

**DOUGLAS COUNTY COMMISSIONER MEETING  
DECEMBER 5, 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 5, 2017. I. Lau, S. Lau, Maas, Muntefering and Star were present. Auditor Barker was also present. The meeting was called to order by Chairman Muntefering. The Pledge of Allegiance was recited. Motion was made by S. Lau, seconded by Star to adopt the amended agenda. All voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A Correction to the previous meeting minutes was made. The November 21<sup>st</sup> meeting was called to order by Chairman Muntefering, not Chairperson Blume as published. A motion was made by I. Lau and seconded by Maas to approve the minutes from the November 7<sup>th</sup> and 21<sup>st</sup> meetings. All members voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Ron Gillen and Eric Prunty, from Brosz Engineering, met with the Board to update them on the process of the BIG application process for the 2018 bridge project. Gillen informed the Board that the grant application is due by January 1, 2018 with the hope that grants will be awarded by the end of March 2018.

A motion was made by Maas seconded by Star to introduce the following resolution:

**RESOLUTION #2017- 08  
Bridge Improvement Grant Program  
Resolution Authorizing Submission of Applications**

WHEREAS, Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

STRUCTURE # 22-211-050. Six (6) Miles east of Corsica, SD going over Choteau Creek.

And WHEREAS, Douglas County certifies that the project(s) are listed in the county's 5-Year County Highway Road and Bridge Improvement Plan;

And WHEREAS, Douglas County agrees to pay the minimum 20% match on the Bridge Improvement Grant Funds OR the following greater percentage of 50%

And WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant application and any required funding commitments.

NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant Application.

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

A motion was made by S. Lau and seconded by I. Lau authorizing Chairman Muntefering to sign the Utilities Certificate for the Bridge Improvement Grant project. All members voted in favor of this action, motion carried.

A motion was made by S. Lau and seconded by Maas authorizing the Chairman to sign the Right of way Certificate. All members voted in favor of this action, motion carried. The Board thanked Mr. Gillen for his time.

Superintendent Meyer met with briefly to update them on his department. Meyer informed the board that most of the trees that were marked by the park caretaker for removal have been taken care of. Meyer informed the Board of a large tree that the highway department does not have the means to remove that is posing a safety issue. The Board authorized Meyer to have Ban Hoffman's Tree Removal Service to remove the tree.

Commissioner Star inquired about the county gravel pile that was purchased off of the 2014 gravel bid that was awarded to Rechnagel's (VanderPol pit). Star indicated that he talked with Mr. Rechnagel, who stated that he was instructed by Supt. Meyer to mix black dirt into the gravel pile in 2014. Meyer said that his budget that year did not support the purchase of clay to mix into the gravel and he felt it was his only option at that time. Meyer feels that the gravel will still be able to be used.

#### ELECTION:

Auditor Barker explained that it was budgeted to replace precinct voting booths in 2017 and presented two different options to the board. A motion was made by Star and seconded by I. Lau to purchase new voting booths out of the 2017 budget as planned. All members voted in favor of this action, motion carried.

#### SURPLUS PROPERTY

Auditor Barker explained that the bid that was accepted at the previous meeting, had now been withdrawn. Therefore, a motion was made by S. Lau and seconded by Star to accept the withdraw of Nickoles Reyes' bid on record #2452 and record #2437 as accepted on November 21<sup>st</sup>, and in turn, accept the bid of Rodney and Carole Westra in the total amount of \$1,000.00. All members voted in favor of this action, motion carried.

A motion was made by Maas and seconded by I. Lau to declare the following items surplus property upon recommended of the Courthouse Custodian. Fixed Asset #: 0500, 0536, 0530, 0531, 0532, 0533, 0505, 1404 (File cabinets). 3063, 3003, 1830, 3022, 3237, 1889(misc. Office equipment). 1144 (wooden chairs). 1240, 0011, 0012 (Desks).

#### CORRESPONDENCE:

A letter from Planning and Development District III was read by the board. A motion was made by I. Lau and seconded by S. Lau authorizing the chairman to sign the 2018 Statement of Extension agreement with Planning and Development District III with a total contribution of \$11,593.00. All members voted in favor of this action, motion carried.

#### EXECUTIVE SESSION:

At 10:20 a.m., a motion was made by Star and seconded by S. Lau to enter into executive session to discuss a personnel matter. All members voted in favor of this action, motion carried. At 10:30 a.m., Chairman Muntefering declared the meeting back to open session with no action taken.

#### PLANNING AND ZONING:

Jessica van Wyk, Planning and Zoning Administrator, met with the board briefly to give an update.

Van Wyk presented the final copy of the revised Planning and Zoning Ordinance. Discussion was held regarding the next steps in the process. The board will read through the new ordinance and revisit the topic at their December 19<sup>th</sup> meeting for action.

**CLAIMS**

The following claims were approved for payment:

November payroll: Commissioners 3328.19 Auditor 7437.65 Treasurer 8636.91 States Attorney 5111.11 Courthouse Janitor 5,253.43 Equalization 6881.01 Register of Deeds 4991.97 Veterans Service Officer 1049.02 Sheriff 16,941.69 Coroner 117.68 Ambulance 1513.01 Welfare 155.99 Extension 966.94 Weed &Pest: 423.90 Planning and Zoning 443.80 Museum 0.00 Park 0.00 Lincoln Life 1009.77 insurance.

**GENERAL FUND:**

Agland Coop 90.22 mileage; Armour Chronicle 283.64 publishing; Armour Lumber 2.50 supplies; Armour City 101.00 utilities; Avera St. Benedicts 550.70 support of poor; Buhl's Dry Cleaning 123.00 maint.; Community Health Services 1966.21 prof. fees; Connecting Point 175.00 repairs; Corsica Globe 439.64 publishing; Darrington 35.70 supplies; Goldenwest 800.77 utilities; Hertz Reclamation 165.00 maint; Steve Lau 75.18 travel; Lincoln County 289.15 prof. fees; Office Products Center 1624.92 supplies/furniture; Swier Law Firm 500.00 RARP program; Jessica van Wyk 95.30 travel; Voyager Fleet Systems 1296.19 fuel; Whalen Law Office 318.00 CAA fees.

**ROAD AND BRIDGE FUND:**

November Payroll: 19,394.92; Agland Coop 602.80 supplies/fuel; Armour City 42.00 utilities; Doug's Repair 282.47 Repairs; Goldenwest 128.75 utilities; Light and Siren 331.00 repairs; John Parker 278.62 clothing allowance; Transource 86.45 repairs; Travis Schacht 300.00 clothing allowance; Voyager Fleet Systems 336.64 fuel.

**E911 FUND:**

November Payroll 26.09; Goldenwest 436.60 E911 System; Midstate Communications 440.11 prof. fees.

**EMERGENCY MANAGEMENT FUND:**

November Payroll: 1740.48;Goldenwest 16.00 utilities; Office Products Center 305.44 supplies;

**ADJOURNEMENT**

At 11:15 a.m., a motion was made by Maas seconded by Star to adjourn until 9:00 a.m. on Tuesday December 19, 2017. All members voted in favor of this action, motion carried. The final meeting for 2017 was scheduled for Thursday, December 28<sup>th</sup> at 11:00 a.m.

SIGNED: \_\_\_\_\_  
Floyd Muntefering, Chairman  
Board of County Commissioners

ATTEST: \_\_\_\_\_  
Phyllis Barker, Auditor

