Douglas County Commissioner Meeting Minutes
December 19, 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, December 19, 2023. Members present were Dan Koedam, Lori Sparks, Jerod Star, and Jim Werkmeister. Auditor Phyllis Barker was also present. Marlin Maas arrived at 9:45 a.m. The Pledge of Allegiance was recited. A motion was made by Werkmeister and seconded by Maas to adopt the amended agenda. All members voted in favor of this action; motion carried.

LINCOLN TOWNSHIP
Carl Baier, Lincoln Township, met with the board to discuss an invoice submitted by the Township for the project planning for the Rural Access Infrastructure Funds (RAIF) projects. Discussion was held. The Board agreed to pay eighty percent of the bill as outlined in the grant application if the Township can provide the minutes from their township meeting approving the Rental Rates for 2023. No action was taken at this time.

HIGHWAY DEPARTMENT
Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to update them on their department. The RAIF projects for 2024 were discussed as well as updating the Haul Road Agreement with no action taken at this time.
Nichols presented the Joint Powers and Funding Agreement for project number BRF-B 6516 (06), PCN 09M8, Structure Number 22-143-120. A motion was made by Star and seconded by Werkmeister authorizing the Chairperson and Auditor to sign the Joint Powers and Funding Agreement for Bridge Replacement Between South Dakota Department of Transportation and Douglas County. All members voted in favor of this action; motion carried.

BRIDGE INSPECTIONS
Eric Prunty, Zach Wilsey and Don Hammond, Brosz Engineering, met with the Board to discuss the findings of the 2023 bridge inspections. Discussion was held with no action necessary.

FAIRBOARD
Bart Laber and Dewayne Werkmeister, Fair Board members, met with the Board to discuss the Fair Board budget for 2024. The Fair Board would like to remove the current asbestos flooring and replace it with new flooring in the 4-H building. Discussion was held. A motion was made by Werkmeister and seconded by authorizing the Fair Board to move forward with the flooring replacement project contingent upon staying within the 2024 budgeted amount for repairs and securing grants to fund the remainder of the project. All members voted in favor of this action; motion carried.

WEED AND PEST
Gary Bultje, Weed and Pest Board, met with the Board to review the Weed Board budget and requested a $300.00 bonus be given to the Weed and Pest Supervisor and Weed and Pest Secretary for their exemplary work performance throughout the year. Discussion was held. A motion was made by Star and seconded by Maas, based on the Weed and Pest Board's recommendation, to give Jefferson Grosz and Kim Klein each a $100.00 bonus due to lack of funding remaining in the Weed and Pest Budget for 2023 to meet their original request of $300.00 each. All members voted in favor of this action; motion carried.

TREASURER
Julie Brenner, Treasurer, met with the Board to discuss her department. Brenner presented the 2022 payable 2023 Delinquent Tax List to the Board for their review and signatures. Brenner informed the Board that Roxanne Steburg has accepted the Deputy Treasurer position and will be starting on December 20, 2023. A motion was made by Maas and seconded by Werkmeister authorizing Carolyn Lau and Roxanne Steburg to be added to the signature cards for all county banking needs and to remove Julie Brenner as of December 25, 2023. All members voted in favor of this action; motion carried.

SHERIFF'S OFFICE
Chris Lau, Sheriff, met with the Board to update them on her department. Lau discussed issues her department has been having with Connecting Point and computers in her office. Discussion was held. The Board agreed that Connecting Point should be contacted and asked to come fix the issues. No formal action was taken at this time.
Sheriff Lau presented the Corsica City Contract for Law Enforcement Services Agreement for 2024. Lau stated that the rate increased by 3%, for a total of $69,628.00 for 2024. A motion was made by Koedam and seconded by Star authorizing the Chairperson to sign the 2024 contract with the City of Corsica. All members voted in favor of this action; motion carried.

OTHER BUSINESS
A motion was made by Koedam and seconded by Maas to accept the resignations from Victor Westendorf from the Fair Board effective December 31, 2023 and Joe Pickart from the Weed and Pest Board effective February 1, 2024. All members voted in favor of this action; motion carried. The Commission thanked Westendorf and Pickart for their years of service to Douglas County.

TAX SPLITS
Auditor Barker presented information to the Board regarding tax splits and how they are handled in other counties. Discussion was held with no action taken at this time.

AUTOMATIC BUDGET SUPPLEMENT
A motion was made by Koedam and seconded by Werkmeister to adopt an automatic supplemental budget pursuant to SDCL 7-21-32.1 for reimbursements for unanticipated expenditures:
Expenditure: General Fund; Extension Supplies: 101-611-426: $851.30
Expenditure: General Fund; Extension Equipment: 101-611-435: $148.70
Means of Finance: General Fund; Donations- ETHICS Program: 101-0-365.02: $1,000.00

Expenditure: General Fund; Sheriff's Equipment: 101-211-435: $13,252.84
Means of finance: General Fund; Homeland Security Grants: 101-0-331.23: $13,252.84

CONTINGENCY TRANSFER
A motion was made by Star and seconded by Werkmeister to introduce the following resolution. All members voted in favor of this action. Motion carried.

RESOLUTION #2023-11
TRANSFER FROM CONTINGENCY FUND

WHEREAS, insufficient appropriation was made in the 2023 adopted budget for the following department to discharge just obligations of said appropriations; and
WHEREAS, SDCL 7-21-32.2 provides that the transfers be made by resolution of the board from the

contingency appropriation established pursuant to SDCL 7-21-6.1 to other appropriations; THEREFORE, BE IT RESOLVED that the appropriation be transferred from the contingency budget (101-112-429) to the following department budgets:

101-111-411 (Commissioner Salaries) in the amount of $2,000.00
101-111-423 (Commissioners Publishing) in the amount of $500.00
101-120-426 (Election Supplies) in the amount of $115.00
101-130-422.20 (Court Appointed Attorney Fees) in the amount of $3,500.00
101-162-411 (Dir. of Equalization Salaries) in the amount of $4,600.00
101-162-413 (Dir. of Equalization Retirement) in the amount of $300.00
101-162-415 (Dir. of Equalization Group Insurance) in the amount of $2,000.00
101-162-422 (Dir. of Equalization Prof. Fees) in the amount of $2,000.00
101-162-423 (Dir. of Equalization Publishing) in the amount of $600.00
101-211-424 (Sheriff Uniform Allowance) in the amount of $2,000.00
101-211-425 (Sheriff Repairs and Maintenance) in the amount of $5,250.00
101-611-411 (Co. Extension Salaries) in the amount of $4,650.00
101-611-412 (Co. Extension OASI) in the amount of $550.00
101-624-411 (Drainage Salary) in the amount of $500.00
101-624-412 (Drainage OASI) in the amount of $165.00
101-624-413 (Drainage Retirement) in the amount of $110.00
101-624-415 (Drainage Group Insurance) in the amount of $ 280.00
101-624-422 (Drainage Prof. Fees) in the amount of $295.00

EXECUTIVE SESSION
A motion was made by Star and seconded by Maas to enter executive session at 11:45 a.m. to discuss personnel with Barker present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:56 a.m.

RECESS
A motion was made by Maas and seconded by Star to recess at 11:56 a.m. for the employee holiday luncheon. All members voted in favor of this action; motion carried. Chairman Sparks did not return after lunch. Vice-Chair Maas declared the meeting back in session.

FEES REPORT
Clerk of Courts fees (November 2023): $3,761.50
Register of Deeds fees (November 2023): $913.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2023

Checking Accounts $1,655.37
Cash on Hand.....$500.00
Petty Cash..... $400.00
Un-deposited receipts..... $20,375.50
Savings Accounts..... $3,451,000.00
Certificate of Deposits $400,000.00
Total $3,873,930.87

FUND BALANCE

General Fund	$2,903,483.01
Special Revenue Funds	$574,236.10
Tax Increment District Fund	$109.76
Trust and Agency Funds	$396,102.00
Total	$3,873,930.87

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Dray 110.00 utilities; C&B Operations 974.00 repairs; Charles Mix Co. Sheriff's Office 140.00 prof fees; Connecting Point 1142.90 computer/prof fees; Darrington Water 45.15 supplies; Douglas County Community Health 750.00 prof fees; Jack's Uniform & Equipment 149.94 clothing allowance; Krull's Market 37.15 supplies; Carolyn Lau 185.45 reimb. Supplies; McLeod's Office Supply 388.31 supplies; Mitch's Welding 93.94 repairs; Nutrien Ag. Solutions Inc. 30,213.20 supplies; Office Products Center 316.60 supplies; Petty Cash 523.18 supplies; Select Service Center 71.25 repairs; Vogt's Repair 1943.51 repairs; Wilson's True Value 360.29 supplies.

ROAD AND BRIDGE FUND

Agland Coop 457.50 supplies; Armour Dray 35.00 utilities; C&B Operations 4,737.48 supplies; Connecting Point 344.63 prof fees/computers; Corsica Hardware 11.98 supplies; Micheal J. Redd 3477.50 supplies; Steve Harrington 36.98 clothing allowance; Kimball Midwest 285.79 supplies; Little Falls Machine 527.24 supplies; Northwestern Energy 234.81 utilities; SD Dept. of Transportation 9109.59 striping; Terry VanZee 190.48 clothing allowance; Vogt's Repair 54.34 supplies; Wright Fencing and Welding 1620.08 repairs.

EMERGENCY MANAGEMENT

Connecting Point 12.52 prof fees.

ADJOURNMENT

At 1:02 p.m., a motion was made by Werkmeister, seconded by Koedam to adjourn until 3:45 p.m. on *Thursday*, December 28, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor