,014.67	17,457.13
719-VOLGA CITY			
719-1-1010001 CLAIM ON CASH	23,466.54	313,390.06	336,856.60
TOTAL 719-VOLGA CITY	23,466.54	313,390.06	336,856.60
720-WHITE CITY			
720-1-1010001 CLAIM ON CASH	8,307.67	36,812.62	45,120.29
TOTAL 720-WHITE CITY	8,307.67	36,812.62	45,120.29
721-AFTON TOWNSHIP			
721-1-1010001 CLAIM ON CASH	1,077.54	8,006.75	9,084.29
TOTAL 721-AFTON TOWNSHIP	1,077.54	8,006.75	9,084.29
722-ALTON TOWNSHIP			
722-1-1010001 CLAIM ON CASH	1,404.40	17,364.11	18,768.51
TOTAL 722-ALTON TOWNSHIP	1,404.40	17,364.11	18,768.51
723-ARGO TOWNSHIP			
723-1-1010001 CLAIM ON CASH	1,842.29	3,890.26	5,732.55
TOTAL 723-ARGO TOWNSHIP	1,842.29	3,890.26	5,732.55
724-WATER CONSERVANCY			
724-1-1010001 CLAIM ON CASH	2,567.54	27,425.51	29,993.05
TOTAL 724-WATER CONSERVANCY	2,567.54	27,425.51	29,993.05
725-ADVANCE TAXES			
725-1-1010001 CLAIM ON CASH	1,238.32	884.19	2,122.51
TOTAL 725-ADVANCE TAXES	1,238.32	884.19	2,122.51
726-FLEX ONE			
726-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 726-FLEX ONE	0.00	0.00	0.00

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
727-AURORA TOWNSHIP			
727-1-1010001 CLAIM ON CASH	1,474.22	23,766.47	25,240.69
TOTAL 727-AURORA TOWNSHIP	1,474.22	23,766.47	25,240.69
728-BANGOR TOWNSHIP			
728-1-1010001 CLAIM ON CASH	1,168.91	17,130.90	18,299.81
TOTAL 728-BANGOR TOWNSHIP	1,168.91	17,130.90	18,299.81
729-BROOKINGS TOWNSHIP			
729-1-1010001 CLAIM ON CASH	1,339.46	24,263.56	25,603.02
TOTAL 729-BROOKINGS TOWNSHIP	1,339.46	24,263.56	25,603.02
730-ELKTON TOWNSHIP			
730-1-1010001 CLAIM ON CASH	1,313.94	9,847.22	11,161.16
TOTAL 730-ELKTON TOWNSHIP	1,313.94	9,847.22	11,161.16
731-U & B SANITARY			
731-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 731-U & B SANITARY	0.00	0.00	0.00
732-BIG SIOUX WATERSHED			
732-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 732-BIG SIOUX WATERSHED	0.00	0.00	0.00
733-LP SANITARY SEWER			
733-1-1010001 CLAIM ON CASH	2,033.28	6,434.60	8,467.88
TOTAL 733-LP SANITARY SEWER	2,033.28	6,434.60	8,467.88
734-L.P. WATER			
734-1-1010001 CLAIM ON CASH	578.62	1,751.64	2,330.26
TOTAL 734-L.P. WATER	578.62	1,751.64	2,330.26
735-DELINQUENT TAXES			
735-1-1010001 CLAIM ON CASH	5,858.89	(3,630.98)	2,227.91
TOTAL 735-DELINQUENT TAXES	5,858.89	(3,630.98)	2,227.91
736-MUNICIPALITIES 5%			
736-1-1010001 CLAIM ON CASH	(35,826.95)	(10.00)	(35,836.95)
TOTAL 736-MUNICIPALITIES 5%	(35,826.95)	(10.00)	(35,836.95)
737-EUREKA TOWNSHIP			
737-1-1010001 CLAIM ON CASH	2,364.33	8,737.22	11,101.55
TOTAL 737-EUREKA TOWNSHIP	2,364.33	8,737.22	11,101.55
738-LAKE HENDRICKS TOWNSHIP			
738-1-1010001 CLAIM ON CASH	1,429.57	7,497.12	8,926.69
TOTAL 738-LAKE HENDRICKS TOWNSHIP	1,429.57	7,497.12	8,926.69

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
739-LAKE SINAI TOWNSHIP			
739-1-1010001 CLAIM ON CASH	3,392.09	6,993.52	10,385.61
TOTAL 739-LAKE SINAI TOWNSHIP	3,392.09	6,993.52	10,385.61
740-LAKETON TOWNSHIP			
740-1-1010001 CLAIM ON CASH	1,676.54	11,712.15	13,388.69
TOTAL 740-LAKETON TOWNSHIP	1,676.54	11,712.15	13,388.69
741-MEDARY TOWNSHIP			
741-1-1010001 CLAIM ON CASH	3,077.40	34,173.85	37,251.25
TOTAL 741-MEDARY TOWNSHIP	3,077.40	34,173.85	37,251.25
742-MOTOR VEHICLE			
742-1-1010001 CLAIM ON CASH	1,489,869.76	(22,440.15)	1,467,429.61
TOTAL 742-MOTOR VEHICLE	1,489,869.76	(22,440.15)	1,467,429.61
743-LK HENDRICKS SANITARY			
743-1-1010001 CLAIM ON CASH	243.23	1,784.22	2,027.45
TOTAL 743-LK HENDRICKS SANITARY	243.23	1,784.22	2,027.45
744-OAKLAKE TOWNSHIP			
744-1-1010001 CLAIM ON CASH	61.88	1,870.55	1,932.43
TOTAL 744-OAKLAKE TOWNSHIP	61.88	1,870.55	1,932.43
745-OAKWOOD TOWNSHIP			
745-1-1010001 CLAIM ON CASH	1,628.88	11,579.21	13,208.09
TOTAL 745-OAKWOOD TOWNSHIP	1,628.88	11,579.21	13,208.09
746-OSLO TOWNSHIP			
746-1-1010001 CLAIM ON CASH	924.98	10,172.10	11,097.08
TOTAL 746-OSLO TOWNSHIP	924.98	10,172.10	11,097.08
747-PARNELL			
747-1-1010001 CLAIM ON CASH	179.12	14,517.41	14,696.53
TOTAL 747-PARNELL	179.12	14,517.41	14,696.53
748-PRESTON TOWNSHIP			
748-1-1010001 CLAIM ON CASH	1,329.45	9,832.03	11,161.48
TOTAL 748-PRESTON TOWNSHIP	1,329.45	9,832.03	11,161.48
749-RICHLAND TOWNSHIP			
749-1-1010001 CLAIM ON CASH	754.44	5,151.30	5,905.74
TOTAL 749-RICHLAND TOWNSHIP	754.44	5,151.30	5,905.74
750-STATE FINES			
750-1-1010001 CLAIM ON CASH	39,975.88	2,359.98	42,335.86
TOTAL 750-STATE FINES	39,975.88	2,359.98	42,335.86

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
751-CONTRACT LAW FUND			
751-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 751-CONTRACT LAW FUND	0.00	0.00	0.00
752-CONTRACT LAW FUND			
752-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 752-CONTRACT LAW FUND	0.00	0.00	0.00
753-SHERMAN TOWNSHIP			
753-1-1010001 CLAIM ON CASH	63.16	6,978.03	7,041.19
TOTAL 753-SHERMAN TOWNSHIP	63.16	6,978.03	7,041.19
754-BIG SIOUX			
754-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 754-BIG SIOUX	0.00	0.00	0.00
755-SALES TAX			
755-1-1010001 CLAIM ON CASH	555.23	(526.73)	28.50
TOTAL 755-SALES TAX	555.23	(526.73)	28.50
756-FIRE INSURANCE			
756-1-1010001 CLAIM ON CASH	0.04	0.00	0.04
TOTAL 756-FIRE INSURANCE	0.04	0.00	0.04
757-SPECIAL HIWAY (14%)			
757-1-1010001 CLAIM ON CASH	(107,682.61)	0.01	(107,682.60)
TOTAL 757-SPECIAL HIWAY (14%)	(107,682.61)	0.01	(107,682.60)
758-UPPER DEER			
758-1-1010001 CLAIM ON CASH	67.88	486.76	554.64
TOTAL 758-UPPER DEER	67.88	486.76	554.64
759-BROOKINGS FIRE ASSOC			
759-1-1010001 CLAIM ON CASH	367,229.20	0.00	367,229.20
TOTAL 759-BROOKINGS FIRE ASSOC	367,229.20	0.00	367,229.20
760-STERLING TOWNSHIP			
760-1-1010001 CLAIM ON CASH	2,604.72	23,674.36	26,279.08
TOTAL 760-STERLING TOWNSHIP	2,604.72	23,674.36	26,279.08
761-SHERIFF TRUST			
761-1-1010001 CLAIM ON CASH	3,444.58	0.00	3,444.58
TOTAL 761-SHERIFF TRUST	3,444.58	0.00	3,444.58
762-WETLAND			
762-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 762-WETLAND	0.00	0.00	0.00

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
763-REGISTER OF DEEDS			
763-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 763-REGISTER OF DEEDS	0.00	0.00	0.00
764-TRENTON TOWNSHIP			
764-1-1010001 CLAIM ON CASH	2,922.23	20,304.95	23,227.18
TOTAL 764-TRENTON TOWNSHIP	2,922.23	20,304.95	23,227.18
765-VOLGA TOWNSHIP			
765-1-1010001 CLAIM ON CASH	2,666.64	42,359.00	45,025.64
TOTAL 765-VOLGA TOWNSHIP	2,666.64	42,359.00	45,025.64
766-LAW LIBRARY FUND			
766-1-1010001 CLAIM ON CASH	25,186.78	364.00	25,550.78
TOTAL 766-LAW LIBRARY FUND	25,186.78	364.00	25,550.78
767-WINSOR TOWNSHIP			
767-1-1010001 CLAIM ON CASH	1,276.69	18,299.13	19,575.82
TOTAL 767-WINSOR TOWNSHIP	1,276.69	18,299.13	19,575.82
768-STATEWIDE 24/7 SOBRIETY			
768-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 768-STATEWIDE 24/7 SOBRIETY	0.00	0.00	0.00
769-BANK FRANCHISE			
769-1-1010001 CLAIM ON CASH	1,397.35	0.00	1,397.35
TOTAL 769-BANK FRANCHISE	1,397.35	0.00	1,397.35
770-TAX SALE REDEMPTION			
770-1-1010001 CLAIM ON CASH	27,756.56	29,594.98	57,351.54
TOTAL 770-TAX SALE REDEMPTION	27,756.56	29,594.98	57,351.54
771-WIND TOWERS			
771-1-1010001 CLAIM ON CASH	0.00	900,624.32	900,624.32
TOTAL 771-WIND TOWERS	0.00	900,624.32	900,624.32
775-ROD Relief Flow-Thru Fund			
775-1-1010001 Claim on Cash	0.00	0.00	0.00
775-1-1010010 Claim on Cash	0.00	0.00	0.00
TOTAL 775-ROD Relief Flow-Thru Fund	0.00	0.00	0.00
780-DAKOTACARE			
780-1-1010001 CLAIM ON CASH	0.00	0.00	0.00
TOTAL 780-DAKOTACARE	0.00	0.00	0.00

CASH BALANCES REPORT
AS OF: APRIL 30TH, 2020

FUND ACCOUNT# ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE
781-River Ridge			
781-1-1010001 claim on cash	403.39	3,865.47	4,268.86
TOTAL 781-River Ridge	403.39	3,865.47	4,268.86
782-Meyer's Second Addition			
782-1-1010001 Claim on Cash	156.34	3,238.42	3,394.76
TOTAL 782-Meyer's Second Addition	156.34	3,238.42	3,394.76
783-BRIDLE ESTATES SANT			
783-1-1010001 CLAIM ON CASH	0.00	995.00	995.00
TOTAL 783-BRIDLE ESTATES SANT	0.00	995.00	995.00
784-Lake Hendricks Road			
784-1-1010001 Claim on Cash	782.25	6,727.35	7,509.60
TOTAL 784-Lake Hendricks Road	782.25	6,727.35	7,509.60
785-Bortnem Beach Road Dist			
785-1-1010001 CLAIM ON CASH	1,155.76	6,862.15	8,017.91
TOTAL 785-Bortnem Beach Road Dist	1,155.76	6,862.15	8,017.91
990-TREASURER'S CHECKS			
990-1-1010001 CLAIM ON CASH	38.26	0.00	38.26
TOTAL 990-TREASURER'S CHECKS	38.26	0.00	38.26
TOTAL CASH BALANCES	27,545,738.51	19,191,473.06	46,737,211.57

*** END OF REPORT ***

Fund Balance

April, 2020

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

201-Road & Bridge Fund	
"Big" River Bridge	$1,300,000.00
"Big" Sinai Bridge	$800,000.00
Basin Bridge	$660,000.00
Nonspendable Fund Balance-Inventory	$221,186.13
Restricted Fund Balance-Road Purposes	$360,421.40
Restricted Fund Balance-Snow Removal	$0.00
Assigned Fund Balance-Subsequent Year's Budget	
Assigned Fund Balance-Road Purposes	$2,149,943.87
Total	$5,491,551.40

207-E911 Fund	
Restricted Fund Balance-911 Purposes	$82,058.52
Assigned Fund Balance-911 Purposes	
Total	$82,058.52

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

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

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

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

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

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

BROOKINGS COUNTY
GENERAL FUND SURPLUS ANALYSIS
DATE April 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	$ 18,581,248.31
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	$ 6,640,825.39
11000	Taxes Receivable--Delinquent	$ 20,089.96
11XXX	Other Receivables	$ 142,714.03
12800	Notes Receivable	
13100	Due from Other fund	
13200	Due from Other Government	$ (218,076.16)
13300	Advance to Other Fund	
14100	Inventory of Supplies	
15100	Investments	
1XXXX	Other Assets	

Deferred Outflows of Resources:

19800	Other Deferred Outflows of Resources	

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES $ 25,175,346.53 *

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:

Liabilities:

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

GENERAL FUND SURPLUS ANALYSIS

21600	Accrued Wages Payable		
21700	Payroll Withholding Payable	$ 30.96	
22300	Unearned Revenue		
2XXXX	Other liabilities		
Deferred Inflows of Resources:			
25000	Unavailable Revenue--Property Taxes	$ 6,660,472.50	
25100	Unavailable Revenue--Special Assessments		
25200	Other Deferred Inflows of Resources		
Fund Balances:			
27300	Nonspendable	$ 139,574.60	
27400	Restricted		
27500	Committed		
27600	Assigned	$ 12,364,101.00	
27601	Subsequent Year's Budget (GF Budget's Cash Applied amount) *(choose one of the following amounts based on filing date)*		
	March = 75% of GF's cash applied in current budget		
	September = 25% of GF's cash applied in current budget + 100% of GF's cash applied in next year's budget.	$ (49,679.00)	
	December = 100% of GF's cash applied in next year's budget.		
27602	Capital Outlay Accumulations		
276XX			
276XX			
27700	Unassigned	$ 6,060,846.47	**
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES		$ 25,175,346.53	*
Following Year's General Fund Budget (use current year for March analysis)		$ 14,233,683.00	
The unassigned fund balance, account 27700, divided by the following year's General Fund budget resulting in the fund balance percentage			42.58%

*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.

APRIL 2020 MOTOR V COLLECTIONS AND BREAKDOWNS

Grand Total MV Collected	**$483,229.47**
Motor Vehicle Monies Sent to State	$357,686.76
Monies That Get Apportioned	$125,542.71

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Breakdown of MV Fees within the County

	County	Townships	Towns	Total
Wheel Tax	$25,093.03	$3,136.63	$3,136.63	**$31,366.29**
14% Special Highway to Townships		$27,649.79		**$27,649.79**
5% Muncipal to Cities			$9,283.24	**$9,283.24**
22.5% MV to County Road & Bridge Fund	$50,984.69			**$50,984.69**
Title Fees	$2,445.00			**$2,445.00**
Lien Fees And Misc Fees to County General Fund	$3,813.70			**$3,813.70**
63.75% Mobile Home Revenue				**$0.00**
Total	**$82,336.42**	**$30,786.42**	**$12,419.87**	**$125,542.71**

April Internet/Terminal Renewals	Collected	County's Portion
704 Internet Renewals & SS Terminals (included in totals above)	$64,431.86	$34,753.91

OTHER MONIES FROM STATE THAT WERE APPORTIONED OUT

	Wind Tower Monies			
County	$315,218.51			
Townships	$135,093.64			
Cities				
School Districts	$450,312.17			
Water District				
TOTALS	**$900,624.32**	**$0.00**	**$0.00**	**$0.00**

Fine Monies	**$42,005.55**	Divided among schools based on enrollment

April 2020 Tax Breakdowns

Tax Dollars Stay With County	$5,249,878.09
Distress Warrant Fees	$950.00
Advertising & Tax Cert Fees	$196.00
Total County	$5,251,024.09
Townships	$373,098.66
Cities	$1,875,588.14
Schools	$11,624,909.14
East Dakota Water	$29,995.66
Special Assessments	$450,886.49
TIF Collections	$946,853.33
GRAND TOTAL TAX $$ COLLECTED	**$20,552,355.51**

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

101-GENERAL FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	12,523,676.00	4,929,619.72	5,861,124.76	46.80	6,662,551.24
LICENSES & PERMITS	71,300.00	5,063.00	9,572.00	13.42	61,728.00
INTERGOVERNMENTAL	869,660.93	19,140.47	98,467.29	11.32	771,193.64
CHARGES FOR GOODS & SERV	1,243,499.00	105,110.76	332,922.46	26.77	910,576.54
FINES & FORFEITS	50,000.00	8,482.09	21,326.68	42.65	28,673.32
MISC. REVENUE	226,350.00	69,360.18	135,881.01	60.03	90,468.99
OTHER FINANCING SOURCES	36,500.00	1,625.00	4,571.00	12.52	31,929.00
TOTAL REVENUES	15,020,985.93	5,138,401.22	6,463,865.20	43.03	8,557,120.73
EXPENDITURE SUMMARY					
COMMISSIONERS	615,667.78	36,471.35	179,944.38	29.23	435,723.40
CONTINGENCY	730,000.00	0.00	0.00	0.00	730,000.00
ELECTIONS	163,702.56	307.35	12,232.02	7.47	151,470.54
JUDICIAL SYSTEM	813,000.00	90,780.55	292,439.93	35.97	520,560.07
FINANCE OFFICE	627,743.56	44,225.62	177,191.19	28.23	450,552.37
STATES ATTORNEY	736,519.98	48,542.36	190,532.46	25.87	545,987.52
TEEN COURT	25,000.00	0.00	25,000.00	100.00	0.00
COUNTY BUILDING	459,562.23	21,521.38	94,669.80	20.60	364,892.43
DIRECTOR OF EQUALIZATION	594,464.01	37,784.32	170,390.43	28.66	424,073.58
REGISTER OF DEEDS	233,517.86	17,774.26	71,259.94	30.52	162,257.92
VETERAN'S SERVICE	103,829.02	13,159.19	33,155.83	31.93	70,673.19
PREDATORY ANIMAL CONTROL	7,825.00	0.00	0.00	0.00	7,825.00
INFORMATION TECHNOLOGY	477,894.94	17,742.91	221,616.01	46.37	256,278.93
HUMAN RESOURCES	114,494.91	10,613.33	36,538.95	31.91	77,955.96
SHERIFF'S OFFICE	1,725,663.16	131,073.48	578,037.05	33.50	1,147,626.11
COUNTY JAIL	1,449,815.55	106,693.17	458,333.95	31.61	991,481.60
CORONER	32,069.00	1,541.86	5,447.44	16.99	26,621.56
JUVENILE DETENTION	118,000.00	0.00	10,897.40	9.24	107,102.60
CRIME STOPPERS	500.00	0.00	500.00	100.00	0.00
HUMANE SOCIETY	10,000.00	0.00	10,000.00	100.00	0.00
FIRE DEPARTMENT TRUST	110,000.00	0.00	5,715.00	5.20	104,285.00
DRAINAGE COMMISSION	1,300.00	141.38	528.56	40.66	771.44
E-911	144,865.00	0.00	144,865.00	100.00	0.00
POOR RELIEF	229,753.24	10,295.27	38,250.88	16.65	191,502.36
FOOD PANTRY	6,000.00	0.00	0.00	0.00	6,000.00
COMMUNITY HEALTH NURSE	76,347.08	4,310.43	19,109.87	25.03	57,237.21
WIC	24,712.24	1,868.74	6,202.04	25.10	18,510.20
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	0.00	4,048.25	25.00	12,144.75
DOMESTIC ABUSE	45,000.00	45,000.00	45,000.00	100.00	0.00
211 CALL CENTER	2,500.00	0.00	2,500.00	100.00	0.00
BEHAVIORAL HEALTH	91,200.00	8,283.63	31,609.16	34.66	59,590.84
ADVANCE	35,000.00	0.00	35,000.00	100.00	0.00

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

101-GENERAL FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
ECMH-CD	150,000.00	0.00	150,000.00	100.00	0.00
BROOKINGS EMPOWERMENT	500.00	0.00	0.00	0.00	500.00
PUBLIC LIBRARIES	23,700.00	0.00	7,575.00	31.96	16,125.00
HISTORICAL MUSEUM	5,000.00	0.00	5,000.00	100.00	0.00
SENIOR COMPANION	2,300.00	2,300.00	2,300.00	100.00	0.00
MENTORING	5,000.00	0.00	5,000.00	100.00	0.00
BCOAC	330,145.13	8,357.47	64,037.40	19.40	266,107.73
COUNTY EXTENSION	131,154.90	3,880.55	37,941.92	28.93	93,212.98
BROOKINGS CONS DISTRICT	25,000.00	0.00	25,000.00	100.00	0.00
WEED CONTROL	295,294.68	10,450.61	42,669.00	14.45	252,625.68
PLANNING & ZONING	205,201.63	15,291.49	59,423.21	28.96	145,778.42
1ST DISTRICT	45,506.00	11,376.34	34,129.02	75.00	11,376.98
ECONOMIC DEVELOPMENT	85,600.00	0.00	85,600.00	100.00	0.00
OTHER ECONOMIC DEVELOPME	600.00	0.00	600.00	100.00	0.00
TRANSFERS OUT	3,085,000.00	0.00	771,250.00	25.00	2,313,750.00
TOTAL EXPENDITURES	14,267,142.46	699,787.04	4,246,541.09	29.76	10,020,601.37
REVENUES OVER/(UNDER) EXPENDITURES	753,843.47	4,438,614.18	2,217,324.11		(1,463,480.64)

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

201-ROAD & BRIDGE FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	600,000.00	41,842.19	194,190.14	32.37	405,809.86
LICENSES & PERMITS	8,000.00	0.00	2,010.00	25.13	5,990.00
INTERGOVERNMENTAL	2,753,597.93	59,157.33	648,859.44	23.56	2,104,738.49
CHARGES FOR GOODS & SERV	1,186,609.00	0.00	311.42	0.03	1,186,297.58
MISC. REVENUE	90,000.00	5,216.18	27,014.91	30.02	62,985.09
OTHER FINANCING SOURCES	3,045,000.00	0.00	750,000.00	24.63	2,295,000.00
TOTAL REVENUES	7,683,206.93	106,215.70	1,622,385.91	21.12	6,060,821.02
EXPENDITURE SUMMARY					
HIGHWAY ADMINISTRATION	8,033,345.93	236,111.16	1,266,156.66	15.76	6,767,189.27
	125,000.00	8,368.45	38,838.01	31.07	86,161.99
TOTAL EXPENDITURES	8,158,345.93	244,479.61	1,304,994.67	16.00	6,853,351.26
REVENUES OVER/(UNDER) EXPENDITURES	(475,139.00)	(138,263.91)	317,391.24		(792,530.24)

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

207-E-911 FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	0.00	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL	340,000.00	0.00	74,493.02	21.91	265,506.98
MISC. REVENUE	1,000.00	25.25	1.53	0.15	998.47
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	341,000.00	25.25	74,494.55	21.85	266,505.45
EXPENDITURE SUMMARY					
911 SERVICES	341,000.00	0.00	81,108.10	23.79	259,891.90
TOTAL EXPENDITURES	341,000.00	0.00	81,108.10	23.79	259,891.90
REVENUES OVER/(UNDER) EXPENDITURES	0.00	25.25	(6,613.55)		6,613.55

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

226-EMERGENCY MANAGEMENT
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
INTERGOVERNMENTAL	43,715.00	0.00	2,089.85	4.78	41,625.15
CHARGES FOR GOODS & SERV	0.00	0.00	0.00	0.00	0.00
MISC. REVENUE	100.00	0.00	0.00	0.00	100.00
OTHER FINANCING SOURCES	85,000.00	0.00	21,250.00	25.00	63,750.00
TOTAL REVENUES	128,815.00	0.00	23,339.85	18.12	105,475.15
EXPENDITURE SUMMARY					
EMERGENCY & DISASTER SERV	128,815.41	7,642.14	48,793.83	37.88	80,021.58
TOTAL EXPENDITURES	128,815.41	7,642.14	48,793.83	37.88	80,021.58
REVENUES OVER/(UNDER) EXPENDITURES	(0.41)	(7,642.14)	(25,453.98)		25,453.57

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

229-DOMESTIC ABUSE FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
LICENSES & PERMITS	8,500.00	120.00	420.00	4.94	8,080.00
CHARGES FOR GOODS & SERV	3,500.00	146.50	421.50	12.04	3,078.50
TOTAL REVENUES	12,000.00	266.50	841.50	7.01	11,158.50
EXPENDITURE SUMMARY					
DOMESTIC ABUSE	12,000.00	0.00	0.00	0.00	12,000.00
TOTAL EXPENDITURES	12,000.00	0.00	0.00	0.00	12,000.00
REVENUES OVER/(UNDER) EXPENDITURES	0.00	266.50	841.50		(841.50)

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

248-24/7 PROGRAM
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00
CHARGES FOR GOODS & SERV	60,000.00	(2,004.00)	15,991.00	26.65	44,009.00
MISC. REVENUE	0.00	78.32	423.88	0.00	(423.88)
TOTAL REVENUES	60,000.00	(1,925.68)	16,414.88	27.36	43,585.12
EXPENDITURE SUMMARY					
COUNTY JAIL	111,785.00	5,392.29	25,259.76	22.60	86,525.24
TOTAL EXPENDITURES	111,785.00	5,392.29	25,259.76	22.60	86,525.24
REVENUES OVER/(UNDER) EXPENDITURES	(51,785.00)	(7,317.97)	(8,844.88)		(42,940.12)

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

250-ROD RELIEF FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
CHARGES FOR GOODS & SERV	20,500.00	1,224.00	3,003.00	14.65	17,497.00
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	20,500.00	1,224.00	3,003.00	14.65	17,497.00
EXPENDITURE SUMMARY					
ROD RELIEF FUND	32,500.00	513.79	1,738.03	5.35	30,761.97
TOTAL EXPENDITURES	32,500.00	513.79	1,738.03	5.35	30,761.97
REVENUES OVER/(UNDER) EXPENDITURES	(12,000.00)	710.21	1,264.97		(13,264.97)

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

301-COUNTY BUILDING FUND
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	318,667.00	125,116.42	148,802.89	46.70	169,864.11
INTERGOVERNMENTAL	111,800.00	0.00	0.00	0.00	111,800.00
MISC. REVENUE	46,002.00	3,192.04	16,311.11	35.46	29,690.89
OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	476,469.00	128,308.46	165,114.00	34.65	311,355.00
EXPENDITURE SUMMARY					
COUNTY BUILDING	422,893.64	1,130.00	1,130.00	0.27	421,763.64
DEBT SERVICE	121,647.02	0.00	0.00	0.00	121,647.02
TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	544,540.66	1,130.00	1,130.00	0.21	543,410.66
REVENUES OVER/(UNDER) EXPENDITURES	(68,071.66)	127,178.46	163,984.00		(232,055.66)

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

304-DETENTION CNTR EXPANSION
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
REVENUE SUMMARY					
TAXES	0.00	196,430.19	233,534.85	0.00	(233,534.85)
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	7,400,000.00	0.00	0.00	0.00	7,400,000.00
TOTAL REVENUES	7,400,000.00	196,430.19	233,534.85	3.16	7,166,465.15
EXPENDITURE SUMMARY					
DETENTION CENTER BLDG	7,400,000.00	21,499.68	132,218.12	1.79	7,267,781.88
TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	7,400,000.00	21,499.68	132,218.12	1.79	7,267,781.88
REVENUES OVER/(UNDER) EXPENDITURES	0.00	174,930.51	101,316.73		(101,316.73)

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

401-DEBT SERVICE
FINANCIAL SUMMARY

33.33% OF YEAR COMP.

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

Aged Accounts Receivable Report - April 2020

County Liens

7,590 Accounts in the Report

Current	$121,987.98
30 days	$100,218.95
60 days	$30,585.59
90 days	$67,238.14
over 120 days	$7,358,906.78
Total	$7,678,937.44

Court Appointed Attorney Fees	$4,463,430.37
Civil Judgement Lien	$191,625.49
Care of Poor	$2,527,158.72
Involuntary Mental Illness	$12,799.42
Voluntary Mental Illness	$313,347.34
Prisoner Meds	$146,789.82
Restitution (psycho sexual evals)	$196.00
Transcripts	$24,490.30
Other	($900.02)
Total	$7,678,937.44

Jail Costs

2,365 Accounts in the Report

Current	$27,775.90
30 days	$20,441.00
60 days	$43,690.41
90 days	$7,631.94
over 120 days	$1,440,453.73
Total	$1,539,992.98

CAA	$0.00
Jail Costs	$1,139,066.66
Prison Meds	$400,976.32
Other	($50.00)
Total	$1,539,992.98

Juvenile Detention

558 Accounts in the Report

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

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

BROOKINGS COUNTY

Vendor No.
Claim No.
Check No.
Total Due 81,288 -
Date 5/4/2020
Fund 759.1.101.0001

Name of person or firm to whom warrant shall be drawn must appear here.

Name or Firm Danko
302 East 4th St
P.O. Box 218
City, State, ZIP Snyder, NE 68664-0218

	Danko T-6387					
	2000 gal Tender		81,288	-		
	(Balance to be paid from					
	township funds)					

I declare and affirm under the penalties of perjury that this claim has been examined by me and to the best of my knowledge and belief, is in all things true and correct (SDCL 4-9-4)

Please sign here

Approved by the Brookings County Board of County Commissioners on this _____ Day of _____ ~~2019~~. 2020

Chairman, Board of County Commissioners

FIRE | RESCUE | EMS

DANKO ORDER CHECKLIST
302 East 4th Street; PO Box 218
Snyder, NE 68664-0218
Toll Free: (866) 568-2200 • Phone (402) 568-2200
Fax: (877) 568-2443 • trucksales@danko.net

EVERYTHING included in this packet must be completed as indicated and returned to Danko. **FAILURE** to include the proper information or make any unapproved changes to this information will only delay signing and acceptance of the contract. If the information does not apply please fill in N/A or give a brief explanation.

DEPARTMENT INFORMATION:

CUSTOMER/DEPARTMENT NAME: Brookings Fire Department

PHYSICAL ADDRESS: 607 20th Ave., Brookings, SD 57006

MAILING ADDRESS: 607 20th Ave.

CITY: Brookings STATE: SD ZIP: 57006 - 1652

DEPARTMENT PHONE: (605) 692-6323 DEPARTMENT FAX: (605) 697-8353

DEPARTMENT WEBSITE: http://cityofbrookings.org/231/Fire-Department

DEPARTMENT BILLING ADDRESS: *THIS IS WHERE VITAL PAPERWORK WILL BE MAILED. (CHANGE ORDERS, INVOICES, MSO, ETC.)*

CUSTOMER/DEPARTMENT NAME: Brookings Fire Department

ATTN: Darrell Hartmann

BILLING ADDRESS: 607 20th Ave., Brookings, SD 57006

MAILING ADDRESS: 607 20th Ave.

CITY: Brookings STATE: SD ZIP: 57006 - 1652

PHONE: (605) 692-6323 EMAIL:

AUTHORIZED CONTACTS:

CONTACT 1: Darrell Hartmann TITLE: Fire Chief

HM PH: WK PH: (605) 692-6323 CELL PH:

FAX: (605) 697-8353 EMAIL: dhartmann@cityofbrookings.org

CONTACT 2: Pete Bolzer TITLE: Deputy Fire Chief

HM PH: WK PH: (605) 692-6323 CELL PH:

FAX: (605) 697-8353 EMAIL: pbolzer@cityofbrookings.org

PERFORMANCE BOND REQUIRED: ☐ YES ☑ NOT INCLUDED IN THE BID PRICE.

FEMA GRANT: ☐ YES ☑ NO

FACTORY VISITS/INSPECTION TRIPS (AT CUSTOMER'S EXPENSE):

PRE-CONSTRUCTION	☐ YES	☑ NO
CHASSIS INSPECTION	☐ YES	☑ NO
MID-POINT INSPECTION	☐ YES	☑ NO
FINAL/DELIVERY INSPECTION	☑ YES	☐ NO

☑ **CHASSIS-DANKO SUPPLIED:** ***Check One and Complete Information Below***

CHASSIS TOP SPEED: 65 MPH
*** Required for all commercial chassis; ex. IHC, FL, GMC, PBLT, etc.*

FIN *(FLEET IDENTIFICATION NUMBER)*: N/A
*** REQUIRED FOR FORD F-350, F-450, AND F-550 CHASSIS.*

CALL FORD FLEET @ 1-800-343-5338. CONTACT DAVID KNOBBE AT DANKO WITH QUESTIONS.

TITLE/MSO ADDRESS *(Indicate owner of this vehicle-how the title shall be completed.)*

NAME OF PURCHASER(S): City of Brookings, Brookings Fire Department

PHYSICAL ADDRESS: 520 3rd Street

CITY: Brookings STATE: SD ZIP: 57006

☐ **CHASSIS-CUSTOMER SUPPLIED:** *Customer will submit a set of chassis specifications to Danko. Any changes to the chassis that are needed to build Danko vehicle will be at customer's expense.*

REQUIRED MEASUREMENTS: ***CHECK ONE***

☑ WE **DO NOT** HAVE HEIGHT, LENGTH OR WIDTH REQUIREMENTS

☐ WE **DO** HAVE HEIGHT, Length or Width REQUIREMENTS ***(Please Specify Below):***

LEASE INFORMATION: ☐ YES ☑ NOT APPLICABLE

LEASING COMPANY:

LIEN HOLDER:

DANKO EMERGENCY EQUIPMENT
PO Box 218 • Snyder, NE 68664-0218
www.danko.net • trucksales@danko.net
Toll Free: 866-568-2200

FIRE | RESCUE | EMS

SALES CONTRACT

This agreement, made by and between Danko Emergency Equipment Co. of Snyder, Nebraska and Brookings Fire Department of Brookings, SD.

WITNESSETH: That Danko Emergency Equipment Co. of Snyder, NE agrees to deliver, upon the following terms and conditions, the apparatus and equipment described in the proposal and specifications attached hereto as a part of this agreement and contract.

DELIVERY: The apparatus and equipment covered by this contract shall be delivered FOB Brookings, SD. within approximately 5-25 calendar days after acceptance of contract at Danko Emergency Equipment Co. or soon thereafter as is consistent with good workmanship, and subject to any and all delays resulting from any causes beyond the control of Danko Emergency Equipment Co. Payment of the total purchase price will be made by Brookings Fire Department of Brookings, SD FOB at time of final delivery.

SPECIFICATIONS: It is specifically understood and agreed that the specifications in the attached proposal shall control, not withstanding any other specification, written or oral, heretofore supplied or considered.

PRODUCT PURCHASED: One (1) Danko Stock 2,000 Gallon Tanker (T-0387) installed on a Freightliner M2 106 Regular Cab Chassis, as per specifications (Upon Availability)

PAYMENT: Buyer agrees to purchase and pay for the aforesaid apparatus the total sum of: ($ 161,925.00) One hundred sixty one thousand nine hundred twenty five dollars and no/00----------

TERMS: Final invoice to be paid in full at final inspection and delivery in Brookings, SD.

All payments of any nature must be paid directly from the Buyer to Danko Emergency Equipment Company in Snyder, Nebraska.

AUTHORITY: Only authorized officers of Danko Emergency Equipment Co. may act for and on its behalf, and all other representations hereafter made are not binding upon the company.

COMPLETENESS: Buyer has fully read and understands this Sales Contract. The Buyer acknowledges that this Sales Contract is the full and complete agreement of the Seller and Buyer and that any and all earlier discussions, dialogue and negotiations are merged into this Sales Contract. Buyer asserts that there are no warranties, agreements, or understandings written or oral which in any manner alter, abridge, or conflict with the terms of the Sales Contract. Buyer further understands that when accepted by Seller this Sales Contract may not be altered, modified, or abridged except with a formal, properly executed Change Order that has been signed by an authorized person for both the buyer and the seller.

NOTE: PLEASE TURN OVER FOR SIGNATURE

CONTINGENCIES: All agreements are contingent upon delays resulting from strike, accidents, and fires, commandeering of plant or other demands of the United States Government, delays in transportation, and receiving of apparatus component parts.

ROR/SALESMAN:

ROR/Dealership: Danko Emergency Equipment

Sales Representative: Jeff Horn

Date: 04 / 17 / 2020

CUSTOMER'S AUTHORIZED SIGNATURE/SIGNATURES:

Printed Name: DARREL HARTMANN Title: FIRE CHIEF

Signature: [signature] Date: 5 / 1 / 20

Printed Name: _____ Title: _____

Signature: _____ Date: ____/____/____

DANKO:

By: _____ Date of Acceptance: ____/____/____

Danko Emergency Equipment
Mark A. Kreikemeier, President

Attests: _____ Date: ____/____/____

DANKO EMERGENCY EQUIPMENT CO.
302 East 4th Street • PO Box 218 • Snyder, NE 68664-0218
(402) 568-2200• Fax (877) 568-2443 • trucksales@danko.net

FIRE | RESCUE | EMS

PROPOSAL FOR FIRE APPARATUS

04/17/2020

TO: Brookings Fire Department
Brookings, SD

Dear Sirs:

We hereby propose and agree to furnish, after your acceptance of this proposal and the proper execution and approval of the accompanying contact, the following apparatus:

One (1) Danko Stock 2,000 Gallon Tanker (T-0387) installed on a Freightliner M2 106	$161,925.00
Regular Cab Chassis, as per specifications (Upon Availability)	
TOTAL	$161,925.00

All of which are to be built in accordance with the specifications attached, and which are made a part of this agreement and contract to deliver same by 5-25 calendar days after receipt of signed and accepted contract to deliver same at Danko Emergency Equipment, Co. Proposal subject to all causes beyond our control, for the sum of:
One hundred sixty one thousand nine hundred twenty five dollars and no/00----------

($ 161,925.00) F.O.B. Brookings, SD.

Terms: Final invoice to be paid in full at final inspection and delivery in Brookings, SD.

All payments of any nature must be paid directly from the customer to Danko Emergency Equipment Company in Snyder, Nebraska.

The amount named in this proposal shall remain firm for a period of 15 days from the date of same.

Respectfully Submitted
DANKO EMERGENCY EQUIPMENT CO.

David Knobbe
Title: Apparatus Sales Manager
Date: 04/17/2020

We agree to accept the above proposal

(Customer Signature)
Title: BROOKINGS FIRE CHIEF
Date: 5/1/20

Revised September 14, 2018
(Form Number 2007)

Alternatives to Detention Support Subgrant Application

Title II Formula Grant

South Dakota Department of Corrections

APPLICATION DUE: June 5, 2020

Applicants with original signatures must be **submitted and received** by the Department of Corrections by the close of business on **June 5, 2020.** Faxed and emailed applications will not be accepted. Submit complete applications to:

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Funding under this application is non-competitive and not guaranteed to each applicant. The application narrative and budget must be approved by both the SD Department of Corrections and the Council of Juvenile Services. If approved, the application content will be presented to the Office of Juvenile Justice and Delinquency Prevention for their approval of any addition of program purpose areas that may be needed to support the approved plan.

SECTION 1. APPLICANT INFORMATION

Applicant: Brookings County		
Address: 520 3rd Street		
City/State/Zip: Brookings, SD 57006	Phone: 605-696-8205	Fax:
Email: commission@brookingscountysd.gov	Federal Employer or Payee Identification Number (FEIN):	
Project Director Name: Chelsea Lang	Title: Executive Director	
Agency: Boys & Girls Club of Brookings	Address: 1126 Southland Lane	
City/State/Zip: Brookings, SD 57006	Phone: 605-692-3333	Fax:
Email: clang@greatfuturessd.org		
Please indicate the name of the service(s) implemented: Youth Diversion Coordinator and JDAI Services		
Project Title:	Brookings County JDAI Services	
Requested Project Period:	**August 2020-August 2021**	

SECTION 2. PROJECT BUDGET

The Council of Juvenile Services will award or not award funding based the extent to which program design addresses a recognized need and whether the proposal is financially responsible and efficient. Funds will be paid through a reimbursement process for items specifically outlined and approved in the application.

Applicants may apply for up to $70,000.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

A. Personnel	**TOTAL**
1.0 FTE Youth Diversion Coordinator Salary	$45,000
Pension (5%)	
Employee Fringe Benefits *(Life and Health Insurance Premiums) $450/month*	$5,400
Employer Liabilities *(Unemployment Insurance, Social Security, Medicare, Workers Comp) FICA 7.65%, SUTA 1.1% and WC 1.0%*	$4,387.50
TOTAL	$54,787.50
B. Contracted Services	**TOTAL**
Family Program Fee Assistance *(Prevention programs including P.P.P and I.P.P, etc.)*	$1,000.00
TOTAL	$1,000.00
C. Travel and Per Diem	**TOTAL**
Travel to Quarterly JDAI session in Pierre	$1,491.04
Travel to National Conference	$1,800.00
Travel to Rapid City JDAI convening	$856.80
TOTAL	$4,147.84
D. Equipment	**TOTAL**
Laptop computer and installation	$1,500.00
Cell phone stipend ($50x 12 months)	$600.00
TOTAL	$2,100.00
E. Operating Expenses	**TOTAL**
Indirect Costs (10%)	$7,000.00
Office supplies: paper, folders, pens, markers, tape, stapler, postage and other small office tools for daily work and meetings	$1,000.00
TOTAL	$8,000.00
Total Project Budget -- ***Combined totals for all columns***	**$70,034.84**

NOTE: If there is a change in the above budget, programs will need to request an amendment to their budget. All amendments must be requested in writing **prior to the expenditure of funds**.

SECTION 3. BUDGET NARRATIVE

In the space provided, explain the relationship between budgeted items listed in Section 2 and project activities. Include information (data and criteria) as to how you arrived at budget estimates. Discuss all items by category and in full.	
Personnel Narrative - Explain how the compensation and expenses were calculated, duties of the position, and any other information about personnel of the project. If proposed funding covers more than one position, you must identify the duties and estimated percent of time for duties that directly relate to the successful implementation of the program(s).	
Position #1:	**Youth Diversion Coordinator**
Justification for the position :	Enhanced JDAI services in Brookings County including teen court operations, youth diversion, case management and referral services, data tracking and analysis
If the position is **existing staff,** explain how duties associated with this award are **outside the current scope** of their position and a provide a **plan** explaining how all duties associated with the position will continue to be provided and funded during this award:	

Personnel Responsibilities & Duties *(must directly relate to the implementation of the program)*	Estimated % Time
1. JDAI coordination and diversion services	50
2. Case management, referral, data tracking, analysis	50
3.	
4.	

Wage/Salary:	$45,000 annual salary
Benefits:	Employee Fringe Benefits (Life and Health Insurance Premiums) $450/month Employer Liabilities (Unemployment Insurance, Social Security, Medicare, Workers Comp) FICA 7.65%, SUTA 1.1% and WC 1.0%
Position #2:	
Justification for the position :	
If the position is **existing staff,** explain how duties associated with this award are **outside the current scope** of their position and a provide a **plan** explaining how all duties associated with the position will continue to be provided and funded during this award:	

Personnel Responsibilities & Duties *(must directly relate to the implementation of the program)*	Estimated % Time
1.	
2.	
3.	
4.	

Wage/Salary:	

Benefits:	

Please attach additional sheets for more than 2 positions

SECTION 3. BUDGET NARRATIVE CONTINUED

Contracted Services Narrative - Explain the consultant fees, consultant expenses, contracted services, the cost per service/per youth being served, how the cost for services was calculated, and the process that would be or has been conducted to select the consultant. **Contracted services fees cannot exceed $650 per day.**	
Consultant #1:	
Consultant Fees:	
Contracted Service:	
Selection Process:	
Consultant #2:	
Consultant Fees:	
Contracted Service:	
Selection Process:	

Travel and Per Diem Narrative – Explain the calculation of travel costs for travel **outside the home jurisdiction**, (travel must be calculated at current state rates ($0.42 per mile and $32 per diem)), how the expenses are directly related to the implementation of the project, and if out-of-state travel is anticipated, give particulars (i.e., location, state, dates, purpose, cost).	
Purpose of Travel:	Registration and attendance at a national conference. There are a couple of conferences available, the Coalition for Juvenile Justice (Washington DC) or National Council of Juvenile and Family Court Judges conferences (Philadelphia, PA) have agendas that would provide great learning opportunities for programming, evidence based practices and learning from other jurisdictions.
Estimated cost to attend an out-of-state conference is $1,800	
Purpose of Travel:	The intention is to bring state and local JDAI involved members together for a state conference in Rapid City, SD. We will learn from other JDAI efforts and strategies from leaders across SD. Total projected cost to include lodging, travel and per diem detailed below.
[Mileage] x $0.42 = 740 miles round trip $310.80 *[Number of Travel Days for per diem] x $32.00 = 3 days $96.00* *[Lodging estimated for 3 nights} = $450.00*	
Purpose of Travel:	The intention is to bring state and local JDAI involved members together for a state conference in Rapid City, SD. We will learn from other JDAI efforts and strategies from leaders across SD. Total projected cost to include lodging, travel and per diem detailed below.
[Mileage] x $0.42 = 378 miles round trip $158.76 x 4 trips $635.04 *[Number of Travel Days for per diem] 8 days x $32.00 = $256.00* *[Lodging estimated for 4 nights} = $600.00*	

Equipment and Operating Expenses Narrative – Explain the supplies and equipment costs directly related to the implementation of the program or project. You must be specific regarding the items in which you intend to use federal funding. For example, a budget item of "office expenses" will not be accepted as these items must be detailed. You need to identify

what you anticipate for office expenses and list each item and the estimated costs. Items not specifically outlined will not be eligible for reimbursement.
Equipment – List nonexpendable items that are to be purchased and show how you calculated these costs. Nonexpendable equipment is tangible property having a useful life of more than 2 years.
Laptop computer will be purchased, set up for new position: $1,500 Cell phone stipend $50/month: $600 annually
Operating Expenses – List items by type (office supplies, postage, training materials, copying paper, and expendable equipment) and show how you calculated these costs. Generally, supplies include any materials that are expendable or consumed during the course of the project.
Indirect costs reflect costs for management of the project including time from the Executive Director, Chief Operating Officer and Chief Executive Officer. Office Supplies: paper ($300), folders ($100), small office tools like stapler, tape, pens, etc ($150), postage ($100), ink for printer ($250), training presentation materials ($100)

SECTION 4. APPLICATION NARRATIVE

Technical Requirements

Applications will be reviewed initially for compliance with technical requirements. Noncompliance with these requirements may result in the application being deemed non-responsive, and therefore, not acceptable to award.

1. The Alternatives to Detention Support Application is limited to thirty (30) standard 8.5 x 11 pages with one inch margins, excluding attachments.
2. Applications must be typewritten in 12-point Times New Roman font and must be double-spaced.
3. Applications must be bound using a binder clip. Do not staple or submit applications in three-ring binders.
4. Applications must be single sided, not duplexed.
5. Pages must be numbered sequentially.
6. The application must contain original signatures.

Please provide a description, in the order listed below, of each component requested. Clearly present each topic, separated by subject headings. The narrative includes the following sections:

A Project Abstract and Demonstration of Need;
B Community Readiness;
C Alignment with South Dakota JDAI Implementation;
D Strategy for Implementation;
E Project Performance Measures and Evaluation;
F Description of Project Geographic Boundaries; and
G Target Population.

A. PROJECT ABSTRACT AND DEMONSTRATION OF NEED

Brookings County is seeking a grant to expand diversion services, alternatives to detention, and staff time to assist with JDAI coordination. The goal is that Brookings County will expand their continuum of services to benefit the outcome of system involved youth at every decision point.

At the front end, diversion services will be expanded to include an assessment with youth and families with a referral to existing services in the community. In addition, diversion coordination will include working with community partners to build upon existing services utilizing data to assess need. For youth being referred to alternatives to detention using the Risk Assessment Instrument (RAI), Brookings County will seek to develop alternatives to detention within the community such as conditional release.

Demonstration of Need

There were 38 juvenile arrests in Brookings County in the 2019 fiscal year. Of those arrests, 30 arrests were misdemeanor or citable offenses that could be diverted from the formal court process. Brookings County currently serves diverted youth through Teen Court. In 2019, 30 youth were served through Teen Court indicating the need for expansion of diversion services in the county. Six youth in Brookings County scored for an alternative on the RAI in 2019. Youth referral offenses on the RAI for the alternative category were mostly non-violent indicating they could be safely supervised in the community. Brookings County does not currently have a conditional release option. The creation of a JDAI/Diversion coordinator position will seek options like electronic monitoring and an evening reporting center to keep youth in the community and increase the number of youth being diverted from the court process.

B. COMMUNITY READINESS

Brookings County became a JDAI site at the end of 2019. The JDAI collaborative includes the juvenile judge, juvenile prosecutor, sheriff, detention administration, high school administration, local service providers, court services, county commission, and law enforcement. The collaborative has identified the Boys & Girls Club of Brookings agency to house the Youth Diversion Coordinator position. The Boys & Girls Club has been a valuable and active partner since the inception of the JDAI working group. In addition, the agency currently provides diversion and prevention options through Teen Court and other programming focused on preventative services.

The Youth Diversion Coordinator position will blend well into the Boys & Girls Club of Brookings infra-structure. The mission of the Boys and Girls Club of Brookings is to inspire and enable all young people to realize their full potential as productive, caring and responsible citizens. Our vision is to be a dynamic, diverse organization that is recognized as champions for youth, as well as, a leader for positive change in our world. We recognize the value in mentors and support systems helping youth to learn from past mistakes. The organization started as a vision of a local police officer who had been shot at by a teen but who had recognized the opportunities missed to reach the teen who had escalated to that incident. We recognize a huge role diversion plays in shaping lives for the better.

The Boys & Girls Club of Brookings (BGCB) opened its doors on October 30, 2003 with 101 members and after almost 15 years, the organization has served thousands of youth in Brookings and surrounding areas. The Boys & Girls Club commitment is to reach youth who need us most to create productive, responsible and caring citizens. Following the national Boys & Girls Club transition, our organization for the past year has heavily focused and will continue to focus on three priority outcomes: academic success, good character/leadership and healthy lifestyles. These priority outcomes correspond well with the goals for expansion of diversion services. The Club serves all youth in need, regardless of background or economic standing.

In 2007, the Boys & Girls Club opened the facility on Southland Lane and, with membership and daily attendance growing substantially, completed an addition in the fall of 2014. The addition included a licensed, fee-based early childhood education area. In the summer of 2015,

the Boys & Girls Club opened a separate stand-alone facility for teens. These spaces allowed for continued growth with the goal to serve more youth, more often with more impact. This position will be housed in the Teen Center, located across the street from Brookings Middle School and walking distance from Brookings High School. The facility is very secure with a door access key fab system, security cameras and other security features. There are specific spaces for junior high and high school students, classrooms, a gymnasium, STEM space, music rooms and office space for this position. This facility has space to be a positive gathering space for JDAI committee meetings and youth and family meetings with the Youth Diversion coordinator.

The Club has a successful history of administering a multitude of evidence-based programs. Recent programs currently offered include Positive Action: a systematic educational program that promotes an intrinsic interest in learning and encourages cooperation among students, Project Learn: a program which reinforces academic enrichment through homework help, tutoring and games, STEM based workshops and daily activities, and a robust workforce development program helping connect teens to jobs in the community along with building career readiness skills. We are confident that the Club can make a positive impact and share the evidence of that impact on the youth in Brookings county through the support of this position.

This new position will work closely with the Teen Court Coordinator and we look forward to a continuum of services of the program, which is currently facilitated at the Boys & Girls Club. The goal of this position is to expand upon Teen Court diversion to offer diversion services to all levels of youth entering the system. The Brookings County State's Attorney's office will continue to support this effort.

The Teen Court program sponsored by the Boys & Girls Club has been in existence since 2008. With this program, defendants between the ages of 10 and 18 are given a second chance. Through a referral from the Office of the States Attorney, these students are given a chance to stand in front of a jury of their peers to explain the crime they committed. Each defendant is assigned a student defense attorney, and his or her case is heard. After the case has been heard the teen jury deliberates on a disposition. This disposition is made up of community service, community action points, essays, classes, and also an opportunity to serve as a juror for future sessions. The defendant then has ninety days to complete this disposition.

In 2019, 30 youth were served through Teen Court, indicating the need for expansion of diversion services in the county. The cases that have been seen by the program range from underage possession of alcoholic to possession of marijuana. In years past, the cases within the Teen Court program included underage consumption of alcohol and petty theft, but these have ceased since the introduction of Senate Bill 73. This could be an opportunity, dependent upon the States Attorney's office and law enforcement, to increase diversion options.

The Boys & Girls Club organization has the knowledge, background and capacity to support juvenile justice services and already has many partnerships with Brookings County as stated above. The County will work closely with the Boys & Girls Club in ensuring all programming, reporting, and reimbursement deadlines are fulfilled.

The school districts in the county have been supportive of the expansion of juvenile diversion services. School principals and their counseling teams have always been dedicated partners and advocates for helping youth succeed and are open to adopting more alternatives to detention. We see no direct barriers to prevent the proposed project in Brookings County. Like most rural counties, staffing and budgetary restraints exist at the Brookings County Sheriff's office, and funds from this grant will also support continuing services such as shelter care. These restraints have been a barrier to transporting youth to alternatives that are out of County.

Please see the attached letters of support, which indicates the stakeholder agencies willingness to adopt and support the additional JDAI strategies within Brookings County.

C. ALIGNMENT WITH SOUTH DAKOTA JDAI IMPLEMENTATION

The average daily population (ADP) in Brookings County (2019) for youth in detention was .58 with an average length of stay at 32.16 days. Brookings County already limits the use of secure detention and has an override rate of 23%. Brookings County is seeking conditional release options to keep lower risk youth in the community. With the goal of providing access to a continuum of services, including culturally responsive programming, Brookings County will decrease the overrepresentation of youth of color in detention and increase successful diversion outcomes for youth of color. The goal of expanding diversion options is to eliminate existing barriers such as transportation and ability to pay for services.

Grant monies will be utilized for staff time to be dedicated specifically to JDAI Coordination. This will include data tracking ability to determine the success of implemented diversion programs and alternatives to detention. This data will be presented to the local JDAI collaborative on a quarterly basis to help guide decision making. The Unified Judicial System intends to support the created position with training opportunities such as the national JDAI conference, a JDAI model site visit, and participation in the Positive Youth Development curriculum.

D. STRATEGY FOR IMPLEMENTATION

I. The JDAI/Diversion Coordinator position will be hired by August 15th, 2020.
- **a.** The Brookings County commission will approve the proposal by the end of May and application will be submitted by June 1st.
- **b.** The Boys and Girls Club will post this position by July 1st, 2020.
- **c.** Interviews and candidate selection will occur by July 15th, 2019.

II. The JDAI/Diversion Coordinator will be trained in the JDAI framework along with other juvenile justice best practices.
- **a.** The JDAI/Diversion Coordinator will attend the South Dakota JDAI state convening in Rapid City in September 2020.
- **b.** The JDAI/Diversion Coordinator will attend a JDAI site visit in Sioux Falls in October 2020.
- **c.** The JDAI/Diversion Coordinator will attend the Positive Youth Development Curriculum in Mitchell in September 2020.
- **d.** The JDAI/Diversion Coordinator will attend a JDAI collaborative meeting in Watertown by October 2020.
- **e.** The JDAI/Diversion Coordinator will be trained in data collection, reporting and analysis with the state JDAI Coordinator by November 2020.
- **f.** The JDAI/Diversion Coordinator will participate in monthly JDAI and Diversion Coordinators calls throughout the grant period.

III. The JDAI/Diversion Coordinator will utilize JDAI training to identify conditional release options for Brookings County by January 2020.
- **a.** The JDAI/Diversion Coordinator examine pre and post adjudicated juvenile data to determine which conditional release options will work for Brookings County.
- **b.** The JDAI/Diversion Coordinator will present data to the JDAI work group by January 2021 to make a collaborative decision for next steps.
- **c.** The JDAI/Diversion Coordinator will meet with community stakeholders to determine a facility for an evening reporting center and/or the supervision method of youth on electronic monitoring by March 2021.

IV. The JDAI/Diversion Coordinator will increase the amount of youth being diverted through the State's Attorney's Office and refer to existing services in the community by October 2020.

- **a.** The JDAI/Diversion Coordinator and State's Attorney's Office will develop policies and procedures for the diversion process and tracking by September 2020.
- **b.** The JDAI/Diversion Coordinator will meet with existing programs in the community and become familiar with services offered in October 2020.
- **c.** The JDAI/Diversion Coordinator will work with the State's Attorney's Office to examine additional diversion services needed in Brookings County based on data by May 2021.

V. The JDAI/Diversion Coordinator will organize the JDAI collaborative meetings to consistently examine data, detention use, and success of implemented alternatives by October 2020.

- **a.** The JDAI/Diversion Coordinator will hold the first JDAI meeting in October 2020 along with the state JDAI Coordinator.
- **b.** The JDAI/Diversion Coordinator will meet with each stakeholder on the collaborative individually by January 2021 to increase buy in and educate on the 2021 JDAI work plan.
- **c.** The JDAI/Diversion Coordinator will present data, complete a 2021 JDAI work plan, and guide decision making at the JDAI meetings by February 2021.

E. PROJECT PERFORMANCE MEASURES AND EVALUATION

Brookings County and the Boys and Girls Club will work with law enforcement, the State's Attorney's Office, and the Minnehaha Juvenile Detention Center to collect arrest, diversion, and average length of stay and average daily population data. The Boys and Girls Club is already tracking teen court data and will work in conjunction with the State's Attorney's Office to track recidivism on all diversions. Data will be disaggregated by gender, race and ethnicity. The state JDAI Coordinator is currently tracking ALOS and ADP and will provide this to the Boys and Girls Club to disseminate to the JDAI collaborative. The position will have access to up to date RAI data through the Unified Judicial System's JRAI data reporting system. Training will be provided to the Boys and Girls Club on data collection, analyses, and dissemination by the state JDAI Coordinator and through attending a JDAI site visit and state JDAI conference.

F. DESCRIPTION OF PROGRAM GEOGRAPHIC BOUNDARIES

The Youth Diversion Coordinator position will serve youth, families, and community stakeholders in urban and rural Brookings county. To give a better understanding of the county make-up, the 2010 United States Census, reported there were 31,966 people and 14,763 households in the county. The county has a total area of 792 square miles with a population average of 40 people per square mile and the county seat is located in Brookings, SD.

G: TARGET POPULATION

The target population is youth under the age of 18 (and their families), who have had contact with the juvenile justice system or who are at risk of having contact with the juvenile justice system. Target populations for detention reform may also include youth of color, females, youth with school/truancy offenses, domestic assaults on a family member, warrants, and homeless youth.

The goal is to prevent or divert youth involvement in the juvenile justice system and to eliminate or minimize disproportionate minority contact. This project will focus on prevention and intervention for youth engaging in behaviors putting them at risk for justice system involvement. The JDAI collaborations in the county will work to create an effective, fair and efficient system that produces positive outcomes for youth, families and communities while protecting public safety.

Target Population Details (Place an "X" in the box to the ***left*** of all those that apply)							
Race(s):			**Offender Type(s):**			**Geography:**	
X	American Indian/Alaskan Native		X	At-Risk Population (no prior offense)		X	Rural
X	Asian		X	First Time Offenders		X	Suburban
X	Black/African American		X	Repeat Offenders		X	Tribal
X	Hispanic or Latino (of any race)		X	Sex Offenders			Urban
X	Other Race		X	Status Offenders		**Age:**	
X	White/Caucasian			Violent Offenders		X	Under 11
Sex:		**Referral Source:**				X	12-13
X	Female	X	School	X	Court System	X	14-15
X	Male	X	State's Attorney		Other_____	X	16 -18

SECTION 5: CONFLICTS OF INTEREST, SPECIAL CONDITIONS AND ASSURANCES

Council of Juvenile Services Conflict of Interest Identification

Please identify which Council of Juvenile Services Members, if any, appear to have a conflict of interest with your application and provide a brief narrative explaining the potential conflict of interest.

A council member derives a direct benefit from the contract if one or more of the following is true of the member, the member's spouse, or a person with whom the member lives with and commingles assets:

1) Has a five percent ownership or other interest in an entity that is a party to the contract;
2) Derives income, compensation or commission directly from the contract or from the entity that is a party to the contract;
3) Acquires property under the contract; or
4) Serves on the board of directors of an entity (including a nonprofit) that derives income or commission directly from the contract or acquires property under the contract.

"Direct benefit" does not include gain from a contract based solely on the value of a council member's investment in an entity that is a party to the contract, if that investment represents less than a five percent ownership in the entity. It also does not apply to contracts or transactions where the council member only benefits from an act of the Council of Juvenile Services that has general application, such as a decision by the Council of Juvenile Services to increase or decrease a fee that many South Dakotans pay.

List Current Members

Beth O'Toole, Chair and Professor at the University of Sioux Falls;

Sara McGregor-Okroi, Vice-Chair and Director of Aliive-Roberts County.

Dadra Avery, School Counselor at Sturgis Brown High School;

Pat Bad Hand, Rosebud Sioux Tribe Detention Center;

Judge Tami Bern, First Judicial Circuit Judge;

Keegan Binegar, Youth Member;

Kristi Bunkers, Department of Corrections Director of Juvenile Services;

Kim Cournoyer, Service Provider at Great Plains Psychological Associates;

Charles Frieberg, Director of Trial Court Services;

Tiffany Glaser, Department of Social Services JJRI Program Manager;

Doug Herrmann, Executive Director of The Club for Boys;

Sheriff Brad Howell, Codington County Sheriff;

Alexis Kohler, Youth Member;

Angela Lisburg, Avera Saint Mary's Hospital;

Dave McNeil, Aberdeen Police Department Chief;

Betty Oldenkamp, Chair and CEO of Lutheran Social Services;

Tierney Scoblic, Youth Member;

Carol Twedt, Former Minnehaha County Commissioner; and

Cassidy Wright, Youth Member.

Special Conditions and Assurances

The following information contains the general conditions and assurances as necessary for recipients of funding awarded under this application. Please note that final assurances and conditions may be different than those stated below based on the composition of the individual program. Signatures under this section indicate that the applying agency understands that a successful subgrant award under this application you will be subject conditions and awards comparable to those as follows and that failure to adhere to outlined conditions and assurances may result in suspension or termination of the award.

General Award Conditions:

1. The Subgrantee agrees to comply with all Formula Grant program requirements.
2. The Subgrantee agrees to follow the JDAI model and strategies.
3. The Subgrantee agrees to obligate and expend the grant amount within the subgrant award period.
4. The Subgrantee agrees to provide all program reports that are requested by the SD Department of Corrections or the Office of Juvenile Justice and Delinquency Prevention by their due date as requested.
5. The Subgrantee agrees to provide all Performance Measure Data and Program Specific data to the SD Department of Corrections.
6. The Subgrantee agrees to request reimbursement on a monthly basis and for only those expenditures outlined in the application approved by the SD Department of Corrections. Claims sheet and all supporting documentation must be submitted within 30 days of the end of the month that the services were paid.

Assurances: The Subgrantee hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F. R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The Subgrantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. The subrecipient's conflict of interest policy is to be provided to the SDDOC upon request for review.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements applicable to providing services pursuant to this Agreement and will be solely responsible for obtaining current information on such requirements. It will comply with all lawful requirements imposed by the awarding agency, specifically including applicable regulations 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 46, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); The Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disability Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

If a governmental entity -

a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
b) it will comply with requirements of 5 U.S.C.§§ 1501-08 and §§7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

7. It will provide language services for limited English proficiency (LEP) individuals as needed in order to provide services as covered under this award in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d.
8. Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)."
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," subrecipients are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages, and on any pages from which the visitor may access or use a

web-based services "This web site is funded through a grant from the Office of Juvenile Justice and Delinquency Prevention, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, the web site."

Equal Employment Opportunity Plan (EEOP): Pursuant to 28 C.F.R. §§ 42.301-.301, applicant must take one of the following actions: either submit an EEOP to the SDDOC for submission to the Office for Civil Rights (OCR) for review, maintain an EEOP on file, or submit an EEOP Certification form to the SDDOC for submission to the OCR in order to monitor the subrecipients compliance with the EEOP requirement.

Non-supplanting Requirements: Funds or other resources of the applicant normally devoted to programs and activities designed to meet the needs of criminal justice will not be diminished in any way as a result of a grant award of federal funds. The project for which assistance is being requested will be in addition to, and not a substitute for, criminal justice services previously provided without federal assistance.

Audit Requirement: Acceptance of this grant award requires the subgrantee organization or governmental entity to include this subgrant in the scope of their regularly scheduled annual or biennial audit. The audit must be conducted in accordance with the appropriate OMB Circular (A-128, A-133, A-102/Common Rule). If applicable, the subrecipient is in compliance with the federal Single Audit Act, in compliance with § 4-11-2.1, and audits are displayed on the subrecipient's website

Termination Provision: This Agreement may be terminated by the SDDOC hereto upon thirty-(30) days written notice. In the event the applicant/subgrantee breaches any of the terms or conditions hereof, the SDDOC may terminate this Agreement at any time with or without notice. If termination for such default impacts the SDDOC, any payments due to the applicant/subgrantee at the time of termination may be adjusted to cover any additional costs to the SDDOC because of the applicant/subgrantee's default. Upon termination, the SDDOC may assume the responsibility for the project or may award another party funds to complete the work under this Agreement. If after termination for default by the applicant/subgrantee it is determined that the applicant/subgrantee was not at fault, then the applicant/subgrantee shall be paid for eligible services rendered and expenses incurred up to the date of termination.

Insurance Provision: The Subgrantee, at all times during the term of this Agreement, shall obtain and maintain in force insurance coverage of the types and with the limits as follows:

- Commercial General Liability Insurance: The Subgrantee shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than **$1 million** for each occurrence. If such insurance contains a general aggregate limit it shall apply separately to this Agreement or be no less than two times the occurrence limit.
- Professional Liability Insurance or Miscellaneous Professional Liability Insurance: The Subgrantee agrees to procure and maintain professional liability insurance or miscellaneous professional liability insurance with a limit not less than **$1 million**.
- Business Automobile Liability Insurance: The Subgrantee shall maintain business automobile liability insurance or equivalent form with a limit not less than **$1 million** for each accident. Such insurance shall include coverage for owned, hired, and non-owned vehicles.
- Worker's Compensation Insurance: The Subgrantee shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

Before beginning work under this Agreement, the Subgrantee shall furnish the State with properly executed Certificates of Insurance which shall clearly evidence all insurance required in this Agreement and which provide that such insurance may not be canceled, except on 30 days prior written notice to the State. The Subgrantee shall furnish copies of insurance policies if requested by the State. Such insurance shall contain no special limitations or exclusions as they may relate to this agreement.

Default Provision: This Agreement depends upon the continued availability of federal funds awarded to the SDDOC and appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become

unavailable by operation of law or federal funds rejections, this Agreement will be terminated by the State. Termination for any of these reasons is not default by the State nor does it give rise to a claim against the State. Failing to provide monthly reimbursement and quarterly progress reports may result in termination of the subgrant award.

Amendment Provision: This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

Venue Clause: This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

Subcontractors Provision: The Subgrantee may only use subcontractors to perform the services as outlined in their approved grant proposal. Any additional subcontracts or awards may only be granted with the express prior written consent of the State. The Subgrantee will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the State and to provide insurance coverage for the benefit of the State in a manner consistent with this Agreement. The Subgrantee will cause its subcontractors, agents, and employees to comply, with applicable federal, state and local laws, regulations, ordinances, guidelines, permits and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

Subgrantee Agreement: It is understood and agreed by the Subgrantee that any grant received as a result of this application shall be subject to the Special Assurances and Conditions and other policies, regulations, and rules issued by the Department of Justice for the administration of grant projects under (P.L. 100-690) including, but not limited to, the following:

1. Competitive bids must be obtained for all equipment, construction and contracted services applications, as required by applicable local, state, or federal law or regulations.
2. If any agency other than the applicant is to contribute supporting or local funds, the Applicant must document the contribution.
3. Any funds awarded under one subgrant cannot be used in another.
4. Expenses or expenditures for items not listed in the original budget will not be reimbursed. Variances from the approved budget will require a budget amendment approved in advance by SD Department of Corrections.
5. All applicants are subject to federal, state, and local laws and regulations.
6. The Subgrantee shall not obligate any funds until the SD Department of Corrections formally awards subgrant.
7. The Subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
8. Reimbursement of expenses is contingent upon submission of monthly financial reports.
9. The Subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of SD Department of Corrections and OJP.
10. When issuing statements, press releases, requests for proposals, bid solicitations, and other documents describing projects or programs funded in whole or in part with federal money, all grantees receiving federal funds shall clearly state: 1) the percentage of the total cost of the program or project which will be financed with federal money, and 2) the dollar amount of federal funds for the project or program.
11. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs and to the SD Department of Corrections.

12. The Subgrantee agrees to hold harmless and indemnify the State of South Dakota, its officers, agents and employees, from and against any and all actions, suits, damages, liability or other proceedings which may arise as a result of performing services hereunder. This section does not require the Subgrantee to be responsible for or defend against claims of damages arising solely from acts or omissions of the State, its officers or employees. Nothing in this Agreement shall be construed as a waiver of sovereign immunity or consent to jurisdiction in any court other than the courts of the Unified Judicial System of the State of South Dakota.

State of South Dakota Grant Subrecipient Attestation:

If awarded, the subgrantee will attest to meeting the following requirements per SDCL 1-56-10:

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

The officials who certify this document agree to adhere to all terms and conditions relating to this application. Duplication of responsibilities by one individual for any position listed below is NOT acceptable.

Original Signatures are Required

County Commission Chair		
Name Mike Bartley	Title Brookings County Commission Chairperson	
Address 1929 25th Ave	City/State/Zip Brookings, SD 57006	
E-mail mbartley@brookingscountysd.gov	Phone (605) 691-9910	Fax
Signature See attachment	Date	

B. Project Director		
Name Chelsea Lang	Title Boys & Girls Club of Brookings Executive Director	
Address 1126 Southland Lane	City/State/Zip Brookings, SD 57006	
E-mail clang@greatfuturessd.org	Phone (605) 692-3333 ext. 200	Fax
Signature See attachment	Date	

C. Financial Officer		
Name Vicki Buseth	Title Brookings County Finance Officer	
Address 520 3rd Street	City/State/Zip Brookings, SD 57006	
E-mail vbuseth@brookingscountysd.gov	Phone (605) 696-8250	Fax
Signature See attachment	Date	

D. Other Official		
Name Dan Nelson	Title Brookings County State's Attorney	
Address 520 3rd St., Suite 330	City/State/Zip Brookings, SD 57006	
E-mail dnelson@brookingscountysd.gov	Phone (605) 692-8606	Fax
Signature See attachment	Date	

Original Signatures are Required

Local JDAI Workgroup Members	
A. Name Tim Lease	Title Boys & Girls Club of the Northern Plains Chief Executive Officer
Date	Signature See attachment
B. Name Lindsie Bell	Title Boys & Girls Club of the Northern Plains Chief Operating Officer
Date	Signature See attachment
C. Name Molly Ramlo	Title Chief Court Services Officer
Date	Signature See attachment
D. Name Lee Ann Pierce	Title County Commissioner
Date	Signature See attachment
E. Name	Title
Date	Signature
F. Name	Title
Date	Signature
G. Name	Title
Date	Signature
H. Name	Title
Date	Signature

Please attach additional sheets for more than 8 members.

SECTION 7. ATTACHMENTS

Description of Attachments – Identify and describe the significance of all additional materials you include as attachments. Please limit additional materials to items such as program effectiveness documentation; pertinent letters of support or commitment; research documentation; resource documentation; and any other materials. Attach all additional documents following this page.

Attachment 1
Emails serving as signature due to COVID-19-related contact limitations
Attachment 2
MOU
Attachment 3
Letters of Support
Attachment 4
2019 Brookings County RAI and Detention Data
Attachment 5
Boys & Girls Club of Brookings 2019 Impact Report
Attachment 6
Boys & Girls Club of Brookings 2019 Annual Report

ENCLOSE RELEVANT ATTACHMENTS AFTER THIS PAGE

From: Tim Lease
To: Nicole Biever
Subject: Fw: JDAI Application Signatures
Date: Wednesday, May 13, 2020 8:55:13 AM

Nicole,

Below is the "yes" email from Chelsea.

Thanks,

Tim Lease CEO

Boys & Girls Club of the Northern Plains, Inc.

Brookings Preschool-5th Grade ½Brookings Teen Center
St. Thomas More Extension½ St. Ben's Extension
Moody County½Flandreau Indian School Extension
Yankton Academy ½ Yankton Traditional Unit

Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Chelsea Lang <clang@greatfuturessd.org>
Sent: Monday, May 11, 2020 5:36 PM
To: Tim Lease <tlease@greatfuturessd.org>
Subject: RE: JDAI Application Signatures

Yes!

From: Dan Nelson [mailto:DNelson@brookingscountysd.gov]
Sent: Monday, May 11, 2020 4:56 PM
To: Tim Lease <tlease@greatfuturessd.org>; Chelsea Lang <clang@greatfuturessd.org>; Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>; Lee Ann Pierce External <leeannpierce@swiftel.net>; Lindsie Bell <lbell@greatfuturessd.org>
Subject: Re: JDAI Application Signatures

Yes.

Dan Nelson

From: Tim Lease <tlease@greatfuturessd.org>
Sent: Monday, May 11, 2020 4:31:23 PM
To: Dan Nelson <DNelson@brookingscountysd.gov>; Chelsea Lang <clang@greatfuturessd.org>; Tim

Lease <tlease@greatfuturessd.org>; Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>; Lee Ann Pierce External <leeannpierce@swiftel.net>; Lindsie Bell <lbell@greatfuturessd.org>
Subject: JDAI Application Signatures

Good afternoon everyone! Soon, we will be visiting with the county commission about the JDAI application. In lieu of signatures because of COVID-19, I need an email response from each person on the committee that say "yes" that they are in support of the application. I have attached the draft of the application that is being finalized this week.
When you get a chance, please respond via email with a "yes" and feel free to ask me any questions as well. I need everyone's response by noon on Wednesday.

Thank you,

Tim Lease CEO

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1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease
To: Nicole Biever
Subject: Fw: JDAI Application Signatures
Date: Tuesday, May 12, 2020 4:34:03 PM

Tim Lease **CEO**

Boys & Girls Club of the Northern Plains, Inc.

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From: Dan Nelson <DNelson@brookingscountysd.gov>
Sent: Monday, May 11, 2020 4:56 PM
To: Tim Lease <tlease@greatfuturessd.org>; Chelsea Lang <clang@greatfuturessd.org>; Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>; Lee Ann Pierce External <leeannpierce@swiftel.net>; Lindsie Bell <lbell@greatfuturessd.org>
Subject: Re: JDAI Application Signatures

Yes.

Dan Nelson

From: Tim Lease <tlease@greatfuturessd.org>
Sent: Monday, May 11, 2020 4:31:23 PM
To: Dan Nelson <DNelson@brookingscountysd.gov>; Chelsea Lang <clang@greatfuturessd.org>; Tim Lease <tlease@greatfuturessd.org>; Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>; Lee Ann Pierce External <leeannpierce@swiftel.net>; Lindsie Bell <lbell@greatfuturessd.org>
Subject: JDAI Application Signatures

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Tim Lease CEO

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1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease
To: Nicole Biever
Subject: Fw: JDAI Application Signatures
Date: Tuesday, May 12, 2020 4:50:37 PM

Tim Lease **CEO**

Boys & Girls Club of the Northern Plains, Inc.

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Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease <tlease@greatfuturessd.org>
Sent: Monday, May 11, 2020 4:50 PM
To: Tim Lease <tlease@greatfuturessd.org>
Subject: Re: JDAI Application Signatures

Yes, I support the JDAI application.

Tim Lease **CEO**

Boys & Girls Club of the Northern Plains, Inc.

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St. Thomas More Extension½ St. Ben's Extension
Moody County½Flandreau Indian School Extension
Yankton Academy ½ Yankton Traditional Unit

Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease <tlease@greatfuturessd.org>
Sent: Monday, May 11, 2020 4:31 PM
To: Dan Nelson <dnelson@brookingscountysd.gov>; Chelsea Lang <clang@greatfuturessd.org>; Tim

Lease <tlease@greatfuturessd.org>; Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>; Lee Ann Pierce <leeannpierce@swiftel.net>; Lindsie Bell <lbell@greatfuturessd.org>
Subject: JDAI Application Signatures

Good afternoon everyone! Soon, we will be visiting with the county commission about the JDAI application. In lieu of signatures because of COVID-19, I need an email response from each person on the committee that say "yes" that they are in support of the application. I have attached the draft of the application that is being finalized this week.
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Tim Lease CEO

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Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease
To: Nicole Biever
Subject: Fw: JDAI Application Signatures
Date: Tuesday, May 12, 2020 4:33:12 PM

Tim Lease CEO

Boys & Girls Club of the Northern Plains, Inc.

Brookings Preschool-5th Grade ½Brookings Teen Center
St. Thomas More Extension½ St. Ben's Extension
Moody County½Flandreau Indian School Extension
Yankton Academy ½ Yankton Traditional Unit

Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Ramlo, Molly <Molly.Ramlo@UJS.STATE.SD.US>
Sent: Monday, May 11, 2020 9:40 PM
To: Tim Lease <tlease@greatfuturessd.org>
Subject: RE: JDAI Application Signatures

yes

From: Tim Lease [mailto:tlease@greatfuturessd.org]
Sent: Monday, May 11, 2020 4:31 PM
To: Dan Nelson; Chelsea Lang; Tim Lease; Ramlo, Molly; Lee Ann Pierce; Lindsie Bell
Subject: [EXT] JDAI Application Signatures

Good afternoon everyone! Soon, we will be visiting with the county commission about the JDAI application. In lieu of signatures because of COVID-19, I need an email response from each person on the committee that say "yes" that they are in support of the application. I have attached the draft of the application that is being finalized this week.
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Thank you,

Tim Lease CEO

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1126 Southland Lane ½ Brookings, SD 57006

From: Tim Lease
To: Nicole Biever
Subject: Fw: JDAI Application Signatures
Date: Tuesday, May 12, 2020 4:32:45 PM

Tim Lease **CEO**

Boys & Girls Club of the Northern Plains, Inc.

Brookings Preschool-5th Grade ½Brookings Teen Center
St. Thomas More Extension½ St. Ben's Extension
Moody County½Flandreau Indian School Extension
Yankton Academy ½ Yankton Traditional Unit

Office: 605.692.3333½F: 605.692.9199
1126 Southland Lane ½ Brookings, SD 57006

From: Lindsie Bell <lbell@greatfuturessd.org>
Sent: Tuesday, May 12, 2020 4:30 PM
To: Tim Lease <tlease@greatfuturessd.org>
Subject: Re: JDAI Application Signatures

Yes

Sent from my iPhone

> On May 11, 2020, at 4:31 PM, Tim Lease <tlease@greatfuturessd.org> wrote:
>
> Good afternoon everyone! Soon, we will be visiting with the county commission about the JDAI application. In lieu of signatures because of COVID-19, I need an email response from each person on the committee that say "yes" that they are in support of the application. I have attached the draft of the application that is being finalized this week.
> When you get a chance, please respond via email with a "yes" and feel free to ask me any questions as well. I need everyone's response by noon on Wednesday.
>
> Thank you,

Tim Lease CEO

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1126 Southland Lane ½ Brookings, SD 57006

<2020 ATD Support Application.docx>

BROOKINGS COUNTY JUVENILE DETENTION ALTERNATIVES INITIATIVE (JDAI) COMMITTEE
MEMORANDUM OF UNDERSTANDING (MOU)

I. PARTIES

This document constitutes an agreement between the South Dakota Third Judicial Circuit, Brookings County Sheriff's Office, Brookings County States Attorney's Office, Third Judicial Circuit Court Services, Brookings Police Department, Brookings Behavioral Health and Wellness, Lutheran Social Services, Brookings Boys and Girls Club, Brookings County, City of Brookings, Brookings School District, South Dakota Department of Corrections, South Dakota Department of Social Services, and other parties as amended.

II. PURPOSE

This agreement establishes the Brookings County JDAI Committee and is entered into by the above-named agencies to establish a cooperative relationship by applying the eight core strategies (enumerated in paragraph V) of the JDAI in order to:

- Eliminate the inappropriate or unnecessary use of secure detention of juvenile offenders by implementing diversion program options for the youth in Brookings County;
- Minimize re-arrest of juvenile offenders and failure to appear rates pending adjudication;
- Ensure appropriate conditions of confinement in secure facilities for juvenile offenders;
- When necessary, redirect public resources and policies to sustain successful reforms.

III. AUTHORITY

The Brookings County JDAI Committee shall have the authority to facilitate the coordination of inter-agency solutions to achieve the purpose described above. The JDAI Committee may make appropriate resource or policy recommendations to the governing bodies of the agencies represented on the JDAI Committee.

IV. PERIOD OF AGREEMENT AND MODIFICATION/TERMINATION

This MOU will become effective when signed by all parties. The period of the agreement is three years from the original date of signature, as long as funding is approved and continued through the title II formula grant of the South Dakota Department of Corrections.

Amendments to this MOU must be submitted in writing at least 30 days in advance and approved by all agencies represented herein. In the event additional parties are added to

the Brookings County JDAI Steering Committee, the new party may be added upon approval by all agencies represented herein.

Intent to terminate participation in this MOU must be submitted in writing at least 90 days in advance of termination to all participating agencies.

V. THE JUVENILE DETENTION ALTERNATIVES INITIATIVE MODEL

The parties agree that the Brookings County JDAI Steering Committee will follow the JDAI model as developed by the Annie E. Casey Foundation. The model's core strategies are as follows:

- Collaboration among juvenile justice agencies, community organizations, and other government agencies;
- The use of data in making policy and case-level decisions;
- Objective instruments to guide detention decisions;
- Operation of a continuum of non-secure detention alternatives;
- Case processing efficiencies to reduce time between arrest and case disposition;
- Improvement of conditions of confinement;
- Safe reductions of special populations (i.e. violations of probation, warrants, and cases awaiting placement); and,
- Racial/ethnic fairness in policy and case-level decision-making.

VI. RESPONSIBILITIES OF THE PARTIES

All parties agree to work cooperatively to address the purpose of JDAI as identified above. Members of the Brookings County JDAI Steering Committee agree to attend meetings on a regular basis, make their decisions based on the purposes and processes of the JDAI model, and carry out what is in the best interest of youth that is consistent with public safety. The parties agree to provide access to data that will support the JDAI process, consistent with state and federal confidentiality restrictions. All parties will advocate for the sustainment of JDAI.

VII. COMMITTEE LEADERSHIP AND MEETINGS

JDAI Co-chairpersons, State's Attorney Dan Nelson, and Chief Court Services Officer Molly Ramlo, were selected by the conveners of the JDAI Committee at the beginning of the JDAI dialogue in Brookings County. Meetings will occur at least quarterly and will be led by at least one or both of the JDAI Co-chairpersons. Co-chairpersons have the authority to conduct the meetings to facilitate discussion and decision-making. The committee will appoint a secretary to keep minutes, which will be agreed upon by the committee. In matters that require a vote, each agency represented on the JDAI Committee shall have one vote. Co-chairpersons have the authority to establish any subcommittees necessary to

support the accomplishment of local JDAI implementation. 3rd Judicial Circuit Court Services shall assist the co-chairpersons in coordination of meetings.

Dan C. Nelson
Co-Chairman, Brookings County State's Attorney
5/7/2020
Date

Molly Ramlo
Co-Chairman, Third Judicial Circuit Court Services
5/7/2020
Date

The Honorable Judge Elshere
3rd Judicial Circuit
5-7-20
Date

Mike Bartley
Brookings County Commissioner
5/12/20
Date

Paul Briseno
City Manager
City of Brookings
5/7/2020
Date

Marty Stanwick
Sheriff
Brookings County Sheriff's Department
5-7-20
Date

Dave Erickson
Chief of Police
Brookings Police Department
4/22/20
Date

Christine Krogman
Department of Social Services
4-24-20
Date

Monty Thury
South Dakota Department of Corrections
4-8-20
Date

Tim Lease
CEO
Boys and Girls Club of Brookings
4/20/20
Date

Rebecca Kiesow Knudsen
VP, Community Services
Lutheran Social Services
4/21/20
Date

Mary Beth Fishback
Executive Director
Brookings Behavioral Health & Wellness
6/5/20
Date

Brookings High School

Working together...Educating with excellence...Inspiring learners for life.

530 Elm Avenue
Brookings, South Dakota 57006
Phone 696-4100 Fax 696-4128

Dr. Paul E. von Fischer
Principal
Paul.vonFischer@k12.sd.us

Dr. Shelly Jensen
Assistant Principal
Shelly.Jensen@k12.sd.us

May 11, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Dear Ms. Coppersmith,

Please accept this letter of support for the JDAI Initiative in Brookings County. Recent changes in the juvenile justice system in South Dakota have left counties and schools searching for resources. Detention alternatives can be a valuable resource for a population of students that is traditionally very difficult to reach. We are excited to be part of the Brookings County team helping provide alternatives to incarceration for teens—a program with such a strong potential for positive change in students' lives.

Brookings County has the right resources in place for the JDAI initiative. We have worked with the Boys and Girls Club for many years and have developed a positive working relationship with the staff at the Boys and Girls Club. Specifically, Brookings High School works closely with their Teen Court Program. It is important that teens feel consequences for their actions are meaningful while providing for alternatives to incarceration. Teens who have gone through the Boys & Girls Club program report that the consequences are manageable and educational. Teens make mistakes, and it is important that our juveniles be given an opportunity to correct their actions before they become adults. Brookings County is well-suited to implement the JDAI initiative. My hope is that this program will be available for many years to come.

Thank you for your consideration of the Brookings County's JDAI application.

Dr. Paul von Fischer
Brookings High School Principal

Dr. Shelly Jensen
Brookings High School Assistant Principal

OFFICE OF STATES ATTORNEY
BROOKINGS COUNTY

520 THIRD STREET, SUITE 330 • BROOKINGS, SOUTH DAKOTA 57006
PHONE: (605) 692-8606 • FAX: (605) 692-6960

DAN C. NELSON, *States Attorney*
dnelson@brookingscountysd.gov

BENJAMIN L. KLEINJAN, *Deputy*
bkleinjan@brookingscountysd.gov

PAIGE M. PETERSEN, *Deputy*
ppetersen@brookingscountysd.gov

May 5, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Re: Alternatives to Detention Support Subgrant Application

Dear Ms. Coppersmith:

I'm excited to support the Juvenile Detention Alternative Initiative for Brookings County. As the criminal justice system continues to find more effective ways to reduce recidivism among our juvenile offenders, Brookings County has a crucial need to implement JDAI to ensure continued public safety and community involvement.

Alternatives to detention and diversion programs remain critical to enabling our youth to achieve positive outcomes in the criminal justice system. The JDAI grant funding will allow partnering agencies within the Brookings community to create implement these impactful programs.

The public and private partnerships throughout the Brookings community have voiced their willingness to play important roles in helping young people successfully confront their challenges. The JDAI grant will further ensure this effort grows for years to come.

The grand funding will significantly help us achieve our goal of building up the youth of Brookings County.

Thank you for your consideration.

Sincerely,

Dan N L

Dan C. Nelson
Brookings County State's Attorney

May 5, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Re: Brookings County Grant Application

Dear Ms. Coppersmith:

I am writing today in support of the Juvenile Detention Alternatives Initiative (JDAI) grant for Brookings County. The Brookings Police Department recognizes the important role diversion programs play in juvenile justice. Protecting public safety while providing suitable alternatives to incarceration, JDAI successfully incorporates community involvement within the criminal justice system.

The Brookings County JDAI committee is comprised of many representing agencies within the community and the Brookings Police Department is excited to serve as a partner to ensure its success.

This is a very important position that I know will have a positive impact in Brookings County if approved.

Thank you for this opportunity and consideration.

Sincerely,

Dave Erickson
Chief of Police, City of Brookings

STATE OF SOUTH DAKOTA
THIRD JUDICIAL CIRCUIT COURT
Counties
Beadle, Brookings, Clark
Codington, Deuel, Grant
Hamlin, Hand, Jerauld
Kingsbury, Lake, Miner
Moody and Sanborn
http://ujs.sd.gov/Third_Circuit/

HON. DAWN M. ELSHERE
Circuit Judge
314 6th Avenue, Suite 6
Brookings, SD 57006-2085
(605) 688-4202
Dawn.Elshere@ujs.state.sd.us

KRISTIN A. WOODALL, RPR, CRR
Official Court Reporter
314 6th Avenue, Suite 6
Brookings, SD 57006-2085
(605) 688-4206
Kristin.Woodall@ujs.state.sd.us

May 7, 2020

To Whom it May Concern:

I am writing this letter to express my continued support for the JDAI Initiative in Brookings County. As the juvenile court judge in Brookings County, I was approached approximately 9 months ago regarding my interest or support of JDAI for Brookings County. I have received training and education and I have met with other stake holders. I believe that we are all willing to collaborate together to enact JDAI in our community and move towards juvenile justice reform.

I will continue to work in our community to achieve better outcomes for juveniles by reducing unnecessary pre-adjudication incarceration and by working diligently to reduce racial disparities in our system.

I will continue to do my part in fostering the core strategies of JDAI.

Sincerely,

Dawn Elshere
Circuit Court Judge

May 4th, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501

Dear Bridget:

I am writing to give our full support for the Alternatives to Detention grant application for Brookings County. LSS identifies the importance of providing alternatives for detention. We have provided resources to support these alternatives in various areas of the state already. We additionally have resources to help support the grant in Brookings County. The funding from this grant would help to fund a coordinator in the Brookings area to help connect families with resources available in the community and enrich the lives of families.

Thank you for your consideration of this work in Brookings. If approved, these dollars would positively affect many lives and reduce recidivism of juvenile offenders. Lutheran Social Services fully supports the grant application and are hopeful the funding committee will agree with the value this program will add to Brookings County.

Respectfully,

Rebecca Kiesow-Knudsen
Vice President, Community Services
Lutheran Social Services of South Dakota

Martin E. Stanwick

Brookings County Sheriff's Office

315 7th Avenue
Brookings, SD 57006

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

May 5, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

Re: Brookings County Grant Application

Dear Ms. Coppersmith:

I am writing in support of Brookings County's Alternatives to Juvenile Detention grant application. As a member of the Brookings County JDAI committee, I am convinced that this grant will go a long way to help establish a system of community alternatives to incarcerating juveniles. This grant is an opportunity in helping our youth make better life choices if given the chance to do so. I look forward to continuing to work with JDAI committee as we go forward.

Thank you for this opportunity and consideration.

Sincerely,

Marty Stanwick

Marty Stanwick
Brookings County Sheriff

BROOKINGS
behavioral health & wellness

May 5, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

RE: Brookings County Grant Application

Good Afternoon,

I am writing to give my full support for the Alternatives to Detention grant application for Brookings County. I serve as the Executive Director for Brookings Behavioral Health and Wellness, the community mental health center located in and serving Brookings County. In serving the youth and families of Brookings County, we have experienced the need for an alternative to detention for youth that do not meet the criteria for detention in our local detention center.

There are a great deal of resources in Brookings County to support youth, however, we currently lack coordination of these services specifically as it relates to juveniles in the justice system. Our county would greatly benefit from a coordinator to best serve all juveniles needing to be detained. This grant application would allow for a coordinator position to fulfill this gap as well as potentially assist funding in providing a shelter that would be more appropriate for adolescents who have violated the law but do not meet the threshold of full incarceration.

Thank you for your time and consideration on this important matter. If granted, these dollars will positively affect the lives of many and potentially reduce the recidivism in juvenile delinquent offenders. Brookings Behavioral Health and Wellness fully supports this grant application and are hopeful the funding committee will agree with the value this adds to Brookings County.

Sincerely,

Mary Beth Fishback, MSPAS, MPH
Executive Director
Brookings Behavioral Health and Wellness

COURT SERVICES DEPARTMENT

THIRD JUDICIAL CIRCUIT

May 7, 2020

Bridget Coppersmith
Department of Corrections
3200 East Highway 34
Pierre, SD 57501-5070

RE: Brookings County JDAI application

Dear Ms. Coppersmith:

I am writing this letter to express my support for the JDAI Initiative in Brookings County. As Chief Court Services Officer of the Third Judicial Circuit, I see firsthand the importance of developing consistent and effective detention alternatives for juveniles. By receiving this grant, I'm confident Brookings County youth will experience newfound success while finding positive connections within the community.

The Brookings County JDAI Steering Committee has developed a plan working toward positively influencing high risk juveniles. We strive to avoid pre-adjudication incarceration when so many community options are available. Brookings County has solid resources and strong providers willing to work together in order to meet our youth's needs.

I believe strongly in the JDAI Initiative and hope you will consider Brookings County when awarding this grant.

Sincerely,

Molly A. Ramlo
Chief Court Services Officer
Third Judicial Circuit

☐ P.O. Box 1358
Huron, SD 57350-1358
605-353-7161
Fax No. 605-353-7335

☐ P.O. Box 1054
Watertown, SD 57201-6054
605-882-5110
Fax No. 605-882-5106

☒ 314 6th Avenue
Brookings, SD 57006-2085
605-688-4208
Fax No. 605-688-6737

☐ 200 East Center
Madison, SD 57042-2941
605-256-5645
Fax No. 605-256-5012

Brookings County 2019 RAI and Detention Data

In place currently-

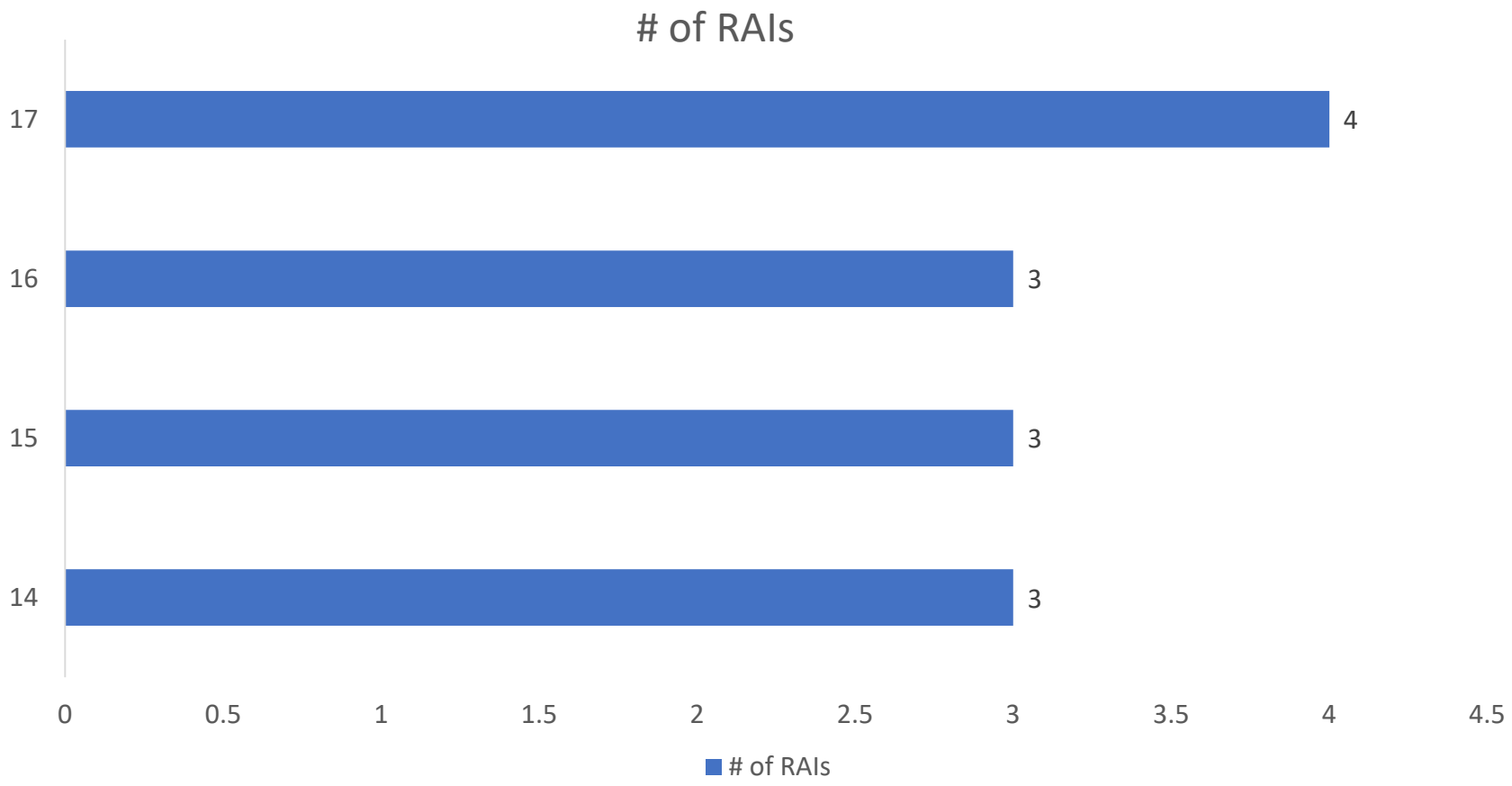
- *Use of the RAI- Objective Admissions*
- *Use of Shelter Care as an Alternative to Detention*

Detention Data

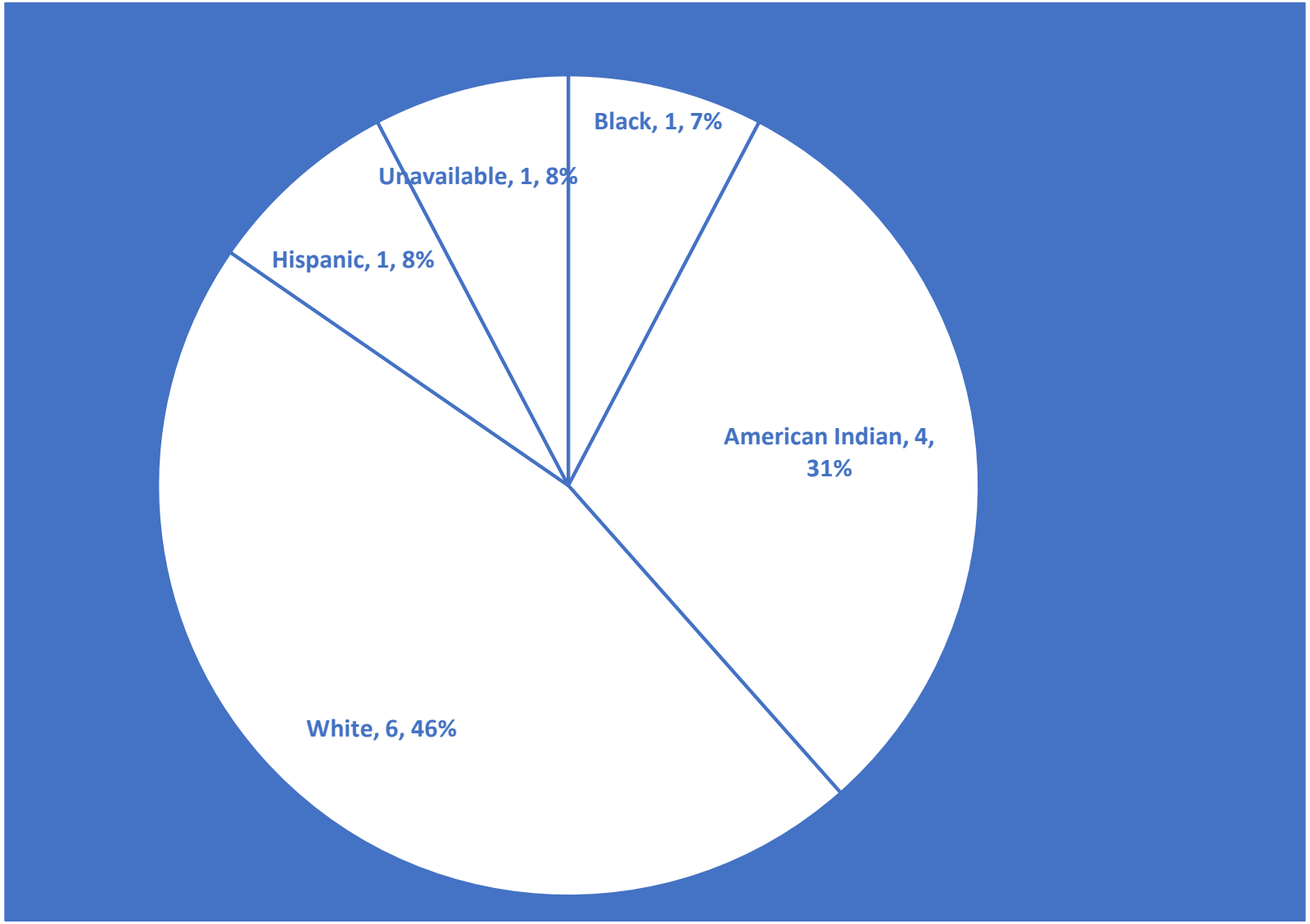
In 2019-

- **.58 Average Daily Population of Youth in Detention with an Average Length of Stay of 32.16 days**
- ***$110,608*** invoice to JDC- *not including transportation cost and wages*
- ***$17,940*** invoice to ARISE - *not including transportation cost and wages*

Age of Youth



Racial Breakdown

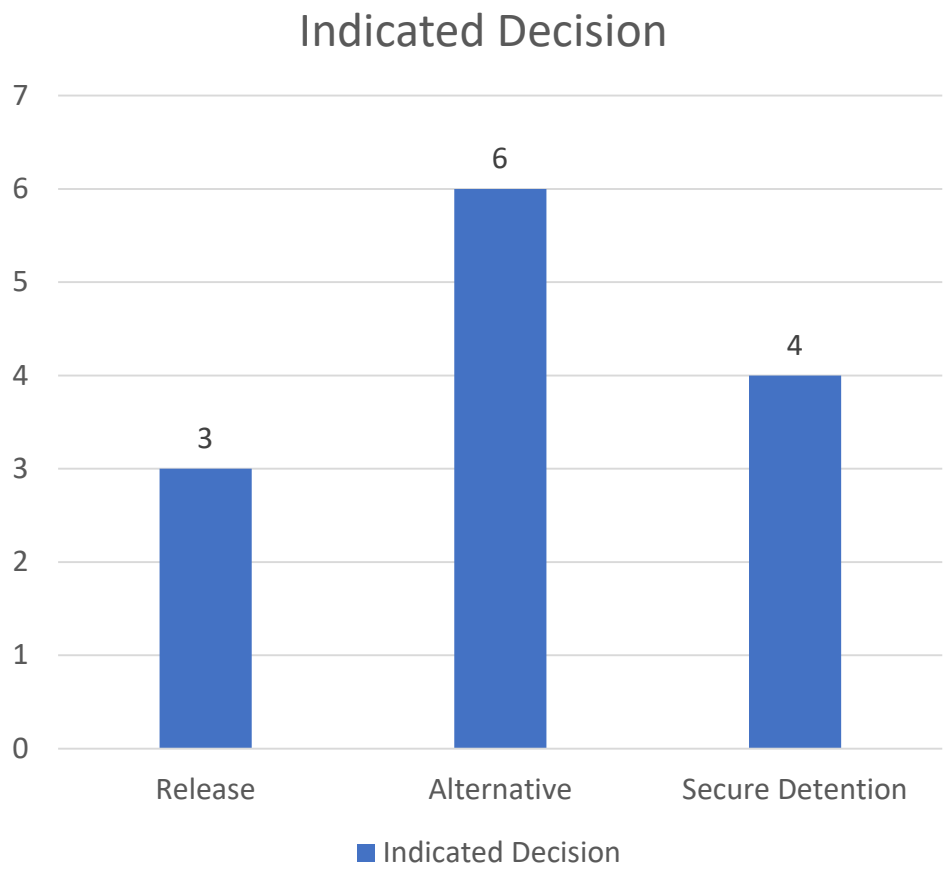


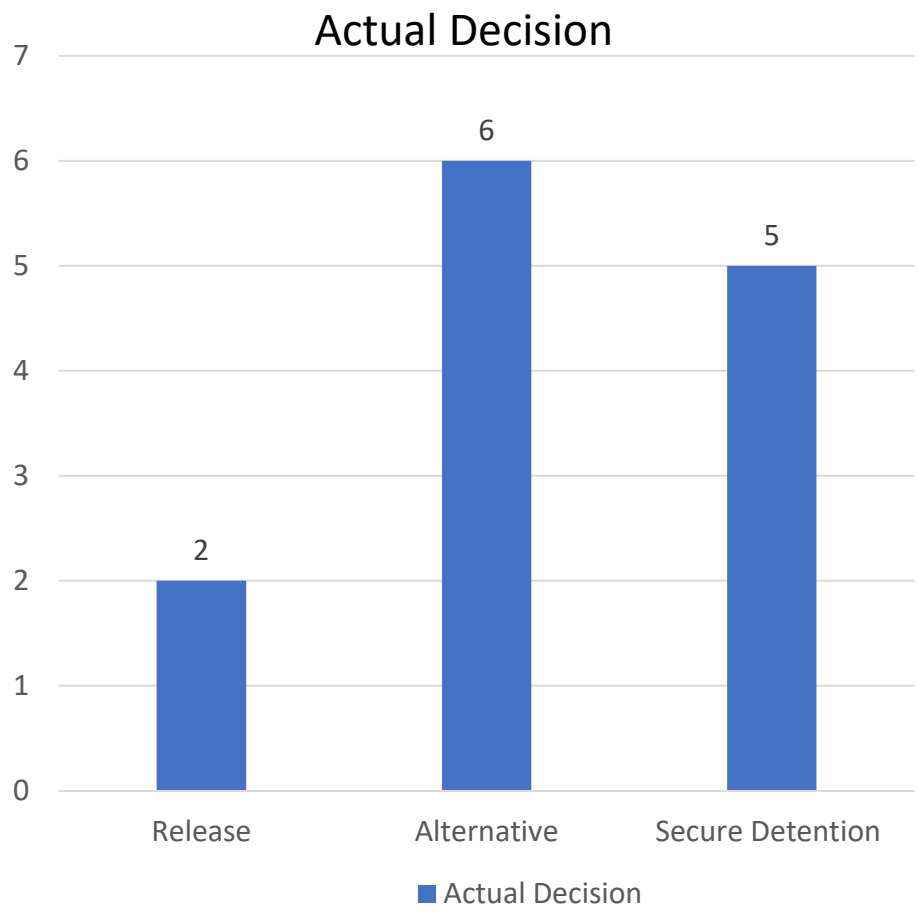
Brookings County Demographic Breakdown-Kids Count Data Center
Youth age 10-17

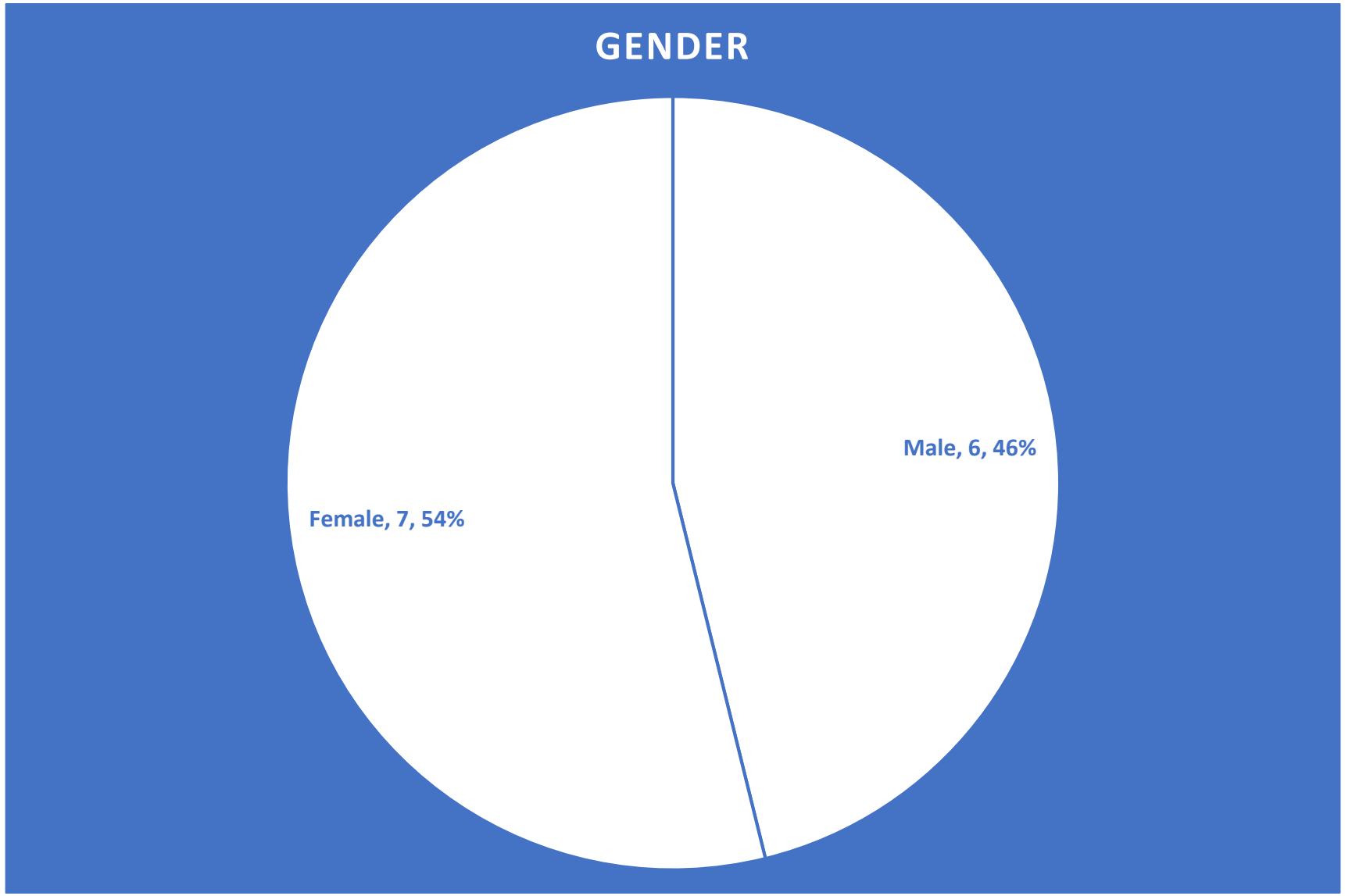
White- 87%
Native American- 1%
Hispanic-6%
Black- 2%
Asian- 3%

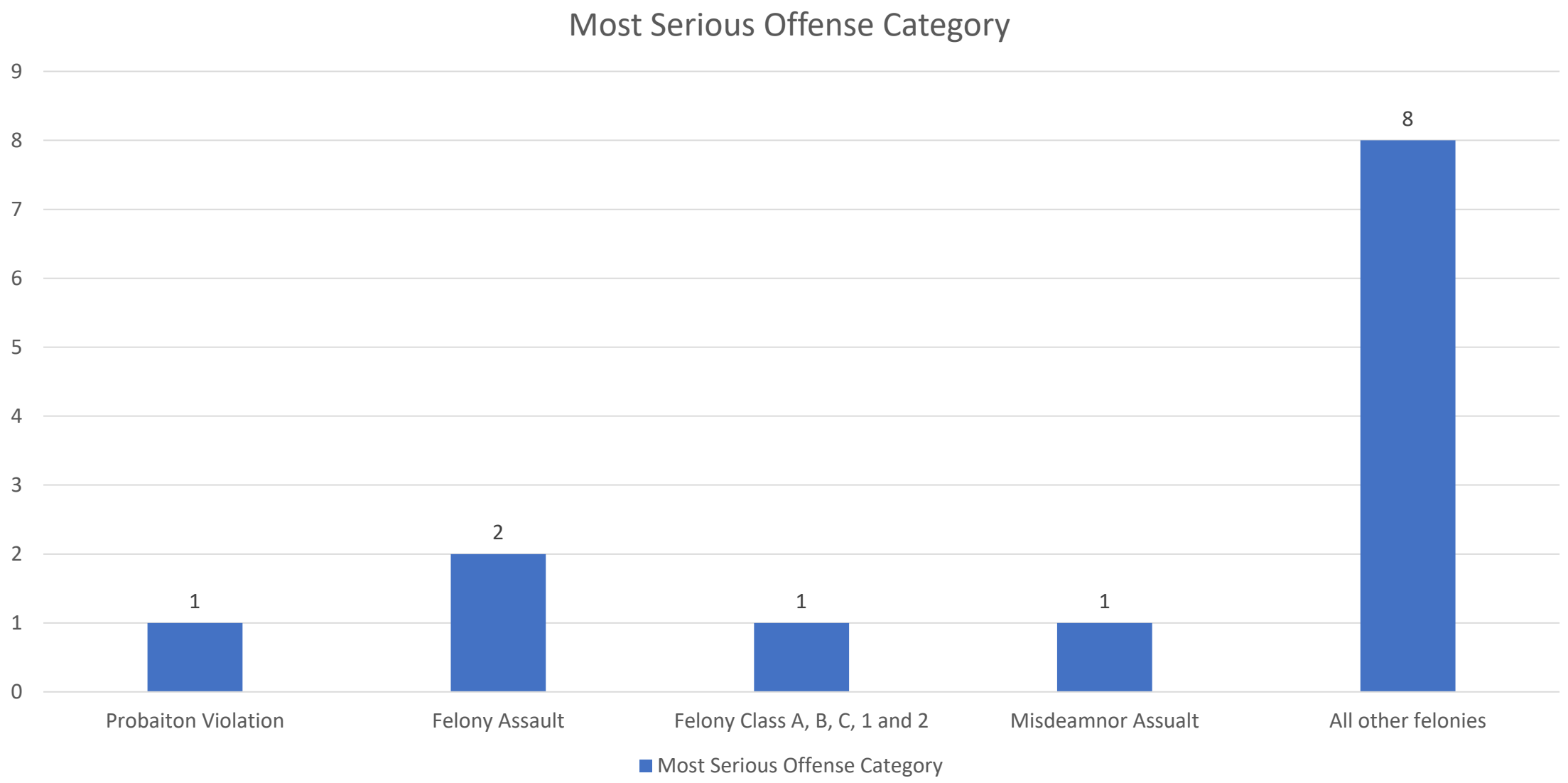
*All unique youth

Decision comparison of actual vs indicated






GENDER
Male, 6, 46%
Female, 7, 54%


Most Serious Offense Category
9
8
7
6
5
4
3
2
1
0
1
2
1
1
8
Probaiton Violation
Felony Assault
Felony Class A, B, C, 1 and 2
Misdeamnor Assualt
All other felonies
Most Serious Offense Category

NO Override	Overrode Down	Overrode up
9	1	3
70%	7%	23%

Override up reasons-

- Judicial override- 1
- Run Risk- 1
- Victim in home and immediate safety concern- 1

Items of note:

- *6 youth score for an alternative- mostly for non-violent offenses.*
- *Youth are being held in least restrictive setting- but if there was an option for supervision in Brookings- could these youth be better served?*
- *31% of youth referred to detention through the RAI were Native American, yet only make up 1% of the population.*
- *In 2019- no youth under the age of 14 was referred to detention. GREAT news!*
- *More females referred to detention than males*

BOYS & GIRLS CLUB
OF BROOKINGS, SD

2019 BROOKINGS IMPACT REPORT

BOOSTING ECONOMIC IMPACT

340+ Employers have parents who utilize Boys & Girls Club of Brookings

Hours youth are in school each year: 1,190
Hours Club is open each year: 1,910

Affordable membership at $25 per year per child

FIGHTING HUNGER

1 IN 6 YOUTH RISK GOING HUNGRY IN SOUTH DAKOTA

feedingsouthdakota.org

120,000+

Free snacks and meals served this year at the Boys & Girls Club of Brookings

IMPROVING WELL-BEING

1 IN 3 YOUTH START SMOKING BEFORE THE AGE OF 14

rethinktobacco.com

175

Number of Club members who participated in tobacco prevention in 1st - 12th grade

PREVENTING JUVENILE CRIME

1 OUT OF EVERY 4 KIDS LEAVE SCHOOL WITH NO PLACE TO GO

bgca.org

266

Number of Club members who attended more than 104 days in 2019

BUILDING RELATIONSHIPS

84% OF OUR CLUB MEMBERS KNOW STAFF AT THE BOYS & GIRLS CLUB BELIEVE THEY WILL SUCCEED

2019 NYOI Survey

36

Number youth matched with Club mentors in Office of Justice Programs pass through dollars

BOYS & GIRLS CLUB OF BROOKINGS
1126 SOUTHLAND LANE
BROOKINGS, SD
57006

YOUTH SERVED IN 2019

1,179 **Total Memberships**

2,433 **Total Youth Served**

Thank you for helping to positively IMPACT the youth in our community!

BOYS & GIRLS CLUB
OF BROOKINGS, SD

2019

ANNUAL REPORT

BOYS & GIRLS CLUB
OF THE NORTHERN PLAINS

LOOKING AHEAD

Thank you supporters and friends of the Boys & Girls Club of the Northern Plains!

Our Clubs have had another extremely impactful year. With an average daily attendance of 799, we saw a growth of 4% over last year in the number of youth the Club was able to serve daily during the school year. This number allowed us to bridge the gap and provide a safe place for our youth after school, which promotes learning and growth.

2019 served as a year of change for the Boys & Girls Club of the Northern Plains, but we were thankful to have a strong foundation within our staff, Board of Directors and Advisory Councils, once again showing leadership and excellence in all positions.

Noah, Mr. Tim, Malia, Zeke & Mr. Matt

I'm honored to be the new CEO of the Boys & Girls Club of the Northern Plains! Prior to working at the Club, I spent the last 24 years as an elementary teacher and principal, so I have dedicated my whole life to helping our area youth. I look forward to leading and helping our organization continue to grow to meet the ever-changing needs in our communities.

Our Clubs appreciate all of the support that we receive. This shows that we share the same passion for our youth! Great Futures Start Here!

- Tim Lease, Chief Executive Officer

WHO WE ARE
WHAT WE DO

OUR MISSION

To inspire and enable all young people, especially those who need us most, to realize their full potential as productive, responsible and caring citizens.

OUR VISION

Boys & Girls Club of the Northern Plains will be a dynamic, diverse organization that is recognized as a champion for youth, as well as a leader for positive change in the world.

OUR VALUES

Excellence Impact Driven Teamwork Good Character

2019 TEAM

CORPORATE BOARD

Larry Tidemann, President
Rob Ness, Past President
Lynn Darnall
Dr. Wayne Kindle
Reece Kurtenbach
Keith Mahlum
Mike Marlow
Marc Mooney
Scott Ramsdell
Rick Ribstein
Della Tschetter
Deanne Weninger

MOODY COUNTY VOLUNTEER COMMITTEE

Kari Burggraff
Rachel Chamblin
Melissa Duncan
Kathy Doyle
Linnea Janssen
David Kills-a-Hundred
Corine Kulm

BROOKINGS ADVISORY COUNCIL

Mary Beth Fishback, President
Scott Krantz, Vice Presidentt
Mike Aman
Jenn Bender
Vicki Bierschbach
Rebecca Bott-Knutson
Connie Bridges
Trevor Clements
Anna Drew
Jim Fay
Danee Loban
Matt Maher
Dan Nelson
Curt Osmanski
Mitch Steinhoff
Paul Thomas
Kate Treiber
Deanne Weninger
Dr. Klint Willert
Michaela Willis

YANKTON ADVISORY COUNCIL

Lori Stephenson, President
Kevin Moe, Vice President
Kevin Bender
Renae Brooks
Kevin Haselhorst
Jean Hunhoff
Wayne Ibarolle
Jennifer Johnke
Don Kettering
Dick Kulbel
Sr. Rosemarie Maly
Melanie Ryken
Becky Souchek
Jennifer Weber
Deb Weddingfeld
Nancy Wenande

ADMIN TEAM

Tim Lease, CEO
Yura Elverud, CFO
Lindsie Bell, COO
Nicole Biever, CDO
Kelsie Kroetch
Darcie Bien
Danielle Anderson
Dustin Elverud
Laurie Carruthers

UNIT LEADERS

Chelsea Lang, Brookings
Bekah Bambas, Moody County
Josh Klimek, Yankton

an additional 130+ full and part-time staff that directly impact our kids each day!

FORMULA FOR YOUTH IMPACT

YOUNG PEOPLE WHO NEED US MOST

+

OUTCOME-DRIVEN CLUB EXPERIENCE

FIVE KEY ELEMENTS
FOR POSITIVE YOUTH DEVELOPMENT

- **HIGH-YIELD ACTIVITIES**
- **TARGETED PROGRAMS**
- **REGULAR ATTENDANCE**

=

PRIORITY OUTCOMES

Graduate from high school ready for college, trade school, military or employment

Be an engaged citizen involved in the community, register to vote and model strong character

Adopt a healthy diet, practice healthy lifestyle choices and make a lifelong commitment to fitness

Research shows that youth were more likely to demonstrate greater positive outcomes when they attended the Club at least 52 times per year. The positive effects were even greater when they attended 104 times per year.

More than 492 youth at our Clubs have attended the Club over 104 times this year!

OUR IMPACT BECAUSE OF YOU

$25
Membership Cost Per Year

206,019
Snacks & Meals Served

2,828
Club Members

1,553 Hours/year Club is open
1,202 Hours/year School is open

5,066
Youth Served

2,691
Youth Volunteer Hours

OUR ACCOMPLISHMENTS BECAUSE OF YOU

CULTURE CLUB

This past year we have seen over 100 youth from a variety of cultures come through our doors each day in Moody County. Through the Culture Club, we are educating our youth on the importance of inclusivity and embracing what makes everyone unique. We have had community members speak about their cultures and, as a result, have found that our youth felt more comfortable speaking up about their own traditions. Our members also had the opportunity to prepare food from different cultures with our awesome VISTA, Kendra.

ELDER-BUDDIES

The Brookings Clubhouse Preschool recognizes and supports the importance of multi-generational relationships and proves that age is not a friendship barrier. Our “Elder-Buddy” program brings friends of all ages together each week, teaching our students that we can learn from one’s experience, helping to develop a sense of empathy for people of all ages. Our favorite activities include music therapy, gym time, trick-or-treating, and Christmas caroling. We look forward to continuing our friendship with our “Grand-friends”!

POWER UP

Our Yankton Club was busy this summer running Power Up, our summer school program. In partnership with the Yankton School District and United Way, lessons are designed to help prevent summer learning loss. We had 50 youth in kindergarten through 3rd grade participate in these fun, educational activities. Over four short weeks, members showed measurable increases in academic achievement!

OUR ACCOMPLISHMENTS BECAUSE OF YOU

POSITIVE ACTION

Positive Action is a program designed to help youth learn how to make positive choices, so they can better resist negative influences like drugs and alcohol. In Yankton this program is once a week with 30 members attending regularly. This is the second year the Yankton Club has provided this programming and youth really enjoy the activities and lessons, allowing them to have fun and learn about positive choices and actions.

TEEN COURT

Teen Court is a juvenile diversion program ran by teens for teens in all four counties that we serve. The program focuses on restorative justice in misdemeanor cases referred by local State Attorneys. In 2019, our Clubs were referred 111 cases. Teens are encouraged to volunteer in our Teen Court Club to explore a career in Criminal Justice. Because of your support and great collaborations with our counties and mental health agencies, the Club is able to offer this unique opportunity to the teens who need us most.

FLANDREAU INDIAN SCHOOL OJP MENTORING

Staff from the Moody County Club travel to Flandreau Indian School (FIS) for high school programming. This year staff have been working with the students at FIS on their homework and keeping up with their studies during this academic school year. FIS staff have been sending youth who may be struggling or needing assistance at getting assignments turned in on time to the study rooms to receive help from our staff. Thank you for helping the Club give this opportunity to youth who need us the most!

OUR ACCOMPLISHMENTS BECAUSE OF YOU

PLAY BALL PROGRAM

Over the summer the Yankton Club ran a Play Ball program with members. This group met twice a week. One day participants would practice their baseball and softball skills. The second day youth would receive nutrition education. Over 150 members participated in this group throughout the summer! Incorporating physical activity and smart food choices makes for healthy, happy kids.

PERFORMING ARTS CLUB

2019 brought lots of new and exciting programming to our Clubs. One Club favorite in Moody County was our Performing Arts Club! Members met weekly with guest speakers and even got to take a field trip to the Performing Arts Center at South Dakota State University. The group practiced throughout the season and put on a performance of The Wizard of Oz for Club friends and family. We are privileged to provide programming for all interests to meet the needs of every Club member. Thank you for investing in Great Futures for our youth!

CLUB TUTORS

Club Tutors is a program for 1st-5th graders who are at risk of falling behind their peers academically. These students are recommended to our program by teachers in the school district. This program focuses on providing help in math, reading and homework completion. The Club is committed to do everything in our power to positively impact our youth through academic programming opportunities. Participants have not only had positive gains in academics but also in their attitudes towards school.

GREAT ALUMNI BECAUSE OF YOU

CLAIRE MAHLUM

Ms. Claire first started attending the Boys & Girls Club of Brookings in 2011 as a 5th grader. She became member because her older brother was as well and would tell her about all the fun he had with his friends. Some of her friends that were already attending talked her in to starting. Claire's favorite memory of the Club was spending time in the art room with her friends. She shared, "I absolutely loved the Club! I made so many new friends and had more time to spend with them."

Ms. Claire had a great time participating in the many different types of activities, games, and events the Club had to offer. Once she was an 8th grader, she decided to start building up her resume by joining the Workforce Program at the Club's Teen Center. Through Workforce, she became a Junior Youth Development Staff at the 1st-5th Grade Club. She stayed on as a Junior YDS throughout high school.

In 2019, Claire graduated from Brookings High School and became a part-time YDS. She worked through the summer before starting her freshman year at South Dakota State University. Claire hopes to become a 3rd grade teacher when she graduates in 2023. Thank you for building so many great futures like Ms. Claire's in our community! If you are an Alumni from any of our Clubs, please visit www.greatfuturessd.org/alumni to join our Alumni & Friends Club today.

OUR Great Future BECAUSE OF YOU

Maria and her son, Erick, moved from El Salvador to Flandreau, South Dakota in 2018. Originally, she did not know about the Club, but thankfully some co-workers shared that their kids love attending the Club, participating in programming and spending time with their friends after school.

When Erick started going to the Club, he did not know any English. Maria shared, "Ever since Erick started attending the Boys & Girls Club, his English has improved greatly. Thanks to the staff, he has been able to acclimate and grow as a member, while developing his language skills along the way! When he is at the Club, Erick enjoys reading books and playing with Legos with his friends. Sometimes he even gets mad at me for picking him up early! I am grateful for the staff, especially the YDS who work so hard to help my son learn and grow, thank you!"

Maria & Erick

"Ever since Erick started attending the Boys & Girls Club, his English has improved greatly. I am grateful for the staff, especially the YDS who work so hard to help my son learn and grow, thank you!" - Maria Medrano, Club Parent & Supporter

OUR Great Future BECAUSE OF YOU

JJ Peterson's family represents just one of many families served by the Boys & Girls Club of Yankton. His children Julia & Brooklyn both started attending the Club in 2017, and Thadeus later joined them at the Club in 2018 when he started first grade.

Julia, Thadeus & Brooklyn

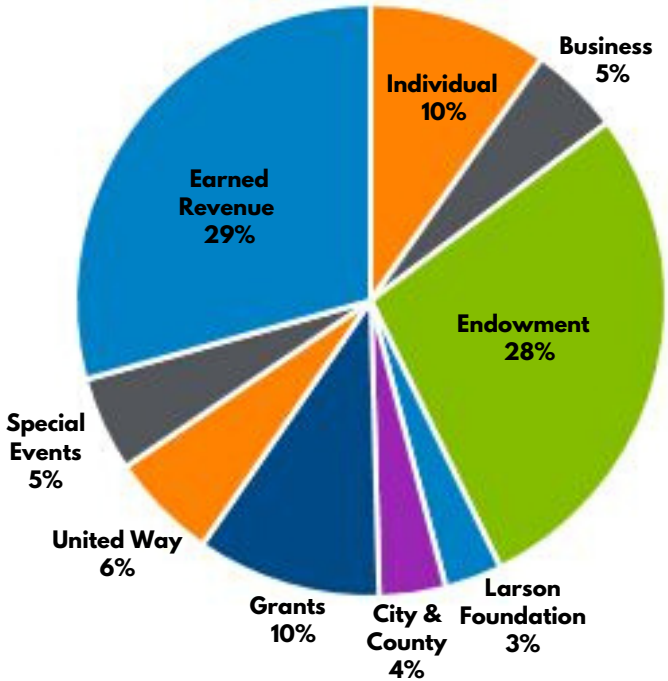
According to JJ, the Club provides exactly the help he needs to balance his work and family lives. He says, "In many ways, the Club is amazing to both my kids and myself. The Club helps me out in every way they could. I'm a single father of three kids, and I work until 4:00 every day. After work, the Club gives me the opportunity to go pay bills, get groceries, and whatever other important things I need to get done."

As a father of three, JJ knows how important it is for his kids to have a safe place after school, and the Club is that place. JJ says, "The Club does everything right in my eyes. I get phone calls if one of my kids get a sliver or a knock on the head with a ball while playing in the gym. I appreciate everything the Club does for my family."

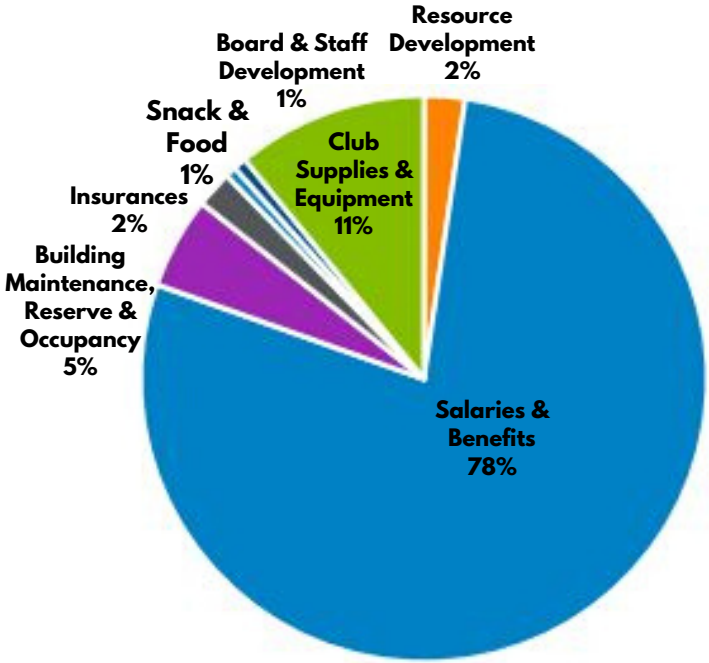
“My kids get upset every time I pick them up because they want to stay as long as they can. I want to thank the entire staff at the Boys & Girls Club of Yankton for treating my kids with the most amazing care a dad could ask for!" - JJ Peterson, Julia, Thadeus & Brooklyn's Dad

OUR 2020 ORGANIZATIONAL BUDGET

INCOME $3.66 M

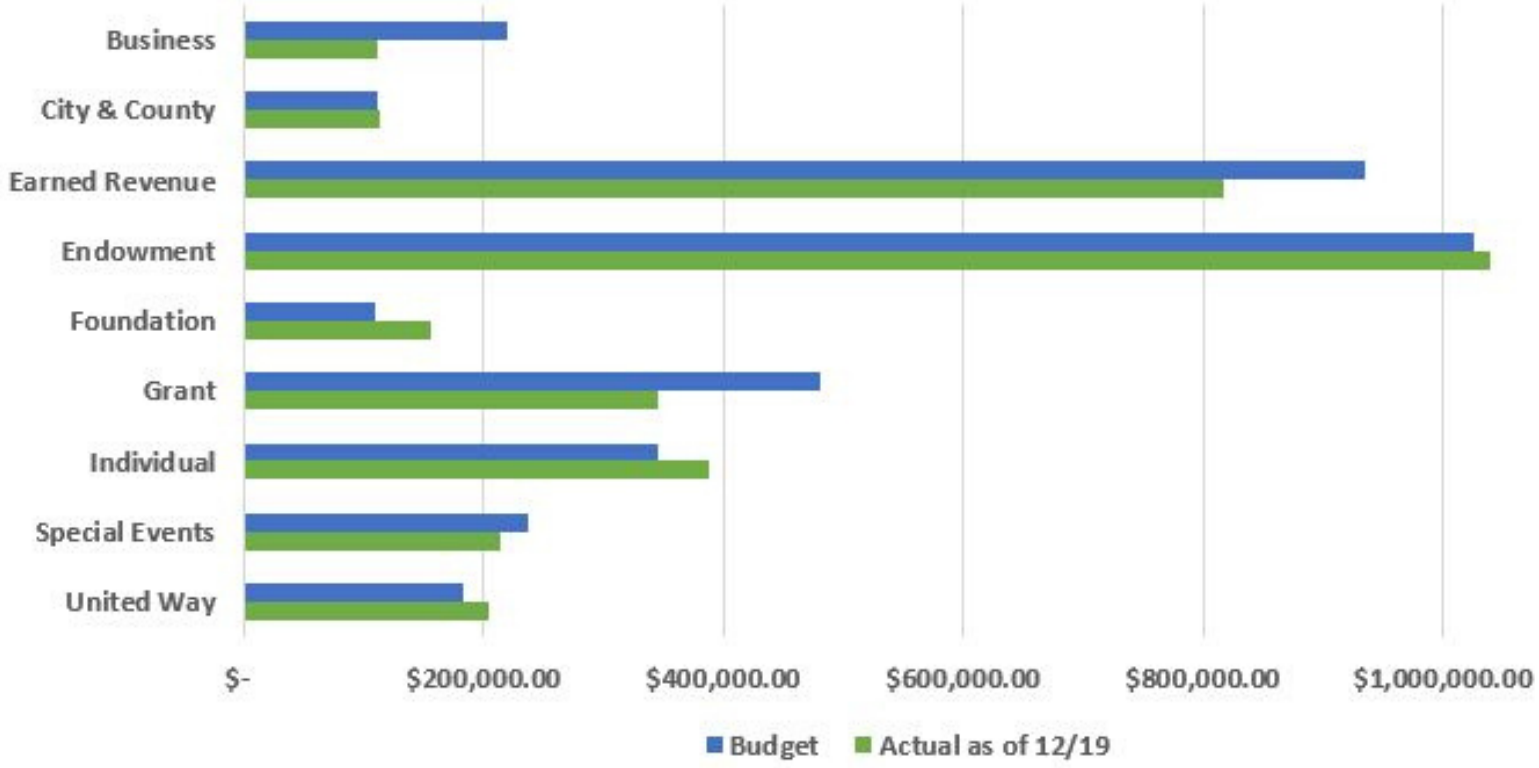


EXPENSE $3.73 M



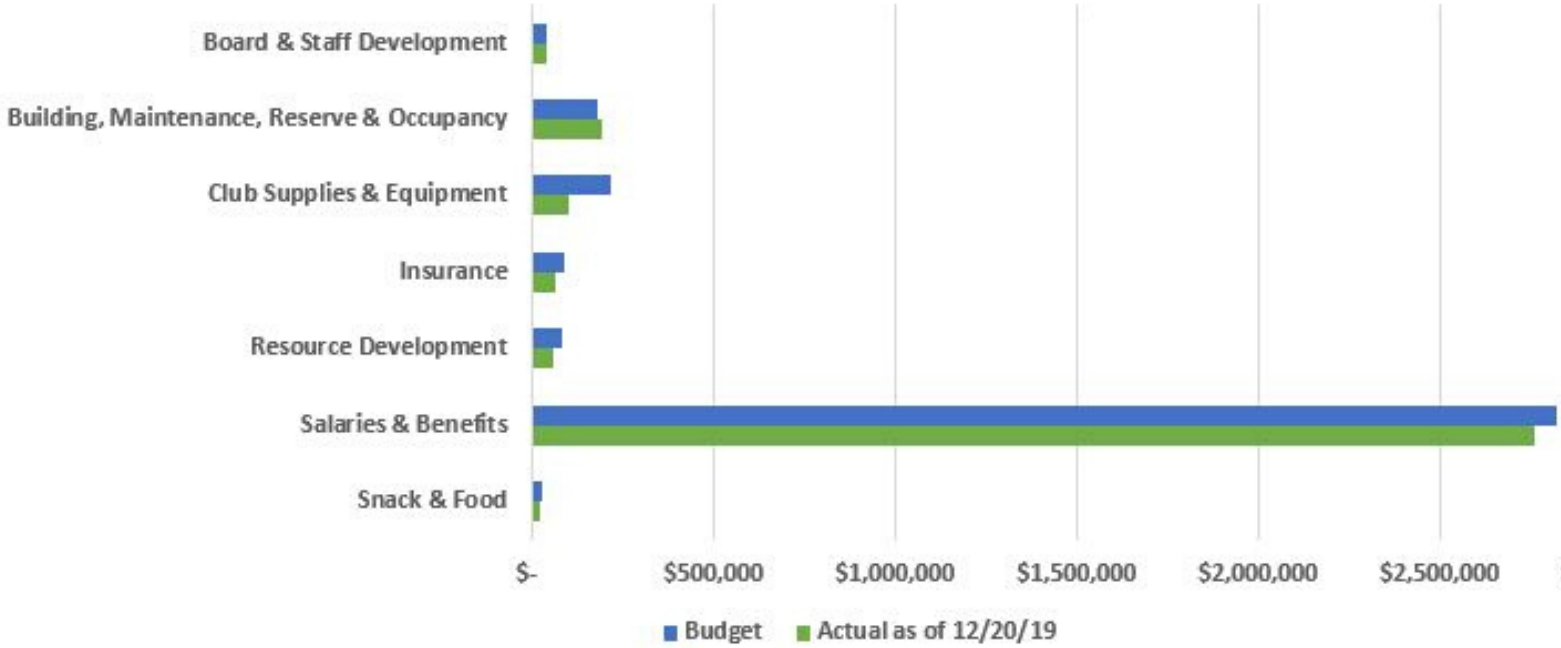
OUR 2019 ORGANIZATION ACTUAL INCOME

Projected: $3,652,157 **Actual:** $3,386,804



OUR 2019 ORGANIZATION ACTUAL EXPENSE

Projected: $3,453,202 **Actual:** $3,236,584



2019 DONORS

$1,000 - $2,499

The Boys & Girls Club of the Northern Plains would like to thank all in-kind and monetary donors to the Clubs in 2019. We had 100% staff giving, 100% board giving and over 3,000 donors throughout our communities invest in the Clubs. Because of all the Club investors, at every level, we are able to serve, support and inspire over 7,000 youth in our communities. Thank you! This following list of investments were received from 1/1/2019 - 12/19/2019.

Aaron and Chasity Feser
Aaron and Jaime Ness
Aaron and Laurie Johnston
Anonymous
Banner Associates, Inc
Ben Knutzen Dentistry
Bernie and Myrna Hunhoff
Best Choice GMAC Real Estate
Bill and Bonnie Zink
Bob and Jean Jostad
Brad and Nancy Wenande
Brent and Coreen Adams
Brookings Marathon
Brookings Optimist Club
Bruce and Brenda Thomas
Bruning & Lewis Law Firm, PLLC
Capital Card Services Inc
Catholic Daughters of America-Yankton
Chris and Stephanie Specht
Chuck and Larissa Bennis
Chuck and Nancy Zink
Cimpl Packing Company
Clark Drew Construction, Inc.
Community Innovation Grant Program-South Dakota Community Foundation
Conkling Distributing
CorTrust Bank
Counterpart, Inc.
Curt and Michelle Osmanski
Curtis and Renae Brooks
Dakota Layers, LLP
Dallas and Connie Bridges
Dan and Jean Hunhoff
Dan Kolberg
Darla Strande
David and Patricia Meyer
Dayhuff Enterprises
Dean and Linda Krogman
Dennis and LaDonna Micko
Don and Donna DeJean
Don Endres
Doug and Cheryl Beste
Doug and Karen Ekeren
Doug and Laurie Carruthers
Doug and Mary Miller
Dr. Lawrence Leon & Amy Nelson
Drive 4UR Community - Einspahr Auto
Duane and Barb Harms
Eidsness Funeral Home
Falcon Plastics, Inc.
FHS All School Reunion
First Savings Bank
Frani Kieffer and Jesse Kampshoff
Gerald and Shirley Bergum
Gus and Donna Theodosopoulos
Harry and Connie Mansheim
Heine Cattle Company
Hurley & Associates
Industrial Machine & Engineering
J.J. and Michaela Willis
Jack Yonkovich
James and Debra Weddingfeld
Jason Harms
Jason Nelson and Jill Sternquist
Jeff & Sue May
Jeff and Cindy Harms
Jeff and JoAnn Lee
Jim and Barbara Black
Jim and Jean Tramp
John and Jodi Melius
John and Maureen Radtke
Karen Schreier
Karl's TV & Appliance (Yankton)
Keith and Roxanne Corbett
Keith and Sue Mahlum
Kelly and Dan Beinhorn
Kennedy Pier Loftus & Reynolds, LLP
Kevin and Amber Moe
Knights of Columbus Marty Council No. 1536
Koletzky Implement, Inc.
Kyle and Kristi Tacke
Lance and Kristi Palecek
Land O' Lakes, Inc.
Larry and Deborah Burnight
Larry and Gail Tidemann
Loiseau Construction, Inc.
Manitou Americas
Mary Broders
Michael and Gerri Healy
Michelle and Tim Rutjes
Mike and Shannon Ness
Morgen LLC dba South Pointe Gaming Lounge
Northern Extrusion Tooling
NorthWestern Energy
Opsahl-Kostel Funeral Home
River's Edge Cooperative
Riverside Auto Body
Roger and Carole Hurley
Roger and Linnea Janssen
Roger Renner
Ryan and Paige Elwood
Sacred Heart Monastery
Sandra Moore
Services Center Federal Credit Union
South Dakota Humanities Council
St. Thomas More Catholic Church
Terence and Lori Pedersen
Terry Jacobson
Tim and Sheila Steiner
Tom and Judy Martin
Tom and Mary Beth Fishback
Truxedo
Valero
Vast Broadband
Wally Kempfert
Wayne and Marjorie Kindle
Wayne Sande Golf Tournament
Wintz & Ray Funeral Home
Wohlenberg Ritzman & Co., LLC

2019 DONORS

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$2,500 - $4,999

Al and Gail Meyer-Deelstra
Al and Irene Kurtenbach
Brad Dykes
Charlie Gross
Della and Craig Tschetter
Dick and Theresa Kulbel
Ed and Deanne Weninger
Ginny Conger and David Aaron
Great Western Bank
James M. and Ann L. Fay
Jeff and Katie Cooley
Jim and Shirley Ahrendt
Jim and Celia Miner
John and Nancy Sternquist
Kevin and Terra Bender
Medary Acres Greenhouses, Inc
Micah & Tabitha Likness
Mike & Darcie Briggs
Northtown
Pat and Becky Lockwood
Rick and Beth Ribstein
Scott and Lani Ramsdell
Stephanie and Brian Wieman
Stockwell Engineers Inc.
Twin City Fan & Blower Company
Watertown Ford Chrysler
Yankton Morning Optimist Club

$5,000 - $9,999

3M
Al & Irene Kurtenbach Foundation
Applebee's
Bel Brands USA
Brian and Lynn Darnall
Brookings Convention & Visitors Bureau
Cubby's Sports Bar & Grill
Dacotah Bank
Dakota Plains
Dan and Patti Eisenbraun
Don and Pam Kettering
Duane Sander
Flandreau School District
Gary and Joan Isenberg
Geoffrey & Sue Grant
Harms Oil Company
Hy-Vee Food Store
Interlakes Area United Way
Larson Manufacturing
Lewis and Clark Behavioral Health
Marlow, Woodward & Huff, Prof. LLC
Monsanto Fund
Patrick and Mary Ann King
Rob and Amber Ness
Rob and Lori Stephenson
Sanford Health
Sheldon Reese Foundation
Shur-Co, LLC
United Way of Vermillion
Vishay
Wayne and Lori Ibarolle

$10,000 - $19,999

Applied Engineering
Ben Jensen Dental
Brookings School District
Charities Aid Foundation America
First National Bank
Guy Bender
Kelly and Lisa Kneifl
Kolberg-Pioneer, Inc.
Mike and Catherine Marlow
NCAI Fund
Reece and Kami Kurtenbach
South Dakota Teen Court Association
Yaggie's, Inc.
Yankton School District

$20,000 - $49,000

3M Foundation
Avera
Henry Petersen
Kessenich Family Foundation
Maree Larson
Yankton Area Progressive Growth

$50,000 - $99,999

Boys & Girls Clubs of America
First Bank & Trust
Sea Research Foundation, Inc.
South Dakota Alliance
State of South Dakota
United Way & Volunteer Services of Greater Yankton

In-Kind Donors $1,000+

5 Star Communications, Inc.
Bel Brands USA
Eide Bailly LLP
Einspahr Auto Plaza
Fourteen Foods/Dairy Queen
Lisa Berry
Marlow, Woodward & Huff, Prof. LLC
Papa John's Pizza - Brookings
Riverfront Broadcasting, LLC

2019 DONORS

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$100,000 - $149,000

Brookings Area United Way
Larry and Diane Ness
Larson Family Foundation
SD Department of Education

$150,000 - 249,999

Anonymous
City of Brookings
First Dakota National Bank

$250,000+

Dale Larson

JEREMIAH MILBANK SOCIETY

The Jeremiah Milbank Society was created to inspire and recognize higher level unrestricted giving from individuals within local Boys & Girls Clubs. Each member of the society has given a minimum of $10,000 to their local Boys & Girls Club in 2019. Thank you to our Jeremiah Milbank Society members!

Henry Petersen
Guy Bender
Kelly Kneifl
Dale Larson
Tabitha Likness
Frank Kurtenbach
Larry & Diane Ness
Maree Larson
Jim Morgan
Reece & Kami Kurtenbach
Wayne & Lori Ibarolle

LEAVING A LEGACY

Leave a legacy and make an impact on future generations by leaving Boys & Girls Club in your will or estate. You can help us continue to help serve more youth, more often, today and into the future! Thank you to everyone who has included Boys & Girls Club in their will or estate plan. You are helping secure the future of our mission and make a difference for future generations.

If you are interested in learning more about Planned Giving at Boys & Girls Club please contact our Resource Development office at 605.692.3333.

Thank you to those who have a Planned Gift for Boys & Girls Club.

Connie Mansheim
Dale Larson
Tara Mills
Frank Kurtenbach
Gail Tidemann
Larry Tidemann
Vanessa Merhib
Curt Osmanski
Michelle Osmanski

BOYS & GIRLS CLUB
OF THE NORTHERN PLAINS

Administrative Office
1126 Southland Lane
Brookings, SD 57006

Nonprofit
Organization
US Postage Paid
Permit No. 16
57006

Thank you for creating Great Futures!

605.692.3333
www.greatfuturessd.org

BROOKINGS COUNTY DEVELOPMENT
Planning, Zoning and Drainage / Emergency Management
Brookings City & County Government Center
520 3rd Street, Suite 200
Brookings, SD 57006
(605) 696-8350
E-Mail: zoning@brookingscountysd.gov

Brookings County Commission
May 19, 2020 meeting.

April 8, 2020: The Brookings County Planning and Zoning Commission recommends approval of plat 2020plat009 with a unanimous vote of 9-ayes and 0-nays, at their April 7, 2020 meeting.

Brookings County Planning and Zoning Commission
April 7, 2020 – 8:00 PM meeting

2020plat009 – April 7, 2020

Prepared by Richard Haugen

Applicant/Owner: Marvin Richarz, 45884 220th St, Volga, SD 57071

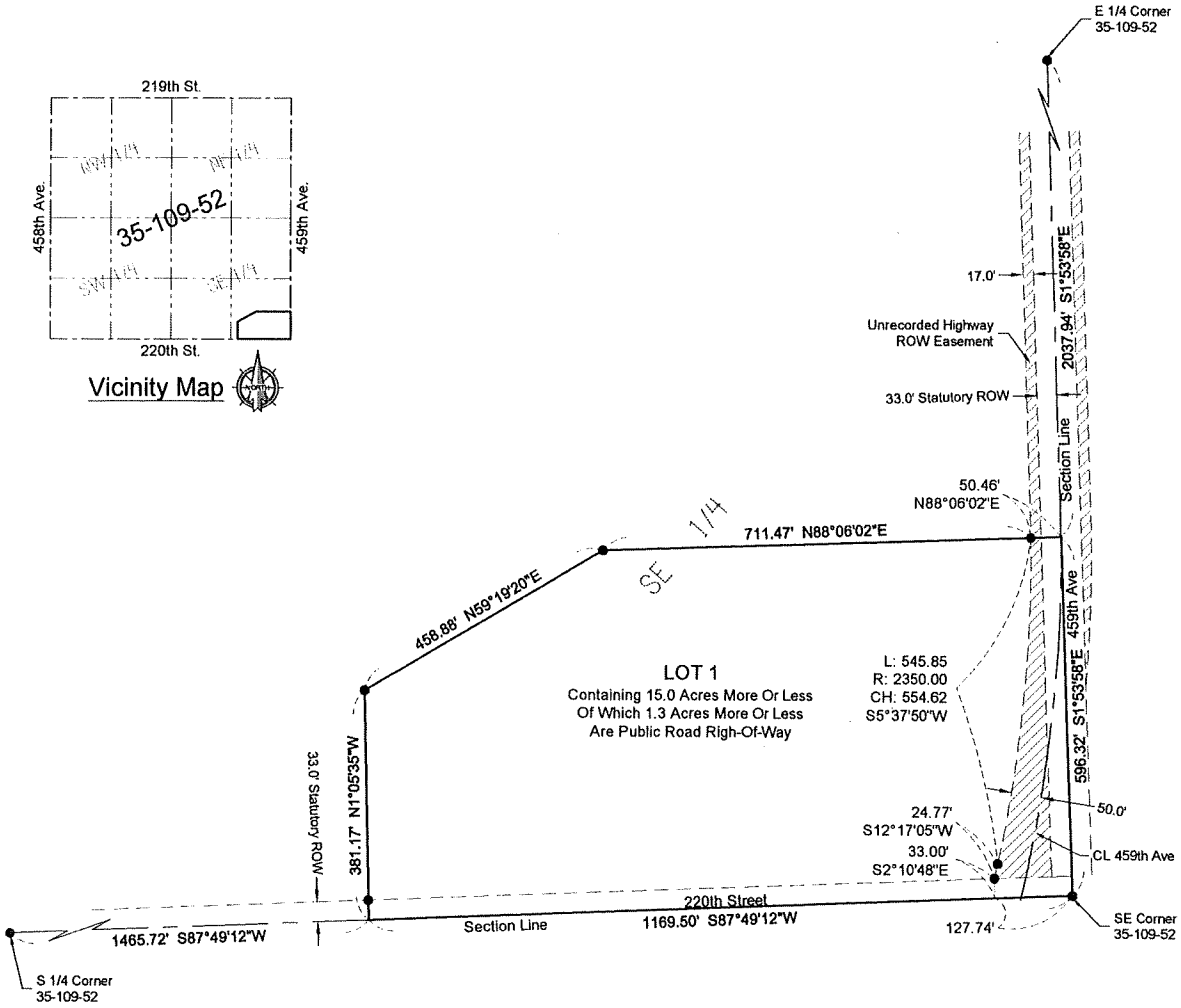
Legal Description: "Plat of Lot 1 of Richarz Addition in the SE1/4 of Section 35, T109N, R52W, of the 5th P.M., Brookings County, South Dakota."

2020plat009: Marvin Richarz is platting off 15.0 acres that contain a homestead and building site from the 158.0 acres they own. The farmstead will use the existing driveway located on 220th Street 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 RICHARZ ADDITION IN THE SE ¼ OF SECTION 35, T109N, R52W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA.



March, 2020
Scale: 1" = 200'
O Monument Recovered
● Monument Set
(⅝" x 18" Capped Rebar RLS 10400)
Bearings are Based on Assumed Datum

Unrecorded Highway R.O.W. Easement

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 25th day of March, 2020 and at the request of the owner of the real property hereinafter described, surveyed and platted a portion of the SE ¼ of Section 35, Township 109 North, Range 52 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 RICHARZ ADDITION IN THE SE ¼ OF SECTION 35, T109N, R52W OF THE 5TH P.M., BROOKINGS COUNTY, SOUTH DAKOTA".**

IN WITNESS WHEREOF, I have executed this Surveyor's Certificate this 25th day of March, 2020.

REGISTERED PROFESSIONAL ENGINEER
REG. 10400
ANDREW E. KANGAS
3-25-2020
SOUTH DAKOTA
LAND SURVEYOR

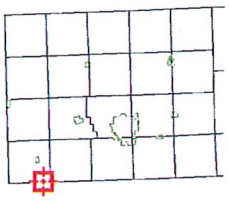
Prepared By:

CIVIL DESIGN INC
Civil Engineers & Land Surveyors
Brookings, South Dakota
Ph. 605-696-3200

2020 plat 009

Beacon™ Brookings County, SD

Overview



Legend

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

Parcel ID	100001095235400	**Alternate ID**	n/a	**Owner Address**	RICHARZ, MARVIN P ET UX
Sec/Twp/Rng	35-109-52	**Class**	AGA		45884 220TH ST
Property Address	45884 220TH ST	**Acreage**	158		VOLGA SD 57071
	VOLGA				

District 1005

Brief Tax Description SE 1/4 EXC. N 208' OF E 241' SEC 35-109-52 158.0 AC

(Note: Not to be used on legal documents)

Date created: 3/18/2020
Last Data Uploaded: 3/18/2020 8:07:39 AM

Developed by Schneider GEOSPATIAL

Resolution #20-___
A Resolution Limiting Vote Center Locations for the June 2, 2020 Primary Election

WHEREAS, the Trinity Lutheran Church located in Arlington, SD, the Sinai Fire Hall in Sinai, SD, the Swiftel Center and Holy Life Tabernacle Church both in Brookings, SD are all Vote Center locations for Brookings County for countywide elections; and

WHEREAS, the Brookings County Board of County Commissioners is required by SDCL 12-14-1 to establish the polling places for countywide elections; and

WHEREAS, due to the COVID-19 pandemic, there are not enough election workers available to use those facilities as Vote Center sites during the June 2, 2020 Primary Election.

THEREFORE BE IT RESOLVED, by the Brookings County Board of Commissioners that the Vote Center locations in Arlington, SD, Sinai, SD, the Swiftel Center and Holy Life Tabernacle Church both in Brookings, SD be closed for the June 2, 2020 Primary Election only.

ALSO THEREFORE BE IT RESOLOVED, that this Resolution replaces Resolution #20-19.

_____
Michael Bartley, Chairperson
Brookings County Commission

ATTEST:

_____
Vicki Buseth, County Finance Officer

DOT-1001
(05/2018)

STATE OF SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION
BRIDGE IMPROVEMENT GRANT AGREEMENT FOR
REHABILITATION/REPLACEMENT – LOCAL ADMINISTRATION

This Agreement is made and entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and Brookings County, South Dakota, referred to in this Agreement as the "COUNTY."

BACKGROUND:

1. The STATE has funding available for preservation, rehabilitation, or replacement of eligible local public agency bridges. The funding is only available for bridges located on local public roads.

2. The COUNTY has applied for and the STATE has awarded to the COUNTY a Bridge Improvement Grant ("BIG") for bridge replacement for structure number 06-120-053, project number BRF 6295(00)20-8 PCN 07TN, referred to in this Agreement as the "PROJECT."

THE STATE AND THE COUNTY MUTUALLY AGREE AS FOLLOWS:

1. The COUNTY applied for and was awarded a BIG for replacement for the PROJECT. The BIG award amount is One million three hundred seventy-five thousand dollars ($1,375,000), plus eighty (80%) of the actual costs of reasonable and necessary construction engineering for the PROJECT.

2. The STATE issued a letter on February 27, 2020, notifying the COUNTY of the award of the BIG. The letter of award is attached to and incorporated in this Agreement as **Exhibit A**.

3. This Agreement is effective on the date of the letter of award attached as **Exhibit A**. The preservation work contemplated by this Agreement will be completed no later than four years from the date of the letter of award. No reimbursements will be processed by the STATE for work performed after the date of February 27, 2024.

4. The COUNTY will select and hire a geotechnical firm to conduct the foundation investigation if the STATE'S Geotechnical Office is unable to meet the project timeline. The firm must be on the STATE'S current consultant retainer list for the local geotechnical services category of work. The COUNTY will submit a copy of the contract between the geotechnical firm and the COUNTY to the STATE. The scope of work to be performed by the firm is identified in the attached **Exhibit B**.

5. The COUNTY will select and hire a professional engineering firm from the STATE'S current consultant retainer list for the bridge design category of work. The COUNTY will submit a copy of the contract between the design firm and the COUNTY to the STATE. The scope of work to be performed by the firm is identified in the attached **Exhibit B**.

6. The COUNTY will require the design firm to submit plans, design calculations, and check design calculations to the STATE.

7. The COUNTY will also require the design firm to load rate each structure, including culverts that are bridge length, in accordance with the edition of the AASHTO "Manual for Bridge Evaluation" with latest Interim Revisions using the LRFR method currently in place at the time of execution of the design engineering contract. The design firm will perform an HL-93 design load rating for each structure. The design firm will analyze the AASHTO HS20 vehicle for Inventory and Operating Ratings. The design firm will also perform a legal load rating for South Dakota legal trucks, the notional rating load, and the four specialized hauling vehicles. The design firm will submit a copy of the rating analyses to the STATE. The STATE will review load ratings and provide comments to the design firm. The design firm will address all STATE comments to the satisfaction of the STATE. The design firm will provide a separate summary table of all load ratings to be included in the STATE'S bridge inspection file.

8. If applicable, the COUNTY will also require the bridge design engineering firm to submit scour analyses and develop a Quality Control/Quality Assurance (QC/QA) plan. The QC/QA plan must follow the format developed by the STATE.

9. The COUNTY will obtain and submit to the STATE a copy of the bid documents, plans, and specifications sealed and signed by a professional engineer licensed in the State of South Dakota. The COUNTY will address, in writing, all comments made by the STATE to the STATE'S satisfaction. The COUNTY must obtain the STATE'S approval of the final bid documents, plans, and specifications before proceeding with any award of the contract.

10. If applicable, the COUNTY will have the design engineer review shop plans of prefabricated products.

11. The COUNTY will retain a construction engineering firm to perform the construction engineering services for the PROJECT. The COUNTY will select and hire the firm from the STATE'S current consultant retainer list for construction administration, inspection, and testing. The scope of the construction engineering services to be performed is identified in the attached **Exhibit C**.

12. The COUNTY will obtain the STATE'S concurrence in the award of the contract.

13. The STATE will review and approve a quality assurance and testing plan for construction testing and inspection.

14. The COUNTY will obtain all necessary right-of-way for the PROJECT according to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended in 1987. The COUNTY will use STATE forms in obtaining right-of-way.

15. The COUNTY will arrange for all needed utility adjustments as part of the PROJECT and certify prior to advertisement or letting that all right-of-way and utility adjustments or agreements are in place.

16. The COUNTY will obtain all necessary PROJECT environmental clearances and permits as required for this Agreement. If any part of the PROJECT affects the Federal Emergency Management Agency's (FEMA) flood plain insurance maps, the COUNTY will be responsible for all map revisions and obtaining FEMA approval or a Conditional Letter of Map Revision(CLOMR).

17. The COUNTY will notify the STATE upon completion of the rehabilitation/replacement work under this Agreement.

18. The STATE will conduct a final inspection of the PROJECT.

19. The parties recognize that unanticipated and time-sensitive work may be needed for completion of the PROJECT and that delays in completing such work could jeopardize the PROJECT schedule. The COUNTY authorizes the STATE to write work orders and hire consultants for the PROJECT for unanticipated and time-sensitive work that must be completed promptly in order to avoid PROJECT delays and increased PROJECT costs. The COUNTY'S signature will not be required for these work orders or consultant agreements, and the COUNTY agrees to pay for the cost of this additional work in accordance with the provisions of this Agreement. The STATE will notify the COUNTY of the purpose and need of any such work orders or consultant agreements prior to the STATE issuing a Notice to Proceed for the additional work. The STATE will provide the COUNTY with a fully executed copy of any work order or consultant agreement executed by the STATE pursuant to this section of the Agreement.

20. As part of the PROJECT, one or more signs will be erected to indicate the PROJECT was built with a BIG. The COUNTY will be responsible for maintaining these signs for the life of the bridge.

21. The COUNTY will directly pay the professional engineering firm and construction engineer firm for all PROJECT costs.

22. The COUNTY will submit all documentation requested by the STATE, relating to the PROJECT costs paid by the COUNTY. Documentation submitted by the COUNTY will include the COUNTY'S preservation contracts including any amendments and the pay estimates. The COUNTY will submit a written request for reimbursement of engineering fees on the form developed by the STATE, a copy of which is attached to this Agreement as **Exhibit C**. The COUNTY must submit all documentation, including but not limited to progress reports and a summary of QC/QA test results, to the STATE on at least a quarterly basis, but not more frequently than monthly.

23. The STATE will reimburse the COUNTY for eighty percent (80%) of the actual cost of construction engineering services for the PROJECT. For all other PROJECT work, the STATE will reimburse the COUNTY for fifty percent (50%) of eligible costs, not to exceed the BIG award amount of One million three hundred seventy-five thousand dollars ($1,375,000). The COUNTY will be one hundred percent (100%) responsible for any PROJECT costs incurred prior to the date of the letter of award or after the PROJECT completion date. PROJECT costs include engineering, testing and environmental services performed by STATE forces. PROJECT costs incurred by the STATE through the use of STATE forces will be billed to the COUNTY or will be applied to reduce the BIG award amount. If the BIG award amount has not been fully expended, the COUNTY will be billed for fifty percent (50%) of the PROJECT costs incurred by the STATE. If the BIG award amount has been fully expended, the COUNTY will be billed for one hundred percent (100%) of the PROJECT costs incurred by the STATE. The COUNTY will pay the STATE within thirty (30) days of receipt of billing.

24. The COUNTY certifies the COUNTY has a conflict of interest policy and enforces said policy.

25. The COUNTY certifies the COUNTY has filed an Internal Revenue Services (IRS) Form 990 in compliance with federal law, if applicable. The COUNTY will display the filed IRS Form 990 on the COUNTY'S website immediately upon filing.

26. The COUNTY certifies the COUNTY employs an effective internal control system.

27. The COUNTY certifies the COUNTY is in compliance with the federal Single Audit Act and the requirements of SDCL § 4-11-2.1, if applicable. The COUNTY further certifies audits are displayed on the COUNTY'Swebsite.

28. The COUNTY will include provisions in the COUNTY'S contracts and subcontracts, if any, requiring the COUNTY'S contractors and subcontractors to comply with the applicable provisions of this Agreement, to indemnify the STATE, and to provide insurance coverage for the benefit of the STATE, all in a manner consistent with this Agreement. The COUNTY will cause the COUNTY'S contractors, subcontractors, agents, and employees to comply with applicable federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance.

29. The COUNTY will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceedings that may arise as the result of the COUNTY'S performance under this Agreement. This section does not require the COUNTY to be responsible for or defend against claims or damages arising from errors or omissions of the STATE, its officers, agents, or employees.

30. All PROJECT charges will be subject to audit by the STATE. The COUNTY and the COUNTY'S contractors and subcontractors will keep accounting records clearly identified with this Agreement, and will support all PROJECT charges by documents which evidence, in detail, the nature and propriety of those charges.

31. Upon reasonable notice, the COUNTY and the COUNTY'S contractors and subcontractors will allow the STATE, through any authorized representative, to have access to and the right to examine and copy all records, books, papers, or documents related to services rendered under this Agreement. The COUNTY will keep these records clearly identified and readily accessible for a period of three (3) years

after the date of final payment under this Agreement.

32. The COUNTY will abide by the requirements of Title VI of the Civil Rights Act of 1964, incorporated in and attached to this Agreement as **Exhibit D**.

33. The COUNTY will perform under this Agreement in compliance with the Americans with Disabilities Act of 1990 and any amendments.

34. This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and be signed by an authorized representative of each of the parties.

35. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, the STATE may terminate this Agreement. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.

36. The parties may terminate this Agreement by mutual written agreement. The STATE may also terminate this Agreement if the COUNTY breaches any terms of this Agreement. If the STATE terminates this Agreement due to the COUNTY'S breach, then any payments owed to the COUNTY at the time of termination may be adjusted to cover any additional costs to the STATE because of the COUNTY'S breach. The adjustment of payments will be in addition to any other remedies the STATE may pursue as a result of COUNTY'S breach, and the STATE does not waive these other remedies by making a payment adjustment. If termination is not due to a breach by the COUNTY, then the COUNTY will be paid for eligible PROJECT costs incurred up to the date of termination, subject to the maximum limiting amount of the BIG.

37. The COUNTY must comply with all federal, state, and local laws, together with all ordinances and regulations applicable to the work and will be solely responsible for obtaining current information on such requirements. The COUNTY must procure all licenses, permits, or other rights necessary for the fulfillment of its obligations under this Agreement.

38. This Agreement will be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement will be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

39. If any court of competent jurisdiction holds any provision of this Agreement unenforceable or invalid, such holding will not invalidate or render unenforceable any other provision of this Agreement.

40. All other prior discussions, communications, and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and, except as specifically provided in this Agreement, this Agreement constitutes the entire agreement with respect to its subject matter.

41. The COUNTY has designated its County Commission Chairperson as the COUNTY'S authorized representative and has empowered the Chairperson with the authority to sign this Agreement on behalf of the COUNTY. A copy of the COUNTY'S Commission minutes or resolution authorizing the execution of this Agreement by the Chairperson as the COUNTY'S authorized representative is attached to this Agreement as **Exhibit E**.

SIGNATURES FOLLOW

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

Brookings County, South Dakota

By:_____

Its: Commission Chairperson

Date:_____

Attest:

_____
County Auditor/Clerk

(COUNTY SEAL)

State of South Dakota
Department of Transportation

By: _____

Its: Program Manager,
Administration Program

Date: _____

Department of Transportation
Office of the Secretary
700 E Broadway Avenue
Pierre, South Dakota 57501-2558
Phone: 605.773.5105
Web site: www.sddot.com and www.safetravelusa.com/sd

February 27, 2020
BIG Notice to Proceed Date

County Commissioners
Brookings County

NOTICE OF AWARD

2020 Replacement/Major Rehabilitation Bridge Improvement Grant
Structure Number 06-120-053
Project Number BRF 6295(00) 20-8, PCN 07TN
Grant Amount = $1,375,000.00(50%)

I am pleased to inform you that the South Dakota Transportation Commission approved a Local Bridge Improvement Grant (BIG) in the amount shown above for the noted structure during their February 27, 2020 commission meeting. A funding agreement and specific information and documents for this grant will be sent to you at a later date.

If you have questions, please feel free to contact Tammy Williams at 605.773.8149 or Doug Kinniburgh at 605.773.4284.

Sincerely,

Darin P. Bergquist
Secretary

Attachment
cc: County Highway Superintendent
File

Bridge Improvement Grant
Work Order Requirements for Structure Design

SCOPE OF SERVICES TEMPLATE – Design

1. **Preparation of sketches of the structure as selected during the TS&L.** The Consultant shall submit general drawing sheets, a riprap layout, and plan/profile of the selected option to the Local Government Assistance Office for review at the START OF DESIGN. (Not applicable for Bid Ready grants.)

   NOTE: Foundation Investigation will need to be included for projects that did not have this work included in the preliminary engineering. If not handled by the SDDOT Geotechnical Activity Office, the requirements are as follows:

   Report of Foundations Investigation. Conduct field investigation and provide design recommendations according to AASHTO LRFD Bridge Design Specifications Section 10. Report shall include boring information, lab results, and design recommendations. See **Examples #1 and #2**, for reports that are typically developed by the SDDOT Geotechnical Engineering Activity Office.

2. **Survey and plans for the above referenced project as described in the TS&L letter and Final Hydraulics Data Sheet, design calculations, independent design check, and load ratings.** Review plans (100% complete) are to be submitted in PDF format. Specifications shall follow the most current edition of the Standard Specification for Roads and Bridges. South Dakota Department of Transportation Bid Items, Standard plates and plan notes, from the SDDOT website, must be used in development of the **11" x 17" Non Section Method** plan set.

   The consultant shall provide design calculations, independent check, and load ratings for the structure as set forth in the Master Retainer Contract. In addition, load ratings for the Special Hauling Vehicles and Emergency Vehicles specified in **Attachment #2** shall also be submitted. The Consultant is wholly responsible for the accuracy and safe keeping of the design calculations and the independent design check.

3. **Incorporation into the plans of any changes that may be requested in the SDDOT plan review comments or provide written explanation for items not changes.**

4. **Review of shop fabrication drawings as may be required and submittal of the approved shop drawings to the Consultant.** This item is to be completed within two (2) weeks of receipt of shop or fabrication drawings from the contractor and shall be noted accordingly in the plans.

7. **Provide Quality Assurance / Quality Control Testing Plan based on SDDOT Materials Manual.** This document must be reviewed by the SDDOT prior to the notice to proceed being issued to the contractor. See **Appendix D** for requirements.

Please refer to the checklist in **Attachment #1** for the items required to be submitted to the Local Government Assistance Office.

Attachment #3 contains applicable excerpts from the Current SDDOT Consultant Retainer, DOT-900 AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES.

Attachment #1
Local Government Assistance
Checklist for Structure Design Work Order

These items must be submitted to DOT/Local Government Assistance.
If any of these items are missing, the full packet will be returned for completion and resubmission to this office.

Project Number _____ **County** _____ **PCN** _____

To be submitted at the START OF DESIGN

- ☐ **Plan/profile, general drawing sketches, and riprap layout as selected during the TS&L**

To be submitted well in advance of anticipated letting

- ☐ **Review Plans (100% complete & ready for review) in PDF Format**
- ☐ **Design calculations, independent design check, and load ratings**

To be submitted after SDDOT plan review is complete

- ☐ **All Plan Review Comments must be Addressed and Documented**
- ☐ **Final Plans – Electronic PDF file of the engineered, stamped set of plans**
- ☐ **Quality Assurance / Quality Control Testing Plan**

Attachment #2

Bridge Improvement Grant

Load Rating Requirements for the Special Hauling Vehicles

U.S. Department of Transportation
Federal Highway Administration

Memorandum

Subject: **ACTION:** Load Rating of Specialized Hauling Vehicles
/s/ Original Signed by
From: Joseph S. Krolak
Acting Director, Office of Bridge Technology

Date: November 15, 2013

In Reply Refer To:
HIBT-10

To: Federal Lands Highway Division Engineers
Division Administrators

The purpose of this memorandum is to clarify FHWA's position on the analysis of *Specialized Hauling Vehicles* (SHVs) as defined in the AASHTO Manual for Bridge Evaluation (MBE) during bridge load rating and posting to comply with the requirements of the *National Bridge Inspection Standards* (NBIS). The intent of the load rating and posting provisions of the NBIS is to insure that all bridges are appropriately evaluated to determine their safe live load carrying capacity considering all unrestricted legal loads, including State routine permits, and that bridges are appropriately posted if required, in accordance with the MBE.

The SHVs are closely-spaced multi-axle single unit trucks introduced by the trucking industry in the last decade. Examples include dump trucks, construction vehicles, solid waste trucks and other hauling trucks. SHVs generally comply with Bridge Formula B and are for this reason considered legal in all States, if a States' laws do not explicitly exclude the use of such vehicles.

NCHRP Project 12-63 (Report 575, 2007) studied the developments in truck configurations and State legal loads and found that AASHTO Type 3, 3-S2 and 3-3 legal vehicles are not representative of all legal loads, specifically SHVs. As a result, legal load models for SHVs were developed and adopted by AASHTO in 2005 , recognizing that there is an immediate need to incorporate SHVs into a State's load rating process, if SHVs operate within a State. The SHV load models in the MBE include SU4, SU5, SU6 and SU7 representing four- to seven-axle SHVs respectively, and a Notional Rating Load (NRL) model that envelopes the four single unit load models and serves as a screening load. If the load rating factor for the NRL model is 1.0 or greater, then there is no need to rate for the single-unit SU4, SU5, SU6 and SU7 loads. However, if the load rating factor for the NRL is less than 1.0, then the single-unit SU4, SU5, SU6 and SU7 loads need to be considered during load rating and posting.

The SHVs create higher force effects, and thus result in lower load ratings for certain bridges, especially those with a shorter span or shorter loading length such as transverse floor beams, when compared to AASHTO Type 3, 3-S2 and 3-3 legal loads and HS20 design load. Therefore, SHVs, i.e., SU4, SU5, SU6 and SU7 or NRL, are to be included in rating and posting analyses in accordance with Article 6A.2.3 and Article 6B.9.2 of the 1st Edition of the MBE (Article 6B.7.2 of the 2nd Edition of the MBE), unless one of the following two conditions is met:

Condition A: The State verifies that State laws preclude SHV use; or

Condition B: The State has its own rating vehicle models for legal loads and verifies that the State legal load models envelope the *applicable* AASHTO SHV loading models specified in Appendix D6A and Figure 6B.9.2-2 of the 1st Edition of the MBE (Figure 6B.7.2-2 of the 2nd Edition of the MBE), and the State legal load models have been included in rating/posting analyses of all bridges. The SHV types, e.g. six- or seven-axle SHVs, precluded by State laws need not be considered.

The SHV load models apply to Allowable Stress Rating, Load Factor Rating, and Load and Resistance Factor Rating in accordance with Section 6A and 6B of the MBE.

The FHWA recognizes that there are bridges in the inventory that have not been rated for SHVs and that it is not feasible to include SHVs in the ratings for the entire inventory at once. FHWA is establishing the following timelines for rating bridges for SHVs, if neither Condition A or B is met:

Group 1: Bridges with the shortest span not greater than 200 feet should be re-rated after their next NBIS inspection, but no later than December 31, 2017, that were last rated by:

a) either Allowable Stress Rating (ASR) or Load Factor Rating (LFR) method and have an operating rating for the AASHTO Routine Commercial Vehicle either Type 3, Type 3S2, or Type 3-3 less than 33 tons (English), 47 tons (English), or 52 tons (English) respectively; or
b) Load and Resistance Factor Rating (LRFR) method and have a legal load rating factor for the AASHTO Routine Commercial Vehicle, either Type 3, Type 3S2 or Type 3-3, less than 1.3.

Group 2: Rate those bridges not in Group 1 no later than December 31, 2022.

For either group, if a re-rating is warranted due to changes of structural condition, loadings, or configuration, or other requirements, the re-rating should include SHVs.

The selection of load rating method should comply with FHWA's Policy Memorandum *Bridge Load Ratings for the National Bridge Inventory*, dated October 30, 2006.

A State may utilize an alternative approach in lieu of the above to address the load rating for SHVs for bridges in their inventory; however, the approach must be reviewed and formally accepted by FHWA.

The timeline presented above will be incorporated into the review of Metric 13 under the National Bridge Inspection Program (NBIP); specifically, it is expected that all bridges meeting Group 1 criteria be load rated for SHVs by the end of 2017. Please work with your State to assist them in developing appropriate actions to meet those timelines. If your State is currently developing or implementing a Plan of Corrective Actions (PCA) for load rating bridges, the PCA should be reviewed and modified as necessary to take into account the rating of SHVs for those bridges and these timelines.

We request that you share this memorandum with your State or Federal agency partner. All questions that cannot be resolved at the Division Office level should be directed to Lubin Gao at lubin.gao@dot.gov or at 202-366-4604.

Load Rating Requirements for the Emergency Vehicles

U.S. Department of Transportation
Federal Highway Administration

Memorandum

Subject: **ACTION:** Load Rating for the FAST Act's Emergency Vehicles

Date: November 3, 2016

From: /Original signed by/
Joseph L. Hartmann, Ph.D., P.E.
Director, Office of Bridges and Structures

In Reply Refer To: HIBS-1

To: Division Administrators
Federal Lands Highway Division Directors

On December 4, 2015, the President signed into law the *Fixing America's Surface Transportation Act* (FAST Act) (Pub. L.114-94). Section 1410 of the FAST Act amended 23 U.S.C. 127, *Vehicle weight limitations—Interstate System*, by revising the weight limits for certain vehicles on the Interstate System. The purpose of this memorandum is to provide guidance on maintaining compliance with the load rating and posting requirements of 23 CFR Part 650—specifically for the amended weight limits in 23 U.S.C. 127(r), *Emergency Vehicles*, for bridges on the Interstate System and within reasonable access to the Interstate System. Reasonable access is defined in a September 30, 1992 Non-Regulatory Supplement to 23 CFR Part 658 as at least one-road-mile from access to and from the National Network of highways, which includes the Interstate System, or further if the limits of a State's reasonable access policy for food, fuel, repairs, and rest extend to facilities beyond one-road-mile.

An emergency vehicle as defined in the FAST Act is designed to be used under emergency conditions to transport personnel and equipment to support the suppression of fires and mitigation of other hazardous situations (23 U.S.C. 127(r)(2)). The gross vehicle weight limit for emergency vehicles is 86,000 pounds under section 127(r). The statute imposes the following additional limits, depending upon vehicle configuration:

- 24,000 pounds on a single steering axle
- 33,500 pounds on a single drive axle
- 62,000 pounds on a tandem axle
- 52,000 pounds on a tandem rear drive steer axle

Emergency vehicles are typically operated by fire departments and are primarily equipped for firefighting, but are also used to respond to and mitigate other hazardous situations in

an emergency. These vehicles may not meet Federal Bridge Formula B. They can create higher load effects compared to the AASHTO legal loads (i.e., Types 3, 3S2, 3-3, and SU4 to SU7) which are currently included in the AASHTO Manual for Bridge Evaluation (MBE). The Federal Highway Administration (FHWA) has determined that, for the purpose of load rating, two emergency vehicle configurations produce load effects in typical bridges that envelop the effects resulting from the family of typical emergency vehicles that is covered by the FAST Act:

1. Type EV2 - for single rear axle emergency vehicles

   Front Single Axle: 24,000 pounds
   Rear Single Axle: 33,500 pounds
   Wheelbase: 15 ft.

2. Type EV3 – for tandem rear axle emergency vehicles

   Front Single Axle: 24,000 pounds
   Rear Tandem Axle: 62,000 pounds (two 31,000 pound axles spaced at 4 ft.)
   Wheelbase: 17 ft. (distance from front axle to the centerline of rear tandem axle)

Load ratings (or rating factors) should be determined for these emergency vehicle configurations i.e., Types EV2 and EV3, at the operating or legal load rating level in accordance with the methods specified in the AASHTO MBE, First Edition with two exceptions:

1. Multiple presence: If necessary, when combined with other unrestricted legal loads for rating purposes, the emergency vehicle needs only to be considered in a single lane of one direction of a bridge.

2. Live load factor: A live load factor of 1.3 may be utilized in the Load and Resistance Factor Rating (LRFR) or Load Factor Rating (LFR) method.

Under 23 CFR 650.313(c), all highway bridges must be load rated and, if necessary, posted in accordance with the MBE. Recognizing that States and Federal agencies cannot immediately load rate every Interstate System bridge and bridges within reasonable access to the Interstate, FHWA recommends utilizing the following approach to prioritize load rating and posting for emergency vehicles:

Group 1: Bridges that meet any one of the following criteria do not need to be immediately load rated for emergency vehicles.

a. An operating or legal load rating factor for the AASHTO Type 3 vehicle of at least 1.85;

b. an inventory rating factor for the HS 20 design load of at least 1.0 using the LFR method, or

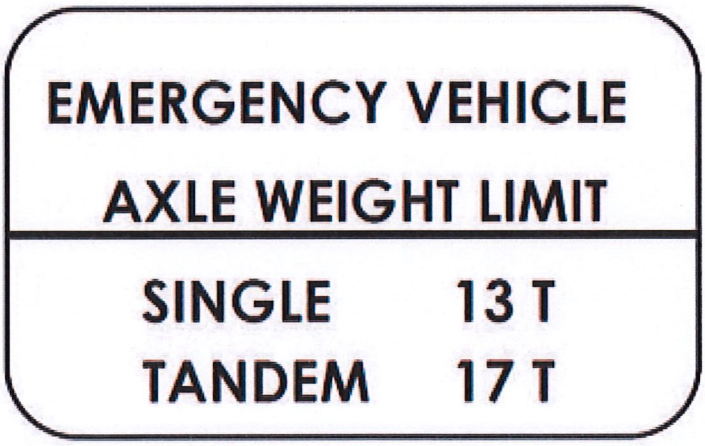
c. an inventory rating factor for the HL-93 design load of at least 0.9 using the LRFR method.

However, the bridges in this group shall be rated for the emergency vehicles when a normal re-rating is warranted, including changes in structural condition and other loadings.

Group 2: Bridges not in Group 1 should be rated for the emergency vehicles following their next inspection to incorporate the latest condition of the bridge, but no later than December 31, 2019. Emergency vehicles should be included in any new load ratings for these bridges when the load ratings occur before December 31, 2019.

If a State or Federal agency wants to utilize an alternative approach in lieu of the above to group bridges in an inventory for the purpose of prioritization, it should seek FHWA's review and concurrence of the alternative approach. Regardless of the prioritization approach used, the selection of load rating method should comply with FHWA's Policy Memorandum *Bridge Load Ratings for the National Bridge Inventory, dated October 30, 2006*.

When a load rating results in an operating rating factor less than 1.0 for the emergency vehicles, the bridge shall be appropriately posted for both the governing single axle weight limit and tandem axle weight limit derived from the above emergency vehicle configurations, i.e., Types EV2 and EV3 (23 CFR 650.313(c)). When posting is necessary, the following sign format, using the appropriate weight limits, should be considered:



If a State law allows or exempts emergency vehicles to operate without restriction off the Interstate System as legal loads, 23 CFR 650.313(c) requires bridges on these highways to be load rated and posted, if necessary, for these vehicles. Unless State law relies on a different definition of emergency vehicle than that included in the FAST Act (23 U.S.C. 127(r)(2)), States can perform load ratings on these highways using the two emergency vehicle configurations included in this memorandum.

Division Offices should work with their State DOT or Federal agency partners to develop

an action plan by March 31, 2017, with defined tasks, completion dates, and progress reporting requirements. Although this guidance focuses on highway bridges, 23 CFR 650.513(g) also requires States and Federal agencies to load rate and post highway tunnels, if necessary. Therefore, the action plan should also incorporate highway tunnels. States and Federal agencies should load rate tunnels for the emergency vehicle configurations above by December 31, 2019. Each Division Office should coordinate this action plan with its Bridge Safety Engineer.

We request that you share this memorandum with your State DOT or Federal agency partners immediately. If you have any questions or need more information, please contact Lubin Gao at (202)366-4604 or Lubin.Gao@dot.gov , or your Bridge Safety Engineer.

cc:
Directors of Field Services
Director of Technical Service
HIBS-10
HIBS-30
HRDI-1
Team Manager, RC Structures TST
Branch Chief, FLH Bridge Engineer

Attachment #3
Bridge Improvement Grant
Excerpts from Current DOT-900 (10/2016)
AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES
(SDDOT Consultant Retainer)

FURNISHING OF DOCUMENTS (DOT-900, 10/2016, Section B.3.)

Except where otherwise specifically provided, the CONSULTANT will furnish to the DEPARTMENT all documents, reports, exhibits, electronic files, and other presentations for all phases of the work performed under the terms of this Agreement.

The CONSULTANT will furnish to the DEPARTMENT all design and check design computations. All documents furnished, including all original drawings, software generated electronic files, design computations, and check design computations, will become and remain the property of the DEPARTMENT and may be used by the DEPARTMENT without restriction for any public purpose.

The CONSULTANT will provide survey documents for bench levels and for the checking of bench levels on standard loose-leaf transit field book sheets. The CONSULTANT will provide all other data collected in an electronic format and will include the following files: FWD file, DGN file, DTM file, ALG file, and the RAW data file. The FWD file, DGN file, DTM file, and ALG file, will be compatible with the DEPARTMENT'S current version of InRoads. The RAW data file will be in ASCII format and will include the following information: point number, northing, easting, description, and any pertinent notes corresponding to a particular point.

The CONSULTANT, as requested by the DEPARTMENT, will submit construction documents, either electronic or paper format, and said documents will become and remain the DEPARTMENT'S property.

The CONSULTANT will return all data furnished to the CONSULTANT by the DEPARTMENT to the DEPARTMENT.

Compliance with all of the foregoing will be considered to be within the purview of this Agreement and will not constitute a basis for additional or extra compensation.

GENERAL REQUIREMENTS (DOT-900, 10/2016, Section C.3.)

b. Survey for roadway and hydraulic design will be in accordance with the edition of the Department of Transportation Survey Manual currently in place at the time of execution of the Work Order.

c. Wetland delineation will be in conformance with the US Army Corps of Engineers Wetland Delineation Manual and Regional Supplements. Wetland mitigation plans will include construction plans, performance criteria, and a five (5) year monitoring plan.

d. Hydrologic/Hydraulic design will be in accordance with the edition of the South Dakota Drainage Manual (and its revisions) currently in place at the time of execution of the Work Order.

ROADWAY DESIGN (DOT-900, 10/2016, Section C.4.)

Unless otherwise modified by the Work Order, the CONSULTANT will meet the following requirements:

a. Roadway design will be in accordance with the edition of the Department of Transportation Road Design Manual (and its revisions) currently in place at the time of execution of the Work Order and the American Association of State Highway and Transportation Officials (AASHTO) Specifications, "A Policy on Geometric Design of Highways and Streets" (2011 or the version in place at the time of execution of the Work Order), and Interims, or the Local Roads Plan.

b. The CONSULTANT will complete and furnish to the DEPARTMENT, at the time the plans are delivered to the DEPARTMENT, a DEPARTMENT provided checklist. This checklist will provide certification that a separate check has been performed, all review revisions have been made, and the plans are correct and complete.

c. The CONSULTANT will furnish basic design criteria in the Scope Summary Report and in the Scope of Services.

d. The CONSULTANT may obtain standard drawings of roadway appurtenances from the DEPARTMENT'S Office of Road Design.

e. The CONSULTANT will contact the DEPARTMENT'S Office of Bridge Design, if a DEPARTMENT structure's drainage area is greater than 1,000 acres. For these structures, the DEPARTMENT'S Office of Bridge Design will make a hydraulics recommendation, or will concur on the hydraulics requirement if hydraulics is part of the work order scope.

f. The DEPARTMENT will furnish basic surfacing design criteria, such as type, thickness, and width of pavement.

g. The DEPARTMENT will furnish material recommendations.

STRUCTURE DESIGN (DOT-900, 10/2016, Section C.5.)

Unless otherwise modified by the Work Order, the CONSULTANT will meet the following requirements:

a. Prior to initiating design, the CONSULTANT will be required to submit the QC/QA plan/procedure to be followed for structure design to the DEPARTMENT for approval. The CONSULTANT may not begin structure design work until the QC/QA plan/procedure is approved and documented. If the CONSULTANT has a prior approved structure design QC/QA plan/procedure document on file with the OBD, and no changes to that document are anticipated for the current contract, the CONSULTANT will not need to resubmit a structure design QC/QA plan/procedure document.

b. The CONSULTANT will design bridges, box culverts, and miscellaneous highway structures in accordance with the edition of the "AASHTO LRFD Bridge Design Specifications," currently in place at the time of execution of the Work Order except as modified by the DEPARTMENT'S design practices. Prior to beginning design work, the DEPARTMENT will supply the CONSULTANT with a copy of design practices along with examples of standard detailing procedures and typical plans.

c. The CONSULTANT will design highway structures for a vehicular live loading of HL-93. Additional design criteria may be included in the Scope of Work.

d. The CONSULTANT will load rate each structure, including culverts that are bridge length, in accordance with the edition of the AASHTO "Manual for Bridge Evaluation" with latest Interim Revisions using the LRFR method currently in place at the time of execution of the Work Order. The CONSULTANT will perform an HL-93 Design Load Rating for each structure. The CONSULTANT will analyze the AASHTO HS20 vehicle for Inventory and Operating Ratings. The CONSULTANT will also perform a Legal Load Rating for South Dakota legal trucks, the notional rating load, and the four specialized hauling vehicles. The CONSULTANT will submit a copy of the rating analyses to the DEPARTMENT along with the Final Plans for bid letting purposes. The Bridge Management Engineer from the DEPARTMENT'S Office of Bridge Design will review load ratings. Load ratings must be above the Legal Loads. The CONSULTANT will provide a separate summary table of all load ratings to be included in the Bridge Inspection file.

e. The CONSULTANT will provide the DEPARTMENT a hard copy of design computations, independent check design computations, and load ratings, including computer output if applicable, with the final review set of drawings.

f. The CONSULTANT will review shop plans for fabricated items, and will forward marked-up shop plans to the DEPARTMENT. The DEPARTMENT must authorize any fabrication.

PLANS, SPECIFICATIONS, AND ESTIMATES, GENERAL (DOT-900, 10/2016, Section C.8.)

Unless otherwise modified by the Work Order, the CONSULTANT will meet the following requirements:

a. When complete plans, supplemental specifications, or special provisions are prepared, these will become the property of the DEPARTMENT, County, or City.

b. The CONSULTANT will furnish and deliver to the DEPARTMENT original drawings of all sheets comprising the set of plans, together with all reports, drawings, computer files, studies, memoranda, and other data pertaining thereto.

c. The CONSULTANT will furnish to the DEPARTMENT an electronic MS Word file of all special specifications.

d. The CONSULTANT will prepare plans in conformance with the DEPARTMENT'S customary practices. The CONSULTANT will use standard format for notes, tables, and rates of materials.

e. The CONSULTANT will prepare plans on sheets 11" x 17" or 8 ½" x 11" in size, under the guidance of the Road Design Manual's Chapter 18 – Plans Assembly: www.sddot.com/business/design/forms/roaddesign/Default.aspx or as directed by the DEPARTMENT. The CONSULTANT will follow the specific section of the Road Design Manual's Chapter 18 as it relates to plans produced by consultants in order to provide accurate electronic plans and bid items for the DEPARTMENT'S electronic bidding system. The CONSULTANT will utilize the DEPARTMENT'S web site: http://www.sddot.com/business/design/Default.aspx for Plan Preparation (i.e. Road Design Manual, CADD Procedure Manual, and User Guide for Electronic Plan Review), Downloadable Files (i.e. Form Letters, Microstation and InRoad files, and Plan Notes) and other information as necessary to design and prepare plans. The CONSULTANT will follow the properties and procedures set up for the DEPARTMENT'S electronic plans as set forth in document located at the following web site address: http://sddot.com/business/design/forms/cadd/Default.aspx . Electronic plans will be used for bidding purposes and must contain a watermark on each sheet stating "For Bidding Purposes Only." Refer to Paragraph i. below for details on the set of plans to be used for construction.

f. The CONSULTANT will prepare plans with sufficient precision to permit the convenient layout in the field for construction and for other purposes. The plans will also provide for the production of an accurate estimate of quantities for the work to be performed in the construction of the project.

g. The CONSULTANT will furnish such other pertinent information and data with respect to the plans and designs as the DEPARTMENT may request.

h. The DEPARTMENT will require all persons designing, detailing, and checking structure plans to legibly place their names or initials on each plan sheet in the spaces provided for this purpose.

i. The DEPARTMENT will designate the basic premises and criteria for the design. The CONSULTANT will develop plans in accordance with the DEPARTMENT'S standard specifications for roadway and bridge construction.

j. As part of the work embraced in the preparation of plans, the CONSULTANT will prepare and furnish to the DEPARTMENT special provisions in standard DEPARTMENT format, for items of work included in the plans which are not covered by the standard specifications, plan notes, or DEPARTMENT-approved special provisions.

k. The CONSULTANT will ensure scales, lettering, and the general delineation of the plans mirror the DEPARTMENT format and provide readily legible reproductions.

l. The CONSULTANT will ensure each plan sheet bears the South Dakota registered professional seal and endorsement of the CONSULTANT as per the requirements of the South Dakota Board of Technical Professions.

m. The CONSULTANT will use software acceptable to the DEPARTMENT as agreed to in the Work Order.

Note: The DEPARTMENT'S standard software programs are the Bentley Civil Products (InRoads Suite), MicroStation, AASHTOWare products, Adobe Acrobat, Bluebeam, and the Microsoft Office Suite. The DEPARTMENT may require other software on Work Orders.

CONSTRUCTION ENGINEERING TECHNICAL REQUIREMENTS (DOT-900, 10/2016, Section D1.)

1. **CONSULTANT'S RESPONSIBILITIES**. The CONSULTANT will be responsible to the DEPARTMENT, and will complete all work to the DEPARTMENT'S satisfaction.

   Subject to availability, the CONSULTANT will provide personnel for the areas of expertise necessary to satisfactorily complete the work specified in the Work Order and this Agreement. The DEPARTMENT will notify the CONSULTANT as to the proper medium that will be used for recording purposes of field data. The CONSULTANT will submit reports in a timely manner as directed by the DEPARTMENT'S Office issuing the Work Order. The responsibilities for these areas are described in **Exhibit 4**, CONSTRUCTION ENGINEERING CONSULTANT RESPONSIBILITIES.

EXHIBIT 4 (DOT-900, 10/2016)

CONSULTANT CONSTRUCTION OVERSITE RESPONSIBILITIES

GENERAL

The CONSULTANT will:

1. Be knowledgeable of the requirements of the project plans and specifications, the DEPARTMENT'S Survey Manual, Road Design Manual, South Dakota Drainage Manual, and Computer-Aided Design and Drafting (CADD) Procedures Manual.

2. Assure project personnel are knowledgeable of their duties and responsibilities.

3. Assure project personnel are knowledgeable of the DEPARTMENT'S Materials Manual.

4. Oversee day to day activities to ensure the project is constructed in accordance with plans and specifications.

5. Ensure all documentation and reports are accurate and kept current.

6. Prepare and electronically submit Biweekly Progress Reports, Construction Change Orders, Progress Pay Estimates, Final Pay Estimate, and Final Construction Change Order, all on the current version of the DEPARTMENT'S Construction Management System. The CONSULTANT will submit these reports in a timely manner as directed by the DEPARTMENT'S Office issuing the Work Order.

7. Require all individuals providing acceptance testing and independent assurance testing of construction materials or acceptance inspection to record all data/results electronically on the current version of the DEPARTMENT'S Construction Management System, or as instructed by the DEPARTMENT.

8. Require all individuals providing acceptance testing and independent assurance testing of materials or acceptance inspection to meet the requirements of the DEPARTMENT'S Materials Testing and Inspection Certification Program Manual.

9. Ensure testing equipment identified in the DEPARTMENT'S Materials Testing and Inspection Certification Program Manual is calibrated and documented according to the designated frequencies and procedures designated in the Manual.

10. Perform other duties assigned by the DEPARTMENT as defined in this Agreement.

The CONSULTANT'S PROJECT ENGINEER will:

1. Assist with conducting the pre-construction meeting.

2. Prepare biweekly progress reports, construction change orders, progress pay estimates, final estimate, and final construction change order electronically on the current version of the DEPARTMENT'S Construction Management System.

3. Handle equal employment opportunity (EEO) and labor compliance activities.

4. Ensure that subcontractors working on the project are approved by the DEPARTMENT.

The CONSULTANT'S INSPECTOR will:

1. Assure the asphalt or concrete plant is properly calibrated.

2. Perform scale accuracy checks.

3. Ensure construction activities remain inside the acquired right-of-way or easement as specified on the plans unless approved by the DEPARTMENT.

The CONSULTANT'S SURVEY PARTY CHIEF will:

1. Record field notes for slope stakes, blue tops, paving grades, pipe, structure layout, and other items of the same sort in electronic format, FWD files, DGN files, DTM files, ALG files, and RAW files compatible to the current version of InRoads being used by the DEPARTMENT.

2. Set centerline, offset lines, bluetops, slope stakes, pipe stakes, structure stakes, and other items of the same sort by electronic or manual means.

3. Run bench levels within acceptable tolerances of the DEPARTMENT'S Survey Manual and maintain field notes on standard loose-leaf transit field book sheets.

4. Obtain necessary topographic data within acceptable tolerances of the DEPARTMENT'S Survey Manual.

5. Supervise and assure the survey crew is knowledgeable as to its duties and responsibilities.

The CONSULTANT'S TEST PERSON AND EQUIPMENT will:

1. Be knowledgeable of the requirements of the project plans and specifications.

2. Sample and test materials for acceptance as specified by the DEPARTMENT'S Materials Manual. Perform material tests for QC/QA projects in accordance with QC/QA manual and have the proper QC/QA certification.

Recognize and have the ability to take corrective action for calibration of testing equipment.

EXAMPLE 1

REPORT OF FOUNDATION INVESTIGATION

PROJECT: BRO 8048(03) Mellette County PCN 02DY

LOCATION: Structure No. 48-102-010, 18.9 miles North & 0.8 miles West of Cedar Butte over the White River.

METHOD OF INVESTIGATION:

All soundings are made according to the Standard South Dakota Subsurface Investigation Techniques and AASHTO Specifications. Auger holes are drilled with a 4-1/2 inch continuous flight auger. Penetration and Push Test holes are drilled with a 6-5/8 inch continuous hollow stem auger. Push core samples are obtained by hydraulically ramming a 2 foot long lined split spoon sampler into the soil to obtain 2 inch nominal diameter soil samples. Penetration tests are conducted by dropping a 140 pound hammer 30 inches to obtain 2 inch nominal diameter samples and to measure the resistance to penetration of the soil. Corings with the SDDOT drive rig are performed by using a California retractable plug sampler, which is driven with a 490 pound hammer. The drill stem is P.K. rod, which is 2-7/8 inch O.D., and 2 inch nominal diameter cores are obtained. All laboratory tests are performed in accordance with standard AASHTO or SDDOT laboratory procedures.

RECOMMENDATIONS:

Abutments:

I. Steel HP10 X 42 Piling

A. A LRFD maximum factored pile bearing resistance of 77 tons can be used for design.

B. The anticipated tip elevations are:

Station	Elevation
22+06	1910
25+27	1892

C. The nominal pile bearing resistance shall be 192 tons verified by the SDDOT's Modified ENR formula.

Bents:

I. Drilled Shafts

A. A LRFD maximum factored resistance value of 2,800 psf can be used for design below elevation 1912 ft. or maximum scour whichever is lower.

B. Permanent casings will be required to elevation 1915 ft.

C. The point of fixity within the bedrock can be assumed to be the elevation 1912 ft.

DISCUSSION:

The proposed structure location is underlain by brown sand-silt (alluvium) overlying brown silt-sand with gravel (alluvium). The alluvial sediments rest upon gray silt-clay (Pierre Shale). The D50 of the brown sand-silt, brown silt-sand with gravel, and gray silt-clay (Pierre Shale) can be assumed to be 0.06 mm, 1.0 mm, and 0.004 mm. The D95 of the brown sand-silt, brown silt-sand with gravel, and gray silt-clay (Pierre Shale) can be assumed to be 1.0 mm, 6.0 mm, and 0.06 mm.

Steel HP10X42 piling along with the anticipated tip elevations, are listed in the recommendations for use in the abutments. Drilled Shafts are listed in the recommendations for use at the bents.

The piling were evaluated for drivability and group effects at the LRFD Strength Limit State. Settlement of the substructure units and horizontal movement of the abutment piling were evaluated at the LRFD Service Limit State.

Drivability –

A drivability analysis was performed for the steel HP10X42 piling using the wave equation analysis program (GRLWEAP). A group of pile hammers that were evaluated and found to produce acceptable driving stresses is listed later in this report for inclusion in the plans.

Pile Group Effects:

Axial Loading –
Abutments
For a single row of piling, AASHTO requires the center-to-center pile spacing to be at least 30" or 2.5 times the width of the pile, whichever is greater. Therefore, for the steel HP10x42 piling at the abutment the center-to-center spacing shall be at least 30".

Settlement –
The steel pile tips will be founded in the Pierre Shale. Unconfined compression test results of the Pierre Shale exceed the proposed bridge loadings. Past experience for piling driven into hard shale soil bedrocks has shown little, if any, settlement has occurred. Therefore, 1/4 inch or less of total settlement can be used to design the substructure units.

Horizontal Movement –
AASHTO states that if the center-to-center spacing of the piling in the substructure unit is greater than 5 times the width of the pile then group effects can be ignored. Therefore, if the designed spacing is greater than 5 times the pile width a group efficiency factor of 1.0 can be used with no reduction in pile loading required. If this minimum pile spacing is not met a reduction factor will need to be calculated according to the AASHTO code.

Horizontal movement at the substructure units can be calculated using the following soil parameters:

Sand-silt (alluvium); phi angle = 24 degrees, cohesion = 50 psf, wet unit weight = 118 pcf
Silt-sand with gravel (alluvium); phi angle = 32 degrees, cohesion = 0 psf, wet unit weight = 130 pcf
Silt-clay (Pierre Shale); phi angle = 18 degrees, cohesion = 1,000 psf, wet unit weight = 130 pcf

For the drilled shafts, a LRFD maximum factored resistance value (skin friction) of 2,800 psf is recommended below elevation 1912 for the bents or maximum scour whichever is lower. The point of fixity within the bedrock can be assumed to be 1912 for the bents.

Each drilled shaft shall have a minimum of 3 access tubes for a shaft diameter of 3.0' and less. The number of access tubes needed shall be increased by 1 for each foot increase in shaft diameter above the 3.0'. The access tubes shall be furnished and installed according to the South Dakota Department of Transportation's 2004 Standard Specifications for Roads and Bridges. These access tubes shall be equally spaced in the shaft reinforcement prior to placing the reinforcement cage.

A representative of the CONSULTING FIRM (NAME AND NUMBER) shall be present during drilling operations to confirm the elevations provided in this report and to observe the placement of the drilled shafts. In addition to the notes below, contact the CONSULTANT REPRESENTATIVE for the most current drilled shaft construction notes to be included in the plans.

<u>The following notes shall be placed in the plans</u>:

A drivability analysis was performed using the wave equation analysis program (GRLWEAP). The pile hammers listed below were evaluated and found to produce acceptable driving stresses. Pile hammers not listed will require evaluation and approval prior to use from the CONSULTANT REPRESENTATIVE NAME AND PHONE NUMBER.

Hammers need to be sized according to site specific soil parameters and structure design requirements. The following list of hammers is owned and readily available by contractors that do work in SD. Select and specify in the report which hammers are acceptable for use on individual projects.

ICE 180	Delmag D12-42	FEC 1500	Delmag D16-32	Delmag D19-32
Delmag D19-42	MVE M-19	ICE 42S	MKT DE 42/35	APE D19-42
Delmag D25-32	Delmag D30-32	SPI D30	Delmag D46-32	

EXHIBIT B
Structure Design Scope of Services

PLOT SCALE - 1:20

Hole Number	T2		
Station	21+83		
Depth	5.0	ft	
Soil Color	Brown		
Classification	Sand-Clay		
Strength (Q_u)	833.5	psf	
Dry Density	83.5	pcf	
Wet Density	95.5	pcf	
Moisture	14.8	%	
Pass No. 10	94.4	%	
Pass No. 40	76.2	%	
Pass No. 200	51.5	%	
Sand Content	22.6	%	
Silt Content	23.0	%	
Clay Content	38.8	%	

Hole Number	T5		
Station	25+22		
Depth	5.7	ft	
Soil Color	Brown		
Classification	Silt		
Strength (Q_u)	——	psf	
Dry Density	81.7	pcf	
Wet Density	91.8	pcf	
Moisture	12.3	%	
Pass No. 10	99.9	%	
Pass No. 40	97.1	%	
Pass No. 200	55.1	%	
Sand Content	44.8	%	
Silt Content	45.1	%	
Clay Content	10.0	%	

Hole Number	T3		
Station	24+27		
Depth	17.0	ft	
Soil Color	Brown		
Classification	Sand		
Strength (Q_u)	——	psf	
Dry Density	97.8	pcf	
Wet Density	107.0	pcf	
Moisture	9.4	%	
Pass No. 10	96.2	%	
Pass No. 40	74.9	%	
Pass No. 200	9.5	%	
Sand Content	85.3	%	
Silt Content	9.5	%	
Clay Content	5.3	%	

Hole Number	T11		
Station	21+87		
Depth	23.0	ft	
Soil Color	Gray		
Classification	Clay		
Strength (Q_u)	33.490	psf	
Dry Density	116.9	pcf	
Wet Density	136.6	pcf	
Moisture	16.9	%	
Pass No. 10	99.8	%	
Pass No. 40	99.7	%	
Pass No. 200	96.9	%	
Sand Content	2.8	%	
Silt Content	41.1	%	
Clay Content	55.9	%	

Hole Number	T12		
Station	25+29		
Depth	37.8	ft	
Soil Color	Gray		
Classification	Clay		
Strength (Q_u)	43.243	psf	
Dry Density	112.5	pcf	
Wet Density	133.3	pcf	
Moisture	18.5	%	
Pass No. 10	99.8	%	
Pass No. 40	99.8	%	
Pass No. 200	99.5	%	
Sand Content	0.5	%	
Silt Content	39.6	%	
Clay Content	59.9	%	

Pierre Shale is a marine shale with a textural classification that varies from silt-clay to clay-silt. Color varies from buff gray to black. The formation may contain concretion zones that are normally thin but occasionally are massive. These zones may be considered hard and dense. Thin zones may be present that are cemented resulting in claystone or siltstone seams. Bentonite zones may be encountered but are normally less than one half inch thick. Nonweathered Pierre Shale is considered to be "Soft Rock".

STATE OF	PROJECT	SHEET NO.	TOTAL SHEETS
S.D.			

PLOTTING DATE: 03/26/2013

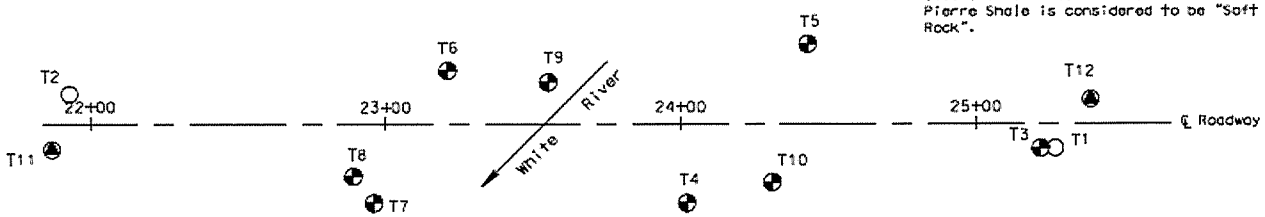
The Geotechnical Engineering Activity has on file all of the boring logs for this project. These logs and additional results of laboratory test, if any, are available for review at the Central Office in Pierre.

LEGEND

- Auger Test
- Drive Test
- Water
- Caved
- Penetration Test
- Sample Zone

Drive test are conducted by dropping a 490 pound hammer 30 inches to drive a 2 1/8 inch drill stem with attached retractable plug sampler for taking samples and to measure the resistance to penetration of the soil.

Auger holes are drilled with a 4 1/2 inch diameter continuous flight auger. Penetration and Push Test holes are drilled with a 6 5/8 inch diameter hollow stem auger. Push core samples are obtained by hydraulically ramming a 2 foot long lined split spoon sampler into the soil to obtain 2 inch nominal diameter soil samples.

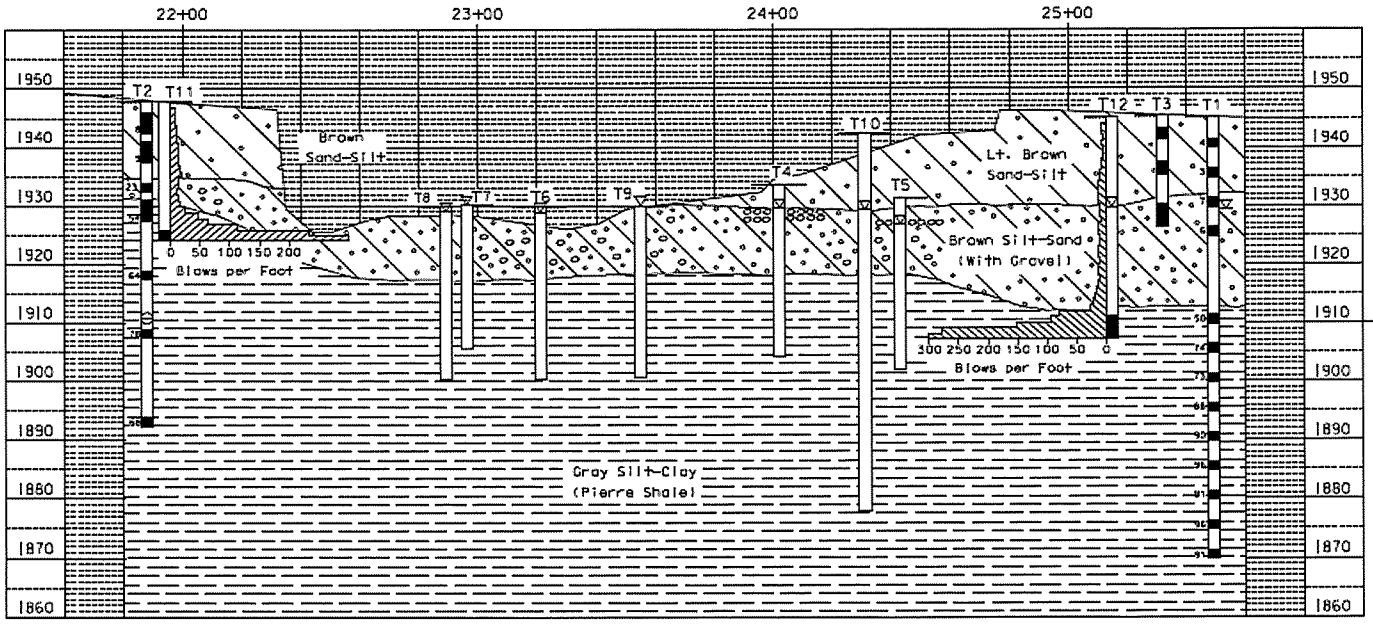


* Values represent uncorrected "N" values from Penetration Test.

Sample Zone 48 Blows Per Foot

Bore holes on profile are moved slightly for clarity

Penetration tests are conducted by dropping a 140 pound hammer 30 inches to obtain 2 inch nominal diameter samples and to measure the resistance to penetration of the soil.



GROUND WATER ELEVATIONS

as of December 2012

T1	(Caved) 1931.3
T2	(Caved) 1910.9
T3	Dry
T4	1929.7
T5	1926.9
T6	1928.9
T7	1930.2
T8	1929.1
T9	1930.0
T10	1929.3
T11	Dry
T12	1929.8

MEASURED SKIN FRICTION

	Elev	psf
T11	1924.0	2.193
T12	1907.3	1.214

BRD 6048(03) MELLETTE COUNTY PCN 02DY
18.9 MILES N. AND 0.8 MILES W. OF CEDAR BUTTE
SECTION 28 TOWNSHIP 45 N. RANGE 31 W.
OVER WHITE RIVER
STR. NO. 48-102-010

SITE PLAN & SUBSURFACE PROFILE

DESIGNED BY	DRAWN BY	CHECKED BY	APPROVED
	NN	JW	BRIDGE ENGINEER

PLOTTED FROM - TBPR18174

FILE - ...\SUBSURFACE PROFILE\02DY.DGN

EXAMPLE 2

RECOMMENDATIONS

Re: BRO 8027(29), Gregory County, PCN 00QR
Str. No. 27-030-081, located 2.0 West & 0.1 South of the Jct of SD44/SD47
RCBC Undercut Recommendation

Soils maps of the area indicate the soils at the location of the proposed structure have the following characteristics.

Station 16+86 (Str. No. 27-030-081)

CLASSIFICATION: A-7
Clay & Silty Clay
AVERAGE LIQUID LIMIT: 66
SHRINK-SWELL POTENTIAL: High to Very High
FROST ACTION POTENTIAL: Low
CORROSIVITY: High for steel, Low to Moderate for concrete

RECOMMENDATIONS:

Provide 24 inches of undercut and backfill.

DISCUSSION:

The project consists of replacing an existing single span 22' steel stringer bridge with a 2 barrel 13' x 6' cast-in-place RCBC. The proposed box culvert will be in the same location as the existing bridge location. The existing surfacing on the road is gravel and will be resurfaced with gravel upon completion. Minimal grading at the proposed box culvert location is anticipated, therefore, the material shall be compacted using the Ordinary Compaction Method.

A subsurface investigation was conducted for the proposed RCBC. The subsurface investigation consisted of placing a boring near both the proposed inlet and outlet ends of the structure and logging the material to 3 feet below the flow line. Samples were collected from below the flow line for soils classification. A dynamic cone penetrometer was used at both the inlet and outlet ends to identify the change in relative density of the subsurface material below flow line.

Subsurface soils at the proposed site consist of brown silt-clay to 3' below the existing flow line.

The 2' undercut depth is recommended to remove the low strength soils with high shrink-swell potential from below the box culvert.

The following paragraphs shall be placed in the plans:

Compaction of earth embankment and box culvert backfill material shall be governed by the Ordinary Compaction Method.

Any questions about the recommendations or the subsurface conditions can be directed to the CONSULTANT CONTACT NAME AND PHONE NUMBER.

Use and Limitation: The Consultant shall use this document as a guide in preparing a construction management plan to be included in the bid documents for their specific project. Consultants are cautioned that the provision of this suggested sample construction management plan is not an implied or explicit guarantee of grant obligation compliance. The Consultant is solely responsible for the preparation and submittal of compliant construction management plan in accordance with the grant conditions.

Construction Management Plan

[Date]

[Location]

[Project Number]
[PCN Number]

Prepared For
[ ]

Prepared By
[ ]

PROJECT INFORMATION

This Construction Management Plan (CMP) details the measures and procedures required to assure compliance with the quality assurance and acceptance provisions of the Bridge Improvement Grant construction contract for Project No. *[ ] with* ***[County or City name], South Dakota***. The work to be accomplished in this project consists of:

PROJECT SPONSOR:	***[Name & contact information for sponsor]***
CONTRACT ADMINISTRATION:	***[Name of firm Responsible for Const. Observation & QA testing]***
	[Name of QA firm] – Field tests
	[Name & contact info for QA lab] – Lab tests

RESPONSIBILITIES

Project Manager/Engineer

The Project Manager / Engineer, on behalf of the sponsor is the person with overall responsibility for contract administration of this project. The Project Manager / Engineer has the authority to take the necessary actions to monitor compliance with the contract documents.

Construction Observer

The responsibilities of the Construction Observer shall include monitoring all aspects of the job, sampling materials for acceptance, conducting tests on embankment and excavation areas, reviewing and analyzing all test results, assuring that work is within specification limits, advising the Contractor's Superintendent and Project Engineer of nonconformance and possible corrective actions, and measuring quantities for payment.

Quality Acceptance Laboratory

[As appropriate, clarify which firm is responsible for what QA duties], testing lab duties shall include sampling materials for acceptance and conducting tests on: [embankment, excavation, subbase, base, rip rap, class A45 concrete, pile, PCC]. (If responsibilities for testing of materials are split between different organizations, list which firm is responsible for which QA tests.)

[QA Lab name] personnel assigned to construction testing have received certified training from the [Name of appropriate certifications] (e.g. Troxler Nuclear Equipment Seminar and the American Concrete Institute (ACI)).

All QA testing shall be performed by an (ASTM C1077 and D3666) accredited laboratory and a copy of the current accreditation shall be supplied to the Engineer and Owner, for approval, prior to submitting test results.

QUALITY ASSURANCE INSPECTION PROCEDURES

1. Quality Assurance Tests: A list of tests and certifications required by the contract specifications can be found in the attached Appendix A. The list includes the referenced specification section and testing requirements. All parties will be informed of their responsibilities. This information will be reviewed at the preconstruction conference and monitored throughout the project.
2. Submittals: The Engineer shall maintain a file containing certifications and submittals required by contract as provided by the contractor, as well as approvals from the Engineer.
3. [Names of firm(s) responsible for QA test reports] will provide acceptance test reports to the [Owner / Engineer] as soon as the results are available, electronically. Typed copies shall be made available within [one] working day [delivered via electronic mail].
4. Material Test Reports: Material test results shall be verbally made available to the [Owner / Engineer] within [one hour] after the test report is completed and typed copies shall be made available within one working day [delivered via electronic mail].

   - Calibration check on equipment used to determine the noncompliance item, if applicable.
   - Confirmation of noncompliance through retesting and/or follow-up observations.
   - If a solution to the nonconformance issue is not reached in a reasonable time frame, additional qualified contractor personnel will be contacted to assist in identifying and correcting the problem.
   - If a severe nonconformance problem is detected and a reasonable solution cannot be implemented in a reasonable time frame, the Construction Superintendent will consult with the Project Engineer and the work will be suspended.
   - The work will not begin again until the Construction Superintendent and Project Engineer concur that a solution to the problem has been found and successfully implemented.

5. Test Reports Which Require Corrective Actions: Should test results or observations indicate noncompliance with the project contract, plans, or specifications, the following communication and follow-up action will be implemented, as applicable:

   - Verbal notification to the sponsor, Construction Superintendent, work area foreman and/or plant operator.

- On restarting the work, the nonconforming testing element or observation will be monitored at an appropriate higher frequency for a reasonable amount of time, e.g. double the testing frequency listed.
- After the area in noncompliance has been repaired, acceptance retesting will resume. The test reports will include the failed test number for tracking.

6. Daily Reports: The project manager or his representative will maintain a daily diary summarizing pertinent construction items. Items recorded shall include (as a minimum):
   a) Date
   b) Weather Conditions
   c) Brief Summary of Work Performed
   d) Number of workers on site
   e) Type and Amount of Major Equipment being utilized
   f) Running total of working/calendar days used on project
   g) Significant Directives/Communication with contractor (e.g. regarding construction procedures or material quality)
   h) Summary of QA tests performed that day
   i) Arrival / Departure Time of On Site Inspection Staff
7. B i - Weekly Reports: A summary of bi-weekly construction status shall be prepared and submitted to [owner] every [list day, e.g. Friday]. Report shall include summary of work completed in that 2 week period, summary of QA test results, discussion of any controversial issues that came up, and work anticipated during next reporting period. A sample report is included in Appendix B.
8. The resident observer and acceptance testing lab personnel shall maintain all acceptance test reports and provide copies to the owner/engineer as soon as results are available.
9. [Name of firm responsible for final construction report] will prepare a final project construction material testing and acceptance report that includes a summary of: all acceptance tests results, quantity of materials, and all bi-weekly reports. (Actual test reports will be available upon request). This will be submitted to the County with the final pay application.

APPENDIX A

List of Tests

Include listing of all QC/QA tests and certifications required by the contract specifications.

Recommend including the following information in your listing:

- Material
- Specification
- Specification reference section
- Test Required
- Minimum Testing Frequency
- Test Requirements
- Notes

Material	Specification	Spec Section	Test Required	Min. Test Frequency	Requirements	Notes

SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION
BI-Weekly Progress Report No. _____

Project No. _____ PCN _____ Period Ending _____ 20 ____
County _____ Contract Time _____
Type of Work _____ Working Days This Period _____
Prime Contractor _____ Working Days to Date _____
Percent Complete _____

WORK IN PROGRESS THIS PERIOD

General Comments _____

Contractor Working (Indicate after each: 1-1st Week; 2-2nd Week; 3-Both Weeks **E if contractor/sub is Exempt - i.e. 1E,2E)**

Work Started: _____
Work Suspended: _____
Work Resumed: _____
Field Work Completed: _____

Day	Date	Working Day No.	Weather and Comments	Temperature	
				High	Low
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					

_____
Prepared by

SDDOT Bridge Improvement Grant (BIG)
Request for Reimbursement of DESIGN Engineering Fees
Name of City or County
Project: BR_ NNNN(00)NN-N PCN: NNNN
Grant Cap: $0.00
Agreement Number: _____ Payment Number: NN

Billing Period: From: _____ To: _____.

Consultant Name	Total Billed	Reimburseable Portion (80% of total)
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
Total Amount Due		$0.00

Grant Cap	Reimburseable Portion This Invoice	Reimburseable Portion(s) Previously Billed	Grant Funds Remaining
$0.00	$0.00	$0.00	$0.00

Required Attachments for this Reimbursement Request Form:
***Copy of Contract between County/City and Consultant (required only with 1st billing; must include required scope of services and must reference structure # for applicable grant)**
***Copy of the bill(s) from Consultant**
***Proof of payment by County/City (i.e. copy of check or commission minutes, etc.)**

Billing frequency shall be a maximum of monthly and a minimum of quarterly.

Remit to:		FINAL BILLING
CHERI BARTLETT for Doug Kinniburgh SD DOT-LGA 700 E Broadway Ave		*Check blue box if submitting the final billing (indicates that this portion of the project can be finalled as no more billings will be submitted.)*

SDDOT Bridge Improvement Grant (BIG)
Request for Reimbursement of Construction Engineering Fees
Name of City or County
Project: BR_ NNNN(00)NN-N PCN: NNNN
Grant Cap: $0.00
Agreement Number: _____ Payment Number: NN

Billing Period: From: _____ To: _____.

Consultant Name	Total Billed	Reimburseable Portion (80% of total)
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
Total Amount Due		$0.00

Grant Cap	Reimburseable Portion This Invoice	Reimburseable Portion(s) Previously Billed	Grant Funds Remaining
$0.00	$0.00	$0.00	$0.00

Required Attachments for this Reimbursement Request Form:
***Copy of Contract between County/City and Consultant (required only with 1st billing; must include required scope of services and must reference structure # for applicable grant)**
***Copy of the bill(s) from Consultant**
***Proof of payment by County/City (i.e. copy of check or commission minutes, etc.)**

Billing frequency shall be a maximum of monthly and a minimum of quarterly.

Remit to:		FINAL BILLING
CHERI BARTLETT for Doug Kinniburgh SD DOT-LGA 700 E Broadway Ave Pierre, SD 57501		*Check blue box if submitting the final billing (indicates that this portion of the project can be finalled as no more billings will be submitted.)*

SDDOT Bridge Improvement Grant (BIG)
Request for Reimbursement of CONSTRUCTION COSTS
Name of City or County
Project: BR_ NNNN(00)NN-N PCN: NNNN
Grant Cap: $0.00
Agreement Number: _____ Payment Number: NN

Billing Period: From: _____ To: _____.

Contractor Name	Total Billed	Reimburseable Portion (__% of total)
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
	$0.00	$0.00
Total Amount Due		$0.00

Reimburseable Portion This Invoice	Reimburseable Portion(s) Previously Billed
$0.00	$0.00

Required Attachments for this Reimbursement Request Form:
***Copy of Contract between County/City and Contractor (required only with 1st billing; must reference structure # for applicable grant)**
***Copy of the bill(s) from Contractor AND "Pay Est SHELL BIGs.xls"**
***Proof of payment by County/City (i.e. copy of check or commission minutes, etc.)**

Billing frequency shall be a maximum of monthly and a minimum of quarterly.

Remit to:		FINAL BILLING
CHERI BARTLETT for Doug Kinniburgh SD DOT-LGA 700 E Broadway Ave Pierre, SD 57501		*Check blue box if submitting the final billing (indicates that this portion of the project can be finalled as no more billings will be submitted.)*

EXHIBIT D

STATE OF SOUTH DAKOTA
DEPARTMENT OFTRANSPORTATION
STANDARD TITLE VI / NONDISCRIMINATIONASSURANCES
APPENDIX A & E
MARCH 1, 2016

During the performance of this Agreement, the COUNTY, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations**: The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

2. **Non-discrimination**: The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.

3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment**: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. **Information and Reports**: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the Federal Highway Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance**: In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

   a. withholding payments to the contractor under the contract until the contractor complies;and/or
   b. cancelling, terminating, or suspending a contract, in whole or in part.

6. **Incorporation of Provisions**: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

During the performance of this Agreement, the COUNTY, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973 (23 U.S.C. § 324 *et seq.*) (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 *et seq.*) as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC Ch. 471, § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-209) (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 CFR Parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. Ch. 471, § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

****

APPLICATION FOR OCCUPANCY
RIGHT-OF-WAY OF COUNTY HIGHWAYS
Email: highway@brookingscountysd.gov
Fax: 605-696-8278

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

Application is made by Gene + Ann Blondheim for occupancy of Right-of-Way

ADDRESS OF PROPOSED CONSTRUCTION

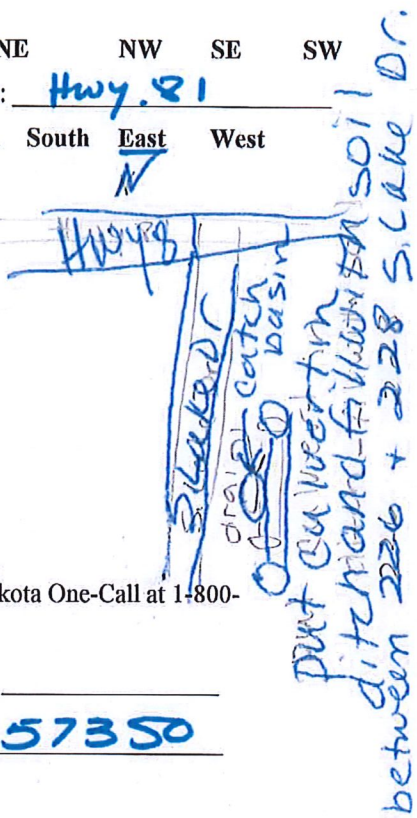
City/Township Name: Arlington, Section: _____ Quarter Section: NE NW SE SW

Street/Avenue of Construction: 226 S. Lake Dr., Nearest Intersection: Hwy. 81

Distance from nearest intersection: 1 mile east North South East West

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

1. Intended usage level yard
2. Cable Type N/A
3. Outside Diameter or Pipe Size Culvert
4. Method of Installation Hurley Const.
5. Crossing Bituminous Roads N/A



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

Signature of Applicant: Ann Blondheim Date: _____

Applicant Address: 520 3rd St. SW Huron SD 57350

Phone: 605 354 3033 Fax: _____

I Approve of this Application:
Signature of Adjacent Landowner: Mary C Walker Date: 4-25-20
(Owns property immediately adjacent to the public right-of-way that is affected by the Applicant's proposed installation)

Adjacent Landowner Address: 228 S. Lake Drive

Phone: 605-660-6226 Fax: 605-286-3634

Recommended for Approval:

By: [signature] Date: 5/11/2020
(Brookings County Superintendent)

Approved: Board of County Commissioners

By: _____ Date: _____
(Commission Chairman)

Brookings County Finance Office
Jenna Byrd, Senior Finance Assistant
520 3rd St., Suite 100•Brookings, SD 57006
Phone: (605) 696-8250
Fax: (605) 696-8259
jbyrd@brookingscountysd.gov

The following businesses are renewing their Retail (on-off sale) Malt Beverage & SD Farm Wine license for July 1, 2020 through June 30, 2021. We no longer require a public hearing on renewals without violations.

- **Brookings Country Club Inc.**: Gov't Lots 8-9 & OL "B" in SE ¼ Sec 28-109-50 and Class "C" E ½ SE ¼ exc. OL "B" & exc. Country Club Add (Inc. Country Club Drive) in Medary Township
- **Cuzbins LLC:** Lake Poinsett Heights OL A & B, SW ¼ Sec. 5, OL A & E 112' of B & incl. OL C in Subdivision of Gov't Lots 2-3 in Laketon Township
- **Danceland Campground:** McClemans' Subdivision NW ¼ Section 33-109-50 Unplatted area in Gov't Lot 2 of McClemans' Sub in NW ¼ Section 33-109-50 in Elkton Township
- **Good Roots Farm & Gardens**: SW ¼ NW ¼ EXC S250' of W600' & Highway Use Area Sec 12-110-50 in Brookings Township
- **Schade Vineyard:** SE ¼ SE ¼ SE ¼ Sec 16-110-51 in Volga Township
- **Skyview Junction:** N 550' of E 404.2 EXC Highway Right of Way, of the NE ¼ of NE ¼ in Section 08-109-47 in Elkton Township
- **The Corner Gas & Goodies:** N 250' of OL 1 of NW ¼ NW ¼ Sec 18-111-48 in Sherman Township
- **Wagon Wheel Resort:** DeBoer's Addn. Lot 1-2 in Gov't Lot 6 in Sec 8-111-51 in Oakwood Township

Thank you,

Jenna Byrd

Jenna Byrd
Senior Finance Assistant

Jenna Byrd

From: Darin Haider
Sent: Friday, April 10, 2020 7:40 AM
To: Jenna Byrd
Subject: RE: 2020 Stings

Have not done one this year. Everything is closed, and as you should know, no one is sure when these places will open again. I don't have any plans to do a sting until things get back to normal, which could be 18 months by some experts predictions..... Who knows?

Anyway, last sting was June 14, 2019. Two businesses failed – Six Mile Creek Golf Course, and Steel Grit Bar & Grill.

Laters.

Sergeant Darin Haider
Investigations
Brookings County Sheriff's Office
315 7th Avenue
Brookings, SD 57006
605-696-8300

From: Jenna Byrd
Sent: Thursday, April 9, 2020 4:29 PM
To: Darin Haider
Cc: Martin Stanwick
Subject: 2020 Stings

Hi Darin-

It's that time of year for me to mail out the Malt Beverage License applications to those who currently have a license in Brookings County. The County Commission will be approving/not approving these applications once we get to that point. I do know they ask every year if any of them have failed the sting. Not sure if you have done this yet or not, but here are the following business who have a malt beverage license:

- Corner Gas & Goodies (White)
- Brookings Country Club
- The Boathouse (Lake Poinsett/Arlington)
- Wagon Wheel Resort (Oakwood/Bruce)
- Skyview Junction LLC
- Danceland Campground (Brookings)
- Good Roots Farm & Gardens (North on Medary)
- Schade Vineyard (Volga)

Thank you!! ☺

Jenna Byrd

Date Received_____ License No._____
Date Issued_____

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Brookings Country Club INC
PO BOX 501
Brookings, SD 57006-0501

Owner's Telephone #: 605-693-4315

B. Business Name and Address

Lic # RB 3555
RR 4 LAKE CAMPBELL
PO BOX 501
BROOKINGS, SD 57006 -0501

Business Telephone #: 605-693-4315

Place of business is located in a municipality? ☐ Yes ☑ No

County: Brookings

Do you own or lease this property? ☑ Own ☐ Lease

Are real property taxes paid to date? ☑ Yes ☐ No

C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
- ☐ Retail (on-sale) Liquor - Restaurant
- ☐ Convention Center (on-sale) Liquor
- ☐ Package (off-sale) Liquor
- ☐ Retail (on-off sale) Wine and Cider
- ☑ Retail (on-off sale) Malt Beverage & SD Farm Wine
- ☐ Package Delivery
- ☐ Hunting Preserve
- ☐ Other_____

Is this license in active use? ☑ Yes ☐ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?
☐ Yes ☑ No **If Yes, please list on the back page.**

D. Legal description of licensed premise:

Golf Country Club
Gov't Lots 8-9 and O.L "B" in the SE 1/4 of Sec 28-109-50

Have you ever been convicted of a felony? ☐ Yes ☑ No

E. State Sales Tax Number 1014-1567-ST

F. New license ☐ Transfer? ($150) ☐ Re-issuance ☑

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 05/08/2020 Print Name Zac Gavlak Signature [signature]

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on —. Public hearing on the application was held —, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☒
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From:_____

Sales tax approval_____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL_____ **REVIEW**_____

Please complete the reverse side if applicable

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP LLC Brookings Country Club

Address of office and principal place of business of corporation/partnership/LP/LLC 2180 clubhouse drive, Brookings, SD

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☑ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
Zac Gavlak	GM		GM/Director of Golf

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

Zac Gavlak, GM Brookings Country club

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

5/4/2020

Date Received

Date Issued 4-10-2020

2020-2021

License No. RB-3715

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

CUZBINS LLC
~~126 S LAKE DR~~ 20373 Northgrove Loop
~~ARLINGTON, SD 57212-8800~~ Brookings SD 57006

Owner's Telephone#: 605-690-0967

B. Business Name and Address

Lic # RB-3715
THE BOATHOUSE
126 S LAKE DR
ARLINGTON, SD 57212-8800

Business Telephone #: 605-868-8227

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [✓] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [✓] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [✓] No

County: Brookings

Do you own [ ] or lease [✓] this property? (Check one)

Are real property taxes paid to date? [✓] Yes [ ] No

D. Legal description of licensed premise:

Arlington Beach Addn, Block 3
in SW 1/4 Sec 5-112-52

Have you ever been convicted of a felony? [ ] Yes [✓] No

E. State Sales Tax Number: 1033-0491-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? ✓

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 5/6/20 Print Name Traci Dixon Signature Traci Dixon

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published ____ . Public hearing on the application was held ____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Cuzbins LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 126 S Lake Drive, Arlington SD, 57212

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [✓] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
Alan Dixon	Member/Owner	20373 Northgrove Loop, Brookings	Engineer
Traci Dixon	Member/Owner	20373 Northgrove Loop, Brookings	Realtor

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

Held by the owners, Alan & Traci Dixon at 20373 Northgrove Loop, Brookings SD 57006

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

Alan D 5/6/20

Date Received

Date Issued 4-10-2020

2020-2021

License No. RB-25360

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

BEACH BUMS INC

8510 DANCELAND ROAD
BROOKINGS, SD 57006

Owner's Telephone# : 605-693-3555

B. Business Name and Address

Lic # RB-25360
DANCELAND CAMPGROUND

8510 DANCELAND ROAD
BROOKINGS, SD 57006

Business Telephone #: 605-693-3555

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

parcel 12095-10950-332-10 mackenzies sub division NW 1/4 sec 1/4 sec 33-109-50 unplatted area GW Lot 2

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1017-4392-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 5/8/2020 Print Name Paul M Rave Signature _____

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published — . Public hearing on the application was held —, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]

Amount of fee collected with application $ 300.00

Amount of fee retained $ 150.00

Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Beach Bums Inc

Address of office and principal place of business of corporation/partnership/LP/LLC

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
Paul Powers	8510 Dancland Rd	Brookings SD	self-empl
Jill Powers	8510 Dancland Rd	Brookings SD	Hy Vee

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

8510 Dancland Rd Brookings SD 57006

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

5-8-2021

Date Received _____

Date Issued 4-10-2020

2020-2021

License No. RB-26466

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

WILLIAM ROSS
3712 MEDARY AVE
BROOKINGS, SD 57006

B. Business Name and Address

Lic # RB-26466
GOOD ROOTS FARM & GARDENS
3712 MEDARY AVE
BROOKINGS, SD 57006

Owner's Telephone#: (605) 691-1776

Business Telephone #: (605) 691-1776

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

SW 1/4 NW 1/4 EXC
S250' of W600' & Hwy
Use Release Sec 12-110-50

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1025-7225-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 5-5-2020 Print Name William Ross Signature William Ross

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Good Roots Farm + Gardens LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 3712 Medary Ave Brookings SD

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
William Ross	Director	3712 Medary Ave Brookings SD	Farmer/landlord
Tuke Ross	Director	"	wellness coach

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

3712 Medary Ave Brookings SD

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

William Ross 5-5-2020

Date Received

Date Issued 4-10-2020

2020-2021

License No. RB-26521

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

SCHADE VINEYARD INC

21095 463RD AVE
VOLGA, SD 57071

B. Business Name and Address

Lic # RB-26521
SCHADE VINEYARD

21095 463RD AVE
VOLGA, SD 57071-6345

Owner's Telephone#: (605) 627-5545

Business Telephone #: (605) 627-5545

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [X] Yes [ ] No **If Yes, please list on the back page.** cider manufacturing

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

SE 1/4, SE 1/4, SE 1/4
Section 16, T110N, R51W of
5th PM

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1011-6096-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 4/13/2020 Print Name Dillon Ringling Signature Dillon Ringling

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Schade Vineyards Inc.

Address of office and principal place of business of corporation/partnership/LP/LLC 21095 463rd Ave Volga SD 57071

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
Dillon Ringling	Pres.	21095 463rd Ave Volga SD 57071	—

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

on site and with accountant Robert Mohr

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

Dillon Ringling 4/13/2020

Date Received 4-13-2020
Date Issued 4-16-2020

2020-2021

License No. RB-25359

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

SKYVIEW JUNCTION LLC
21505 S DAK HWY 13
ELKTON, SD 57026-0331

B. Business Name and Address

Lic # RB-25359
SKYVIEW JUNCTION
21505 S DAK HWY 13
ELKTON, SD 57026-0331

Owner's Telephone# :

Business Telephone #: (605) 542-4961

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

Sec Twp Rng. 8-109-47
Legal N550' of E. 664.2' Exc Highway Right of way of the NE ¼ of NE ¼ In Sec 08-109. 47.47 Acres

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1019 9333

F. New license? ____ Transfer? ($150) ____ Re-issuance? ✓

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 4-13-2020 Print Name JAMES Stueken Signature James Stueken

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published ____. Public hearing on the application was held ____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300
Amount of fee retained $ 150 -
Forwarded with application $ 150 -

For Local Government Use

(Seal) ____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From ____

Sales tax approval ____ Date ____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Skyview Junction LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 21505 S.D. Hwy 13

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
JAMES Stueter	President	PO Box 94	President

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

Skyview Junction LLC 21505 S.D Hwy 13 Elkton

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

James Stueter 4-13-2020

Date Received _____

Date Issued 4-10-2020

2020-2021

License No. RB-3313

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

K & K ENTERPRISES INC

PO BOX 612
WHITE, SD 57276

B. Business Name and Address

Lic # RB-3313
THE CORNER GAS AND GOODIES

20402 478TH AVE HWY30
WHITE, SD 57276

Owner's Telephone#: 605-629-2501

Business Telephone #: (605) 629-2501

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

N 250' of OL 1 of
NW 1/4 N 1/4 SEC
18-111-48 2AC

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1023-3838-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

G. CERTIFICATE The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 4/29/20 Print Name Kristina Lewno Signature Kristina Lewno

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC K+K Enterprises, Inc.

Address of office and principal place of business of corporation/partnership/LP/LLC 20402 478th Ave White SD

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation
Kenneth Lewno	Pres	PO Box 612 White SD	3M
Kristina Lewno	VP	"	Owner/Mng
Alice Molengraaf	Sec	" 611 "	Retired

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

Kristina Lewno 20402 478th Ave White SD

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner **Date**

Kristina Lewno 4/29/20

Date Received

Date Issued 4-10-2020

2020-2021

License No. RB-21084

Uniform Alcoholic Beverage License Application

A. Owner Name and Mailing Address

WAGON WHEEL RESORT, LLC

1000 OAKWOOD SHORELINE DR
BRUCE, SD 57220-5736

Owner's Telephone#: 605-254-4654

B. Business Name and Address

Lic # RB-21084
WAGON WHEEL RESORT, LLC

1000 OAKWOOD SHORELINE DR
BRUCE, SD 57220-5736

Business Telephone #: 605-627-9212

C. Indicate the class of license being applied for (submit separate application for each class of license).

- [ ] Retail (on-sale) Liquor
- [ ] Retail (on-sale) Liquor - Restaurant
- [ ] Convention Center (on-sale) Liquor
- [ ] Package (off-sale) Liquor
- [ ] Retail (on-off sale) Wine and Cider
- [X] Retail (on-off sale) Malt Beverage & SD Farm Wine
- [ ] Package Delivery
- [ ] Hunting Preserve
- [ ] Other _____

Is this License in active use? [X] Yes [ ] No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses? [ ] Yes [X] No **If Yes, please list on the back page.**

Place of business is located in a municipality? [ ] Yes [X] No

County: Brookings

Do you own [X] or lease [ ] this property? (Check one)

Are real property taxes paid to date? [X] Yes [ ] No

D. Legal description of licensed premise:

Debaers Addition
Lots 1 & 2 of
Government Lot 6
Oakwood township

Have you ever been convicted of a felony? [ ] Yes [X] No

E. State Sales Tax Number: 1032-7231-ST

F. New license? ____ Transfer? ($150) ____ Re-issuance? X

* **G.** CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date 4-28-2020 Print Name Charles D Erickson Signature Charles D Erickson

H. APPROVAL OF LOCAL GOVERNING BODY- Notice of hearing was published _____. Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held [X]
Amount of fee collected with application $ 300.00
Amount of fee retained $ 150.00
Forwarded with application $ 150.00

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY: APPROVAL ____ **REVIEW** ____

Please complete reverse side

Company supplement information
(For corporate/partnership/LP/LLC applicants)

Name of corporation/partnership/LP/LLC Wagon Wheel Restort LLC

Address of office and principal place of business of corporation/partnership/LP/LLC 1000 Oakwood Shoreline Dr.

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? [X] Yes [ ] No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP, or LLC:

Name	Office	Address	Occupation

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

* **Signature of Authorized Officer/Director/Partner** **Date**

Charles D Erickson 4-28-2020

REQUEST TO FILL VACANCY

Position Vacancy Mechanic Fabricator Welder

Department Highway Department

Vacancy Result of: retirement

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

1. Job Description, attached.

2. Departmental Organizational Chart, attached for review and approval. This position will be supervised by Shop Foreman

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

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

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

5. Explain the effects of not filling the position or discussion of alternatives.
With the new job description I have created this position would directly assist the Shop Foreman in maintenance of all County vehicle, including other departments.

6. Provide description of departmental discussions about the vacancy.
We have discussed in length about the need for our Shop Foremen to have an assistant, in order to ensure the safety in the Highway Department shop or out on the road/field repairing equipment.

7. Estimated length of time to fill the position after approval.
2 to 4 weeks

8. Any additional comments?

Department Manager _____ Date _____

Request for filling of vacancy: _____Approved _____Denied

Chairman, Brookings County Commission _____ Date _____

POSITION TITLE: Equipment Mechanic, Fabricator/Welder
DEPARTMENT: Highway
REPORTS TO: Shop Foreman
FLSA STATUS: Non-Exempt
WAGE GRADE: 7

DESCRIPTION OF WORK

General Statement of Duties

Under the general supervision of the Brookings Highway Superintendent, Lead Foreman and the direct supervision of the Shop Foreman. The fundamental reason this classification exists is to perform skilled tasks in the mechanical repair and maintenance of County vehicles, County equipment, heavy trucks, earth moving, and related construction equipment including road graders, gasoline and diesel powered tractors, dump trucks, and dozers. Work assignments are received in the form of general oral or written work orders, but the employee is expected to determine the nature and extent of needed repairs.

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

- Welds, fabricates, and repairs highway equipment and bridges
- Maintains record of welding materials and supplies; reorders general supplies as necessary
- Performs welding to include assisting in repair work as well as fabrication and cement work at the county courthouse, detention center, and other county facilities
- Supervises fabrication work crews as assigned
- Engages in removal of snow as needed
- Operate pay loader, trucks and tractors; assists in gravel hauling as needed
- Picks up and delivers parts, supplies, and equipment as needed by the highway department and by other authorized county personnel
- Attends training sessions and meeting as required
- Performs work in a manner consistent with safe practices
- Develops and maintains positive, professional relationships with the general public and other employees
- Performs other such duties and functions as assigned and necessary to the proper performance of the position
- Test for location and nature of defects in auto electrical systems.
- Adjust and repair clutches and drive trains on automobiles or other equipment.
- Install, replace or adjust filters, belts or similar objects.
- Repair and adjust hydraulic pumps and safety valves. Inspect, repair and adjust diesel power units, hydraulic systems, injection valves and systems, mold boards, and scarifiers on road graders.
- Inspect, adjust and repair gasoline and diesel tractors, and hydraulic and cable operated attachments on tractors.
- Communicate any unsafe conditions or accidents/injuries in a timely manner to the Supervisor in order to facilitate prompt correction or reporting.
- Attend special training and familiarization workshops dealing with innovations in heavy equipment operations, repairs, and maintenance.
- Prepare and keep records related to automotive repair work, work order requests, labor expenditures, job status, estimates, and proposed or completed projects.
- Perform work in a manner consistent with safe practices.
- Wear Personal Protective Equipment when required.

QUALIFICATION FOR APPOINTMENT

Required Knowledge, Skills, and Abilities

- Extensive knowledge and experience with all types of welding equipment and tools.
- Ability to understand and follow written or verbal instructions and to communicate effectively in writing or verbally
- Ability to perform heavy manual labor, withstand variable weather conditions, and work extended hours if needed.
- Possession of a valid South Dakota Class A Commercial Driver's License (CDL).
- Detailed and current knowledge of design, operation, maintenance, and repair of diverse types of light, medium, and heavy gasoline and diesel engines.

- Skilled use of tools, materials, and equipment common to automotive repair work.
- Ability to understand and follow written or verbal instruction and communicate effectively in verbally or in writing.
- Ability to perform manual labor, withstand variable weather conditions, and work extended hours if needed.

Physical Demands

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

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

Work Environment

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

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

Examination, Testing, and Certification

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

- Successful competition in written and/or oral interviews.
- Other such examination as deemed appropriate and necessary by the Superintendent and/or County.

Education

- Graduation from vocational school training in diesel/auto mechanics and/or five (5) years mechanical experience

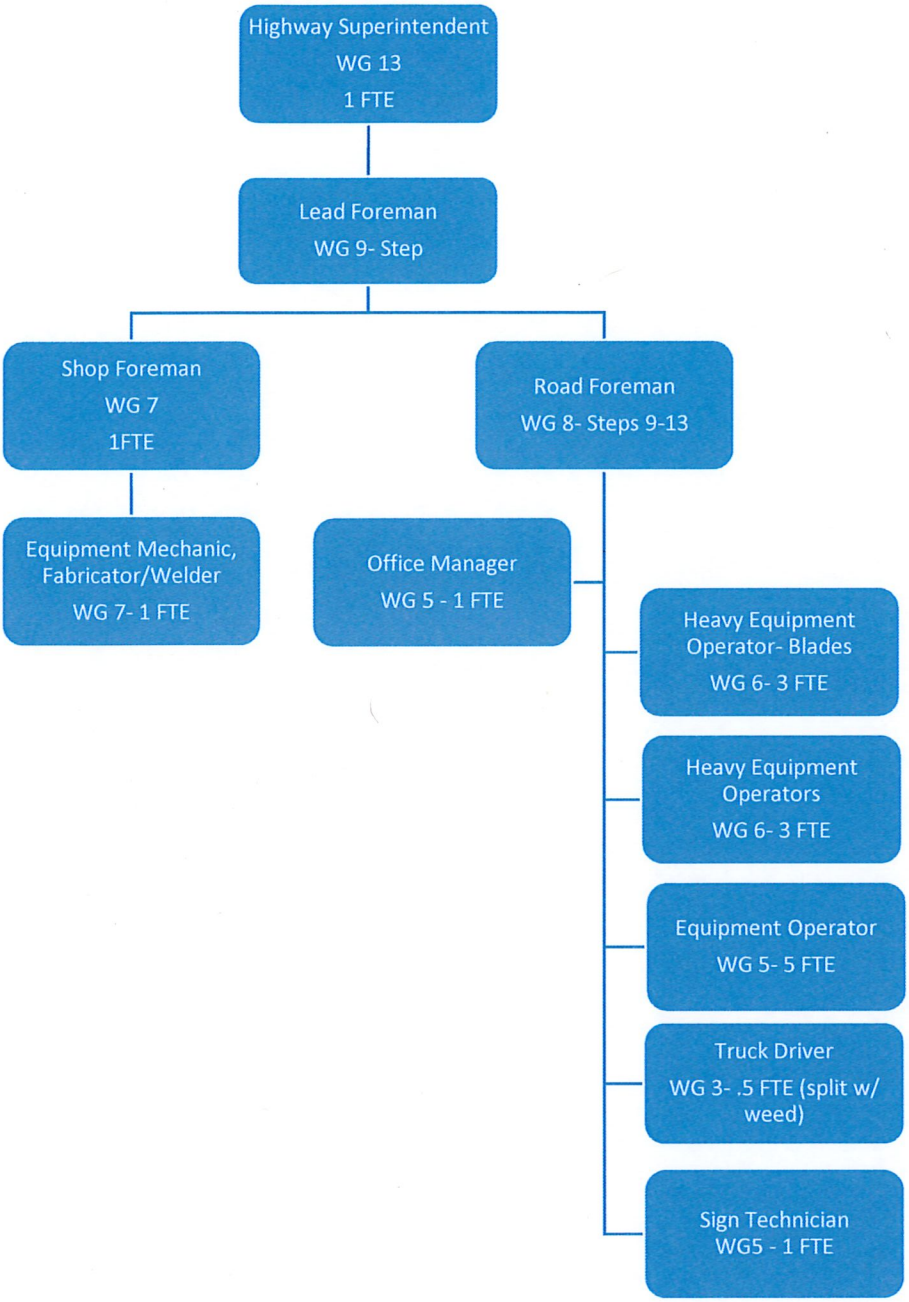
OR

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

_____ _____

Commission Chairperson *Date*

Current Organizational Chart



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

STAFF REPORT:

Scheduled Agenda Items

- *9:00 AM – Long-Term Fund Fire Department Request:* This is a request from the Brookings County Fire Department Association to spend $81,288 out of the long-term fund for a tender truck. Darrell Hartmann will be at the meeting to answer questions the board may have.
- *9:05 AM – Juvenile Detention Grant:* Nicole Biever and/or Tim Lease from the Boys & Girls Club will be at the meeting to discussion this grant application. Dan Nelson may have additional input, as well.
- *10:20 Executive Session:* This is a scheduled Executive Session for contract negotiations and security.

Regular Business Items

- *Resolution – Plat:* This plat was approved unanimously at the April 8, 2020 Planning Commission meeting.
- *Resolution – Vote Centers:* This resolution eliminates three additional vote center sites, along with the Arlington site, for the Primary Election due to unavailability of poll workers on Election Day: Sinai, Swiftel Center and Holy Life Tabernacle. Jenna Byrd can comment further, however as Election Day gets closer she has workers continue to cancel. This resolution would affect the June Primary only with the hope that each of these sites will be open for the November General Election.
- *BIG Program Agreement:* This is for structure #06-120-053 for $1,375,000. Brian Gustad will have additional information.
- *Right-of-Way Application:* Brian is recommending approval of this agreement. The site is along South Lake Drive near Lake Poinsett.
- *Malt Beverage Renewals:* Jenna provided a staff report. These are the malt beverage and SD farm wine license renewals for July 1, 2020 – June 30, 2021. There were no violations during this period.
- *Request to Fill Vacancy:* This position is open due to the retirement of Dennis Miller from the Highway Department.

Director's Report

- We received two notices of upcoming City Council action on property owner-initiated annexations. This action will take place at the City Council's May 26, 2020 meeting at 6:00 PM.
- I have included the SDACC's process for submitting resolutions.

Public Notices

- ✓ County offices will be closed on Monday, May 25, 2020 in honor of the Memorial Day holiday.
- ✓ FY2021 budget hearings will be held on Thursday, June 18, 2020 starting at 8:00 AM in the Community Room (Rm 300) of the Government Center.

Stacy Steffensen
Commission Department Director
Brookings County, South Dakota

brookings
SOUTH DAKOTA

520 3rd Street, Suite 140 Brookings, SD 57006 605.692.6629 www.cityofbrookings.org

May 12, 2020

Dear Surrounding Property Owner:

The Brookings City Council will be considering a property owner initiated annexation for land legally described as: N ½ of the SW ¼ of Section 34, Township 110 North, Range 50 West. The City Council meeting is scheduled for May 26, 2020 at 6:00 p.m and it will be held at the City/County Government Center at 520 3rd Street in the City Council Chambers in Room 310.

All persons having an interest in this annexation are invited to attend and comment. For additional information, please feel free to contact me at (605) 692-6629.

Sincerely,

Staci Bungard

Staci Bungard
City Planner

Attachments: Notice, Map

NOTICE OF HEARING UPON A PETITION FOR ANNEXATION

NOTICE IS HEREBY GIVEN That Paul E. Moriarty of Sioux Empire Development Corp. has submitted a petition for annexation of the following described real estate situated in Brookings County, South Dakota, to wit:

The North ½ of the South West ¼ of Section 34, Township 110 North, Range 50 West of the 5th P.M., Brookings County, South Dakota.

NOTICE IS FURTHER GIVEN That said request will be acted on by the City Council at 6:00 PM on Tuesday, May 26, 2020, in the Chambers Room on the third floor of the Brookings City and County Government Center at 520 Third Street, Brookings, South Dakota.

Any person interested may appear and be heard in this matter.

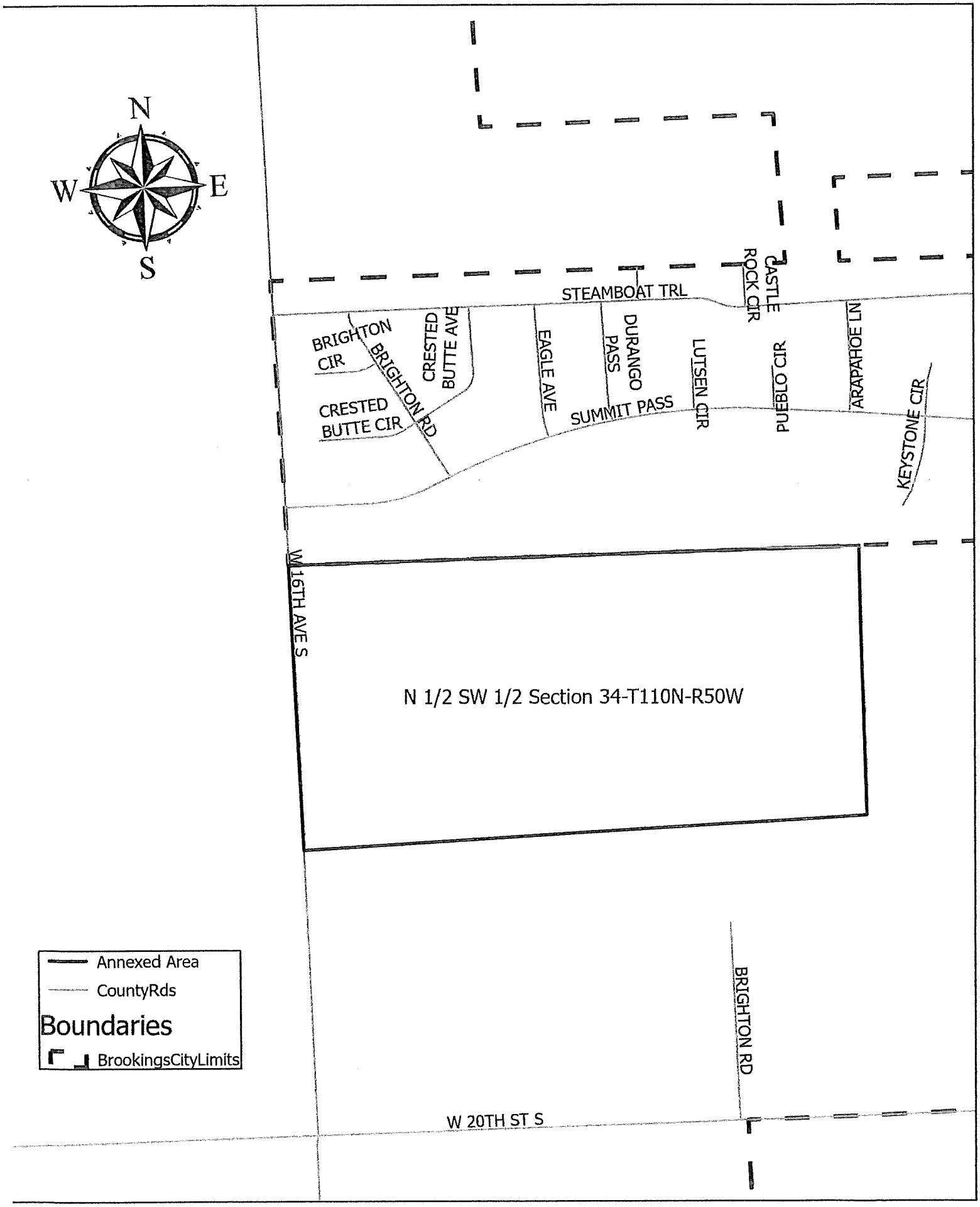
Dated this 15th day of May, 2020.

_____
Staci Bungard
City Planner

If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City ADA Coordinator at 692-6281 at least 48 hours prior to the meeting.

Published _____ time(s) at an approximate cost of $ _____.

Area to be Annexed



520 3rd Street, Suite 140 Brookings, SD 57006 605.692.6629 www.cityofbrookings.org

May 12, 2020

Dear Surrounding Property Owner:

The Brookings City Council will be considering a property owner initiated annexation for land legally described as: Block 21 & 22 of Timberline Addition including the adjacent portions of right-of-way, at their regular meeting on May 26, 2020 at 6:00 p.m. The meeting will be held at the City/County Government Center at 520 3rd Street in the City Council Chambers in Room 310.

All persons having an interest in this annexation are invited to attend and comment. For additional information, please feel free to contact me at (605) 692-6629.

Sincerely,

Staci Bungard

Staci Bungard
City Planner

Attachments: Notice, Map

NOTICE OF HEARING UPON A PETITION FOR ANNEXATION

NOTICE IS HEREBY GIVEN That Gerard and Jean Moriarty have submitted a petition for annexation of the following described real estate situated in Brookings County, South Dakota, to wit:

Block 21 & 22 of Timberline Addition including the adjacent portions of right-of-way contained within, in the East 1,635' of the North ½ of the Northwest ¼ Except Clites Addition and Except the East 264' thereof in Section 34, Township 110 North, Range 50 West of the 5th P.M., Brookings County, South Dakota.

NOTICE IS FURTHER GIVEN That said request will be acted on by the City Council at 6:00 PM on Tuesday, May 26, 2020, in the Chambers Room on the third floor of the Brookings City and County Government Center at 520 Third Street, Brookings, South Dakota.

Any person interested may appear and be heard in this matter.

Dated this 15th day of May, 2020.

_____
Staci Bungard
City Planner

If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City ADA Coordinator at 692-6281 at least 48 hours prior to the meeting.

Published _____ time(s) at an approximate cost of $ _____.

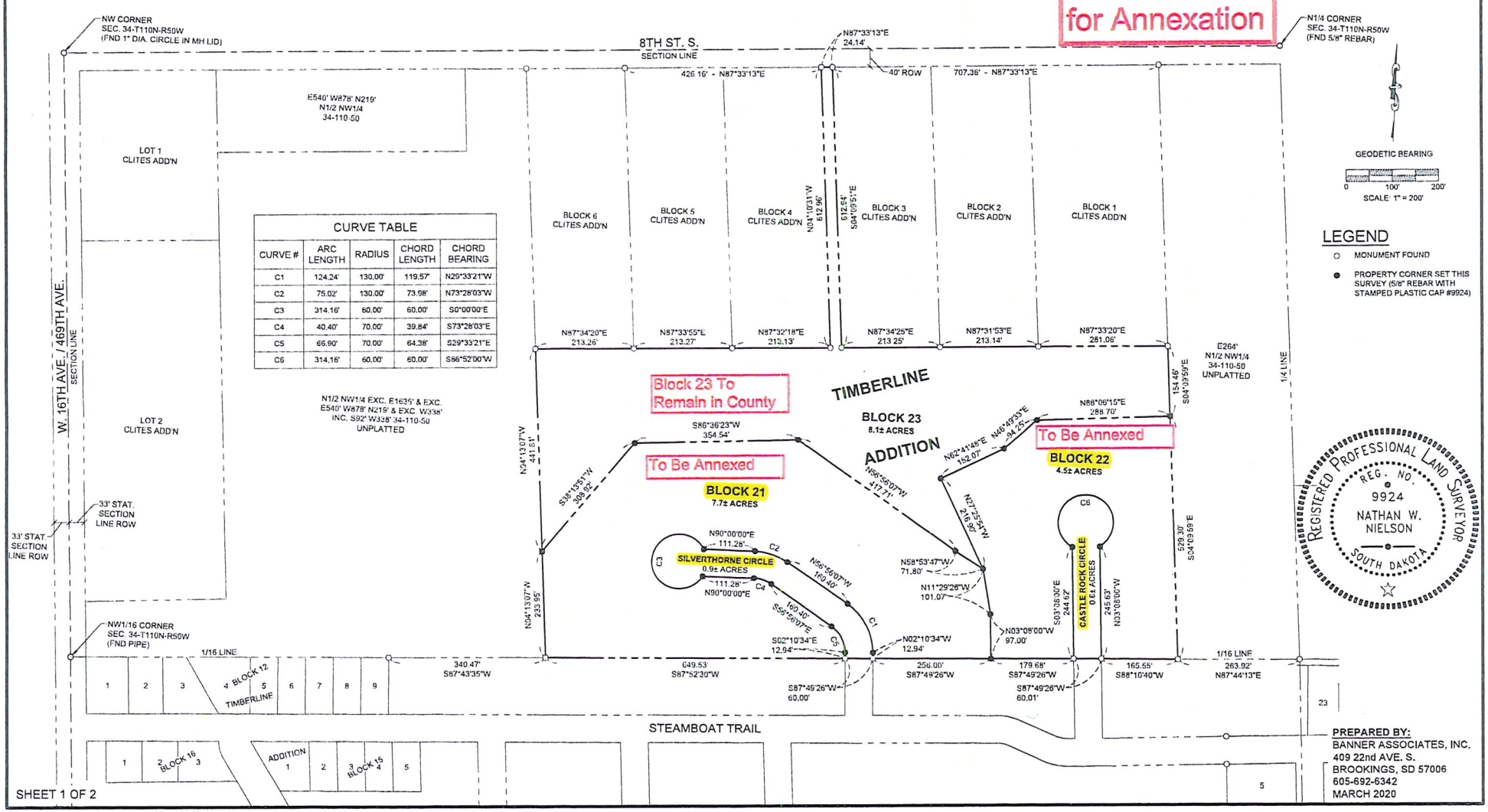
21704-02

PLAT OF

BLOCK 21; BLOCK 22; BLOCK 23; SILVERTHORNE CIRCLE; AND CASTLE ROCK CIRCLE OF TIMBERLINE ADDITION,

IN THE EAST 1635 FEET OF THE N 1/2 OF THE NW 1/4, EXCEPT CLITES ADDITION, AND EXCEPT THE EAST 264 FEET THEREOF,
IN SECTION 34-T110-R50W OF THE 5TH P.M., BROOKINGS COUNTY SOUTH DAKOTA.

Exhibit Map for Annexation



CURVE TABLE				
CURVE #	ARC LENGTH	RADIUS	CHORD LENGTH	CHORD BEARING
C1	124.24'	130.00'	119.57'	N29°33'21"W
C2	75.02'	130.00'	73.98'	N73°28'03"W
C3	314.16'	60.00'	60.00'	S0°00'00"E
C4	40.40'	70.00'	39.84'	S73°28'03"E
C5	66.90'	70.00'	64.38'	S29°33'21"E
C6	314.16'	60.00'	60.00'	S86°52'00"W

LEGEND

- ○ MONUMENT FOUND
- ● PROPERTY CORNER SET THIS SURVEY (5/8" REBAR WITH STAMPED PLASTIC CAP #9924)

PREPARED BY:
BANNER ASSOCIATES, INC.
409 22nd AVE. S.
BROOKINGS, SD 57006
605-692-6342
MARCH 2020

Procedures for Due Process
Resolutions (2012)
South Dakota Association of County Commissioners

1. Resolutions must be submitted in standard resolution form along with supporting criteria. (see attached sample.)

   a) Justification for the Resolution

   b) Counties Affected by the Resolution

   c) Impact of Resolution

2. Resolutions may be submitted by a county to the SDACC Resolutions Committee and shall be passed and signed by a majority of the members of the board in the county of origin.

3. Resolutions may be submitted by a district to the SDACC Resolutions Committee and shall be passed by a majority of the district counties at a meeting where a quorum is present and signed by the chairperson of the district of origin.

4. The officers and members of the SDACC Board of Directors may submit resolutions at any SDACC Board of Directors meeting where a quorum is present. The resolution shall be passed by a majority vote of the members present.

5. All resolutions except those addressed in Item 4 must be postmarked on or before July 31. Any resolution postmarked after July 31 will be returned to sender. A representative from the county/district of origin should appear before the Resolution Committee to testify in support of the resolution.

6. Resolutions will be reviewed by the South Dakota Association of County Commissioners' Resolutions Committee.

   A. Committee will review form and content.

   B. Committee action shall be:
      1. Pass
      2. Amend Resolution
      3. Include in Policy Statement
      4. Table
      5. Send to membership with no recommendation

7. Resolutions tabled by the committee shall contain a brief statement to support the committee's action.

8. All properly submitted resolutions shall be printed and sent to counties on or before September 1.
   A. Resolutions shall be listed as follows:

Section I	Resolutions the committee passed, including resolutions amended by the committee.
Section II	Resolutions incorporated into Policy Statement.
Section III	Resolutions the committee tabled.

9. Resolutions passed by the committee shall receive first reading at the first business session at the South Dakota Association of County Commissioner's Annual Convention.

10. First reading of resolutions shall be solely for information purposes.

11. Any county desiring to take from the table a resolution that the Resolutions Committee tabled must state their intent during the first reading of resolutions. To remove a resolution from the table requires a majority vote of the members present. Official action is to be taken during the second reading of the resolutions.

12. The second reading of the resolutions shall be part of the regular business session of the South Dakota Association of County Commissioners. The procedure shall be:

    A. Final disposition of resolutions passed by the Resolutions Committee.

    B. Consideration and final disposition of any resolutions introduced by the SDACC Board of Directors.

    C. Consideration and final disposition of any resolutions taken from the table.

13. Any county desiring to introduce a new resolution from the floor may do so during the second reading of the resolutions at the convention by suspending the rules. The resolution shall be prepared and fifty copies provided.

Procedures for Due Process
Resolutions
South Dakota Association of County Commissioners

Comments

* Item 3 - From time to time, the SDACC Board of Directors may be made aware of various situations that require attention and cannot comply with the provision of the due process procedures. This provides the mechanism for such occasions.

* Item 4 - All counties should be provided with a standard resolution form. The Resolutions Committee should only accept resolutions submitted on the standard form. With a standard form, the processing of resolutions would be simplified.

*Item 5 - It is imperative that the SDACC Board of Directors enforce this provision in order to make the procedure work.

*Item 11 - This is known as a 24 hour statement of intent, in order to give the Resolutions Committee time to prepare information to defend their position.

*Item 13 - This procedure grants any county an opportunity to propose a resolution. However, it provides certain safeguards for the Association against frivolous items becoming a major position of the Association.

According to the Association Bylaws, Roberts Rules of Order dictate the procedures for conducting the business of the Association.

The procedure of Suspending the Rules is explicitly defined in Robert's Rules of Order.

The procedure works like this: After all other resolutions are handled the chairman asks" "Are there any other resolutions from the floor?" If a county asks for recognition, the first motion is to suspend the rules for consideration of the resolution. (Must state title of resolution.)

This is not debatable and the chairman calls for a vote to suspend the rules. In order to pass it must have a two-thirds affirmative vote. If the motion prevails, then the debate on the resolution begins and final disposition of the resolution is handled in the same manner as any other resolution.

If the motion to suspend the rules fails for lack of a two-thirds affirmative vote, the resolution is defeated and is not debated.

Each individual resolution offered from the floor goes through the same procedure.

The safeguard for the Association is that to suspend the rules takes two-thirds of the voting member counties present. There must be a quorum.

Distinguish between Resolutions and Policy

Every year it seems that the Legislative Committee and commissioners generally have questions about or are confused on whether a particular issue should be presented as a "Policy Statement" or as an official "Resolution." The legislative platform should be perceived as having two separate levels:

1. Official Resolutions: (Higher Profile)
   Resolutions should call for specific wording changes in the existing South Dakota laws or regulations;
   Resolutions should be addressed specifically to the upcoming legislative session as a specific, one-time request for action;
   Resolutions should be premised on the thought that the SDACC Executive Director, staff, and all SDACC lobbyists would concentrate on preparing a draft of a bill, locating a sponsor, and making sure that the matter starts through the legislative process, i.e., resolutions contemplate 'action' on the part of the SDACC.

2. Policy Statements: (Lower Profile)
   Policy statements should reflect county sentiments about circumstances generally;
   Policy statements should be an opinion or a position on an issue which counties share generally year after year - it could be an opinion in which counties as a large group endorse or reflect the opinion of a district or region;
   Policy statements should be premised on the thought that the SDACC Executive Director, staff, and all lobbyists would be in the role of supporting legislation drafted by any other party (specific counties, cities, state, or federal government). (i.e., policy contemplated 'reaction' from the SDACC.)

With the above mentioned distinction understood, all parties involved would more clearly have a means to distinguish between various requests presented for legislative analysis or support. The distinction would allow a means of sorting through the issues that come up, and of distinguishing the issues once they had been considered or debated.

The Resolutions Committee should consist of one member from each district of the SDACC. The chair of the committee should be appointed by the president of the SDACC.

The Resolutions Committee should meet as needed prior to the convention to complete its mission. The Resolutions Committee should NOT meet during the convention for the purpose of considering new resolutions. The sole intent of the committee during the convention should be to review resolutions that have already been passed by the committee and to develop a presentation to support the committee's position.

If a county cannot submit a resolution in a timely manner prescribed by the guidelines, they will have to wait until the next convention. Expecting the committee to analyze, research and make a professional presentation on last minute resolutions is not acceptable and should not be tolerated by the officers or the Board of Directors of the SDACC.

SAMPLE

Resolution

Drought Disaster Aid

WHEREAS, South Dakota continues to suffer from a natural disaster in the form of severe agricultural drought conditions, including inadequate winter snowfall, meager spring rains, late spring frosts and devastating winds accompanied by high temperatures; and

WHEREAS, said drought conditions are beyond the financial capabilities of the individual counties or the State of South Dakota; and

WHEREAS, federal emergency agricultural disaster assistance is necessary to prevent the imminent demise of family farms and ranches in South Dakota;

NOW THEREFORE BE IT RESOLVED, by _____(District or County) that the President of the United States, the U.S. Congress and the U.S. Department of Agriculture exert any and all efforts to restore the $4 billion of agriculture disaster aid which was earlier deleted from the 2006 Federal Emergency Supplemental Appropriations Bill.

Supporting Criteria

Justification for the resolution: the severe drought conditions and lack of winter snow pack have caused South Dakota farmers and ranchers significant financial hardships. The lack of adequate moisture has force the sale of livestock herds, and also created low crop yield or in some cases, total crop failure. This has had a direct effect on the counties economic stability.

Counties affect by the resolution: 38 counties have passed drought disaster resolutions

Impact of resolution: Increasing Federal Emergency Supplement Appropriations Bill by $4 billion. This would increase the federal disaster payments to South Dakota farmers and ranchers.

SAMPLE

DEPARTMENT of ENVIRONMENT and NATURAL RESOURCES

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

denr.sd.gov

May 11, 2020

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

RE: Golden Dakota Farms, LLC Manure Management System
2017 General Permit Coverage

Dear Mr. Coetzee:

The Department of Environment and Natural Resources conditionally approved your permit application on September 10, 2019, for state permit coverage under the 2017 *General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit). As a condition of the approval, you needed to submit an updated Notice of Intent form and written verification indicating Chris Goedhart is your on-site representative. However, Chris Goedhart is no longer your on-site representative. On April 2, 2020, the department received written verification that Donovan Coetzee will be your new on-site representative and he attended the environmental training session on December 5, 2018. An updated Notice of Intent form was received on May 7, 2020.

As you are aware, the department issues a Certificate of Compliance for manure management systems that have had plans and specifications approved and are constructed as designed. Your current Certificate of Compliance was issued on March 6, 2017, and is for a maximum of 4,000-head of dairy cattle, 75 calves, and 5.71 acres of drainage area. A copy of your current Certificate of Compliance is enclosed. This certificate shall remain in place until such time you change or expand your operation. Should you decide to change or expand your operation, you need to obtain approval of plans and specifications for any alterations or modifications to your manure management system prior to construction. Failure to do so will invalidate this certificate.

You have completed the requirements to obtain state permit coverage under the 2017 general permit **(permit number SDG-100210)**. So, I am granting coverage for your existing manure management system under this permit. A copy of your permit is enclosed. Please refer to this permit number in any future permit correspondence. You are required to operate in compliance with the terms and conditions of this permit.

Your permit and a copy of your current Certificate of Compliance are in the Producer Handbook I am sending you. The Producer Handbook was developed to assist you in meeting the

requirements of the General Permit. Using this book will help you manage the documents and paperwork that you will need to complete and retain while operating your animal feeding operation. The book contains forms that you can use to comply with the permit's requirements and is organized to give you a place to put other required information like soil and manure testing lab report forms. You are required to keep all records for a minimum of five years. It is not mandatory that you use this handbook; however, it will assist you in organizing and maintaining the records that you are required to by the General Permit.

We would like to thank you for your cooperation in ensuring protection of our natural resources. The department encourages you to remain in compliance by properly operating and maintaining your system.

Sincerely,

Kent R. Woodmansey, P.E, Administrator
Feedlot Permit Program
Phone: (605) 773-3351

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

DEPARTMENT of ENVIRONMENT and NATURAL RESOURCES

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

denr.sd.gov

May 11, 2020

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

RE: Golden Dakota Farms, LLC – State General Permit Application and Revised Approval Letter

Dear Mr. Coetzee:

The Department of Environment and Natural Resources received your request to terminate the approval of the plans and specification for your proposed fourth holding pond and your request to add the fields listed in the following table to your previously approved nutrient management plan (NMP). On September 19, 2019, the department approved plans and specifications for your proposed fourth holding pond with your state permit application for coverage under the 2017 *General Water Pollution Control Permit for Concentrated Animal Feeding Operations* (general permit), **permit application number SDG-100211.**

Fields Being Added to NMP					
Field #	**County**	**Legal Description**	**Available Acres**	**Soil Sampling Requirements**	
				0-2 feet	**Additional**
F56	Brookings	S 1/2, Sec. 19, T109N, R47W	289.2	Yes	No
F57	Brookings	NW 1/4, Sec. 30, T109N, R47W	153.8	Yes	No
F59	Brookings	S 1/2, Sec. 26, T109N, R48W	270.3	Yes	No

The existing manure management system is currently permitted under the 2003 general permit and is located in the Southeast ¼ of Section 3, Township 108 North, Range 48 West in Moody County, South Dakota. Your existing manure management system is for a housed lot feeding a maximum of 4,000-head of mature dairy cattle and 75 dairy calves. Your existing system consists of a flume system in each of the eight freestall barns, piping, diversion dikes or channels, a calf hut area between the north freestall barns, a concrete sand settling lane, an open exercise lot, four settling ponds, three holding ponds, and 5.71 acres of drainage area. The existing holding pond system meets the requirements of the general permit and has at least 365 days of liquid storage capacity.

Based on your request, we are terminating the approval of the plans and specifications for your dairy's fourth holding pond. We are also approving the modifications to your NMP and are including *Fields 56, 57, and 59* in your approved NMP. Requirements you must implement are listed on the attached pages.

One copy of the submitted permit application is being retained for our files. If you plan to increase

your maximum number of animals or make any modifications to your manure management system, you must obtain department approval prior to increasing your animal numbers or beginning any new construction. If you plan to make any modifications to your nutrient management plan that include a change in manure application method, the addition of land application fields, or a change in crop rotation, you must obtain department approval prior to making the change.

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

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

Sincerely,

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

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

REQUIREMENTS

The following requirements must be implemented. Failure to implement these requirements will invalidate this approval.

State General Permit

You will be required to operate your feeding operation and manure management system in accordance with the requirements in the general permit.

1. Environmental Training

Donovan Coetzee is your on-site representative and he attended the environmental training session on December 5, 2018. If the person or persons who attended training no longer work at the operation, you or your new on-site representative will need to attend the training for the operation within one year.

2. Ground Water Monitoring

Based on the system design, soil boring logs, and other published reports and information, this system does not appear to overlie a shallow aquifer and should not impact ground water. Therefore, a Ground Water Discharge Permit and groundwater monitoring were not required. Should the design or operation of the facility change appreciably, new hydrogeological information become available, or any contamination problems be reported, the department reserves the right to reassess the need for possible remediation, monitoring of ground water, or a Ground Water Discharge Permit. For additional information concerning ground water monitoring, please contact Troy Roth at (605) 773-3351.

3. Composting of Animal Mortalities

The general permit requires that animal mortalities shall be handled to prevent the discharge of pollutants to surface waters. Proper disposal of animal mortalities, including composting, is regulated by the South Dakota Animal Industry Board. If you plan to compost animal mortalities at your operation, you must contact the Animal Industry Board at (605) 773-3321 for information on their composting requirements. If manure or process wastewater is used in the composting process, plans and specifications are required to be approved for the composting structure. There can be no discharge of process wastewater from the composting area.

4. Notification

Other Government - You are responsible for contacting your local planning and zoning office to determine if there are any local ordinances or requirements with which you need to comply. If a stream, lake, or wetland will be dredged or filled during the construction of the feeding operation, you need to contact the United States Army Corps of Engineers' South Dakota Regulatory Office at (605) 224-8531 prior to beginning construction of the manure management system.

REQUIREMENTS CONTINUED

5. Initial Nutrient Management Plan (NMP)

Your submitted NMP indicates that manure and wastewater will be applied in the spring, summer, and fall, and that the methods of manure application will include injection and broadcast with incorporation. If solid manure or process wastewater is applied to fields other than cropped fields, grass, alfalfa, pasture land, or no-till cropland, liquid manure and process wastewater must be incorporated within 24 hours and solid or semi-solid manure must be incorporated within 5 days. Additional requirements pertaining to your NMP are listed on the following pages.

A. Endangered Species Action Plan

An Endangered Species Action Plan was included with your NMP and the plan includes best management practices to follow when manure or process wastewater are land applied to fields that are within ¼ mile of a stream where Topeka shiners have been observed or have potentially occupied according to the U.S. Fish and Wildlife Service. Based on your submitted NMP, a portion of the fields listed on *lines 8, 46, 47, 47 and 53* 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.

B. Annual Soil Testing

Annual soil samples from 0 to 2 feet are required on all manure land application fields prior to manure application. The fields identified as being located over a shallow aquifer are shaded in Table 1 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.

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 or the alternative option to conduct the initial 0 to 2-foot soil test prior to land application and a second 0 to 2-foot soil test within four weeks of 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. **You must notify the department in writing if you plan to use the alternative post-harvest soil sampling option instead of the 2 to 4-foot soil sampling requirement.**

If you have not elected to conduct the alternative post-harvest soil sampling and the department determines you are not conducting the required 2 to 4-foot soil sampling prior to manure application, you will be required to conduct the alternative post-harvest soil sampling on all fields requiring the additional 2 to 4-foot soil sampling and no longer have the option of taking the additional 2 to 4-foot soil samples prior to land application.

REQUIREMENTS CONTINUED

C. Approved Land Application Fields

The fields listed in Table 1 below are approved under the 2017 general permit for the land application of manure or process wastewater. **Once 2017 permit coverage has been issued and before manure or wastewater can be applied to these fields, you must obtain 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: Golden Dakota Farms, LLC – Approved Land Application Fields

CPA-63 Line #	Field ID	County	Legal Description	Available Acres	Soil Sampling Requirements 0-2 feet	Additional
1	1	Moody	NW ¼, Section 2, T108N, R48W	76.6	Yes	No
2	2	Moody	NE ¼, Section 3, T108N, R48W	110.3	Yes	No
3	3	Moody	NE ¼, Section 4, T108N, R48W	147.7	Yes	No
4	4	Moody	SW ¼, Section 4, T108N, R48W	141.0	Yes	No
5	5	Brookings	SW ¼, Section 33, T109N, R48W	153.3	Yes	No
6	6	Moody	NW ¼, Section 9, T108N, R48W	153.8	Yes	No
7	7	Moody	E ½ of SE ¼, Section 16, T108N, R48W	36.6	Yes	Yes
8	8	Moody	SE ¼, Section 12, T108N, R48W	145.6	Yes	No
9	9	Moody	NE ¼, Section 9, T108N, R48W	150.0	Yes	No
10	10	Brookings	S ½ of the SE ¼ and S ¼ of SW ¼, Section 36, T109N, R48W	122.0	Yes	No
11	11	Moody	S ½ of the NE ¼ and N ½ of the SE ¼, Section 15, T108N, R48W	144.3	Yes	Yes
12	12	Moody	W ½, Section 3, T108N, R48W	247.9	Yes	No
13	13	Moody	SE ¼, Section 4, T108N, R48W	122.8	Yes	No
14	14	Moody	NW ¼, Sec. 17, T108N, R48W	143.9	Yes	No
15	15	Brookings	NE ¼, Section 36, T109N, R48W	134.8	Yes	No
17	17	Moody	SE ¼, Section 7, T108N, R48W	145.7	Yes	No
20	20	Brookings	E ½, Section 33, T109N, R48W	278.9	Yes	No
21	21	Brookings	NW ¼, Section 34, T109N, R48W	151.6	Yes	No
23	23	Moody	E ½ of the NE ¼, Section 16, T108N, R48W	58.3	Yes	Yes
24	24	Moody	NW ¼, Section 15, T108N, R48W	121.1	Yes	Yes
25	25	Brookings	W ½, Section 20, T109N, R48W	271.6	Yes	No
27	27	Moody	SE ¼, Section 9, T108N, R48W	116.7	Yes	No
28	28	Moody	E ½ of the SW ¼ and W ½ of the SE ¼, Sec. 16, T108N, R48W	190.6	Yes	No

REQUIREMENTS CONTINUED

CPA-63 Line #	Field ID	County	Legal Description	Available Acres	Soil Sampling Requirements 0-2 feet	Additional
30	30	Brookings	SE ¼ & E ½ of the SW ¼, Section 32, T109N, R48W	208.9	Yes	No
31	31	Brookings	SE ¼, Sec. 29, T109N, R48W	134.0	Yes	No
32	32	Brookings	N ½ of the SE ¼, Section 36, T109N, R48W	78.2	Yes	No
35	35	Brookings	E ½, Section 8, T108N, R48W	265.3	Yes	No
36	36	Brookings	NW ¼, Section 27, T109N, R48W	145.8	Yes	No
37	37	Brookings	NE ¼, Section 27, T109N, R48W	146.2	Yes	No
38	38	Brookings	SW ¼, Section 27, T109N, R48W	141.0	Yes	No
39	39	Brookings	N ½ of the NW ¼, Section 35, T109N, R48W	73.9	Yes	No
40	40	Moody	NW ¼, Section 4, T108N, R48W	122.7	Yes	No
41	41	Moody	NW ¼, Section 5, T108N, R48W	137.6	Yes	Yes
42	42	Moody	SE ¼, Section 10, T108N, R48W	151.9	Yes	No
43	43	Brookings	W ½, Section 31, T109N, R47W	287.9	Yes	No
44	44	Moody	E ½ of the SE ¼, Section 3, T108N, R48W	36.0	Yes	No
45	45	Moody	SW ¼, Section 9, T108N, R48W	117.7	Yes	No
46	46	Brookings	SE ¼, Sec. 33, T109N, R47W	76.0	Yes	Yes
47	47-A	Brookings	S ½, Sec. 34, T109N, R47W	177.1	Yes	Yes
48	48-A	Moody	N ½, Sec. 3, T108N, R47W	213.8	Yes	Yes
51	51	Moody	NE ¼, Section 14, T108N, R48W	105.7	Yes	Yes
52	52	Moody	SE ¼ and N ½ of the SW ¼, Section 14, T108N, R48W	134.7	Yes	Yes
53	53	Moody	SW ¼, Section 13, T108N, R48W	107.5	Yes	Yes
54	54	Moody	S ½ of the SW ¼, Section 12, T108N, R48W	75.4	Yes	No
55	55	Moody	NW ¼, Section 13, T108N, R48W	150.3	Yes	No
56	56	Brookings	S ½, Sec. 19, T109N, R47W	289.2	Yes	No
57	57	Brookings	NW 1/4, Sec. 30, T109N, R47W	153.8	Yes	No
59	59	Brookings	S 1/2, Sec. 26, T109N, R48W	270.3	Yes	No
			Total Available Acres	**7,166.0**		

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

D. Additional Land Application Fields Located in Minnesota

Your permit application indicates the fields listed in Table 2 below are located in Minnesota and may be used for the application of manure from your facility. You need to contact the Lincoln County Feedlot Officer in Ivanhoe, the Pipestone County Feedlot Officer

REQUIREMENTS CONTINUED

in Pipestone, and the Minnesota Pollution Control Agency (state agency) for information on their requirements pertaining to the land application of manure.

For the fields located in Minnesota, you are required to annually provide each landowner with the manure or process wastewater sample results for total nitrogen, inorganic nitrogen, and total phosphorus. You must maintain records documenting the manure and litter transferred including the date of transfer, nutrient content, and the quantity transferred. These records will be reviewed during your operation and maintenance inspections.

Table 2: Land Application Fields Located in Minnesota

CPA-63 Line #	Field ID or #	County	Legal Description	Acres
33	47-B	Lincoln	S ½, Sec. 36, T109N, R47W	120.1
34	48-B	Pipestone	Sec. 2, T108N, R47W	132.9
49	49	Pipestone	Sec. 1, T108N, R47W	551.4

E. Land Application to Saturated, Snow-Covered, or Frozen Soil

The fields identified on lines 44 and 53 of your submitted NMP are designated as winter or emergency application areas. The winter 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. You should notify the department and review the winter field map prior to land applying during these soil conditions.

Incorporation to non-vegetated crop ground is required for winter application. If incorporation is not possible, winter application may only be to cropped fields, grass, alfalfa, pasture land, or no-till cropland. The general permit requires manure or process wastewater applied to non-vegetated cropland to be incorporated; liquid manure and process wastewater must be incorporated within 24 hours and solid or semi-solid manure must be incorporated within 5 days.

F. Modification to Crop Rotation

Your initial NMP identifies a specific crop rotation for each field and includes a list of alternative crops that may be substituted into the rotation. If for any reason an alternative crop that is not included in the list of alternative crops is planned to be grown, that change would be considered a major modification and would require a revised alternative crop list to be submitted to the department for review and approval.

G. Certified Soil and Manure Testing Laboratories

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

REQUIREMENTS CONTINUED

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

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

H. Field Addition Requirements

To add fields to your approved 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 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 to your NMP. **You cannot apply manure to any fields not included in your approved NMP.**

I. Mobile Land Application Systems

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.

6. Other Permits That Will or May Be Required

Emission Reporting - Depending on the estimated quantity of emissions of hazardous substance from your facility, you may be required to submit a continuous release report to the State Emergency Response Commission and Local Emergency Planning Commission. Information regarding emission reporting and how to determine if you need to submit a report can be found on the department's website at http://denr.sd.gov/des/gw/SARATitleIII/Emissions_from_Animal_Waste.aspx or by contacting Trish Kindt with the department at 1-800-433-2288.

Emergency Power Generator - The department has observed that emergency power generators have been installed at similar sized operations. If an emergency power generator will be installed at your operation it may require that you obtain an air quality permit. Please contact Kristen Hendricks with the department's Air Quality Program at (605) 773-3151, to determine whether an air quality permit is required. If an air quality permit is required, you must have that permit prior to using the generator.

Permit to Occupy Right of Way - 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

REQUIREMENTS CONTINUED

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.