Douglas County Commissioner Meeting Minutes
October 5, 2023

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday, October 5, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Star to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES
A motion was made by Werkmeister and seconded by Star to approve the minutes from the September 5th and 19th meetings. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT
Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office manager, met with the Board to update them on their department. Nichols reviewed the Five-Year Plan for 2024-2028 with the Board. Discussion was held. A motion was made by Werkmeister and seconded by Maas authorizing the Chairperson to sign the Certification of the 5-Year Plan. All members voted in favor of this action; motion carried.
Chairperson Sparks spoke of concerns she had received from a constituent regarding gravel roads. Discussion was held. Reinfeld informed the Board that the Local Roads Conference is going to be held Oct 23-25th in Sioux Falls. A motion was made by Maas and seconded by Koedam authorizing Reinfeld and one Highway Maintenance Employee to attend the Local Roads Conference in Sioux Falls. All members voted in favor of this action; motion carried.
Parcel #3706, which was taken for tax deed and now owned by the County was discussed. Reinfeld informed the Board that the debris had been pushed to the barn on the property and that the Highway Dept would be renting a small mower attachment to mow the property.
Vegetation along 273rd and N. Park Avenue in Corsica were discussed as it is impeding the view of the road and causing a dangerous intersection. Reinfeld with speak with the homeowner to remove them.

COUNTY HEALTH CONTRACT
Heath Brower, Douglas County Memorial Hospital Administrator, and Cassandra Weatherford, County Health Nurse, met with the Board to present the 2024 Community Health Contract. Discussion was held with action being tabled until the next meeting.

AMBULANCE UPDATE
Heath Brower updated provided an annual report for the Ambulance for July 2022- June 2023. Discussion was held with no action taken at this time.

TREASURER
Julie Brenner, Treasurer, met with the Board to update them on her department. At 10:08 a.m., a motion was made by Star and seconded by Koedam to enter executive session as requested by Brenner to discuss a personnel matter. Brenner exited the session at 10:20 a.m. Auditor Barker entered at 10:23 a.m. Chairperson Sparks declared the meeting back to open session at 10:27 a.m. with the following action taken:
A motion was made by Koedam and seconded by Star to accept the resignation submitted by Treasurer, Julie Brenner, as of December 25th, 2023 due to retirement; and to appoint Carolyn Lau as Treasurer effective December 26, 2023 to fill the remainder of the current term. All members voted

in favor of this action; motion carried. Lau will need to run for election in 2024, for a four-year term beginning January 1, 2025.

4-H EXTENSION
Kim Klein, 4-H Executive Director, met with the Board to provide an update on her department. Klein informed the Board that the ETHICS Program is underway and currently has five kids enrolled. The Recognition Event is scheduled for November 4th. Discussion was held. A motion was made by Star and seconded by Werkmeister authorizing Klein to purchase thank you gifts for the 4-H Leaders not to exceed $500 total. All members voted in favor of this action; motion carried.

AUDITOR'S OFFICE
Phyllis Barker, Auditor, met with the board to request authorization to attend a meeting related to elections on October 16th. A motion was made by Maas and seconded Koedam authorizing the Auditor to attend the South Dakota Canvassing Group meeting on October 16, 2023. All members voted in favor of this action; motion carried.
A motion was made by Star and seconded by Koedam to approve the donation of sick leave on file in the auditor's office. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION
Jessica Goehring, Director of Equalization, requested authorization to attend two, one-day meetings pertaining her office. A motion was made by Koedam and seconded by Maas authorizing Goehring and Magnuson to attend the meeting on November 9th in Brookings, and for Goehring to attend a meeting in Pierre on Thursday, October 12th for the continuing education committee. All members voted in favor of this action; motion carried.
Goehring presented a quote for a scanner for her office. Discussion was held with no action taken at this time.

LIQUOR LICENSE
A motion was made by Star and seconded by Werkmeister to authorizing the chairperson to sign the renewal of the liquor license held by Dakota Trails Golf Course. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION
A motion was made by Star and seconded by Werkmeister to enter executive session with Barker present to discuss potential litigation at 10:55 a.m. All members voted in favor of this action; motion carried. Jessica Goehring entered the session at 11:05 a.m. Goehring exited at 11:15 a.m. Chairperson Sparks declared the meeting back to open session at 11:17 a.m. with no action taken at this time.

CORSICA LAKE PROPERTY
Jordan and John Reimnitz met with the Board to discuss the land surrounding Corsica Lake. Jessica Goehring was also present. Discussion was held with no formal action taken at this time. Commissioner Maas exited the meeting at 11:30 a.m.

EXECUTIVE SESSION
At 12:33 p.m., a motion made by Werkmeister and seconded by Koedam to enter executive session to discuss a personnel matter with Barker present. All members voted in favor of this action; motion carried. At 12:55 p.m., Chairperson Sparks declared the meeting back to open session with no action taken.

CLAIMS
The following claims were approved for payment:

GENERAL FUND
September Payroll: Commissioners 4,783.29 Auditor 9,319.31 Treasurer 10,140.40 States Attorney 6172.71 Courthouse Janitor 5765.90 Equalization 8134.90 Register of Deeds 7679.61 Veterans Service Officer 1028.46 Sheriff 20,811.18 Coroner 253.57 Welfare 155.88 Ambulance 4263.58 Extension 3522.21 Weed & Pest 1918.05 Fair board 0.00 Drainage 363.68 Planning and Zoning 452.58 Park 0.00 Reliance Standard Life Insurance 557.66
605 Building Supply 11.29 supplies; Agland Coop 253.07 fuel; The Appliance Center 36.95 repairs; Armour Chronicle 1153.74 publishing; Armour City 289.00 utilities; Best Western Ramkota- Rapid City 605.00 conference; Best Western- Sioux Falls 1313.00 conference; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 177.18 prof fees/travel; Connecting Point 510.53 prof fees; Corsica Globe 1196.24 publishing; Christine Lau 168.00 travel; Douglas Electric 421.02 utilities; AT&T Mobility 428.60 utilities; Jessica Goehring 581.89 travel; Goldenwest 764.17 utilities; Jay VandenHoek 330.50 travel; Kevin VanGenderen 1190.00 repairs; Light and Siren 3474.72 equip; Mid-American Research Chemical 532.12 supplies; Marshall & Swift 1633.90 supplies; McLeod's Office Supply 1489.76 supplies; Microfilm Imaging Systems 100.00 rental fees; Northwestern Energy 1744.97 utilities; Office Products Center 935.16 supplies; ProSeal Inc. 16,673.66 repairs; Randall Community Water Dist. 157.70 utilities; SD Dept. of Game Fish and Parks 1768.46 pred. animal fund; Select Service Center 77.56 repairs; SD Dept. of Public Safety 2340.00 radio; ULINE 57.36 supplies; Van Brothers 50.00 utilities; Williams Music and Office Equip. 174.00 repairs; Wilson's True Value 102.76 supplies; Kristina Ymker 175.00 EMT cont. ed.

ROAD AND BRIDGE FUND
September Payroll: 28,544.58; 605 Building Supply 3.00 supplies; Agland Coop 3694.60 diesel fuel; Armour Chronicle 499.50 publishing; Armour City 62.00 utilities; Connecting Point 56.75 prof fees; Corsica Hardware 33.97 supplies; Douglas Co. Electric 1912.28 utilities/repairs; Econo Signs 1915.21 repairs; AT&T Mobility 428.60 80.08 utilities; Goldenwest 202.54 utilities; Henke Tractor Repair 113.24 repairs. Seed Exchange 45.00 repairs; True North Steel 16,912.80 supplies.

E911 FUND
September Payroll: 26.72; Charles Mix County 71.55 prof fees; Goldenwest 200.00 E911 System; Midstate Communications 440.11 E911 System; Santel Communications 30.00 E911 System.

EMERGENCY MANAGEMENT FUND
September Payroll: 2,179.55; Connecting Point 12.52 prof fees.

MODERNIZATION AND PRESERVATION FUND
Microfilm Imaging Systems 222.50 rental fees.

MEADOW VALLEY DITCH FUND
Corsica Globe 34.00 publishing; Darrel DeBoer 75.00 meeting; Marlin Maas 50.00 meeting; Steven Veenstra 75.00 meeting; Larry VanZee 106.35 meeting.

ADJOURNMENT
At 1:22 p.m. a motion was made by Werkmeister and seconded by Koedam to adjourn until the next meeting to be held at 9:00 a.m. on October 17, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor