



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

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

**1. 8:30 AM Call to Order on Tuesday, October 6, 2020**

**2. Pledge of Allegiance**

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

*Five (5) minute time limit per person. Anyone wanting to speak during this agenda item must sign in prior to the start of the meeting. Any requested action items must be scheduled for a future meeting date.*

**4. Approval of Agenda**

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

**5. Consent Agenda Items**

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

A. Approval of minutes

Documents:

[09-22-2020 Minutes.pdf](#)

B. Approval of travel requests

Documents:

[Travel Requests.pdf](#)

C. Approval of personnel action notices

Documents:

[Personnel Action Notice Report 10062020.pdf](#)

D. Approval of cellular authorizations

E. Approval of the Human Services report

Documents:

[Human Services Report.pdf](#)

F. Approval of outside employment requests

Documents:

[Outside Employment Request.pdf](#)

## 6. Routine Business

A. Approval of claims

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

Documents:

[CLAIMS 10.6.2020.pdf](#)  
[October Cell Phones.pdf](#)

B. Department Head reports

i. Highway Department

Documents:

[Highway Report.pdf](#)

## 7. Scheduled Agenda Items

A. 9:00 AM - Samara Avenue Discussion, Volga City Administrator Jameson Berreth

B. 9:30 AM - Public Hearing on Highway & Bridge Improvement 5-Year Plan

i. Action to approve the Brookings County Highway Department's 2021 Highway & Bridge Improvement 5-Year Plan.

*Action: Motion to Approve, Open & Close Public Hearing, Board Comments, Roll Call*

Documents:

[Highway, Bridge Improvement 5-Year Plan.pdf](#)

C. 9:45 AM - Wellmark Blue Cross and Blue Shield Update, Sherri Matthews, Senior Account Manager with Wellmark BCBS

## 8. Regular Business

A. Action to give permission to the City of Elkton to proceed with the installation of crossing arms at the railroad crossing on County Road 13 in the City of Elkton.

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

B. Action to award the low bid for structure and approach grading on structure #06-120-053 to SF Civil Constructors (Sioux Falls Construction) in the amount of \$2,143,923.20, contingent upon the SDDOT concurrence with the recommendation and bid amount.

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

Documents:

[Bid Tab - Structure 06-120-053.pdf](#)

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

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

Documents:

[PAN - Schultz.pdf](#)

- D. Action to approve a Request to Fill Vacancy for a Senior Finance Assistant in the Finance Office.

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

Documents:

[RFV - Senior Finance Assistant.pdf](#)

- E. Action to declare a 100-gallon tank with trailer as surplus property to be disposed of.

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

Documents:

[Surplus - tank and trailer.pdf](#)

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

Documents:

[Commission Dept Report.pdf](#)

[Detention Center Remodel Executive Summary.pdf](#)

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

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

- A. Correspondence received

Documents:

[Thank You note, Girls Boys Club.pdf](#)

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

*Action: Motion to Enter Into Executive Session, Voice Vote*

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

## **13. Adjournment**

*Action: Motion to Approve, Voice Vote*

## **14. Public Notices**

- *October 2, Friday: County Tour, 8:30 a.m. leaving from the Brookings City & County Government Center*
- *October 2, Friday: Jail expansion & Remodel Groundbreaking, 4:00 p.m. at the*

*Detention Center, 315 7th Ave, Brookings*

- *October 12, Monday: County Offices closed in honor of the Native American Day holiday*
- *October 27, Tuesday: Department Head Reviews, 8:00 a.m. in the Chambers of the Brookings City & County Government Center*
- *November 11, Wednesday: County Offices closed in honor of the Veterans Day holiday*
- *November 13, Friday: Retirement Open House for Finance Officer Vicki Buseth, 2:00-4:00 p.m. with a short program at 3:00 p.m. in the Chambers of the Brookings City & County Government Center*
- *November 26-27, Thursday & Friday: County Offices closed in honor of the Thanksgiving holiday*

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

# **BROOKINGS COUNTY COMMISSION MEETING**

## **TUESDAY, SEPTEMBER 22, 2020**

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 22, 2020 with the following members present: Michael Bartley, Larry Jensen, Lee Ann Pierce and Ryan Krogman. Angela Boersma was absent.

### **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 Jensen to approve the agenda for the September 22, 2020 Commission Meeting. All members voted "aye." Motion carried.

### **CONSENT AGENDA**

Motion by Krogman, seconded by Pierce to approve the consent agenda. Roll call vote: Pierce "aye," Krogman "aye," Jensen "aye," Bartley "aye." Motion carried. The consent agenda consisted of the minutes from the September 1, 2020 Commission Meeting.

Travel Requests: Jacob Brehmer & Reid Squires to attend the District 5 Quarterly Meeting on October 21<sup>st</sup> in Sioux Falls; Misty Moser to attend a Weed Tour on September 10<sup>th</sup> in Sioux Falls; Misty Moser to attend a South Dakota Weed & Pest Control Commission Meeting and Weed Tour on September 15<sup>th</sup> in Watertown and September 16<sup>th</sup> in Milbank; Jeff Conrad to attend an Advanced Roadside Impaired Driving Enforcement Conference on November 5<sup>th</sup> & 6<sup>th</sup> in Madison; Bryan Schreur to attend an Instructor Development Training on February 7<sup>th</sup>-12<sup>th</sup> in Pierre.

Personnel Action Notices: annual review- Alex Berkness to \$21.34, effective September 1, 2020; annual review- Susan Taylor to \$19.21, effective September 1, 2020; new hire- Temporary Election Worker Stephne Miller at \$12.00 effective September 14, 2020; new hire- Temporary Election Worker Connie Seward at \$12.00, effective September 14, 2020; new hire- Temporary Election Worker Doris Knutson, effective September 14, 2020; annual review- Cole Dummermuth to \$16.19, effective October 1, 2020.

Human Services Report: case #20-076 for medical was denied; case #20-077 for utilities was denied; case #20-078 for utilities was approved; cases #20-079 for rent was approved; case #20-080 for medical was denied; case #20-086 for utilities was approved; case #20-087 for utilities was approved; case #20-088 for utilities was approved; case #20-089 for utilities was denied; case #20-090 for utilities was approved; case #20-091 for utilities was approved; case #20-092 for utilities was approved; case #20-093 for utilities was approved.

## ROUTINE BUSINESS

### *Approval of Claims*

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

A&B Business Inc, Copier Contract, \$374.68; Eileen Aberle, Annual School, \$518.12; AED Market, AED Batteries, \$790.00; Allegra Print & Imaging, Assault Spreadsheet, \$51.59; Alphamedia USA LLC, Sales Blitz Package, \$420.00; Aragon, Antonio, Translation Services, \$100.00; Aragon, Martha A, Translation Services, \$50.00; At&T Mobility, Nighthawk Mifi Mobile, \$440.44; ATCO International, Return Freight Charge, \$34.26; Audra Hill Consulting I, MI Hearing, \$329.70; Aurora Auto Body & Glas, Patrol Vehicle Fuel, \$606.46; Avera Mckennan Hospital, Inmate Medical, \$2,292.08; Avera Medical Group, Inmate Medical, \$2,306.25; Avera Medical Group - A, Inmate Medical, \$1,048.00; Jordyn Bangasser, Court Appointed Attorney, \$779.00; Banner Associates, Bruce Design, Medary Township Prof Services, \$6,016.00; Bauer, Tim, Weed & Pest Mileage, \$9.24; Boarman Kroos Vogel Group, Det Center Expansion Prof Serv, \$90,262.20; Bowes Construction, Asphalt, \$2,561.97; Boyer Trucks, U Joint, \$37.46; Brookings City Utilities, Phone Service, Det Center Utilites, Sheriffs Office, COP Utilities, Telephone And Internet Service, Water For Truck Shed, Courthouse/1921 Bldg/Lawn/Comm, \$15,930.51; Brookings Health System, Inmate Medical, Emergency Room, August Blood Alcohol Testing, \$21,307.59; Brookings Register, Publications, \$2,190.03; Brookings-Deuel RWS, Water At Bruce Shop, \$26.80; Bruna Electric, Hook Up Air Compressor, \$606.10; Buhls Of Brookings Cleaning, Jail Supplies, 3 Rugs, \$120.70; Butler Machinery Co, Diagnostic Bottles, \$1,598.24; C&R Supply Inc, Supplies, Wind Meters/Hand Spray/Nozzle, \$1,097.76; Carquest Auto Parts Store, Filters/Belt/Shop, \$734.83; Century Business Products, Copier Contract, \$537.00; Century Link, Sheriffs Office, \$164.43; Child's Voice, External Review, \$2,600.00; CHS, Diesel, \$10,144.68; Cintas Corporation, Uniform, \$166.75; City Of White, Water/Sewer/Electric, \$82.81; Clark Engineering, Overlay, \$8,414.66; Cook's Wastepaper & Rec, Cardboard Service, Single Stream Service, Highway Service, Courthouse/BCOAC Service, \$902.11; Correct Rx Pharmacy Ser, Inmate Prescription Costs, \$16.00; Creative Product Sourcing, Creative Product Sourcing Inc, \$1,585.12; Dakota Riggers & Tool I, Cable Sling, \$251.60; Deubrook Community Library, Deubrook Library Allocation, \$3,000.00; Econo Lodge Inn & Suite, 3 Nights Of Housing, \$218.55; Eidsness Funeral Home, County Burial, Coroner Fees, \$3,340.00; Einspahr Auto Plaza, Patrol Vehicle Maint, \$48.55; Empire Investments LLC, Tax Certificate, \$25,706.63; Fastenal Company, Filters For Courthouse, \$153.58; First Bank & Trust, September Bill, \$2,723.18; Foerster Distributing, Copy Paper, Janitor Supplies, \$693.30; Gass Law, Pc, Court Appointed Attorney, \$903.75; Geotek Engineering Inc, Testing On Overlay, \$2,066.80; Jennifer Goldammer, Mental Health Time, \$1,202.80; Grainger, Floor Drill Press, \$1,582.00; Patricia J Hartsel, Transcripts, \$23.80; Konard O Hauffe DDS PC, Inmate Dental, \$129.00; Hillyard/Sioux Falls, Janitorial Items For BCOAC, \$14.65; Tim Hogan, Court Appointed Attorney, \$596.55; Hometown Service & Tire, Patrol Parts, \$1,039.19; Horn Law Office, Prof., MI Hearing, \$211.00; Housing Hub, Cop Rent, \$650.00; Hungerford Chiropractic, Instant Drug Testing, \$60.00; Hy-Vee Food Store, Inmate Meals, \$19,874.97; Iaem, Membership Dues, \$195.00; Indeed Inc, Job Postings, \$110.79; Industrial Machine & En, Coupling, \$100.00; Inter-Lakes Community A, Community Service Worker, \$4,048.25; Interstate Power System, Service Call, \$1,159.50; Interstate Telecom. Co, Extension Phones, \$369.16; Jackrabbit Sports Prope, Llc Sponsorship, \$1,000.00; Katterhagen, Mark, Mi Hearing, \$30.00; Kimball Midwest, Shop, \$734.93; Kingbrook Rural Water, Water Sinai, \$33.00; L&L Auto & Truck Parts, Patrol Vehicle Parts, Plug, Air Filter, Splash Guard, \$533.12; L&L Auto & Truck Parts,

Hose Assy/Cable Ties, \$63.16; L.G. Everist Inc, Crushed Quartzite, \$310.83; Lewis & Clark Behavioral, BMI Intake, \$368.00; Lewis Drug Inc, August Prescriptions, \$835.93; Lewno, Lucy, Involuntary MI Hearing, \$333.00; Lincoln County Auditor, Mental Illness Expenses, \$1,199.40; Brittany Litwin, Cop Rent, \$650.00; Darcy Lockwood, Inv MI Hearing, \$30.00; Lowe's, Filters/Supplies, Hvac Supplies, \$924.50; M&T Fire & Safety Inc, Grain Bin Rescue Kit, \$3,892.45; Mack, Sonia, State Horse Show/Fair Travel, \$686.44; Reed T Mahlke, Court Appointed Attorney, \$5,946.15; Maple Leaf Press Inc, Targets For Range, \$167.00; Martin Oil Company, Mobil Cmp/Oil, \$4,748.00; Donald Mccarty, Court Appointed Attorney, \$18,860.02; Mcgrath North Mullin &, Prof Services Thru 8/31/2020, \$62.00; Mckeever's Vending, Inmate Commisary, \$871.92; Mediacom LLC, Law Library Internet Service, \$121.12; Minnehaha County Auditor, MI Cost Reimbursement, \$38.00; Minnehaha County JDC, JDC Costs, \$1,184.50; Moriarty Rentals, Cop Rent, \$1,300.00; Moser, Misty, Weed & Pest Meeting, \$175.71; National 4-H Council -, 4H Merchandise/Awards, \$254.79; National Association Of, Virtual Conference, \$200.00; Nancy J Nelson, Court Appointed Attorney, \$866.21; Newegg Business Inc, Signature Capture, \$237.60; Northwestern Energy, Natural Gas Usage, COP Utilities, Natural Gas Services, Highway/Truck Shop/Heat Truck Shed, \$346.25; Office Peeps Inc, Copy Paper, Misc Supplies, Office Supplies, Paper/Toner, Labels/Calendars, Pens, Desk Calendar, \$1,346.46; Olson, Steve, Weed & Pest Board Meeting, \$16.80; One Office Solution, Back Ordered Supplies, \$5.07; Outlaw Graphics, Signage/Film For Baffles, \$1,950.00; Pennington County Jail, Inmate Transport, \$409.10; Pharmchem Inc, Sweat Patch Analysis, \$833.90; Pitney Bowes, Rental Charge, \$303.18; Prairie Graphics, Facemasks, Jail Uniforms, \$777.99; Prochem Dynamics LLC, Jail Cleaning Supplies, \$1,029.72; Professional Developmen, High Performance Academy, \$1,695.00; Prussman Contracting Co, Culvert Work, \$6,479.55; Qualified Presort Service, Postage, \$42.19; Razors Edge Grounds Keeping, August Courthouse Grounds Main, Mow, \$2,440.00; RDO Equipment Co, Gasket, Pedal, Beacon Light, \$1,447.79; Redwood Toxicology Labo, Drug Patches, \$178.99; RFD Newspapers Inc, Publications, \$2,406.44; Rick Ribstein, Court Appointed Attorney, \$711.20; Rogers Warehouse, Range Ammo, \$499.80; Running's Supply Inc, Fittings/Bolts, Valve, Volt Tester, Bolts, Ammo, Weed Killer, Paper Towels, Sorting Panels/Ratchet Straps, \$1,646.91; Sanford Health, Inmate Medical, \$5,645.00; Satellite Tracking Of P, Blutag Active, \$1,228.50; Schaffer Law Office, Pr, Professional Services, \$2,030.00; Schneider Geospatial LLC, Quarterly Billing For Last Per, \$2,910.00; SD Attorney General's O, 24/7 Sobriety Program, \$3,898.00; SD Dept Of Transportation, Road Work, \$154,415.82; SD Newspaper Service, Job Postings, \$1,109.42; SDACO, Rod Mod&Pres Relief Fund, \$1,146.00; Sioux Valley Cleaners I, Janitorial For WIC, \$920.00; Sioux Valley Energy, COP Utilities, \$135.00; Sioux Valley Energy, Electric, \$248.00; Southpaw Defense, Enhanced Class, \$427.50; Sturdevant's Auto Parts, Supplies, O-Ring Pack, \$389.41; Swiftel Center, 4H Achievement Days, \$2,177.57; Anthony Teesdale, Court Appointed Attorney, \$5,666.30; Thomson Reuters - West, Inv#842913024, \$360.50; Titan Machinery, Switch, \$406.27; Town & Country Shopper, FAQ Absentee Voting, \$104.00; Town Of Sinai, Sewer And Garbage, \$64.00; Transource, Inventory/Switch, \$329.14; Tyler Technologies, General Ledger Training, Changing Names On Checks, \$275.50; Uline, Hand Sanitizer/Trash Bags, \$219.35; Van Diest Supply Company, Graslan, \$9,500.00; Vandenberg Law, Court Appointed Attorney, \$533.50; Walburg, Duane, Animal Control Mileage, \$146.58; Walmart Community, Mouse, Backpack, \$29.22; Water Works LLC, 50 Bags Of Salt, \$149.70; Wheelco Truck & Trailer, Weed Dept Inventory, \$808.56; Terry D Wiczorek PC, Court Appointed Attorney, \$2,872.92; WIN Interactive, Inc, Litigation Consulting, \$10,000.00; Kristin A Woodall, Transcripts, \$505.60; WW Tire Service Inc, Tire Repair, \$59.95; Yankton County Sheriff, Civil Papers, \$200.00; Yankton County Treasure, MI Charges, \$245.00.

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

Highway Superintendent Brian Gustad updated the board on the bridges south on highway 77. Gustad said he attended the Annual Fall County Convention in Sioux Falls.

Gustad said Safety Benefits visited the Highway Department.

Gustad said the bid opening for the Bruce bridge will be at 11:00 p.m. on September 29th in Conference Room 211 at the City/County Government Center.

Finance Officer Vicki Buseth said they received \$14,220.00 from the public surplus sale. Buseth updated the board on the CARES Act grant. She said so far they've received \$572,223.20.

### ***Finance Officer's Report***

Finance Officer Vicki Buseth presented the Finance Officer's Report for August 2020.

#### ***August 2020***

Total amount of deposits in banks.....	\$32,446,509.85
Total amount of actual cash: Currency.....	8,250.00
Coins.....	\$3.00
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days...	\$97,042.34
Itemized list of all other items.....	\$9,833.71
TOTAL.....	\$32,561,638.90

Commission/HR: 26,347.47; Finance Office: \$29,934.07; States Attorney: \$37,931.63; Equalization: \$26,474.92; Veterans/Welfare: \$9,349.60; Sheriff's Office: \$152,871.96; Coroner: \$461.54; Community Health: \$4,757.01; Extension: \$2,889.12; Weed: \$7,082.09; Planning/Zoning: \$8,726.10; Highway: \$72,553.19; Emergency Management: \$5,832.60; BCOAC: \$8,821.75; Technology: \$12,480.01.

AFLAC: \$3,819.68; Avesis: \$1,310.04; Office of Child Support: \$1,342.00; Delta Dental: \$5,810.10; Flex One: \$2,027.96; Principal Life Insurance: \$1,750.72; Local Teamsters: \$1,057.00; SDRS: \$47,680.40; SDRS Supplemental: \$1,975.00; EFTPS: \$94,340.25; Wellmark: \$95,792.38; ALFAC Group/CAIC Primary: \$246.60.

Be it noted, the expenditure adjustments for the month of August 2020 were presented to the board. \$3,676.48 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted, the Register of Deeds Statement of Fees collected for the month of August 2020 in the amount of \$41,401.00 was presented to the board.

Sheriff Martin Stanwick said there are 30 inmates in jail and 92 individuals participating on the 24/7 program. Stanwick said he would like to attend the Sheriff's Conference and asked the board for permission. By consensus, the board approved the travel request.

County Development Robert Hill updated the board on the census. Hill said September is National Preparedness Month.

Hill discussed upcoming dates.

Veterans & Human Services Director Michael Holzhauser said he attended the Annual County Fall Convention.

**SCHEDULED AGENDA ITEM**

The board held a public hearing for the FY2021 Annual Budget.

Motion Krogman, seconded by Jensen to approve the amendments to the FY2021 Provisional Budget.

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

Background information was provided by Commission Department Director Stacy Steffensen.

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

FY2021 Provisional Budget Changes						
Budget Line Item	Description	Department	From	To	Revenues	Expenses
Current Property Tax Levy	Tax Amount Change - Utilities & Growth	101-311	12,873,076	\$ 12,863,957	\$ (9,119)	\$ -
			<b>General Fund</b>	<b>Total Changes</b>	<b>\$ (9,119)</b>	<b>\$ -</b>
				<b>Net Change</b>	<b>\$ 9,119</b>	
Current Property Tax Levy	Tax Amount Change - Utilities & Growth	301-311	\$ 326,811	\$ 326,579	\$ (232)	\$ -
			<b>Building Fund</b>	<b>Total Changes</b>	<b>\$ (232)</b>	<b>\$ -</b>
				<b>Net Change</b>	<b>\$ 232</b>	
Highway BIG Matching Grant	Decrease due to awarded applications	201-311	\$ 8,383,225	\$ 8,279,025	\$ -	\$ (104,200)
Cash Applied - increase	Increase due to less expense	201-311	\$ (203,629)	\$ (307,829)	\$ (104,200)	\$ -
Revenue Change - General Fund	Misc Revenue - increase	101-360	\$ 216,288	\$ 224,528	\$ 8,240	\$ -
Revenue Change - Building Fund	Misc Revenue - increase	301-360	\$ 40,710	\$ 40,942	\$ 232	\$ -
Less 5% - General Fund		101	\$ 766,911	\$ 766,032		\$ (879)
<b>Levy Change</b>	<b>Description</b>		<b>From</b>	<b>To</b>	<b>Change</b>	
General Fund Levy	Change in levy due to decreased utilities		\$ 3.932	\$ 3.923	\$ (0.009)	
Jail Expansion Levy	Change due to valuation changes		\$ 0.153	\$ 0.152	\$ (0.001)	
Total Levy Change	Overall change to levy		\$ 4.185	\$ 4.175	\$ (0.010)	

Motion by Krogman, seconded by Jensen to approve Resolution #20-51: Adoption of the FY2021 Annual Budget for Brookings County, South Dakota.

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

**RESOLUTION #20-51  
ADOPTION OF THE 2021 ANNUAL BUDGET FOR  
BROOKINGS COUNTY, SOUTH DAKOTA**

WHEREAS, SDCL 7-21-5 through 13 provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year, and

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all charges, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such Provisional Budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATIONS AND EXPENDITURES for Brookings County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2021 and ending December 31, 2021 and the same was hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, on the 22<sup>nd</sup> day of September, 2020. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Finance Officer, Brookings County, South Dakota. The accompanying taxes are levied by Brookings County for the year January 1, 2021 through December 31, 2021.

<u>COUNTY LEVIES</u>	<u>DOLLARS</u>	<u>\$1,000</u>
General Fund	\$12,863,957	\$3.923
County Building Fund	\$ 326,579	\$0.100
Jail Expansion	\$ 500,000	\$0.152
<u>TOTAL</u>	<u>\$13,690,536</u>	<u>\$4.175</u>

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

<u>Michael Bartley</u>	Chairperson
<u>Larry Jensen</u>	Vice-Chairperson
<u>Lee Ann Pierce</u>	Commissioner
<u>Ryan Krogman</u>	Commissioner

ATTEST:

Vicki Buseth  
Brookings County Finance Officer

**SCHEDULED AGENDA ITEM**

City Engineer Jaqueline Lanning gave a presentation of the 30% cost estimate for the 20<sup>th</sup> Street South Interchange project.

**REGULAR BUSINESS**

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-52: a resolution approving forms of documents and the price, sale, and execution of certificates of participation.

Bond Counsel Todd Meierhenry and Senior Vice President Thomas Grimmond with Colliers Security were present for discussion.

Motion by Pierce, seconded by Krogman to amend the resolution and correct where it reads 17-3 to 17-13.

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

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

**RESOLUTION #20-52**  
**RESOLUTION APPROVING FORMS OF DOCUMENTS AND THE PRICING**  
**SALE, AND EXECUTION OF CERTIFICATES OF PARTICIPATION**

WHEREAS, pursuant to Section 2.02 of Resolution 17-13, the forms of the documents relating to the Jail Renovation and Improvement Project have been prepared and are hereby submitted to the County; and

WHEREAS, pursuant to Section 2.02 of Resolution 17-13, the form of the Preliminary Official Statement has been prepared and is submitted to the County.

WHEREAS, pursuant to Section 2.02 and Section 4 of Resolution 17-13, the States Attorney has reviewed the documents and has given his approval thereof.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS BY THE BROOKINGS COUNTY COMMISSION AS FOLLOWS:

Section 1. Acceptance of Document Forms. Pursuant to Section 2.02, Section 4, and Section 9 of Resolution 17-13, the forms of the First Supplemental Declaration of Trust, First Amendment to Lease-Purchase Agreement, First Supplemental Ground Lease, and Preliminary Official Statement (the "Documents") are accepted and filed with the Finance Officer and open to public inspection during regular business hours.

Section 2. Attachment of Documents to Resolution 17-13. As per Section 3.01, the First Supplemental Declaration of Trust and First Amended Lease Purchase-Agreement shall be attached to Resolution 17-13.

Section 3. Pricing, Sale and Execution. Pursuant to Section 2.01 and Section 3.02 of Resolution 17-13, Colliers Securities, LLC, formerly Dougherty & Company LLC, is directed to offer for sale to the public the Certificates of Participation, Series 2020 (Limited Tax General Obligation) Evidencing Proportionate Interests of the Owners of Certificates of Participation in Lease-Purchase Agreement between First Bank & Trust and Brookings County, South Dakota.

As per Section 4 of Resolution 17-13, the Chairman and Finance Officer are authorized to execute the Documents in their final form.

Dated this 22nd day of September, 2020.

Michael Bartley  
Chairperson  
Brookings County Commission

ATTEST:

Vicki Buseth  
Finance Officer  
Brookings County

Motion by Jensen, seconded by Krogman to approve and authorize Chairperson Bartley to sign Resolution #20-53: a resolution to continue support for the First District Association of Local Governments during fiscal year 2021. Background information was provided by Commission Department Director Stacy Steffensen.

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

**RESOLUTION #20-53**  
**RESOLUTION TO CONTINUE SUPPORT FOR THE**  
**FIRST DISTRICT ASSOCIATION OF LOCAL GOVERNMENTS**  
**DURING FISCAL YEAR 2021**

(October 1, 2020 - September 30, 2021)

The Brookings County Board of County Commissioners, having adopted and signed a Joint Cooperative Agreement on the 6<sup>th</sup> day of April, 1972, creating the First Planning and Development District, Model Rural Development Program, do hereby agree to renew their participation in the Joint Cooperative Agreement for Fiscal Year 2021 (October 1, 2020 - September 30, 2021). To support the Joint Cooperative Agreement and the activities of the District staff, the Brookings County Board of County Commissioners will provide \$46,870.49 to the First District Association of Local Governments during the aforementioned Fiscal Year 2021 period.

ADOPTION:

Adopted this 22<sup>nd</sup> day of September, 2020

Michael Bartley  
Chair, Brookings County Commission

ATTEST:

Vicki Buseth  
Brookings County Auditor

Todd Kays  
First District Association of Local Governments

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Resolution #20-54: a resolution releasing a County Aid Lien.

Veterans & Human Services Director Michael Holzhauser said the individual had an emergency hospitalization and it was found that the county was held liable based off the review of the records. Holzhauser said he made one payment and then the county lost track of him. Pierce said she is opposed to releasing the lien. She said they don't have an obligation to track people down who have liens. She said he knew about the lien and he could have made minimal payments.

Jensen said the board had to make a decision on a similar situation awhile back and they rejected it.

Roll call vote: Jensen "no," Pierce "no," Krogman "aye," Bartley "aye." Motion failed.

A Satisfaction of a County Aid Lien failed due to lack of a second to the motion made by Commissioner Krogman to approve.

Motion by Krogman, seconded by Pierce to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-55: a plat of Lot 2A of Lake Poinsett Heights Addition, Christoffer Madsen's Subdivision in Government Lots 3 and 4 in Section 5, T112N, R52W of the 5<sup>th</sup> P.M., Brookings County, South Dakota.

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

**SCHEDULED AGENDA ITEM**

Council Member Scott Stuefen, City of Elkton, was present to discuss the railroad crossing on County Road 13. Stuefen said the City of Elkton was approached by the railroad about putting in crossing arms and signal lights at that intersection due to the high number of accidents.

Stuefen said they need approval from the County Commission to put in crossing arms and signal lights because it is a county road. Stuefen said the project would start in 2022 with a cost of \$250,000-\$260,000. Stuefen said 90% of the cost is covered by federal funds.

By consensus, the board agreed to move forward with the project. Commission Department Director Stacy Steffensen said the board could take official action on the item at the next meeting.

## **REGULAR BUSINESS**

Motion by Pierce, seconded by Krogman to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-56: a plat of Lots 2B and 3A of Lake Poinsett Heights Addition, Christoffer Madsen's Subdivision of Lots 3 and 4 in Section 5, T112N, R52W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Jensen, seconded by Krogman to approve for recording purposes and authorize Chairperson Bartley to sign Resolution #20-57: a plat of Soobrook Farm's Addition in the SE ¼ of Section 20, Township 109 North, Range 49 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill.

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

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-51: an American Institute of Architects agreement between Brookings County and Boarman Kroos Vogel Group, Inc. for the Brookings County Detention Center Expansion Project, and amend Agreement #17-34. Back ground information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-52: an agreement with Architecture Incorporated for the provision of limited professional services and amending Agreement #20-46. Background information was provided by Commission Department Director Stacy Steffensen.

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

Motion by Jensen, seconded by Pierce to approve and authorize Chairperson Bartley to sign Agreement #20-53: an application for occupancy of right-of-way of county highways made by Otter Tail Power Company in Elkton Township. Background information was provided by Highway Superintendent Brian Gustad.

All members voted "aye." Motion carried.

Motion by Krogman, seconded by Jensen to approve and authorize Chairperson Bartley to sign Agreement #20-54: an application for occupancy of right-of-way of county highways made by Sioux Valley Energy in Medary Township. Background information was provided by Highway Superintendent Brian Gustad.

All members voted “aye.” Motion carried.

Motion by Krogman, seconded by Jensen to approve the payroll tax deferral.

Motion by Krogman, seconded by Pierce to amend the motion to opt out of the payroll tax deferral program. Voice vote on amendment: all members voted “aye.” Amendment carried.

Voice vote on main motion as amended: all members voted “aye.” Main motion as amended carried.

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

Steffensen discussed upcoming dates with the board.

Steffensen asked the board for their approval to advertise for a supplemental budget hearing. By consensus, the board agreed.

Steffensen said the board was asked by a group of Brookings County 4-H’ers for \$500 to help offset some of the expenses to get the members to the national competition. By consensus, the board agreed.

State Attorney Dan Nelson had nothing to report.

### **COMMISSIONERS’ REPORTS & DISCUSSION**

Commissioner Pierce participated in an online lunch meeting with Senator Rounds; attended a Public Affairs Meeting; and attended the Leader Round Table Meeting. Pierce said she participated in a phone conference with States Attorney Dan Nelson and Bond Counsel Todd Meierhenry.

Commissioner Krogman had nothing to report.

Commissioner Jensen attended the Weed Tour and the Annual County Fall Convention.

Commissioner Bartley attended the Annual County Fall Convention.

### **EXECUTIVE SESSION**

Motion by Krogman, seconded by Pierce to enter into Executive Session at 10:30 a.m., in accordance with SDCL 1-25-2(1)(3)(4), personnel, consulting with legal counsel, and contract negotiations. All members voted “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to come out of Executive Session at 11:25 a.m. All members voted “aye.” Motion carried. No action was taken.

### **ADJOURNMENT**

Motion by Jensen, seconded by Krogman to adjourn. All members voted “aye.” Motion carried. The next regular scheduled meeting is Tuesday, October 6, 2020 at 8:30 a.m.

It is the policy of Brookings County, South Dakota not to discriminate against the Handicapped of Employment or the Provision of Service. The County of Brookings is responsive to

requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

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Jenna Byrd  
Senior Finance Assistant  
Brookings County

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

Brookings County

# Travel / Education Request Form

Name (s) MARTIN E. STANWICK

Department SHERIFF Position SHERIFF

**Travel / Education**

Dates	Beginning Odometer	Ending Odometer	Destination
10-6-10-7			PIERRE SD

Reason for Travel SHERIFF'S FALL CONFERENCE

Passengers —

**Estimated Expenses**

- Method of travel:  County Vehicle  Private Auto  
 \_\_\_\_\_ miles @ \$ \_\_\_\_\_ / mile = \$ 100<sup>00</sup>
- Meals: 2 Breakfast @ \$ 6.00 = \$ 12.00
- 2 Lunch @ \$ 14.00 = \$ 28.00
- 2 Dinner @ \$ 18.00 = \$ 36.00
- Additional Expenses (taxi, parking, etc): please list = \$ —
- Lodging: 2 Estimated number days/nights (83.25) = \$ 167.50
- Registration 1 Estimated Cost = \$ 60<sup>00</sup>
- Total Cost Estimate** = \$ 403.50

Martin E Stanwick  
 Department Head signature

9-22-20  
 Date

# 2020 SDSA Fall Conference Agenda

Ramkota Hotel and Convention Center - Pierre, SD

## Tuesday, October 6, 2020

1100-1300	Registration
1300- 1450	"Culture through crisis" How to lead your organization and community through challenging times. Vaney Hariri - Think 3D, (sponsored by SDPAA)
1450 - 1500	Break
1500-1700	Mental Health Training Dr. Thom Flamboe
1800 -	Dakota Territory Social and Banquet

Seperate Registration

## Wednesday, October 7, 2020

0800-1200	<p><b>High Risk Law Enforcement Operations</b> 1. Policies, Procedures and Best Practices avoiding liability while delivering the best services to the community.</p> <p>2. What is the impact on law enforcement agencies following the death of George Floyd in Minneapolis 3. Use of Force: Lethal and Less Lethal options, de-escalation, chokeholds, neck restraint, duty to intervene LLRMI, Steve Campbell (sponsored by Safety Benefits Inc.)</p>
1200-1300	Lunch provided
1300-1700	<p><b>High Risk Law Enforcement Operations (continued)</b> 4. Search Warrants: Preparation and Service, Knock and Announce vs. No Knock Warrant. 5. Vehicle Pursuit: Restrictive pursuit policies vs. Discretionary policies, best practices, terminating a pursuit and after-action review and reporting. 6. Property and Evidence: Potential for liability exposure as a result of mismanagement or malfeasance in the property room 7. Sexual Harassment and Discrimination LLRMI, Steve Campbell (sponsored by Safety Benefits Inc.)</p>

## Thursday, October 8, 2020

0800-0830	<b>Agency Updates</b> -Secretary Price (confirmed) - Brian Zeeb (tentative) - Fusion Center Updates (Paul and Dan / confirmed)
0830 - 0900	<b>TC Energy Presentation</b> - Trevor Jones - Bryan Gortmaker
0900 - 0930	<b>SDHP / LE Pipeline Plan</b> - Colonel Rick Miller - Kevin Burke
0930 - 0945	<i>Break</i>
0945 - 1000	<b>Pipeline Mass Arrest / Circuit Court Bond Schedule</b> - Brian Mueller
1015 - 1030	<b>Pipeline Questions / Answers / Impacted Sheriffs</b> - Impacted Sheriffs (Meade, Haakon, Jackson, Butte, Perkins, etc.)
1030 - 1100	<b>DCI Technology Updates</b> - Preston Patterson
1100 - 1115	<i>Break</i>
1115 - Noon	<b>Call to Freedom, Human Trafficking Presentation</b> - Becky Rasmussen



## Registration Form

NAME MARTY STANWICK

Agency BROOKINGS COUNTY SHERIFF'S OFFICE

Title SHERIFF

E-MAIL ADDRESS SheriffMarty@brookingscounty.sd.gov

Full Conference Registration \$60.00

Spouse Registration \$20.00 Please also list

name: N/A

### Hotel Reservations:

Room rate is \$83.75

Contact the Ramkota  
directly to reserve your room  
at (605) 224-6877

Deadline is September 4th

Please complete form and return to:

Staci Ackerman  
South Dakota Sheriffs' Association  
PO Box 187  
Eureka, SD 57437  
admin@southdakotasheriffs.org  
605-940-6554

# Travel / Education Request Form

Name(s) Mandi Cramer, Amy Christensen, Paige Petersen

Department State's Attorney Office Position(s) Victim Witness Coordinator, Legal Assistant, Deputy State's Attorney

### Travel/Education

Date(s)	Beginning Odometer	Ending Odometer	Destination
9/30-10/1/2020			Virtual

Reason for Travel 20<sup>th</sup> Annual Community Response to Child Abuse Conference

Passengers none

### Estimated Expenses

- Method of Travel: County Vehicle Private Auto  
       miles @ \$        / per mile = \$
- Meals:        Breakfast @ \$        = \$         
       Lunch @ \$        = \$         
       Dinner @ \$        = \$
- Additional Expenses (taxi, parking, etc)  
Please list        = \$
- Lodging: n/a Estimated number of days/ nights = \$
- Registration 75/person Estimated cost = \$ 225.00
- Total Cost Estimate = \$

Department Head designated mileage rate: \$        / per mile



Department Head Signature

9/24/2020

Date

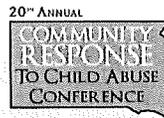
# Day 1

## Conference Schedule

### 20<sup>th</sup> ANNUAL COMMUNITY RESPONSE TO CHILD ABUSE CONFERENCE

Wednesday, September 30

7:30-8:00 AM	Optional Self Care Session + Exhibitor Booth Visit		
8:00-8:15 AM	Welcome		
8:15-9:00 AM	Keynote Speaker - Dr. Linda Chamberlain		
9:00-9:15 AM	Break + Exhibitor Booth Visit		
9:15-10:15 AM	Breakout 1 Child's Voice - Dr. Jones <i>Child Maltreatment Potpourri</i>	Breakout 2 SDNAFVSA and Children's Home Society - Krista Heeren-Graber and Cassie Nagel <i>Addressing the Intersection of Domestic Violence and Child Abuse</i>	Breakout 3 Chadwick Ratigan <i>Understanding Adoption through a Child's Eyes</i>
10:15-10:30 AM	Break		
10:30-11:30 AM	Breakout 1 Dr. Linda Chamberlain <i>Good News and Simple Tools</i>	Breakout 2 Avera St. Mary's CAC and FBI- Angela Lisburg <i>Strengthening Multidisciplinary Partnerships in Tribal Regions - Case Review with FBI and the Child Advocacy Center</i>	Breakout 3 USD - Kelly Bass and Shana Cerny <i>Child Advocacy Competency Among Professionals and Students Working in Social, Health, and Education Services in South Dakota</i>
11:30-11:45 AM	Break		
11:45-12:45 AM	Breakout 1 Child's Voice - Dr. Jones <i>Cutaneous Injuries in Physical Abuse</i>	Breakout 2 ICAC - Hollie Strand <i>Digital World and Kids: The good, the bad, and the ugly</i>	Breakout 3 National Native Children's Trauma Center - Lisa Stark <i>Culture and Connection as Resiliency Builders for Tribal Youth and Families</i>
12:45-1:00 PM	Day 1 Closing		



# Day 2

## Conference Schedule

### 20<sup>th</sup> ANNUAL COMMUNITY RESPONSE TO CHILD ABUSE CONFERENCE

#### Thursday, October 1

7:30-8:00 AM	Optional Self Care Session + Exhibitor Booth Visit		
8:00-8:15 AM	Welcome		
8:15-9:00 AM	<b>Breakout 1</b> Northern Plains Psychological - Amanda Reed <i>Support and Treatment for Children Affected by Traumatic Stress</i>	<b>Breakout 2</b> National Native Children's Trauma Center - Alicia Mousseau <i>The 4 R's of a Trauma Informed Approach with Tribes and American Indian/Alaska Native Families</i>	<b>Breakout 3</b> CPCM and Social Networks - Carrie Sanderson and Nikki Eining <i>Building Resilient Communities in SD: Brookings County</i>
9:00-9:15 AM	Break + Exhibitor Booth Visit		
9:15-10:15 AM	<b>Breakout 1</b> Delta Dental of SD Foundation - Cori Jacobson <i>Preventing Abuse and Neglect through Dental Awareness</i>	<b>Breakout 2</b> Office of the Attorney General - Sarah Larson <i>Think in Reverse to Avoid the Worst: How to Approach Your Job to Avoid a Criminal Appeal Reversal</i>	<b>Breakout 3</b> Northwest Area Schools - Pat Hubert <i>Restorative Discipline Before Punitive Damages</i>
10:15-10:30 AM	Break		
10:30-11:30 AM	<b>Breakout 1</b> USD and Harrisburg School District - Kelly Bass and Mark Rieck <i>Among the Shadows: Adolescent Boys in Distress</i>	<b>Breakout 2</b> The Hurdle Life Coach - Terry Liggins <i>The Importance of Trauma-Informed Community Care and Reform in Criminal Justice</i>	<b>Breakout 3</b> Department of Social Services - CPS - Cara Beers and Christine Krogman <i>Come Walk With Me</i>
11:30-11:45 AM	Break		
11:45-12:45 PM	Keynote Speaker - DJ Vanas		
12:45-1:00 PM	Closing of Conference		



## Full Session Details

### Wednesday, September 30

8:15-9:00 AM

**Keynote Address: "Harnessing the Body and Brain for Healing and Wellness" – Dr. Linda Chamberlain**



## Personnel Action Notice Summary

Commission Meeting: October 6, 2020

<b>Employee Name:</b>	Dennis Buchholtz				
<b>Department:</b>	Highway/Weed	<b>Position:</b>	Truck Driver		
<b>Effective Date:</b>	09/21/2020	<b>Salary/Wage:</b>	\$ 15.87		
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Jacob Wilson				
<b>Department:</b>	BCOAC	<b>Position:</b>	Membership Assistant		
<b>Effective Date:</b>	09/29/2020	<b>Salary/Wage:</b>	\$ 15.87		
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Stacie Douglas				
<b>Department:</b>	Elections	<b>Position:</b>	Election Worker		
<b>Effective Date:</b>	09/29/2020	<b>Salary/Wage:</b>	\$ 12.00		
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

<b>Employee Name:</b>	Lisa Bratty				
<b>Department:</b>	BCOAC	<b>Position:</b>	Membership Assistant		
<b>Effective Date:</b>	09/30/2020	<b>Salary/Wage:</b>	\$ 15.87		
<b>Status:</b>	Full Time	Part Time	Temp / Seasonal	Exempt	Non Exempt
<b>Reason:</b>	Performance Review	New Hire	Resignation or Termination	Status Change	

## For Commission Use Only

Date Submitted to Board of County Commissioners: October 6,2020

**Reference #:** 20-94

**Request:** Utilities

**Amount:** \$ 2,098.00

**Recommendation of County Assistance Officer:** Alternate Funds Found

**Reference #:** 20-095

**Request:** Rent

**Amount:** \$ 490.00

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

**Reference #:** 20-097

**Request:** Utilities

**Amount:** \$ 452.23

**Recommendation of County Assistance Officer:** Approved Utilities / Past Due Disconnect Status

**Reference #:** 20-098

**Request:** Utilities

**Amount:** \$ 622.73

**Recommendation of County Assistance Officer:** Approved Utilities / Past Due Disconnect Status

**Reference #:** 20-099

**Request:** Utilities

**Amount:** \$ 650.00

**Recommendation of County Assistance Officer:** Approved Utilities / Past Due Disconnect Status

**Reference #:** 20-100

**Request:** Utilities

**Amount:** \$ 122.09

**Recommendation of County Assistance Officer:** Approved Utilities / Past Due Disconnect Status

**Reference #:** 20-101

**Request:** Rent

**Amount:** \$ 149.47

**Recommendation of County Assistance Officer:** 3 Nights Stay Veteran Homeless

**Reference #:** 20-102

**Request:** Utilities

**Amount:** \$ 108.75

**Recommendation of County Assistance Officer:** Approved Utilities / Past Due Disconnect Status

**Reference #:** 20-

**Request:**

**Amount:**

**Recommendation of County Assistance Officer:**

**Reference #:** 20-

**Request:**

**Amount:**

**Recommendation of County Assistance Officer:**

**Outside Employment  
Request for Approval Form**

Name: Cody Sunderland Position: Deputy Sheriff

Department: Sheriff's Office

I hereby request approval to engage in outside employment as described below:

Employer: Off Duty Services

Dates of Employment: 9/18/20 -

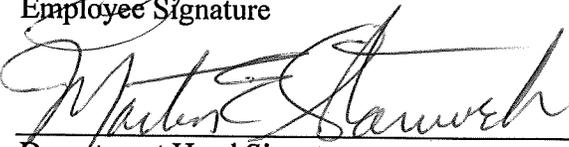
Time Required for Employment: As need / Available

Brief description of duties: Provide Security Services for  
off duty services at various locations, mostly  
transCanada pipeline work. This is not a  
law enforcement position and will not use  
Brookings County equipment.

I understand the personnel employed by the County will not accept outside employment nor engage in any outside activity that will in any way interfere or be inconsistent or in conflict with their assigned duties.

  
Employee Signature

9/18/20  
Date

  
Department Head Signature

9/18/20  
Date

Commission Chair

Date

**Outside Employment  
Request for Approval Form**

Name: Cody Sunderland Position: Deputy Sheriff

Department: Sheriff's office

I hereby request approval to engage in outside employment as described below:

Employer: City of White

Dates of Employment: 8-3-20 -

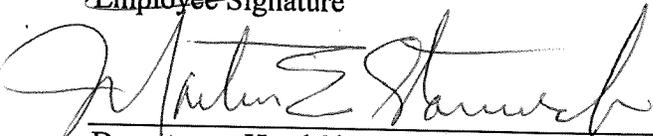
Time Required for Employment: Varies

Brief description of duties: Council member for City of White.

I understand the personnel employed by the County will not accept outside employment nor engage in any outside activity that will in any way interfere or be inconsistent or in conflict with their assigned duties.

  
Employee Signature

9/18/20  
Date

  
Department Head Signature

9-18-20  
Date

Commission Chair

Date

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10105	ANDERSON, DAVID	I-202009297989	101-3-3414200	REFUND COC AUGUST PAYMENT		190.00
01-15241	THOFT, RODNEY	I-202009297972	101-3-3240000	REFUND 2020VAR017		100.00
DEPARTMENT 0000 NON-DEPARTMENTAL					TOTAL:	290.00

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 111 COMMISSIONERS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287874	101-4-111-4250	COPIER CONTRACT		121.13
01-11921	WELLS FARGO	I-202009297985	101-4-111-4260	LIQUID INK ROLLING BALL PENS		18.96
01-11921	WELLS FARGO	I-202009297985	101-4-111-4267	POSTAGE		34.20
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-111-4210	2021 RENEWAL		1,872.78
01-13058	STEFFENSEN, STACY	I-202009297968	101-4-111-4270	FALL CONVENTION MILEAGE		97.44
01-19140	BEST WESTERN RAMKOTA IN	I-202009287883	101-4-111-4270	COUNTY CONVENTION HOTEL ROOMS		299.97
01-22554	BROOKINGS COUNTY LEADER	I-202009287890	101-4-111-4231	STATE LIVESTOCK JUDGING TEAM		500.00
DEPARTMENT 111 COMMISSIONERS					TOTAL:	2,944.48

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 120 ELECTIONS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202009287942	101-4-120-4260	LABELS, SANITIZER, PAPER		49.91
01-12261	OFFICE PEEPS INC	I-202009287945	101-4-120-4260	CALENDARS, INK CARTRIDGES, LA		274.19
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-120-4211	2021 RENEWAL		652.81
01-13291	VERIZON WIRELESS	I-202009297982	101-4-120-4260	HOT SPOTS		92.88
01-22162	JENNA BYRD	I-202009287894	101-4-120-4270	COUNTY CONVENTION MILEAGE		48.72

DEPARTMENT 120 ELECTIONS TOTAL: 1,118.51

VENDOR SET: 01 Brookings County  
 PACKET: 02338 Claims 10.6.2020  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 130 JUDICIAL SYSTEM

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10125	ARAGON, ANTONIO	I-202009287878	101-4-130-4290	TRANSLATION SERVICES		62.50
01-11300	PATRICIA J HARTSEL	I-202009287918	101-4-130-4226	GRAND JURY TRANSCRIPTS		557.60
01-12179	NANCY J NELSON	I-202009287937	101-4-130-4222	CAA CRI20-410		720.71
01-12602	RICK RIBSTEIN	I-202009287954	101-4-130-4222	CAA JUV20-36		1,979.90
01-13262	VANDENBERG LAW	I-202009297977	101-4-130-4222	CAA CRI19-638; CRI19-673		654.75
01-13262	VANDENBERG LAW	I-202009297978	101-4-130-4222	CAA CRI20-528		194.00
01-13389	TERRY D WIECZOREK PC	I-202009297986	101-4-130-4222	CAA MAG20-168		108.26
01-20023	GASS LAW, PC	I-202009287909	101-4-130-4222	CAA CRI20-238		543.75
01-20023	GASS LAW, PC	I-202009287910	101-4-130-4222	CAA CRI20-260		698.40
01-20985	FITE, PIERCE & RONNING	I-202009287904	101-4-130-4222	CAA JUV20-41		667.20
01-20985	FITE, PIERCE & RONNING	I-202009287905	101-4-130-4222	CAA CRI20-324		805.10
01-20985	FITE, PIERCE & RONNING	I-202009287906	101-4-130-4222	CAA CRI20-357		931.20
01-20985	FITE, PIERCE & RONNING	I-202009287907	101-4-130-4222	CAA CRI19-1154		959.50
01-20985	FITE, PIERCE & RONNING	I-202009287908	101-4-130-4222	CAA CRI20-489; CRI20-341		795.40
01-22039	JENNIFER GOLDAMMER	I-202009287912	101-4-130-4222	CAA CRI20-269		436.50
01-22039	JENNIFER GOLDAMMER	I-202009287913	101-4-130-4222	CAA CRI20-255		446.20
01-22039	JENNIFER GOLDAMMER	I-202009287914	101-4-130-4222	CAA CRI20-189		543.20
01-22039	JENNIFER GOLDAMMER	I-202009287915	101-4-130-4222	CAA CRI20-435		868.15
01-22039	JENNIFER GOLDAMMER	I-202009287916	101-4-130-4222	CAA CRI20-205		1,362.85
01-22039	JENNIFER GOLDAMMER	I-202009287917	101-4-130-4222	CAA CRI20-194		1,173.70
01-22102	ANTHONY TEESDALE	I-202009297969	101-4-130-4222	CAA CRI19-1103; CRI18-130; MAG2		2,262.65
01-22102	ANTHONY TEESDALE	I-202009297970	101-4-130-4222	CAA JUV20-14		831.30

DEPARTMENT 130 JUDICIAL SYSTEM TOTAL: 17,602.82

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 143 FINANCE OFFICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287873	101-4-143-4250	COPIER CONTRACT		85.21
01-12261	OFFICE PEEPS INC	I-202009287942	101-4-143-4260	LABELS, SANITIZER, PAPER		261.79
01-12261	OFFICE PEEPS INC	I-202009287945	101-4-143-4260	CALENDARS, INK CARTRIDGES, LA		246.81
01-12727	SCHULTZ, LORI	I-202009287957	101-4-143-4270	COUNTY CONVENTION MILEAGE		69.72
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-143-4210	2021 RENEWAL		1,503.64
01-19128	EXECUTIVE MGMT FINANCE	I-202009287903	101-4-143-4280	TECHNOLOGY ACCESS FEE		64.75
01-19140	BEST WESTERN RAMKOTA IN	I-202009287883	101-4-143-4270	COUNTY CONVENTION HOTEL ROOMS		99.99
01-22052	JENNIFER BELLER	I-202009287882	101-4-143-4270	COUNTY CONVENTION MILEAGE		48.72

DEPARTMENT 143 FINANCE OFFICE TOTAL: 2,380.63

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 151 STATES ATTORNEY

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287872	101-4-151-4260	COPIER CONTRACT		139.30
01-12261	OFFICE PEEPS INC	I-202009287947	101-4-151-4260	OFFICE CHAIR		441.10
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-151-4210	2021 RENEWAL		1,692.87
DEPARTMENT 151 STATES ATTORNEY					TOTAL:	2,273.27

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 161 COUNTY BUILDING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-161-4210	2021 RENEWAL		10,523.49
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-161-4243	2021 RENEWAL		14,778.83
01-12931	SIOUX VALLEY CLEANERS I	I-202009287961	101-4-161-4250	JANITORIAL FOR WIC		460.00
01-20143	CITY OF BROOKINGS	I-202009287898	101-4-161-4243	SEVERAL BILLS		13,891.48
DEPARTMENT 161 COUNTY BUILDING					TOTAL:	39,653.80

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL I-202009287965		101-4-162-4210	2021 RENEWAL		3,352.85
DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL:						3,352.85

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 163 REGISTER OF DEEDS

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL I-202009287965		101-4-163-4210	2021 RENEWAL		541.62
DEPARTMENT 163 REGISTER OF DEEDS					TOTAL:	541.62

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 165 VETERAN'S SERVICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10394	BROOKINGS INN	I-202009297971	101-4-165-4270	3 NIGHT STAY		149.47
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-165-4210	2021 RENEWAL		236.68
DEPARTMENT 165 VETERAN'S SERVICE					TOTAL:	386.15

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 171 INFORMATION TECHNOLOGY

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287874	101-4-171-4250	COPIER CONTRACT		130.39
01-10541	CENTURY BUSINESS PRODUC	I-202009297990	101-4-171-4221	SQUARE 9 ANNUAL CONTRACT		1,285.44
01-11921	WELLS FARGO	I-202009297985	101-4-171-4260	PRINthead, INJECTOR, DOOR BEL		181.67
01-11921	WELLS FARGO	I-202009297985	101-4-171-4221	CRASHPLAN, TWINKLE TOE SOFTWA		129.99
01-11921	WELLS FARGO	I-202009297985	101-4-171-4260	TABLET		85.49
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-171-4210	2021 RENEWAL		2,095.37
01-22718	PDQ.COM	I-202009287951	101-4-171-4221	DEPLOY/INVENTORY		1,800.00

DEPARTMENT 171 INFORMATION TECHNOLOGY TOTAL: 5,708.35

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 172 HUMAN RESOURCES

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287874	101-4-172-4250	COPIER CONTRACT		24.23
01-12782	SD NEWSPAPER SERVICE	I-202009287964	101-4-172-4230	JOB POSTINGS		1,176.48
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-172-4210	2021 RENEWAL		260.99
DEPARTMENT 172 HUMAN RESOURCES					TOTAL:	1,461.70

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 211 SHERIFF'S OFFICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-211-4210	2021 RENEWAL		22,811.45
01-18134	WALBURG, DUANE	I-202009297983	101-4-211-4221	ANIMAL CONTROL MILEAGE		18.48
01-20016	HOMETOWN SERVICE & TIRE	I-202009287921	101-4-211-4251	PATROL VEHICLE REPAIRS		671.31
01-20466	AT&T MOBILITY	I-202009287879	101-4-211-4280	SHERIFFS PHONE		400.40
01-21166	CENTURY LINK	I-202009287896	101-4-211-4280	INVOICE#151198703		145.88
01-22721	SDSU ANIMAL DISEASE RES	I-202009287960	101-4-211-4221	RABIES TESTING FOR ANIMAL CON		63.00
DEPARTMENT 211 SHERIFF'S OFFICE					TOTAL:	24,110.52

VENDOR SET: 01 Brookings County  
 PACKET: 02338 Claims 10.6.2020  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 212 COUNTY JAIL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10390	BROOKINGS HEALTH SYSTEM	I-202009287886	101-4-212-4263	INMATE MEDICAL		6,535.23
01-11304	KONARD O HAUFFE DDS PC	I-202009287919	101-4-212-4263	INMATE DENTAL		565.00
01-11719	L&L AUTO & TRUCK PARTS	I-202009287927	101-4-212-4251	JAIL VEHICLE PARTS		32.48
01-11855	MCKEEVER'S VENDING	I-202009287935	101-4-212-4260	INMATE COMMISARY		189.16
01-12261	OFFICE PEEPS INC	I-202009287943	101-4-212-4260	PLANNER		104.52
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-212-4210	2021 RENEWAL		16,181.88
01-12798	SD SHERIFF'S ASSOCIATIO	I-202009287958	101-4-212-4270	SHERIFFS CONFERENCE REGISTRAT		60.00
01-21377	SAFE-N-SECURE	I-202009287956	101-4-212-4250	SECURITY CAMERA REPOSITIONING		509.12
01-21803	BUHLS OF BROOKINGS CLEA	I-202009287892	101-4-212-4250	JAIL SUPPLIES		81.80
01-22002	PROCHEM DYNAMICS LLC	I-202009287952	101-4-212-4260	JAIL CLEANING SUPPLIES		346.83
DEPARTMENT 212 COUNTY JAIL					TOTAL:	24,606.02

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 223 DRAINAGE COMMISSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL I-202009287965		101-4-223-4210	2021 RENEWAL		2.96
DEPARTMENT 223 DRAINAGE COMMISSION					TOTAL:	2.96

VENDOR SET: 01 Brookings County  
 PACKET: 02338 Claims 10.6.2020  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 411 WELFARE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287874	101-4-411-4270	COPIER CONTRACT		8.08
01-10354	BROOKINGS CITY UTILITIE	I-202009287887	101-4-411-4252	COP UTILITIES		108.75
01-10354	BROOKINGS CITY UTILITIE	I-202009287888	101-4-411-4252	COP UTILITIES		622.73
01-12236	NORTHWESTERN ENERGY	I-202009287940	101-4-411-4252	COP UTILITIES		122.09
01-12306	OTTER TAIL POWER CO	I-202009287950	101-4-411-4252	COP UTILITIES		650.00
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-411-4211	2021 RENEWAL		523.72
01-17601	MITTAN, CYNTHIA MARIE	I-202009287936	101-4-411-4251	COP RENT		490.00
01-19140	BEST WESTERN RAMKOTA IN	I-202009287883	101-4-411-4270	COUNTY CONVENTION HOTEL ROOMS		99.99
01-20499	CITY OF VOLGA	I-202009287899	101-4-411-4252	COP UTILITIES		452.23
DEPARTMENT 411 WELFARE					TOTAL:	3,077.59

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 421 COMMUNITY HEALTH NURSE

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL I-202009287965		101-4-421-4210	2021 RENEWAL		235.40
DEPARTMENT 421 COMMUNITY HEALTH NURSE TOTAL:						235.40

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 427 WIC

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-427-4210	2021 RENEWAL		56.33
DEPARTMENT 427 WIC					TOTAL:	56.33

VENDOR SET: 01 Brookings County  
 PACKET: 02338 Claims 10.6.2020  
 FUND : 101 GENERAL FUND  
 DEPARTMENT: 441 BEHAVIORAL HEALTH

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-13441	YANKTON COUNTY SHERIFF	I-202009297987	101-4-441-4270	SERVICE OF PROCESS		50.00
01-20920	LEWNO, LUCY	I-202009287928	101-4-441-4220	INV MI HEARING		175.00
01-20920	LEWNO, LUCY	I-202009287929	101-4-441-4220	INV MI HEARING		156.50
01-21605	KATTERHAGEN, MARK	I-202009287923	101-4-441-4220	INV MI HEARING		15.00
01-21605	KATTERHAGEN, MARK	I-202009287924	101-4-441-4220	INV MI HEARING		18.00
01-21605	KATTERHAGEN, MARK	I-202009287925	101-4-441-4220	INV MI HEARING		12.00
01-22147	DARCY LOCKWOOD	I-202009287930	101-4-441-4220	INV MI HEARING		12.00
01-22147	DARCY LOCKWOOD	I-202009287931	101-4-441-4220	INV MI HEARING		18.00
01-22147	DARCY LOCKWOOD	I-202009287932	101-4-441-4220	INV MI HEARING		15.00
01-22378	KERRI COOK-HUBER	I-202009287901	101-4-441-4220	INVOLUNTARY MI HEARING		50.00
DEPARTMENT 441 BEHAVIORAL HEALTH					TOTAL:	521.50

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 101 GENERAL FUND

DEPARTMENT: 445 BROOKINGS EMPOWERMENT

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22310	BROOKINGS EMPOWERMENT P	I-202009287891	101-4-445-4290	BROOKINGS CO FUNDING-FY2020		500.00
DEPARTMENT 445 BROOKINGS EMPOWERMENT TOTAL:						500.00

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 528 BCOAC

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11921	WELLS FARGO	I-202009297985	101-4-528-4260	AMMO		299.80
01-11921	WELLS FARGO	I-202009297985	101-4-528-4220	GOOGLE CLOUD G-SUITE		24.00
01-12236	NORTHWESTERN ENERGY	I-202009287941	101-4-528-4280	NATURAL GAS USAGE		103.34
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-528-4210	2021 RENEWAL		4,469.17
01-22365	SOUTHPAW DEFENSE	I-202009297967	101-4-528-4220	BAIC PISTOL CLASS		405.00
01-22656	SKINNER STRIPING	I-202009287963	101-4-528-4250	STRIPING PARKING LOTS		1,734.54
DEPARTMENT 528 BCOAC					TOTAL:	7,035.85

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 611 COUNTY EXTENSION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12261	OFFICE PEEPS INC	I-202009287944	101-4-611-4260	WALL CALENDAR		23.82
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-611-4210	2021 RENEWAL		310.15
01-16809	BARNETT, RITA	I-202009287881	101-4-611-4294	1/2 PYMT YEARLY STORAGE RENT		200.00
01-21803	BUHLS OF BROOKINGS CLEA	I-202009287893	101-4-611-4240	RUG RENTAL		23.70
DEPARTMENT 611 COUNTY EXTENSION					TOTAL:	557.67

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 615 WEED CONTROL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-615-4210	2021 RENEWAL		4,739.09
01-13266	VAN DIEST SUPPLY COMPAN	I-202009297979	101-4-615-4260	4-D AMINE		2,150.00
01-13266	VAN DIEST SUPPLY COMPAN	I-202009297980	101-4-615-4260	GRASLAN		9,500.00
DEPARTMENT 615 WEED CONTROL					TOTAL:	16,389.09

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 101 GENERAL FUND  
DEPARTMENT: 711 PLANNING & ZONING

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10012	A&B BUSINESS INC	I-202009287874	101-4-711-4250	COPIER CONTRACT		8.07
01-11453	HY-VEE FOOD STORE	I-202009287922	101-4-711-4260	REFRESHMENTS-ZONING MEETING		9.67
01-12261	OFFICE PEEPS INC	I-202009287946	101-4-711-4260	TONER		89.51
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	101-4-711-4210	2021 RENEWAL		652.81
01-21502	STEVEN UST	I-202009297974	101-4-711-4221	INSPECTIONS		600.00
01-21502	STEVEN UST	I-202009297975	101-4-711-4221	INSPECTIONS		900.00
01-21502	STEVEN UST	I-202009297976	101-4-711-4221	INSPECTIONS		1,200.00

DEPARTMENT 711 PLANNING & ZONING TOTAL: 3,460.06

FUND 101 GENERAL FUND TOTAL: 158,267.17

VENDOR SET: 01 Brookings County  
 PACKET: 02338 Claims 10.6.2020  
 FUND : 201 ROAD & BRIDGE FUND  
 DEPARTMENT: 311 HIGHWAY ADMINISTRATION

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10047	AGFIRST FARMERS COOP	I-202009287875	201-4-311-4280	BRUCE/SINAI SHOP		196.58
01-10799	SD DEPT OF TRANSPORTATI	I-202009287959	201-4-311-4220	ROAD REPAIRS		2,643.30
01-10799	SD DEPT OF TRANSPORTATI	I-202009287959	201-4-311-4221	ROAD REPAIRS		164,994.85
01-11842	LYLE SIGNS INC	I-202009287933	201-4-311-4260	FIREMARKERS		753.21
01-11921	WELLS FARGO	I-202009297985	201-4-311-4260	EMPIRE PLASTIC		225.00
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	201-4-311-4210	2021 RENEWAL		58,406.22
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287966	201-4-311-4210	EXCAVATOR		395.12
01-12917	SIOUX VALLEY ENERGY	I-202009287962	201-4-311-4250	MOVE POLES FOR BRIDGE PROJECT		4,909.86
01-13291	VERIZON WIRELESS	I-202009297981	201-4-311-4280	HWY DEPT		40.01
01-13328	WALMART COMMUNITY	I-202009297984	201-4-311-4260	SUPPLIES		21.62
01-13447	YOUNG DOOR SERVICE INC	I-202009297988	201-4-311-4250	REPAIR		1,847.46
01-19140	BEST WESTERN RAMKOTA IN	I-202009287883	201-4-311-4270	COUNTY CONVENTION HOTEL ROOMS		99.99
01-19708	BOBCAT OF BROOKINGS	I-202009287885	201-4-311-4260	FILTERS		453.51
01-20241	MATHESON TRI-GAS INC	I-202009287934	201-4-311-4260	CLOTHING/SWEATSHIRT		919.25
01-20405	AIRGAS USA LLC	I-202009287876	201-4-311-4260	SAFETY GLASSES		121.23
01-21428	NITTEBERG CONSTRUCTION	I-202009287938	201-4-311-4260	BASE COURSE/GRAVEL		303,755.25
01-22301	TRANSOURCE	I-202009297973	201-4-311-4260	FILTERS		183.19
01-22331	COLONIAL RESEARCH	I-202009287900	201-4-311-4260	CITRA BURST		800.15
01-22342	CINTAS CORPORATION	I-202009287897	201-4-311-4250	UNIFORMS		135.74
01-22469	KIMBALL MIDWEST	I-202009287926	201-4-311-4260	SHOP		1,053.51
01-22687	ROCKMOUNT RESEARCH & AL	I-202009287955	201-4-311-4260	WELDING STRIP		1,218.92
01-22719	NORTH AMERICAN TRAILER	I-202009287939	201-4-311-4340	SIDE DUMP TRAILER		49,725.00

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 592,898.97

FUND 201 ROAD & BRIDGE FUND TOTAL: 592,898.97

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-11365	HILL, ROBERT	I-202009287920	226-4-222-4270	IAEM REGISTRATION FEES		299.00
01-12261	OFFICE PEEPS INC	I-202009287948	226-4-222-4260	TONER, WALL CALENDAR, PAPER		420.32
01-12787	SD PUBLIC ASSURANCE ALL	I-202009287965	226-4-222-4210	2021 RENEWAL		1,179.31
01-20466	AT&T MOBILITY	I-202009287880	226-4-222-4250	NIGHTHAWK MIFI MOBILE WIFI		40.04
DEPARTMENT 222 EMERGENCY & DISASTER S TOTAL:						1,938.67
FUND 226 EMERGENCY MANAGEMENT TOTAL:						1,938.67

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 250 ROD RELIEF FUND

DEPARTMENT: 163 ROD Relief Fund

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-19140	BEST WESTERN RAMKOTA IN I-	202009287883	250-4-163-4270	COUNTY CONVENTION HOTEL ROOMS		199.98
DEPARTMENT 163 ROD Relief Fund						TOTAL: 199.98
FUND 250 ROD RELIEF FUND						TOTAL: 199.98

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 301 COUNTY BUILDING FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22717	RENODRY USA LLC	I-202009287953	301-4-161-4295	COURTHOUSE DEHYDRATION SYSTEM		9,750.00
DEPARTMENT 161 COUNTY BUILDING						TOTAL: 9,750.00
FUND 301 COUNTY BUILDING FUND						TOTAL: 9,750.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 304 DETENTION CNTR EXPANSION

DEPARTMENT: 890 DETENTION CNTR EXPANSION

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22167	BOARMAN KROOS VOGEL GRO	I-202009287884	304-4-890-4220	DET CENTER EXP PROF SERVICES		14,050.00
DEPARTMENT 890 DETENTION CNTR EXPANSI TOTAL:						14,050.00
FUND 304 DETENTION CNTR EXPANSI TOTAL:						14,050.00

VENDOR SET: 01 Brookings County  
PACKET: 02338 Claims 10.6.2020  
FUND : 735 DELINQUENT TAXES  
DEPARTMENT: N/A NON-DEPARTMENTAL

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-10367	BROOKINGS COUNTY FINANC	I-202009287889	735-2-2090000	DELINQUENT TAXES		325.00
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL: 325.00
FUND 735 DELINQUENT TAXES						TOTAL: 325.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02338 Claims 10.6.2020

FUND : 770 TAX SALE REDEMPTION

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: ALL

VENDOR	NAME	ITEM #	G/L ACCOUNT	DESCRIPTION	CHECK#	AMOUNT
01-22448	EMPIRE INVESTMENTS LLC	I-202009287902	770-2-2090000	CERT#19-187 RED#1534		8,052.87
DEPARTMENT 0000 NON-DEPARTMENTAL						TOTAL: 8,052.87
FUND 770 TAX SALE REDEMPTION						TOTAL: 8,052.87
REPORT GRA						TOTAL: 785,482.66

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2020	101-3-3240000	ZONING BUILDING*NON-EXPENS	100.00	50,000-	24,853.00-		
	101-3-3414200	CRT. APPOINT. A*NON-EXPENS	190.00	155,000-	2,158.93-		
	101-4-111-4210	OTHER INSURANCE	1,872.78	2,000	127.22		
	101-4-111-4231	PUBLIC RELATIONS	500.00	4,000	1,000.00		
	101-4-111-4250	REPAIR & MAINT.	121.13	4,000	2,972.62		
	101-4-111-4260	SUPPLIES & MATERIALS	18.96	4,000	1,590.31		
	101-4-111-4267	POSTAGE	34.20	32,500	2,031.94		
	101-4-111-4270	TRAVEL & CONFERENCE	397.41	15,000	11,166.70		
	101-4-120-4211	LIAB. INSURANCE	652.81	800	147.19		
	101-4-120-4260	ELECTION SUPPLIES	416.98	15,000	3,762.90		
	101-4-120-4270	TRAVEL & CONFERENCE	48.72	1,500	1,376.52		
	101-4-130-4222	ADULT DEFENSE	16,982.72	525,000	110,948.82		
	101-4-130-4226	TRANSCRIPTS (NON)	557.60	9,000	4,336.20		
	101-4-130-4290	COURT CASE EXPENSE	62.50	40,000	4,141.91		
	101-4-143-4210	INSURANCE	1,503.64	2,000	496.36		
	101-4-143-4250	REPAIR & MAINT.	85.21	3,400	1,779.13		
	101-4-143-4260	SUPPLIES & MATERIALS	508.60	15,000	5,419.55		
	101-4-143-4270	TRAVEL & CONFERENCE	218.43	6,000	1,593.89		
	101-4-143-4280	UTILITIES	64.75	2,800	776.25		
	101-4-151-4210	OTHER INSURANCE	1,692.87	6,300	4,607.13		
	101-4-151-4260	SUPPLIES & MATERIALS	580.40	30,000	14,211.53		
	101-4-161-4210	OTHER INSURANCE	10,523.49	12,500	1,976.51		
	101-4-161-4243	ADMIN BUILDING OPERATION E	28,670.31	200,000	82,235.88		
	101-4-161-4250	REPAIRS AND MAINTENANCE	460.00	90,000	40,197.27		
	101-4-162-4210	OTHER INSURANCE	3,352.85	3,000	352.85-	Y	
	101-4-163-4210	OTHER INSURANCE	541.62	750	208.38		
	101-4-165-4210	OTHER INSURANCE	236.68	450	213.32		
	101-4-165-4270	TRAVEL & CONFERENCE	149.47	5,000	4,161.82		
	101-4-171-4210	OTHER INSURANCE	2,095.37	2,000	95.37-	Y	
	101-4-171-4221	DATA PROCESSING/SOFTWARE	3,215.43	239,621	29,059.72		
	101-4-171-4250	REPAIRS AND MAINTENANCE	130.39	800	58.78-	Y	
	101-4-171-4260	SUPPLIES	267.16	28,300	3,172.66		
	101-4-172-4210	OTHER INSURANCE	260.99	350	89.01		
	101-4-172-4230	PUBLISHING	1,176.48	7,000	1,129.65-	Y	
	101-4-172-4250	REPAIRS AND MAINTENANCE	24.23	800	594.52		
	101-4-211-4210	OTHER INSURANCE	22,811.45	21,500	1,311.45-	Y	
	101-4-211-4221	ANIMAL CONTROL	81.48	5,000	3,627.70		
	101-4-211-4251	VEHICLE MAINTENANCE	671.31	0	3,940.16-	Y	
	101-4-211-4280	UTILITIES	546.28	20,000	3,392.38		
	101-4-212-4210	OTHER INSURANCE	16,181.88	15,000	1,181.88-	Y	
	101-4-212-4250	BUILDING MAINTENANCE	590.92	40,000	23,975.43		
	101-4-212-4251	VEHICLE MAINTENANCE	32.48	0	241.47-	Y	
	101-4-212-4260	SUPPLIES & MATERIALS	640.51	45,000	1,967.50		
	101-4-212-4263	MEDICAL SERVICE/LIENABLE	7,100.23	34,000	27,279.06-	Y	

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

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	
	101-4-212-4270	TRAVEL & CONFERENCE	60.00	3,000	2,940.00			
	101-4-223-4210	OTHER INSURANCE	2.96	0	2.96-	Y		
	101-4-411-4211	OTHER INSURANCE	523.72	800	276.28			
	101-4-411-4251	RENT	490.00	30,000	13,670.20			
	101-4-411-4252	UTILITIES	1,955.80	8,000	298.64-	Y		
	101-4-411-4270	OFFICE	108.07	500	331.51			
	101-4-421-4210	OTHER INSURANCE	235.40	500	264.60			
	101-4-427-4210	Other Insurance	56.33	0	56.33-	Y		
	101-4-441-4220	PROFESSIONAL SERV. & FEES	471.50	50,000	11,488.20			
	101-4-441-4270	TRAVEL	50.00	1,200	400.00			
	101-4-445-4290	BROOKINGS EMPOWERMENT	500.00	500	0.00			
	101-4-528-4210	OTHER INSURANCE	4,469.17	5,000	530.83			
	101-4-528-4220	PROFESSIONAL SERV & FEES	429.00	4,500	2,247.05-	Y		
	101-4-528-4250	REPAIR & MAINT	1,734.54	45,000	28,705.67			
	101-4-528-4260	SUPPLIES & MATERIALS	299.80	35,000	19,191.20			
	101-4-528-4280	UTILITIES	103.34	40,000	16,228.37			
	101-4-611-4210	INSURANCE	310.15	700	389.85			
	101-4-611-4240	RENTALS	23.70	1,500	1,263.00			
	101-4-611-4260	SUPPLIES & MATERIALS	23.82	11,000	5,295.11			
	101-4-611-4294	4H Projects/Shooting Sport	200.00	4,000	3,402.02			
	101-4-615-4210	OTHER INSURANCE	4,739.09	5,000	260.91			
	101-4-615-4260	SUPPLIES & MATERIALS	11,650.00	60,000	17,582.43-	Y		
	101-4-711-4210	OTHER INSURANCE	652.81	1,000	347.19			
	101-4-711-4221	INSPECTION FEES	2,700.00	20,430	5,230.00			
	101-4-711-4250	REPAIRS & MAINTENANCE	8.07	2,160	1,482.26			
	101-4-711-4260	SUPPLIES & MATERIALS	99.18	3,915	124.48			
	201-4-311-4210	OTHER INSURANCE	58,801.34	55,000	4,072.27-	Y		
	201-4-311-4220	PROFESSIONAL SERVICES	2,643.30	250,000	139,218.60			
	201-4-311-4221	BIG MATCHING GRANT	164,994.85	2,146,739	1334,306.94			
	201-4-311-4250	REPAIRS & MAINT.	6,893.06	2,000,000	750,898.33-	Y		
	201-4-311-4260	SUPPLIES & MATERIALS	309,504.84	1,100,000	56,067.87-	Y		
	201-4-311-4270	TRAVEL & CONFERENCE	99.99	6,750	6,249.31			
	201-4-311-4280	UTILITIES	236.59	30,000	9,125.88			
	201-4-311-4340	MACHINERY & EQUIPMENT	49,725.00	625,000	203,341.74			
	226-4-222-4210	OTHER INSURANCE	1,179.31	2,000	820.69			
	226-4-222-4250	REPAIRS AND MAINTENANCE	40.04	2,500	386.36-	Y		
	226-4-222-4260	SUPPLIES & MATERIALS	420.32	2,000	1,268.17			
	226-4-222-4270	TRAVEL	299.00	3,000	2,701.00			
	250-4-163-4270	TRAVEL	199.98	4,800	4,415.02			
	301-4-161-4295	COURTHOUSE BLDG.	9,750.00	100,000	90,250.00			
	304-4-890-4220	PROFESSIONAL SERVICES	14,050.00	150,000	219,516.27-	Y		
	735-2-2090000	AM'T HELD FOR DEL. TAXES	325.00					
	770-2-2090000	DUE TO CERTIFICATE HOLDER	8,052.87					
		** 2020 YEAR TOTALS	785,482.66					

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

ACCT	NAME	AMOUNT
101	NON-DEPARTMENTAL	290.00
101-111	COMMISSIONERS	2,944.48
101-120	ELECTIONS	1,118.51
101-130	JUDICIAL SYSTEM	17,602.82
101-143	FINANCE OFFICE	2,380.63
101-151	STATES ATTORNEY	2,273.27
101-161	COUNTY BUILDING	39,653.80
101-162	DIRECTOR OF EQUALIZATION	3,352.85
101-163	REGISTER OF DEEDS	541.62
101-165	VETERAN'S SERVICE	386.15
101-171	INFORMATION TECHNOLOGY	5,708.35
101-172	HUMAN RESOURCES	1,461.70
101-211	SHERIFF'S OFFICE	24,110.52
101-212	COUNTY JAIL	24,606.02
101-223	DRAINAGE COMMISSION	2.96
101-411	WELFARE	3,077.59
101-421	COMMUNITY HEALTH NURSE	235.40
101-427	WIC	56.33
101-441	BEHAVIORAL HEALTH	521.50
101-445	BROOKINGS EMPOWERMENT	500.00
101-528	BCOAC	7,035.85
101-611	COUNTY EXTENSION	557.67
101-615	WEED CONTROL	16,389.09
101-711	PLANNING & ZONING	3,460.06
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101 TOTAL	GENERAL FUND	158,267.17
201-311	HIGHWAY ADMINISTRATION	592,898.97
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201 TOTAL	ROAD & BRIDGE FUND	592,898.97
226-222	EMERGENCY & DISASTER SERV	1,938.67
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226 TOTAL	EMERGENCY MANAGEMENT	1,938.67
250-163	ROD Relief Fund	199.98
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250 TOTAL	ROD RELIEF FUND	199.98
301-161	COUNTY BUILDING	9,750.00
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301 TOTAL	COUNTY BUILDING FUND	9,750.00

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

ACCT	NAME	AMOUNT
304-890	DETENTION CNTR EXPANSION	14,050.00
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304 TOTAL	DETENTION CNTR EXPANSION	14,050.00
735	NON-DEPARTMENTAL	325.00
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735 TOTAL	DELINQUENT TAXES	325.00
770	NON-DEPARTMENTAL	8,052.87
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770 TOTAL	TAX SALE REDEMPTION	8,052.87
-----		
	** TOTAL **	785,482.66

NO ERRORS

\*\* END OF REPORT \*\*

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

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

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

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 143 FINANCE OFFICE

BANK: ALL

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

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

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 161 COUNTY BUILDING

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 162 DIRECTOR OF EQUALIZATION

BANK: ALL

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

DEPARTMENT 162 DIRECTOR OF EQUALIZATI TOTAL: 225.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 163 REGISTER OF DEEDS

BANK: ALL

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

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 165 VETERAN'S SERVICE

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 171 INFORMATION TECHNOLOGY

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 172 HUMAN RESOURCES

BANK: ALL

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

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

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

DEPARTMENT 211 SHERIFF'S OFFICE TOTAL: 675.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 212 COUNTY JAIL

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 213 CORONER

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 411 WELFARE

BANK: ALL

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

VENDOR SET: 01 Brookings County  
PACKET: 02341 October Cell Phones  
FUND : 101 GENERAL FUND  
DEPARTMENT: 528 BCOAC

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 101 GENERAL FUND

DEPARTMENT: 615 WEED CONTROL

BANK: ALL

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

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

ITEMS PRINTED: PAID, UNPAID

BANK: ALL

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

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 201 ROAD & BRIDGE FUND

DEPARTMENT: 311 HIGHWAY ADMINISTRATION

BANK: ALL

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

DEPARTMENT 311 HIGHWAY ADMINISTRATION TOTAL: 300.00

FUND 201 ROAD & BRIDGE FUND TOTAL: 300.00

VENDOR SET: 01 Brookings County

ITEMS PRINTED: PAID, UNPAID

PACKET: 02341 October Cell Phones

FUND : 226 EMERGENCY MANAGEMENT

DEPARTMENT: 222 EMERGENCY & DISASTER SERV

BANK: ALL

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

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

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

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

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

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

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

NO ERRORS

\*\* END OF REPORT \*\*



September 17, 2020 thru September 30, 2020

- 06-169-138 (north) on BC 77. Visited site on 09/16/2020.

Looking ahead to the closure of Brookings County 20 or (220<sup>th</sup> St.) from Brookings County 19 or (469<sup>th</sup> Avenue) to Brookings County 77 or (471<sup>st</sup> Avenue) while approach grading and asphalt takes place this is what the timeline is currently.

- Pre-stressed girders were placed 09/14/2020 and 09/15/2020
- Bent #2 cap will be poured 09/17/2020
- Final pre stressed girders placement 09/21/2020 and 09/22/2020
- Continuous concrete deck pour anticipated 10/06/2020
- Closure of Brookings County 20 while grading and asphalt anticipated 10/12/2020 thru 10/23/2020.

This is the anticipated time line to date, of course weather delays will push back those dates but the forecast looks to be favorable.

- Placement of shoulder material on Brookings County Road 25 to continues between other projects.
- 09/24/2020 received our Side Dump Trailer we ordered earlier this year.
- 09/21/2020 placement of Fog seal material to on our recently completed chip seal we finished up on 09/29/2020.
- 09/25/2020 the SDDOT 80% County 20% striping project commenced and the contractor was asked to shut down due to the uneven job the contractor was performing. 09/28/2020 I met with SDDOT officials in regards to the dissatisfaction I had with the striping that had been completed so far, waiting to hear back from SDDOT officials as the work they have completed so far is out of specification according to the SDDOT Spec Book.
- 09/29/2020 Bid opening for the structure north of Bruce over the Sioux River.

**CERTIFICATION FORM**

**The following text shall be included on the front cover of the County Highway and Bridge Improvement Plan:**

---

Certification: As approved this 6th day of October, 2020  
\_\_\_\_\_ County Commission

By: \_\_\_\_\_  
County Commission Chairperson

Attest:

\_\_\_\_\_  
County Auditor or Clerk

County Contact Person: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

Received by SDDOT on \_\_\_\_\_  
Approved by SDDOT on \_\_\_\_\_

---

**REVENUE SOURCES TABLE (Show amounts in thousands of dollars)**

Account Description	2021	2022	2023	2024	2025
<b>Local Funds</b>					
General Funds-property tax	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Motor Vehicle Licenses	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
Wheel Tax	645,000	645,000	645,000	645,000	645,000
Annual STP Payout Funds	245,000	245,000	245,000	245,000	245,000
<b>Intergovernmental Funds</b>					
Township Services					
<b>State Funds</b>					
PE - BIG (planning to apply for)		204,000	180,000	220,000	
PE - BIG (awarded by DOT)	103,800				
Preservation - BIG (planning to apply for)			300,000	380,000	120,000
Preservation - BIG (awarded by DOT)					
Rehab/Repl - BIG (planning to apply for)	1,992,000		1,320,000	950,000	600,000
Rehab/Repl - BIG (awarded by DOT)	2,186,800				
Other (Match on STP Projects, Pavement Marking Prj.)					
<b>Federal Funds</b>					
TAP					
ER/FEMA					
OTHER (STP, Bridge, Signing, Hazard Elimination, SIB Loans) <small>Federal Grant Awarded 2020</small>	364,678				
<b>TOTAL</b>	10,827,278				

**Note:**

- For State and Federal Funds, only enter the applicable amount (i.e. 80% of total project cost).
- Include both BIG funds awarded and BIG funds that will be applied for but not yet received.



**FIVE-YEAR PROGRAMMED PROJECT LISTING**

Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)					Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	
1.4 S and 2.0 W of White (201-4-311-4221)	06-220-089	2021	\$20,100		\$34,600			\$54,700
10.0 N and 1.9 W of Elkton (201-4-311-4221)	06-301-110	2021	\$23,600		\$34,600			\$58,200
10.0 N and 1.4 W of Elkton (201-4-311-4221)	06-306-110	2021	\$14,100		\$34,600			\$48,700
5.0 S and 0.7 E of Aurora (201-4-311-4221)	06-227-230	2021	\$168,000				\$672,000	\$840,000
3.8 N and 4.0 W of Elkton (201-4-311-4221)	06-280-172	2021	\$800,000				\$800,000	\$1,600,000
4.0 S and 1.7 W of Brookings (201-4-311-4221)	06-153-200	2021	\$130,000				\$520,000	\$650,000
1.7 N of Bruce (201-4-311-4221)	06-120-053	2021	\$1,375,000		\$1,375,000			\$2,750,000
4.0 S and 2.3 W of Brookings (201-4-311-4221)	06-147-200	2021	\$811,800		\$811,800			\$1,623,600
6.0 N and 4.2 E of Bruce (201-4-311-4260)	06-162-010-U	2021	\$175,000					\$175,000
6.5 N and 1.6 W of White (201-4-311-4260)	06-224-010-U	2021	\$175,000					\$175,000
2.7N of Bushnell on 278 St (201-4-311-4260)	06-240-123	2021	\$850,000					\$850,000

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total

**FIVE-YEAR PROGRAMMED PROJECT LISTING**

Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)						Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	Total Funding	
2.3 S and 3.0 W of White (201-4-311-4221)	06-210-098	2021	\$80,322	\$364,678					\$445,000

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total

**FIVE-YEAR PROGRAMMED PROJECT LISTING**

Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)					Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	
13.9 N and 3.0 W of Brookings (201-4-311-4221)	06-140-021	2022	\$10,000				\$40,000	\$50,000
14.3 N and 1.0 W of Brookings (201-4-311-4221)	06-160-017	2022	\$10,000				\$40,000	\$50,000
3.5 N and 0.8 E of White (201-4-311-4221)	06-248-040	2022	\$10,000				\$40,000	\$50,000
7.1 N and 4.0 W of Elkton (201-4-311-4221)	06-280-139	2022	\$11,000				\$44,000	\$55,000
3.5 N and 4.7 E of White (201-4-311-4221)	06-287-040	2022	\$10,000				\$40,000	\$50,000
3.5 N and 1.1 E of White (201-4-311-4260)	06-251-040-U	2022	\$175,000					\$175,000
6.0 N and 3.7 W of Elkton (201-4-311-4260)	06-283-150-U	2022	\$175,000					\$175,000
3.2 N and 8.0 E of Bushnell (201-4-311-4260)	06-320-118	2022	\$900,000					\$900,000

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total

**FIVE-YEAR PROGRAMMED PROJECT LISTING**

Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)					Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	
5.9 miles South of Volga on BC 5 (201-4-311-4221)	06-100-209	2023	\$11,000				\$44,000	\$55,000
3.0 miles N and 2.3 E of Brookings (201-4-311-4221)	06-193-130	2023	\$12,000				\$48,000	\$60,000
1.5 N and 7.0 E of White (201-4-311-4221)	06-310-059	2023	\$11,000				\$44,000	\$55,000
2.5 N and 7.2 E of White (201-4-311-4221)	06-312-050	2023	\$11,000				\$44,000	\$55,000
7.0 S and 1.3 E of Brookings (201-4-311-4221)	06-183-230	2023	\$45,000				\$180,000	\$225,000
8.0 S and 1.2 E of Brookings (201-4-311-4221)	06-182-240	2023	\$30,000				\$120,000	\$150,000
2.7 N of Bushnell (201-4-311-4221)	06-240-123	2023	\$110,000				\$440,000	\$550,000
0.9 N of Bushnell (201-4-311-4221)	06-240-141	2023	\$220,000				\$880,000	\$1,100,000
4.0 S and 4.9 W of Brookings (201-4-311-4260)	06-121-200U	2023	\$200,000					\$200,000
4.0 S and 3.1 W of Brookings (201-4-311-4260)	06-139-200U	2023	\$175,000					\$175,000
1.4 S and 2.0 W of White (201-4-311-4260)	06-220-089	2023	\$650,000					\$650,000

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total

**FIVE-YEAR PROGRAMMED PROJECT LISTING**

Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)					Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	
5.8 S of Brookings	06-170-218	2024	\$11,000				\$44,000	\$55,000
4.1 S and 3.2 E of Brookings	06-202-201	2024	\$11,000				\$44,000	\$55,000
520 S and 1.1 W of Aurora	06-209-200	2024	\$11,000				\$44,000	\$55,000
7.0 N and 1.3 W of Elkton	06-307-140	2024	\$10,000				\$40,000	\$50,000
2.5 S of Elkton	06-320-235	2024	\$12,000				\$48,000	\$60,000
4.3 S and 2.0 W of Brookings	06-150-203	2024	\$95,000				\$380,000	\$475,000
5.5 S and 2.0 W of Brookings	06-150-215	2024	\$500,000				\$500,000	\$1,000,000
5.0 N and 1.3 W of Brookings	06-157-110	2024	\$300,000				\$450,000	\$750,000
3.0 N and 0.5 E of Brookings	06-175-130U	2024	\$175,000					
3.0 N and 0.9 E of Brookings	06-179-130U	2024	\$175,000					

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total

**FIVE-YEAR PROGRAMMED PROJECT LISTING**

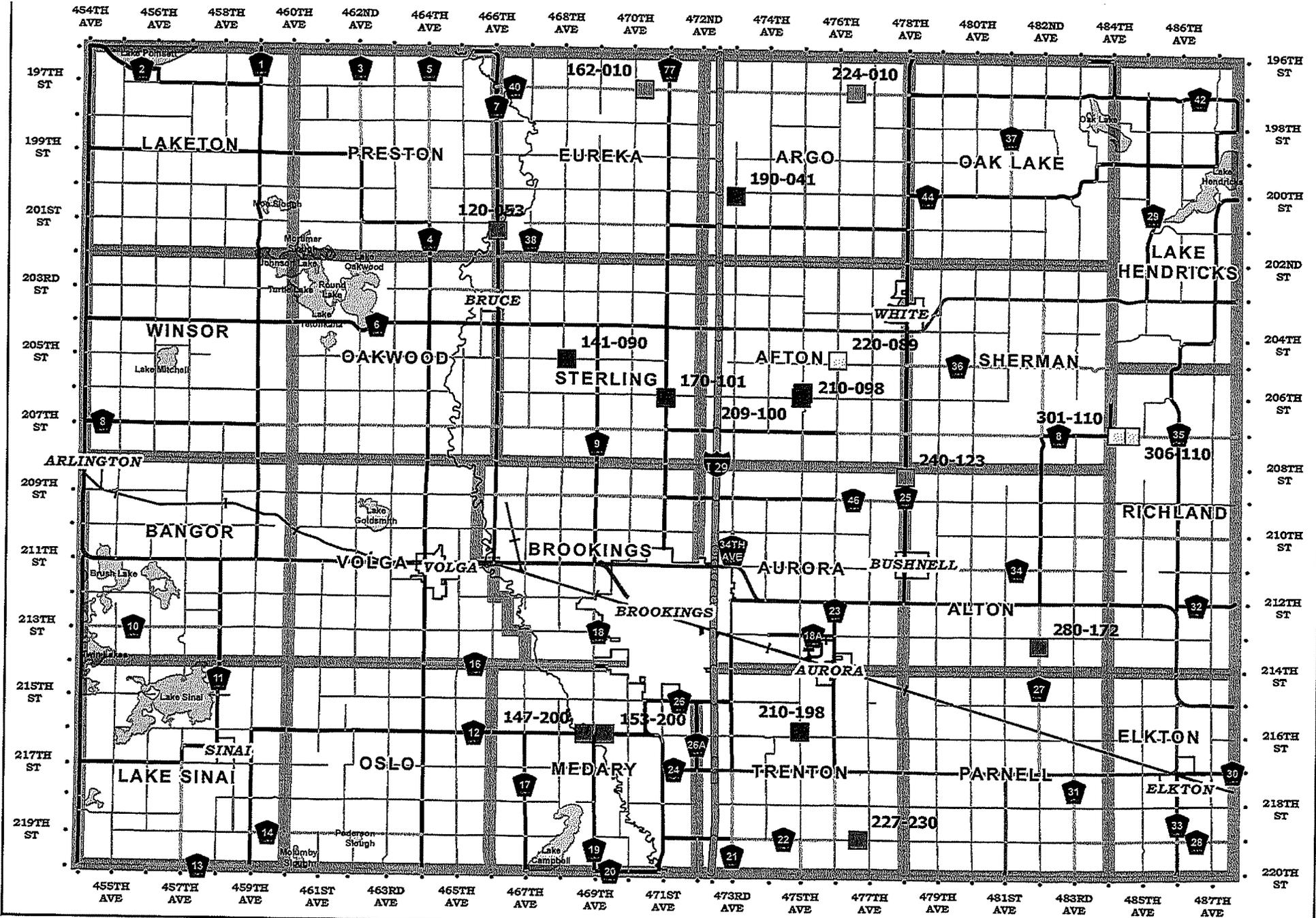
Project Location	Project Description	Year	Proposed Five-Year Project Funding Information (in thousands of dollars)					Total Project Cost
			Local Funding	Federal Funding	State Funding	Unfunded	Anticipated Grant	
5.0 N and 3.3 E of Brookings	06-203-110	2025	\$30,000				\$120,000	\$150,000
7.0 S and 1.1 E of Brookings	06-181-230	2025	\$125,000				\$500,000	\$625,000
10.0 N and 1.9 W of Elkton	06-301-110	2025	\$850,000					\$850,000
10.0 N and 1.4 W of Elkton	06-306-110	2025	\$650,000					\$650,000

**Local Funding Includes:** Match on BIG funding, traditional BRO & BRF projects, TAP projects, etc., and some shortfalls/balances on misc. projects. Also STP Payout funds.

**Federal Funding Includes:** 100% of Signing & Delineation projects, and approx. 80% of STP, BRO, BRF, and TAP projects. Federal portion of ER/FEMA projects.

**State Funding Includes:** 80% of awarded BIG projects, approx. 60% of Pavement Marking projects, and approx. 20% match on STP projects.

**Anticipated Grant (BIG):** 80% of total



- Township Roads
- Railroad
- ▤ Preliminary Engineering
- State Highways
- ▤ City Limits
- ▤ Major Grant Replacement
- US Highways
- ▤ Townships
- ▤ LFBR Grant Replacement
- ▤ Interstate
- ▤ Lakes
- ▤ County Replacement

## Brookings County Projects

### Plan 2021 Bridges

  
 September 2020





Banner Associates, Inc.  
409 22nd Avenue South  
Brookings, SD 57006  
Tel 605.692.6342  
Toll Free 855.323.6342  
[www.bannerassociates.com](http://www.bannerassociates.com)

September 29, 2020

Mr. Brian Gustad, Highway Superintendent  
Brookings County Highway Department  
422 Western Avenue  
Brookings, SD 57006

RE: Structure and Approach Grading Str. No. 06-120-053  
Brookings County, South Dakota  
BAI No. 22916.00

Dear Mr. Gustad:

Enclosed is a copy of the Certified Bid Tabulation for the above-mentioned project. Unit price bids were received and opened this morning. Our opinion of probable construction cost was \$2,650,000. A total of four (4) bids were received, ranging from a total of \$2,995,762.50 to \$2,143,923.20. We checked the provided unit prices and verified the total bid amount. A math error was found on one (1) bid, however it does not influence the low bid (Prahm Construction's total bid price was \$2,452,414.76, but the corrected value is \$2,452,027.76). The low bid was submitted by SFC Civil Constructors (Sioux Falls Construction) of Sioux Falls, SD in the amount of \$2,143,923.20.

The difference between the two lowest bids is approximately \$300,000. The low bid is approximately \$500,000 less than our estimate. The unit prices appear to be fairly consistent throughout the bids, and consistent with the South Dakota DOT's average unit bid prices, with the major differences being in the demolition of the existing structure (Incidental Work, Structure) and the cost of the concrete (Class A45 Concrete, Bridge and Bridge Deck).

I spoke with Jared Gusso of SFC this afternoon. I informed Jared of the approximate differences in the unit price bids for the above-mentioned items, and he is comfortable with the prices submitted and is looking forward to performing this work as winter-work to keep his crew working over the winter, likely starting after the new year. All the items submitted with the bid appear to be in order, therefore it is our recommendation that the Contract be awarded to SFC Civil Constructors in the amount of \$2,143,923.20.

Sincerely,

Colin W. Zwaschka, PE  
Banner Associates, Inc.

Encl. Certified Bid Tabulation



Banner Associates, Inc.  
 409 22nd Avenue South  
 Brookings, SD 57006  
 Tel 605.692.6342  
 Toll Free 855.323.6342  
[www.bannerassociates.com](http://www.bannerassociates.com)

# BID TAB

**PROJECT:** Structure and Approach Grading, Str. No. 06-120-053  
 Brookings County, South Dakota  
 22916.00

**CERTIFIED BY:** 

**BID OPENING Time & Date:** September 29, 2020 – 11:00 am

**DATE:** September 29, 2020

**BID OPENING Location:** Brookings County Commission Office  
 520 3rd Street, Suite 210  
 Brookings, South Dakota 57006

**ENGINEER'S ESTIMATE:** \$2,650,000.00

Bidder Number	Bidder's Name and Address	Bid Security	Acknowledged Addendum (none issued)	Total for Unit Price Base Bid
1	Swingen Constructions Company PO Box 13456 Grand Forks, ND 58208-3456	10% Bid Bond	NA	\$2,995,762.50
2	Journey Group Companies dba SFC Civil Constructors 4500 West 58 <sup>th</sup> Street Sioux Falls, SD 57108	10% Bid Bond	NA	\$2,143,923.20
3	Industrial Builders, Inc. PO Box 406 Fargo, ND 58107	10% Bid Bond	NA	\$2,729,720.80
4	Prahm Construction, Inc. 1294 180 <sup>th</sup> Avenue Slayton, MN 56172	10% Bid Bond	NA	* \$2,452,027.76

\* Denotes corrected value.

**Extended Bid Tabulation - Structure Replacement 06-120-053**

287'-0" Four-Span Prestressed Girder Bridge, 32'-6" Deck (30'-0" Roadway), T101 Railing

Asphalt Approach

Prepared by Banner Associates

GRADING				Engineer's Estimate		Swingen Construction		Sioux Falls Construction		Industrial Builders		Prahm Construction	
Bid Item Number	Item	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost
009E0010	Mobilization	1	LS	\$257,500.00	\$257,500.00	\$240,000.00	\$240,000.00	\$292,560.35	\$292,560.35	\$300,000.00	\$300,000.00	\$250,000.00	\$250,000.00
100E0100	Clearing	1	LS	\$5,150.00	\$5,150.00	\$9,385.00	\$9,385.00	\$1,200.00	\$1,200.00	\$6,000.00	\$6,000.00	\$3,500.00	\$3,500.00
110E0730	Remove Beam Guardrail	500	Ft	\$4.12	\$2,060.00	\$4.20	\$2,100.00	\$3.50	\$1,750.00	\$6.00	\$3,000.00	\$3.00	\$1,500.00
110E1010	Remove Asphalt Concrete Pavement	2,080.0	SqYd	\$5.15	\$10,712.00	\$5.00	\$10,400.00	\$3.60	\$7,488.00	\$5.00	\$10,400.00	\$4.75	\$9,880.00
110E1690	Remove Sediment	1.6	CuYd	\$20.60	\$32.96	\$52.50	\$84.00	\$50.00	\$80.00	\$50.00	\$80.00	\$300.00	\$480.00
120E0010	Unclassified Excavation	700	CuYd	\$15.45	\$10,815.00	\$15.75	\$11,025.00	\$6.50	\$4,550.00	\$6.00	\$4,200.00	\$18.50	\$12,950.00
120E0600	Contractor Furnished Borrow Excavation	285	CuYd	\$25.75	\$6,823.75	\$32.25	\$8,546.25	\$23.00	\$6,095.00	\$22.00	\$5,830.00	\$36.00	\$9,540.00
120E6200	Water for Granular Material	8.5	Mgal	\$257.50	\$2,188.75	\$100.00	\$850.00	\$33.20	\$282.20	\$35.00	\$297.50	\$95.00	\$807.50
230E0010	Placing Topsoil	250	CuYd	\$15.45	\$3,862.50	\$20.50	\$5,125.00	\$3.85	\$962.50	\$3.55	\$887.50	\$15.00	\$3,750.00
260E1010	Base Course	1,705.0	Ton	\$25.75	\$43,903.75	\$16.25	\$27,706.25	\$18.15	\$30,945.75	\$15.00	\$25,575.00	\$15.50	\$26,427.50
320E1200	Asphalt Concrete Composite *	470.0	Ton	\$118.45	\$55,671.50	\$100.00	\$47,000.00	\$138.40	\$65,048.00	\$100.00	\$47,000.00	\$95.00	\$44,650.00
630E1010	Straight Class A W Beam Guardrail with Wood Posts	100.0	Ft	\$30.90	\$3,090.00	\$32.50	\$3,250.00	\$32.60	\$3,260.00	\$29.00	\$2,900.00	\$28.00	\$2,800.00
630E1140	Straight Double Class A W Beam Guardrail with Wood Posts	54.8	Ft	\$66.95	\$3,668.86	\$65.00	\$3,562.00	\$38.40	\$2,104.32	\$34.00	\$1,863.20	\$32.00	\$1,753.60
630E2015	W Beam Guardrail Flared End Terminal	4	Each	\$3,090.00	\$12,360.00	\$2,625.00	\$10,500.00	\$2,720.00	\$10,880.00	\$2,520.00	\$10,080.00	\$2,400.00	\$9,600.00
632E1320	2.0"x2.0" Perforated Tube Post	22	Ft	\$15.45	\$339.90	\$15.75	\$346.50	\$17.00	\$374.00	\$15.75	\$346.50	\$15.00	\$330.00
632E2220	Guardrail Delineator	16	Each	\$30.90	\$494.40	\$15.75	\$252.00	\$17.00	\$272.00	\$16.00	\$256.00	\$15.00	\$240.00
632E3526	Install State Furnished Sign	2	Each	\$154.50	\$309.00	\$105.00	\$210.00	\$125.30	\$250.60	\$105.00	\$210.00	\$100.00	\$200.00
633E1400	Pavement Marking Paint, 4" White	1,740	Ft	\$0.52	\$896.10	\$0.55	\$957.00	\$0.60	\$1,044.00	\$0.53	\$922.20	\$0.50	\$870.00
633E1405	Pavement Marking Paint, 4" Yellow	220	Ft	\$0.52	\$113.30	\$0.55	\$121.00	\$0.60	\$132.00	\$0.53	\$116.60	\$0.50	\$110.00
634E0110	Traffic Control Signs	146.5	SqFt	\$7.73	\$1,131.71	\$4.00	\$586.00	\$4.53	\$663.65	\$4.20	\$615.30	\$4.00	\$586.00
634E0120	Traffic Control, Miscellaneous	1	LS	\$7,725.00	\$7,725.00	\$945.00	\$945.00	\$14,750.90	\$14,750.90	\$4,000.00	\$4,000.00	\$900.00	\$900.00
634E0275	Type 3 Barricade	11	Each	\$128.75	\$1,416.25	\$105.00	\$1,155.00	\$125.40	\$1,379.40	\$110.00	\$1,210.00	\$100.00	\$1,100.00
634E1002	Detour Signing	430.2	SqFt	\$15.45	\$6,646.59	\$10.00	\$4,302.00	\$11.33	\$4,874.17	\$11.00	\$4,732.20	\$10.00	\$4,302.00
734E0010	Erosion Control	1	LS	\$15,450.00	\$15,450.00	\$3,675.00	\$3,675.00	\$4,890.00	\$4,890.00	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00
734E0102	Type 2 Erosion Control Blanket	940	SqYd	\$3.09	\$2,904.60	\$2.00	\$1,880.00	\$2.00	\$1,880.00	\$1.90	\$1,786.00	\$1.80	\$1,692.00
734E0154	12" Diameter Erosion Control Wattle	700	Ft	\$5.15	\$3,605.00	\$4.75	\$3,325.00	\$4.00	\$2,800.00	\$4.00	\$2,800.00	\$3.20	\$2,240.00
734E0165	Remove and Reset Erosion Control Wattle	175	Ft	\$3.09	\$540.75	\$3.00	\$525.00	\$1.20	\$210.00	\$1.00	\$175.00	\$1.00	\$175.00
734E0630	Floating Silt Curtain	300	Ft	\$15.45	\$4,635.00	\$13.75	\$4,125.00	\$18.69	\$5,607.00	\$18.00	\$5,400.00	\$16.50	\$4,950.00
<b>Sub-Total:</b>					\$464,046.67		\$401,938.00		\$466,333.83		\$445,683.00		\$398,333.60

**Extended Bid Tabulation - Structure Replacement 06-120-053**

287'-0" Four-Span Prestressed Girder Bridge, 32'-6" Deck (30'-0" Roadway), T101 Railing

Asphalt Approach

Prepared by Banner Associates

STRUCTURE				Engineer's Estimate		Swingen Construction		Sioux Falls Construction		Industrial Builders		Prahm Construction	
Bid Item Number	Item	Quantity	Unit	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost
009E5000	Concrete Penetrating Sealer	1033.1	SqYd	\$8.76	\$9,044.79	\$5.00	\$5,165.50	\$5.00	\$5,165.50	\$4.00	\$4,132.40	\$5.00	\$5,165.50
250E0030	Incidental Work, Structure	1	LS	\$154,500.00	\$154,500.00	\$227,000.00	\$227,000.00	\$75,250.90	\$75,250.90	\$154,588.00	\$154,588.00	\$245,000.00	\$245,000.00
410E0030	Structural Steel, Miscellaneous	1	LS	\$7,725.00	\$7,725.00	\$30,175.00	\$30,175.00	\$14,287.40	\$14,287.40	\$25,000.00	\$25,000.00	\$13,750.00	\$13,750.00
410E2600	Membrane Sealant Expansion Joint	60	Ft	\$123.60	\$7,416.00	\$133.00	\$7,980.00	\$75.60	\$4,536.00	\$73.00	\$4,380.00	\$50.00	\$3,000.00
420E0100	Structure Excavation, Bridge	802	CuYd	\$257.50	\$206,515.00	\$727.00	\$583,054.00	\$550.68	\$441,645.36	\$500.00	\$401,000.00	\$470.00	\$376,940.00
430E0200	Bridge End Embankment	310.0	CuYd	\$25.75	\$7,982.50	\$32.00	\$9,920.00	\$70.10	\$21,731.00	\$22.00	\$6,820.00	\$22.00	\$6,820.00
430E0300	Granular Bridge End Backfill	71.2	CuYd	\$154.50	\$11,000.40	\$130.00	\$9,256.00	\$102.20	\$7,276.64	\$170.00	\$12,104.00	\$115.00	\$8,188.00
430E0510	Approach Slab Underdrain Excavation	7	CuYd	\$309.00	\$2,286.60	\$60.00	\$444.00	\$107.24	\$793.58	\$40.00	\$296.00	\$220.00	\$1,628.00
430E0700	Precast Concrete Headwall for Drain	4	Each	\$360.50	\$1,442.00	\$575.00	\$2,300.00	\$275.28	\$1,101.12	\$425.00	\$1,700.00	\$225.00	\$900.00
460E0030	Class A45 Concrete, Bridge Deck	290	CuYd	\$1,390.50	\$402,827.85	\$1,100.00	\$318,670.00	\$750.25	\$217,347.43	\$1,200.00	\$347,640.00	\$950.00	\$275,215.00
460E0050	Class A45 Concrete, Bridge	239	CuYd	\$1,184.50	\$282,503.25	\$1,350.00	\$321,975.00	\$710.65	\$169,490.03	\$1,500.00	\$357,750.00	\$1,035.00	\$246,847.50
460E0150	Concrete Approach Slab for Bridge	137	SqYd	\$309.00	\$42,240.30	\$270.00	\$36,909.00	\$185.70	\$25,385.19	\$290.00	\$39,643.00	\$445.00	\$60,831.50
460E0160	Concrete Approach Sleeper Slab for Bridge	30	SqYd	\$360.50	\$10,815.00	\$400.00	\$12,000.00	\$290.80	\$8,724.00	\$430.00	\$12,900.00	\$1,050.00	\$31,500.00
464E0100	Controlled Density Fill	7	CuYd	\$515.00	\$3,553.50	\$800.00	\$5,520.00	\$350.30	\$2,417.07	\$380.00	\$2,622.00	\$1,075.00	\$7,417.50
470E0420	Type T101 Bridge Railing	574	Ft	\$139.05	\$79,814.70	\$115.50	\$66,297.00	\$118.00	\$67,732.00	\$113.00	\$64,862.00	\$100.00	\$57,400.00
480E0100	Reinforcing Steel	38,211	Lb	\$1.65	\$62,971.73	\$4.00	\$152,844.00	\$1.35	\$51,584.85	\$3.40	\$129,917.40	\$1.31	\$50,056.41
480E0200	Epoxy Coated Reinforcing Steel	77,208	Lb	\$1.65	\$127,238.78	\$1.50	\$115,812.00	\$1.29	\$99,598.32	\$2.50	\$193,020.00	\$1.25	\$96,510.00
510E0100	Extract Pile	3	Each	\$515.00	\$1,545.00	\$500.00	\$1,500.00	\$445.08	\$1,335.24	\$1,600.00	\$4,800.00	\$150.00	\$450.00
510E0300	Preboring Pile	100	Ft	\$41.20	\$4,120.00	\$50.00	\$5,000.00	\$15.01	\$1,501.00	\$30.00	\$3,000.00	\$7.00	\$700.00
510E3401	HP 12x53 Steel Test Pile, Furnish and Drive	395	Ft	\$77.25	\$30,513.75	\$20.00	\$7,900.00	\$40.00	\$15,800.00	\$100.00	\$39,500.00	\$130.00	\$51,350.00
510E3405	HP 12x53 Steel Bearing Pile, Furnish and Drive	3,790	Ft	\$51.50	\$195,185.00	\$20.00	\$75,800.00	\$38.00	\$144,020.00	\$42.00	\$159,180.00	\$36.25	\$137,387.50
560E8036	36" Minnesota Shape Prestressed Concrete Beam	1,132	Ft	\$334.75	\$378,937.00	\$250.00	\$283,000.00	\$225.70	\$255,492.40	\$240.00	\$271,680.00	\$253.25	\$286,679.00
680E0040	4" Underdrain Pipe	252	Ft	\$20.60	\$5,191.20	\$20.00	\$5,040.00	\$15.80	\$3,981.60	\$35.00	\$8,820.00	\$7.00	\$1,764.00
680E2500	Porous Backfill	27	Ton	\$51.50	\$1,411.10	\$55.00	\$1,507.00	\$32.00	\$876.80	\$85.00	\$2,329.00	\$35.00	\$959.00
700E0210	Class B Riprap	609	Ton	\$61.80	\$37,660.92	\$70.00	\$42,658.00	\$46.50	\$28,337.10	\$41.00	\$24,985.40	\$38.75	\$23,614.25
700E1100	Overburden Excavation for Riprap	887.0	CuYd	\$103.00	\$91,361.00	\$295.00	\$261,665.00	\$10.55	\$9,357.85	\$10.00	\$8,870.00	\$69.00	\$61,203.00
831E0110	Type B Drainage Fabric	806.0	SqYd	\$4.12	\$3,320.72	\$5.50	\$4,433.00	\$3.50	\$2,821.00	\$3.10	\$2,498.60	\$3.00	\$2,418.00
<b>Sub-Total:</b>					\$2,169,123.09		\$2,593,824.50		\$1,677,589.37		\$2,284,037.80		\$2,053,694.16
<b>Total (participating):</b>					\$2,577,498.27		\$2,948,762.50		\$2,078,875.20		\$2,682,720.80		\$2,407,377.76
<b>Non-Participating:</b>					\$55,671.50		\$47,000.00		\$65,048.00		\$47,000.00		\$44,650.00
<b>Total:</b>					\$2,633,169.77		\$2,995,762.50		\$2,143,923.20		\$2,729,720.80		\$2,452,027.76

Shaded cell denotes corrected value.

\* Multiplication error (-\$360.00), sumation error (-\$27.00)

Brookings County  
**PERSONNEL ACTION NOTICE**

NAME: <u>Lori Schultz</u>		EFFECTIVE DATE OF ACTION: <u>11-16-2020</u>
DEPARTMENT: <u>Finance</u>	POSITION: <u>Senior Fin Assist</u>	STATUS: <input checked="" type="checkbox"/> FULL TIME <input type="checkbox"/> EXEMPT (SALARIED) <input type="checkbox"/> PART TIME <input type="checkbox"/> NONEXEMPT (HOURLY) <input type="checkbox"/> TEMPORARY/SEASONAL <input type="checkbox"/> PROBATIONARY
CURRENT WAGE: <u>25.33 /hr</u>	WAGE GRADE: <u>7</u>	

PERFORMANCE REVIEW

ANNUAL REVIEW                     
  ORIENTATION PERIOD REVIEW                     
  OTHER

EMPLOYMENT

NEW HIRE  
 OTHER \_\_\_\_\_

TERMINATION

VOLUNTARY RESIGNATION                       TERMINATION  
 VOLUNTARY RESIGNATION WITHOUT NOTICE       OTHER \_\_\_\_\_

STATUS CHANGE

	FROM	TO
TITLE CHANGE	<u>Senior Finance Assistant</u>	<u>Finance Officer</u>
WAGE GRADE	<u>7</u>	<u>12</u>
SALARY/WAGE	<u>\$ 25.33/hr</u>	<u>\$ 63,279 Salary</u>
JOB TITLE CHANGE	<u>Senior Finance Assistant</u>	<u>Finance Officer</u>
OTHER	_____	_____

COMMENTS:

appointed "Interim Finance Officer"  
from Nov 16 to Jan. when Lori begins  
position as elected Finance Officer

SUBMITTED BY: <u>Lori Schultz</u> <small>DEPARTMENT HEAD SIGNATURE/ OR AUTHORIZED REPRESENTATIVE</small>	DATE: <u>9-23-20</u>
RECEIVED BY: <u>Dristen Whiteley</u> <small>HUMAN RESOURCES</small>	DATE: <u>9-23-2020</u>
COMMISSION CHAIR: _____ <small>IF APPLICABLE</small>	DATE: _____

REQUEST TO FILL VACANCY

Position Vacancy Senior Finance Assistant  
Department Finance  
Vacancy Result of: employee promoting

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

- 1. Job Description
- 2. Departmental Organizational Chart
- 3. Severance Payout Calculations for Terminating Employee (if applicable)

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

*n/a*

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

*n/a*

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

- 6. Provide description of departmental discussions about the vacancy.

- 7. Estimated length of time to fill the position after approval.

- 8. Any additional comments?

*vacancy due to current senior finance officer moving into the Finance Officer position.*

*Tom Schuler*  
Department Manager

*9-23-20*  
Date

Request for filling of vacancy: \_\_\_\_\_ Approved \_\_\_\_\_ Denied

\_\_\_\_\_  
Chairman, Brookings County Commission

\_\_\_\_\_  
Date

**POSITION TITLE:** Sr Finance Officer (Treasurer)  
**DEPARTMENT:** Finance Office  
**REPORTS TO:** Finance Officer  
**FLSA STATUS:** Non-Exempt  
**WAGE GRADE:** 7

## **DESCRIPTION OF WORK**

### **General Statement of Duties**

Performs general financial duties involved in the receiving, recording, and balancing of county funds as well as general administrative duties for the Finance Office.

### **Supervision Received**

Under the direct supervision of the Brookings County Finance Officer and/or his or her designee.

**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.)

- Serve as a receptionist greeting individuals, answering the telephone and entering data into the computer.
- Answer questions and inquiries and/or direct individuals to the appropriate personnel.
- Develop and maintain positive, professional relationships with the general public and other employees.
- Prepare correspondence to the public, other governmental agencies or departments as required.
- Does Daily balancing of Finance Office
- Maintains record of all monies in all bank accounts
- Works with Tax Certificate Auction
- Prepares Delinquent tax List for legal newspapers
- Maintains the advance and delinquent tax records for the County
- Does the investment policy transfers and keeps all records
- Works with the Finance Officer with taking Tax Deed to delinquent properties
- Processes all tax escrow payments
- Processes all credit card payments
- Operate modern office equipment to include computer, calculator, telephone, photocopier, fax machine, etc.
- Attend seminars, training and meetings as deemed necessary.
- Perform duties in a manner consistent with safe practices and policies.
- Perform other such duties and functions as deemed necessary

## **QUALIFICATION FOR APPOINTMENT**

### **Required Knowledge, Skills, and Abilities**

- Extensive knowledge of modern office practices, procedures, and equipment to include typewriter, copy machine, fax machine, calculator, etc.
- Knowledge of general computer programs such as internet explorer, MS Outlook, MS Word and MS excel, and MS windows.
- Knowledge of local, state, and federal laws pertaining to the functions of the County Treasurer's and Auditor's Offices.
- Knowledge of bookkeeping and filing procedures.
- Ability to make mathematical computations.
- Ability to demonstrate good written and verbal communication skills.
- Ability to maintain a professional relationship with the general public and other employees.
- Ability to demonstrate good organizational skills.
- Ability to display good customer service skills.
- Ability to be bonded as an employee of Brookings County.

**Education**

- High School Diploma or GED
- Additional education beyond a High School diploma, 2 year degree, associates degree

**Experience**

- Mid-level computer experience (word, excel, windows, outlook, internet explorer-data uploads, online reporting, scanning, attachments)
- Experience in higher level office duties (in addition to general office duties)
- Report generation, spreadsheets with formulas
- Experience with higher level financial duties (such as accounts payable, payroll, bookkeeping)
- Experience resolving customer complaints and high level customer service.

**OR**

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

---

*Commission Chairperson*

---

*Date*

Brookings County  
Capital Asset Form  
TRANSFERS, SURPLUS & DISPOSALS

FROM Weed Dept.

Complete this form for all capital asset Transfers, Disposals, or items declared surplus – sold, donated, salvaged, destroyed, trade-in, lost/stolen

Capital Assets include land, buildings, building improvements, machinery, equipment, computer software/hardware, and infrastructure with a **useful life greater than one year** and **original cost greater than \$500.**

Transfer       Surplus       Disposal

Asset # & Description: 100 gallon tank w/trailer

Serial/VIN Number:

Model or Product:

To Dispose an Asset: DISPOSAL  
Types: Sold, Donated, Trade-In, Salvage, Destroyed, Lost/Stolen

For Surplus:  YES     NO      Disposal Date:

To Transfer between Departments:

Transfer From:	Transfer To:
Department: <input type="text"/>	Department: <input type="text"/>
Location: <input type="text"/>	Location: <input type="text"/>
Date: <input type="text"/>	

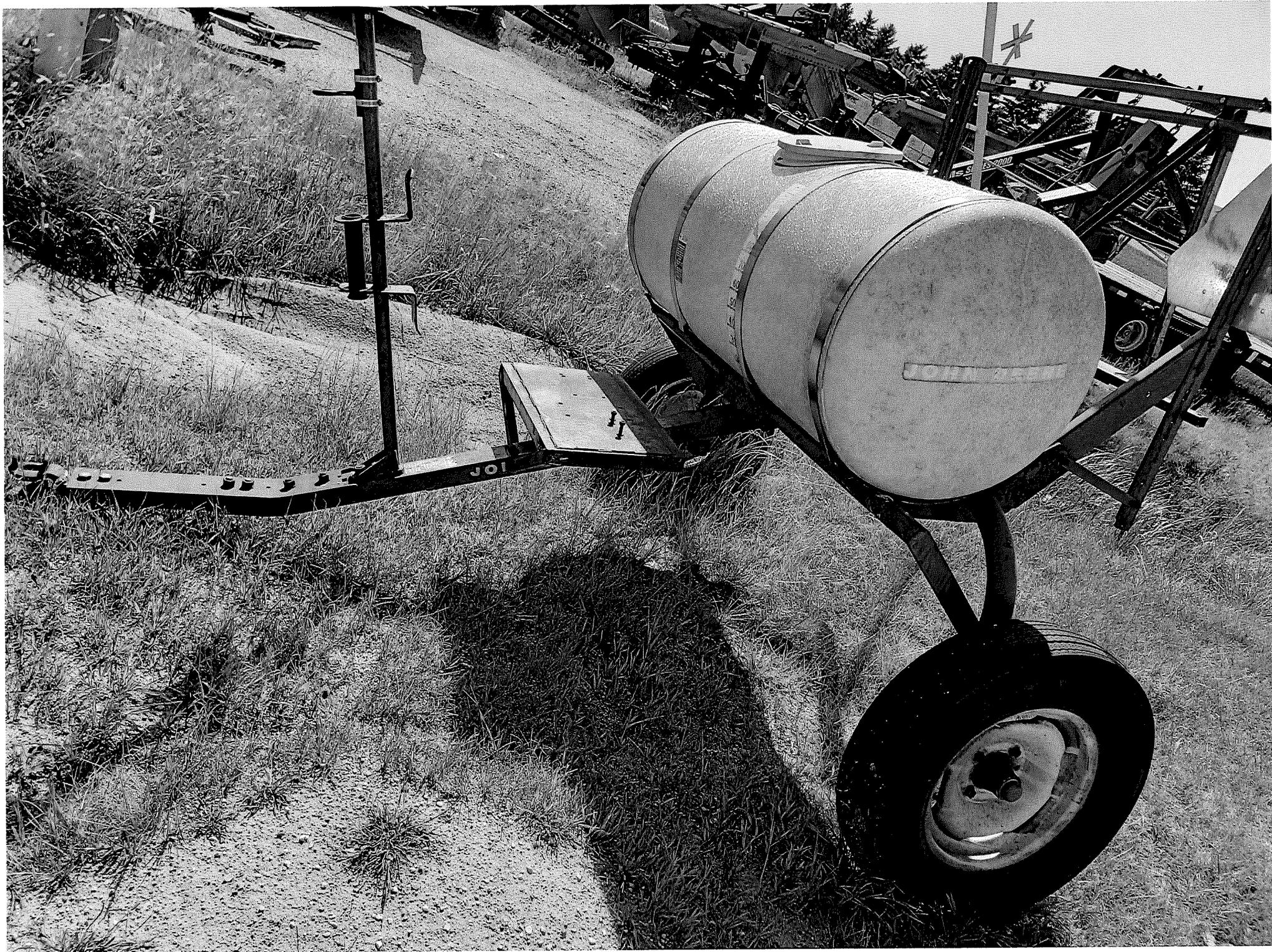
Finance Office Use Only

Surplus Sale Date:

Date Fixed Asset System Updated:

Asset Number:

Notes/Comments:





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

## **STAFF REPORT:**

### **Scheduled Agenda Items**

- 9:00 AM – Samara Avenue: Volga City Administrator Jameson Berreth, along with a couple council members, will be in attendance. Berreth would like direction on what the Commission's stance is on this project – county maintaining ownership of Samara Avenue through Volga or transferring ownership to the city. They feel this would help with their decision on how the proposed street improvements will look.
- 9:30 AM – Public Hearing – Highway 5-Year Plan: The Commission initially saw this plan at budget hearings. This is the official approval of the 5-Year plan, which needs to be approved and submitted to receive Bridge Improvement Grant (BIG) funding.
- 9:45 AM – Wellmark Update: Sherri Matthews Senior Account Manager with Wellmark Blue Cross and Blue Shield will be calling in to review the progress of the county's health insurance plan now that we're nearing the end of the first year with the new HRA.

### **Regular Business Items**

- ❖ Elkton Railroad Crossing: A representative from the City of Elkton was at the last meeting seeking permission from the Commission to proceed with adding crossing arms at the railroad crossing on County Road 13 in town. This is official action to allow the City of Elkton to proceed with that installation.
- ❖ Bid Award: This is the bid award for the Bruce bridge that received Bridge Improvement Grant funding. The County is paying 50% of the costs. The bid came in just over \$500,000 under the engineer's estimate.
- ❖ Appointment: This is action to appoint Lori Schultz as the Interim Finance Officer starting November 16, 2020. Vicki Buseth is retiring and her last day is Friday, November 13, 2020. Lori is running unopposed for the Finance Officer's position – which will become official on January 1, 2021.
- ❖ Vacancy: This vacancy is for Lori's current position. She would like to start the process of filling that position, as soon as possible.
- ❖ Surplus: Misty said this has been repaired several times and it still leaks. It is not used at all and all the plumbing parts have been removed.

### **Director's Report**

- Commissioner Boersma and I will have an update on the Finance Office project.
- An "Executive Summary" from Henry Carlson Construction is included with my report. This summarizes what has been done at the jail as of 09/29/20.

## Public Notices

- ✓ County Tour, 8:30 AM, Friday, October 2, 2020 – leave from the Government Center
- ✓ Jail Expansion & Remodel Groundbreaking, 4:00 PM, Friday, October 2, 2020 – 315 7<sup>th</sup> Ave., Brookings
- ✓ Monday, October 12, 2020 – Offices closed in honor of the Native American Day holiday.
- ✓ Department Head Reviews, Tuesday, October 27, 2020, 8:00 AM in the Chambers of the Brookings City & County Government Center
- ✓ Wednesday, November 11, 2020 – Offices closed in honor of the Veterans Day holiday.
- ✓ Retirement Open House for Finance Officer, Vicki Buseth, Friday, November 13, 2020, 2:00 PM – 4:00 PM – with a short program at 3:00 PM.
- ✓ Thursday & Friday, November 26-27, 2020 – Offices closed in honor of the Thanksgiving Day holiday.



Stacy Steffensen  
Commission Department Director  
Brookings County, South Dakota

# Executive Summary

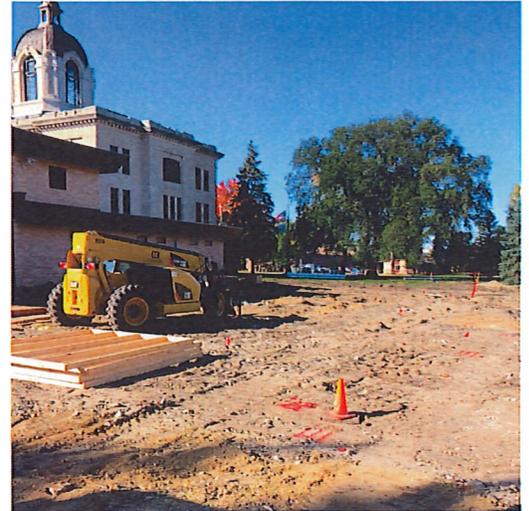
## Brookings County Detention Center Expansion and Remodel

### What's New

We are excited to get this project started and are happy to be a part of it. We look forward to the months to come and the progress that will be made.

In the beginning there are a lot of things that are happening behind the scenes with material shop drawings, color selections, etc. This allows us to review and get material ordered, so we have them on site when needed for installation.

On site, we have completed the site demolition and clearing. We now have site utilities being reviewed and installed. The next steps will be building footings and foundations. We are also working with the Sheriff's Department for temporary means related to their 24/7 operation.



### The Past Month (September)

1. Site clearing and demolition
2. Start of site utilities installation
3. Temporary constructions for the Sheriff's Department

### Coming Up in the Next Month (October)

1. Continue with site utilities
2. Temporary perimeter site fencing
3. Footings and foundations
4. Earthwork (building pad)

### Schedule Update

1. Original construction completion date: 6/13/22
2. Current updated construction completion date: 6/13/22

### Budget Update

1. Original GMP/Contract: \$15,193,634
2. Updated GMP (Thru CO): \$15,193,634



BOYS & GIRLS CLUB  
OF THE NORTHERN PLAINS



Original Artwork by  
a Girl Member

FROM THE CLUB,

Thanks A  
Bunch!

Great Futures really do start with you.



BOYS & GIRLS CLUB  
OF THE NORTHERN PLAINS

Brookings County-

Thank you so much for your continuous support of the Boys & Girls Club! Because of your assistance, we are able to offer life changing programs, specifically for teens. Teen Court

and now JDAI and Brookings County Youth Diversion truly help kids who need us most and give teens a second chance.

We greatly appreciate your support!

Thanks again,  
Chelsea Langley  
Executive Director