

Douglas County Commissioner Meeting Minutes  
April 18, 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, April 18, 2023. Members present were Dan Koedam, Lori Sparks, Jerod Star and Nathan E. Ymker. Auditor Phyllis Barker was also present. Maas was absent. Due to the absence of that Chair and Vice-Chair, Auditor Barker called the meeting to order. The Pledge of Allegiance was recited. A motion was made by Koedam and seconded by Ymker to adopt the amended agenda. All members voted in favor of this action; Motion carried. Motion was made by Ymker and seconded by Koedam to appoint Jerod Star as Chairman for this meeting. All members voted in favor of this action; motion carried.

#### EQUALIZATION

A motion was made by Ymker and seconded by Koedam to recess as a Board of County Commissioners and convene as the Board of Equalization. All present voted in favor of this action; motion carried.

Jessica Goehring, Director of Equalization, met with the Board to inform them that none of the information reported at the last meeting had changed. Therefore, a motion was made by Koedam and seconded by Ymker to close the 2023 County Board of Equalization. All present voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Ymker to adjourn as the Board of Equalization and re-convene as the Board of County Commissioners. All present voted in favor of this action; motion carried.

#### AMBULANCE

Nicole Neugebauer, EMS Director, and Pat Harrington, Emergency Manager, met with the Board. They brought the new Douglas County Armour Ambulance for the Board to look at. The Board thanked Neugebauer and Harrington for their help on the purchase of the new ambulance. No action was necessary.

#### SD GAME FISH AND PARKS

Tom Payne, Wildlife Damage Specialist, met with the Board to present the Wildlife Damage Management 2022 Annual Report. Payne is the state trapper for Douglas and neighboring counties. Payne also explained the various programs available to County residents through the GFP. The Board thanked Payne for the information. No action was required.

#### HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to provide an update on their department. Commissioner Star asked that the Highway Department place rock on the some of the campsites at the campground before it opens. Commissioner Ymker asked about a snow removal policy and getting procedures in place before next winter. Reinfeld stated that the current policy is to plow once there is two inches of snow on the oil roads and four inches of snow on gravel roads. Discussion was held with no action taken at this time.

#### EXECUTIVE SESSION

A motion was made by Koedam and seconded by Ymker to enter executive session at 10:11 a.m. to discuss a personnel matter with Reinfeld present. All present voted in favor of this action; motion

carried. Lori Sparks entered the meeting at 10:18 a.m. Star declared the meeting back to open session at 10:20 a.m. with no action taken.

Chairperson Sparks took control of the meeting. Star resumed his position as Commissioner for the remainder of the meeting.

The purchase of a new John Deere R Disc Mower was discussed. A motion was made by Star and seconded by Koedam to purchase a new John Deere R Disc Mower from C&B Operations with credit from trading in the old mower going towards the purchase. All members voted in favor of this action; motion carried.

#### AUDITORS OFFICE

Phyllis Barker, Auditor presented a first quarter report to the Board outlining what all had been done in the Auditor's Office during the first three months of the year. No action was required. Barker presented an agenda for a meeting in Pierre on behalf of Jay Vanden Hoek, Veterans Service Officer. A motion was made by Ymker and seconded by Star authorizing Jay Vanden Hoek to attend the 2023 Spring Mini-Conference in Pierre on April 26<sup>th</sup>. All members voted in favor of this action; motion carried.

Barker provided an update on the progress of the Garden Valley Ditch Board becoming active again. Jim Lefers of Corsica is spearheading the project and has secured Board members. They are now working on getting quotes for cleaning out the ditch. The dikes on Schelhaas' property were discussed. The Board agreed that the dikes need to be removed immediately, or that culverts need to be placed. The Board asked the Drainage Administrator to send a letter to Schelhaas informing him of this decision.

#### SHERIFF

Chris Lau, Sheriff, met with the Board to provide an update on her department. A Quote from Connecting Point for Network security services was presented to the Board. Discussion was held. A motion was made by Ymker and seconded by Koedam to accept the quote from Connecting Point for Sheriff Network Security for a total of 3,395.00. All members voted in favor of this action; motion carried. The Sheriff's budget, radios, vehicles, an overtime grant, and other topics were discussed with no action needed at this time.

Commissioner Star exited the meeting at 11:15 a.m.

#### FEES REPORT

Clerk of Courts fees (March 2023): \$946.00  
Register of Deeds fees (March 2023) \$4,213.45

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: March 2023

|                               |                |
|-------------------------------|----------------|
| Checking Accounts .....       | \$14,439.91    |
| Cash on Hand.....             | \$500.00       |
| Petty Cash.....               | \$400.00       |
| Un-deposited receipts,,.....  | \$37,025.47    |
| Savings Accounts.....         | \$3,442,000.00 |
| Certificate of Deposits ..... | \$400,000.00   |
| Total .....                   | \$3,894,365.38 |

FUND BALANCE

|                                   |                |
|-----------------------------------|----------------|
| General Fund .....                | \$2,665,878.41 |
| Special Revenue Funds .....       | \$711,111.29   |
| Tax Increment District Fund ..... | \$1433.55      |
| Trust and Agency Funds .....      | \$515,942.13   |
| Total .....                       | \$3,894,365.38 |

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Co op 84.27 repairs; Alomere Health Plaza 118.00 prof fees; AnyGlide 1360.00 minor equip.; Armour Dray 55.00 utilities; C&B Operations 1700.00 repairs; Community Health Services 2279.38 prof fees; Connecting Point 2245.42 prof fees/ minor equip.; Christine Lau 138.00 travel/ supply reimb.; Darrington Water 50.80 supplies; Dept. of Health 40.00 prof fees; Douglas Electric 68.50 utilities; First Security Finance 4630.61 debt services; Dan Fox 162.85 prof fees; Keith Goehring 165.50 prof fees; Jack’s Uniforms & Equip. 259.84 uniforms; Johnson Restoration 175.00 prof fees; Bradley Kerner 686.80 CAA fees; Kone Inc 842.01 repairs; Val Larson 15.00 prof fees; Kent Lehr 232.40 prof fees; Light and Siren 6716.04 equip.; Darcy Lockwood 15.00 prof fees; Microfilm Imaging Systems 322.50 rental fees; Northwestern Energy 6.39 utilities; Office Products Center 469.43 equip./supplies; Quick Stop- Armour 40.00 conference; Select Service Center 29.67 repairs; Two Way Solutions Inc. 3963.61 repairs; Yankton Sheriff’s Office 50.00 prof fees.

ROAD AND BRIDGE FUND

Agland Co op 4274.64 supplies; Armour Chronicle 40.00 publishing; Armour Dray 70.00 utilities; C&B Operations 313.20 supplies; Connecting Point 25.83 prof fees; Dept. of Ag and Natural Resources 200.00 prof fees; Douglas Electric 136.90 utilities; Lodge at Deadwood 248.00 travel; Northwestern Energy 297.41 utilities; Office Products Center 47.40 minor equip; RDO Equip. 125.02 supplies; Vogt’s Repair 123.84 repairs.

E911 FUND

Charles Mix County 22,663.15 E911 Services.

EMERGENCY MANAGEMENT FUND

Office Products Center 47.40 minor equip.

ADJOURNMENT

A motion was made by Ymker and seconded by Koedam to adjourn at 11:53 a.m. until the next meeting scheduled for Tuesday, May 2, 2023 at 9:00 a.m. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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