

**DOUGLAS COUNTY COMMISSIONER MEETING  
FEBRUARY 02, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, February 02, 2016. Blume, Lau, Maas and Muntefering were present. Denning was absent. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas, seconded by Lau, to adopt the amended agenda. All members voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

Auditor Barker noted that the January 5<sup>th</sup> minutes stated the wrong amount for taxes abated due to the Delmont tornado. The minutes stated that the amount to be abated was \$20,529.84. Due to a transposed number on one abatement, the correct amount to be abated is \$20,530.09. Muntefering motioned to approve the minutes from the January 5<sup>th</sup> and 19<sup>th</sup> meetings, Lau seconded. All members voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Joel Meyer, Highway Superintendent, met with the Board to give an update on his department. A motion was made by Lau and seconded by Maas to approve of the 2016 Application for Bridge Improvement Grant Funds application that Meyer submitted to the SD DOT. All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Maas to authorize the Highway Superintendent to advertise for sealed bids to be opened on March 1, 2016 at 9:00 a.m. for overlay patching. All members voted in favor of this action, motion carried.

A motion was made by Maas and seconded by Lau authorizing the chairperson to sign the 2016 County Striping Program Agreement with the SD DOT for 13 miles of striping to be done in Douglas County this summer. All present voted in favor of this action, motion carried.

The following resolution was introduced:

**RESOLUTION #2016-01  
A RESOLUTION OF WEIGHT LIMIT ENFORCEMENTS ON  
DOUGLAS COUNTY HIGHWAYS**

**WHEREAS**, Seasonal climatic changes can be detrimental to our highways, and State Laws SDCL 32-14-6 gives the county the authority to prohibit the operation of vehicles or restrict weight of vehicles upon any highway under its jurisdiction, by reason of deterioration of physical condition, rain, snow, or other climatic conditions will seriously damage or destroy unless the use of vehicles on the highway is prohibited or the permissible weights of the vehicles are reduced; and

**WHEREAS**, by State Law SDCL 32-22-24, Spring Load limits may be put on as early as February 15 and may stay on through May 15. Time of Implementation and removal is dependent on weather and road conditions. Limits become effective when the signs are installed and displayed and are no longer enforceable when they are removed; and

**WHEREAS**, the tax payers bear the burden of the costs of road repair;

**WHEREAS**, the Board of Douglas County Commissioners, desires the enforcement of weight limitation of Douglas County Roads as set forth and posted by the Douglas County Highway Superintendent.

**NOW THEREFORE BE IT RESOLVED:** The limits on Douglas County Highway shall be set as seven (7) ton per axle, on designated roads with the exception of 402<sup>nd</sup> Ave. from Highway 44 North to county line which will be posted at 80,000 GVW and 7 tons per axle during spring thaw period and when signs are in place; and

That the South Dakota Highway Patrol is hereby authorized and requested to enforce weight limitations on Douglas County Roads.

**BE IT FURTHER RESOLVED** that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

Commissioner Muntefering moved, Lau seconded the motion to adopt the foregoing resolution. Upon roll call vote the following was recorded: Voting "aye": Blume, Lau, Maas and Muntefering. Voting "nay": none. Absent: Denning. Dated at Armour, SD this 2nd day of February, 2016. Motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume  
Chairperson, Douglas County Commission

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

#### WEED AND PEST

A motion was made by Lau and seconded by Maas to authorize Joel Meyer, Floyd Muntefering and John Brenner to attend the Weed and Pest Conference in Aberdeen on February 17th, 18th, and 19th. All present voted in favor of this action, motion carried.

#### PLANNING AND ZONING

Jessica van Wyk, Planning and Zoning Administrator, met with the Board briefly. She informed the Board that she does not feel comfortable continuing with her title of Planning and Zoning Administrator with the current Chairperson as a member of the Planning and Zoning Board. No action was taken by the Commissioners at this time.

The County Site Analysis letter was reviewed by the Board. An informational meeting will be held for landowners that receive the letter at the end of February. No action was required.

#### EMERGENCY MANAGEMENT

Pat Harrington met with the Board to update them on his department. There is an LEPC meeting scheduled for February 11th. Harrington informed the Board that the updated Pre Disaster Mitigation Plan has been completed by Planning and Development District III. Harrington also accepted a position on the State Incident Management Assistant Team.

#### DOUGLAS COUNTY 4H

Hilary Risner, 4H Youth Advisor, met with the Board to give her quarterly report. Risner has been awarded the 5th Annual Daniel Swets Robotics Materials Award in the amount of \$5,000 (to be split among Bon Homme and Douglas counties).

At 10:30 a.m. the motion was made by Lau and seconded by Muntefering to enter into executive session to discuss personnel. All members voted in favor of this action, motion carried. At 10:40 a.m. Chairperson Blume declared the meeting back to open session with no action necessary.

#### POOR RELIEF

A poor relief settlement was discussed with no action taken.

#### PARK

The Board discussed the park caretaker position. A motion was made by Muntefering and seconded by Maas to advertise for the position until filled. All members voted in favor of this action, motion carried.

#### CORRESPONDENCE

The South Dakota Game, Fish and Parks Annual Report for 2015 was reviewed by the Board with no action needed.

CLAIMS

The following claims were approved for payment:

GENERAL FUND:

January Payroll: Commissioners 2966.67 Auditor 6450.26 Treasurer 6710.35 States Attorney 4016.13 Courthouse Janitor 4350.60 Equalization 5714.24 Register of Deeds 3384.94 Veterans Service Officer 735.25 Sheriff 15,206.11 Coroner 0.00 E911: 26.11 Welfare Director: 154.23 Ambulance 963.46 Museum 0.00 Park 0.00 Fair Board 0.00 4-H 352.32 Weed and Pest 0.00 Planning & Zoning 564.47; Ability Building Services 5000.00 budget allotment; Armour Chronicle 415.82 publishing; Armour Electric 86.50 repairs; Armour Lumber 356.75 repairs; Armour Water Dept. 313.50 utilities; Phyllis Barker 49.64 trav. & conf.; Buhl's Cleaning 123.00 maint; CASA 500.00 budget allotment; Chief Law Enforcement Supply 45.89 supplies; Connecting Point 238.00 supplies; Corsica Globe 395.04 publishing; Delmont Record 397.52 publishing; Douglas County Conservation District 11,000.00 budget allotment; Goldenwest 743.50 utilities; Fred Kuil 149.40 trav. & conf; Lewis and Clark Behavioral Health Services 5100.00 budget allotment; Lifequest 5100.00 budget allotment; McLeod's Office Supply 274.60 supplies; Mitchell Area Safehouse 1200.00 budget allotment; Modern Marketing 192.00 supplies; Northwestern Energy 2414.48 utilities; Office Products Center 779.07 supplies; Paul E Bechand 680.00 States Attorney membership dues; Hilary Risner 41.16 travel; ROCS Transit 1000.00 budget allotment; ROCS Senior Meals 2000.00 budget allotment; Select Service Center 151.23 repairs; Swier Law Firm 675.00 CAA fees; Voyager Fleet 952.06 fuel; Weed and Pest Conference 340.00 trav. & conf.; Wilson's True Value 20.53 supplies.

ROAD AND BRIDGE FUND:

January Payroll: 20,200.92; Agland Coop 9227.30 fuel/supplies; Armour Chronicle 15.13 publishing; Armour Lumber 1395.58 supplies; Armour Water Dept. 42.00 utilities; Corsica Globe 15.13 publishing; Corsica Hardware 8.99 supplies; Dave Sanders 99.59 utilities; Deans Auto Body 20.75 repairs; Delmont Record 15.13 publishing; Doug's Repair 381.17 repairs; Goldenwest 119.41 utilities; Steve Harrington 217.27 clothing allowance; Kimball Midwest 965.25 repairs;/supplies; Northwestern Energy 276.21 utilities; Noteboom Implement 988.47 repairs/supplies; Office Product Center 73.39 supplies; SDACHS 355.00 prof. fees/trav. & conf.; Select Service Center 36.34 repairs; Terry VanZee 196.86 Clothing Allowance; Vogt's Repair 174.45 repairs/supplies; Voyager Fleet 505.70 fuel; Wilson's True Value 222.96 supplies.

E911 SYSTEM

Goldenwest 246.24 E911 System; Mid State Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND:

January Payroll: 1,390.63; Goldenwest 16.00 utilities; Pat Harrington 176.82 travel/supplies.

DOMESTIC ABUSE FUND

Mitchell Area Safehouse 508.50 marriage/divorce fees.

ADJOURNMENT

At 11:30 a.m. a motion was made by Maas, seconded by Muntefering, to adjourn until 9:00 a.m. on Tuesday February 16, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_

Karen Blume, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**DOUGLAS COUNTY COMMISSIONER MEETING  
FEBRUARY 16, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, February 16, 2016. Blume, Lau, Maas and Muntefering were present. Denning was absent. Also present were Auditor Barker and Sam Grosz representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Lau seconded by Maas to adopt the agenda. All present voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Superintendent Meyer was present at the advertised time of 9:00 a.m. for the opening of the 2016 Annual Bids. The following bids were submitted:

**OVERLAY PROJECT #1-16**

*This project is an asphalt overlay located on Betts Road, AKA County Road 3-2 (402<sup>nd</sup> Ave) Starting from 270<sup>th</sup> St. running south 6 miles ending at State Highway 44 (276<sup>th</sup> St).*

Commercial Asphalt, 25254 413<sup>th</sup> Ave, Mitchell, SD 57301: Option 1 (2 inch overlay) \$75.00 per ton for a complete project total of \$765,000.00.

Option 2 (2.5 inch overlay): \$75.00 per ton for a complete project total of \$945,000.00.

A motion was made by Muntefering and seconded by Lau to accept the bid from Commercial Asphalt for a 2.5 inch overlay at the cost of \$945,000.00 on project #1-16. All members voted in favor of this action, motion carried.

**CHIPSEAL**

*This project is for 13 miles of chip seal to be done on various roads throughout the county.*

The Road Guy Construction Company Inc. 3206 E. HWY 50, Yankton, SD 57078: Option 1 (no fog seal) \$1.18 per square yard for a total cost of \$211,543.32.

Option 2 (includes fog seal) \$1.50 per square yard for a total cost of \$268,911.00.

Topkote Inc. 43439 SD HWY 50, Yankton, SD 57078: \$1.4759 per square yard for a total cost of \$264,590.49 (this bid includes fog seal).

A motion was made by Maas and seconded by Lau to accept the low bid from TOP KOTE for the 2016 chip seal projects.

**LEWIS AND CLARK BEHAVIORAL HEALTH SERVICES**

Correspondence from Dr. Tom Stange was read asking the Board for support in expanding Lewis and Clark's services to include Inpatient and Detoxification Services. A motion was made by Muntefering and seconded by Maas authorizing the Auditor to send a letter of support on behalf of the commissioners to Lewis and Clark Behavioral Health Services. All members voted in favor of this action, motion carried.

**COMMUNITY HEALTH**

Cassandra Weatherford, Community Health Nurse, and Jessica Scharfenberg, Regional Manager, met with the board briefly. Weatherford presented her quarterly report for the months of October-December 2015. The Douglas County Child Protection Team is asking for a donation of \$500.00 to help with classes that they conduct throughout the year. A motion was made by Muntefering and seconded by Lau to support the Child Protection Team with a \$500.00 allotment for 2016. All members voted in favor of this action, motion carried. Scharfenberg thanked the Commission for their continued support of the Community Health Program.

**EXECUTIVE SESSION**

A motion was made by Maas and seconded by Muntefering to enter into executive session at 10:20 a.m. to review applications for the park caretaker position. Chairperson Blume declared the meeting back to open session at 10:26 a.m. with the following action taken. A motion was made by Maas and seconded by Lau to employ Hunter Wentz for the seasonal part time position of Douglas County Park Caretaker at a starting rate of \$13.11 per hour. All members voted in favor of this action, motion carried.

FEES REPORT:

Clerk of Courts fees for February, 2016 were 3,320.89  
Register of Deeds fees for February 2016 were \$4,194.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: JANUARY 2016

Checking Accounts .....	\$3,804.03
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$38,053.38
Savings Accounts.....	\$2,450,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$2,892,757.41

FUND BALANCE

General Fund .....	\$1,132,689.83
Special Revenue Funds .....	\$969,274.44
Trust and Agency Funds .....	\$390,793.14
Total .....	\$2,892,757.41

CLAIMS

The following claims were approved for payment:

GENERAL FUND:

Agland 420.00 utilities; B&L Communications 50.00 sheriffs radio; Phyllis Barker 92.48 trav. & conf.; Charles Mix Co. Sheriff's Office 500.00 jail fees; Community Health Services 1770.01 prof. fees; Connecting Point 1559.37 computer software; Corsica Hardware 22.45 supplies; Corsica Inn 59.68 Support of Poor; Darrington Water 47.60 supplies; Dataspec Inc. 399.00 prof. fees; DCMH 100.00 prof fees; Dept. of Revenue 70.00 prof fees; Engelland Construction 1504.50 repairs; First Security Finance 4360.61 debt services; Graham Tire 664.92 repairs; Hoffman Gas and Grill 47.91 trav. & conf.; Bradley Kerner 1593.00 CAA Fees; Krull's Market .99 supplies; Neve's Uniforms 37.84 uniform allowance; Office Products 567.90 supplies; Select Service Center 180.55 repairs; Jessica vanWyk 179.94 travel; Vogt's Repair 458.32 repairs; Court Jury fees 1006.72.

ROAD AND BRIDGE FUND:

Avera Occupational Medicine 84.90 prof fees; Community Health Services 150.00 CPR training; Connecting Point 78.13 minor equip; ESRI Inc. 650.00 prof. fees; Northwestern Energy 104.24 utilities; Office Products 6.68 supplies; Jessica vanWyk 11.00 travel; Vogt's Repair 156.50 repairs.

E911 FUND:

Goldenwest 190.32 E911 system

EMERGENCY MANAGEMENT FUND:

Pat Harrington 37.53 trav. & conf.

MODERNIZATION AND PRESERVATION FUND:

Microfilm Imaging Systems 165.00 equip. rental.

ADJOURNMENT

At 11:15 a.m. a motion was made by Muntefering seconded by Lau to adjourn until 9:00 a.m. on Tuesday March 1, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
MARCH 01, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, March 01, 2016. Blume, Lau, Maas and Muntefering were present. Also present was Auditor Barker and Sam Grosz representing Douglas county Publishing. Denning was absent. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas seconded by Lau to adopt the agenda as posted. All members voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A motion was made by Maas and seconded by Lau to approve of the February 2<sup>nd</sup> and 16<sup>th</sup> meeting minutes. All members voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

At the advertised time of 9:00 a.m., bids were opened for the Overlay Patching for 2016.

Commercial Asphalt 25254 413<sup>th</sup> Ave., Mitchell, SD 57301: Total Hot Mix for \$90.00 per ton. Class D Mix on Various Roads throughout the county. Approximately 1000-1500 tons hot mix.

A motion was made by Muntefering and seconded by Maas to approve the sole bid submitted by Commercial Asphalt for \$90.00 per ton for hot mix patching. All members voted in favor of this action, motion carried.

Superintendent Meyer explained a letter that was received from the SD DOT. The letter stated that "Douglas County has failed to submit a request as directed by SDCL 32-22-31.3(1) that the Division of Highway Patrol assist in enforcement of Douglas County's spring or other posted road limits." Meyer explained that the subsequent resolution will be sent to the SD DOT to resolve the issue.

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

**RESOLUTION #2016-02  
A RESOLUTION TO ENFORCE WEIGHT LIMITS**

WHEREAS overweight vehicles cause damage to the roadways; and

WHEREAS the tax payers bear the burden of the cost of road repair;

NOW THEREFORE BE IT RESOLVED that the Douglas County Commission hereby invites the South Dakota Highway Patrol and the South Dakota Carrier Enforcement into Douglas County for the purpose of enforcing the applicable weight and road restrictions on all roads and bridges in Douglas County.

Dated this 1<sup>st</sup> day of March, 2016

\_\_\_\_\_  
Signed: Karen Blume, Chairperson

\_\_\_\_\_  
Attest: Phyllis Barker, Auditor

A roll call vote was taken with the following votes recorded. Voting "Aye": Lau, Muntefering, Blume, and Maas. Voting "Nay": none. Absent: Denning. Motion carried.

Meyer informed the Board that the county has been accepted into the BIG (Bridge Improvement Grant) Program through the state to receive 2016 grant funds.

Meyer also informed the Board that the cleanup of rubble (from the Delmont tornado) on county property has been completed by DENR.

EXECUTIVE SESSION:

A motion was made by Lau and seconded by Maas to enter into executive session 9:30 a.m. to discuss personnel. All members voted in favor of this action, motion carried. Chairperson Blume declared the meeting back to open session at 9:50 a.m. with the following action taken:

A motion Maas to approve for the Highway Superintendent to employ a current county employee at their normal rate of pay, not to exceed the allotted number of hours annually. Lau seconded, all members voted in favor of this action, motion carried.

A motion was made by Lau, seconded by Muntefering to authorize Bob Reinfeld to obtain his commercial applicator license. Reinfeld will be compensated an additional \$2.00 per hour to attend classes and when performing weed and pest duties. All members voted in favor of this action, motion carried.

A motion was made by Muntefering and seconded by Maas, to reimburse Weed & Pest Board members a rate \$50 for single day meetings and \$100 per day for the Annual Weed and Pest Conference. All members voted in favor of this action, motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND:

February Payroll: Commissioners 2966.67 Auditor 6450.26 Treasurer 6710.35 States Attorney 4016.13 Courthouse Janitor 4350.60 Equalization 5714.24 Register of Deeds 3384.94 Veterans Service Officer 735.25 Sheriff 15,206.11 Coroner 0.00 E911 26.11 Ambulance 963.46 Museum 0.00 Park 0.00 Fair Board 0.00 Extension 352.32 Weed and Pest 0.00 Planning & Zoning 564.47. Armour Chronicle 228.81 publishing; Armour Dray 144.00 utilities; Armour Electric 503.74 repairs; Armour Water Dept. 101.00 utilities; B&L Communications 85.00 supplies; Best Western Ramkota 527.94 trav. & conf.; Corsica Globe 197.11 publishing; Custom Cage 710.00 minor equip.; Delmont Record 168.81 publishing; Douglas County Treasurer 223.67 supplies; Douglas County Child Protection Program 500.00 budget allotment; Steve Lau 39.90 mileage; Lincoln Co. Treasurer 190.00 mental illness; McLeod's Office Supply 67.00 supplies; Joel Meyer 182.20 trav. & conf.; Floyd Muntefering 214.62 mileage; Northwestern Energy 2772.83 utilities; Office of Fire Marshal 120.00 prof. fees; Hilary Risner 47.08 travel; SDAAO 140.00 trav. & conf.; SDACC 350.00 trav. & conf.; Voyager Fleet Systems 960.38 fuel.

ROAD AND BRIDGE FUND:

February Payroll 20,200.92; Agland Co-op 33.00 supplies; Armour Chronicle 13.89 publishing; Armour Dray 25.00 publishing; Armour Electric 3,029.76 repairs; Armour Water Dept. 46.25 utilities; Blue Tarp Financial 179.99 supplies; Corsica Globe 13.89 publishing; Delmont Record 13.89 publishing; Douglas County Treasurer 80.44 supplies; Kimball Midwest 566.60 supplies; Northwestern Energy 181.88 utilities; SD Dept. of Transportation 171.22 prof. fees; Voyager Fleet Systems 526.24 fuel.

EMERGENCY MANAGEMENT FUND:

February payroll 1390.63; .21 Pat Harrington 150.45 supplies;

ADJOURNMENT

At 10:30 a.m. a motion was made by Maas, seconded by Muntefering, to adjourn until 9:00 a.m. on Tuesday March 15, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
MARCH 15, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, March 15, 2016. Blume, Lau, Maas and Muntefering were present. Denning was absent. Also present were Auditor Barker and Sam Grosz representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Marlin seconded by Lau to adopt the amended agenda. All present voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Meyer presented two Approach Application and Permits. The first was submitted by the Gordon Lefers for the purpose of replacing an approach at the following legal description: T100N, R65W, in Section 24. 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.

The second Approach Application and Permit was submitted by Dale Moege for the purpose of moving an existing approach at the following legal location: T98N, R62W, Section 27. Muntefering motioned to approve the Application submitted by Dale Moege. All in members voted in favor of this action, motion carried.

Meyer informed the Board that Charles Mix County was going to surplus a Truck. Meyer stated that Counties can purchase from another government without going through the bid process. Discussion was held. Maas made a motion and seconded by Muntefering to consider purchasing a 1999 Mack semi with Trail King belly dump trailer and tractor on surplus from Charles Mix County, contingent upon inspection. All members voted in favor of this action, motion carried.

**EXECUTIVE SESSION**

At 9:30 a.m. a motion was made by Maas and seconded by Lau to enter into an executive session with Meyer regarding personnel. At 9:45 a.m. Chairperson Blume declared the meeting back to open session with the following action taken:

A motion was made by Lau and seconded by Muntefering to increase Travis Schacht's wages to \$14.00 per hour upon completion of his 6 month probation. All members voted in favor of this action, motion carried.

**SDSU EXTENSION**

Motion was made by Lau and seconded by Maas authorizing the chairperson to sign the 2016 Memorandum of Understanding between SDSU Extension and Douglas County for the 4-H Advisor position. All members voted in favor of this action, motion carried.

**TIME CLOCK**

Commissioner Lau entertained the idea of adding time clocks to the courthouse and highway shop buildings. Discussion was held, with the matter being tabled until a later date.

**OPERATING TRANSFER**

Motion was made by Lau and seconded by Maas to make an operating funds transfer for the remaining amount of \$14,000.00 that from the General Fund Cash balance to the Emergency Management Fund Cash balance as budgeted for 2016. All members voted in favor of this action. Motion Carried.

**PLAT APPROVAL**

A motion was made by Maas and seconded by Lau authorizing the Chairperson to sign the following Plat: A plat of Tract A, the South 1536.48 feet of Lot 4 in the SE ¼ of Section 1, T98N, R64W, of the 5<sup>th</sup> p.m., Douglas County, South Dakota. All present voted in favor of this action, motion carried.

**FAIRBOARD**

Chairperson Blume reported back to the Commissioners regarding the Fair Board meeting that she attended. The Fair Board received a quote from Viking Glass for 2 new windows to be installed on the south side of the building at an estimated cost of \$2400. The power company has said that the power pole/cable that is currently going to the 4-H building needs to be moved. The Fair Board

would like to bury the wire. The Fair Board would also like to install a bigger control panel. The commissioners approved of the projects as long as the Fair Board budget supports them.

**FEES REPORT:**

Clerk of Courts fees for March, 2016 were \$3116.64  
Register of Deeds fees for March 2016 were \$2340.00

**AUDITORS ACCOUNT WITH THE COUNTY TREASURER: February 2016**

Checking Accounts .....	\$2635.11
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts .....	\$26,596.26
Savings Accounts.....	\$2,378,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$2,808,131.37

**FUND BALANCE**

General Fund .....	\$1,507,077.74
Special Revenue Funds .....	\$980,783.37
Trust and Agency Funds .....	\$320,270.26
Total .....	\$2,808,131.37

**CLAIMS**

The following claims were approved for payment:

**GENERAL FUND:**

AB Business Solutions 65.00 supplies; Agland Coop 61.75 repairs; Anna Ekstrand 21.42 travel; Armour Lumber 190.45 repairs; Assn Weed & Pest Boards 150.00 dues; Buhl's Cleaners 123.00 maint.; Charles Mix County Sheriff's Office 350.00 jail fees; Community Health Services 1770.01 prof fees; Connecting Point 237.55 repairs; Corsica Hardware 1379.78 equip/ supplies; Darrington Water 53.55 supplies; John Engelland 41.99 supplies; Election Systems and Software 506.00 maint; Extreme Tactical Dynamics 291.87 equipment; First Security Finance 4630.61 debt services; Goldenwest 756.07 utilities; John Brenner 52.00 travel; Krull's Market 24.46 supplies; Fred Kuil 52.92 travel; MidAmerican Research Chemical 361.40 supplies; SDSU EXTENSION 9160.00 4-H Advisor Contribution; Select Service Center 696.35 repairs; TEAM Laboratory 722.20 supplies; Verizon Wireless 100.00 prof fees; Wilson's True Value 69.22 supplies.

**ROAD AND BRIDGE FUND:**

A-Ox Welding Supply Co. 474.20 supplies; Agland Coop 472.50 fuel; Corsica Hardware 771.87 supplies/equipment; Doug's Repair 146.44 equip repair; Goldenwest 123.22 utilities; Joel Meyer 280.00 trav. & conf.; Light and Siren; Newman Signs 336.86 repairs; Northwestern Energy 267.49 utilities; Sheehan Mack Sales 764.72 repairs; Spencer Quarries 471.38 road repairs; Vogt's Repair 240.92 repairs/ supplies; Wilson's True Value 30.98 supplies; WW Tire Services 88.12 tires.

**E911 FUND:**

Goldenwest 436.56 E911 system; Midstate Communications 440.11 E911 system.

**EMERGENCY MANAGEMENT FUND:**

Goldenwest 16.00 utilities; Pat Harrington 212.55 trav. & conf.

**24/7 FUND:**

Intoximeters Inc. 280.00 supplies.

**MODERNIZATION AND PRESERVATION FUND:**

Microfilm Imaging Systems 165.00 equip. rental.

**ADJOURNMENT**

At 11:35 a.m., a motion was made by Muntefering seconded by Lau to adjourn until 9:00 a.m. on Tuesday April 5, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

## **DOUGLAS COUNTY COMMISSIONER MEETING**

**APRIL 5, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, April 5, 2016. Blume, Denning and Maas were present to form a quorum. Lau and Muntefering were absent. Also present were Auditor Barker, and Sam Grosz representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion was made by Maas seconded by Denning to adopt the agenda as posted. All members voted in favor of this action, motion carried.

### **APPROVAL OF MINUTES**

A motion was made by Maas and seconded by Blume to approve of the March 1<sup>st</sup> and 15<sup>th</sup> meeting minutes. All members voted in favor of this action, motion carried.

### **HIGHWAY DEPARTMENT**

Meyer presented an Approach Application and Permit submitted by the Chad Bialas for the purpose of moving an existing approach at the following legal description: The SE ¼ of Section 12 in Lincoln Township, SD. Maas moved to approve the application submitted by Chad Bialas, with all approach work and installation to be done at the expense of the applicant. Denning seconded the motion, all present voted in favor of this action, motion carried.

Meyer presented an Approach Application and Permit submitted by the Chad Bialas for the purpose of moving an existing approach at the following legal description: The SW ¼ of Section 12 in Lincoln Twp. Maas moved to approve the application submitted by Tim Geidel, with all approach work and installation to be done at the expense of the applicant. Denning seconded the motion, all present voted in favor of this action, motion carried.

A motion was made by Maas and seconded by Denning Authorizing Steve Harrington, Travis Schacht and Terry VanZee to attend a one day class on Gravel Road Maintenance in Mitchell on the 13<sup>th</sup>. All present voted in favor of this action, motion carried.

Meyer informed the Board that the inspection on the Charles Mix County truck and trailer was satisfactory, therefore he had attended the previous Charles Mix Co. Commissioners meeting to agree to the purchase price of \$55,000.00 as previously discussed. The Board approved of this action.

### **INSURANCE**

Ron Burmood, South Dakota Public Assurance Alliance, met with the Board to present an insurance quote through the South Dakota Public Assurance Alliance. Jodi Schrank, BW Insurance, was also present. Discussion was held regarding the County's insurance options. The Commissioners tabled action on the insurance renewals until the April 19<sup>th</sup> meeting.

### **E911 SERVICES**

Jack Soulek (Charles Mix County Commissioner), Sherri Fuchs (Charles Mix County Auditor), Mike Kotab (Charles Mix County Emergency Manager) and Neil VonEschen (Charles Mix County Commissioner) met with the board to discuss the outstanding balance for 911 Services that Douglas County owes to Charles Mix. Charles Mix will draw up an agreement to be signed by each county at a later date. No action was taken at this time.

### **EMERGENCY MANAGEMENT**

Pat Harrington, Emergency Management Director met with the Board briefly to update them on his department. No action was necessary.

### **SHERIFF'S DEPARTMENT**

Jon Coler, Sheriff met with the Board briefly. Sheriff Coler asked for clarification on the status of the purchase of a 2016 Chevy Silverado. The Commissioners approved of the purchase as budgeted in 2016.

### **OTHER BUSINESS**

DelRay Geidel met with the Board to inform them of two water basins that he would like to put on his property. No action was required.

A motion was made by Denning and seconded by Maas authorizing the Chairperson to sign the annual contract with Tessier's Inc. for boiler maintenance. All present voted in favor of this action, motion carried.

#### CORRESPONDENCE

An email from Northwestern Energy was read regarding available rebates for lighting changes. No action was taken.

A letter from 4-H Advisor, Hilary Risner, was read with no action required.

#### CLAIMS

The following claims were approved for payment:

#### GENREAL FUND:

March Payroll: Commissioners 2915.55 Auditor 6430.69 Treasurer 6698.83 States Attorney 4016.07 Courthouse Janitor 4159.79 Equalization 5565.39 Register of Deeds 3384.88 Veterans Service Officer 735.19 Sheriff 15,627.86 Coroner 0.00 E911 26.07 Welfare Director 154.23 Ambulance 686.81 Museum 0.00 Park 0.00 Fair Board 185.02 Extension 1848.58 Weed and Pest 322.95 Planning & Zoning 406.80.

Agland Coop 42.52 Repairs; Annie Ekstrand 6.70 supplies; Armour Chronicle 140.69 publishing; Armour Dray 45.00 utilities; P. Barker 155.40 trav. & conf; Community Health services 1770.01 prof. fees; Connecting Point 281.25 repairs Corsica Body Shop 254.95 repairs; Corsica Globe 35.96 publishing; Darrington Water 41.65 supplies; Delmont Record 140.69 publishing; John Engelland 635.35 supplies; Engelland Construction 185.00 repairs; First Security 4630.61 debt services; Keith Goehring 319.09 CAA Fees; Goldenwest 764.31 utilities; Bradley Kerner 540.00 CAA Fees; Lincoln County Treasurer 18.00 prof. fees; Mid-American Research Chemical 137.69 supplies; Neves Uniforms 353.74 uniforms; Northwestern Energy 2350.30 utilities; Office Products Center 341.46 supplies; Ramkota Hotel 678.93 trav. & conf.; Tessiers Inc. 1250.00 maint; Verne Carda Auto Body 240.00 repairs; Voyager Fleet 855.66 fuel; Williams Music & Office Equip. 368.00 repairs; Wilson's True Value 88.18 supplies;

#### ROAD AND BRIDGE FUND:

Agland Coop 76.49 supplies/utilities; Armour Dray 50.00 utilities; Armour Dray Utilities; 42.00 utilities; Charles Mix County 55,000.00 truck and trailer; Connecting Point 28.75 repairs; Goldenwest 136.66 utilities; J. Meyer 248.62 clothing allowance/ trav.; Kimball Midwest 328.68 supplies; Newman Signs 33.75 repairs; Northwestern Energy 10.28 utilities; Southside Farm Services 57.16 supplies; Voyager Fleet 558.74 fuel; Wilson's True Value 49.43 supplies.

#### E911 FUND

Goldenwest 436.56 E911 utilities; Midstate Communications 440.11 E911 System.

#### EMERGENCY MANAGEMENT FUND

February payroll 1390.63; .21 Pat Harrington 150.45 supplies; Goldenwest 16.00 utilities.

#### 24/7 SOBRIETY FUND

American Screening 144.00 supplies.

#### ADJOURNMENT

At 11:50 a.m. a motion was made by Maas, seconded by Denning, to adjourn until 9:00 a.m. on Tuesday April 12, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

## DOUGLAS COUNTY COMMISSIONER MEETING

April 12, 2016

PURSUANT TO ADJOURNMENT the Board of County Commissioners of Douglas County met at 9:00 a.m. on April 12, 2016, at the Courthouse in Armour, SD. Present were Karen Blume, Sue Denning, Steve Lau, Floyd Muntefering and Marlin Maas. Also present were Auditor, Director of Equalization Jessica vanWyk. The meeting was called to order by Chairperson Blume and began with the reciting of the Pledge of Allegiance.

### COUNTY BOARD OF EQUALIZATION

A motion was made by Muntefering and seconded by Denning to recess as a Board of County Commissioners and convene as the County Board of Equalization for 2016. All members voted in favor of this action, motion carried. Each member present signed an Oath of Office and reviewed their duties as stated on the distributed exhibit supplied by the Director of Equalization.

VanWyk distributed information regarding all changes that have occurred over the past year, listing them by townships and cities.

VanWyk presented an annual report to the Board. There are 21 applications for Continuing Tax Exempt Status of a Private Organization for 2016.

A motion was made by Lau to approve the Delmont Non Profit Develop Corporation's Application for Property Tax Exempt Status (per SDCL 10-4-15). Maas seconded the motion. All present voted in favor of this action, motion carried.

There was one renewable resource energy applications (geothermal) for 2016 resulting in a \$14,472 loss of valuation. Thirteen elderly assessment freeze applications for 2016 resulted in a \$172,074 loss of valuation. Six fully Disabled Veteran Applications will show a loss in valuation of \$344,104. Final values will be recorded in the next meeting minutes due to changes made as a result of the appeal below.

### APPEAL:

Leo Holzbauer met with the Board of Equalization to discuss the appeal that he submitted in regards to the Onion House in Delmont. Holzbauer purchased the home after it had obtained significant damage from the Delmont Tornado. The Director of Equalization, Jessica vanWyk, adjusted the value to \$12,075 after computing that an estimated 54% of the home was damaged during the tornado. The Delmont Local Board moved to decrease the value to \$5,000 on Holzbauer's property. vanWyk appealed that decision to the Board of Equalization for their review today.

After discussion was held, a motion was made by Lau to stand with the City of Delmont's decision, based on his belief in "Local Control", to decrease the property value due to damages done by the tornado to \$5000.00. Motion died for lack of a second.

Denning made a motion to lower the building value to \$7,500.00 based on Holzbauer's opinion that there was 70% damage to the home originally valued at \$26,467.00. Maas seconded the motion. A roll call vote was taken with the following votes recorded. Aye: Denning, Maas, Lau, Muntefering. Nay: Blume. Motion carried. The Board thanked Mr. Holzbauer for coming to speak with them. Mr. Holzbauer thanked the Board for their time.

A motion was made by Lau and seconded by Muntefering to recess as a Board of Equalization until the next meeting to be held April 19, 2016. All present voted in favor of this action, motion carried. The Board convened as a Board of County Commissioners.

### DRAINAGE BOARD

Motion by Denning and Seconded by Maas to recess as a Board of County Commissioners and convened as a Drainage Board at the advertised time.

At the advertised time of 11:00 a.m. the Board of County Commissioners recessed and convened as a Drainage Board to review a Drainage Permit submitted by Russell Metzger for the purpose of installing underground drain tiling at the following location: the South half of Section 10, T100N, R63W, Douglas County South Dakota.

A motion was made by Lau and seconded by Denning Approving the Permit submitted by Russel Metzger. A roll Call vote taken with the following votes being recorded: Voting "Aye": Lau, Muntefering, Denning, Maas and Blume. Voting "Nay": none. Motion carried. The Board adjourned as a Drainage Board and reconvened as a Board of County Commissioners as declared by Chairperson Blume.

## ADJOURNMENT

At 11:15 a.m. Lau moved to adjourn until 9:00 a.m. on April 19, 2016. Muntefering seconded the motion. All present voted aye, motion carried.

SIGNED: \_\_\_\_\_

Karen Blume, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

## DOUGLAS COUNTY COMMISSIONER MEETING

APRIL 19, 2016

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, April 19, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Muntefering seconded by Maas to adopt the amended agenda. All voted in favor of this action, motion carried.

## HIGHWAY DEPARTMENT

Superintendent Meyer met with the Board to give an update on his department. Meyer informed the Board that the highway crew is done with crack sealing for the year.

## WEED AND PEST

May 19<sup>th</sup> in Pierre there is a one day class in Pierre regarding weed management that Meyer would like to attend. The Commissioners approved of Meyer attending the meeting.

Meyer would like to hold a meeting for the Township Weed Supervisors. He would like to invite the public and have officials from the state speak. The Board thought the meeting would be a good idea. No formal action was taken.

## AMBULANCE REPORT

Nicole Neugebauer, Armour EMS Director, met with the Board briefly. Neugebauer explained that Heath Brouwer will be sending out a Community Needs Assessment for the hospital and asks that all of the Commissioners as well as the Auditor fill that out. Neugebauer also updated the Commissioners on all of the work she has been doing at the local, as well as state level, for the EMT Association and other organizations.

## PLAT APPROVAL

A plat submitted by Eric Dewaard was reviewed by the Board. A motion was made by Denning and seconded by Lau approving the following plat and authorizing the Chairman to sign: A Survey Plat of Dewaard Tract 1 in the SE Quarter of Section 30, T99N, R63W of the 5<sup>th</sup> p.m. Douglas County, South Dakota. All members voted in favor of this action, motion carried.

## BW INSURANCE

Jody Schrank met with the Board to review the insurance renewal for 2016 through EMC Insurance. The Board reviewed the revised quote from the South Dakota Public Assurance. Discussion was held.

A motion was made by Lau and seconded by Denning to enter into the South Dakota Public Assurance Alliance and retain Jody Schrank as the County's local agent at a commissioned rate of 7.5 percent. A roll call vote was taken with the following votes recorded. Voting "aye": Muntefering, Denning, Maas and Lau. Voting "nay": Blume. Motion carried.

BOARD OF EQUALIZATION

The Board of County Commissioners convened, and reconvened as a Board of Equalization. vanWyk presented her final figures reflecting the changes made at the previous meeting to Holzbauer’s property which were as follows:

The 2016 full and true valuation after all changes made is \$676,541,674. One hundred nine parcels on the discretionary formula resulted in a taxable loss in value of \$1,198,180. One hundred sixty-nine parcels will show a total of \$4,695,166 taxable growth for 2016. The Ag factor for 2016 is .850 and the Non-Ag factor is .995. The total equalized (taxable) valuation for 2016 is \$586,817,653.

A motion was made by Lau and seconded by Muntefering to adjourn as a County Board of Equalization for the year of 2016. All members voted in favor of this motion, action carried. The Board reconvened as a Board of County Commissioners. vanWyk asked if the commissioners have any questions in regards to her performance for her yearly performance review per SDCL 10-3-14. No action was necessary. The Sales and Compliance Audit Report from the Department of Revenue for the Director of Equalizations office was reviewed with no action required.

PLANNING AND ZONING ORDINANCE

States Attorney Parkhurst met with the Board briefly. He informed the Board that he and Brian McGinnis (Planning and Development District III) would like to make some changes to the Douglas County Planning and Zoning Ordinance. Parkhurst said no substantive changes would be made, he just wants to clarify and clean up a few things. A motion was made by Lau and seconded by Denning to authorize Planning and Development District III and States Attorney Parkhurst to update the Douglas County Planning and Zoning Ordinances. A small fee will be paid to Planning and Development for the work being done. All members voted in favor if this action, motion carried.

FEES REPORT:

Clerk of Courts fees for March 2016, were \$3,596.36  
Register of Deeds fees for March 2016, were \$2547.45

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: March 2016:

Checking Accounts .....	\$5,875.65
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$66,246.23
Savings Accounts.....	\$2,556,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,029,021.88

FUND BALANCE

General Fund .....	\$1,535,881.93
Special Revenue Funds .....	\$1,053,308.35
Trust and Agency Funds .....	\$439,831.60
Total .....	\$3,029,021.88

CLAIMS

The following claims were approved for payment:

GENREAL FUND:

Agland Coop 34.37 fuel; Armour Chronicle 394.00 publishing; Armour Dray 45.00 utilities; Karen Blume 39.24 travel; Buhl’s Cleaning 215.50 maint.; Charles Mix County 16,968.05 E911 services; Charles Mix County Sheriff’s Office 1250.00 jail fees; Cole Papers 403.91 supplies; Corsica Globe 197.00 publishing; Douglas County Hospital 50.00 prof fees; Dept. of Revenue 35.00 prisoner medical fees; Hilary Risner 52.00 trav. & conf.; Jack’s Uniforms & Equip. 94.89 uniforms; Kone Inc. 607.92 repairs; Steve Lau 98.68 travel; Marlin Maas 330.96 travel; Mid- American Research Chemical 479.55 supplies; Floyd Muntefering 138.38 travel; Office Products Center 448.15 supplies; SDACO 525.00 conference; Select Service Center 339.97 Repairs; Tessiers 2140.00 repairs; Wilson’s True Value 21.01 supplies; Brandon Wingert 12.70 supply reimbursement.

#### ROAD AND BRIDGE FUND

Agland Coop 2642.75 fuel; Armour Dray 25.00 utilities; Corsica Hardware 221.33 supplies; Doug's Repair 737.23 repairs; Hub International 59.00 insurance; Krull's Market 1119.20 road repairs; Newman Signs 1475.32 road repairs; Northwestern Energy 88.66 utilities; Office Products Center 40.99 supplies; Retriever LLC. 100.00 road repairs; Vogt's Repair 156.54 repairs; Wilson's True Value 9.03 supplies.

#### E-911 FUND

Charles Mix County 101,180.59 E911 Services.

#### EMERGENCY MANAGEMENT FUND:

Pat Harrington 141.12 trav. & conf.

#### ADJOURNMENT

At 11:43 a.m. a motion was made by Maas, seconded by Lau, to adjourn until 9:00 a.m. on Tuesday May 3, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

### **DOUGLAS COUNTY COMMISSIONER MEETING MAY 3, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, May 3, 2016. Blume, Denning, Lau, Mass and Muntefering were present. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Denning seconded by Maas to adopt the agenda. All voted in favor of this action, motion carried.

#### APPROVAL OF MINUTES

A motion was made by Denning and seconded by Muntefering to approve the minutes from the April 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> meetings. All members 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 informed the Board that the Betts Road project has begun as of this week. Discussion was held regarding the haul road. Commissioner Lau relayed some concerns that his constituents are having with the current haul road, as well as the alternative haul road that Supt. Meyer had proposed as a solution. The Board did not feel any formal action was not necessary at this time.

Flex hours discussion: Meyer explained that there are certain weather conditions that are favorable for road grating to be done. He is encountering a problem when the optimal time for grating falls on a Friday or a Saturday now that the crew has gone to 4- 10 hour days. Meyer would like the Board to allow flex time in his department. The Board agreed to leave flexing the Highway Department's hours to the Highway Superintendent's discretion. The Commission agreed that this would *only* be done on rare occasions when the weather conditions are favorable for grating the roads on a regularly scheduled day off and at no other times throughout the year. All flexed hours are to be approved by the Highway Superintendent. The Board felt no formal action was required.

#### EMERGENCY MANAGEMENT

Pat Harrington, Emergency Management Director, met with the Board to present the updated Pre-Disaster Mitigation Plan for the county. Harrington worked with Planning and Development District III to get this plan updated.

A motion was made by Lau and seconded by Denning introducing the following resolution:

**RESOLUTION #2016-03**

A resolution of the Douglas County Commission declaring its support for, and adoption of, the Douglas County Multi-Jurisdiction Pre-Disaster Mitigation Plan.

WHEREAS a Pre-Disaster Mitigation Plan for Douglas County (the Plan) has been developed; and  
WHEREAS Douglas County officials participated in the development of the Plan; and  
WHEREAS the Plan will be used as a disaster mitigation planning tool as deemed appropriate by the Douglas County Commission.

NOW THEREFORE BE IT RESOLVED that the Douglas County Commission hereby adopts and supports the Plan, and will take action to ensure that the Plan is implemented.

Adopted and approved this 3<sup>rd</sup> day of May 2016.

---

Signed: Karen Blume, Chairperson

---

Attest: Phyllis Barker, Auditor

A roll call vote was taken with the following votes being recoded; voting 'aye': Denning, Maas, Lau, Muntefering, and Blume. Voting 'nay': none. Motion carried.

**AUTOMATIC BUDGET SUPPLEMENT:**

A motion was made by Lau and seconded by Muntefering to adopt an automatic supplemental budget pursuant to SDCL 7-21-20.1 for unanticipated state (federal) grants as follows:

Expenditure: Emergency Management Fund- 226-222-434-Emergency Management Equipment  
\$5,798.75

Means of Finance: Emergency Management Fund-226-331.31- Homeland Security Grant 97.067  
\$5,798.75

Expenditure: Emergency Management Fund- 226-222-422- Emergency Management Prof. Service  
and fees \$7,500.00

Means of Finance: Emergency Management Fund- 226-331.04 - FEMA Grant 97.039  
\$7,500.00

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

**DRAINAGE BOARD**

At the advertised time of 10:00 a.m., the Board of County Commissioners recessed and convened as a Drainage Board to review a Drainage Permit submitted by Gail Sperlich of Parkston, for the purpose of installing underground drain tiling that will flow directly into a Blue Line Creek at the following legal description: Section 1 & 2 of Lincoln Township, Douglas County, South Dakota. Sperlich was present to explain the proposed project. No one was present in opposition of the project. A motion was made by Muntefering and seconded by Maas to approve the Application submitted by Gail Sperlich. A roll call vote was taken with the following votes being recorded: Voting "aye": Lau, Muntefering, Denning, Maas and Blume. Voting "nay": none. Motion carried. Lau relayed a drainage concern of a land owner to the Board with no action needed. The Board adjourned as a Drainage Board and reconvened as a Board of County Commissioners as declared by Chairperson Blume.

**AMBULANCE**

A motion was made by Lau and seconded by Maas authorizing the Douglas County- Armour Ambulance to have air bag/shocks installed on the Armour ambulance as quoted through Vogt's Repair of Armour. All members voted in favor of this action, motion carried.

**PARK**

The Corsica Lake camp ground was discussed. The Board was informed of repairs to the shower as well as other projects that had been completed by the Park Caretaker, Hunter Wentz. Meyer stated that he would have the wood piles taken care of and install signs stating that Douglas County is not responsible for any accidents.

## CLAIMS

The Following claims were approved for payment:

### GENERAL FUND

April Payroll: Commissioners 2915.55 Auditor 6390.47 Treasurer 6698.85 States Attorney 4016.08 Courthouse Janitor 4620.92 Equalization 5591.69 Register of Deeds 3384.89 Veterans Service Officer 735.19 Sheriff 15,110.82 Coroner 0.00 Welfare Director 154.23 Ambulance 2418.34 Museum 0.00 Park 564.51 Fair Board 0.00 Extension 1915.60 Weed and Pest 0.00 Planning & Zoning 458.21 E911 26.07

Armour Chronicle 335.18 publishing; Armour Lumber Co. 415.31 supplies; Armour Water Dept. 101.00 utilities; Bon Homme Co. Treasurer 178.59 trav. & conf.; Buhl's Cleaners 123.00 maint.; Denise Cody 30.00 Mental Illness Board; Corsica Globe 245.15 publishing; Delmont Record 198.94 publishing; DS Solutions 175.00 supplies; Election Systems 892.87 ballots; Goldenwest 734.30 utilities; Hilary Risner 97.12 travel; Lucy Lewno 195.43 mental illness board; Northwestern Energy 854.53 utilities; Office Products Center 33.02 supplies; Polard Law PC 236.00 mental illness board; Karen Swanda 30.00 mental illness board; Tessiers Inc. 168.01 repairs; Jessica vanWyk 312.40 travel; Voyager Fleet 1014.13 fuel; Wilson's True Value 39.40 supplies; Yankton Sheriff's Office 25.00 mental illness board.

### ROAD AND BRIDGE FUND

April payroll: 20,676.28; Armour Chronicle 27.08 publishing; Armour Electric 206.53 repairs; Armour Lumber Co. 4.20 repairs; Armour Water Dept. 42.00 utilities; B&L Communications 1082.80 minor equip.; Borgen Inc. 4395.00 equip. rental; Corsica Globe 27.08 publishing; Corsica Hardware 11.98 supplies; Delmont record 27.08 publishing; Goldenwest 144.23 utilities; Steve Harrington 33.00 travel; Voyager Fleet 496.09 fuel; Wilson's True Value 56.48 supplies.

### E911 FUND

Goldenwest 246.24 E911 System; Midstate 440.11 E911 system.

### EMERGENCY MANAGEMENT FUND

April payroll: 1390.62; Goldenwest 16.00 utilities; Office Products Center 123.88 supplies; Planning and Development District III 7500.00 prof. fees.

## ADJOURNMENT

At 10:40 a.m. a motion was made by Denning seconded by Muntefering to adjourn until 9:00 a.m. on Tuesday May 17, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

## DOUGLAS COUNTY COMMISSIONER MEETING MAY 17, 2016

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, May 17, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas seconded by Lau to adopt the amended agenda. All members voted in favor of this action, motion carried.

### HIGHWAY DEPARTMENT

Glennis Stern and Joe Brenner were present to discuss the current haul road situation. Superintendent Meyer explained the changes to the haul road route. Stern explained why the haul road was put in place initially when he was a county commissioner. No action was taken. Meyer presented an Approach Application Permit submitted by Travis Fink for the purpose of moving an existing approach at the following legal description: T98N, R62W, in Section 11.

Commissioner Lau moved to approve the application, with all approach work and installation to be done at the expense of the applicant. Denning seconded the motion, all members voted in favor of this action, motion carried.

A motion was made by Maas and seconded by Lau to surplus the 1974 International single axel dump truck to be sold at auction. All members voted in favor of this action, motion carried.

Maas relayed a concern from his constituents in Harrison. Maas explained that they would like to see if it is possible to put up some speed limit signs to slow traffic on the main road through Harrison as there currently are no signs. There are numerous families with small children in town, prompting safety concerns from the residents. The Board agreed that signage may be a good solution, but felt that it would be a Township matter as the road is maintained by the township. No formal action was required.

#### DAKOTA TRAILS GOLF COURSE

Rocky Nelson and Brian Vilhauer met with the Board to update them on the greens improvement project at Dakota Trails Golf Course. Vilhauer informed the Board that the architect had suggested a few changes to the original plans, citing safety hazards with the previous plan. The plan would remove about an acre of trees to make way for greens improvements. Nelson and Vilhauer noted that they would be planting many more trees with the new course design. The Commissioners approved of the plans. A motion was made by Maas and seconded by Muntefering to approve of the Dakota Trails Golf Course renovations to be altered from what was previously submitted. All present voted in favor of this action, motion carried.

#### AUTOMATIC BUDGET SUPPLEMENT:

A motion was made by Lau and seconded by Maas to adopt an automatic supplemental budget pursuant to SDCL 7-21-20.1 for unanticipated grant monies as follows:

Expenditure: Emergency Management Fund- 226-222-411-Emergency Management Salaries: \$8,000.00

Means of Finance: Emergency Management Fund -226-0-101- CASH: \$8,000.00.

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

#### EXECUTIVE SESSION

A motion was made by Denning and seconded by Lau to enter into an executive session at 10:40 a.m. for a personnel matter. All members voted in favor of this action, motion carried. At 11:00 a.m., chairperson Blume declared the meeting back to open session with no action required.

#### FEES REPORT:

Clerk of Courts fees for April 2016, were \$2,311.20

Register of Deeds fees for April 2016, were \$1,990.50

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: April 2016:

Checking Accounts .....	\$6,124.56
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts...,.....	\$433,333.30
Savings Accounts.....	\$3,905,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$4,745,357.86

#### FUND BALANCE

General Fund .....	\$1,998,816.04
Special Revenue Funds .....	\$1,050,517.17
Trust and Agency Funds .....	\$1,696,024.65
Total .....	\$4,745,357.86

## CLAIMS

The Following claims were approved for payment:

### GENERAL FUND:

Agland Coop 73.36 repairs; Armour Chronicle 35.82 publishing; Armour Dray 45.00 utilities; Armour Electric 87.40 repairs; ; Phyllis Barker 164.22 travel; Julie Brenner 221.76 travel; Charles Mix Co. Sheriff's Office 2300.00 jail fees; Community Health Services 1770.09 prof fees; Darrington Water 41.65 supplies; DCMH 50.00 prof fees; Dept. of Revenue 35.00 prisoner medical; Douglas County Treasurer 417.94 postage; First Security Finance 4630.61 debt services; Keith Goehring 1596.81CAA Fees; Krull's Market 130.90 supplies; Lewis and Clark BHS 160.00 mental illness Board; McLeods Office Supply 314.33 supplies; Neve's Uniforms 213.91 uniforms; Noteboom Implement 88.93 repairs; Office Products 122.05 supplies; Ramkota Hotel 474.95 travel; Rollin in Dough Bakery 37.80 conf; SDACO 180.00 conf.; Vogt's Repair 225.00 repairs; William's Music & Office Equip. 110.00 repairs.

### ROAD AND BRIDGE FUND:

A-OX Welding Supply Co. 125.00 supplies; Agland Coop 3172.00 fuel; B&L Communications 175.90 equip.; Cedar Shore Resort 175.90 travel; Commercial Asphalt 417.15 road repairs; Dean's Auto Body 82.10 repairs; Fousek Trucking 39.07 Equip. repair; Joel Meyer 63.58 clothing allowance; Northwestern Energy 5.67 utilities; SD DOT 1550.00 road repairs; Travis Schacht 148.39 Clothing Allowance; Vogt's Repair 664.33 supplies.

### E911 FUND:

Goldenwest 190.32 E911 services.

### EMERGENCT MANAGEMENT FUND:

Pat Harrington 318.00 travel.

### ADJOURNMENT

At 11:20 a.m. a motion was made by Denning, seconded by Maas, to adjourn until 9:00 a.m. on Tuesday June 9, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

## **DOUGLAS COUNTY COMMISSIONER MEETING JUNE 9, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday June 9, 2016. Blume, Denning, Lau and Maas were present. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. Muntefering was absent. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas, seconded by Lau, to adopt the amended agenda. All voted in favor of this action, motion carried.

### APPROVAL OF MINUTES

A motion was made by Lau and seconded by Maas to approve the minutes from the May 3<sup>rd</sup> and 17<sup>th</sup> meetings. All members 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 informed the Board that the City of Delmont agreed to rent the un-used highway shop building located in Delmont.

Meyer explained that the county saved about 25% by doing the Betts Road overlay on our own as opposed to having the state involved in the project.

Meyer presented an Approach Application and Permit submitted by Darcy Baan Hofman for the purpose of installing an approach at the following legal description: T99N, R65W, in the SW ¼ of Section 15. Denning 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.

#### EXECUTIVE SESSION

At 9:30 a.m., a motion was made by Denning and seconded by Lau to enter into an executive session with Meyer to discuss a personnel matter. All members voted in favor of this action, motion carried.

At 9:50 a.m. Chairperson Blume declared the meeting back to open session with the following action taken:

A motion was made by Lau and seconded by Denning to promote Travis Schacht to the position of Assistant Highway Superintendent with a wage increase to \$16.00 per hour and to eliminate the position of Shop Foreman, reflecting a .25 per hour decrease in pay for the existing Shop Foreman. All members voted in favor of this action, motion carried.

#### SHERIFF'S DEPARTMENT:

Jon Coler, Sheriff, met with the board regarding an issue with the purchase of the new pickup for his department. Coler has resolved the issue and will picking up the new vehicle soon. No action was needed.

#### CANVASSING OF PRIMARY ELECTION VOTES

A motion was made by Lau, seconded by Maas, to approve the canvass results of the Primary Election held on June 7, 2016. All present voted in favor of this action, motion carried.

#### DOUGLAS COUNTY 4-H

Hilary Risner, 4-H Youth Advisor, was unable to attend the meeting but provided a quarterly report for the commissioner's review. No action was necessary.

#### FORMAL BUDGET SUPPLEMENT

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

### **RESOLUTION #2016-04 FOR SUPPLEMENTAL BUDGET**

WHEREAS it is necessary to supplement the 2016 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 9th day of JUNE, 2016, at 10:30 a.m., in the Commission Meeting Room, pursuant to due notice; now, 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 the Road and Bridge Fund to the following budget:

201-311-425.03 (Road and Bridge Overlay) in the amount of \$195,000.00.

From the Emergency Management Fund to the following budget:

207-225-422 (E911 Professional Service Fees) in the amount of 72,000.00

APPROVED BY THE COUNTY COMMISSION:

SIGNED: \_\_\_\_\_

Chairperson

ATTEST: \_\_\_\_\_

County Auditor

A roll call vote was taken with the following votes recorded. Aye: Lau, Maas, Denning and Blume. Nay: none. Absent: Muntefering. Motion carried.

#### OPERATING TRANSFER

Motion was made by Denning and seconded by Maas to make an operating funds transfer in the amount of \$500,000.00 from the General Fund Cash balance to the Road and Bridge Fund Cash balance as budgeted for 2016. All present voted in favor of this action, motion carried.

#### TRAVEL AUTHORIZATION

A motion was made by Maas and seconded by Denning to authorize Julie Brenner, Treasurer, to attend a single day meeting on June 23<sup>rd</sup> in Sioux Falls. All members voted in favor if this action, motion carried.

#### REGISTER OF DEEDS RECORDS

Craig Parkhurst and Rachel Lake, Douglas County Title Company, met with the board to discuss the register of deeds records. Lake has scanned most of the books in the ROD office, making them digital. Parkhurst has paid Lake for the time it has taken to scan the images in and the county has paid for the equipment. Parkhurst would like to reimburse the county for the cost of the equipment, in exchange for ownership of the images. This would be at no cost to the county, and the county will still have access to the digital files if needed. No formal action was taken.

#### DIRECTOR OF EQUALIZATION

Jessica van Wyk, Director of Equalization, met with the Board to inform them that she will be going to Pierre with States Attorney Parkhurst for the Office of Hearing Examiners Hearing regarding Leo Holzbauer's Appeal. No action was needed.

#### ABATEMENT

A motion was made by Lau and seconded by Denning to approve of the abatement of \$1.25 for the interest due on record #831 due to an error in the Register of Deeds Office. All present voted in favor of this action, motion carried.

#### PLANNING AND ZONING

Planning and Zoning Administrator, Jessica van Wyk, met with the Commissioners to submit her letter of resignation. The Commissioners agreed not to take any action until after the Planning and Zoning Board can meet and discuss.

#### EXECUTIVE SESSION

At 11:02 a.m. a motion was made by Lau and seconded by Denning to enter into executive session with Jessica van Wyk, and States Attorney Parkhurst to discuss a legal and personnel matter. All members voted in favor of this action. Motion carried. Chairperson Blume declared the meeting back to open session at 11:25 a.m. with no action necessary.

The Following claims were approved for payment:

#### CLAIMS

May Payroll: Commissioners 2966.96 Auditor 6670.25 Treasurer 6820.58 States Attorney 4016.08 Courthouse Janitor 4107.15 Equalization 5694.73 Register of Deeds 3821.25 Veterans Service Officer 735.20 Sheriff 15,219.63 Coroner 0.00 E911: 26.07 Welfare Director 154.23 Ambulance 1711.10 Museum 0.00 Park 1905.25 Fair Board 0.00 Extension 1891.02 Weed and Pest 278.72 Planning & Zoning 155.38

#### GENERAL FUND

Agland Co-op 202.71 repairs/fuel; Anna Ekstrand 21.00 travel; Armour Chronicle 352.16 publishing; City of Armour 75.00 election; Armour Lumber 256.81 repairs; Armour Water 96.75 utilities; Barbara Hoffman 165.16 election; Phyllis Barker 60.90 election; Beck Motors 28,533.00 sheriff's vehicle; Betty Feenstra 153.40 election; Buhl's Cleaner 138.25 repairs; Carol Gerlach 159.28 election; Carol Rexwinkel 153.40 election; Cole Papers 428.15 supplies; Connecting Point 580.66 repairs; Corsica City 75.00 election; Corsica Globe 352.16 publishing; Darrington Water 41.65 supplies; DCMH 150.00 prof fees; Dean's Auto Body 23.60 repairs; Delmont Community Center 75.00 election; Delmont Record 352.16 publishing; Delores Bueber 155.08 election; Dept. of Revenue 70.00 prof. fees; Dianne Feenstra 160.12 election; Douglas Electric 1665.75 utilities; Engelland Construction 1200.00 repairs; Everson- Beukelman Post #274 150.00 Memorial Day; First Security Finance 4630.61 debt services; Gene Niehus 28.00 travel; Keith Goehring 842.18 CAA Fees; Goldenwest 743.00 utilities; Harrison Community Church 75.00 election; Hilary Risner 38.64 travel; Holiday Inn 255.00 travel; Hub International 3312.60 prof. fees; Janet Lefers 169.36 election; JoAnne Hartmann 153.40 election; Joel Meyer 69.30 travel; Fred Kuil 189.80 travel; Laib-Albrecht Post #249 150.00 Memorial Day; Linda Broecher-Pfeifer 145.00 election; Linda Montgomery 145.00 election; Lorena Vreugdenhil 162.22 election; Lorraine Schelske 145.00 election; Mid-American Research Chemical 241.68 supplies; Marcella Pickart 157.60 election; Mary Putnam 145.00 election; McGrath- Ferguson Post #52 150.00 memorial day; McLeod's Office Supply 358.94 supplies; National 4-H Council Supply 41.30 supplies; Northwestern 1736.35 utilities; Office

Product Center 273.93 supplies; Phyllis Bordewyk 145.00 election; Select Service Center 679.93 repairs; Stacy's Cakes 40.00 election; Stephanie Moen & Associates 106.60 court reporter fees; TEAM Laboratory 152.80 supplies; Tessiers Inc 1909.47 repairs; USPS 506.00 box rent; Van Brothers 80.00 utilities; Jessica vanWyk 141.08 travel; Vogt's Repair 317.60 repairs; Voyager Fleet 1130.64 fuel; Wilson's True Value 336.34 supplies; Wipf & Cotton Law Offices 145.00 mentally handicapped; Yankton Treasurer 162.25 prof fees.

#### ROAD AND BRIDGE FUND

May Payroll: 16,402.89; Agland Co-op 2644.80 fuel/tires; American Garage Door 130.00 repairs; Armour Water 42.00 utilities; ATCO International 560.00 supplies; Blue Tarp Financial 215.92 supplies/equip.; Commercial Asphalt 948,731.40 overlay (Betts Rd.); Connecting Point 48.59 repairs; Corsica Hardware 30.71 supplies; Douglas Electric 403.02 electric; Goldenwest 102.93 utilities; Joel Meyer 11.00 travel; Midstate Fire Equip. 325.00 repairs; Newman Signs 205.51 supplies; Northwestern Energy 169.26 utilities; Noteboom Implement 463.50 repairs/tires/blades; USPS 66.00 box rent; Voyager Fleet 531.97 fuel; Werk Weld 479.21 repairs; Wilson's True Value 39.97 supplies; WW Tire Service 465.38 tires.

#### EMERGENCY MANAGEMENT FUND

May Payroll: 678.07; B&L Communications 89.00 equip.; Goldenwest 16.00 utilities; Pat Harrington 25.20 travel.

#### E911 FUND

Goldenwest 436.56 prof. serv. Fees; Mid-State Communications 440.11 prof. fees.

#### MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 626.50 equip rental.

#### ADJOURNMENT

At 11:55 a.m. a motion was made by Denning seconded by Lau, to adjourn until 9:00 a.m. on Tuesday June 21, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

### **DOUGLAS COUNTY COMMISSIONER MEETING JUNE 21, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, June 21 2016. Blume, Denning, Lau, and Muntefering were present. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Maas arrived at 9:10 a.m. Motion made by Lau seconded by Muntefering to adopt the amended agenda. All members voted in favor of this action, motion carried.

#### MINUTE CORRECTION

At the meeting held June 9<sup>th</sup>, a motion was made to abate taxes on record #831. That motion was unnecessary as an abatement is not the required. Therefore, a motion was made by Lau and seconded by Denning authorizing the Treasurer to void the interest due on Record #831 due to an error made in the Register of Deeds Office. All members voted in favor of this action, motion carried.

#### HIGHWAY DEPARTMENT

Joel Meyer met with the board to update them on his department. He explained that he is waiting on a report back from the state in regards to a bridge that was questioned at the last meeting.

A motion was made by Denning and seconded by Lau authorizing the Chairperson to sign the lease agreement between the County and the City of Delmont in regards to the vacant highway shop building in Delmont. All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Denning to enter into executive session at 9:15 a.m. with Joel Meyer to discuss a personnel matter. At 9:30 a.m. Chairperson Blume declared the meeting back to open session with no action necessary.

#### COMMUNITY HEALTH NURSE

Cassandra Weatherford, Community Health Nurse, met with the Board to renew the contract for public health and services for Douglas County for the fiscal year 2017. The contract includes a 3% service reimbursement rate increase, which would amount to an increase of \$667.21 from last year for a total of \$22,907.41 for the fiscal year 2017. A motion was made by Maas and seconded by Lau approve of the 3% increase and authorizing the chairperson to sign the agreement. All members voted in favor of this action, motion carried.

#### 2017 BUDGET REQUEST

Lisa Gorrell, LifeQuest, met with the board briefly to request financial assistance for 2017. LifeQuest is requesting an increase of \$525.00 from last year, bringing the total request for 2017 to \$5,775.00. The commissioners thanked Gorrell for coming and will consider the request at the budget meeting held in July. No action was taken at this time.

#### VETERANS SERVICE

Fred Kuil, Veterans Service Officer met with the board briefly to present his annual report. The Board thanked Kuil for the outstanding job he has been doing.

#### EXECUTIVE SESSION

A motion was made by Lau and seconded by Muntefering to enter into executive session at 10:10 a.m. to discuss a personnel matter. All members voted in favor of this action, motion carried. Upon request of the board, Jessica van Wyk entered the session at 10:15 a.m. Chairperson Blume declared the meeting back to open session at 10:30 a.m.

Chairperson Blume explained that the board would like to offer van Wyk a wage increase to \$2,250.00 annually for the position of Planning and Zoning Administrator. Van Wyk agreed to the increase and withdrew her resignation.

A motion was made by Maas and seconded by Denning to increase the Planning and Zoning Administrator's wages to \$2,250.00 annually effective on June 2016 payroll and to accept the withdrawal of van Wyk's resignation. All members voted in favor of this action, motion carried.

#### DIRECTOR OF EQUALIZATION:

Jessica van Wyk, Director of Equalization, met with the board briefly to inform them that she will be gone at schooling September 19-23<sup>rd</sup>. No action was needed.

#### ABATEMENT

A motion was made by Denning and seconded by Maas to abate the taxes on Lots 4-5-6 Block 11, 34, 100-65 Holland Township, Douglas County, in the amount of \$384.38 due to the land being taken by the county for tax deed. All members voted in favor of this action, motion carried.

#### PLANNING AND DEVELOPMENT DISTRICT III

Greg Henderson, District III, met with the board to present the 2015 Performance Report for Douglas County. The report is on file in the Auditor's Office for further review.

A motion was made by Denning and seconded by Lau to authorize the chairperson to sign the Statement of Extension indicating Douglas County's intent to join District III as a member for 2017. All members voted in favor of this action, motion carried.

#### FEES REPORT:

Clerk of Courts fees for May 2016, were \$3,579.60

Register of Deeds fees for May 2016, were \$2,291.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: May 2016:

Checking Accounts .....	\$19,345.12
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$11,662.53
Savings Accounts.....	\$3,427,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,858,907.65

FUND BALANCE

General Fund .....	\$2,059,984.64
Special Revenue Funds .....	\$1,339,233.44
Trust and Agency Funds .....	\$459,689.57
Total .....	\$3,858,907.65

CLAIMS

The following claims were approved for payment:

GENREAL FUND:

Armour Dray 45.00 utilities; Charles Mix Co. Sheriff's Office 1600.00 prof. fees; Connecting Point 9429.99 prof fees; Election Systems Software 1315.71 supplies; Pat Harrington 18.48 mileage; Kim Huebner 150.18 travel; McLeod's Office Supply 140.70 Supplies; Office Product Center 75.97 supplies; SDAAO c/o Wendy Semmler 300.00 travel; SDPAA 28,425.00 insurance; Jessica van Wyk 210.00 travel.

ROAD AND BRIDGE FUND:

Agland Co Op 2844.00 fuel; Armour Dray 50.00 utilities; Connecting Point 1530.00 prof fees; Northwestern Energy 121.96 utilities; Office Products Center 73.62 supplies; SDPAA 15,743.00 insurance; True North Steel 1316.00 supplies; Wilson's True Value 57.04 supplies.

EMERGENCY MANAGEMENT FUND:

Pat Harrington 128.10 travel

ADJOURNMENT

At 11:50 a.m. a motion was made by Denning, seconded by Maas, to adjourn until 9:00 a.m. on Tuesday July 5, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
JULY 5, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday July 5, 2016. Denning, Lau and Muntefering were present to form a quorum. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. Blume and Maas were absent. The meeting was called to order by Vice-Chairperson Denning. The Pledge of Allegiance was recited. Motion made by Muntefering, seconded by Lau, to adopt the agenda. All voted in favor of this action, motion carried.

APPROVAL OF MINUTES

A motion was made by Lau and seconded by Muntefering to approve the minutes from the June 9<sup>th</sup> and 21<sup>st</sup> meetings. All members 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 informed the Board that chip sealing is planned for the last weekend in July and patching will also start soon. Meyer would like to attend a meeting in Yankton at Planning and Development District III regarding DOT STP funds on July 6th. A motion was made by Lau and seconded by Muntefering authorizing Meyer and Schacht to attend the one day meeting in Yankton. All members voted in favor of this action, motion carried.

#### EXECUTIVE SESSION

At 9:10 a.m., a motion was made by Muntefering and seconded by Lau to enter into executive session upon request of Supt. Meyer to discuss a personnel matter. All members voted in favor of this action, motion carried. Vice- Chairperson Denning declared the meeting back to open session at 9:13 a.m. with the following action taken:

A motion was made by Lau and seconded by Muntefering to increase Robert Rienfeld's wage to \$14.00 per hour after the completion of his six month probation effective for July payroll. All present voted in favor of this action, motion carried.

#### POLLING PLACE

A motion was made by Lau and seconded by Muntefering to introduce the following resolution:

#### **Resolution #2016-05**

WHEREAS, the Armour City Council Chambers located in Armour is currently the polling place for Precinct 4, which represents Armour (excluding area east of Hwy 281 and north of 1st street)

WHEREAS, Douglas County is required by SDCL 12-14-1 to establish the polling place for countywide elections;

WHEREAS, the Armour City Council Chambers is no longer available;

WHEREAS, Armour Fire Hall is available for use and has agreed to let the County use the location as the new polling place for Precinct 2 starting at the November 8, 2016, countywide election;

WHEREAS, the Armour Fire Hall meets the handicapped accessibility requirements of the Help America Vote Act;

WHEREAS Douglas County has caused the Notice of Election as required by SDCL 12-12-1 to show the Armour Fire Hall as the proper polling location for Precinct 4 in Douglas County.

THEREFORE BE IT RESOLVED, by the Douglas County Board of Commissioners that the Precinct 4 polling location be moved from the Armour City Council Chambers to the Armour Fire Hall starting at the November 8, 2016, countywide election.

\_\_\_\_\_  
Sue Denning, Vice-Chairperson  
Douglas County Commission

ATTEST:

\_\_\_\_\_  
Phyllis Barker, County Auditor

A roll call vote was taken with the following votes recorded: Voting "aye": Lau, Muntefering and Denning. Voting "nay": none. Absent: Blume and Maas. Motion carried.

#### COMMUNITY HEALTH

Cassandra Weatherford, Community Health Nurse, met with the board briefly to present her quarterly report. The WIC case load has increased from 49 people in March to 63 people in June. The state funding for free flu shots have run out, so there will not be free flu vaccines for children this year.

#### EXECUTIVE SESSION

At 9:45 a.m. a motion was made by Muntefering and seconded by Lau to enter into an executive session at request of Julie Brenner to discuss a personnel matter. All present voted in favor of this action, motion carried. Vice-Chairperson Denning declared the meeting back to open session with no action necessary.

## EMERGENCY MANAGEMENT

Pat Harrington, Emergency Management Director, met with the board briefly to update them on his department. Harrington submitted a quarterly report detailing what he has done throughout the year. Harrington is working on a Homeland Security Grant for an Emergency Operations Center in the event of an emergency. The Grant would provide 100% of the funds. No action was needed at this time.

## FAIR BOARD

Hilary Risner, 4-H Youth Advisor, and John Engelland, Custodian, met with the board briefly. Risner explained that the PA system is not reliable and the Fair Board would like to purchase a new one. Risner received a quote for a new system for a total of \$1,504.00. The Fair Board has already approved the purchase. A motion was made by Lau and seconded by Muntefering to approve of the purchase of a new PA system for the 4-h building. All present voted in favor of this action, motion carried.

Engelland explained that the two south windows on the 4-H building need to be repaired. Engelland received a quote for \$2,134.00 for the new windows. The Fair Board has approved of the expense. A motion was made by Lau and seconded by Muntefering to approve of the purchase for two new windows for the 4-H building. All present voted in favor of this action, motion carried.

The Fair Board would like to see the power lines buried for safety reasons. The Fair Board made a motion to approve of the project and to not exceed \$5,000. A motion was made by Lau and seconded by Muntefering to bury the power lines. All present voted in favor of this action, motion carried.

The side walk on the east side of the 4-H building is in need of repair. Engelland has estimated the project between \$700- \$1000 to put in a new sidewalk. A motion was made by Muntefering and seconded by Lau approving the new side walk at the 4-H grounds. All present voted in favor of this action, motion carried.

## SHERIFF'S DEPARTMENT

Sheriff Coler met with the Board Briefly. He would like to surplus the 2005 Tahoe. A motion was made by Muntefering and seconded by Lau to surplus the 2005 Chevy Tahoe and to advertise for sealed bids to be opened on August 2<sup>nd</sup>. All members voted in favor of this action, motion carried.

The Following claims were approved for payment:

## CLAIMS

June Payroll: Commissioners 2966.91 Auditor 6821.36 Treasurer 6896.68 States Attorney 4016.08 Courthouse Janitor 4034.97 Equalization 5597.70 Register of Deeds 3384.88 Veterans Service Officer 735.20 Sheriff 15,450.98 Coroner 0.00 E911: 25.97 Welfare Director 154.23 Ambulance 3005.58 Museum 0.00 Park 1975.81 Fair Board 0.00 Extension 1839.88 Weed and Pest 338.16 Planning & Zoning 616.66

## GENERAL FUND

Alan's Paint & Body 738.00 repairs; Armour Chronicle 158.33 publishing; Armour Water Dept. 130.75 utilities; B&L Communications 240.0 repairs; Julie Brenner 93.32 travel; Connecting Point 190.00 minor equip./ maint.; Corsica Globe 158.33 publishing; Delmont Record 158.33 publishing; Employers Mutual Casualty 1500.00 insurance deductible; Goldenwest 739.49 utilities; Hilary Risner 62.16 travel; Northwestern Energy 1183.90 utilities; Office Products 199.99 minor equip.; Ramkota Hotel 193.98 travel; Voyager Fleet 1442.00 fuel; Wilson's True Value 77.25 supplies; WW Tire Service 226.56 repairs.

## ROAD AND BRIDGE FUND

June Payroll: 21,018.71; Agland Co-op 1905.00 repairs/fuel; Armour Water 42.00 utilities; Loran Dykstra 300.00 clothing allowance; Goldenwest 142.07 utilities; Noteboom Implement 157.00 repairs; Travis Schacht 108.65 clothing allowance; Voyager Fleet 871.58 fuel.

## EMERGENCY MANAGEMENT FUND

June Payroll: 1390.62; Goldenwest 16.00 utilities; Pat Harrington 40.70 travel.

## E911 FUND

Goldenwest 246.24 prof. serv. Fees; Mid-State Communications 440.11 prof. fees.

## ADJOURNMENT

At 10:55 a.m. a motion was made by Muntefering seconded by Denning, to adjourn until 9:00 a.m. on Tuesday June 21, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Sue Denning, Vice-Chairperson  
Board of County Commissioners

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

## DOUGLAS COUNTY COMMISSIONER MEETING JULY 19, 2016

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, July 19, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Denning seconded by Lau to adopt the amended agenda. All members voted in favor of this action, motion carried.

### CORRECTION TO THE MINUTES

A motion was made by Denning and seconded by Lau to authorize the auditor to amend the abatement amount stated in the June 21, 2016 minutes from \$384.38 to the correct amount of \$30.82. All members voted in favor if this action, motion carried.

### LEWIS AND CLARK BEHAVIORAL CENTER

Dr. Tom Stanage and Nick Welter representing Lewis and Clark Behavioral Services met with the board to provide an annual update. 17 people from Douglas County were helped at the center in 2015. They are requesting the same amount that was allocated last year in the amount of \$5,100.00.

### HIGHWAY DEPARTMENT

Joel Meyer, Highway Superintendent, met with the board to update them on his department. Meyer discussed the Bridge Improvement Grant Funding.

Meyer presented an Approach Application and Permit submitted by the Adam Hochhalter for the purpose of installing an approach at the following description: On the ¼ line of Section 15 in Valley Township, SD. Lau moved to approve the application submitted by Adam Hochhalter, 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.

### WEED AND PEST

In at 9:35 a.m. a motion was made by Lau and seconded by Maas to enter into executive session at the request of Joel Meyer to discuss a personnel matter. All members voted in favor of this action, motion carried. Chairperson Blume declared the meeting back to open session at 9:55 a.m. Upon returning to open session, Joel Meyer submitted his resignation from the position of Weed and Pest Supervisor. A motion was made by Denning and seconded by Maas to table Meyer's resignation until further discussion is held. All members voted in favor of this action, motion carried.

### DIRECTOR OF EQUALIZATION

Jessica van Wyk, Director of Equalization, met with the board to update them on her department. van Wyk informed the board that the Office of Hearing Examiners hearing ruled in favor if the County in regards to the Holzbauer case. Van Wyk also informed the board that she is in need of a new computer for her office. A motion was made by Denning and seconded by Lau authorizing van Wyk to purchase a new computer and monitor for her office. All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Denning authorizing the expenses incurred by van Wyk for attending the Environmental Training Program for Concentrated Animal Feeding Operations in Huron. All members voted in favor of this action, motion carried.

A motion was made by Maas and seconded by Denning to enter into executive session 10:15 a.m. to discuss a personnel matter at the request of van Wyk. All members voted in favor of this action, motion carried. Chairperson Blume declared the meeting back to open session at 10:35 a.m. with no action taken.

#### PLANNING AND ZONING

Craig Parkhurst, States Attorney, met with the board briefly. Parkhurst informed the board that Tom Kelly has authorized Parkhurst to relay his resignation from his position as the Planning and Zoning Chairperson effective immediately.

Parkhurst expressed concern about the lack of communication from Brian McGinnis from Planning and Development District III regarding the zoning ordinances. He plans on talking to Greg Henderson with District III to get the issue resolved.

#### SOUTHERN MISSOURI RECYCLING & WASTE MANAGEMENT

##### **RESOLUTION #2016-06**

WHEREAS, Southern Missouri Recycling & Waste Management District, a South Dakota Political Subdivision, has adopted its Resolution #2016-1 which reduces the Management Board of the said District from eleven elected members to seven elected members; and

WHEREAS, it was necessary for the Full Member Board consisting of the 21 municipalities and four counties making up said District to ratify and confirm and agree to the reduction of the District's Management Board from eleven members to seven members;

NOW THEREFORE, BE IT RESOLVED, that the County of Douglas hereby ratifies, confirms and agrees to the reduction of the District's Management Board as stated above.

Dated this 19<sup>th</sup> day of July, 2016.

COUNTY OF DOUGLAS

SIGNED: \_\_\_\_\_

Karen Blume  
Chairperson, Douglas County Commission

ATTEST: \_\_\_\_\_

Phyllis Barker, County Auditor

Said Resolution was moved for adoption by Lau, seconded by Maas and upon due discussion thereon, was adopted by the County Commissioners of Douglas County at the July 19, 2016, meeting of the said County Commissioners, there being a quorum present at said meeting.

All in favor: Lau, Muntefering, Denning, Maas and Blume. All opposed: None.

Effective Date: July 19, 2016

#### CORRESPONDENCE

A letter from the DENR was read by the board with no action necessary.

A letter from the DENR regarding County Line Feeders revised Phosphorus-Based Nutrient Management Plan. No action was required.

At 11:30 a.m., the Board recessed for lunch. Chairperson Blume declared the meeting back in session at 12:30 p.m.

#### 2017 BUDGET

The 2017 departmental budget requests were reviewed and approved.

#### FEES REPORT:

Clerk of Courts fees for June 2016, were \$3,110.00

Register of Deeds fees for June 2016, were \$2,213.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: June 2016:

Checking Accounts .....	\$2,529.31
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$10,473.86
Savings Accounts.....	\$2,093,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$2,505,903.17
FUND BALANCE	
General Fund .....	\$1,427,651.54
Special Revenue Funds .....	\$871,579.72
Trust and Agency Funds .....	\$206,671.91
Total .....	\$2,505,903.17

CLAIMS

The following claims were approved for payment:

GENERAL FUND:

Agland Coop 217.60 repairs; Armour Lumber 9.50 supplies; B&L Communications 1174.37 minor equip; Phyllis Barker 134.40 travel; Buhl's Cleaners 123.00 maint; Charles Mix Co. Sheriff's Office 1850.00 jail fees; Community Health Services 3817.90 prof fees; Connecting Point 192.50 maint; Darrington Water 59.50 supplies; Dean Schaefer 60.00 court reporting; Douglas Co. Treasurer 324.76 postage; First Security Finance 4630.61 debt services; Gene Niehus 32.00 repairs; Krull's Market 12.96 supplies; Noteboom Implement 231.15 repairs; McLeod's Office Supply 717.00 supplies; Office Products Center 23.88 supplies; SD Counties 525.00 conference; Swier Lawfirm 642.00 CAA fees; TEAM Laboratory 230.14 supplies; Thompson Reuters 616.50 law books; Van Brothers 200.00 utilities; Jessica van Wyk 141.63 travel; Votes Repair 979.97 repairs; Williams Music & Office Supply 502.00 copiers; Wilson's True Value 59.97 supplies; WW Tire Service 223.06 repairs.

ROAD AND BRIDGE FUND:

Agland Coop 2591.00 fuel; Connecting Point 45.00 maint; Corsica Hardware 223.07 repairs; Dakota Sales & Rental 205.00 rental; Delange Repiar 60.00 repairs; Krull's Market 2.99 supplies; Newman Signs 538.98 repairs; Northwestern Energy 151.93 utilities; Noteboom Implement 744.04 repairs; SD Counties 175.00 conference; Sheehan Mack Sales 2897.82 supplies; Vogt's Repair 395.97 repairs; Wagner Building Supply 106.97 supplies/equip; Wilson's True Value 73.34 supplies; Z&S Dust Control 8791.51 road repairs.

E911 FUND:

Goldenwest 190.32 E911 System.

ADJOURNEMENT

At 2:45 p.m., a motion was made by Denning seconded by Muntefering to adjourn until 9:00 a.m. on Tuesday August 2, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
AUGUST 02, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday August 02, 2016. Blume, Denning, Lau, Muntefering and Maas were present. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Denning, seconded by Maas to adopt the amended agenda. All voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A motion was made by Maas and seconded by Lau to approve the minutes from the July 5th and 19th meetings. All members 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 explained that the Approach Application approved at the last meeting for Adam Hochhalter has been amended because the placement of the approach will not require a culvert as previously stated. Motion was made by Lau and seconded by Maas to accept the amended Approach Application for Adam Hochhalter that was approved at the last meeting. All present voted in favor of this action, motion carried.

Meyer explained that the mower used for mowing ditches is no longer working. He presented quotes for a new mower. A motion was made by Maas to purchase a new John Deere mower with half of the payment being made out of the 2016 budget and the remainder out of the 2017 budget. Lau seconded the motion, all members voted in favor with Muntefering abstaining. Motion carried. Meyer explained the BIG Funding program to the board. Denning made a motion authorizing Chairperson Blume to sign the Bridge Improvement Grant-Funding Agreement. Maas seconded the motion, all present voted in favor of this action, motion carried.

**EXECUTIVE SESSION**

A motion was made by Lau and seconded by Maas to enter into executive session to discuss a personnel matter at 9:30 a.m. Chairperson Blume declared the meeting back to open session at 9:45 a.m. with the following action taken: A motion was made by Lau to accept Joel Meyer's resignation from the position of Weed and Pest Supervisor and to pay a member of the Weed Board \$15.00 per hour for spraying as needed. Maas seconded the motion, all members voted in favor of this action, motion carried.

**PERSONNEL POLICY**

A motion was made by Denning and seconded by Muntefering to adopt the Conflict of Interest Policy and add it to the Douglas County Personnel Policy under section 206. All members voted in favor of this action, motion carried.

**PLANNING AND ZONING**

A motion was made by Lau to appoint Tim Goldammer to the open position at the planning and zoning board. Therefore, Goldammer will now be the at large board member and Mark Fuoss will move to the vacant district 3 position. Muntefering seconded the motion, all members voted in favor, motion carried.

Commissioner Lau exited the meeting at 10:00 a.m.

**SHERIFF'S OFFICE**

Coler informed the Board that he has found two new shot guns that he would like to purchase for his department. Coler said that his current budget would support the purchase with each gun costing around \$420.00. A motion was made by denning and seconded by Maas authorizing Coler to purchase 2 shot guns out of the 2016 budget. All present voted in favor of this action, motion carried.

Coler stated that he increased the 2017 Contract for Law cost by one dollar per hour for Armour, Corsica and Delmont. He has not received the 2017 Contracts back from the cities as of yet. As advertised, the sealed bids for the 2005 Chevy Tahoe were opened and reviewed. The following bids were submitted:

Nathan Rus, Corsica, SD - \$1,055.00

Dudley Schroeder, Armour, SD - \$1,444.00

A motion was made by Maas and seconded by Denning to accept the high bid of \$1,444.00 from Dudley Schroeder Jr. for the 2005 Chevy Tahoe. All members voted in favor of this action, motion carried.

#### CORRESPONDENCE

A letter was read from the Dept. of Corrections regarding the Juvenile Justice Reinvestment Initiative Fiscal Incentive Diversion Program. No action was required.

The Following claims were approved for payment:

#### CLAIMS

July Payroll: Commissioners 2966.96 Auditor 6482.54 Treasurer 6698.85 States Attorney 4016.09 Courthouse Janitor 4258.99 Equalization 5700.71 Register of Deeds 3384.89 Veterans Service Officer 735.19 Sheriff 15,519.00 Coroner 0.00 E911: 25.97 Welfare Director 154.22 Ambulance 3154.15 Museum 0.00 Park 1,129.03 Fair Board 151.00 Extension 1834.20 Weed and Pest 0.00 Planning & Zoning 233.69

#### GENERAL FUND

Anna Ekstrand 25.20 travel; Armour Chronicle 239.34 publishing; Armour Dray 45.00 utilities; Armour Electric 80.20 repairs; Buhl's Cleaners 123.00 utilities; Charles Mix County 7931.95 E911 Services; Connecting Point 57.50 prof fees; Corsica Globe 239.34 publishing; Corsica Lumber 47.61 supplies; Craig Parkhurst 3808.28 prof. fees/supplies/utilities; Delmont Record 239.34 publishing; Goldenwest 764.22 utilities; Hub International 1395.67 insurance; Kone Inc. 607.92 repairs; McLeod's Office Supply 79.80 supplies; Floyd Muntefering 136.08 travel; Northwestern Energy 1554.59 utilities; Office Products Center 24.11 supplies; Regalia 148.84 supplies; SD Dept. of Public Safety 2340.00 sheriff radio; US Postal Service 1711.50 supplies; Voyager Fleet Systems 1356.06 fuel; Wilson's True Value 212.91 supplies; Wipf & Cotton Law Offices 145.00 prof. fees

#### ROAD AND BRIDGE FUND

July Payroll: 20,936.51; Agland Coop 1636.25 fuel; Armour Dray 25.00 utilities; Armour Electric 318.40 repairs; Commercial Asphalt 25,861.50 patching; Corsica Hardware 83.50 supplies; Dakota Sales Rental 450.00 equip. rental; Goldenwest 115.18 utilities; Hub International 1580.33 insurance; Office Products Center 102.99 supplies; Voyager Fleet Systems 647.46 fuel; Wilson's True Value 27.97 supplies

#### EMERGENCY MANAGEMENT FUND

July Payroll: 678.07; Goldenwest 16.00 utilities;

#### E911 FUND

Charles Mix County 9494.84 E911 Services; Goldenwest 246.24 prof. serv. Fees; Mid-State Communications 440.11 prof. fees.

#### ADJOURNMENT

At 10:40 a.m. a motion was made by Denning seconded by Muntefering, to adjourn until 9:00 a.m. on Tuesday August 16, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

### **DOUGLAS COUNTY COMMISSIONER MEETING AUGUST 16, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, August 16, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Denning seconded by Lau to adopt the agenda. All members voted in favor of this action, motion carried.

## HIGHWAY DEPARTMENT

Doug Kinniburgh, SD DOT met with the board to explain the Bridge Improvement Grant program. Kinniburgh also explained the process of constructing bridges without federal funds. No action was necessary.

Calvin Leubke, Douglas County Resident, met with the board to express a few concerns on the Betts Road project. He would like to see the ditches mowed, the gravel pulled up to fix the shoulders and the driveways completed. Meyer said that the highway department will be making the repairs soon. Leubke would also would like to see a higher weight limit on the road now that it has been repaired. The Board will consider Leubke's concern and thanked him for coming to the meeting. No action was taken at this time.

A motion was made by Lau and seconded by Maas to surplus the 2013 Kuhn Mower and to use it as a trade-in towards the purchase of a replacement mower. All members voted in favor of this action, motion carried.

Discussion was held regarding the financing of a new mower. The Board agreed that they did not feel it necessary to split the payments into two years if it required signing a financing agreement. Therefore, a motion was made by Lau and seconded by Denning to rescind the following motion made on August 2, 2016: *"A motion was made by Maas to purchase a new John Deere mower with half of the payment being made out of the 2016 budget and the remainder out of the 2017 budget. Lau seconded the motion, all members voted in favor with Muntefering abstaining. Motion carried."* All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Denning to purchase a 2016 John Deere R280 Disc Mower for the Highway Department. All members voted in favor of this action, motion carried.

Meyer explained that he would like to attend an eight state Regional Conference in Rapid City.

A motion was made by Denning and seconded by Maas authorizing Joel Meyer and Travis Schacht to attend the North Central Regional Local Road Conference to be held in Rapid City, October 18<sup>th</sup>-20<sup>th</sup> of this year. All members voted in favor of this action, motion carried.

## EMERGENCY MANAGEMENT

Pat Harrington, Emergency Management Director, met with the Board briefly to update them on his department. A motion was made by Lau and seconded by Denning authorizing the Chairperson to sign the 2017 State and Local Agreement with the State of South Dakota. All members voted in favor of this action, motion carried.

A motion was made by Denning and seconded by Lau authorizing Harrington attend the State Emergency Manager Convention being held in Aberdeen on September 12-15<sup>th</sup>. All members voted in favor of this action, motion carried.

## OPERATING TRANSFER

Motion was made by Lau and seconded by Maas to make an operating funds transfer in the amount of \$9,000.00 from the General Fund Cash balance to the Emergency Management Fund Cash balance as budgeted for 2016. All members voted in favor of this action. Motion Carried.

## WEED & PEST

Commissioner Muntefering gave a brief update on the Weed and Pest Department with no action necessary.

## NOTICES

A motion was made by Muntefering and seconded by Maas to authorize the Auditor to published a Notice of Hearing to be held on September 6, 2016, to consider a supplement to the E911 budgets for 2016. All members voted in favor of this action, motion carried.

## DOUGLAS COUNTY 4-H

Hilary Risner, Douglas County 4-H Youth Advisor, met with the Board Briefly to update them on her department.

A motion was made by Lau and seconded by Muntefering to enter into executive session at 10:30 a.m. to discuss a personnel matter at Risner's request. Chairperson Blume declared the meeting back to open session at 10:45a.m. with the following action taken:

A motion was made by Lau and seconded my Denning to increase Annie Rankin's hourly wage to \$10.75 after the completion of her sixth month probation, and to appoint her to the position of Weed and Pest Secretary with an additional 8 hours per week for the position. All members voted in favor of this action, motion carried. The wage increase will be retroactive to Rankin's 6 month probation date in July.

STATES ATTORNEY

Craig Parkhurst, States Attorney, and Jessica van Wyk met with the board briefly to give them an update on the Planning and Zoning ordinances. Parkhurst and van Wyk will be meeting with Brian McGinnis from Planning and Development District III to review the ordinances. No action was required.

FEES REPORT:

Clerk of Courts fees for July 2016, were \$1,693.00  
Register of Deeds fees for July 2016, were \$1,923.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: July 2016:

Checking Accounts .....	\$2,884.63
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$15,581.71
Savings Accounts.....	\$2,071,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$2,490,366.34
FUND BALANCE	
General Fund .....	\$1,370,798.96
Special Revenue Funds .....	\$951,266.50
Trust and Agency Funds .....	\$168,300.88
Total .....	\$2,490,366.34

CLAIMS

The following claims were approved for payment:

GENREAL FUND:

Agland Coop 299.01 supplies/repairs/fuel; Armour Chronicle 136.00 publishing; Armour Lumber 186.00 supplies; Armour City 215.75 utilities; Phyllis Barker 176.80 travel; Charles Mix County Sherriff's Office 550.00 jail fees; City of Corsica 290.54 supplies; Darrington Water 35.70 Supplies; DCMH 100.00 prof. fees; Dept. of Revenue 70.00 prof fees; Direct Pro Audio 1,504.00 minor equip; First Security Finance 4630.61 debt services; Jean Collison 15.00 mental illness board; KCH Law 266.25 mental illness board; Lewis & Clark Behavioral Health 160.00 mental health; Lucy Lewno 186.46 mental health; Mark Katterhagen 15.00 mental illness board; Floyd Muntefering 216.30 travel; Norma Andersen 6.00 mental illness board; Office Products Center 558.55 supplies; Karen Swanda 6.00 mental illness board; USPS 800.00 supplies; Van Brothers 160.00 utilities; Vogt;s Repair 62.10 repairs; Yankton Co. Sheriff's Office 50.00 prof. fees; Yankton Co. Treasurer 107.05 prof fees.

ROAD AND BRIDGE FUND:

Agland Coop 3399.00 fuel; American Garage Door 70.26 supplies; Armour City 42.00 utilities; Phyllis Barker 11.00 travel; Dean's Auto Body 50.00 repairs; Fousek Trucking 6.25 supplies; Henke Tractor Repair 142.99 repairs; Kimball Midwest 789.77 supplies/minor equip.; Northwestern Energy 189.21 utilities; Noteboom Implement 9,549.00 ditch mower; Stern Oil Co. 1371.44 supplies; Topkote Inc. 264,590.50 road repairs; True North Steel 60.33supplies; Vogt's Repair 772.30 repairs/supplies; Werk Weld 9.77 supplies.

E911 FUND:

Goldenwest 190.32 E911 system.

MEADOW VALLEY DITCH FUND:

J&D Backhoe 280.50 prof. services.

## ADJOURNMENT

At 11:40 a.m. a motion was made by Muntefering, seconded by Denning, to adjourn until 9:00 a.m. on Tuesday September 6, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

## DOUGLAS COUNTY COMMISSIONER MEETING SEPTEMBER 06, 2016

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, September 06, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas seconded by Muntefering to adopt the agenda. All voted in favor of this action, motion carried.

### APPROVAL OF MINUTES

A motion was made by Denning and seconded by Maas to approve the minutes from the August 2nd and 16<sup>th</sup> meetings. All members voted in favor of this action, motion carried.

### HIGHWAY DEPARTMENT

Superintendent Meyer met with the Board to update them on his department. A motion was made by Maas and seconded by Muntefering to enter into executive session at 9:03 a.m., at the request of Joel Meyer, to discuss a personnel matter. Chairperson Blume declared the meeting back to open session at 9:25 a.m. with the following action taken:

A motion was made by Lau and seconded by Muntefering to accept the resignation of Loran Dykstra and to pay out his earned vacation and sick leave with September payroll. All members voted in favor of this action, motion carried.

A motion was made by Maas and seconded by Denning to advertise for a full time position of Maintenance Operator in the Highway Department. All members voted in favor of this action, motion carried.

Discussion was held in regards to the bridge east of Corsica. A motion was made by Lau and seconded by Maas to hire Brosz Engineering to do the preliminary engineering on Structure #22-11-050 (Bridge 6 miles east of Corsica on 'Sale Barn Road'). All members voted in favor of this action, motion carried.

Meyer explained that the parking lot of the 4-H building/Armour swimming pool is in dire need of repair. He would like to do the repair this fall so that it does not get broken up when plowing snow this winter. Meyer received an estimate of about \$23,000 to repair the parking lot. Discussion was held. A motion was made by Lau and seconded by Denning to repair the 4-H Building/swimming pool parking lot, *contingent upon payment being split with the City of Armour based on the lease agreement between the County and the City of Armour for the property*. All members voted in favor of this action, motion carried. Meyer plans to discuss the matter with the City Council at their next meeting.

CORONERS OFFICE

Brandon Wingert, Coroner, met with the Board briefly to inform them of his resignation from the position of Coroner. Wingert informed the Board that Deputy Palmquist has shown interest in the position now that it is vacant. A motion was made by Lau and seconded by Muntefering to regretfully accept Wingert's resignation and to appoint Dustin Palmquist to the position of Coroner, effective immediately. All members voted in favor of this action, motion carried.

FORMAL BUDGET SUPPLEMENT

A Motion was made by Denning and seconded by Lau to introduce the following resolution.

**RESOLUTION #2016-07**  
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2016 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 6th day of September, 2016, at 10:30 a.m., in the Commission Meeting Room, pursuant to due notice; now, 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 E911 FUND System Cash (207-0-101) to the following budget:

E911 System: 207-225-422 in the amount of \$16,300.00

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

E911 Budget: 101-225-422 in the amount of \$20,000.

APPROVED BY THE COUNTY COMMISSION:

SIGNED: \_\_\_\_\_  
Chairperson

ATTEST: \_\_\_\_\_  
County Auditor

A roll call vote was taken with the following votes recorded: voting aye: Lau, Muntefering, Denning, Maas and Blume. Nay: none. Motion carried.

PROVISIONAL BUDGET

As advertised, the Commissioners reviewed the 2017 Provisional Budget. A motion was made by Muntefering and seconded by Denning to approve the 2017 Provisional Budget as published. All members voted in favor of this action, motion carried. Any necessary changes will be made before adoption of the Annual Budget at the September 20, 2016 meeting.

EXECUTIVE SESSION

At 10:16 a.m., a motion was made by Lau and seconded by Maas to enter into executive session at the request of Treasurer, Julie Brenner, to discuss a personnel matter. All members voted in favor of this action, motion carried. Chairperson Blume declared the meeting back to open session at 10:21 a.m. with no action taken at this time.

STATES ATTORNEY

States Attorney, Craig Parkhurst, met with the Board to give them a brief update. No action was required.

SHERIFF'S OFFICE

Sheriff Coler met with the Board briefly to present Deputy Wingert's letter of resignation. Chairperson Blume read the letter of Resignation from Brandon Wingert.

A motion was made by Lau and seconded by Maas to reluctantly accept the resignation of Brandon Wingert from the position of Deputy Sheriff. All members voted in favor of this action, motion carried. The Commission thanked Wingert for the outstanding job he has done in the County and stated that they will be sad to see him go. Wingert thanked the Board for the opportunity to work in Douglas County. Wingert's last day will be September 8, 2016.

#### WEED AND PEST

Commissioner Muntefering informed the Commission that the Weed Board will be having Mettler's spray all of the county ditches this year instead of only half as originally planned. The roof on the Weed and Pest building in Corsica is in need of repair. Groeneweg Construction will do the repair as soon as possible.

#### PARK

Joel Meyer presented plans from Werk Weld for a lock box for payments at the Corsica Lake Campground. The commissioners agreed to the plans and instructed Meyer to go ahead and order the box. No action was required as the purchase will be under \$500.00. Muntefering informed the commissioners that he would like to close the campground October 1<sup>st</sup> being as attendance has been low. The commission agreed. No formal action was needed.

#### CORRESPONDENCE

A letter from the DENR was read informing the Board of a notice that will be published on behalf of the County. A letter from the Lewis and Clark behavioral Health was read by Chairperson Blume with no action required. Nicole Neugebauer submitted a letter on behalf of the Douglas County Armour Ambulance from the Emergency Medical Services for Children, recognizing the Armour Ambulance for winning the SD EMS for Children's Annual EMS Week Contest.

#### CLAIMS

The following claims were approved for payment:

August Payroll: Commissioners 2,966.96 Auditor 6,636.69 Treasurer 6,942.33 States Attorney 4,016.07 Courthouse Janitor 4,234.74 Equalization 5,803.75 Register of Deeds 3,700.04 Veterans Service Officer 735.20 Sheriff 15,403.35 Coroner 107.65 E911 25.97 Ambulance 2,086.01 Museum 0.00 Park 818.55 Fair Board 0.00 Extension 2096.59 Weed and Pest 497.58 Planning & Zoning 521.30

#### GENERAL FUND

Armour Chronicle 579.79 publishing; Armour Dray 45.00 utilities; Armour Lumber 330.60 repairs/supplies; B&L Communications 149.85 repairs; Best Western 210.00 travel; Cole Papers 324.56 supplies; Connecting Point 80.00 maint.; Corsica Globe 117.39 publishing; John Engelland 302.55 repairs; Hilary Risner 110.04 travel; Bradley Kerner 333.00 CAA; Fred Kuil 312.36 travel/prof. fees; Marshall & Swift 2114.10 supplies; Northwestern Energy 1548.47 utilities; Office Products 496.76 supplies; Ramkota Hotel 216.00 travel; USPS 1147.75 supplies; Voyager Fleet 1204.28 fuel; Wilson's True Value 252.97 supplies.

#### ROAD AND BRIDGE FUND

August payroll: 21,447.72; Corsica Lumber 64.00 repairs; Global Equip. 347.60 supplies; Noteboom Implement 948.96 repairs; SD LTAP 200.00 conference; Trail Rite trailer 589.00 equip. repairs; Voyager Fleet 445.74 fuel; WW Tire 1082.98 supplies.

#### EMERGENCY MANAGEMENT FUND:

August Payroll: 1390.62; Pat Harrington 142.38 travel.

#### ADJOURNEMENT

At 11:20 a.m., a motion was made by Muntefering seconded by Denning to adjourn until 9:00 a.m. on Tuesday September 20, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_

Karen Blume, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**DOUGLAS COUNTY COMMISSIONER MEETING  
SEPTEMBER 20, 2016**

PURSUANT TO ADJOURNMENT the board of County Commissioners met at the Courthouse in Armour, SD at 9:00 a.m. on Tuesday, September 20, 2016. Blume, Denning, Lau, Muntefering, and Maas were present. Also present were Auditor Barker, Sam Grosz, representing Douglas County Publishing and Julie Brenner, Treasurer. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. A motion was made by Denning and seconded by Lau to adopt the agenda. All members 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 explained that he talked with the City of Armour, and they agreed to pay their portion of the 4-H/ swimming pool parking lot repair. Meyer stated that according to the lease agreement, they determined about 67% of that lot is owned by the county and 33% is owned by the city. The city agreed to pay 33% of the estimate, or \$7,380.00. The remainder of the cost will be paid by the county. Meyer said Commercial Asphalt will complete the work this fall.

Meyer informed the Board that the 5 year plan for 2017 is complete. A public meeting will be held Oct 4<sup>th</sup> at 1:00 p.m. to discuss the plan. No action was necessary.

Meyer informed the Board that he won a trip to the National Association of County Engineers Convention taking place in Cincinnati, Ohio in April of 2017. Meyer explained that all expenses will be paid except meals. A motion was made by Lau and seconded by Maas to authorize Meyer to attend the 2017 NACE Convention in Cincinnati Ohio. All members voted in favor of this action, motion carried.

Commissioner Maas relayed a concern from one of his constituents to Meyer regarding an approach culvert. No action was necessary.

Commissioner Lau informed the Board that Belmont Township is holding a special meeting on September 27<sup>th</sup> potentially regarding the haul road. Lau asked that the commissioners attend the meeting if possible. No action was required.

**ADOPTION OF ANNUAL BUDGET**

A motion was made by Maas and seconded by Lau to approve of the following changes to the 2017 Annual Budget:

County Extension Budget (line 611) was increased to \$42,210.00, Weed and Pest Budget (line 615) increased to \$30,075.00 bringing the total appropriations for the General Fund to \$2,082,449.00. Cash Applied in the General Fund decreased by \$6,711.75 for a total of \$231,786.45. The total taxes levied in the General Fund was decreased to \$1,664,521.

In the Road and Bridge Fund, line item 311 was decreased by \$170,000.00, bringing the total appropriations for the Road and Bridge Fund to a total of \$1,944,000.00. Cash applied in the Road and Bridge Fund was decreased to \$88,475.00. Total taxes levied for the Road and Bridge Fund were decreased to 537,529.00 and the 'Less 25% to cities' line item was raised to \$11,617.00. All members voted in favor of these actions, motion carried.

At the advertised time of 9:30 a.m., no one representing the public was present for the adoption of the 2017 Annual Budget.

Maas introduced and moved for the adoption of the following resolution, Muntefering seconded.

**RESOLUTION #2016-08  
ADOPTION OF THE ANNUAL BUDGET**

WHEREAS, (7-21-5 THRU 13) SDCL 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 the 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 changes, elimination's 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 APPROPRIATION AND EXPENDITURES FOR Douglas County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2017 and ending December 31, 2017 and the same is hereby approved and adopted by the Board of County Commissioners of Douglas County, South Dakota, this the 20th day of September, 2016. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Douglas County, South Dakota. The accompanying taxes are levied by Douglas County for the year January 1, 2017 through December 31, 2017.

GENERAL FUND: \$1,664,521.00 at 2.834 per \$1,000 of Valuation.

ROAD AND BRIDGE FUND: \$537,529.00 at 1.00 per \$1,000 of Valuation.

Total taxes Levied by County: \$2,202,050.00 at 3.834 per \$1,000 of Valuation.

BOARD OF COUNTY COMMISSIONERS  
Douglas County, South Dakota

Karen Blume, Chairperson  
Sue Denning, Commissioner  
Steve Lau, Commissioner  
Floyd Muntefering, Commissioner  
Marlin Maas, Commissioner

ATTEST: Phyllis Barker, County Auditor

A roll call vote was taken with the following votes recorded: Voting "aye": Denning, Maas, Lau, Muntefering and Blume. Voting "nay": none. Motion Carried.

*As of September 20, 2016, these levies are not approved by the SD Department of Revenue.*

**OTHER BUSINESS**

A motion was made by Lau and seconded by Muntefering to pay out Brandon Wingert's Vacation and Sick Leave. All members voted in favor of this action, motion carried.

**CORRESPONDENCE**

A letter from Kone Elevators was read by Chairperson Blume stating that there will be a price increase of 4.05% for all services. No action was required.

**FEES REPORT:**

Clerk of Courts Fees August: 5,387.20

Register of Deeds August: 1,158.00



**DOUGLAS COUNTY COMMISSIONER MEETING**  
**OCTOBER 04, 2016**

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 4, 2016. Denning, Mass and Muntefering were present to form a quorum. Also present were Auditor Barker, and Sam Grosz, representing Douglas County Publishing. Blume and Lau were absent. The meeting was called to order by Vice-Chairperson Denning. The Pledge of Allegiance was recited. Motion made by Muntefering seconded by Maas to adopt the amended agenda. All voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A motion was made by Maas and seconded by Muntefering to approve the corrected minutes from the September 6<sup>th</sup> and 20<sup>th</sup> meetings. All members voted in favor of this action, motion carried.

**EMERGENCY MANAGEMENT**

Pat Harrington, Emergency Management Director, met with the board briefly to update them on his department. Harrington presented his SLA quarterly report to the Board for signing. A motion was made by Maas and seconding Muntefering authorizing Vice-Chairperson Denning to sign the SLA Quarterly Activity Report and the "No Change" Certificate for the Local Emergency Operations Plan. All present voted in favor of this action, motion carried.

Harrington informed the Board that the county Haz-Mat Plan is in need of updating. He would like to work with District III on updating the plan with most of the cost being covered by grants. The commissioners gave Harrington the authorization to start working on the plan with District III.

**PLANNING AND ZONING**

Jessica van Wyk, Planning and Zoning Administrator met with the Board briefly to discuss the Planning and Zoning fees for Conditional Use Permits and Variances. Van Wyk explained that the permit fee does not even cover the cost of publishing. The Commission agreed with van Wyk and will discuss it when all members are present. No action was taken at this time.

**SHERIFF**

Sheriff Coler met with the Board to present the 2017 Contracts for Law with Armour, Corsica and Delmont. Coler informed the Board that the cost has gone up by \$1.00 per hour. A motion was made by Muntefering and seconded by Maas authorizing Vice Chairperson Denning to sign the 2017 contracts with Armour, Corsica and Delmont. All present voted in favor of this action, motion carried.

Coler informed the board that he would like to hire Jesse Antonmarchi as a Deputy for his department. A motion was made by Maas and seconded by Muntefering, upon the recommendation of Sheriff Coler, to hire Jesse Antonmarchi at an annual salary of \$32,765.00 per year with a \$500.00 increase after the completion of his six month probation and another \$500.00 increase after completion of his certification. All present voted in favor of this action, motion carried. Antonmarchi will sign a two year contract upon completion of his certification.

**HIGHWAY DEPARTMENT**

Joel Meyer, Highway Superintendent, updated the board on his department. Meyer asked to expand the help wanted ad for his department to the Wagner and Platte area papers. The Commission agreed to expand the publication of this ad.

A motion was made by Maas and seconded by Muntefering to surplus a HP LaserJet 1320 printer from the highway department. All present voted in favor of this action, motion carried.

Meyer presented a Spink County bid for a new truck, no action was taken at this time.

A motion was made by Muntefering and seconded by Maas authorizing Meyer to publish a notice for the removal of bales and other objects from the county road right of ways. All present voted in favor of this action, motion carried.

PARK

A motion was made by Maas and seconded by Maas to authorize the contractor that is doing the work on the golf course to do some dirt work for a new playground space at the Corsica Lake campground at no cost to the county. All present voted in favor of this action, motion carried. The Auditor will look for grants for new playground equipment.

CORRESPONDENCE

A letter from CASA was read with no action needed.

CLAIMS

The following claims were approved for payment:

September payroll: Commissioners 2,915.55 Auditor 6,429.40 Treasurer 6,557.94 States Attorney 3,878.78 Courthouse Janitor 4,274.76 Equalization 5,648.62 Register of Deeds 3,568.61 Veterans Service Officer 713.78 Sheriff 14,644.15 Coroner 0.00 Ambulance 3,545.45 Museum 0.00 Park

GENERAL FUND:

Armour Chronicle 401.05 publishing; Armour Dray 45.00 utilities; Armour Lumber 41.48 supplies; B&L Communications 58.00 repairs; Phyllis Barker 58.38 mileage; Best Western 479.95 travel; Bon Homme Co. Treasurer 364.00 Co. Ext. travel; Buhl's Cleaners 123.00 maint; Cole Papers 142.90 supplies; Corsica Globe 233.15 publication; Delmont Record 198.05 publication; Douglas Electric 692.14 maint; Dwayne Werkmeister 650.00 reimbursement for repairs; John Engelland 41.55 reimbursement for supply; Goldenwest 766.15 utilities; Pamela Hein 336.67 CAA Fees; Intense Design 35.59 Supplies; Marlin Maas 271.32 travel; McLeod's Office Supply 217.07 supplies; Mills Construction 596.70 repairs; Floyd Muntefering 124.74 travel; Northwestern Energy 1489.57 utilities; Office Products 326.68 supplies; Platte Health Center 272.00 prof. fees; TEAM Laboratories 52.46 supplies; USPS 68.00 election postage; Jessica van Wyk 245.85 travel; Voyager Fleet 1034.74 fuel; Wilson's True Value 126.18 supplies.

ROAD AND BRIDGE FUND: September payroll: 14,432.95; Agland Coop Armour Chronicle 159.61 publishing; Armour Dray 50.00 utilities; Goldenwest 142.22 utilities; SD Public Assurance Alliance 123.00 insurance; Voyager Fleet 446.02 fuel; Wilson's True Value 74.29 supplies.

E-911 FUND:

Goldenwest 246.24 utilities; Midstate Communications 440.11 E-911 System.

EMERGENCY MANAGEMENT FUND:

September payroll: 697.05; Goldenwest 16.00 utilities; Pat Harrington 485.69 travel.

ADJOURNMENT

At 10:40 a.m., a motion was made by Muntefering seconded by Maas to adjourn until 9:00 a.m. on Tuesday October 18, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Sue Denning, Vice-Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
OCTOBER 18, 2016**

PURSUANT TO ADJOURNMENT the board of County Commissioners met at the Courthouse in Armour, SD at 9:00 a.m. on Tuesday, October 18, 2016. Blume, Denning, Lau, Muntefering, and Maas were present. Also present were Auditor Barker and Sam Grosz, representing Douglas County Publishing. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. A motion was made by Denning and seconded by Maas to adopt the agenda. All members voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Joel Meyer, Highway Superintendent, met with the Board briefly to update them on his department. Meyer informed the Board that the 5 year plan has been updated and submitted to the state. Meyer presented a Spink Co. bid for a 2017 Mack GU713 that he would like to use for the purchase of the new truck for the highway department.

A motion was made by Maas and seconded by Denning to purchase a 2017 Mack GU713 using the 2015 Spink Co. Bid with a KYBATO Quick Change Body System equipped with a stainless steel hopper sander. All present voted in favor of this action, motion carried. The estimated cost of the truck and sander will be \$148,750.00, this expense will come out of the 2017 budget as planned.

**DRAINAGE BOARD**

At the advertised time of 9:30 a.m. the Board of County Commissioners recessed and convened as a Drainage Board to review a Drainage Permit submitted by Zita Bialas. Chad Bialas was present to explain the proposed project on behalf of his mother, Zita Bialas. Brief discussion was held.

A motion was made by Lau and seconded by Maas to approve the Drainage Permit submitted by Zita Bialas to install underground drain tiling into the S ½ of the SW ¼ and the SW ¼ of the SE ¼ and the E ½ of the SE ¼ of Section 36 of Washington Township. A roll call vote was taken with the following votes being recorded: Voting "aye": Muntefering, Denning, Maas, Lau and Blume. Voting "nay": none. Motion carried.

A motion was made by Maas and seconded by Lau that effective October 19, 2016, all approved Drainage Permits will be recorded in the Register of Deeds office for a fee of \$30. All permits prior this date will be recorded at no charge. All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Denning to adjourn as a Drainage Board and reconvene as a Board of County Commissioners. All members voted in favor of this action, motion carried.

**OTHER BUSINESS**

John Engelland, Courthouse Custodian, met with the Board to inform them that he will be getting shoulder surgery on November 4, 2016. He will need to be out for at least two months and will not be able to do snow removal for at least 6 months. The board will advertise for part time snow removal help and custodial work if needed. No formal action was taken at this time.

Jessica van Wyk, Planning and Zoning Administrator, met with the Board briefly to discuss Planning and Zoning fees. No action was taken at this time.

**CORRESPONDENCE**

A letter was read by Chairperson Blume from the State of South Dakota Supreme Court regarding Court Security Grant Money. No action was needed.

A letter from the Lincoln County Auditor was read regarding mental health holds. No action was necessary.

**FEES REPORT:**

Clerk of Courts Fees September: 3,116.50

Register of Deeds September 1,299.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: September, 2016

Checking Accounts .....	\$7,132.29
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$19,594.38
Savings Accounts.....	\$1,673,408.81
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$2,101,035.48

FUND BALANCE

General Fund .....	\$1,261,226.17
Special Revenue Funds .....	\$643,510.99
Trust and Agency Funds .....	\$196,298.32
Total .....	\$2,101,035.48

CLAIMS

The following claims were approved for payment:

GENERAL FUND:

Agland Co-op 126.86 fuel/repairs/supplies; Armour Chronicle 14.47 publishing; Armour Dray 45.00 utilities; Armour Electric 4099.22 repairs; Armour City 96.75 utilities; Phyllis Barker 94.50 travel; Charles Mix Co. Sheriff's Office 2300.00 jail fees; Community Health Services 1908.95 prof fees; Corsica Globe 26.40 publishing; Darrington Water 23.80 supplies; Dean Schaefer Court Reporter 54.00 prof fees; Dept. Revenue 505.00 prof fees; Douglas Co. States Attorney 1705.46 prof fees/ supplies/ utilities; Douglas Electric 135.96 repairs; DS Solutions 175.00 supplies; John Englland 32.96 supplies; First Security Finance 4630.61 debt services; Graham Tire 479.30 repairs; Hilary Risner 377.91 travel; Jury Trial 3434.96 jury fees; Kone Inc. 632.55 repairs; Krull's Market 10.98 supplies; McLeod's Office Supply 199.00 supplies; Office Products 305.06 supplies; Select Service Center 172.95 repairs; State Bar of South Dakota 500.00 prof. fees; Swier Law firm 500.00 RARP prof. fees; Treasurer (non-cash voucher) 122.80 supplies; Van Brothers 120.00 utilities; Werk Weld 529.27 equip.; Wilson's True Value 32.45 supplies.

ROAD AND BRIDGE FUND:

Agland Co-op 3857.62 fuel; Armour Dray 25.00 utilities; Armour Lumber 164.40 supplies; Armour City 42.00 utilities; Fousek Trucking 4.87 repairs; Grosz Sand and Gravel 972.00 road repairs; Steve Harrington 82.73 clothing allowance; Northwestern Energy 122.43 utilities; Office Products 69.47 supplies; Sheehan Mack Sales 494.02 repairs; Wilson's True Value 103.98 supplies.

E911 FUND:

Goldenwest 190.32 E911 system

EMERGENCY MANAGEMENT FUND:

B&L Communications 285.00 supplies; Pat Harrington 611.20 supplies/equip.

ADJOURNMENT

At 11:20 a.m. a motion was made by Maas seconded by Denning to adjourn until 9:00 a.m. on *Thursday*, November 10th, 2016 for the canvassing of the 2016 General Election votes. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
 Karen Blume, Chairperson  
 Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
NOVEMBER 10, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday November 10, 2016. Blume, Denning, Mass and Muntefering were present. Also present were Auditor Barker and Lindsey Denning, representing Douglas County Publishing. Commissioner Lau was absent. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion was made by Denning and seconded by Maas to adopt the agenda as posted. All voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A motion was made by Denning and seconded by Muntefering to approve the amended minutes from the October 4<sup>th</sup> and 18<sup>th</sup> meetings. All members voted in favor of this action, motion carried.

**HEALTHCARE**

Diane Krsnak, Douglas County Insurance, met with the board to present health insurance options for 2017. Krsnak explained that the current plan will no longer be offered, therefore, she has recommended one that is most similar to the current plan. Krsnak said that the county would be seeing a 20% increase in premiums for 2017. After reviewing the options, a motion was made by Denning and seconded by Muntefering to go with the 2250 PPO Silver policy through Wellmark Blue Cross Blue Shield, and to increase the county contribution to (up to) \$550.00 per employee, per month. All present voted in favor of this action, motion carried.

**EMERGENCY MANAGEMENT**

Pat Harrington, Emergency Management Director, met with the board briefly to update them on his department. Harrington presented a Mutual Aid Agreement with Charles Mix County Emergency Management. A motion was made by Maas and seconded by Denning to adopt the Charles Mix County and Douglas County Mutual Aid Agreement and authorize Chairperson Blume to sign the agreement. All present voted in favor of this action, motion carried.

Harrington explained that he would like to purchase two portable analog radios and two mobile radios for his department. A motion was made by Denning and seconded by Maas to authorize Harrington to purchase two portable analog radios and two mobile radios for the emergency management department. All present voted in favor of this action, motion carried.

Harrington informed the board that the County Haz-Mat Plan is in need of updating. A motion was made by Muntefering and seconded by Maas, authorizing Harrington to work with Planning and Development District III to update the County Haz-Mat Plan. All present voted in favor of this action, motion carried.

**2017 BUDGET CORRECTION**

Auditor Barker explained a few minor corrections that needed to be made to the 2017 Annual Budget due to incorrect growth figures. The amount of taxes to be collected in the General Fund was changed from \$1,664,521 to \$1,654,679. Resolution #2016-07 was also edited to show the correct levies as follows:

GENERAL FUND: \$1,654,679.00 at 2.818 per \$1,000 of Valuation.

ROAD AND BRIDGE FUND: \$537,529.00 at .915 per \$1,000 of Valuation.

Total taxes Levied by County: \$2,192,208.00 at 3.733 per \$1,000 of Valuation.

A motion was made by Denning and seconded by Maas to approve of the foregoing changes to the 2017 budget. All present voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Joel Meyer, Highway Superintendent, updated the board on his department.

Meyer presented an Approach Application and Permit submitted by Mark Ymker for the purpose of installing an approach at the following legal description: Lot A of J Ymker 1<sup>st</sup> Addition in the SW ¼ of Section 15, T98 & 97N, R63W. Muntefering moved to approve the application, with all approach work and installation to be done at the expense of the applicant. Denning seconded the motion, all members voted in favor of this action, motion carried.

Meyer informed the Board that the preliminary engineering is complete for the bridge east of Corsica.

The board approved of Meyer publishing the annual request to refrain from pushing snow across roads. No formal action was necessary.

#### DRAINAGE

A Drainage Permit submitted by Zita Bialas for the purpose of installing underground drain tile in the East 80 Acres of the SE ¼ of Section 31, T100N, R63W was reviewed by the board. No Public Hearing was required due to the water flowing directly into a blue line creek which starts in the section to be drained. Therefore, no other land owners will be affected by the proposed project. The board approved of the permit, with no formal action taken.

#### COMMUNITY HEALTH

Cassandra Weatherford, Community Health Nurse, met with the board briefly to present her quarterly report for July- October. Weatherford informed the board that she is now a Certified Lactation Consultant, so she can assist mothers in the WIC program, or anyone that requests her assistance at the clinic.

#### CANVASSING OF THE GENERAL ELECTION VOTES

A motion was made by Denning, seconded by Muntefering, to approve the canvass results of the General Election held on November 8, 2016. All present voted in favor of this action, motion carried.

#### CORRESPONDENCE

A letter from Karen Beckers was read by Chairperson thanking Fred Kuil, VSO, for the outstanding job he did in organizing the Civil War Grave Stone Dedication Ceremony. The ceremony was featured in both the Daily republic and the Argus Leader.

An email from the Governor was read regarding holiday hours for Thanksgiving and Christmas. The board agreed to follow the state holiday hours, therefore, the courthouse will be closed November 24<sup>th</sup> and 25<sup>th</sup> for Thanksgiving and the afternoon of December 23<sup>rd</sup> and the 26<sup>th</sup> for Christmas.

A Letter from the DENR was read regarding the Revised Phosphorus- Based Nutrient Plan for Van Vuuran Farms. No action was required.

#### CLAIMS

The following claims were approved for payment:

October payroll: Commissioners 2,966.91 Auditor 6,659.07 Treasurer 6,820.59 States Attorney 4,016.08 Courthouse Janitor 4,227.64 Equalization 5,803.74 Register of Deeds 3,384.88 Veterans Service Officer 735.19 Sheriff 13,324.75 Coroner 0.00 Ambulance 2,873.18 Museum 0.00 Park 465.72 Welfare 154.23 Planning and Zoning 517.10 County Extension 1,777.01 Weed and Pest 717.51

#### GENERAL FUND:

Agland Coop 91.60 fuel; Armour Chronicle 1626.52 publishing; Armour Electric 72.00 repairs; Armour Lumber 92.50 repairs; Armour City 156.68 utilities; Bon Homme Co. 4-H Leaders 39.92 supplies; Buhl's Cleaners 123.00 maint; Charles Mix County Sheriff's Office 550.00 jail fees; Cole Papers 539.90 supplies; Community Health Services 1908.95 prof. fees; Corsica Globe 1571.52 publishing; Corsica Hardware 34.02 supplies; Darrington Water 41.65 supplies; Dave's Plumbing and Heating 10.00 supplies; Delmont record 1531.52 publishing; Sue Denning 175.56 travel; Election Systems Software 780.47 supplies; First Security Finance 4630.61 debt services; Goldenwest 779.39 utilities; Hilary Risner 61.96 travel; Krull's Market 10.49 supplies; Wayne Lefers 250.00 travel; Lyle Signs 43.08 supplies; Mid-American Research Chemical 201.70 supplies; McLeod's Office Supply 767.46 supplies; Mettler Fertilizer 22,965.56 weed spraying; Floyd Muntefering 95.08 travel; National 4-H Council 34.75 supplies; Northwestern Energy 1327.85 utilities; Office Products 1398.72 supplies; Dustin Palmquist 53.00 travel; Randall Community Water Dist. 240.15 utilities; Rausch Granite 627.00 supplies; SDAAO 75.00 dues; Select Service Center 1412.90 repairs; Stacy's Cake Café 30.00 supplies; Van Brothers 80.00 utilities; Vogt's Repair 41.45 repairs; Voyager Fleet 977.05 fuel; Wilson's True Value 21.97 supplies.

ROAD AND BRIDGE FUND:

October payroll: 17,784.96; Armour Chronicle 78.86 publishing; Armour Electric 72.00 repairs; Armour City 42.00 utilities; Avera Occupational Medicine 84.90 prof. fees; Best Western Ramkota 343.96 travel; Brosz Engineering 17,250.00 prof. fees; Corsica Hardware 6.00 supplies; Fousek Truck Service 236.71 repairs; Goldenwest 142.41 utilities; Joel Meyer 377.20 clothing allowance/travel; Kimball Midwest 496.25 supplies; Northwestern Energy 14.43 utilities; Office Product Center 40.99 supplies; Vogt's Repair 229.12 repairs; Voyager Fleet 320.17 feul.

E-911 FUND:

October Payroll: 25.97; Charles Mix County 17,482.52 quarterly E911 payment; Goldenwest 436.56 E911 System; Midstate communications 440.11 E911 System; EMERGENCY MANAGEMENT FUND: October payroll: 1390.62; Dept. of Public Safety 81.60 supplies; Goldenwest 16.00 utilities; Pat Harrington 93.18 travel.

MEADOW VALLEY DITCH FUND

Schrank Construction 2334.17 prof. fees.

ADJOURNMENT

A motion was made by Denning and seconded by Muntefering to cancel the meeting on November 15<sup>th</sup> and meet on November 22<sup>nd</sup>. All present voted in favor of this action, motion carried.

At 11:20 a.m., a motion was made by Muntefering seconded by Denning to adjourn until 9:00 a.m. on Tuesday November 22<sup>nd</sup>, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
NOVEMBER 22, 2016**

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Tuesday, November 22, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker, Sam Grosz, representing Douglas County Publishing and Ivan Lau. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Maas seconded by Muntefering 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. Lau made a motion seconded my Maas to clarify in the October 18, 2016 minutes that the 2017 Mack GU713 truck will be purchased from Sheehan Mack of Sioux Falls (as stated in the Spink Co. bid). All members voted in favor of this action, motion carried. Meyer informed the board that patching for this year has been completed.

#### DOUGLAS COUNTY 4-H

Hilary Risner, Douglas County 4-H Advisor met with board to present her quarterly reports for the months of April- September. Risner informed the board that the number of kids attending 4-H camp increased from last year. There were a number of canning workshops throughout the summer months as well as a dairy workshop. Risner said that Achievement Days was a success with 218 static exhibits and 56 livestock exhibits.

#### ABATEMENT

Jessica van Wyk, Director of Equalization, met with the board to inform them of an abatement that needs to be done due to a clerical error. A motion was made by Lau and seconded by Denning authorizing abatements on record numbers #3388, in the amount of \$1,935.12 and #3390, in the amount of \$40.10. Authorization is also given to the Treasurer to delete the interest that has accrued on the incorrect taxes in the amount of \$2.33 on #3388 and \$64.24 on #3390, and to refigure the interest due on the correct amount of delinquent taxes that are currently due. All members voted in favor of this action, motion carried.

#### STATES ATTORNEY

States Attorney, Craig Parkhurst, met with the board to discuss the ramifications of Marsy's Law and the affect it will have on Douglas County. Parkhurst anticipates having to hire an office assistant specifically to keep up with the paperwork that is now required under Marsy's law. No action was taken at this time. Parkhurst will keep the commission updated on the matter.

#### CONTINGENCY TRANSFER

A motion was made by Lau and seconded by Maas to introduce the following resolution. All members voted in favor of this action. Motion carried.

### **RESOLUTION #2016-09 TRANSFER FROM CONTINGENCY FUND**

WHEREAS, insufficient appropriation was made in the 2016 adopted budget for the following department to discharge just obligations of said appropriations; and WHEREAS, SDCL 7-21-32.2 provides that the transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 7-21-6.1 to other appropriations;

THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget (101-112-429) to the following department budgets:

101-165-426 (Veterans Supplies) in the amount of \$200.00  
101-165-426.02 (Veterans Supplies) in the amount of \$800.00  
101-421-422 (Community Health Professional fees) in the amount of \$800.00  
101-522-411 (Park Salaries) in the amount of \$600.00  
101-615-411 (Weed and Pest Salaries) in the amount of \$3,000.00  
101-615-421 (Weed and Pest Insurance) in the amount of \$300.00  
101-615-422 (Weed and Pest Professional Service Fees) in the amount of \$5000.00  
101-615-427 (Weed and Pest Travel and Conference) in the amount of \$ 1800.00  
101-711-411 (Planning and Zoning Salaries) in the amount of \$1800.00  
101-711-423 (Planning and Zoning Publishing) in the amount of \$500.00  
101-711-411 (Planning and Zoning Travel) in the amount of \$300.00  
Total amount to be transferred: \$15,100.00

A roll call vote was taken with the following votes recorded: Voting "aye": Denning, Maas, Lau, Muntefering and Blume. Voting "nay": none. Motion carried.

#### FEES REPORT

Clerk of Courts October 2016: \$3,941.00

Register of Deeds October 2016: \$1,333.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: October 2016:

Checking Accounts .....	\$9,451.74
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$391,718.91
Savings Accounts.....	\$3,804,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$4,606,070.65

FUND BALANCE

General Fund .....	\$1,813,509.10
Special Revenue Funds .....	\$952,884.33
Trust and Agency Funds .....	\$1,839,677.22
Total .....	\$4,606,070.65

The following claims were approved for payment:

GENERAL FUND:

Armour Dray 45.00 utilities; Armour Fire 75.00 polling location; Phyllis Barker 70.14 travel; Wendy Barse 742.11 Trav./conf. reimb.; Kari Bertram 154.24 election; Phyllis Bordewyk 153.40 election; Julie Brenner 68.00 travel; Cindy Buck 20.00 election; Delores Bueber 166.84 election; Convergent Technologies 228.29 prof. fees; Corsica City 75.00 polling location; Delmont Community Center 75.00 polling location; Election Systems Software 1934.26 election supplies; Betty Feenstra 145.00 election; Dianne Feenstra 160.12 election; Carol Gerlach 156.76 election; Harrison Community Church 75.00 polling location; JoAnne Hartmann 153.40 election; Mark Heisinger 49.36 travel; Hilary Risner 4.23 supplies; Barbara Hoffman 155.92 election; Margaret King 155.92 election; Kathy Lau 28.40 election; Priscilla Lau 145.00 election; Lucy Lewno 54.00 prof. fees; McLeod's Office Supply 112.50 supplies; Linda Montgomery 145.00 election; Neve's Uniforms 473.91 supplies; Northwestern Energy 149.37 utilities; Mary Oakland 161.80 election; Office Product Center 257.93 supplies; Linda Pfeifer 145.00 election; Carol Rexwinkel 153.40 election; Seachange Print Innovations 350.00 supplies; Superior Lamp 401.99 supplies; Team Laboratory 269.38 supplies; Lorena Vreugdenhil 175.24 election; Wilson's True Value 86.64 supplies; Wunder Construction 9363.60 sidewalk replacement.  
Predatory Animal \$1806.83 Bi-annual 2016 payment

ROAD AND BRIDGE FUND:

Agland Co op 1781.40 supplies/utilities; Armour Dray 25.00; Julie Brenner 28.50 travel; Brosz Engineering 3,450.00 prof. fees; Charles Mix Conservation District 100.00 Rentals; Dean's Auto Body 33.98 repairs; Newman Signs 776.18 supplies; Northwestern Energy 1546.90 utilities; SD Dept. Of Transportation 1851.08 supplies; True North Steel 2632.00 supplies; Terry VanZee 106.14 clothing allowance; Wilson's True Value 36.97 supplies;

MODERNIZATION AND PRESERVATION FUND:

Microfilm Imaging 42.00 scanner fee.

ADJOURNMENT

At 10:50 a.m., a motion was made by Muntefering seconded by Denning to adjourn until 9:00 a.m. on Tuesday December 6, 2016. All members voted in favor of this action, motion carried.

---

Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONERS MEETING  
DECEMBER 6, 2016**

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 6, 2016. Blume, Lau, Maas and Muntefering were present. Auditor Barker was present as well. Willy Groeneweg and Ivan Lau were also present. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion was made by Maas, seconded by Lau to adopt the amended agenda. All voted in favor of this action, motion carried.

**APPROVAL OF MINUTES**

A motion was made by Maas and seconded by Lau to approve the minutes from the November 10<sup>th</sup> and 22<sup>nd</sup> meetings. All members voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Superintendent Meyer met with briefly to update them on his department. Meyer informed the board that the Highway Department has gone to carbide cutting edges on all graders. Meyer stated that we have 168 standard hardened steel edges that will not be used by the county other than for emergency situations. Meyer would like to surplus most of the stockpile of edges. A motion was made by Muntefering and seconded by Maas to surplus 138 edges to be sold to other government entities at cost. All members voted in favor of this action, motion carried.

Meyer explained that the county would need sign the Bridge Improvement Grant Program Resolution Authorizing Submission of Applications. In the grant, the County agrees to a minimum of an 80/20 match on the funds.

A motion was made by Lau authorizing the chairperson to sign the **Bridge Improvement Grant Program Resolution #2016-10** (available in full at the Auditor's office. Maas seconded the motion. A roll call vote was taken with the following votes recorded: voting "aye": Muntefering, Maas, Lau and Blume. "Nay": none. Absent: Denning. Motion Carried.

**PLAT APPROVAL**

A motion was made by Lau and seconded by Muntefering authorizing the Chairperson to sign the *Survey Plat of Tract B in the North Half of the Southwest Quarter of Section 16, T-100-N, R-62-W*. All members voted in favor of this action, motion carried.

**COUNTY LEASE PROPERTY**

A motion was made by Lau and seconded by Maas authorizing the publication of the Auction of County Lease Property to be held on Thursday, December 29, 2016 at 10:00 a.m. All members voted in favor of this action, motion carried.

**EXECUTIVE SESSION**

A motion was made by Lau and seconded by Muntefering to enter into executive session to discuss personnel matters at 10:00 a.m. At 10:30 a.m., Chairperson Blume declared the meeting back to open session with no action required at this time.

**CORRESPONDENCE**

A letter from the Department of Environment and Natural Resources was read regarding Mid-River Pork's Proposed Expansion and As-Built Modifications Plans and Specifications Review. No action was required.

**CLAIMS**

The following claims were approved for payment:

November payroll: Commissioners 2,967.01 Auditor 6,845.59 Treasurer 6,942.33 States Attorney 4,016.08 Courthouse Janitor 5,022.93 Equalization 5,803.75 Register of Deeds 3,384.89 Veterans Service Officer 735.20 Sheriff 15,222.91 Coroner 117.68 Ambulance 2671.93 Welfare 154.23 Extension 1957.45 Weed &Pest: 564.94 Planning and Zoning 310.84 Museum 0.00 Park 0.00

**GENERAL FUND:**

Agland Coop 109.64 supplies; Armour Chronicle 890.38 publishing; Armour city 95.05 utilities; Buhl's Cleaners 138.25 maint.; Community Health Services 1908.95 prof. fees; Corsica Globe 855.38 publishing; Darrington Water 35.70 supplies; Delmont Record 815.38 publishing; Election Systems and Software 1.37 Supplies; Goldenwest 780.45 utilities; Krull's Market 10.72 supplies; Steve Lau

103.74 travel; McLeod's Office Supply 113.96 supplies; Office Products Center 29.10 supplies; Prairie Pharmacy 43.10 prisoner medical; Randall Community Water Dist. 22.75 utilities; USPS 846.00 postage; Voyager Fleet 935.65 fuel; Wilson's True Value 43.75 supplies.

**ROAD AND BRIDGE FUND:**

November Payroll: 18,197.41; Agland Coop 179.88 utilities; Armour Lumber 11.00 supplies; Armour City 42.00 utilities; Commercial Asphalt 121,417.20 overlay/hot patching; Corsica Lumber 400.64 bldg. repair; Dakota Sales and Rentals 525.00 RB Rentals; Fairway Seed 1470.00 road repairs; Goldenwest 115.64 utilities; Light Force Performance Lighting 31.50 repairs; Northwestern Energy 29.18 utilities; Office Products Center 44.89 supplies; Sheehan Mack Sales 332.61 repairs; Voyager Fleet 548.70 fuel; Werk Weld 50.84 repairs; Wilson's True Value 35.14 supplies; WW Tire 471.55 tires.

**E911 FUND:**

November Payroll 25.97; Goldenwest 436.56 E911 System.

**EMERGENCY MANAGEMENT FUND:**

November Payroll: 1390.63; B&L Communications 4,700.00 minor equip (radios); Goldenwest 16.00 utilities.

**ADJOURNEMENT**

At 11:00 a.m., a motion was made by Maas seconded by Lau to adjourn until 9:00 a.m. on Tuesday December 20, 2016. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONER MEETING  
DECEMBER 20, 2016**

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 20, 2016. Blume, Denning, Lau, Maas and Muntefering were present. Also present were Auditor Barker, Sam Grosz, representing Douglas County Publishing, Ivan Lau, Willy Groeneweg and Julie Brenner, Treasurer. The meeting was called to order by Chairperson Blume. The Pledge of Allegiance was recited. Motion made by Denning seconded by Lau 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 introduced Ron Gillen of Brosz Engineering. Gillen explained the grant and the different options that were available to the county. Discussion was held.

A motion was made by Lau and seconded by Denning to approve the grant application to be written with a 65/35 percent project match. All members voted in favor of this action, motion carried.

A motion was made by Denning and seconded by Maas to approve the design work order from Brosz Engineering and the geotechnical testing, for a limit not to exceed \$26,000. All members voted in favor of this action, motion carried.

A motion was made by Lau and seconded by Maas to enter into an executive session at 9:45 a.m. to discuss a personnel matter at the request of Supt. Meyer. Brenner and Grosz exited the session. Chairperson Blume declared the meeting back to open session at 9:55 a.m. with no action taken at this time.

**DEPARTMENT OF EQUALIZATION**

van Wyk explained that there may be four abatements to do in January because of various fires throughout the county. van Wyk sent the application to the land owners and it is their responsibility to return the forms in order to receive the abatement.

van Wyk brought up the discussion of reimbursement for the use of personal cell phones for work

purposes. A motion was made by Denning and seconded by Maas that the county will reimburse all elected officials and department heads, with the exception of the County Commissioners, \$30/per month for cell phone usage. Voting "aye": Denning, Maas, and Blume. Voting "nay": Lau and Muntefering. Motion carried.

#### 2017 WAGES

The Board discussed the 2017 employee wages. Brenner, van Wyk and Meyer were present. Discussion was held.

*A motion was made by Lau and seconded by Denning to increase Terry VanZee's wages by 6% (in addition to the 2% already being given, for a total of 8%) effective on January 2017 payroll.. This increase will bring VanZee's hourly wage to \$15.57 per hour for 2017.*

*A motion was made by Denning and seconded by Maas to increase the full time and part time Sheriff's Deputies by 6% (in addition to the 2% already being given, for a total of 8%) effective on January 2017 payroll. This will bring the Sheriff's Deputies salary to \$36,466.48 annually for 2017. All members voted in favor if this action, motion carried. Deputy Antonmarchi will be exempt from this increase as he is still completing his six month probationary period.*

At 11:00 a.m. a motion was made by Lau and seconded by Maas to enter into executive session to discuss a personnel matter. Brenner, Barker, van Wyk, Meyer and Grosz exited the session. At 11:10 a.m., Chairperson Blume declared the meeting back to open session with the following action taken: *A motion was made by Denning and seconded by Lau to give all County employees a 2% wage increase and to implement a \$50 per year longevity pay plan, with the exception of the commissioners. In addition, the board agrees to raise the Planning and Zoning Administrator's wage from \$2,250/annually to 3,500/annually. All members voted in favor of this action, motion carried.*

*A motion was made by Lau to pay the Commission Chairperson a higher rate of \$12,000 per year. Motion died for a lack of second.*

*A motion was made by Maas and seconded by Lau to pay the Chairperson \$10,000 annually and all other board members \$6,630 annually. All members voted in favor of this action, motion carried.*

#### OTHER BUSINESS

Julie Brenner, Treasurer, met with the board for approval to purchase a new desk. Brenner explained that she had budgeted for the purchase in 2016. A motion was made by Lau and seconded by Denning authorizing the Treasurer to purchase a new desk as budgeted in the 2016 budget. All present voted in favor of this action, motion carried.

#### CORRESPONDENCE

Letters from Tyrell Geidel and Tim Goldammer were read expressing interest in being on the Planning and Zoning Board. No action was taken at this time.

A Letter from Willy Groeneweg was read showing interest in the Commissioner District 2 vacancy. Action will be taken at the first meeting in January 2017.

#### FEES REPORT

Clerk of Courts November 2016: \$2,391.00

Register of Deeds November 2016: \$1,750.50

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2016:

Checking Accounts .....	\$2,434.49
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$55,984.50
Savings Accounts.....	\$2,681,000.00
-First State Bank- Armour	
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,140,318.99

#### FUND BALANCE

General Fund .....	\$1,381,787.67
Special Revenue Funds .....	\$983,776.59
Trust and Agency Funds .....	\$374,754.73
Total .....	\$3,140,318.99

The following claims were approved for payment:

**GENERAL FUND:**

Anna Rankin 117.44 mileage; Armour Dray 45.00 utilities; Phyllis Barker 92.49 mileage; Buhl's Cleaners 92.50; Charles Mix Co. Sheriff's Office 1350.00 jail fees; DCMH 125.00 jail medical; Douglas Electric 312.75 utilities; Marv Ekeren 15.00 mental illness board; Engelland Construction 122.50 repairs; First Security Finance 4630.61 debt services; Mark Heisinger 50.00 mileage; Jack's Uniforms 101.89 sheriff's uniforms; Mark Katterhagen 15.00 mental illness board; Lucy Lewno 150.46 mental illness; Lincoln Co. Treasurer 9.00 mental illness board; Floyd Muntefering 145.32 mileage; Neve's Uniforms & Equipment 82.85 sheriff's uniforms; Office Products Center 796.15 supplies; Sanford 2434.00 Coroner (Autopsy); Select Service Center 2425.90 repairs; Swier Law Firm 231.80 CAA fees; TEAM Laboratory Chemical Corp. 104.00 supplies; Thompson Rueters 285.75 law books; Wilson's True Value 223.84 supplies.

**ROAD AND BRIDGE FUND:**

Armour Dray 25.00 utilities; Douglas Electric 312.75 utilities; Equipment Blades 1619.16 supplies; Fousek Trucking 433.86 repairs; Lincoln Twp. 772.00 road repairs; Northwest Energy 177.02 utilities; Office Products Center 67.98 supplies; SD Dept. of Transportation 11,206.17 engineering services/chip seal; Vogt's Repairs/supplies 45.96 repairs; Wheelco Brake & Supply 277.30 supplies; Wilson's True Value 28.64 supplies.

**EMERGENCY MANAGEMENT FUND:**

Pat Harrington 48.72 travel.

**ADJOURNMENT**

At 11:50 a.m., a motion was made by Maas seconded by Denning to adjourn until 9:00 a.m. on Thursday December 29, 2016. All members voted in favor of this action, motion carried.

---

Karen Blume, Chairperson  
Board of County Commissioners

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

**DOUGLAS COUNTY COMMISSIONERS MEETING  
December 29, 2016**

The Board of County Commissioners met in regular session at the courthouse in Armour, SD at 9:00 a.m. on Thursday, December 29, 2016. Members present were Blume, Lau, and Muntefering. Denning and Maas were absent. Also present were Auditor Barker and Willy Groeneweg. Chairperson Blume called the meeting to order. The pledge of allegiance was recited. A motion was made by Lau and seconded by Muntefering to adopt the agenda. All present voted in favor of this action, motion carried.

**HIGHWAY DEPARTMENT**

Superintendent Meyer met with the board briefly to update them on his department. Meyer informed the board that the county would need to submit a request to deviate from the guidelines of the grant program, in an effort to get the bridge east of Corsica done sooner. A motion was made by Lau and seconded by Muntefering authorizing the Chairperson to sign the letter requesting approval to deviate from the procedural guidelines for the Bridge Improvement Grant Program.

**CONTINGENCY TRANSFER**

A motion was made by Lau with Blume seconded the motion to bring it to a vote. Voting Aye: Lau, Muntefering, and Blume. Nay: none. Absent: Denning and Maas. Motion carried.

**RESOLUTION #2016-09  
TRANSFER FROM CONTINGENCY FUND**

WHEREAS, insufficient appropriation was made in the 2016 adopted budget for the following department to discharge just obligations of said appropriations; and WHEREAS, SDCL 7-21-32.2 provides that the transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 7-21-6.1 to other appropriations;

THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget (101-112-429) to the following department budgets:

101-165-422 (Veterans Service Professional Service Fees) in the amount of \$450.00  
101-165-427 (Veterans Service Travel and Conference) in the amount of \$350.00  
101-421-422 (Community Health Professional Service Fees) in the amount of \$400.00

#### LEASE OF COUNTY OWNED LAND

The three below described parcels of county owned land were advertised for leasing. After reviewing proper leasing procedures and terms, auction bidding on each of the parcels was conducted by the auditor as per SDCL 7-30-3 at the advertised time of 10:00 a.m. Each parcel is for a three year lease period beginning January 1, 2017. The following were present: Ernie Bertram, Trent Wright, Kevin VanGenderen, Dan and Travis DeBoer, and Chris Urquieta. A motion was made by Lau seconded by Muntefering authorizing the Chairperson to sign the Lease Agreements for the successful bidders as follows:

The high bid for parcel # 1 described as the SE ¼ of Section 33, Township 99, Range 63, consisting of 160 acres, more or less, of farmland went to Josh and Travis DeBoer for \$120.00 per acre.

The high bid for parcel # 2 described as the SW ¼ NW ¼ Section 36, Township 98, Range 63, and the S ½ S ½ NW ¼ NW ¼ Section 36, Township 98, Range 63, consisting of 50 acres, more or less, of grazing land went to Ernest W. Bertram for \$64.00 per acre.

The high bid for parcel # 3 described as the W ½ of the SW ¼ of Section 3, Township 99, Range 63, consisting of 20.9 acres, more or less, of hay land went to Kevin VanGenderen for \$24.00 per acre.

All commissioners present voted in favor of this action, motion carried

The Following claims were approved for payment:

#### GENERAL FUND:

Armour chronicle 668.34 publishing; Bon Homme Co. 4-H Leaders 40.00 supplies Corsica Body Shop 75.00 repairs; Corsica Globe 226.67 publishing; Sue Denning 46.20 mileage; Douglas Co. States Attorney 1705.46 supplies/utilities; Douglas Co. Treasurer 596.95 postage; Fred Kuil 145.40 travel & conf.; Matthew Bender & Co. 127.98 supplies; McLeod's Office Supply 125.00 supplies; Neve's Uniforms and Equip. 82.85 sheriff's uniforms; Northwestern Energy 2225.45 utilities; Office Products Center 1019.96 furniture/minor equip; Randall Water Dist. 253.57 repairs/ utilities.

#### ROAD AND BRIDGE FUND:

Agland Coop 2233.41 fuel/utilities; Doug's Repair 855.52 repairs/ supplies.

#### EMERGENCY MANAGEMENT FUND:

Pat Harrington 665.91 travel & conference.

#### ADJOURNMENT

At 10:25 a.m. a motion was made by Muntefering seconded by Lau to adjourn until 9:00 a.m. on Tuesday January 3, 2017. All members voted in favor of this action, motion carried.

SIGNED: \_\_\_\_\_  
Karen Blume, Chairperson  
Board of County Commissioners

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

