

Douglas County Commissioner Meeting Minutes
October 18, 2022

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, October 18, 2022. Members present were Tim Goldammer, Marlin Maas, Lori Sparks, Jerod Star, and Nathan E. Ymker. Auditor Phyllis Barker was also present. Chairman Goldammer called the meeting to order. The Pledge of Allegiance was recited. A motion was made by Star and seconded by Sparks adopt the amended agenda. All members voted in favor of this action; Motion carried.

HIGHWAY

Bob Reinfeld, Highway Superintendent, met with the Board to provide a brief update. A burn ban was discussed with no action taken at this time.

At 9:15 a.m., a motion to go into executive session was made by Ymker and seconded by Maas, for the purpose of discussing a personnel matter with Barker and Reinfeld present. At 9:34 a.m., Chairman Goldammer declared the meeting back to open session with no action taken at this time.

TREASURER

Julie Brenner, Treasurer, met with the Board to provide a quarterly update on her department and discuss the tax deed process on a property containing a federal lien. No action was needed.

4-H EXTENSION

Kim Klein met with the Board to update them on her department. Recognition event will be held November 5th in the 4-H building. No action was necessary.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board briefly to discuss the procedure for processing survey plats within the Courthouse. Discussion was held. The board agreed with the procedures presented and that plats should be taken to the Register of Deeds Office to begin the process of approving the plat at the county level.

SHERIFF'S DEPARTMENT

A motion was made by Sparks and seconded by Maas approving the Sheriff's Department to sign a two-year contract with First Net for department cell phones, not to exceed \$300/month. Employees that take advantage of the work phone option will forfeit their monthly phone stipend. All members voted in favor of this action; motion carried.

Lau discussed the need for portable radios. A motion was made by Maas and seconded by Sparks authorizing Lau to move forward with purchasing portable radios for the department with the expenses reimbursed by a Homeland Security Grant. All members voted in favor of this action; motion carried.

Motion was made by Star and Ymker to enter into executive session at 11:02 a.m. to discuss a personnel matter with Barker, Lau and Parkhurst present. All members voted in favor of this action; motion carried. Chairman Goldammer declared the meeting back to open session at 11:20 a.m. with the following action taken:

Motion was made by Star and seconded by Maas to accept the resignation of Sheriff Jim Severson, effective October 31, 2022. All members voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Sparks to appoint Chris Lau as the Interim Sheriff to fill the remainder of the current term, effective November 1, 2022. All members voted in favor of this action; motion carried.

STATES ATTORNEY

Craig Parkhurst, States Attorney, met with the Board to update them on his department. Discussion was held regarding the property surrounding Corsica Lake. A motion was made by Ymker and seconded by Sparks to order a survey of the Corsica Lake property to be done by SPN & Associates of Mitchell. All members voted in favor of this action; motion carried.

A motion was made by Maas seconded by Ymker to enter into executive session at 11:48 a.m. with Parkhurst and Barker present to discuss a mental health matter. All members voted in favor of this action; motion carried. Chairman Goldammer declared the meeting back to open session at 12:05 p.m. with no action taken at this time.

Commissioner Sparks exited the meeting at 12:06 p.m.

AUDITOR'S OFFICE

Auditor Barker presented the rate increases for life insurance, short term disability, vision and dental to the Board. A motion was made by Maas and seconded by Star to stay with the current providers for ancillary benefits for 2023 and to accept the minor rate increases. All members voted in favor of this action motion carried.

A motion was made by Maas and seconded by Ymker authorizing the Auditor to publish help wanted ad for the Veterans Service Positions for two weeks. All present voted in favor of this action; motion carried.

A motion was made by Star and seconded by Goldammer authorizing a sick leave donation transfer of 40 hours. All members voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Maas authorizing the transfer of sick leave not to exceed 40 hours to be used, or returned to the donating employee by the end of this year. All members voted in favor of this action; motion carried.

Barker informed the Board that federal funding has become available through the Local Assistance and Tribal Consistency Fund (LATCF). Douglas County is eligible for a \$100,000.00 allotment. A motion was made by Ymker and seconded by Maas approving the Auditor to apply for the LAFCT Funding. All members voted in favor of this action; motion carried.

Barker informed the Board of budget adjustments needing to be made to the 2022 budget.

OPERATING TRANSFER

Motion was made by Star and seconded by Maas authorizing the Auditor to make an operating fund transfer \$250,000.00 from the General Fund Cash Balance to the Highway Cash Balance as budgeted for 2022. All members voted in favor of this action; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

A motion was made by Ymker and seconded by Goldammer to adopt an automatic supplemental budget pursuant to SDCL 7-21-32.1 for reimbursements for unanticipated expenditures:

Expenditure: General Fund; Fair Board Repairs and Maintenance: 101-524-425: \$15,000.00

Means of Finance: General Fund; Donations 101-0-365: 15,000.00

All members voted in favor of this action; motion carried.

SPILLWAY

Chairman Goldammer discussed the Spillway report presented by Barr Engineering. A motion was

made by Maas seconded by Star to approve the reports from Barr. All members voted in favor of this action; motion carried.

FEES REPORT

Clerk of Courts fees (August 2022): 3125.56
Clerk of Courts fees (September 2022): 3016.42
Register of Deeds fees (August 2022) 5468.00
Register of Deeds fees (September 2022) 5313.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: September 2022

Checking Accounts	\$5,103.15
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$30,121.23
Savings Accounts.....	\$3,721,000.00
Certificate of Deposits	\$400,000.00
Total	\$4,157,124.38

FUND BALANCE

General Fund	\$1,995,961.07
Special Revenue Funds	\$1,850,123.23
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$311,040.08
Total	\$4,157,124.38

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 304.34 fuel/repairs; Barr Engineering 3961.50 prof fees; Brosz Engineering 9270.00 prof fees; Charles Mix County Sheriff's Office 280.00 prof fees; Connecting Point 158.46 prof fees; Darrington Water 38.10 supplies; Dean's Autobody 96.00 repairs; Dept. of Health 120.00 prof fees; Douglas Electric 525.36 utilities; First Security Finance 4630.61 debt services; Keith Goehring 535.55 prof fees; H&H Electric 96.94 repairs; Independent Viking Glass 281.01 repairs; Jack's Uniform & Equip. 518.79 uniforms; Bradley Kerner 595.90 CAA Fees; Kone Inc. 842.01 maint; Krull's Market 17.97 supplies; Marshall & Swift/Boeckh 2284.10 supplies; Microfilm Imaging 322.50 rental fees; Mitchell Republic 148.00 prof fees; Northwestern Energy 14.62 utilities; Office Products Center 447.94 supplies; Petty Cash 785.16 postage; Ramkota Hotel 490.00 travel; SDACC 229.00 CLERP Payment; SD Dept. of Revenue 1768.46 predatory animal; TEAM Laboratory 316.50 supplies; Pers Stamped Envelope Program 1083.50 supplies; Van Diest Supply Co. 168.75 supplies; Wilson's True Value 122.37 supplies.

ROAD AND BRIDGE FUND

Agland Coop 304.34 supplies; 5027.13 supplies; Armour Dray 35.00 utilities; Connecting Point 25.02 prof. fees; Corsica Hardware 13.99 supplies; Jerry Peacock 25,000.00 gravel crushing; Northwestern Energy 136.39 utilities; Upper Midwest Garage Door 209.18 repairs; Vogt's Repair 105.03 supplies; Wilson's True Value 52.16 supplies.

EMERGENCY MANAGEMENT FUND

Connecting Point 4.02 prof fees.

ADJOURNMENT

At 12:34 p.m., a motion was made by Ymker, seconded by Star to adjourn until *9:00 a.m. on Wednesday, November 9, 2022*. All members voted in favor of this action; motion carried.

SIGNED: _____
Tim Goldammer, Chairman
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor