

Douglas County Commissioner Meeting Minutes
November 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, November 7, 2023. Members present were Dan Koedam, Marlin Maas, and Lori Sparks. Jim Werkmeister was present via conference call. Jerod Star was absent. Auditor Phyllis Barker was also present. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Koedam to adopt the agenda. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Koedam to enter executive session at 9:05 with Roxane Wentz present to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:12 a.m. with no action taken.

HEALTH INSURANCE

Roger Risty, Dan Johnson, and Sonja Nordbye of Risty Benefits met with the Board to present a health insurance quote. Discussion was held with no action taken at this time.

An email from Rocky Niewenhuis of Farm Bureau Financial services was read regarding the County health insurance with no action taken at this time.

A quote from the Health Pool of South Dakota was reviewed by the Board with no action taken at this time.

DIRECTOR OF EQUALIZATION

Representative Marty Overweg met with the Board. Jessica Goehring, Director of Equalization, and her deputy, Angela Magnuson, were also present. Jay Spaans and Jordan Reimnitz were present on behalf of the Planning and Zoning Board. Discussion was held regarding the Planning and Zoning Ordinances. Overweg and Goehring suggested that the County add guidelines and setbacks for solar farms, wind farms, carbon pipelines etc. Discussion continued. The Board instructed Goehring to contact Planning and Development District III for guidance on beginning the process. No formal action was taken at this time.

DIRECTOR OF EQUALIZATION

Goehring requested authorization to purchase a scanner for her office to scan in old record books and other documents. A motion was made by Maas and seconded by Koedam authorizing Goehring to purchase a scanner through Microfilm Imaging Systems Inc. for \$1422.00. All members voted in favor of this action; motion carried.

FORMAL SUPPLEMENT

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

RESOLUTION #2023-09
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2023 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 7th day of November, 2023, 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:

Road and Bridge Fund:

Net Means of Finance:

Unassigned Cash Fund Balance: \$245,000.00

Appropriations:

Road and Bridge Major Equipment: \$245,000.00

E911 Fund:

Net Means of Finance:

Unassigned Cash Fund Balance: \$3000.00

Appropriations:

E911 System: \$3000.00

Domestic Abuse Fund:

Net Means of Finance:

Unassigned Cash Fund Balance: \$50.00

Appropriations:

Domestic Abuse Fund: \$50.00

Highway Rural Access Fund:

Net Means of Finance:

Unassigned Cash Fund Balance \$95,000.00

Appropriations:

Highway Rural Access Expenses: \$95,000.00

APPROVED BY THE COUNTY COMMISSION:

SIGNED: _____

Lori Sparks, Chairperson

ATTEST: _____

Phyllis Barker, County Auditor

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to update them on his department. Reinfeld presented a quote from Richard Vander Pol for gravel at 1.00 per ton through January 1, 2025.

Reinfeld presented a quote for the buyout of the current lease on one of the John Deere Motor Graders. A motion was made by Koedam and seconded by Maas to approve the buy out on the lease of the 772G Motor Grader through John Deere for a total of \$244,590.00. All present voted in favor of this action; motion carried.

Chris Vanschepen, Brosz Engineering, Met with the Board on behalf of Randall Community Water District (RCWD). Scott Pick was also present from Randall Community Water District. Vanschepen

explained that the water line near the bridge project East of Armour is not in the public right of way, it is in private property in which RCWD has an easement. The easement states that any outside entity requesting the line to be moved is required to pay the fee for moving the line. In this case, the County would be responsible for moving the line, at a cost of \$21,703.68 to complete the bridge replacement project.

Reinfeld discussed gravel hauling and haul road agreements. Discussion was held with no action taken at this time.

DOUGLAS COUNTY CORSICA AMBULANCE

Shelly Menning, Corsica EMT Director, met with the Board briefly. Menning spoke with Stryker regarding the quote for a preventative maintenance agreement that was presented earlier this year. Discussion was held. The Board agreed to not sign the contract at this time and schedule preventative maintenance on a bi-annual basis for both ambulances. No action was necessary. Menning requested reimbursement for the purchase of equipment bags for EMT's. These bags will allow an EMT to go directly to an incident and begin care immediately if they arrive before the ambulance. Menning informed the Board that Douglas County Memorial Hospital furnished the supplies to stock the bags. A motion was made by Koedam and seconded by Maas to reimburse both the Armour and Corsica ambulance crews for equipment bags. All present voted in favor of this action; motion carried.

DEPARTMENT OF LEGISLATIVE AUDIT

Maria Schwader, Department of Legislative Audit, met with the Board to present the 2021-2022 audit findings. Julie Brenner, Treasurer, was also present. Discussion was held with no action taken.

SHERIFF'S DEPARTMENT

Sheriff Lau met with the Board to update them on her department. Discussion was held. Motion was made by Maas and seconded by Werkmeister, upon the recommendation of Sheriff Lau, to hire Phillip Lane as a full-time Sheriff's Deputy at a rate of \$46,000.00 annually with a review after the completion of a six-month probation and a signed contract prior to attending the Law Enforcement Academy. Lane's first day of employment will be December 1, 2023. All present voted in favor of this action; motion carried.

Highway Safety Grants were discussed. A motion was made by Koedam and seconded by Werkmeister authorizing the Sheriff to accept the award and implement the DUI Enforcement Grant and the Speed Reduction and Seatbelt Compliance Grant through September 30, 2024. All present voted in favor of this action; motion carried.

SURPLUS PROPERTY

A motion was made by Koedam and seconded by Maas to surplus the 2008 Durango to be sold at Weimen's Auction on December 6, 2023. All present voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

October payroll: Commissioners 6062.96 Auditor 9668.46 Treasurer 11,211.52 States Attorney 6426.95 Courthouse Janitor 6515.11 Equalization 9085.01 Register of Deeds 8735.65 Veterans Service Officer 1106.50 Sheriff 21,920.60 Coroner 0.00 Welfare 153.88 Ambulance 5117.29 Extension 5224.71 Weed & Pest 2220.61 Fair board 0.00 Drainage 359.21 Planning and Zoning 447.20 Park 0.00 Reliance Standard Life Insurance 586.56
605 Building Supply 44.00 supplies; Agland Coop 956.55 fuel/repairs/supplies; Armour Chronicle

1128.01 publishing; City of Armour 149.00 utilities; Phyllis Barker 274.95 travel; Buhl's Dry Cleaning 246.00 supplies; Cardmember Services 70.83 prof fees; Connecting Point 209.87 prof fees; Corsica Globe 1154.01 publishing; Darrington Water 32.25 supplies; Douglas County Community Health 4500.00 prof fees; Douglas Electric 124.16 utilities; Elections Systems and Software 1672.13 prof fees; Farm and Home Publishers 260.00 plat books; AT&T Mobility 427.20 utilities; Keith Goehring 3087.18 CAA Fees; Goldenwest 737.96 utilities; JS Drafting & Design 585.00 repairs; Kimberly Klein 37.06 supply reimb; Krull's Market 99.46 supplies; Marshall & Swift/ Boeckh 674.20 supplies; McLeod's Office Supply 269.81 supplies; Mitch's Welding 6127.42 repairs; Modern Marketing 148.22 sheriff uniforms; Nextraq 502.60 utilities; Nicole Neugebauer 300.00 continuing ed; Northwestern Energy 1350.08 utilities; Office Products Center 1478.70 supplies; Ramkota Hotel 164.00 travel; Randall Community Water 42.90 utilities; Schrank Exterior Design 64.00 maint; SD CLE Inc 500.00 supplies; SDSU 190.00 dues; SDSU Dept. of Animal Science 14.50 supplies; Two Way Solutions 473.94 supplies; Van Brothers Inc. 100.00 utilities; US Bank Voyager 2479.74 fuel; Roxane Wentz 30.00 prof fee reimb.; Wilson's True Value 78.91 supplies; Ymker Greenhouse 1112.00 trees.

ROAD AND BRIDGE FUND

October payroll: 34,587.53; Agland Coop 5475.60 fuel; Avera Occupational Medicine 105.00 prof fees; Armour Chronicle 275.52 publishing; City of Armour 62.00 utilities; Connecting Point 33.63 prof fees; Dick's Towing 1863.00 prof fees; Douglas Electric 49.96 utilities; AT&T Mobility 80.08 utilities; Goldenwest 196.41 utilities; Steve Harrington 250.93 clothing allowance; Northwestern Energy 11.56 utilities; Office Products 25.00 supplies; Ringling Gravel 4246.00 gravel; SD Dept. of Transportation 2965.77 prof fees; U.S Bank Voyager 986.92 fuel.

E-911 FUND

October payroll: 26.41; Goldenwest 200.00 E911 System; Lyle Signs 49.94 911 signs; Midstate Communications 440.11 E911 System; Santel Communications 30.00 911System.

EMERGENCY MANAGEMENT FUND

October payroll: 2298.82; Connecting Point 12.52 prof fees.

RURAL ACCESS INFRASTRUCTURE FUND

Mehlhoff Trucking 3041.50 gravel; True North Steel 47,330.84 culverts.

ADJOURNMENT

At 1:25 p.m. a motion was made by Maas and seconded by Koedam to adjourn until the next meeting to be held at 9:00 a.m. on November 21, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor