

DOUGLAS COUNTY COMMISSIONERS
JANUARY 7, 2020

The Board of County Commissioners met in regular session at the courthouse in Armour, SD at 9:00 a.m. on Tuesday, January 7, 2020. Members present were Steve Lau, Ivan Lau, Marlin Maas, Jerod Star and Tim Goldammer. Also present were Auditor Phyllis Barker and Gerri Olson, representing Douglas County Publishing. Auditor Barker called the meeting to order. The pledge of allegiance was recited.

ORGANIZATION OF COUNTY BOARD

The Auditor called for nominations for Chairperson of the Board for the year 2020. Goldammer motioned to nominate Steve Lau to serve as Chairperson for 2020. Maas seconded the motion and moved that nominations cease. With S. Lau abstaining, all other members voted aye; motion carried.

The Auditor called for nominations for Vice-chairperson. Maas motioned to nominate Tim Goldammer to serve as Vice-Chairman for 2020. Star seconded the motion and called for nominations to cease. With Goldammer abstaining, all board members voted in favor of this action; motion carried.

Chairperson Lau asked for approval of the agenda. Motion was made by Star and seconded by Goldammer to adopt the agenda. All members voted in favor of this action; motion carried.

CORSICA LAKE:

Auditor Barker presented a proposal from Brosz Engineering to complete a camera inspection of the outlet works to ascertain the existing condition of the pipe and the outlet works vertical slide gate flow control. A motion was made by Star and seconded by Goldammer to accept the proposal from Brosz Engineering to complete the inspection and compile the results at a cost of \$4000.00. All members voted in favor of this action; motion carried.

GIS FIRST DISTRICT:

A motion was made by Goldammer and seconded by Star authorizing the Chairman to sign the agreement with First District for GIS hosting services. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT:

Austin Luebke, county resident, met with the Board to discuss a law enforcement complaint. Sheriff Coler, Deputy Palmquist and States Attorney Parkhurst were also present. No action was taken. Luebke and Palmquist exited the meeting.

EXECUTIVE SESSION:

A motion was made by Goldammer seconded by Star to enter into executive session at the request of Parkhurst with Coler and Barker present to discuss a personnel and legal matter at 9:20 a.m. All members voted in favor of this action; motion carried. At 9:45 a.m. Chairman Lau declared the meeting back to open session with no action taken. Coler exited the meeting.

HYDROLOGY & HYDRAULIC STUDY:

Discussion was held regarding the H&H Study the Commissioners agreed to pursue Hazard Mitigation Grant funding for to start in Iowa Township. Commissioner Goldammer would like to expand the scope of the H&H study to include Holland, Joubert and Clark townships in addition to Iowa Township. Discussion was held. Auditor Barker will gather more information before further action is taken.

DRAINAGE ORDINANCE:

Brian McGinnis, Planning and Development District III, met with the board to present the final draft of the Drainage Ordinance. Discussion was held. A public hearing was set for February 4, 2020 at 6:30 p.m. with the first reading to be held February 18th.

EXECUTIVE SESSION:

A motion was made by Maas and seconded by Goldammer to enter into executive session to discuss a legal matter at 10:34 a.m. with Parkhurst and Barker present. All members voted in favor of this action; motion carried. Chairman Lau declared the meeting back to open session at 10:46 a.m. with no action taken at this time. Parkhurst exited the meeting.

HIGHWAY DEPARTMENT:

Highway Superintendent, Bob Reinfeld and Callie Nichols, Highway Office Manager, met with the Board briefly to update them on their department. Gravel crushing was discussed. Reinfeld explained that he would like to purchase a tar pot as opposed to renting one. No action was taken at this time.

EXECUTIVE SESSION:

A motion was made by Star seconded by Goldammer to enter into executive session to discuss a personnel matter at 11:00 a.m. with Reinfeld and Barker present. All members voted in favor of this action; motion carried. At 11:15 a.m., Chairman Lau declared the meeting back to open session with no action taken.

2020 BEGINNING OF THE YEAR BUSINESS:

MEETING DATES:

A motion was made by Goldammer and seconded by Star that the Douglas County Commissioner's meetings be held at 9:00 a.m. on the first and third Tuesday of each month and all other meetings as deemed necessary. Informational meetings specifically for public input will also be held in the evenings if enough public interest is shown. All Board members voted in favor of this action; motion carried.

2020 DOUGLAS COUNTY REORGANIZATION OF BOARDS, EMPLOYMENT, EXPENSES AND RATES:

COMMISSIONER COMMITTEES AND BOARDS:

Fair Board	1 st Tuesday QTRLY	Ivan Lau
Legislative Resource	During Legislative Session	Auditor
Park Board	As Needed	Marlin Maas and Jerod Star
Planning Dev. District III	2 nd Wednesday MONTHLY	Steve Lau
Rural Office Comm. Serv.	Date Determined at Meeting	Phyllis Bordewyk
Weed Board	Last Monday MONTHLY	Tim Goldammer
Soil Conservation	4 th Monday MONTHLY	Ivan Lau
Randall RC&D Council	Last Thursday MONTHLY	Steve Lau
Solid Waste Disposal	2 nd Tuesday MONTHLY	Steve Lau & Jerod Star
Enhanced 911	Meetings as Needed	Steve Lau
Alcohol/ Drug Center	Meetings as Needed	Marlin Maas
Planning/Zoning	2 nd Thursday MONTHLY AS NEEDED	Tim Goldammer & Jerod Star
LEPC	MONTHLY	Steve Lau & Tim Goldammer

COURTHOUSE HOURS AND HOLIDAYS:

Courthouse hours shall be from 8:00 a.m. to 12:00 noon and from 12:30 p.m. to 4:30 p.m. for all offices. The Veterans Service Office and the Food Pantry shall be open as posted on the door. A telephone answering system and a sign on the door is to be used if an office is not open.

Department heads shall assume personal financial responsibility for overtime work done by their staff, unless prior authorization is approved by the County Commissioners or the Department Head. Douglas County will observe holidays as listed in Section 505 of the County Personnel Handbook.

RESTRICTED SPENDING:

The Commissioners, request that all department heads consult with the Board of County Commissioners before making any budget purchases other than normal salaries and supply expenditures exceeding \$500.00 and \$5000.00 for the Highway Department. This is to ensure tighter control of budget spending to protect the county reserve funds to better the county financial situation.

COUNTY AUTHORIZATION FOR EMPLOYMENT:

John L. Engelland was re-appointed as the County Custodian and Patrick Harrington as the Emergency/Disaster Director for 2020.

Motion was made by Maas and seconded by Star to approve all appointments, hours, holidays and spending procedures. All members voted aye; motion carried.

In compliance with SDCL 7-7-20, it is deemed necessary for the prompt and accurate dispatch of business that the following be employed:

AUDITORS OFFICE: One full-time Deputy. One part-time Deputy not to exceed 180 hours annually for elections, vacation and/or sick leave.

CORONER: Two part-time Deputies, as needed.

COUNTY PROPERTY CUSTODIAL: One full-time Custodian. As needed part-time Custodian for vacation and/or sick leave.

DIR. OF EQUALIZATION OFFICE: One full-time Administrative Assistant not to exceed 2080 hours annually. One part-time Clerk not to exceed 50 hours annually.

EMERGENCY AND DISASTER: One part-time Director.

4-H ADVISOR OFFICE: One full-time Office Manager not to exceed 2080 hours annually.

HIGHWAY OFFICE: One full time Office Manager not to exceed 2080 hours annually.

PARK: One part-time Caretaker, as needed.

REGISTER OF DEEDS OFFICE: Two part-time Deputies for vacation and/or sick leave.

TREASURERS OFFICE: One full-time Deputy. Two part-time Deputies not to exceed 250 hours annually.

SHERIFF DEPARTMENT: Three full-time Deputies. Other Guards and Matrons, as needed.

STATES ATTORNEY OFFICE: One part-time Deputy.

WEED AND PEST CONTROL: One Secretary not to exceed 450 hours.

APPOINTMENT OF BOARD AND COMMITTEES:

The following persons are appointed to serve on the various Boards and Committees for Douglas County:

LOCAL EMERGENCY PLANNING COMMITTEE: (Annual appointment) – Emergency Management Director; Fire Chiefs--Armour, Corsica, Delmont; Law Enforcement; Robert Reinfeld and Commissioners (2).

FAIR BOARD: (Two Year Appointment, even year= Dist. 2 &4 Odd years= Dist. 1,3, & 5) - Dist. #1 - Aaron Lau, Dist. #2 – Victor Westendorf, Dist. #3 – Dwayne Werkmeister, Dist. #4 - Mira Leonard, Dist. #5 - Bart Laber, and Commissioner (1) for 2020-Ivan Lau

PLANNING & ZONING BOARD:

(Three-year terms, other than annual for commissioners) VACANT-Dist.1 (term will expire 2022), Seth Denning -Dist.2 (term will expire 2022), Mark Fuoss Dist. 3 (term will expire 2021), Gregg Olawsky-Dist. 5 (term will expire 2023), Jordan Reimnitz- At-Large (term will expire 2023) and Commissioners (2) for 2020-Tim Goldammer and Jerod Star.

WEED AND PEST CONTROL: (Three-year appointments) - Area 1–Wayne Lefers (term will expire in 2022) Area 2–Robert Clark (term will expire in 2023), Area 3–John D. Brenner (term will expire in 2022), Area 4–Joseph Pickart (term will expire 2023), Area 5– Mark Heisigner (term will expire 2021), Area 6–Garry D. Bultje (term will expire in 2021), Commissioner (1) for 2020- Tim Goldammer.

MENTAL ILLNESS BOARD: (Three-year appointment) - Attorney Kenneth Cotton (Appointed by Judge), Attorney Keith Goehring, Deputy (Appointed by Judge), and ONE

VACANT POSISITON- TO BE FILLED (term will expire 2021)

Board Members: Vice-Chairman of Commissioners as alternate member (Maas for 2020).

BOARD OF APPRAISERS: Robert Reinfeld and all Commissioners other than chairperson.

DESIGNATION OF OFFICIAL NEWSPAPERS, LOCATION SITES AND DEPOSITORY BANKS:

The Armour Chronicle, Corsica Globe and Delmont Record were designated as official county newspapers. The bulletin board in the west entry way of the courthouse as the official bulletin board. The west front door of the courthouse as the location of Chattel Mortgage Foreclosure Sales. Bank West-Armour, Bank West-Delmont and Bank of the West-Corsica as depository banks; with Bank West-Armour as the active depository.

INDIGENT BURIAL RATES:

The county will pay \$1, 500.00 for service, outside container and casket (less benefits i.e.: Veterans, Social Security, etc.); Cemetery space and digging grave, actual cost; Established rate for mileage, outside of county; Marker, actual cost, not to exceed \$200.00; \$1,500.00 for cremation in lieu of burial plus mileage. Deceased indigent must have been a legal resident of Douglas County. Rates will apply to resident indigent buried in Douglas or adjoining counties.

PRE-AUTHORIZATION FOR MEETING EXPENSES:

STATE CONVENTION – Commissioners, Auditor, Register of Deeds, Treasurer, & Highway Supt.

QTLY. DISTRICT MEETINGS – Commissioners, Auditor, Register of Deeds, Treasurer, Director of Equalization, Highway Superintendent

WELFARE OFFICIAL QTLY. DISTRICT MEETINGS- Welfare Director

ANNUAL SCHOOL, ANNUAL CONFERENCE, DISTRICT IV, SOUTHEAST COUNTY MEETINGS– Director of Equalization

SHORT COURSE– Highway Superintendent

ANNUAL CONFERENCE AND MEETINGS CALLED BY THE ATTORNEY GENERAL – Sheriff and States Attorney

SPRING WORKSHOPS/NEW OFFICIALS WORKSHOP– Commissioners, Auditor, Register of Deeds, Treasurer, and Director of Equalization

MSHA REFRESHER COURSE– Highway Maintenance Personnel

SOFTWARE/ULTRA MEETINGS- Auditor, Treasurer, Director of Equalization, Highway Supt.

REIMBURSEMENT FOR EXPENSES:

Reimbursement for expenses incurred by county personnel when attending meetings, workshops or conducting business on behalf of Douglas County; however, no charge for expenses shall be a charged against the county unless authorized and approved by the county commissioners before incurring for which the claim is made. Claims for lodging expenses must be supported by receipts verifying such expenditures. Following are current state rates:

	IN STATE	OUT OF STATE
Mileage	.42	.42
Breakfast	6.00	10.00
Lunch	14.00	18.00
Dinner	20.00	28.00
Per SDCL 7-12-18, Sheriff Mileage for serving papers: .50 per mile.		

EMT CONTINUING EDUCATION

Emergency Medical Technicians shall be reimbursed when attending continuing education classes and/or workshops signed by their respective president and presented to the county for payment within 30 days for mileage, registration fees and \$50.00 per day for all day attendance. Only EMT's on the payroll shall be considered for reimbursement of expenses.

DOUGLAS COUNTY PAYROLL:

Motion was made by Maas and seconded by I. Lau that the following salaries and wages for 2020 of all officers and employees of Douglas County be published in compliance with SDCL 6-1-10. All members voted aye.

COMMISSIONERS:

Marlin Maas	District #1	\$7,104.96 per year
Jerod Star	District #2	\$7,104.96 per year
Steve Lau (Chairman)	District #3	\$10,716.38 per year
Ivan Lau	District #4	\$7,104.96 per year
Tim Goldammer	District #5	\$7,104.96 per year

ELECTED OFFICIALS:

Phyllis Barker	Auditor	\$42,025.00 per year
Julie Brenner	Treasurer	\$39,975.00 per year
Kim Huebner	Register of Deeds	\$35,875.00 per year
Jon Coler	Sheriff	\$47,581.46 per year
Craig Parkhurst	States Attorney	\$41,275.49 per year

AUDITOR OFFICE:

Crystal Bruinsma	Deputy Auditor	\$14.61 per hour
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DIRECTOR OF EQUALIZATION OFFICE:

Jessica Goehring	Director	\$39,975.00 per year
Roxane Wentz	Assistant	\$13.42 per hour

EMERGENCY/DISASTER OFFICE:

Pat Harrington	Director	\$16,795.96 per year
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4-H OFFICE:

Kimberly Klein	Office Manager/ W&P Secretary	\$13.13 per hour
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HIGHWAY DEPARTMENT:

Robert Reinfeld	Superintendent	\$19.95 per hour
Steven L. Harrington	Shop Foreman	\$19.16 per hour
Terry VanZee	Maintenance	\$18.11 per hour
Cameron Hinckley	Maintenance	\$17.33 per hour

John Parker	Maintenance	\$16.80 per hour
Jefferson Grosz	Maintenance	\$14.50 per hour
Callie Nichols	Office Manager	\$12.81 per hour
PARK DEPARTMENT:		
Park Caretaker	Caretaker	\$3,200.00 per season
PLANNING AND ZONING / E-911:		
Jessica Goehring	E-911 addressing	\$250.00 per year
Jessica Goehring	Zoning Administrator	\$3,500.00 per year
Phyllis Barker	Recording Secretary	\$750.00 per year
DRAINAGE:		
Phyllis Barker	Administrator	\$500.00 per year
REGISTER OF DEEDS OFFICE:		
Roxane Wentz	Deputy	\$13.42 per hour
TREASURERS OFFICE:		
Carolyn Lau	Deputy	\$14.66 per hour
CORONER CALLS:		
Dustin Palmquist	Coroner	\$100.00 per call
Deputies	Deputy Coroner	\$100.00 per call
PROPERTY MAINTENANCE:		
John L. Engelland	Custodian	39,462.13 per year
As Needed (Sick Leave/Vacation)	Custodial	\$11.79 per hour
SHERIFF DEPARTMENT:		
Gene Niehus	Deputy	\$40,032.00 per year
Dustin Palmquist	Deputy	\$40,032.00 per year
Jesse Antonmarchi	Deputy	\$37,066.66 per year
Certified Deputies	As Needed	\$14.98 per hour
MUSEUM:		
	Receptionist	\$10.00 per hour
OFFICES NEEDING EXTRA CLERKS:		
Clerks	As Needed	wage negotiable
VETERANS SERVICE OFFICE:		
Fred Kuil	Service Officer	\$8,958.20 per year
WELFARE OFFICIAL		
Phyllis Barker	Director	\$1,500.00 per year
AMBULANCE:		
	First Hour Each Call	\$25.00 per hour
	EMT's	\$20.00 per hour
	Drivers	\$18.00 per hour
	First Responder	\$19.00 per hour
BOARD MEMBERS:		
Weed/Pest Board	Members	\$40.00 per meeting
Planning/Zoning Board	Members	\$40.00 per meeting
All Other Boards	Members	\$30.00 per meeting
MENTAL ILLNESS BOARD:		

Kenneth Cotton	Chairman	\$80.00 per hour
(NONE- Reverend Needed)	Board Member	\$40.00 per hour
(NONE- Reverend Needed)	Board Member	\$40.00 per hour
ELECTION BOARD:	Each Election	\$125.00 per election
POLLING PLACES:	Per Location	\$75.00 per election
ELECTION SCHOOL		\$20.00 + Mileage

VOTER REGISTRATION LISTS: Counties will no longer receive the funds for these printouts, they will go to the Secretary of State Office to maintain the Total Vote system. The price of a Voter List varies based on information requested.

AMBULANCE PERSONNEL

Armour: Nicole Neugebauer, Larry Ymker, Beth Harrington, Heath Brouwer, Terry Hrdlicka, Pat Harrington, Kristina Ymker, Natalie Witvoet, Dewayne Werkmeister, Larry Miller, Dwight Brenner, Steve Lau, Jay Spaans, Peggy Dufek, Blake Ligtenberg and Ashley Love.

Corsica: Mark Joachim, Joy Blom, Londa VandenHoek, Kathy Zomer, Richard Brink, Marilyn Zomer, Janae Lagge, Troy Strid, Pat Dockendorf, Wendy Barse, Devin Veurink, Robert Gruenewald, Jennifer Johnson, Anna Vandeminkelis, Trista Delange, Lashell Menning, and Diane Niewenhuis.

ADJOURNMENT

At 11:40 a.m. I. Lau motioned to adjourn until 9:00 a.m. on Tuesday, January 21, 2020. Goldammer seconded. All members voted in favor of this action; motion carried.

SIGNED: _____
Chairman
Board of County Commissioners

ATTEST: _____
Phyllis Barker Auditor