

**DOUGLAS COUNTY COMMISSIONER MEETING
DECEMBER 19, 2017**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, December 19, 2017. I. Lau, S. Lau, Maas and Muntefering were present. Also present were Auditor Barker, Kendra Rolston, representing Douglas County Publishing, and Julie Brenner, Treasurer. The meeting was called to order by Chairman Muntefering. The Pledge of Allegiance was recited. A motion was made by S. Lau and seconded by Maas to adopt the agenda. All present voted in favor of this action, motion carried.

HIGHWAY DEPARTMENT

Joel Meyer, Highway Superintendent, met with the Board to update them on his department. Meyer presented an Approach Application and Permit submitted by Percy Dykshorn for the purpose of widening an existing approach located in the SE ¼ of Section 35, T100N, R66W. S. Lau moved to approve the application, with all approach work and installation to be done at the expense of the applicant. Maas seconded the motion. All members voted in favor of this action, motion carried. Meyer informed the board that there is a powerline running from the Armour highway shop, South/East to the historical railroad house. This is not up to code and will need to be redone. The board agreed. Meyer will have the electric company put a meter on the railroad house. Meyer informed the board that the grader out of New Holland has broken down and is awaiting a repair, therefore the grading schedule has fallen behind. Meyer hopes to have the part from Sheehan Mack sales soon. Meyer also reminded the Board that three (3) of the County's four (4) graders are no longer under warranty, and the one that is will expire at the end of 2018. No action was taken at this time.

PLANNING AND ZONING

Jessica van Wyk, Planning and Zoning Administrator, met with the Commissioners to set the date for a public hearing, which is the next step in the ordinance revision process. States Attorney Parkhurst, Tim Goldammer, Elwood Vandenberg, Mark Fuoss and Seth Denning were also present for this discussion. Commissioner I. Lau stated that he had read through the proposed revisions that van Wyk presented at the last meeting and that he did not feel that Planning and Zoning was necessary in Douglas County. Discussion was held amongst the Commissioners and the Planning and Zoning Board members that were in attendance.

A motion was made by Maas and seconded by Star to schedule the public hearing for January 16, 2018 at 7:00 p.m. All members voted in favor of this action, motion carried. This meeting will take place in the Douglas County Courtroom on the third floor of the courthouse.

Commissioner Ivan Lau exited the meeting at 9:40 a.m.

An agreement from First District Association of Local Governments was read by the board. This contract is for services between Douglas County and First District Association of Local Governments for the County GIS Website Hosting Needs for calendar year 2018.

The 2018 contract was reviewed by the board and tabled until the auditor can get clarification from Planning and Development District III.

FORMAL SUPPLEMENT

A Motion was made by Maas and seconded by Star to introduce the following resolution.

RESOLUTION #2017-08
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2017 Annual Budget in order to carry on the indispensable functions of Douglas County; and

WHEREAS, the adoption of the proposed Supplemental Budgets were duly considered by the Douglas County Commission on the 19th day of December, 2017, at 10:00 a.m., in the Commission Meeting Room, pursuant to due notice;

THEREFORE, BE IT RESOLVED by the Douglas County Commission that the following Supplemental Budget be, and the same is, hereby approved for the purpose of providing budget to conduct the indispensable functions of Government, to-wit:

From General Fund Cash (101-0-101) to the following budgets:

Commissioner Salary: 101-111-411 in the amount of \$4,000.00

Commissioner Insurance Bond Premium: 101-111-421 in the amount of: \$10,000.00

Jail Professional Fees: 101-212-422 in the amount of \$6,000.00

Jail Booking Fee: 101-212-422.01 in the amount of \$2,500.00

Prisoner Medical fees: 101-212-422.10 in the amount of \$2,000.00

Juvenile Detention: 101-215-422 in the amount of \$15,000.00

Mentally Handicapped: 101-441-422 in the amount of \$3,000.00

Park Equipment: 101-522-435 in the amount of \$700.00

Planning & Zoning Salaries: 101-711-411 in the amount of 500.00

Planning & Zoning Publishing: 101-711-423 in the amount of \$500.00

From E-911 System Cash (207-0-101) to the following budget:

E911 System: 207-225-422 in the amount of \$2,000.00

APPROVED BY THE COUNTY COMMISSION:

SIGNED: _____

Commission Chairperson

ATTEST: _____

County Auditor

A roll call vote was taken with the following votes recorded: Voting aye: S. Lau, Maas, Star and Muntefering. Nay: none. Absent: I. Lau. Motion carried.

OTHER BUSINESS

A motion was made by S. Lau seconded by Maas to pay out Annie Rankin's vacation and sick leave with December Payroll. All members voted in favor of this action, motion carried.

A list of the 2017 pay 2018 Tax Certificates was presented to the Board for their review. No formal action was required.

SLA Grant paperwork was presented to the Board on behalf of Emergency Management Director,

Pat Harrington. A motion was made by Star and seconded by S. Lau authorizing the Chairman to sign the SLA Grant paperwork. All members voted in favor of this action, motion carried.

ARMOUR AMBULANCE REPORT

Nicole Neugebauer, Douglas County Armour Ambulance Director, met with the board to present an annual report. The Board thanked Neugebauer for taking the time to present a report. No action was required.

PLAT APPROVAL

A motion was made by S. Lau seconded by Maas authorizing Chairman Muntefering to sign the Plat of Douglas Electric Addition in the N 77 Acres of the NE ¼ of Section 1, T98N, R64W of the 5th p.m., Douglas County, SD. All members voted in favor of this action, motion carried.

2018 EMPLOYEE WAGES

The 2018 health insurance premiums and the County contribution were discussed. Roxane Wentz, Julie Brenner, Kim Huebner, Joel Meyer and Jessica vanWyk were present for this discussion.

A motion was made by S. Lau and seconded by Maas to pay 100% of a single employee premium effective with the new rates. All members voted in favor of this action, motion carried.

A motion was made by S. Lau and seconded by Maas to give the Douglas County Employees a 2% increase in annual wages, effective January 2018. All members voted in favor of this action, motion carried. Commissioner S. Lau also asked that the department heads think about ways to cut their budgets by at least one percent for the 2019 budget.

EXECUTIVE SESSION

A motion was made by S. Lau and seconded by Maas to enter into executive session at 11:05 a.m. to discuss a personnel matter. All members voted in favor of this action, motion carried.

At 11:15 a.m. Chairman Muntefering declared the meeting back to open session with the following action taken:

A motion was made by Maas and seconded by Star to hire Kimberly Klein, upon the recommendation of the 4-H Advisor, to the full time position of 4-H Support Staff/ Weed and Pest Secretary at a wage of \$11.00 per hour with review after the completion of her sixth month probation. All members voted in favor of this action. Motion carried. Klein will start after the first of the year with the exact date to be determined.

FEES REPORT

Clerk of Courts November 2017: \$3,156.50

Register of Deeds November 2017: \$4443.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2017:

Checking Accounts	\$1843.60
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$46,547.13
Savings Accounts.....	\$3,055,000.00
-First State Bank- Armour	
Certificate of Deposits	\$400,000.00

Total \$3,504,290.73

FUND BALANCE

General Fund	\$1,731,674.09
Special Revenue Funds	\$929,342.79
Trust and Agency Funds	\$436,642.52
Total	\$3,504,290.73

The following claims were approved for payment:

GENERAL FUND:

Armour Dray 45.00 utilities; Phyllis Barker 92.06 travel; Bob’s Farm Service 180.00 Park repairs; Charles Mix County Sheriff’s Office 200.00 jail fees; Connecting Point 2494.00 computers; Dakota Sales and Rental 250.00 rental fees; DCMH 200.00 prof. fees; Dept. Revenue 70.00 prof. fees; First Security Finance 4630.61 debt services; H&H Electric 365.42 repairs; Krull’s Market 3.99 supplies; Minnehaha Co. Regional 285.00 juv. Detention; Office Products 990.89 supplies/equip. Petty Cash 476.66 postage; Randall Comm. Water District 74.30 utilities; Select Service Center 886.72 repairs; State of SD 34.75 utilities; Swier Lawfirm 771.00 CAA Fee; Thompson Reuters 193.74 law books; USPS 882.00 postage; Wilson’s True Value 76.89 supplies.

ROAD AND BRIDGE FUND:

Agland Coop 1,138.34 oil; Armour Dray 25.00 utilities; Douglas Electric 253.00 utilities; Fousek Truck Services 312.55 repairs; Lincoln Township 234.60 road repairs; Northwestern Energy 186.46 utilities; Petty Cash 2.38 postage; SD Dept. of Transportation 956.43 prof. fees; SDAAO 75.00 dues 2018; SDACC 362.07 CLERP Payment; Stern Oil Company 2422.41 supplies; Vogt’s Repair 229.64 repairs; supplies; Werk Weld 13.43 repairs; Wilson’s True Value 75.98 supplies.

EMERGENCY MANAGEMENT FUND:

Danko Emergency 559.47 equipment; Pat Harrington 236.72 travel.

DOUGLAS COUNTY TID:

Great Western Bank 6631.33 TID principal/interest.

ADJOURNMENT

At 11:45 a.m., a motion was made by Maas seconded by Star to adjourn until 11:00 a.m. on Thursday December 28, 2017. All members voted in favor of this action, motion carried.

SIGNED: _____
Floyd Muntefering, Chairman
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

