Douglas County Commissioner Meetings
February 7, 2023

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 7, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Nathan E. Ymker. Auditor Phyllis Barker was also present. Chairperson Sparks called the meeting to order. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Ymker to adopt the agenda. All members voted in favor of this action; Motion carried.

RE-APPOINTMENT OF DISTRICT TWO COMMISSIONER
A motion was made by Maas and seconded by Koedam to re-appoint Jerod Star as Commissioner for District Two for a two-year term. Star will need to run in 2024 for a four-year term beginning in 2025. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES
A motion was made by Maas and seconded by Ymker to approve the minutes from January 5th, 11th and 17th meetings with the following corrections made to the January 5th minutes:
-Mitch DeLange is the Weed and Pest Board member for District 1.
-Out of State Breakfast reimbursement will be $12.00.
-EMT/EMR Continuing Education motion made by Star and seconded by Koedam was amended to add "and no more than $150/annually per EMR (Emergency Medical Responder)."
-EMR's will be paid at a rate of $32.00 per hour and First Responders were removed from the pay scale.
All members voted in favor of this action; motion carried.

EMT BUSINESS
Nicole Neugebauer, EMT Director, met with the Board to provide an update. A motion was made by Star and seconded by Koedam authorizing the EMTs to host the practical classes for surrounding EMT's February 18, 2023 and March 18, 2023 at the 4-H Building and to waive the rental fees for these dates. All members voted in favor of this action; motion carried.
Freshman Impact will be held in Parkston on September 25th. Parkston would like the Douglas County Ambulance to attend and assist in training. The Board authorized the Armour Ambulance to attend the Freshman Impact event in Parkston.

EMERGENCY MANAGEMENT
Pat Harrington, Emergency Manager, met with the Board to update them on his department.
A motion was made by Maas and seconded by Ymker to trade in the old Armour Ambulance to Everest towards the new purchase of the ambulance. All members voted in favor of this action; motion carried. A motion was made by Star and seconded by Maas authorizing two Armour EMTs to travel to Minneapolis to pick up the new ambulance. One night of hotel stay and meals will be covered. All members voted in favor of this action; motion carried.
Harrington discussed IPAWS (Integrated Public Alert System) with the Commission. Discussion was held. A motion was made by Maas and seconded by Star to contact with Konexus for Integrated Public Alert System technology for three years at a total cost $8,866.10 for three years. All members voted in favor of this action; motion carried.
A motion was made by Ymker and seconded by Star to introduce the following resolution:

RESOLUTION #2023-02
Douglas County Designee Appointment for Fire Suppression Assistance

WHEREAS, in the event of an emergency wildland fire in Douglas County, the county may require assistance to suppress the fire; and,

WHEREAS, quick and decisive action is necessary in the event of a wildland fire for the safety of human life, livestock and individuals' properties; and,

WHEREAS, the South Dakota Department of Public Safety, Wildland Fire Division, is able to offer certain forms of assistance to Douglas County at no cost, per SDCL 41-20A-11;

NOW THEREFORE BE IT RESOLVED, that the Douglas County Commission appoints the Douglas County Emergency Manager, Pat Harrington, as its designees who will have the authority to obligate county funds in the event a request for fire suppression assistance from the State of South Dakota is required; and

BE IT FURTHER RESOLVED, that Pat Harrington shall serve as the Douglas County designee for the remainder of his employment with Douglas County.

Voting Aye: Star, Koedam, Ymker, Maas and Sparks. Voting Nay: None. Motion carried.

Dated this 7th day of February, 2023.

SIGNED: _____
Lori Sparks, Chairperson
Douglas County Board of Commissioners

ATTEST: _____
Phyllis Barker, County Auditor

CUSTODIAL
John Engelland, Custodian, met with the Board to update them on the Courthouse plumbing issues. He is having difficulty finding a contractor to remove the concrete in the bathrooms so that the old plumbing can be removed/replaced. Discussion was held. Motion was made by Star and seconded by Maas to advertise for bids for the repair of the third-floor bathroom. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT
At the advertised time of 10:00 a.m., the sealed bids for the 2023 County Highway Projects were opened and reviewed by the Board.

OVERLAY PROJECTS
1) Project #23-1 Road 540-3 (2" overlay, located on county road 280th St from Hwy 281 West to 389th Ave. Approx. 3 miles, 24' wide)
2) Project #23-2 Road 560-3 (2" overlay, located on county road 273rd St from 383rd Ave West to 379th Ave. Approx. 4 miles, 24' wide)

2) Project #23-3 Road 19-3 (2" overlay, located on county road 383rd Ave from 273rd St North to 272nd St. Approx. 1 mile, 24' wide)

Project #22-1, #23-3 and #23-3:
Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: $95.00 per ton for a total cost of $1,828,000.00 for all three projects.

OVERLAY PATCHING
Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: $108.00 per ton for approximately 1000-1500 tons hot mix furnished and placed.
A motion was made by Ymker and seconded by Maas to accept the sole bid from Commercial Asphalt for both the overlay and overlay patching projects for 2023. A roll call vote was taken with the following votes recorded: Voting 'aye': Ymker, Maas, Star, Koedam and Sparks. Voting 'nay': none. Motion carried.

BRIDGE REINSPECTIONS
Reinfeld presented engineering options for bridge inspections. Discussion was held. A motion was made by Star and seconded by Maas to introduce the following resolution:

RESOLUTION #2023-03
BRIDGE REINSPECTION

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Douglas County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire **Brosz Engineering** (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

A roll call vote was taken with the following votes recorded: Voting 'aye': Koedam, Ymker, Maas, Star and Sparks. Voting 'nay': none. Motion carried.

Dated this 7th day of February, 2023, at Armour, South Dakota.

Board of County Commissioners of Douglas County

SIGNED: _____
Lori Sparks, Chairperson

ATTEST: _____
County Auditor

Cameron Hinckley, Highway Maintenance Employee, met with the Board to discuss his position. Hinckley would like to go part-time from March 1st- the middle of June each year as he is purchasing more cattle and will need to tend to them. Hinckley stated that if the Board does not allow him to go part-time, he will have to quit working for the County to accommodate his cattle. The Board asked that Auditor Barker look over the Personnel Policy to see if the request is feasible. Reinfeld expressed concern about being shorthanded during spring snow storms and road maintenance in

the spring/early summer months. Discussion was held with no action taken at this time.
Motion was made by Ymker and seconded by Koedam to enter executive session at 10:35 a.m. to discuss personnel matters and review two job applications with Barker and Reinfeld present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:09 a.m. following action taken:
A motion was made by Star and seconded by Maas to offer the full-time Highway Maintenance position to David Abbott at a rate of $18.00 per hour with a review after completion of a six-month probationary period. This offer is contingent upon Abbott's acceptance of the position. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION
Jessica Goehring, Director of Equalization, met with the Board to discuss her department. The plat approval process was discussed. A motion was made by Ymker and seconded by Maas to introduce the following resolution:

RESOLUTION NO. 2023-04
DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS
PLAT APPROVAL

WHEREAS the Douglas County Board of County Commissioners finds the current approval process for platting of lands to be a burden upon county resources; and

WHEREAS the Douglas County Board of County Commissioners seek a streamlined approval process for the platting of lands to lessen the financial strain upon the County and better serve its residents; and

WHEREAS the Douglas County Board of County Commissioners pursuant to SDCL 11-3-8 chooses to designate an administrative official to approve certain plats;

THEREFORE, BE IT RESOLVED, the Douglas County Board of County Commissioners hereby designates the Douglas County Director of Equalization as the administrative official to approve certain plats submitted to the County.

NOW THEREFORE BE IT FURTHER RESOLVED, the Douglas County Board of County Commissioners limits approval authority of the Director of Equalization to minor plats defined as, a plat containing not more than three lots fronting an existing road including the following requirements:

1) Does not require the dedication of right-of-way or construction of new roads;
2) Does not require the creation of easements affecting adjacent property;
3) Does not create a lot or tract eligible for any public or private improvements other than sidewalks;
4) Does not landlock or otherwise impair convenient ingress or egress to or from the rear side of the subject tract or any adjacent property;
5) Does not significantly change any plans that have been prepared for the placement of utilities;
6) Does not adversely affect the remainder of the parcel or adjoining property; and
7) Does not conflict with the Comprehensive Plan, Zoning Ordinance, Zoning Map or other land use regulations.

Voting Aye: Koedam. Ymker, Maas, Star and Sparks. Voting Nay: None. Motion carried.

Dated this 7th day of February, 2023.

SIGNED: _____
Lori Sparks, Chair

ATTEST: _____
Phyllis Barker, County Auditor

EXECUTIVE SESSION
Julie Brenner, Treasurer, and Roxane Wentz, Deputy Register of Deeds/ Director of Equalization Assistant, met with the Board. A motion was made by Star and second by Koedam to enter executive session at 11:31 a.m. with Brenner and Wentz present at Brenner's request to discuss personnel matters. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:51 a.m. with no action taken.

SHERIFF'S DEPARTMENT
Chris Lau, Sheriff, met with the Board, to provide an update on her department.
A motion was made by Star and seconded by Koedam to surplus numerous items in the Sheriff's Department to be destroyed (these items are on file in the Auditor's Office). In addition, four Glock 21 Gen 4's (FA#3231, 3232, 3233, 3234) are declared surplus to be sold to Gun Slingers and used as credit toward future purchases for the Sheriff's Department at Gun Slingers. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION
Motion was made by Maas and seconded by Ymker to enter into executive session with Lau and Barker present to discuss personnel matters at 12:28 p.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:48 p.m. with the following action taken.
Chairperson Sparks handed the meeting over to Vice-Chairman Maas in order to make the following motion:
Motion was made by Sparks and seconded by Ymker upon the recommendation of Sheriff Lau, to hire Raymond Sigg as a full-time Sheriff's Deputy at a rate of $41,200.00 annually with a review after the completion of a six-month probation and a signed contract prior to attending the Law Enforcement Academy. This offer is contingent upon Sigg's acceptance. If accepted, Sigg would begin working April 1, 2023. A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Ymker, Sparks, and Maas. Voting 'nay': Koedam. Motion carried. Chairperson Sparks resumed control of the meeting.

CLAIMS
The following claims were approved for payment:

GENERAL FUND
January Payroll: Commissioners 4461.92 Auditor 9751.52 Treasurer 10,447.18 States Attorney 6172.71 Courthouse Janitor 6575.03 Equalization 7148.62 Register of Deeds 7170.13 Veterans Service Officer 1028.46 Sheriff 21,788.88 Coroner 127.04 Welfare 155.88 Ambulance 5997.70 Extension 3267.39 Weed & Pest 1948.25 Fair board 305.87 Drainage 363.68 Planning and Zoning 977.32 Park 0.00 Reliance Standard Life Insurance 553.79

Ability Building Services 5000.00 budget allotment; Agland Coop 859.65 fuel/propane/repairs; Applied Concepts 3250.00 minor equip; Armour Chronicle 1288.39 publishing; Armour City 138.00 utilities; B&L Communications 66.56 repairs; Buhl's Dry Cleaning 184.00 maint; Cardmember Services 34.95 supplies; Community Health Services 2279.38 prof fees; Connecting Point 1262.46 prof fees; Corsica Globe 1288.39 publishing; Corsica Inn 128.00 travel; Christine Lau 260.00 conference; Darrington Water 63.50 supplies; Davison Co. Sheriff's Office 285.00 jail fees; Dept of Health 40.00 prof fees; Douglas Electric 73.50 utilities; John Engelland 49.16 reimb. Repairs; AT&T Mobility 379.24 utilities; First Security Finance 4630.61 debt services; Keith Goehring 1512.00 CAA Fees; Goldenwest 693.20 utilities; Jack's Uniforms and Equip. 106.88 uniforms; Kone Inc. 842.01 repairs; Krull's Market 42.65 supplies; Lewis and Clark BHS 5735.66 prof fees; LifeQuest 6100.00 prof fees; Lincoln Co. Auditor 121.20 prof fees; McLeod's Office Supply 164.49 supplies; Microfilm Imaging Systems 322.50 rental fees; Motorola Solutions 9444.69 sherif's radio; Nextraq 16.95 utilities; Northwestern Energy 3302.98 utilities; Office Products Center 583.74 supplies; Randall Comm Water Dist. 80.00 utilities; ROCS Senior Meals 1860.00 prof fees; Safe Place of Eastern SD 2500.00 budget allotment; Assn of SD Counties 150.00 prof fees; SDAAO 75.00 prof fees; Jim Severson 119.96 prof fees/mileage; State of SD 42.50 utilities; Sun Gold Sports 45.00 supplies; Devin Veurink 50.00 repairs; U.S Bank Voyager 1536.18 fuel; Wilson's True Value 35.57 supplies.

ROAD AND BRIDGE FUND
January Payroll: 31,229.63; 605 Building & Supply 8.94 supplies; Agland Coop 20,411.04 supplies/propane/fuel; Armour Chronicle 62.00 utilities; Commercial Asphalt 2843.07 repairs; Connecting Point 204.00 prof fees; Corsica Globe 272.45 publishing; Corsica Hardware 77.97 supplies; Dakota Sales and Rental 175.00 supplies; Douglas Electric 3.64 utilities; Equipment Blades 3105.52 supplies; AT&T Mobility 80.08 utilities; Fousek Truck Services 2453.38 repairs; Goldenwest 201.17 utilities; Jacob Horstman 194.47 clothing allowance; Little Falls Machine Inc 579.85 supplies; Meyerink Farm Services 110.98 supplies; Nextraq 101.70 utilities; Northwestern Energy 335.82 utilities; RDO Equip. 2765.03 repairs; SDAHS 100.00 conference; U.S Bank Voyager 425.26 supplies; Wheelco Break & Supply 100.20 supplies.

E911 FUND
January Payroll: 26.72; Charles Mix County 23,186.81 4th qtr prof fees; Goldenwest 400.00 E911 system; Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND
January Payroll: 2074.54; Connecting Point 108.02 prof fees.

DOMESTIC ABUSE FUND
Safe Place of Eastern SD 930.00 prof fees.

ADJOURNMENT
At 1:27 p.m. a motion was made by Ymker and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on February 21, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor