

Douglas County Commissioner Meeting Minutes
April 4, 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 4, 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 Star and seconded by Maas to adopt the amended agenda. All members voted in favor of this action; Motion carried.

APPROVAL OF MINUTES

A motion was made by Maas and seconded by Koedam to approve the minutes from the March 7th and 21st meetings. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to provide an update on his department. Load limits will be taken down next week. Reinfeld plans to have the crew grading roads for a couple weeks as soon as weather permits. Then they will begin graveling roads, filling potholes, and filling in the shoulders on the new overlay. No action was needed.

4-H EXTENSION OFFICE

Kim Klein, 4-H Extension Director, met with the Board to discuss updates to the 4-H Building including removing and replacing the flooring and new windows. No action was taken at this time.

CUSTODIAL

John Engelland, Custodian, met with the Board to update them on his department. No bids were received for the bathroom demolition and remodel; therefore, Engelland Construction submitted an estimate to complete the project for \$20,000.00. A motion was made by Ymker and seconded by Maas to accept the estimate from Engelland Construction for the demolition and remodel of the courthouse bathrooms. All members voted in favor of this action; motion carried.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board to present two different quotes for a new fax machine for the Courthouse. The Board approved the purchase of a Brother MFC7240 through Office Products Center.

SHERIFFS OFFICE

Chris Lau, Sheriff, met with the Board to update them on her department. Lau has scheduled a Pet Vaccination Clinic in Armour on April 20th at the 4-H Building from 4:00 p.m.- 7:00 p.m. A clinic will be held in Corsica at a later date. Deputy Sigg has started full-time with the Department and has begun training. The new Durango is being equipped and will be in use soon.

PLAT APPROVAL

Barker presented a plat for commissioner approval. A motion was made by Maas and seconded by Koedam authorizing the Chairperson to sign the Plat of Tract A of Bitterman's Addition, in Government Lot 1 of Section 23, T97N, R62W, of the 5th P.M., in East Choteau Township, Douglas County, SD. All members voted in favor of this action; motion carried.

CANCELATION OF TAXES- TAX DEED SALE

A motion was made by Ymker and seconded by Star to cancel the delinquent taxes on Parcel #3312, #3316, #3588 and #3678 due to the properties being sold on the tax deed sale held March 21, 2023 and to authorize the Auditor to apportion the proceeds to the appropriate entities. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 10:44 a.m. a motion was made by Ymker and seconded by Maas to enter into executive session with Barker present to discuss personnel matters. All members voted in favor of this action; motion carried. AT 11:11 a.m., Chairman Sparks declared the meeting back to open session with the following action taken: A motion was made by Ymker and seconded by Star to rescind the following motion made on March 21, 2023:

“A motion was made by Ymker and seconded by Koedam to amend the Douglas County Personnel Policy to state that fulltime employees who do not maintain fulltime hours within a pay period, will be required to pay 100% of their health insurance premium for that month. If full time status is not met for three consecutive months, the employee will be demoted to part-time and forfeit all county paid benefits. All present voted in favor of this action; motion carried.” All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment.

GENERAL FUND

March Payroll: Commissioners 4482.75 Auditor 8253.65 Treasurer 8686.16 States Attorney 6172.71 Courthouse Janitor 6222.75 Equalization 7597.29 Register of Deeds 6885.48 Veterans Service Officer 1028.46 Sheriff 17,076.33 Coroner 0.00 Welfare 160.20 Ambulance 4701.17 Extension 3421.64 Weed & Pest 1946.31 Drainage 363.68 Planning and Zoning 1059.68 Park 0.00 Fair board 305.82 Reliance Standard Life Insurance 859.80 Alan’s Paint & Body 1083.00 equip.; Alternative HR 155.00 prof fees; Armour Chronicle 1683.93 publishing; Armour City 149.00 utilities; Carl Baier 50.00 supplies; Buchholz Catering 540.00 conference; Buhl’s Dry Cleaners 153.50 maint.; Cardmember Services 864.00 supplies; Corsica Globe 1768.96 publishing; Darrington Water 50.80 supplies; Mitch DeLange 79.09 supplies; AT&T Mobility 381.64 utilities; Goldenwest 750.39 utilities; H&H Electric 236.85 repairs; Hansen Locksmithing 407.55 prof fees; Jack’s Uniforms 350.74 clothing allowance; Kim Klein 353.20 conference; Nextraq 16.95 utilities; Northwestern Energy 361.77 utilities; Office Products Center 536.43 supplies; The Parkston Advance 63.00 publishing; Randall Comm. Water Dist. 80.00 utilities; Regalia 450.85 supplies; SDAAO Treasurer 235.00 conference; SDACC 647.00 conferece/ CLERP; State of SD 52.75 utilities; TEAM Laboratories 407.78 supplies; Two Way Solutions 450.00 equip; U.S Bank Voyager 1282.06 fuel.

ROAD AND BRIDGE FUND

March Payroll: 32,709.20; Armour Chronicle 448.00 publishing; Armour City 62.00 utilities; C&B Operations 479.07 repairs; AT&T Mobility 80.08 utilities; Goldenwest 194.95 utilities; Kimball Midwest 512.57 supplies; Meyerink Farm Services 34.79 supplies; Nextraq 101.70 utilities; RDO Equipment 504.20 repairs; Bob Reinfeld 598.69 clothing allowance/ travel; SD Federal Property

122.50 supplies; Transource Truck & Equip. 124.23 repairs; U.S Bank Voyager 341.77 fuel; Wilson's True Value 43.45 supplies.

E911 FUND

March Payroll: 26.72; Goldenwest 200.00 E911 services; Midwest Communications 440.11 E911 system.

EMERGENCY MANAGEMENT

March Payroll: 2074.54

ADJOURNMENT

A motion was made by Ymker and seconded by Maas to adjourn at 11:20 a.m. until the next meeting scheduled for Tuesday, April 11, 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