

Douglas County Commissioner Meeting Minutes
January 5, 2023

The Board of County Commissioners met in regular session at the courthouse in Armour, SD at 1:00 p.m. on Thursday, January 5, 2023. Members present were Dan Koedam, Lori Sparks, Jerod Star and Nathan E. Ymker. Auditor Phyllis Barker and Treasurer Julie Brenner were also present. Marlin Maas was absent. Auditor Barker called the meeting to order. The pledge of allegiance was recited.

OATH OF OFFICE- COMMISSIONER DISTRICT 5

Auditor Barker administered the Oath of Office to Dan Koedam for his 4-year term as Commissioner of District 5.

ORGANIZATION OF COUNTY BOARD

The Auditor called for nominations for Chairperson of the Board for the year 2023.

Ymker made a motion to nominate Lori Sparks to serve as Chairperson for 2023 with Star seconding the motion. Sparks motioned to nominate Jerod Star to serve as Chairperson for 2023, Ymker seconded the motion and moved for nominations cease. The following votes were recorded: Star: Sparks, Koedam: Sparks, Ymker: Sparks, Sparks: Star. Maas was absent. Lori Sparks was declared Chairperson for 2023. Motion carried.

The Auditor called for nominations for Vice-chairperson for 2023. A motion was made by Ymker to nominate Marlin Maas to serve as Vice-Chairman for 2023 and call for nominations to cease. Koedam seconded the motion. All present voted in favor of this action; motion carried.

The Chair asked for approval of the agenda. Motion was made by Star and seconded by Ymker to adopt the agenda. All members voted in favor of this action; motion carried.

TREASURERS OFFICE

Julie Brenner, Treasurer, met with the Board to present the Delinquent Tax List for their review. No action was necessary.

EXECUTIVE SESSION

A motion was made by Star and seconded by Ymker to enter executive session at 1:22 p.m. to discuss personnel matters with Barker present. All members voted in favor of this action; motion carried. At 1:40 p.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to discuss her wage. No action was taken at this time.

PRISONER HOUSING CONTRACT

A motion was made by Star and seconded by Ymker to approve the 2023 Jail Contract with Davison County at a rate of \$100.00 per day and to authorize the Chair to sign the agreement. All present voted in favor of this action; motion carried.

2023 BEGINNING OF THE YEAR BUSINESS:

MEETING DATES:

A motion was made by Star and seconded by Koedam that the Douglas County Commissioner's meetings be held at 9:00 a.m. on the first and third Tuesday of each month and all other meetings as deemed necessary. Informational meetings specifically for public input will also be held in the evenings if enough public interest is shown. All Board members voted in favor of this action; motion carried.

2023 DOUGLAS COUNTY REORGANIZATION OF BOARDS, EMPLOYMENT, EXPENSES AND RATES:

COMMISSIONER COMMITTEES AND BOARDS:

Fair Board	1 st Tuesday QTRLY	Lori Sparks
Legislative Resource	During Legislative Session	Auditor
Park Board	As Needed	Marlin Maas and Jerod Star
Planning Dev. District III	2 nd Wednesday MONTHLY	Lori Sparks
Rural Office Comm. Serv.	Date Determined at Meeting	Barb Mills
Weed Board	Last Monday MONTHLY	Dan Koedam
Soil Conservation	4 th Monday MONTHLY	Nathan E. Ymker
Randall RC&D Council	Last Thursday MONTHLY	Lori Sparks
Solid Waste Disposal	2 nd Tuesday MONTHLY	Nathan E. Ymker & Jerod Star
Enhanced 911	Meetings as Needed	Lori Sparks
Alcohol/ Drug Center	Meetings as Needed	Marlin Maas
Planning/Zoning	2 nd Thursday MONTHLY AS NEEDED	Dan Koedam & Jerod Star
LEPC	MONTHLY	Lori Sparks & Dan Koedam

COURTHOUSE HOURS AND HOLIDAYS:

Courthouse hours shall be from 8:00 a.m. to 12:00 noon and from 12:30 p.m. to 4:30 p.m. for all offices. The Veterans Service Office and the Food Pantry shall be open as posted on the door. A telephone answering system and a sign on the door is to be used if an office is not open. Department heads shall assume personal financial responsibility for overtime work done by their staff, unless prior authorization is approved by the County Commissioners or the Department Head. Douglas County will observe holidays as listed in Section 505 of the County Personnel Handbook.

RESTRICTED SPENDING:

The Commissioners request that all department heads consult with the Board of County Commissioners before making any budget purchases other than normal salaries and supply expenditures exceeding \$500.00 and \$5000.00 for the Highway Department. This is to ensure tighter control of budget spending to protect the county reserve funds to better the county financial situation.

FIXED ASSEST POLICY

A motion was made by Ymker and seconded by Koedam to adopt the following fixed assets policy: Capital assets with dollar values over \$1,000 will be recorded and maintained by the Auditor's Office. Individual departments will be responsible for inventory of all public property worth \$100-\$999 with a useful life of one year or more. The department's listing of assets will be provided to the Auditor's Office by the first week after the end of the year, December 31st every year. The Auditor's Office will be responsible for keeping records of all firearms and computers in addition to the individual department's records of these items. All members voted in favor of this action; motion carried.

COUNTY AUTHORIZATION FOR EMPLOYMENT:

Patrick Harrington was re-appointed as the Emergency/Disaster Director for 2023. Jay Vanden Hoek was appointed as the Veterans Service Officer to fill the current term expiring in 2026 per SDCL 34A-1-22.

Motion was made by Star and seconded by Koedam to approve all appointments, hours, holidays and spending procedures. All members voted aye; motion carried.

In compliance with SDCL 7-7-20, it is deemed necessary for the prompt and accurate dispatch of business that the following be employed:

AUDITORS OFFICE: One full-time Deputy. One part-time Deputy not to exceed 180 hours annually for elections, vacation and/or sick leave.

CORONER: Two part-time Deputies, as needed.

COUNTY PROPERTY CUSTODIAL: One full-time Custodian. As needed part-time Custodian for vacation and/or sick leave.

DIR. OF EQUALIZATION OFFICE: One full-time Administrative Assistant not to exceed 2080 hours annually. One part-time Clerk not to exceed 50 hours annually.

EMERGENCY AND DISASTER: One part-time Director.

4-H/ EXTENSION DIRECTOR/WEED AND PEST OFFICE: One full-time Office Manager not to exceed 2080 hours annually. One Supervisor not to exceed 200 hours annually.

HIGHWAY OFFICE: One full-time Office Manager not to exceed 2080 hours annually.

PARK: One part-time Caretaker, as needed.

REGISTER OF DEEDS OFFICE: Two part-time Deputies for vacation and/or sick leave not to exceed 2080 hours combined between the two.

TREASURERS OFFICE: One full-time Deputy. Two part-time Deputies not to exceed 250 hours annually.

SHERIFF DEPARTMENT: Three full-time Deputies. Other Guards and Matrons, as needed.

STATES ATTORNEY OFFICE: One part-time Deputy.

APPOINTMENT OF BOARD AND COMMITTEES:

The following persons are hereby appointed to serve on the various Boards and Committees for Douglas County:

LOCAL EMERGENCY PLANNING COMMITTEE: (Annual appointment) – Emergency Management Director; Fire Chiefs--Armour, Corsica, Delmont; Law Enforcement; Robert Reinfeld and Commissioners (2) for 2023- Lori Sparks and Dan Koedam.

FAIR BOARD: (Two Year Appointment, even year= Dist. 2 &4 Odd years= Dist. 1,3, & 5) - Dist. #1 - Aaron Lau, Dist. #2 – Victor Westendorf, Dist. #3 – Dwayne Werkmeister, Dist. #4 - Mira Leonard, Dist. #5 - Bart Laber, and Commissioner (1) for 2023- Lori Sparks

PLANNING & ZONING BOARD: (Three-year terms, other than annual for commissioners) Kevin Lefers-Dist.1 (term will expire 2025), VACANT -Dist.2 (term will expire 2025), Mark Fuoss Dist. 3 (term will expire 2024), Gregg Olawsky-Dist. 5 (term will expire 2026), Jordan Reimnitz- At-Large (term will expire 2026) and Commissioners (2) for 2023-Dan Koedam and Jerod Star.

WEED AND PEST CONTROL: (Three-year appointments) - Area 1–Mitch DeLange (term will expire in 2025) Area 2–Erik VandenHoek (term will expire in 2026), Area 3–John D. Brenner (term will expire in 2025), Area 4–Joseph Pickart (term will expire 2026), Area 5– Mark Heisigner (term will expire 2024), Area 6–Garry D. Bultje (term will expire in 2024), Commissioner (1) for 2023- Dan Koedam.

MENTAL ILLNESS BOARD: (Three-year appointment) - Attorney Kenneth Cotton (Appointed by Judge), Attorney Keith Goehring, Deputy (Appointed by Judge), and ONE VACANT POSISITON- TO BE FILLED (term will expire 2026)

Board Members: Vice-Chairman of Commissioners as alternate member (Maas for 2023).

BOARD OF APPRAISERS: Robert Reinfeld and all Commissioners other than Chairperson.

DESIGNATION OF OFFICIAL NEWSPAPERS, LOCATION SITES AND DEPOSITORY BANKS:

A motion was made by Ymker and seconded by Star to designate the Armour Chronicle and Corsica Globe as official county newspapers. The bulletin board in the second-floor lobby of the courthouse as the official bulletin board. The west front door of the courthouse as the location of Chattel Mortgage Foreclosure Sales. Bank West-Armour, Bank West-Delmont, and Bank of the West-Corsica as depository banks; with Bank West-Armour as the active depository. All members voted in favor of this action; motion carried.

INDIGENT BURIAL RATES:

The county will pay \$1, 500.00 for service, outside container, and casket (less benefits i.e.: Veterans, Social Security, etc.); Cemetery space and digging grave, actual cost; Established rate for mileage, outside of county; Marker, actual cost, not to exceed \$200.00; \$1,500.00 for cremation in lieu of burial plus mileage. Deceased indigent must have been a legal resident of Douglas County. Rates will apply to resident indigent buried in Douglas or adjoining counties.

A motion was made by Ymker and seconded by Star to approve attendance for the following meetings. All members voted in favor of this action; motion carried.

PRE-AUTHORIZATION FOR MEETING EXPENSES:

STATE CONVENTION – Commissioners, Auditor, Register of Deeds, Treasurer, & Highway Supt.

QTLY. DISTRICT MEETINGS – Commissioners, Auditor, Register of Deeds, Treasurer, Director of Equalization, Highway Superintendent

WELFARE OFFICIAL QTLY. DISTRICT MEETINGS- Welfare Director

ANNUAL SCHOOL, ANNUAL CONFERENCE, DISTRICT IV, SOUTHEAST COUNTY MEETINGS–

Director of Equalization

SHORT COURSE– Highway Superintendent

ANNUAL CONFERENCE AND MEETINGS CALLED BY THE ATTORNEY GENERAL – Sheriff and States Attorney

SPRING WORKSHOPS/NEW OFFICIALS WORKSHOP– Commissioners, Auditor, Register of Deeds, Treasurer, and Director of Equalization

MSHA REFRESHER COURSE– Highway Maintenance Personnel

SOFTWARE/ULTRA MEETINGS- Auditor, Treasurer, Director of Equalization, Highway Supt.

REIMBURSEMENT FOR EXPENSES:

Reimbursement for expenses incurred by county personnel when attending meetings, workshops or conducting business on behalf of Douglas County; however, no charge for expenses shall be a charged against the county unless authorized and approved by the county commissioners before incurring for which the claim is made. Claims for lodging expenses must be supported by receipts verifying such expenditures.

A motion was made by Star and seconded by Ymker to increase the rates as follows:

	IN STATE	OUT OF STATE
Mileage	.51	.51
Breakfast	12.00	12.00
Lunch	18.00	18.00
Dinner	28.00	28.00

EMT CONTINUING EDUCATION

Motion was made by Star and seconded by Koedam that Emergency Medical Technicians shall be reimbursed when attending continuing education classes and/or workshops signed by their respective president and presented to the county for payment within 30 days for mileage, registration fees and lodging at no more than \$300/annually per EMT and no more than \$150/annually per EMR. Only EMT's/ EMR's on the payroll shall be considered for reimbursement of expenses and only after receiving prior authorization from the EMS Director.

DOUGLAS COUNTY PAYROLL:

Motion was made by Koedam and seconded by Ymker that the following salaries and wages for 2023 of all officers and employees of Douglas County be published in compliance with SDCL 6-1-10. All members voted aye.

COMMISSIONERS:

Marlin Maas	District #1	\$8,980.00 per year
Jerod Star	District #2	\$8,980.00 per year
Lori Sparks (Chair)	District #3	\$13,320.00 per year
Nathan Ymker	District #4	\$8,980.00 per year
Dan Koedam	District #5	\$8,980.00 per year

ELECTED OFFICIALS:

Christine Lau	Sheriff	\$54,060.00 per year
Craig Parkhurst	States Attorney	\$51,314.60 per year
Phyllis Barker	Auditor	\$52,000.00 per year
Julie Brenner	Treasurer	\$48,039.20 per year
Kim Huebner	Register of Deeds	\$45,000.00 per year

AUDITOR OFFICE:

Crystal Bruinsma	Deputy Auditor	\$17.70 per hour
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DIRECTOR OF EQUALIZATION OFFICE:

Jessica Goehring	Director	\$48,039.20 per year
Roxane Wentz	Assistant	\$16.98 per hour

EMERGENCY/DISASTER OFFICE:

Pat Harrington	Director	\$22,500.00 per year
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4-H/ XTENSION/WEED AND PEST OFFICE:

Kimberly Klein	4-H Director/ W&P Sec.	\$38,518.70 per year
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HIGHWAY DEPARTMENT:

Robert Reinfeld	Superintendent	\$48,510.86 per year
Steven L. Harrington	Shop Foreman	\$22.38 per hour
Terry Van Zee	Maintenance	\$21.22 per hour
Cameron Hinckley	Maintenance	\$20.35 per hour

John Parker	Maintenance	\$19.77 per hour
Jacob Horstman	Maintenance	\$18.56 per hour
Callie Nichols	Office Manager	\$17.25 per hour
PARK DEPARTMENT:		
Park Caretaker	Care Taker	\$4,200.00 per season
WEED AND PEST DEPARTMENT:		
Jefferson Grosz	Supervisor	\$28.66 per hour
PLANNING AND ZONING / E-911:		
Jessica Goehring	E-911 addressing	\$250.00 per year
Jessica Goehring	Zoning Administrator	\$3,500.00 per year
Phyllis Barker	Recording Secretary	\$750.00 per year
DRAINAGE:		
Phyllis Barker	Administrator	\$3,500.00 per year
REGISTER OF DEEDS OFFICE:		
Roxane Wentz	Deputy	\$16.98 per hour
TREASURERS OFFICE:		
Carolyn Lau	Deputy	\$17.70 per hour
CORONER CALLS:		
Dustin Palmquist	Coroner	\$100.00 per call
Deputies	Deputy Coroner	\$100.00 per call
PROPERTY MAINTENANCE:		
John L. Engelland	Custodian	\$46,947.40 per year
As Needed (Sick Leave/Vacation)	Custodial	\$16.38 per hour
SHERIFF DEPARTMENT:		
Gene Niehus	Deputy	\$48,039.20 per year
Dustin Palmquist	Deputy	\$48,039.20 per year
Josh Knodel	Deputy	\$44,000.00 per year
Certified Deputies	As Needed	\$20.63 per hour
OFFICES NEEDING EXTRA CLERKS:		
Clerks	As Needed	Wage Negotiable
Kathy Lau	As Needed	\$16.38 per hour
VETERANS SERVICE OFFICE:		
Jay Vanden Hoek	Service Officer	\$11,130.00 per year
WELFARE OFFICIAL		
Phyllis Barker	Director	\$1,500.00 per year
AMBULANCE:		
EMT's		\$36.00 per hour
EMR		\$32.00 per hour
Drivers		\$26.00 per hour
BOARD MEMBERS:		
Weed/Pest Board	Members	\$70.00 per meeting
Planning/Zoning Board	Members	\$7000 per meeting
All Other Boards	Members	\$50.00 per meeting
MENTAL ILLNESS BOARD:		
Kenneth Cotton	Chairman	\$80.00 per hour
(NONE- Reverend Needed)	Board Member	\$40.00 per hour
(NONE- Reverend Needed)	Board Member	\$40.00 per hour

ELECTION BOARD:	Each Election	\$200.00 per election
BACK- UP WORKERS:	Each Election	\$50.00 per election
POLLING PLACES:	Per Location	\$75.00 per election
ELECTION SCHOOL		\$20.00 + Mileage

AMBULANCE PERSONNEL

Armour: EMTS: Nicole Neugebauer, Pat Harrington, Kristina Ymker, Dwight Brenner, Jay Spaans, Blake Ligtenberg, Ashley Love, Wes Will, Ray Bigge, Jordan Mulder, Scott Ymker, and Heather Fechner.

Corsica: Joy Blom, Londa Vanden Hoek, Kathy Zomer, Marilyn Zomer, Troy Strid, Pat Dockendorf, Wendy Barse, Devin Veurink, Jennifer Johnson, Trista DeLange, Lashell Menning, Diane Niewenhuis, and Laura Woerner.

2023 RENTAL RATES FOR COUNTY EQUIPMENT:

A motion was made by Koedam and seconded by Star to adopt the following rental rates for 2023. All present voted in favor of this action; motion carried.

**2023 RENTAL RATES FOR COUNTY EQUIPMENT
(TOWNSHIPS AND MUNICIPALITIES, ONLY)**

As of January 5, 2023

(One-half hour minimum on all equipment, emergency use allowed only)

Maintaining Township Roads with motor grader		\$190.00
Other work with motor grader	\$200.00	
Snow plowing with motor grader v-plow & wing		\$210.00
Truck 12 yard		\$150.00
Truck with one-way plow		\$165.00
Front End Loader		\$200.00
Front End Loader with Snow Blower		\$225.00
Front End Loader with V-Plow	\$200.00	
Brush Chipper		\$150.00
Backhoe		\$200.00

The above rates are for the piece of equipment and the operator only; any additional labor is at the direct and indirect rates of each individual employee. The above rates will be increased \$25.00 per hour for Saturday, Sunday, or Holiday work and any hours before 8:00 a.m. or after 4:30 p.m. on all other days. Douglas County will NOT load gravel for private individuals.

Excise tax of 2% will be added to all applicable invoices.

ADJOURNMENT

At 3:16 p.m. Ymker motioned to adjourn until 9:00 a.m. on Tuesday, January 17, 2023. Koedam seconded. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker Auditor

Douglas County Commissioner Meeting Minutes
January 11, 2023

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 5:30 p.m. on Wednesday January 11, 2023, after having an agenda posted for more than 24 hours. Members present were Dan Koedam, Marlin Maas, Lori Sparks and Jerod Star. Nathan E. Ymker was present via telephone. Auditor Phyllis Barker was also present. Chairperson Sparks called the meeting to order. 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.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager met with the Board to present the township applications for Rural Access Infrastructure Grant Funding. Nichols explained that the county was awarded \$122,502.03 in funding to disperse between the townships within the county that have structures in need of replacement that have met the parameters of the grant. The grant requires the township to pay 20% of the project cost, with the grant funding covering the remaining 80%. Three of the 14 townships within Douglas County submitted applications. Belmont Township requested \$53,641.41 for one project. Lincoln Township submitted five projects, with a total request of \$63,887.62 in grant funding. Valley Township submitted one project with a total request of \$5,000.00. Nichols stated that any funds not used this year would roll over to next year and be added to the additional funds that will be allotted for 2024. Discussion was held.

A motion was made by Star and seconded by Maas to approve the seven aforementioned applications for Rural Access Infrastructure Grant Funding for 2023. Voting aye: Koedam, Maas, Star and Sparks. Voting nay: Ymker. Motion carried.

ADJOURNMENT

At 6:00 p.m. a motion was made by Ymker and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on January 17, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioners Meeting Minutes
January 17, 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, January 17, 2023. Members present were Marlin Maas, Lori Sparks, Jerod Star and Nathan E. Ymker. Auditor Phyllis Barker was also present. Dan Koedam was absent. 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 Ymker to approve the minutes from the December 6th, 20th and 29th meeting minutes. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 9:07 a.m., a motion was made by Maas and seconded by Star to enter executive session to discuss personnel matters with Barker present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:47 a.m. with no action taken at this time.

HIGHWAY DEPARTMENT

John Parker, Highway Maintenance employee met with the board to discuss his employment. Parker explained that he has been having health issues and has not been to work since November 18, 2022. Auditor Barker noted that Parker had not followed the protocol for a leave of absence as written in section 606 of the Personnel Policy. Superintendent Reinfeld verified that minimal communication had been had with Parker regarding his absence. Discussion was held. The Board agreed that Parker shall not return to work until sufficient documentation from his Dr. has been received by the County. No action was taken at this time.

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to update them on their department. Highway Maintenance employee, Cameron Hinckley, was also present. Reinfeld discussed the bridge inspections and explained that the engineering firm used in the past is no longer doing the inspection and he will need to look for a new company to complete the inspections. The snowstorms and snow removal from the last storms were discussed. At 10:27 a.m., a motion was made by Ymker and seconded by Star to enter executive session with Reinfeld to discuss a personnel matter with Barker present. All member voted in favor of this action; motion carried. Commissioner Star exited the meeting at 10:34 a.m. Chairman Sparks declared the meeting back to open session at 10:40 a.m. with no action taken at this time.

WEIGHT LIMITS

A motion was made by Maas to introduce the following resolution. Sparks seconded the motion to bring it to a vote:

RESOLUTION #2023-01
A RESOLUTION OF WEIGHT LIMIT ENFORCEMENTS ON
DOUGLAS COUNTY HIGHWAYS

WHEREAS, Seasonal climatic changes can be detrimental to our highways, and State Laws SDCL 32-14-6 gives the county the authority to prohibit the operation of vehicles or restrict weight of vehicles upon any highway under its jurisdiction, by reason of deterioration of physical condition, rain, snow, or other climatic conditions will seriously damage or destroy unless the use of vehicles on the highway is prohibited or the permissible weights of the vehicles are reduced; and

WHEREAS, by State Law SDCL 32-22-24, Spring Load limits may be put on as early as February 26 and may stay on through May 15. Time of implementation and removal is dependent on weather and road conditions. Limits become effective when the signs are installed and displayed and are no longer enforceable when they are removed; and

WHEREAS, the tax payers bear the burden of the costs of road repair;

WHEREAS, the Board of Douglas County Commissioners, desires the enforcement of weight limitation of Douglas County Roads as set forth and posted by the Douglas County Highway Superintendent.

NOW THEREFORE BE IT RESOLVED: The limits on Douglas County Highway shall be set as seven (7) ton per axle, on designated roads with the exception of 402nd Ave. from Highway 44 North to county line which will be posted at 80,000 GVW and 7 tons per axle during spring thaw period and when signs are in place; and 284TH ST from HWY 281 to 401st AVE is posted ~~NO THRU TRUCKS~~-26,000 LBS GVW & 40mph for trucks year round and 7 ton per axle and 26,000 LBS GVW during spring thaw period and when signs are in place.

That the South Dakota Highway Patrol is hereby authorized and requested to enforce weight limitations on Douglas County Roads.

BE IT FURTHER RESOLVED that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

The following votes were recorded: Voting aye: Ymker, Maas and Sparks. Voting nay: none, Absent: Koedam and Star. Motion carried

Dated this 17th day of January, 2023.

SIGNED: _____
Lori Sparks
Chairperson, Douglas County Commission

ATTEST: _____
Phyllis Barker, County Auditor

CITY OF CORSICA

Austin Luebke, Mayor of Corsica, met with the Board to present the engineering plans for the Corse Avenue Reconstruction Project- 1st Street Drainage in Corsica. The Board agreed to the project and instructed Mayor Luebke to obtain a Right of Way Easement from the Highway Department. No formal action was taken at this time.

PLAT

A motion was made by Maas and seconded by Ymker authorizing the Chairperson to sign the following plat. All present voted in favor of this action; motion carried.

Plat of Tracts 1 (21.905 Acres), 2 (26.692 Acres), 3 (18.486 Acres) and 4 (10.001 Acres) of Hertz Addition in the W ½ of SW ¼ of Section 12, T98N, R64W, of the 5th P.M., in Chester Township, Douglas County.

WEED AND PEST/ EXTENSION

Kim Klein, Weed and Pest Secretary met with the Board to discuss the Weed and Pest vehicle that was purchased from Kansas. A motion was made by Ymker and seconded by Maas authorizing Mitch DeLange and Jefferson Grosz to travel to Wamego, Kansas to pick up the new spray vehicle. Travel expenses will include one night stay, meals, mileage, and a meeting stipend for DeLange and Grosz. All present voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Maas authorizing Grosz and DeLange to attend the Weed and Pest Conference in Huron, February 15th-17th. All present voted in favor of this action; motion carried.

Klein informed the Board that Shooting Sports has begun for the season and as of now, there are 35 kids in Douglas County participating.

DIRECTOR EQUALIZATIONS OFFICE

Jessica Goehring, met with Board to discuss her department. The Plat process was discussed with no action taken at this time.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to discuss her department.

Motion was made by Maas and seconded by Ymker to surplus a SD Law Package Heliobe Lightbar (to be destroyed) and the 2011 Chevy Tahoe to be sold on the Weiman Auction on March 8th. All present voted in favor of this action; motion carried.

The new Sheriff's vehicle, a 2023 F-150, that was ordered last year has been delivered and Lau will begin getting it ready for patrol shortly.

Motion to enter executive session at 11:49 a.m. to discuss a personnel matter with Barker present. Chairperson Sparks declared the meeting back to open session at 12:10 p.m. with the following action taken:

Motion was made by Ymker and seconded by Maas to hire Corrinna Wagner as a full-time Deputy at

an annual salary of \$44,000.00 with an increase after the completion of a six-month probation. Wagner's first day will be February 1, 2023. This motion is contingent upon Wagner's acceptance of the position and a meeting with the Commission at the February 7th meeting. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Ymker to regretfully accept the resignation of Deputy Gene Niehus effective January 31, 2023. All present voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Maas to designate Dustin Palmquist as Chief Deputy as recommended by Sheriff Lau. All present voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Ymker to pay Deputy Sheriff's and the Emergency Manager \$120.00 per day for holidays in which they are required to work and to pay deputies \$1.50 per hour for being on call. All present voted in favor of this action; motion carried.

AUDITORS OFFICE

Phyllis Barker, Auditor, presented a quote from Kone Inc. for elevator repairs. A motion was made by Ymker and seconded by Maas to approve the repairs totaling \$5,759.05. All members voted in favor of this action; motion carried.

A quote for HR assistance was reviewed from HR Alternatives was reviewed. Discussion was held with no action taken at this time.

FEES REPORT

Clerk of Courts fees (December 2022): \$2,240.50

Register of Deeds fees (December 2022) \$4,524.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: December 2022

Checking Accounts	\$6,775.80
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$3,825.12
Savings Accounts.....	\$3,278,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,689,500.92

FUND BALANCE

General Fund	\$2,321,711.05
Special Revenue Funds	\$1,172,111.51
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$195,678.36
Total	\$3,689,500.92

CLAIMS

The following claims were approved for payment:

GENERAL FUND

December Payroll: Commissioners 4238.74 Auditor 9079.55 Treasurer 9749.23 States Attorney 6031.07 Courthouse Janitor 6736.86 Equalization 6392.76 Register of Deeds 6986.60 Veterans Service Officer 2056.92 Sheriff 20,013.11 Coroner 0.00 Ambulance 4761.83 Welfare 160.20 Extension 3193.00 Weed & Pest 2084.96 Drainage 213.70 Planning and Zoning 969.43 Park 0.00 Fair board 0.00 Reliance Standard Life Insurance 675.32
Armour City 152.00 utilities; Bob's Farm Service 100.00 supplies; Buhl's Cry Cleaners 45.75 maint; Card Member Services 9.55 supplies; Charles Mix Co. Sheriff's Office 1050.00 jail fees; Community Health Services 2276.38 prof fees; Connecting Point 836.46 prof fees; Corsica Globe 56.00 publishing; Douglas Co. Electric 68.50 utilities; First Security Finance 4630.61 debt services; H&H Electric 100.61 repairs; IAAO 240.00 prof fees; Jack's Uniform & Equip. 334.08 uniforms; Johnson Restoration 774.17 repairs; Krull's Market 37.94 supplies; Chris Lau 10.00 supply reimb.; Microfilm Imaging Systems 332.50 rental fees; Office Products Center 288.13 supplies; Planning and Dev. District III 15,668.00 dues; Randall Community Water Dist. 97.40 utilities; SD CLE Inc. 500.00 prof fees; SD Sheriff's Assoc. 585.05 dues; SD States Attorney Assoc. 750.00 dues; Weed and Pest Conference 340.00 conference; SD Assoc. of Weed and Pest Supervisors 75.00 prof fees; SD Assoc. of County Officials 895.69 dues; SDML Work Comp Fund 7,395.75 insurance; Jerod Star 93.00 travel; Sun Gold Sports 70.00 supplies; TEAM Laboratory Chemical Corp. 250.50 supplies; Vogt's Repair 115.11 repairs; Wilson's True Value 89.35 supplies.

ROAD AND BRIDGE FUND

December Payroll: 28,760.22 Agland Co-op 5889.84 propane/ diesel; Armour Dray 35.00 utilities; Armour City 62.00 utilities; C&B Operations 1717.31 repairs/ supplies; Connecting Point 25.02 prof fees; Fair Manufacturing 775.00 repairs; Northwestern Energy 45.84 utilities; SDACHS 350.00 prof fees; SDML Work Comp 9528.76 insurance; Vogt's Repair 977.24 repairs; Wilson's True Value 36.57 supplies.

E911 FUND

December Payroll: 26.79; Midstate Communications 440.11 prof fees.

EMERGENCY MANAGEMENT

December Payroll: 2107.89; Connecting Point 4.02 prof fees; SDML Work Comp Fund 367.49 insurance.

ADJOURNMENT

At 12:35 p.m. a motion was made by Ymker and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on February 7, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
February 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, February 7, 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 Maas and seconded by Ymker to adopt the agenda. All members voted in favor of this action; Motion carried.

RE-APPOINTMENT OF DISTRICT TWO COMMISSIONER

A motion was made by Maas and seconded by Koedam to re-appoint Jerod Star as Commissioner for District Two for a two-year term. Star will need to run in 2024 for a four-year term beginning in 2025. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

A motion was made by Maas and seconded by Ymker to approve the minutes from January 5th, 11th and 17th meetings with the following corrections made to the January 5th minutes:

- Mitch DeLange is the Weed and Pest Board member for District 1.
- Out of State Breakfast reimbursement will be \$12.00.
- EMT/EMR Continuing Education motion made by Star and seconded by Koedam was amended to add "and no more than \$150/annually per EMR (Emergency Medical Responder)."
- EMR's will be paid at a rate of \$32.00 per hour and First Responders were removed from the pay scale.

All members voted in favor of this action; motion carried.

EMT BUSINESS

Nicole Neugebauer, EMT Director, met with the Board to provide an update. A motion was made by Star and seconded by Koedam authorizing the EMTs to host the practical classes for surrounding EMT's February 18, 2023, and March 18, 2023 at the 4-H Building and to waive the rental fees for these dates. All members voted in favor of this action; motion carried.

Freshman Impact will be held in Parkston on September 25th. Parkston would like the Douglas County Ambulance to attend and assist in training. The Board authorized the Armour Ambulance to attend the Freshman Impact event in Parkston.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to update them on his department.

A motion was made by Maas and seconded by Ymker to trade in the old Armour Ambulance to Everest towards the new purchase of the ambulance. All members voted in favor of this action; motion carried. A motion was made by Star and seconded by Maas authorizing two Armour EMTs to travel to Minneapolis to pick up the new ambulance. One night of hotel stay and meals will be covered. All members voted in favor of this action; motion carried.

Harrington discussed IPAWS (Integrated Public Alert System) with the Commission. Discussion was held. A motion was made by Maas and seconded by Star to contract with Konexus for Integrated Public Alert System technology for three years at a total cost of \$8,866.10 for three years. All members voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Star to introduce the following resolution:

RESOLUTION #2023-02

Douglas County Designee Appointment for Fire Suppression Assistance

WHEREAS, in the event of an emergency wildland fire in Douglas County, the county may require assistance to suppress the fire; and,

WHEREAS quick and decisive action is necessary in the event of a wildland fire for the safety of human life, livestock, and individuals' properties; and,

WHEREAS, the South Dakota Department of Public Safety, Wildland Fire Division, is able to offer certain forms of assistance to Douglas County at no cost, per SDCL 41-20A-11;

NOW THEREFORE BE IT RESOLVED that the Douglas County Commission appoints the Douglas County Emergency Manager, Pat Harrington, as its designees who will have the authority to

obligate county funds in the event a request for fire suppression assistance from the State of South Dakota is required; and

BE IT FURTHER RESOLVED that Pat Harrington shall serve as the Douglas County designee for the remainder of his employment with Douglas County.

Voting Aye: Star, Koedam, Ymker, Maas and Sparks. Voting Nay: None. Motion carried.

Dated this 7th day of February 2023.

SIGNED: _____
Lori Sparks, Chairperson
Douglas County Board of Commissioners

ATTEST: _____
Phyllis Barker, County Auditor

CUSTODIAL

John Engelland, Custodian, met with the Board to update them on the Courthouse plumbing issues. He is having difficulty finding a contractor to remove the concrete in the bathrooms so that the old plumbing can be removed/replaced. Discussion was held. Motion was made by Star and seconded by Maas to advertise for bids for the repair of the third-floor bathroom. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

At the advertised time of 10:00 a.m., the sealed bids for the 2023 County Highway Projects were opened and reviewed by the Board.

OVERLAY PROJECTS

- 1) Project #23-1 Road 540-3 (2" overlay, located on county road 280th St from Hwy 281 West to 389th Ave. Approx. 3 miles, 24' wide)
- 2) Project #23-2 Road 560-3 (2" overlay, located on county road 273rd St from 383rd Ave West to 379th Ave. Approx. 4 miles, 24' wide)
- 2) Project #23-3 Road 19-3 (2" overlay, located on county road 383rd Ave from 273rd St North to 272nd St. Approx. 1 mile, 24' wide)

Project #22-1, #23-3 and #23-3:

Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: \$95.00 per ton for a total cost of \$1,828,000.00 for all three projects.

OVERLAY PATCHING

Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: \$108.00 per ton for approximately 1000-1500 tons hot mix furnished and placed.

A motion was made by Ymker and seconded by Maas to accept the sole bid from Commercial Asphalt for both the overlay and overlay patching projects for 2023. A roll call vote was taken with the following votes recorded: Voting 'aye': Ymker, Maas, Star, Koedam and Sparks. Voting 'nay': none. Motion carried.

BRIDGE REINSPECTIONS

Reinfeld presented engineering options for bridge inspections. Discussion was held. A motion was made by Star and seconded by Maas to introduce the following resolution:

RESOLUTION #2023-03 BRIDGE REINSPECTION

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Douglas County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire **Brosz Engineering** (Consulting Engineers) for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

A roll call vote was taken with the following votes recorded: Voting 'aye': Koedam, Ymker, Maas, Star and Sparks. Voting 'nay': none. Motion carried.

Dated this 7th day of February 2023, at Armour, South Dakota.

Board of County Commissioners of Douglas County

SIGNED: _____
Lori Sparks, Chairperson

ATTEST: _____
County Auditor

Cameron Hinckley, Highway Maintenance Employee, met with the Board to discuss his position. Hinckley would like to go part-time from March 1st- the middle of June each year as he is purchasing more cattle and will need to tend to them. Hinckley stated that if the Board does not allow him to go part-time, he will have to quit working for the County to accommodate his cattle. The Board asked that Auditor Barker look over the Personnel Policy to see if the request is feasible. Reinfeld expressed concern about being shorthanded during spring snowstorms and road maintenance in the spring/early summer months. Discussion was held with no action taken at this time. Motion was made by Ymker and seconded by Koedam to enter executive session at 10:35 a.m. to discuss personnel matters and review two job applications with Barker and Reinfeld present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:09 a.m. following action taken:

A motion was made by Star and seconded by Maas to offer the full-time Highway Maintenance position to David Abbott at a rate of \$18.00 per hour with a review after completion of a six-month probationary period. This offer is contingent upon Abbott's acceptance of the position. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss her department. The plat approval process was discussed. A motion was made by Ymker and seconded by Maas to introduce the following resolution:

RESOLUTION NO. 2023-04 DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS PLAT APPROVAL

WHEREAS the Douglas County Board of County Commissioners finds the current approval process for platting of lands to be a burden upon county resources; and

WHEREAS the Douglas County Board of County Commissioners seek a streamlined approval process for the platting of lands to lessen the financial strain upon the County and better serve its residents; and

WHEREAS the Douglas County Board of County Commissioners pursuant to SDCL 11-3-8 chooses to designate an administrative official to approve certain plats;

THEREFORE, BE IT RESOLVED, the Douglas County Board of County Commissioners hereby designates the Douglas County Director of Equalization as the administrative official to approve certain plats submitted to the County.

NOW THEREFORE BE IT FURTHER RESOLVED, the Douglas County Board of County Commissioners limits approval authority of the Director of Equalization to minor plats defined as, a plat containing not more than three lots fronting an existing road including the following requirements:

- 1) Does not require the dedication of right-of-way or construction of new roads;
- 2) Does not require the creation of easements affecting adjacent property;
- 3) Does not create a lot or tract eligible for any public or private improvements other than sidewalks;
- 4) Does not landlock or otherwise impair convenient ingress or egress to or from the rear side of the subject tract or any adjacent property;
- 5) Does not significantly change any plans that have been prepared for the placement of utilities;
- 6) Does not adversely affect the remainder of the parcel or adjoining property; and

7) Does not conflict with the Comprehensive Plan, Zoning Ordinance, Zoning Map or other land use regulations.

Voting Aye: Koedam, Ymker, Maas, Star and Sparks. Voting Nay: None. Motion carried.

Dated this 7th day of February 2023.

SIGNED: _____
Lori Sparks, Chair

ATTEST: _____
Phyllis Barker, County Auditor

EXECUTIVE SESSION

Julie Brenner, Treasurer, and Roxane Wentz, Deputy Register of Deeds/ Director of Equalization Assistant, met with the Board. A motion was made by Star and second by Koedam to enter executive session at 11:31 a.m. with Brenner and Wentz present at Brenner's request to discuss personnel matters. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:51 a.m. with no action taken.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board, to provide an update on her department.

A motion was made by Star and seconded by Koedam to surplus numerous items in the Sheriff's Department to be destroyed (these items are on file in the Auditor's Office). In addition, four Glock 21 Gen 4's (FA#3231, 3232, 3233, 3234) are declared surplus to be sold to Gun Slingers and used as credit toward future purchases for the Sheriff's Department at Gun Slingers. All members voted in favor of this action; motion carried.

Sheriff Lau informed the Board that Corrinna Wagner did not accept the full-time Deputy position but will remain on staff as a part-time deputy.

EXECUTIVE SESSION

Motion was made by Maas and seconded by Ymker to enter into executive session with Lau and Barker present to discuss personnel matters at 12:28 p.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:48 p.m. with the following action taken.

Chairperson Sparks handed the meeting over to Vice-Chairman Maas in order to make the following motion:

Motion was made by Sparks and seconded by Ymker upon the recommendation of Sheriff Lau, to hire Raymond Sigg as a full-time Sheriff's Deputy at a rate of \$41,200.00 annually with a review after the completion of a six-month probation and a signed contract prior to attending the Law Enforcement Academy. This offer is contingent upon Sigg's acceptance. If accepted, Sigg would begin working April 1, 2023. A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Ymker, Sparks, and Maas. Voting 'nay': Koedam. Motion carried. Chairperson Sparks resumed control of the meeting.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

January Payroll: Commissioners 4461.92 Auditor 9751.52 Treasurer 10,447.18 States Attorney 6172.71 Courthouse Janitor 6575.03 Equalization 7148.62 Register of Deeds 7170.13 Veterans Service Officer 1028.46 Sheriff 21,788.88 Coroner 127.04 Welfare 155.88 Ambulance 5997.70 Extension 3267.39 Weed & Pest 1948.25 Fair board 305.87 Drainage 363.68 Planning and Zoning 977.32 Park 0.00 Reliance Standard Life Insurance 553.79

Ability Building Services 5000.00 budget allotment; Agland Coop 859.65 fuel/propane/repairs; Applied Concepts 3250.00 minor equip; Armour Chronicle 1288.39 publishing; Armour City 138.00 utilities; B&L Communications 66.56 repairs; Buhl's Dry Cleaning 184.00 maint; Cardmember Services 34.95 supplies; Community Health Services 2279.38 prof fees; Connecting Point 1262.46 prof fees; Corsica Globe 1288.39 publishing; Corsica Inn 128.00 travel; Christine Lau 260.00 conference; Darrington Water 63.50 supplies; Davison Co. Sheriff's Office 285.00 jail fees; Dept of Health 40.00 prof fees; Douglas Electric 73.50 utilities; John Engelland 49.16 reimb. Repairs; AT&T Mobility 379.24 utilities; First Security Finance 4630.61 debt services; Keith Goehring 1512.00 CAA Fees; Goldenwest 693.20 utilities; Jack's Uniforms and Equip. 106.88 uniforms; Kone Inc. 842.01 repairs; Krull's Market 42.65 supplies; Lewis and Clark BHS 5735.66 prof fees; LifeQuest 6100.00 prof fees; Lincoln Co. Auditor 121.20 prof fees; McLeod's Office Supply 164.49 supplies; Microfilm

Imaging Systems 322.50 rental fees; Motorola Solutions 9444.69 sheriff's radio; Nextraq 16.95 utilities; Northwestern Energy 3302.98 utilities; Office Products Center 583.74 supplies; Randall Comm Water Dist. 80.00 utilities; ROCS Senior Meals 1860.00 prof fees; Safe Place of Eastern SD 2500.00 budget allotment; Assn of SD Counties 150.00 prof fees; SDAAO 75.00 prof fees; Jim Severson 119.96 prof fees/mileage; State of SD 42.50 utilities; Sun Gold Sports 45.00 supplies; Devin Veurink 50.00 repairs; U.S Bank Voyager 1536.18 fuel; Wilson's True Value 35.57 supplies.

ROAD AND BRIDGE FUND

January Payroll: 31,229.63; 605 Building & Supply 8.94 supplies; Agland Coop 20,411.04 supplies/propane/fuel; Armour Chronicle 62.00 utilities; Commercial Asphalt 2843.07 repairs; Connecting Point 204.00 prof fees; Corsica Globe 272.45 publishing; Corsica Hardware 77.97 supplies; Dakota Sales and Rental 175.00 supplies; Douglas Electric 3.64 utilities; Equipment Blades 3105.52 supplies; AT&T Mobility 80.08 utilities; Fousek Truck Services 2453.38 repairs; Goldenwest 201.17 utilities; Jacob Horstman 194.47 clothing allowance; Little Falls Machine Inc 579.85 supplies; Meyerink Farm Services 110.98 supplies; Nextraq 101.70 utilities; Northwestern Energy 335.82 utilities; RDO Equip. 2765.03 repairs; SDAHS 100.00 conference; U.S Bank Voyager 425.26 supplies; Wheelco Break & Supply 100.20 supplies.

E911 FUND

January Payroll: 26.72; Charles Mix County 23,186.81 4th qtr prof fees; Goldenwest 400.00 E911 system; Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND

January Payroll: 2074.54; Connecting Point 108.02 prof fees.

DOMESTIC ABUSE FUND

Safe Place of Eastern SD 930.00 prof fees.

ADJOURNMENT

At 1:27 p.m. a motion was made by Ymker and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on February 21, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
February 21, 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, February 21, 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 Koedam to adopt the amended agenda. All members voted in favor of this action; Motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Ymker to enter into executive session at 9:10 a.m. with Barker present to discuss personnel matters. All members voted in favor of this action; motion carried. At 10:08 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent met with the Board to update them on his department. Commissioner Star asked Reinfeld if there is a specific route plan when the highway department is clearing roads after a snowstorm. Reinfeld said that start on oil roads first and then move to the gravel roads in no particular order.

At 10:15 a.m., A motion was made by Ymker and seconded by Maas to enter into executive session with Reinfeld and Barker present to discuss a personnel matter. At 10:20 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

The Board met with Cameron Hinckley, Highway Maintenance Employee, to inform him that they cannot grant his request to work 20 hours a week from March 1st through the middle of June. Hinckley was hired as a full-time maintenance employee and is needed at full-time status. Hinckley stated that he will have to quit for the four months and re-apply if the position is still open. A motion was made by Ymker and seconded by Koedam to accepted Hinckley's verbal resignation as of March 1, 2023. All members voted in favor of this action; motion carried.

A motion was made by Ymker and seconded by Maas to advertise for a full-time maintenance employee. All members voted in favor of this action motion carried.

WEED AND PEST

Kim Klein, Weed and Pest Secretary, met with the Board briefly to discuss her department. Klein updated the Board on the Weed and Pest Conference that was held in Huron.

The out-of-town meeting rate was discussed. Currently the stipend is set at 100.00 per day for out-of-town meetings. A motion was made by Ymker and seconded by Maas to increase the Weed and Pest out of town meeting stipend to \$160.00 per day, and to pay the W&P Supervisor his hourly rate up to 8 hours per meeting day that he is in attendance. Voting 'aye': Koedam, Ymker, Maas and Sparks. Voting 'nay': Star. Motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to discuss a letter sent by the Department of Revenue regarding the Property Tax Modification Project. Discussion was held with no action taken at this time.

PARK

Roxane Wentz, Park Caretaker, met with the Board to provide an update on the campground. The seasonal rate was discussed. A motion was made by Ymker and seconded by Maas to raise the seasonal camping rate to \$850.00 per season. All members voted in favor of this action; motion carried. This increase will cover the cost of improvements to the campground.

SHERIFFS DEPARTMENT

Chris Lau, Sheriff, met with the Board briefly. Lau informed the Board that Ray Sigg accepted the full-time deputy position and will be starting April 1, 2023.

A motion was made by Star and seconded by Maas to accept the payout of vacation and sick leave for Gene Niehus. All members voted in favor of this action; motion carried.

TAX DEEDS

Auditor Barker presented four tax deed properties that the county now owns. A motion was made by Star and seconded by Ymker to surplus the following properties taken by tax deed:

- Parcel #3316. Lot 3 Blk 12 Original Town of Corsica, Douglas County, South Dakota.
- Parcel #3312. Lot 16 and E2 of Blk 17 Blk 11 Original Town of Corsica, Douglas County, South Dakota.

-Parcel #3678. Lot 7 & S2 of Lot 8 & N 20' of S 162' of W 127' Blk 15 Carl's Addition, Delmont, South Dakota.

-Parcel #3588. Lots 14-15 Blk 2 Original Town of Delmont, Delmont, South Dakota.

The above-mentioned properties will be sold by sheriff's auction on March 21, 2023, at 8:30 a.m., in the first-floor lobby of the Douglas County Courthouse. All members voted in favor of this action; motion carried.

FEES REPORT

Clerk of Courts Fees (January): \$1,744.55

Register of Deeds Fees (January): \$7,193.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: January 2023

Checking Accounts	\$2,408.93
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$33,904.58
Savings Accounts.....	\$3,419,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,856,213.51

FUND BALANCE

General Fund	\$2,755,992.55
Special Revenue Funds	\$760,760.21
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$339,460.75
Total	\$3,856,213.51

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Any Glide LLC 1300.00 minor equip.; Armour Chronicle 40.00 publishing; Armour Dray 55.00 utilities; B&L Communications 488.89 repairs; Cole Papers Inc. 509.26 supplies; Country Florist 60.00 supplies; Mitch DeLange 760.70 travel; Jefferson Grosz 218.00 travel; McLeod's Office Supply 317.83 supplies; Northwestern Energy 14.84 utilities; Office Products Center 397.27 supplies; TEAM Laboratory Chemical Group 463.00 supplies; Tyler Technologies 449.00 prof fees; Wilson's True Value 34.97 supplies.

ROAD AND BRIDGE FUND

Armour Dray 35.00 utilities; C&B Operations 282.50 repairs; Corsica Hardware 39.99 supplies; Deere Credit 39,991.54 debt services; Equipment Blades Inc. 17,912.00 supplies; Fousek Truck Services 827.20 supplies; Cameron Hinckley 204.99 clothing allowance; Jacob Horstman 51.99 clothing allowance; Meyerink Farm Services 135.99 supplies; Northwestern Energy 307.17 utilities; Transource Truck & Equip. 1156.54 supplies; Vogt's Repair 350.41 supplies.

ADJOURNMENT

At 12:45 p.m. a motion was made by Maas and seconded by Ymker to adjourn until the next meeting to be held at 9:00 a.m. on March 7, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
March 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, March 7, 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 Koedam 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 February 7th and 21st meeting minutes with the following amendment made to the February 21st meeting: The first executive session began at 9:10 a.m. to discuss personnel matters with Barker present. All members voted in favor of this action; motion carried.

COMMISSIONER COMMENT

Commissioner Star relayed feedback he had received about the increase in the seasonal camping rates. Star suggested putting in additional water hydrants at the campground. No action was taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to provide an update on the Highway Department. Dave Abbott, Highway Maintenance Employee was also present. A motion was made by Star and seconded by Koedam to adopt the Beadle County Bid for culverts from True North Steel for 2023. All members voted in favor of this action; motion carried. How the RAIF funds would be administered was discussed. Nichols will gather more information to bring to the next meeting. No action was taken at this time.

4-H EXTENSION

Kim Klein, 4-H Youth Director, met with the Board to request travel authorization to attend an SDSU training. SDSU Extension has agreed to pay mileage and one night stay for the workshop; the county will be responsible for additional lodging needs and meals. A motion was made by Maas and seconded by Koedam authorizing Klein to attend the SD 4-H Professionals' Spring Training Conference on March 29th- 30th. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss recent information requests. Goehring received a request for information from a relator for the purpose of sending a direct mailing to Douglas County taxpayers. The Board denied the request to provide the information as it is public on the GIS website already and the company can assess the website for the information.

PLAT APPROVAL

Motion was made by Ymker and seconded by Maas authorizing the Chairperson to sign the following plat: Plat of Lot 1 Veurink 1st Addition in the NW $\frac{1}{4}$ of Section 33, T100N, R66W, of the 5th P.M., in Joubert Township, Douglas County (12.21 acres). All Members voted in favor of this action; motion carried.

TREASURER

Julie Brenner, Treasurer, met with the Board to provide quotes for a new printer for her office. A motion was made by Star and seconded by Koedam authorizing the Treasurer to purchase a laser printer from TV and Appliance of Corsica for a total of \$1,504.00 with the County credit card. All members voted in favor of this action; motion carried.

AUDITOR

Phyllis Barker, Auditor, presented different options for vacation and sick leave policies per the Commissioner's request. Discussion was held with no action taken at this time. Different time clock options and policies were discussed. More information will be gathered and brought to the Board. The Tax Deed sale to be held on March 21st was discussed with no action taken.

GENERAL FUND

February Payroll: Commissioners 4463.06 Auditor 9575.52 Treasurer 10,359.96 States Attorney 6172.70 Courthouse Janitor 5833.21 Equalization 7182.39 Register of Deeds 7328.05 Veterans Service Officer 1028.45 Sheriff 32,118.35 Coroner 0.00 Welfare 155.88 Ambulance 4049.07 Extension 3992.42 Weed & Pest 2546.62 Fair Board 0.00 Drainage 363.69 Planning and Zoning

452.57 Park 0.00 Reliance Standard Life Insurance 543.51; 3E Generators 1316.61 repairs; 605 Building & Supply 110.69 repairs; Agland Coop 70.57 repairs; Armour Chronicle 1574.47 publishing; Armour City 179.00 utilities; Buhl's Dry Cleaners 153.50 maint.; Central Square Technologies 2664.79 prof fees; Cole Papers 63.16 supplies; Community Health Services 2279.38 prof fees; Connecting Point 100.70 prof fees; Constable Carlos Lopez 80.00 prof fees; Corsica Globe 1530.79 publishing; Darrington Water 38.10 supplies; Davison Co. Extension 75.00 travel; Douglas Electric 68.50 utilities; Everest Emergency Vehicles 125,000.00 ambulance; AT&T Mobility 381.64 utilities; Goldenwest 827.15 utilities; H&H Electric 151.76 repairs; Microfilm Imaging Systems 322.50 rental fees; Nextraq 15.22 utilities; Northwestern Energy 3049.83 utilities; Office Products Center 352.91 supplies; Randall Comm. Water Dist. 80.00 utilities; SDACO 330.00 conference; SDPAA 465.66 insurance; State of SD 52.75 utilities; SD Dept of Public Safety 2340.00 radios; Vogt's Repair 115.11 repairs; U.S Bank 1497.79 fuel; Corrinna Wagner 46.10 travel; Wilson's True Value 52.06 supplies.

ROAD AND BRIDGE FUND

February Payroll: 31,078.30; Agland Coop 9015.40 propane/fuel; Armour City 62.00 utilities; Avera Occupational Medicine 104.00 prof fees; C&B Operations 3539.56 repairs/ supplies; Connecting Point 25.83 prof fees; Corsica Hardware 128.45 supplies; Douglas Electric 170.92 utilities; Equipment Blades Inc. 11,960.00 supplies; AT&T Mobility 80.08 utilities; Goldenwest 199.65 utilities; Jacob Horstman 49.99 clothing allowance; Nextraq 91.56 utilities; RDO Equipment 165.69 supplies; SD Dept. of Transportation 928.07 prof fees; Star Manufacturing 148.96 supplies; Vogt's Repair 320.79 repairs; U.S Bank Voyager 650.93 fuel; Werk Weld Inc. 160.76 supplies.

E-911 FUND

February Payroll: 26.72; Goldenwest 400.00 E911 System; Midstate Communications 440.11 prof fees.

EMERGENCY MANAGEMENT FUND

February Payroll: 2074.56; Connecting Point 4.72 prof fees.

ADJOURNMENT

At 11:10 a.m. a motion was made by Ymker and seconded by Koedam to adjourn until the next meeting to be held at 9:00 a.m. on March 21, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
March 21, 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, March 21, 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 Ymker to adopt the amended agenda. All members voted in favor of this action; Motion carried.

TAX DEED SALE

After the tax deed sale, held prior to the meeting, a motion was made by Star and seconded by Koedam to approve the following sales:

-Parcel #3312. Lot 16 and E2 of Lot 17 Blk 11 Original Town of Corsica, Douglas County, South Dakota. Commonly known as: 440 E. 5th St., Corsica, SD. -Sold to the highest bidder, Terry and Cynthia Waterman for a total of \$12,500.00.

-Parcel #3316. Lot 3 Blk 12 Original Town of Corsica, Douglas County, South Dakota. Commonly known as: 455 E. 4th St., Corsica, SD. – Sold to the sole bidder, Dewayne Muilenburg, for \$500.00.

-Parcel #3588. Lots 14-15 Blk 2 Original Town of Delmont, Delmont, South Dakota. Commonly known as: 109 W. Depot St., Delmont, SD. – Sold to the sole bidder, City of Delmont, for \$250.00.

-Parcel #3678. Lot 7 & S2 of Lot 8 & N 20' of S 162' of W 127' Blk 15 Carl's Addition, Delmont, South Dakota. Commonly known as: 304 S. Seaman St., Delmont, SD. -Sold to the sole bidder, Lawrence Ritchie, for \$100.00.

All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 9:08 a.m., a motion was made by Maas and seconded by Ymker to enter executive session with Barker present to discuss a personnel matter. All members voted in favor of this action; motion carried. At 9:58 a.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

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.

A motion was made by Star and seconded by Maas authorizing a sick leave donation transfer of 40 hours. All members voted in favor of this action; motion carried.

BID LETTING

At the advertised time of 10:00 a.m., the bid letting for the Bathroom Demolition and Remodel was held. Auditor Barker informed the Board that no bids were received, therefore, no action was taken.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the board briefly to hand out 2023 Equalization information. Goehring also presented a plat to be signed by the Board. A motion was made by Koedam and seconded by Maas to approve and authorize the Chairperson to sign the Plat of Lot A of Schnell's Addition in the NE ¼ of Section 27, T100N, R62W, of the 5th P.M., in Washington Township, Douglas County (10.37 Acres). All members voted in favor of this action; motion carried.

PARK

Roxane Wentz, Park Caretaker, met with the Board to present lawnmower quotes for a new mower for the campground. Discussion was held. A motion was made by Ymker and seconded by Maas to purchase a Hustler Rear Discharge 2023ZX1 lawn mower from Doug's Repair of Mitchell for \$12,451.00. All members voted in favor of this action; motion carried.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board briefly to discuss her department. Klein would like to attend the 2023 4-H Online and Fair Entry Training in Mitchell on April 13th. A motion was made by Star and seconded by Koedam authorizing Klein to attend the aforementioned meeting. All members voted in favor of this action; motion carried.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to provide an update on her department. Lau informed the Board of a sheriff's Convention coming up in April. A motion was made by Star and seconded by Maas authorizing Lau to attend the Sheriff's Convention April 11- 13th in Deadwood. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Star and seconded by Ymker to enter executive session at 11:15 a.m. with Lau and Barker 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 11:29 a.m. with the following action taken:

A motion was made by Star and seconded by Maas to hire Jon Werkmeister as a part-time deputy effective immediately. All members voted in favor of this action; motion carried.

AUDITORS OFFICE

Phyllis Barker, Auditor, presented time clock options from TimeTrex Workforce Management and Time Clocks Plus as requested by the Board. Discussion was held resulting in the following action: A motion was made by Ymker and seconded by Koedam, to contract with TimeTrex Workforce Management for facial recognition time clock services. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Ymker approving the pay out of Cameron Hinckley's vacation, sick leave and final paycheck. All members voted in favor of this action motion carried.

A motion was made by Ymker and seconded by Maas to surplus a fan (FA# 3282) from the Treasurer's Office. All members voted in favor of this action; motion carried.

An email from the Governor regarding the Easter Holiday was read with no action taken. The Courthouse will be closed on Good Friday as stated in the Douglas County Personnel Policy.

FEES REPORT

Clerk of Courts fees (February 2023): 1,577.50

Register of Deeds fees (February 2023) 3,825.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: February 2023

Checking Accounts	\$4,496.00
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$76,484.49
Savings Accounts.....	\$3,311,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,792,880.49

FUND BALANCE

General Fund	\$2,612,289.04
Special Revenue Funds	\$684,807.88
Tax Increment District Fund	\$1,654.67
Trust and Agency Funds	\$494,128.90
Total	\$3,792,880.49

CLAIMS

The following claims were approved for payment:

GENERAL FUND

The Appliance Center 143.95 repairs; Armour Chronicle 825.65 publishing; Armour Dray 55.00 utilities; Charles Mix Co. Sheriff's Office 140.00 jail fees; Connecting Point 69.36 prof fees; Corsica Globe 975.65 publishing/ supplies; Christine Lau 115.00 reimb for travel; Davison Co. Sheriff's Office 200.00 jail fees; Dept. of Health 100.00 prof fees; First Security Finance 4630.61 debt services; Galls LLC 1221.77 uniforms; Lakeview Veterinary Clinic 3465.50 prof fees; Light and Siren 2581.90 minor equip; Midwest Fire and Safety 443.50 maint; Motorola Solutions 3348.51 radios; Northwestern Energy 2583.97 utilities; Petty Cash 643.52 postage; Small Business Promotions 226.90 supplies; USPS 1519.40 supplies; Whalen Law Office 376.55 prof fees; Wilson's True Value 63.85 supplies.

ROAD AND BRIDGE FUND

Agland Coop 96.94 repairs/ supplies; Connecting Point 23.14 prof fees; Little Falls Machine Inc. 453.14 supplies; Midwest Fire and Safety 926.25 maint; Northwestern Energy 394.05 utilities; Petty Cash 25.31 postage; Transource Truck & Equip. 1126.33 supplies; Upper Midwest Garage Door 204.08 repairs; Wilson's True Value 43.99 supplies.

EMERGENCY MANAGEMENT

Konexus 2750.00 prof fees.

ADJOURNMENT

At 11:52 a.m., a motion was made by Star, seconded by Ymker to adjourn until 9:00 a.m. on Tuesday April 4, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor

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. The load limits will be taken down next week. Reinfeld plans to have the crew grading roads for a couple weeks as soon as the 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

Douglas County Commissioner Meeting Minutes
April 11, 2023

PURSUANT TO ADJOURNMENT the Board of County Commissioners of Douglas County met at 9:00 a.m. on April 11, 2023, at the Courthouse in Armour, SD. Present were Dan Koedam, Marlin Maas, Lori Sparks, and Jerod Star. Also present were Auditor Phyllis Barker and Director of Equalization Jessica Goehring. Nathan E. Ymker was absent. The meeting was called to order by Chairperson Sparks. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Star to approve the agenda. All members voted in favor of this action; motion carried.

COUNTY BOARD OF EQUALIZATION

A motion was made by Koedam and seconded by Maas to recess as a Board of County Commissioners and convened as the County Board of Equalization for 2023. Present members signed an Oath of Office and reviewed their duties as stated on the distributed exhibit supplied by the Director of Equalization per SDCL 10-11-25.

Goehring distributed information regarding all changes that have occurred over the past year, listing them by townships and cities.

No appeals were submitted to the 2023 Board of Equalization.

Goehring reported there were 45 Applications for Continuing Property Tax Exempt Status (Per SDCL 10-4-15) and 12 new applications this year.

There was two renewable energy system credit (Geothermal) application for 2023 resulting in a \$39,507 loss in valuation. 21 elderly assessment freeze applications for 2023 resulted in a loss of \$462,503.00 in valuation. Five fully Disabled Veteran applications will show a loss in valuation of \$358,766.

The 2023 total assessed full and true valuation after all changes made is \$781,218,434. 105 parcels will show a total of \$6,527,735 taxable growth for 2023. The Ag Factor for 2023 is .850 and the Non-Ag Factor is .944. The total equalized (taxable) valuation for 2023 is \$676,290,777.

Motion was made by Star and seconded by Maas to adjourn as a Board of Equalization and reconvene as the Board of County Commissioners. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Star to enter executive session for personnel matters at 9:26 a.m. with Barker present. All members voted in favor of this action; motion carried. At 9:41 a.m., Chairperson Sparks declared the meeting back to open session with no action taken.

TAX DEEDS

Tax deeds with municipal special assessments were discussed with no action needed.

EXECUTIVE SESSION

At 9:51 a.m., a motion was made by Star and seconded by Koedam to enter executive session to discuss a personnel matter with Barker and Nichols present. All members voted in favor of this action; motion carried. At 9:59 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

ADJOURNMENT

At 10:00 a.m. a motion was made by Star and seconded by Maas to adjourn until 9:00 a.m. on April 18, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker Auditor

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 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 26th. 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

Douglas County Commissioner Meeting Minutes
May 2, 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, May 2, 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 Maas and seconded by Star 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 April 4th, 11th, and 18th meeting minutes. All present 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. The purchase of a new John Deere R Disc Mower was discussed. The amount Reinfeld was verbally quoted from C&B Operations for the trade in of the old mower differed from the official quote by \$5,000. Therefore, a new motion was made by Maas and seconded by Star to purchase a new John Deere R Disc Mower from C&B Operations for a total of \$17,250.00 without a trade in. All members voted in favor of this action; motion carried. The old mower will be declared surplus and sold at Wieman Auction.

Reinfeld presented a quote for a window repair to the highway shop from Wunder Construction. The Board approved the repair. An approach permit submitted by Ronny Hinckley for the purpose of replacing an existing culvert was reviewed by the Board. A motion was made by Ymker and seconded by Koedam, to approve the Approach Permit submitted by Ronny Hinckley to replace a culvert and widen the existing approach located in Section 2, T97N, R63W. All members voted in favor of this action; motion carried. The Bridge project east of Armour was discussed. Nichols is waiting to hear back from the SDDOT as to when the project will be completed, but stated the contract reads it cannot be done later than November 17th of this year. Reinfeld informed the Board that all the rock has been laid at the campground and the boat dock was placed.

GARDEN VALLEY DRAINAGE DITCH

Byron Schelhaas met with the Board to discuss the dikes in Garden Valley Ditch on his property. John Stekly, Platte, and Donny Muilenberg, Corsica, were also present. Schelhaas explained that the dikes were put in back in the 1990's with 60" culverts. The purpose was to be able to move cattle between pastures on either side of the drainage ditch. Schelhaas stated that he would be willing to remove the dikes and culverts when the last mile of the ditch east of HWY 281 is cleaned out. The Board agreed that it would not be beneficial to remove the dikes prior to the end of the ditch being cleaned out to allow the water to move downstream. The possibility of the county cleaning out one mile of ditch east of HWY 281 was discussed.

A motion was made by Koedam and seconded by Maas to rescind the letter sent on April 18, 2023, to Byron Schelhaas regarding the removal of the dikes on his property. All members voted in favor of this action; motion carried. The Board agreed to revisit the matter once the Garden Valley Drainage Ditch Board is functioning, or the last mile is cleaned out.

OLD BUSINESS

The Spillway was discussed. Ymker spoke with States Attorney Parkhurst who stated that the survey of the lake would be done sometime this week. Ymker also talked to Steve Vander Pol regarding a quote on repairing the spillway. No action was taken at this time.

EXECUTIVE SESSION

A motion was made by Ymker and seconded by Koedam to enter executive session to discuss a legal matter at 10:35 a.m. with Barker present. All members voted in favor of this action; motion carried. At 11:08 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

SURPLUS

A motion was made by Star and seconded by Ymker to surplus the following items, a digital thermometer (#3570) and fax machine (#3043) to be destroyed and a 2016 John Deere R280 Mower to be sold at auction. All members voted in favor if this action; motion carried.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to update them on her department. Lau discussed the Highway Safety Grants she would like to apply for, the DUI Enforcement Grant and the Speed

Reduction and Seatbelt Compliance Grant. The Board approved of Lau to apply for the grants and if awarded, will consider accepting at that time. Lau explained that the 2023 Ford pickup is being outfitted and will be in use soon. Auditor Barker and Sheriff Lau explained that in order to be in compliance with federal requirements, the Sheriff's Office and anyone on the County server would need to update their email system. Therefore, a motion was made by Ymker and seconded by Maas to approve the quote from Connecting Point for MS365 Exchange Online for \$2,563.80. All members voted in favor of this action; motion carried.

Commissioner Ymker exited the meeting at 11:35 a.m.

CLAIMS

The following claims were approved for payment.

GENERAL FUND

April Payroll: Commissioners 4474.08 Auditor 9585.95 Treasurer 10,278.70 States Attorney 6172.70 Courthouse Janitor 5939.04 Equalization 8070.09 Register of Deeds 6596.04 Veterans Service Officer 1063.60 Sheriff 23,108.63 Coroner 0.00 Welfare 155.96 Ambulance 1976.00 Extension 3328.23 Weed & Pest 1472.83 Drainage 363.88 Planning and Zoning 978.50 Park 0.00 Fair board 110.20 Reliance Standard Life Insurance 584.61
605 Building & Supply 1092.18 supplies; Armour Chronicle 271.78 publishing; Armour City 184.00 utilities; B&L Communications 64.50 repairs; Phyllis Barker 300.73 travel; Julie Brenner 276.22 travel; Cole Papers 2357.08 supplies; Cole's Computers 47.98 supplies; Connecting Point 1762.48 repairs/prof fees; Corsica Globe 412.03 publishing; Corsica Hardware 35.94 supplies; Election Systems and Software 1672.13 service agreements; AT&T Mobility 392.75 utilities; Goldenwest 753.88 utilities; Daniel Koedam 243.20 travel; Nextraq 16.95 prof fees; Northwestern Energy 2628.14 utilities; Office Product Center 64.21 supplies; Pioneer Designs 515.00 repairs; Ramkota Hotel 1160.00 travel; Randall Comm. Water Dist. 91.60 utilities; Schrank Construction 714.29 prof fees; SDAAO 350.00 conference; SDACO 600.00 conference; Lori Sparks 80.00 travel; Jerod Star 234.09 travel; Two Way Solution 1161.96 prof fees; U.S Bank Voyager 1749.55 fuel; Wilson's True Value 102.26 supplies.

ROAD AND BRIDGE FUND

April Payroll: 29,999.77; Armour City 62.00 utilities; C&B Operations 17,250.00 equipment; AT&T Mobility 80.08 utilities; Goldenwest 205.01 utilities; Nextraq 101.70 utilities; U.S Bank Voyager 392.05 fuel; Wilson's True Value 49.46 supplies.

E911 FUND

April Payroll: 26.72; Goldenwest 200.00 prof fees; Midstate Communications 880.22 prof fees.

EMERGENCY MANAGEMENT FUND

April Payroll: 2295.36; 394.92 supplies.

ADJOURNMENT

A motion was made by Star and seconded by Koedam to adjourn at 11:59 a.m. until the next meeting scheduled for Tuesday, May 16, 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

Douglas County Commissioner Meeting Minutes
May 16, 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, May 16, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star. Nathan E. Ymker was present via telephone until arriving in person at 10:20 a.m. 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 amended agenda. 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 discuss their department. Nichols presented the Annual Striping Agreement. A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the SD Department of Transportation Joint Powers Agreement to Provide for The Striping of County Roads within Douglas County for 2023. All members voted in favor of this action; motion carried.

PARK

Roxane Wentz, Park Caretaker, met with the Board to update them on the campground. Wentz has been busy cleaning up trees and getting ready for the camping season. Wentz reported that so far, there are seven permanent campsites for the season. Planting trees was discussed. Commissioner Ymker will get a quote for trees and planting to bring to the next meeting.

AUDITOR OFFICE

Phyllis Barker, Auditor, updated the Board on her department. Barker presented the 2022 Annual Report and budgetary comparison schedules for the Commissioner's review. Discussion was held with no action taken at this time.

OPERATING TRANSFER

A motion was made by Ymker and seconded by Koedam to make an operating fund transfer of \$67,250.00 from the General Fund Cash Balance to the E911 Fund Cash Balance and \$250,000.00 from the General Fund Cash Balance to the Highway Cash Balance as budgeted for 2023. All members voted in favor of this action; motion carried.

PLAT

A motion was made by Maas and seconded by Star authorizing the chairperson to sign the Plat of Lot 1 of Bultje's Addition, a Subdivision of a portion of previously platted Lot B of Larson's Addition, in the City of Corsica and a portion of previously platted Lot 2 of M.F. Lefer's First Addition, all in the NE ¼ of Section 3, T 99 N, R 64 W of the 5th P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

PLANNING AND DEVELOPMENT DISTRICT III

Greg Henderson and Lori Cowman from Planning and Development District III met with the Board to provide the 2022 Performance Review. Cowman also spoke about the Areawide Business Council Meat and Poultry Processors Loan Funding. No action was required.

EXECUTIVE SESSION

Craig Parkhurst, States Attorney, and Jessica Goehring, Director of Equalization, met with the Board briefly. A motion was made by Ymker and seconded by Star to enter executive session at 10:46 a.m. with Parkhurst, Barker, and Goehring present to discuss potential litigation. All members voted in favor of this action; motion carried. At 11:15 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to update them on her department. Discussion was held with no action needed.

FEES REPORT

Register of Deeds (April 2023): \$3,757.00

Clerk of Courts (April 2023): \$941.48

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: April 2023

Checking Accounts	\$4,762.05
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts	\$419,148.73
Savings Accounts.....	\$5,199,000.00
Certificate of Deposits	\$400,000.00
Total	\$6,023,810.78
FUND BALANCE	
General Fund	\$3,233,028.01
Special Revenue Funds	\$871,363.20
Tax Increment District Fund	\$10,087.78

Trust and Agency Funds \$1,909,331.79
Total \$6,023,810.78

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 56.09 fuel; Alternative HR 38.75 prof fees; Bankwest 50.00 donation; Buhl's Dry Cleaners 153.50 maint; Cardmember Services 3,469.50 supplies/prof. fees; Charles Mix County Sheriff's Office 350.00 prof fees; Cole Papers 96.96 supplies; Community Health Services 2279.38 prof fees; Connecting Point 100.70 prof fees; Corsica Globe 339.83 prof fees; Corsica Hardware 469.81 supplies; DCMH 100.00 prof fees; Department of Health 40.00 prof fees; Division of Agricultural Services 45.00 prof fees; Douglas Electric Coop 73.50 utilities; First Security Finance 4630.61 debt services; H&H Electric 206.39 repairs; Dan Koedam 198.90 mileage; Krull's Market 104.35 supplies; Lewis and Clark BHS 184.00 prof fees; The Lodge at Deadwood 168.00 travel; Mid-American Research Chemical 302.36 supplies; Microfilm Imaging Systems 322.50 rental fee; Northwestern Energy 211.64 utilities; Office Products Center 378.86 supplies/ equip.; SD Public Assurance Alliance 43,148.38 insurance; State of SD 52.75 utilities; Vogt's Repair 916.06 repairs; Yankton Co. Sheriff's Office 50.00 prof fees.

ROAD AND BRIDGE FUND

Agland Coop 5245.40 fuel; Connecting Point 25.83 prof fees; Douglas Electric Coop 100.88 utilities; Equipment Blades 3648.00 supplies; Fousek Trucking 125.58 supplies; Northwestern Energy 211.64 utilities; SD Public Assurance Alliance 13,182.31 insurance; Transource Truck Equip. 146.47 repairs; Vogt's Repair 326.27 repairs; Werk Weld 24.25 supplies; Wunder Construction 698.66 repairs.

EMERGENCY MANAGEMENT FUND

Connecting Point 4.72 prof fees; SD Public Assurance Alliance 801.34 insurance.

ADJOURNMENT

A motion was made by Star and seconded by Ymker to adjourn at 11:49 a.m. until the next meeting scheduled for Tuesday, June 6, 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

Douglas County Commissioner Meeting Minutes
June 6, 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, June 6, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, and Nathan E. Ymker. Auditor Phyllis Barker was also present. Commissioner Star was absent. Chairperson Sparks called the meeting to order. The Pledge of Allegiance was recited. A motion was made by Ymker 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 Koedam and seconded by Maas to approve the minutes from the May 2nd and 16th meeting minutes. All present voted in favor of this action; motion carried.

TREASURERS OFFICE

Julie Brenner, Treasurer, met with the Board to provide an update on her department. Brenner presented a list of the tax deeds that are currently being processed and a list of the ones that have been completed in the last two years. No action was needed.

PARK

Roxane Wentz, Park Caretaker, met with the Board to update them on the campground. The new lawn mower has been picked up. Commissioner Ymker presented a quote for trees from Ymker Greenhouse. Discussion was held. A motion was made by Koedam and seconded by Ymker to purchase twelve trees plus the cost of planting from Ymker's Greenhouse and to purchase lilac bushes from the Douglas County Conservation District. All present voted in favor of this action; motion carried. Trimming the trees around the curve near Corsica Lake was discussed. Barker spoke with the National Guard about repairing the steps to the spillway and replacing the old bathhouse. They felt these projects were possible and will be in touch to complete the process and get the projects finished. No action was needed at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board. Goehring discussed the 30x30 Land Grab. The County passed a resolution regarding this matter on May 4, 2021. The resolution will be sent to the Department of Interior and all other federal agencies. No action was taken.

SPILLWAY

Commissioner Ymker spoke with Steve Vander Pol in regard to repairing the spillway at Corsica Lake. Vander Pol has looked at the spillway and would like to meet with some of the Board members to review options to repair the spillway. No action was taken at this time.

SURPLUS

Barker presented a list of various items to be declared surplus to be destroyed or sold. A motion was made by Ymker and seconded by Koedam to declare these items as surplus (a list is on file in the Auditor's Office). All present voted in favor of this action; motion carried.

OTHER BUSINESS

Auditor Barker informed the Board that she spoke with Harry Redman of Planning and Development District III in regard to installing a conference system in the Commissioners Chambers and presented a quote for equipment. Discussion was held. A motion was made by Koedam and seconded by Maas to approve the purchase of a conferencing system for the Commissioner Chambers. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Ymker and seconded by Maas to enter executive session at 10:36 a.m. to discuss a personnel matter with Barker present. All members voted in favor of this action; motion carried. At 10: 58 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

Chairperson Sparks exited the meeting at 11:00 a.m. Vice-Chairman Maas took control of the meeting for the remainder.

CLAIMS

The Following Claims were approved for payment.

GENERAL FUND

May Payroll: Commissioners 4530.08 Auditor 9575.50 Treasurer 10,283.29 States Attorney 6172.71

Courthouse Janitor 5958.27 Equalization 7766.16 Register of Deeds 7093.74 Veterans Service Officer 1209.65 Sheriff 22,286.03 Coroner 0.00 Welfare 155.88 Ambulance 4243.58 Extension 3267.38 Weed & Pest 2069.00 Drainage 363.68 Planning and Zoning 787.30 Park 1193.31 Fair board 0.00 Reliance Standard Life Insurance 588.91

605 Building Supply 666.63 repairs; Agland Coop 303.16 fuel; The Appliance Center 57.95 supplies/prof fees; Armour Chronicle 2007.22 publishing; Armour Dray 55.00 utilities; Armour City 170.00 utilities; Phyllis Barker 203.20 travel; Julie Brenner 306.22 travel; Buhl's Dry Cleaners 153.50 maint; City of Wagner 619.88 supplies; Connecting Point 686.40 prof fees; Corsica Globe 1667.38 publishing; Corsica Hardware 69.95 supplies; Crossroads Hotel 607.08 travel; Doug's Custom Paint and Body 13,017.74 equipment/ supplies; Douglas Electric 274.42 utilities; John Engelland 280.14 supplies; Engelland Construction 20,000.00 repairs; AT&T Mobility 425.55 utilities; Keith Goehring 3308.85 prof fees; Goldenwest 731.58 utilities; H&H Electric 1373.64 repairs; HUB International 4284.90 prof fees; Jack's Uniforms 82.94 clothing allowance; Johnson's Restoration 100.00 repairs; Krull's Market 11.49 supplies; Lucy Lewno 90.75 prof fees; Microfilm Imaging Systems 4915.50 prof fees/rentals; Nextraq 16.95 utilities; Northwestern Energy 1661.01 utilities; Office Products Center 1355.18 supplies; Pioneer Designs 500.00 repairs; Ramkota Hotel 580.00 travel; Randall Comm. Water Dist. 114.80 utilities; SD Sherriff's Assoc. 44.85 supplies; SD Public Assurance Alliance 1064.45 insurance; State of SD 52.75 utilities; Two Way Solutions 3530.33 prof fees; USPS 1200.00 supplies; Van Brothers 100.00 utilities; Vogt's Repair 289.31 repairs; U.S Bank Voyager 1170.76 fuel; Wagner Community Memorial Hospital 221.72 prof fees; Wilson's True Value 367.60 supplies; Yankton Co. Treasurer 135.00 prof fees.

ROAD AND BRIDGE FUND

May Payroll: 28,778.57; 605 Building Supply 753.40 repairs/supplies; Agland Coop 3177.90 supplies; Armour City 62.00 utilities; Avera Occupational Medicine 104.00 prof fees; C&B Operations 4023.69 rental/supplies; Connecting Point 182.99 prof fees; Douglas Electric 46.32 utilities; AT&T Mobility 80.08 utilities; Goldenwest 198.31 utilities; Nextraq 101.70 utilities; Northern Truck Equip. 4283.38 repairs; Office Products Center 8.82 supplies; U.S Bank 442.45 fuel; Wilson's True Value 50.96 supplies.

E-911 FUND

May Payroll: 26.72; Goldenwest 200.00 prof fees; Midstate Communications 440.11 E-911 Services.

EMERGENCY MANAGEMENT FUND

May Payroll: 2074.54; Connecting Point 61.86 prof fees.

ADJOURNMENT

A motion was made by Ymker and seconded by Maas to adjourn at 11: 26 a.m. until the next meeting scheduled for 9:00 a.m. on June 20, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker Auditor

Douglas County Commissioner Meeting Minutes
June 20, 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, June 20, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star. Auditor Phyllis Barker was also present. Nathan E. Ymker was absent. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Star to adopt the amended agenda. All members voted in favor of this action; motion carried.

PUBLIC COMMENT

Jessica Goehring, Director of Equalization, was present during public comment to express her interest in the upcoming open position on the Board of Commissioners. No action was taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to discuss their department. Reinfeld discussed tree trimming and removal along county roads that are causing issues. Discussion was held. A pre-construction meeting for the bridge East of Armour is scheduled for next week. The Highway crew will also be attending grader training through RDO Equipment in Charles Mix County. Chairperson Sparks questioned if there were ever culverts east of the cemetery in Armour on 273rd Street. Discussion was held. Reinfeld will investigate the matter and report back to the Board.

A motion was made by Maas and seconded by Star to authorize Robert Reinfeld, Terry Van Zee, Dave Abbott, and Jefferson Grosz to utilize their cell phones for time keeping services. This is because they work from remote locations and do not always have access to facial recognition software. No other County Employees are authorized to use cellphones and must use the facial recognition software for time keeping. All members voted in favor of this action; motion carried.

4-H/ FAIRBOARD

Kim Klein, 4-H Extension Director, and John Engelland, Custodian, met with the Board to provide a quote for the removal of the old air conditioning units and install new windows in the front part of the 4-H building. Discussion was held. A motion was made by Maas and seconded by Koedam to approve the quote from Wunder Construction for \$3,571.44 and Independent Viking Glass Inc. for \$4,450.00 for the removal and installation of new windows. All present voted in favor of this action; motion carried. Klein informed the Board that Youth in Action Events are underway, and Achievement Days will be July 31-August 1st.

CUSTODIAL

John Engelland, Custodian, would like to purchase a small floor buffer to be able to clean offices with desks that are not moveable. Engelland provided a quote from Cole Papers for a 244NX Compact Scrubber for \$4,400.00. A motion was made by Star and seconded by Koedam to authorize the purchase. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Koedam to enter executive session with Kim Klein present to discuss a personnel matter at 10:21 a.m. All members vote in favor if this action; motion carried. At 10:42 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board to request a full-time deputy in her department. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session with Barker present to discuss a personnel matter at 10:55 a.m. All members voted in favor if this action; motion carried. Jessica Goehring joined the session at 10:58 a.m. Goehring exited the meeting at 11:04 a.m. Chairperson Sparks declared the meeting back to open session at 11:08 with no action taken at this time.

PARK

Roxane Wentz, Park Caretaker, met with the Board to discuss the campground. The trees have been planted and are being watered. The Board agreed to transfer the old John Deere residential mower to the Highway Department inventory. Commissioner Star stated that some campers would like to donate towards the purchase of new playground equipment. Auditor Barker confirmed that the

funds could be earmarked to be used only for playground equipment at the campground. No action was taken at this time.

AUDITOR’S OFFICE

A motion was made by Maas and seconded by Koedam to approve the following claims that have been written for tax deed services. 2022: #43090: Horry Co. Sheriff, 15.00; #43169: Dakota Co. Sheriff, 30.92; #43172: Dakota Co. Sheriff, 26.00; #43556: Charles Mix Co. Sheriff, 50.50. 2023: #44811: Washington Co. Sheriff, 43.00; #44874: Davison Co. Sheriff, 1.12; #44903: Douglas Co. Sheriff, 18.56; #44980: Yankton Co. Sheriff, 50.00; Judicial Center- Sheriff’s Office, 150.00. All members voted in favor of this action; motion carried.

Barker presented a quote for conference equipment from Cole’s Computers of Platte for a total of \$2938.96. The Board approved of this purchase at the last meeting, therefore no further action was taken. Barker was instructed to place the order through Cole’s Computers.

4th of JULY HOLIDAY

Auditor Barker presented an email from Governor Noem regarding the 4th of July Holiday. Noem has granted administrative leave for all State employees on July 3rd in addition to July 4th. A motion was made by Koedam and seconded by Maas to follow the state and close the Courthouse on July 3rd in addition to July 4th. All employees will be paid 8 hours of holiday pay on the 3rd. All present voted in favor of this action; motion carried.

PLANNING AND DEVELOPMENT DISTRICT III

Auditor Barker presented the Statement of Extension with Planning and Development District III for services in 2024 for a fee of \$12,356.00. A motion was made by Koedam and seconded by Star, authorizing the Chairperson to sign the Statement of Extension Joint Cooperative Agreement with Planning and Development District III for services in 2024. All members voted in favor of this action; motion carried.

STATES ATTORNEY

Craig Parkhurst, States Attorney, met with the Board to provide an update. Discussion was held with no action taken.

SHERIFF

Chris Lau, Sheriff, met with the Board to update them on her department.

Motion was made by Koedam and seconded by Maas to enter executive Session with Sheriff Lau and Barker present to discuss a personnel matter at 12:33 p.m. All members voted in favor of this action; motion carried. At 12:52 p.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

Deputy Josh Knodel has successfully completed his sixth month probation. Therefore, a motion was made by Star and seconded by Maas to increase Knodel’s annual wage by \$2000.00, effective with June payroll. All members voted in favor of this action; motion carried.

Sheriff Lau informed the Board that Deputy Ray Sigg has been relieved of his duties, leaving the County with only 2 full-time deputies. A motion was made by Maas and seconded by Star authorizing the Sheriff to advertise for one full-time deputy. All members voted in favor of this action; motion carried.

FEES REPORT

Register of Deeds (May 2023): \$1670.00

Clerk of Courts (May 2023): \$1847.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: May 2023

Checking Accounts	\$3,048.87
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts	\$12,412.54
Savings Accounts.....	\$4,517,000.00
Certificate of Deposits	\$400,000.00
Total	\$4,933,361.41

FUND BALANCE

General Fund	\$2,916,927.47
Special Revenue Funds	\$1,502,010.40
Tax Increment District Fund	\$0.00

Trust and Agency Funds \$514,423.54
Total \$4,933,361.41

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 160.04 repairs; Armour Dray 110.00 utilities; Lori Bueber 140.00 maint; C&B Operations 114.39 supplies; Charles Mix Co. Sheriff's Office 210.00 jail fees; Connecting Point 1995.00 prof fees; Corsica Globe 412.25 publishing; Corsica Hardware 63.97 supplies; Darrington Water 25.40 supplies; DCMH 50.00 prof fees; Den Herder Law Firm 160.00 prof fees; Department of Health 80.00 prof fees; Jessica Goehring 626.19 travel; Brenda Lau 140.00 maint; McLeod's Office Supply 1439.80 supplies; Northwestern Energy 6.39 utilities; Office Products Center 93.69 supplies; SDACC 317.00 CLERP; State of SD 52.75 utilities; TEAM Laboratory and Chemical 1050.16 supplies; USPS 710.00 prof fees; Vogt's Repair 190.26 repairs; Wilson's True Value 117.98 supplies.

ROAD AND BRIDGE FUND

Corsica Hardware 8.49 supplies; Dustbusters Enterprises 4997.05 road maint; Fousek Truck Services 211.11 supplies/repairs; Johnson's Restoration 765.34 repairs; Northwestern Energy 174.15 utilities; USPS 94.00 prof fees; Vogt's Repair 178.84 supplies.

ADJOURNMENT

A motion was made by Maas and seconded by Star to adjourn at 12:58 p.m. until the next meeting scheduled for *Thursday*, July 6, 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

Douglas County Commissioner Meeting Minutes
July 6, 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, July 6, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Nathan E. Ymker. 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 amended agenda. All members voted in favor of this action; motion carried.

PUBLIC COMMENT

Gary Laib, county resident, met with the Board during the public comment portion of the meeting. Laib would like the county to declare a disaster due to drought to allow producers to qualify for federal programs. Laib would like to see the county road ditches mowed before the 1st of July. Laib also inquired about getting more gravel on county roads and would like to know if the county can get gravel from other locations that do not contain as much sand. No action was taken.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to provide an update on his department. Harrington briefed the Board on a meeting he was invited to with Todd Plooster of Dakota Trails Golf Course, and John Brosz of Brosz Engineering, regarding the spillway at Corsica Lake. Harrington also informed the Board that the South Dakota Public Safety Communications Council is requiring updates for all digital radio systems. This update will begin in July on all county owned radios. Harrington is also working on a High Hazard Inundation Mapping Project. No action was taken at this time.

PARK

Auditor Barker spoke with the National Guard in regard to replacing the old bathhouse at the west end of the campground, as well as the stairs going up the spillway. Details of the project were discussed by the Board. Barker will relay the details back to the National Guard and expects the project to start as soon as possible. No action was taken at this time.

BROSZ ENGINEERING

Eric Prunty and Jamie VanZee, Brosz Engineering, met with the Board. Prunty informed the Board that they had looked at the spillway last week and it is their opinion that a repair would not be sufficient, and that the county should continue to pursue a total replacement. The County asked that Brosz be more aggressive in assisting the county in finding funding for the replacement. If funding cannot be secured, then the Board expects Brosz to assist in engineering the repair plans. Prunty agreed to work on funding options and report back at the next Commissioner meeting.

DISTRICT FOUR COMMISSIONER

Jim Werkmeister and Jessica Goehring met with the Board to show interest in the District Four Commissioner position. Judene Irvine was present via telephone. Chairperson Sparks asked each candidate to explain why they are interested in the position. Discussion was held. At 10:25 a.m., Star made a motion to enter executive session to discuss personnel with Barker present. Koedam seconded the motion. All members voted in favor of this action; motion carried. At 10:40 a.m., Chairperson Sparks declared the meeting back to open session. Koedam nominated Jim Werkmeister. Star seconded the Nomination. Star nominated Jessica Goehring. Ymker seconded the Nomination. Ymker Nominated Judene Irvine. Maas seconded the nomination. A roll call vote was taken with the following votes recorded: Star: Goehring; Koedam: Werkmeister; Ymker: Irvine; Maas: Werkmeister; Sparks: Werkmeister. Jim Werkmeister was declared the new Commissioner for District Four. Werkmeister will fill the remainder of the current term effective July 7, 2023. The position will be up for election in 2024, for a four-year term beginning in 2025.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss her department. A motion was made by Ymker and seconded by Koedam to enter executive session at 10:52 a.m. to discuss a personnel matter with Barker, Goehring and Werkmeister present. All members voted in favor of this action; motion carried. Goehring exited the session at 11:10 a.m. Chairperson Sparks declared the meeting back to open session at 11:24 a.m. with no action taken.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board briefly to discuss her department. Klein presented information from other 'Option Z' Counties with SDSU for Extension services regarding the position and benefits offered. Discussion was held with no action taken at this time.

RECESS

Chairperson Sparks declared a recess for lunch at noon. Werkmeister exited the meeting. The meeting resumed at 12:52 p.m.

AUDITORS OFFICE

Phyllis Barker, Auditor, met with the Board to provide an update. Ymker made a motion to enter executive session with Barker present at 12:54 p.m. to discuss a personnel matter. Maas seconded the motion. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 1:15 p.m. with the following action taken:

A motion was made by Ymker and seconded by Maas to accept the resignation of Crystal Bruinsma as Deputy Auditor effective July 13, 2023. All members voted in favor of this action; motion carried. Barker presented an approach permit on behalf of the Highway Dept. A motion was made by Star and seconded by Koedam approving the approach permit submitted by Eric Larson to widen an existing approach located in the NW4 of NE4 of Section 33, Independence Township. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

A list of surplus items from the Sheriff's Department was presented to the Board. A motion was made by Maas and seconded by Ymker to approve the surplus of various items from the Sheriff's Department to be destroyed or sold. A complete listing can be found on file in the Auditor's Office. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

June payroll: Commissioners 4476.31 Auditor 9541.46 Treasurer 10,147.95 States Attorney 6172.71 Courthouse Janitor 5772.31 Equalization 7558.69 Register of Deeds 6740.74 Veterans Service Officer 1028.45 Sheriff 19718.79 Coroner 0.00 Ambulance 6884.38 Welfare 155.49 Extension 3923.01 Weed & Pest 2038.21 Fair board 310.96 Drainage 362.81 Planning and Zoning 452.39 Park 1193.32 Reliance Standard Life Insurance 558.87 605 Building Supply 11.43 supplies; Agland Coop 609.24 fuel; Armour chronicle 619.41 publishing; Armour Rubble Site 200.00 maint; Armour City 289.00 utilities; Buhl's Dry Cleaners 153.50 maint; Bures-Kronaizl Insurance Inc. 2430.00 insurance; C&R Supply 7462.09 repairs; Cardmember Services 481.14 supplies/ prof fees; Cole Papers Inc. 5004.42 supplies; Corsica Globe 619.41 publishing; Corsica Hardware 13.21 supplies; Darrington Water 45.15 supplies; Mitch DeLange 345.11 maint. Reimbursment; Douglas Electric Coop 334.60 utilities; AT&T Mobility 426.75 utilities; Goldenwest 779.74 utilities; H&H Electric 65.00 supplies; Krull's Market 24.40 supplies; McLeod's Office Supply 71.98 supplies; Nextraq 118.65 utilities; Northwestern Energy 1460.09 utilities; Office Products Center 129.56 supplies; Randall Community Water Dist. 114.80 utilities; South Dakota Veterans 100.00 conference; SPN & Associates 3380.12 prof fees; Thompson Reuters West 665.22 law books; Van Brothers Inc. 110.00 utilities; U.S Bank Voyager 1282.03 utilities; Wilson's True Value 77.98 supplies.

ROAD AND BRIDGE FUND

June Payroll: 26,309.60; Agland Coop 9341.10 fuel; Armour City 62.00 utilities; Avera Occupational 104.00 prof fees; Corsica Hardware 13.21 supplies; Douglas Electric 53.32 utilities; AT&T Mobility 80.08 utilities; Goldenwest 203.70 utilities; Nextraq 101.70 utilities; Office Products Center 11.86 supplies; U.S Bank Voyager 501.82 fuel; Wilson's True Value 143.92 supplies.

E911 FUND

June Payroll: 26.72; Goldenwest 200.00 E911 System; Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND

June Payroll: 2074.56.

HIGHWAY RURAL ACCESS FUND

True North Steel 18,624.00 supplies.

LAW LIBRARY FUND

221.73 law books.

ADJOURNMENT

At 1:42 p.m. Star motioned to adjourn until 9:00 a.m. on Tuesday, July 18, 2023. Koedam seconded. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker Auditor

Douglas County Commissioner Meeting Minutes
July 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, July 18, 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 Star and seconded by Koedam to adopt the amended agenda. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to update them on his department. Reinfeld said the highway crew has been busy hauling gravel. There will be a Highway Superintendent Certification Course on August 18th in Pierre, Reinfeld will request authorization to attend at the next meeting if it works for his schedule. Reinfeld also discussed the lease agreements on the John Deere graders that will be expiring soon. Discussion was held. Reinfeld will gather quotes from other vendors and report back at the next meeting. Reinfeld reported that the bridge project east of Armour should be underway soon.

Chairperson Sparks and Commissioner Werkmeister brought up a concern that was brought to their attention regarding a culvert east of the Armour Cemetery on 280th street. Reinfeld will do some research and get back to the Board.

Commissioner Koedam expressed concern on the condition of some gravel roads throughout the County. Reinfeld explained that the crew is doing their best to get gravel laid, but being short staffed is causing issues. Contracting out gravel hauling was discussed with no action taken at this time. Reinfeld received a call from Jay Spaans regarding the campground projects to be completed by the National Guard. They would like to haul the rubble from the campground projects to the County rubble site/ gravel pit and in turn, would haul a load of gravel back to the campground to place around the boat dock. The Board agreed to allowing them to use the county rubble site in exchange for hauling and placing the gravel at the boat dock.

LEWIS AND CLARK BEHAVIORAL HEALTH SERVICES

Dr. Tom Stanage, Lewis and Clark Behavioral Health Services, met with the Board to discuss the 2024 Budget Allotment. Discussion was held. LCBHS is requesting an 8% increase in their allotment from last year. The Board informed Dr. Stanage that the budget will be reviewed later in the meeting and approval would be determined at that time. The Board thanked Dr. Stanage for attending the meeting and providing information.

BROSZ ENGINEERING

Eric Prunty, Brosz Engineering, met with the Board to provide an update on funding for the spillway project. Pat Harrington, Emergency Manager, was also present. Prunty has been researching funding options and has been in touch with Whitney Kilts, a Natural Resource Engineer with the State. Kilts has reviewed the report from Barr Engineering regarding the dam and provided information on the High Hazard Potential Dams Grant Program. Prunty will investigate the grant further once the Notice of Funding Opportunity is released to determine if the Corsica Spillway project would qualify for funding. Currently, there is no hazard mitigation funding available. The board thanked Prunty for the update. No action was taken at this time.

DEPARTMENT OF LEGISLATIVE AUDIT

Maria Schwader, Department of Legislative Audit, met with the Board briefly to inform them that she is now conducting the audit for the two years ending in December 31, 2022. Chairperson Sparks signed the engagement letter with the Department of Legislative Audit for the 2021/2022 audit.

AUDITOR'S OFFICE

Phyllis Barker, Auditor, met with the Board to update them on her department. Barker presented a quote from Connecting Point for replacement batteries for APC units for the County server. A motion was made by Maas and seconded by Werkmeister to approve the quote from Connecting Point for the purchase of a replacement battery and a USPS1500VA LCD battery backup for a total of \$868.00. All members voted in favor of this action; motion carried. Barker presented a quarterly update outlining the work that had been completed in her office for the last quarter. No action was necessary.

A motion was made by Star and seconded by Maas approving the pay out of Crystal Bruinsma's vacation, sick leave, and final paycheck with July payroll. All members voted in favor of this action motion carried.

At 10:51 a.m., a motion was made by Maas and seconded by Star to enter executive session with

Barker present to discuss personnel matters. All members voted in favor of this action; motion carried. At 11:19 a.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

Motion was made by Koedam and seconded by Werkmeister to accept the appointment of Melissa Bowers as Deputy Auditor at a rate of \$17.50 per hour with review after completion of a six-month probation. Bowers first day will be July 24, 2023. All members voted in favor of this action; motion carried.

SHERIFF'S OFFICE

Dustin Palmquist, Chief Deputy, met with the Board on behalf of Sheriff Lau. Palmquist provided an update on calls taken and stops made by the department within the last month. The 2024 budget request and the status of the vehicle fleet were discussed with no action at this time.

A motion was made by Maas and seconded by Werkmeister to surplus the boots purchased for Ray Sigg and to resell them to Sigg for \$200.00. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to accept the resignation of Pete Eng, Part-time Deputy, effective immediately. All members voted in favor of this action; motion carried.

OTHER BUSINESS

Roxane Wentz, Park Caretaker, met with the Board briefly to provide an update. Wentz would like to purchase a new weed eater for the campground from Corsica Hardware. The Board approved of this purchase. The dump station was also discussed. The National Guard plans to take care of the issue when replacing the bath house. No action was taken.

EXECUTIVE SESSION

At 11:47 a.m., a motion was made by star and seconded by Maas to enter executive session with Wentz present to discuss a personnel matter. All members voted in favor of this action; motion carried. Wentz exited the session at 12:02 p.m. Barker entered the session at 12:09 p.m. Chairperson Sparks declared the meeting back to open session at 12:18 p.m. with no action taken.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly. A motion was made by Koedam and seconded by Maas to approve the following plats and authorize the Chairperson to sign. All members voted in favor of this action; motion carried.

Plat of Lots A1, A2 and A3, a Subdivision of Lot A of B.J. Van Vuuren's First Addition, a Subdivision of the NW ¼ of Section 15, T 100 N, R 64 W of the 5th P.M. in Walnut Grove Township, Douglas County, South Dakota.

Plat of Baier Tract 1, a Subdivision of the NW ¼ of Section 15, T 99 N, R 64 W of the 5th P.M. in Grandview Township, Douglas County, South Dakota.

Plat of Tract A and Tract B of Bunker Hill Addition in the SW ¼ of Section 26, T 100 N, R 66 W of the 5th P.M. in Joubert Township, Douglas County, South Dakota

EXECUTIVE SESSION

At 12:53 p.m. a motion by Star seconded by Koedam to enter executive session with Goehring and Barker present. All members voted in favor of this action; motion carried. Goehring exited the session at 1:00 p.m. Chairperson Sparks declared the meeting back to open session at 1:05 p.m. with no action taken.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board to update them on her department. Huebner reported that as of June 30th her office has receipted in \$22,761.95. Discussion was held regarding the workings of the Register of Deeds office with no action taken.

Commissioner Maas exited the meeting at 1:15 p.m.

EXECUTIVE ESSSION

At 1:19 p.m. a motion was made by Star 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. Chairperson Sparks declared the meeting back to open session with no action taken at 1:24 p.m.

TREASURERS OFFICE

Julie Brenner, Treasurer, met with the Board to request paperwork be signed to update the banking information. Brenner also inquired about the county credit card policy and procedures and a recent bill that was paid. The Auditor explained the previous bill. No action was necessary.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to update them on her department and the upcoming Achievement Days events schedules for July 31st and August 1st. No action was needed.

2024 BUDGET REQUESTS

The 2024 departmental budget requests and proposed provisional budget were reviewed by the Board. No formal action was required at this time.

Commissioner Star exited the meeting at 4:45 p.m.

FEES REPORT:

Clerk of Courts Fees (June): \$1562.00

Register of Deeds Fees (June): \$2799.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: June 2023

Checking Accounts	\$4170.36
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$35,839.95
Savings Accounts.....	\$4,161,000.00
Certificate of Deposits	\$400,000.00
Total	\$4,601,910.31

FUND BALANCE

General Fund	\$2,787,945.21
Special Revenue Funds	\$1,494,340.89
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$319,624.21
Total	\$4,601,910.31

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Chronicle 198.79 publishing; Charles Mix Co. Sheriff's Office 1820.00 prof fees; Connecting Point 302.40 prof fees; Corsica Globe 347.54 publishing; Mitch Delange 53.92 supplies; Koch Electric 185.04 repairs; Kone Inc. 842.01 repairs; Light and Siren 603.66 minor equip.; Office Emporium 236.30 supplies; Office Products Center 275.89 supplies; Parkhurst Law Office Trust 500.00 prof fees; Pioneer Designs 56.26 supplies; Dean Schaefer Court Reporter 30.00 prof fees; Sioux Contracting & Supply 7653.08 repairs; Sun Gold Sports 42.00 supplies.

ROAD AND BRIDGE FUND

Armour Dray 35.00 utilities; C&B Operations 35.00 supplies; Connecting Point 33.63 prof fees; Corsica Hardware 26.99 supplies; Fousek Truck Services 138.27 repairs/supplies; Northwestern Energy 131.78 utilities; Office Products Center 19.15 supplies; Vogt's Repair 3416.52 supplies/repairs; Wheelco Break and Supply 118.30 supplies.

E911 FUND

Charles Mix County 49,214.98 1st and 2nd qtr 911 fees.

EMERGENCY MANAGEMENT FUND

Connecting point 12.52 prof fees.

RURAL ACCESS INFRASTRUCTURE FUND

David VanderPol Construction 40,212.83 prof fees/repairs for Belmont Twp.

ADJOURNMENT

At 5:25 p.m. Koedam motioned to adjourn until 9:00 a.m. on Tuesday, August 1, 2023. Werkmeister seconded. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
August 1, 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, August 1, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. 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 Koedam and seconded by Werkmeister to approve the minutes from the July 6th and 18th meeting minutes. All members voted in favor of this action; motion carried.

COMMISSIONER COMMENT

Commissioner Maas brought up premium pay for ambulance employees from the Covid Relief money received in 2021. Auditor Barker explained that the money is no longer authorized to be used for premium pay per the federal guidelines and that the money allocated to the county has been used. Discussion was held with no action taken.

Chairperson Sparks discussed a culvert east of Armour on 280th street again with no action taken at this time.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Office Manager, met with the Board to discuss a proposed change to the 2024 5-year plan. Two bridges in poor condition will be added to the plan so that the county can apply for preliminary engineering and grant funding through the state.

A motion was made by Maas and seconded by Star to introduce the following resolution and authorize the chairperson to sign.

RESOLUTION No. 2023-05
RESOLUTION AUTHORIZING 5-YEAR COUNTY PLAN AMENDMENTS

WHEREAS, Douglas County wishes to amend their previously approved 5 Year County Plan for the Bridge Improvement Grant Program:

ADDITION of Str. No. 22-143-120; Location: 0.5 miles N and 3.7 miles W of Armour, SD over Andes Creek.

ADDITION of Str. No. 22-213-030; Location: 2.0 miles N and 6.3 miles E of Corsica, SD over an Unnamed Creek.

NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and

hereby is requested to accept the Amended 5 Year County Highway and Bridge Improvement Plan, previously approved in October of 2022.

Vote of Commissioners: Yes: Star, Koedam, Werkmeister, Maas and Sparks. No: none. Motion carried.
Dated at Armour, SD, this 1st day of August, 2023.

ATTEST: _____
County Auditor

SIGNED: _____
Chairperson

Eric Prunty, Brosz Engineering, presented the Board with applications for SD DOT Bridge Improvement Grant (BIG) PE Funds and Local Federal Bridge Replacement Funds. Discussion was held.

A motion was made by Star and seconded by Koedam to introduce the following resolution and authorize the chairperson to sign:

RESOLUTION No. 2023-06
RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS

WHEREAS, Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant and/or Local Federal Bridge Programs:
STRUCTURE No. 22-188-160; Location: 8.2 Miles W of Delmont, SD over a branch of Choteau Creek.
and WHEREAS, Douglas County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan;
and WHEREAS, Douglas County agrees to pay the 20% match on the Bridge Improvement Grant funds and/or 18.05% match on the Local Federal Bridge funds;
and WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant and Local Federal Bridge application and any required funding commitments.
NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant and/or Local Federal Bridge application.

Vote of Commissioners: Yes: Koedam, Werkmeister, Maas, Star and Sparks. No: none. Motion carried.
Dated at Armour, SD, this 1st day of August, 2023.

ATTEST: _____
County Auditor

SIGNED: _____

A motion was made by Star and seconded by Koedam to introduce the following resolution and authorize the chairperson to sign:

RESOLUTION No. 2023-07
RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS

WHEREAS, Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant and/or Local Federal Bridge Programs:
Structure No. 22-213-030; Location: 2.0 Miles N and 6.3 E of Corsica, SD over an Unnamed Creek.
and WHEREAS, Douglas County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan;
and WHEREAS, Douglas County agrees to pay the 20% match on the Bridge Improvement Grant funds and/or 0.0% match on the Local Federal Bridge funds;
and WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant and Local Federal Bridge application and any required funding commitments.
NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant and/or Local Federal Bridge application.

Vote of Commissioners: Yes: Werkmeister, Maas, Star, Koedam, and Sparks. No: none. Motion carried.
Dated at Armour, SD, this 1st day of August, 2023.

ATTEST: _____
County Auditor

SIGNED: _____

A motion was made by Star and seconded by Koedam to introduce the following resolution and authorize the chairperson to sign:

RESOLUTION No. 2023-08
RESOLUTION AUTHORIZING THE SUBMISSION OF APPLICATIONS

WHEREAS, Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant and/or Local Federal Bridge Programs:
Structure No. 22-143-120; Location: 0.5 Miles N and 3.7 Miles W of Armour, SD over Andes Creek.
and WHEREAS, Douglas County certifies that the project is listed in the county's Five-Year County Highway and Bridge Improvement Plan;
and WHEREAS, Douglas County agrees to pay the 20% match on the Bridge Improvement Grant funds and/or 18.05% match on the Local Federal Bridge funds;
and WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant and Local Federal Bridge application and any required funding commitments.
NOW THEREFORE BE IT RESOLVED: That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant/ and or Local Federal Bridge application.

Vote of Commissioners: Yes: Maas, Star, Koedam, Werkmeister and Sparks. No: none. Motion carried.
Dated at Armour, SD, this 1st day of August, 2023.

ATTEST: _____
County Auditor

SIGNED: _____

APPROACH PERMITS

Bob Reinfeld, Highway Superintendent, met with the Board to present four approach permits. A motion was made by Koedam and seconded by Maas approving the approach permit submitted by Rudy Niewenhuis to install a new approach located in the NE4 of Section 13, Holland Township contingent upon the applicant installing a steel culvert. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Werkmeister to approve an approach permit submitted by Donald Fauth to widen an existing approach in the NE4 of section 11, East Choteau Township. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Werkmeister to approve an approach permit submitted by Donald Fauth to widen an existing approach in the SW4 of section 36, Belmont Township. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to approve an approach permit submitted by Kent DeBoer to install an approach in the NW4 of section 22, Walnut Grove Township. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 9:58 a.m. a motion was made by Maas and seconded by Werkmeister to enter executive session with Reinfeld and Barker present to discuss a personnel matter. All members voted in favor of this action; motion carried. At 10:19 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

The Board noted that public badgering of the Highway Department is not acceptable and instructed the Highway Superintendent and Highway Employees to direct all complaints to the Board of Commissioners, by either attending a meeting or contacting a commissioner directly. The Board thanked the Highway Superintendent and his crew for all their hard work and dedication to the County.

EXECUTIVE SESSION

Roxane Wentz, Assistant Director of Equalization and Deputy Register of Deeds, met with the Board. A motion was made by Star and seconded Koedam to enter executive session at 10:35 a.m. with Wentz and Barker present to discuss a personnel matter. All members voted in favor of this action; motion carried. Wentz exited at 10:43 a.m. Chairperson Sparkes declared the meeting back to open session at 10:50 a.m.

Motion was made by Werkmeister and seconded Koedam to accept Roxane Wentz's resignation from her position as Assistant Director of Equalization, effective August 15th, 2023. At that time Wentz will transition to 24 hours per week as Deputy Register of Deeds and 8 hours per week as Sheriff's Administrative Assistant, not to exceed 32 hours per week total. If Wentz is needed to cover the Register of Deeds Office due to vacation or sick leave, she may not exceed 40 hours per week during that time. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

Craig Parkhurst, States Attorney, met with the Board to discuss legal matters.

At 10:56 a.m. a motion was made by Maas and seconded by Star to enter executive session with Parkhurst and Barker present to discuss potential litigation. All members voted in favor of this action; motion carried. Commissioner Star exited the meeting at 11:45 a.m. Chairperson Sparks declared the meeting back to open session at 11:48 a.m. with no action taken.

OTHER BUSINESS

Gary Maas came to the Board to ask permission to light fireworks on Friday, August 4th in Harrison for a family celebration. The Board authorized Maas to light fireworks on August 4th and asked that they be finished by 10:30 p.m. Maas thanked the Board for their approval and agreed to following the noise ordinances.

RECESS

The Board recessed for lunch at 12:15 p.m. Chairperson Sparks declared the meeting back in session at 1:00 p.m.

COMP TIME

A motion was made by Koedam and seconded by Werkmeister to amend the Douglas County Personnel Policy, Section 506, adding sub section E. to state that "the 4-H Extension Director may utilize comp time. This office will be the only courthouse office permitted for the use of comp time due to the varying schedule and activities required by the office. Comp time not used by December 1st will be paid out in the final payroll of the year in which it was earned." All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, was present to update the Board on her department. Goehring reported that the South Dakota Department of Revenue is still requesting the county's GIS information. The Board remained in agreement that the state could pay the fee previously set by motion on June 9, 2022 if they would like the information. No action was taken.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session with Goehring and Barker present at 1:51 p.m. to discuss a personnel matter. All present voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 1:59 p.m. with the following action taken:

A motion was made by Maas and seconded by Werkmeister authorizing the Director of Equalization to advertise for a part-time Assistant or full-time Deputy Director. All members voted in favor of this action; motion carried.

SURPLUS PROPERTY

A list of surplus items was presented to the Board. A motion was made by Koedam and seconded by Werkmeister to approve the surplus of various items from the Courthouse to be destroyed or sold. A complete listing can be found on file in the Auditor's Office. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

July Payroll: Commissioners 4458.73 Auditor 11,365.28 Treasurer 10,293.82 States Attorney 6172.70 Courthouse Janitor 5708.18 Equalization 8639.38 Register of Deeds 6200.44 Veterans Service Officer 1028.46 Sheriff 18,400.59 Coroner 0.00 Welfare 155.88 Ambulance 1962.83 Extension 3816.30 Weed & Pest 2679.99 Drainage 363.67 Planning and Zoning 709.96 Park 1193.33 Fair board 0.00 Reliance Standard Life Insurance 542.56

Armour Chronicle 687.57 publishing; Cole's Computers 2958.96 minor equip.; Connecting Point 22022.52 prof fees; Corsica Globe 1121.07 publishing; Corsica Hardware 455.94 supplies/equip.; Douglas Electric 100.94 repairs; AT&T Mobility 426.60 utilities; Goldenwest 734.22 utilities; Kimberly Klein 257.53 supply reimb.; McLeod's Office Supply 237.56 supplies; Microfilm Imaging Systems 322.50 rental fees; Northwestern Energy 1425.79 utilities; Office Products Center 521.81 supplies/furniture; SDACC 1900.00 conference; Select Service Center 1451.04 repairs; US Bank Voyager 982.88 fuel.

ROAD AND BRIDGE FUND

July Payroll: 28,812.12; AT&T Mobility 80.08 utilities; Connecting Point 210.74 prof fees; Goldenwest 196.92 utilities; US Bank Voyager 982.88 fuel.

E911 FUND

July Payroll: 26.72; Goldenwest 200.00 utilities.

EMERGENCY MANAGEMENT

July Payroll 26.72; Connecting Point 210.74 prof fees.

ADJOURNMENT

A motion was made by Maas and seconded by Werkmeister to adjourn at 2:11 p.m. until the next meeting scheduled for August 15, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker Auditor

Douglas County Commissioner Meeting Minutes
August 15, 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, August 15, 2023. Members present were Dan Koedam, Marlin Maas, Lori Sparks, and Jim Werkmeister. Auditor Phyllis Barker was also present. Jerod Star was absent. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Werkmeister to adopt the amended agenda. All members voted in favor of this action; motion carried.

HIGHWAY

Bob Reinfeld, Highway Superintendent, and Callie Nichols, Highway Office Manager, met with the Board to provide an update on their department.

Brice Paulson, Butler Machinery Co., met with the Board to provide quotes and information for CAT Motor Graders. Discussion was held with no action taken at this time.

Ron Jelsma, County Resident, met with the Board to discuss the culvert by his house. Discussion was held with no action taken.

An Approach Permit submitted by Steve Peters was reviewed by the Board. A motion was made by Koedam and seconded by Werkmeister to approve the Approach Permit for installation of a new approach in the SE4 of Section 4, T97N, R62W upon recommendation from the Highway Superintendent. All approach work and expenses will be the responsibility of the applicant. All present voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Koedam to amend Approach Permit #23-04 (Rudy Niewenhuis) to state that a culvert will not be required. All present voted in favor of this action; motion carried.

Reinfeld presented a quote from David VanderPol Construction for the removal of a bridge on 402nd ¼ mile north of 280th St and installation of two culverts. This quote is for labor only for a total of \$39,500.00. The culverts will be purchased by the County. A motion was made by Maas and seconded by Koedam to approve the quote from David VanderPol Construction. All present voted in favor of this action; motion carried.

Nichols presented a change order from Commercial Asphalt for the 2023 overlay projects. Barker also noted an error in the original bid letting on February 7th, 2023; The total amount of the original bid should have been recorded as follows:

Project #23-1, #23-2 and #23-3:

Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: \$95.00 per ton for a total cost of \$1,282,500.00 for all three projects. (*\$1,828,000.00 was originally published in error.*)

A motion was made by Maas and seconded by Werkmeister to accept the amendment to the minutes from the February 7, 2023 minutes and to accept the final invoice from Commercial Asphalt for \$1,281,591.80 (\$908.20 under the original bid). All members present voted in favor of this action; motion carried.

CORSICA EMT

Shelly Menning and Kathy Zomer, Corsica EMT's, met with the Board briefly. Pat Harrington, Emergency Manager, was also present. Menning presented quotes from Stryker for a 3-year contract Preventative Maintenance Plan at an annual rate of \$792.00 and a 3-year PowerPro- ProCare Service Plan at an annual fee of \$3,484.80 for the Stryker Cot and Power Lift. Discussion was held with no action taken at this time.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to provide an update on his department. Most of the radios in the County have been updated. The City of Armour has agreed to use the mass notification system and will be working with Harrington to implement the system. A motion was made by Werkmeister and seconded by Maas authorizing Harrington to attend the Emergency Management Conference September 13th and 14th. All present voted in favor of this action; motion carried.

STATES ATTORNEY

Craig Parkhurst, States Attorney, met with the Board briefly. A letter from the Department of Revenue was read regarding their request for our GIS information. The Board agreed that they would be willing to provide the information if the state will send a formal letter stating that they will not sell the information provided to any outside companies.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to update them on her department. No action was taken at this time.

AUDITOR

Phyllis Barker, Auditor, met with the board to provide an update. A motion was made by Maas and seconded by Koedam to approve the Plat of Tract 1A of Reimnitz Addition in the NW4 of Section 6, T99N, R63W of the 5th P.M in the Valley Township, Douglas County, South Dakota. All present voted in favor of this action; motion carried.

OPERATING TRANSFER

A motion was made by Koedam and seconded by Maas authorizing the Auditor to make an operating transfer of \$250,000.00 from the General Fund Cash Balance to the Road and Bridge Fund Cash Balance as budgeted for 2023. All members voted in favor of this action; motion carried.

SURPLUS PROPERTY

A motion was made by Werkmeister and seconded by Maas to surplus the water cooler on first floor for disposal and to surplus the old bathhouse at the Douglas County Recreation Area to be sold via sealed bids; authorizing the Auditor to publish the Notice of Sealed Bids to be opened on September 5, 2023. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 11:58 a.m. a motion was made by Koedam and seconded by Werkmeister to enter executive session to discuss a personnel matter with Barker present. All present voted in favor of this action; motion carried. At 12:08 p.m. Chairperson Sparks declared the meeting back to open session with no action taken.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to update them on her department. Discussion was held with no action required.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Maas to enter executive session at 12:17 p.m. to discuss a personnel matter with Barker and Sheriff Lau present. All members voted in favor if this action; motion carried. Commissioner Koedam exited the meeting at 12:26 p.m. Chairperson Sparks declared the meeting back to open session at 12:33 p.m. with no action taken at this time.

FEES REPORT:

Clerk of Courts Fees (July): \$260.00
Register of Deeds Fees (July): \$2353.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: July 2023

Checking Accounts	\$7870.33
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts	\$22,228.06
Savings Accounts.....	\$4,108,000.00
Certificate of Deposits	\$400,000.00
Total	\$4,538,998.39

FUND BALANCE

General Fund	\$2,708,225.40
Special Revenue Funds	\$1,604,318.85
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$226,424.14
Total	\$4,538,998.39

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 253.85 repairs/fuel; Armour Chronicle 259.00 publishing; Armour City 219.00 utilities; Buhl's Dry Cleaners 168.75 maint; C&R Supply 673.79 supplies; Cardmember Services 147.13 prof fees/supplies; Charles Mix County Sheriff's Office 490.00 prof fees; Cole Papers 516.10 supplies; Connecting Point 860.90 prof fees/ supplies; Darrington Water 32.25 supplies; DCM Hospital 950.00 prof fees; Department of Health 80.00 prof fees; Douglas Electric 468.36 utilities; Krull's Market 49.94 supplies; Microfilm Imaging Systems 322.50 rental fees; Office Products Center 1340.91 supplies; Petty Cash 562.07 supplies; Quick Stop-Armour 75.42 fuel; Randall Community Water Dist. 138.00 utilities; SD BIT 52.75 utilities; Jerod Star 165.24 travel; Van Brother's Inc 255.00 utilities; Wilson's True Value 140.10 repairs.

ROAD AND BRIDGE FUND

Agland Coop 253.85 fuel; Armour City 62.00 utilities; Commercial Asphalt 1281591.80 overlay; Connecting Point 250.63 prof fees/ supplies; Douglas Electric Coop 48.00 utilities; Fousek Trucking 167.78 supplies; Kimball Midwest 308.72 supplies; Northwestern Energy 143.62 utilities; Avera Occupational Medicine 104.00 prof fees; Office Products Center 49.95 supplies; Two Way Solutions 150.00 supplies; Vogt's Repair 19.45 supplies; Wilson's True Value 30.96 supplies.

E911 FUND

Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND

Connecting Point 12.52 prof fees; Pat Harrington 81.25 supplies/ travel; Two Way Solutions 350.00 supplies.

ADJOURNMENT

At 12:34 p.m., a motion was made by Maas and seconded by Werkmeister to adjourn until the next meeting scheduled for Tuesday, September 5, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
September 5, 2023

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 8:30 a.m. on Tuesday September 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 Koedam and seconded by Maas to approve the minutes from the August 1st and 15th meetings. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion by Werkmeister and seconded by Koedam to enter executive session at 8:33 a.m. to discuss personnel matters with Barker present. All members voted in favor of this action; motion carried. At 8:56 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on her department. A motion was made by Werkmeister and seconded by Maas to hire Angela Magnuson as the fulltime Deputy Director of Equalization retroactive to August 24, 2023, at a rate of \$16.50 per hour with a review after the completion of a sixth month probation. All members voted in favor of this action; motion carried.

HIGHWAY

Bob Reinfeld, Highway Superintendent, met with the Board to update them on his department. Reinfeld presented an application submitted by Golden West Telecommunications. Motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the Application of Occupancy on the Right of Way of County Highways on County Road 381st Avenue located in Section 6, T99N, R65W. All members voted in favor of this action; motion carried. The options of buying out current leases on motor graders or leasing new was discussed with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session with Reinfeld and Barker present at 9:40 a.m. to discuss a personnel matter. At 9:50 a.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to raise Dave Abbott's wage to \$19.50 per hour upon completion of his sixth month probation, to be reflected on September payroll. All members voted in favor of this action; motion carried.

DOUGLAS COUNTY AMBULANCE

Shelly Menning, Corsica EMT, met with the Board to update them on her findings regarding the Stryker Warranty plans. No action was taken at this time.

2024 PROVISIONAL BUDGET

As advertised, the Commissioners reviewed the 2024 Provisional Budget. No one from the public was present. A motion was made by Star and seconded by Werkmeister to approve the 2024 Provisional Budget as published. All present voted in favor of this action; motion carried. Any necessary changes will be made before adoption of the Annual Budget at the September 19th meeting.

BID LETTING

At the advertised time of 10:30 a.m., the bid letting was held for the bathhouse at the Douglas County Recreation Area. Auditor Barker reported that no bids were received. A motion was made by Maas and seconded by Werkmeister to dispose of the bathhouse after no bids were received. The building must be removed before the campground closes for the season. All members voted in favor of this action; motion carried.

CORSICA LAKE PROPERTY

Jordan Reimnitz and John Reimnitz met with the Board to discuss the land surrounding Corsica Lake and the easements held by the County. Jessica Goehring, Director of Equalization, and Craig Parkhurst, States Attorney, were also present. Discussion was held with no action was taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 11:53 a.m. with Parkhurst and Barker present to discuss potential litigation. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:20 p.m. with no action taken.

SHERIFF'S OFFICE

Chris Lau, Sheriff, and Deputy Palmquist and Deputy Knodel met with the Board to review their wages. Discussion was held. Sheriff Lau asked to attend two meetings pertaining to her office. A motion was made by Star and seconded by Maas authorizing Sheriff Lau to attend the South Dakota Peace Officers Association Meeting and the South Dakota Sheriff's Association Conference. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 1:13 p.m., a motion was made by Werkmeister and seconded by Maas to enter executive session with Barker present to discuss personnel matters. At 1:45 p.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Maas and seconded by Werkmeister to increase the Sheriff's wage by \$3.00 per hour and the Sheriff's Deputies wages by \$2.00 per hour effective with September payroll. Discussion was held. All members voted in favor of this action; motion carried. Further discussion on all employee wages will be held at the next meeting.

AUDITOR'S OFFICE

Phyllis Barker, Auditor, presented information to the Board regarding tax deed properties recently taken by the County in Delmont. Discussion was held.

Barker informed the Board that Douglas County Electric would like to apply for BRIC grant funding and will need the County to be the passthrough agency for the funds to be received. A motion was made by Maas and seconded by Star authorizing the Chairperson to sign a letter authorizing Douglas County Electric to apply for funding through the County for FY2023. All members voted in favor of this action; motion carried.

A list of surplus items was presented to the Board. A motion was made by Star and seconded by Werkmeister to surplus the items to be destroyed or sold. A complete listing of these items is on file in the Auditor's Office. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

August Payroll: Commissioners 4498.73 Auditor 9115.61 Treasurer 10,462.27 States Attorney 6172.71 Courthouse Janitor 5958.27 Equalization 7137.46 Register of Deeds 7529.41 Veterans Service Officer 1028.45 Sheriff 17,986.71 Coroner 0.00 Welfare 156.31 Ambulance 3273.17 Extension 4764.11 Weed & Pest 542.59 Fair board 0.00 Drainage 364.70 Planning and Zoning 374.66 Park 1187.68 Reliance Standard Life Insurance 577.66 605 Building Supply 1126.16 supplies; Agland Coop 35.00 repairs; Armour Chronicle 1563.40 publishing; Armour City 212.00 utilities; Armour Dray 55.00 utilities; Cardmember Services 350.56 supplies/ equip; Connecting Point 10,686.88 prof fees/ software; Corsica Globe 1610.15 publishing; Corsica Hardware 305.93 supplies; Douglas County Conservation District 438.75 repairs; AT&T Mobility 426.60 utilities; Golden West 446.98 utilities; Bradley Kerner 797.90 CAA fees; Microfilm Imaging Systems 1042.50 rental fees; Northwestern Energy 1630.43 utilities; Office Products Center 476.37 supplies; Randall Community Water District 114.80 utilities; Select Service Center 413.78 repairs; U.S Bank Voyager 1268.89 fuel.

ROAD AND BRIDGE FUND

August Payroll: 29,337.32; Armour City 62.00 utilities; Armour Dray 35.00 utilities; C&B Operations 87.65 supplies; Connecting Point 1413.12 prof fees/ software; Jacob Horstman 14.99 clothing allowance; SD DOT 1013.51 prof fees; SD Public Assurance Alliance 599.18 insurance; U.S Bank Voyager 398.04 fuel; Wilson's True Value 39.85 supplies.

E911 FUND

August Payroll: 26.72; Golden West 200.00 E911 System; Midstate Communications 440.11 E911 System.

EMERGENCY MANAGEMENT FUND

August Payroll: 2074.55; Motorola Solutions Inc. 524.99 equip.

24/7 FUND

The Appliance Center 149.95 supplies.

HIGHWAY RURAL INFRASTRUCTURE FUND

True North Steel 47,330.84 supplies.

ADJOURNMENT

At 2:14 p.m. a motion was made by Star and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on September 19, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioners Meeting Minutes
September 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, September 19, 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 Star and seconded by Werkmeister to adopt the amended agenda. All members voted in favor of this action; motion carried.

COMMISSIONER COMMENT

Commissioner Koedam informed the board that the new Weed and Pest spray truck is completed and ready for use. The option of spraying for Townships within the county was discussed for 2024 with no action taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to discuss his department. Chairperson Sparks relayed a question she received regarding the easements surrounding the bridge project east of Armour. Reinfeld provided a copy of the easements given. Discussion was held. Gravel crushing was discussed with no action needed at this time. Reinfeld attended a striping meeting held in Minnehaha County. Currently, the County uses a company out of Iowa to stripe newly paved roads, Minnehaha County would like to begin striping for all smaller surrounding counties. No action taken at this time. Grader options were discussed again with no action taken.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board to discuss her 2024 budget. Discussion was held regarding the Modernization and Preservation Fund and rental agreements for Register of Deeds software and equipment. No action was taken at this time.

BUILDING MAINTENANCE

A quote from ProSeal Inc. was reviewed by the Board for crack sealing of the Courthouse parking lot and the 4-H grounds parking lot. Discussion was held. A motion was made by Star and seconded by Maas to approve the quote from ProSeal Inc. for a total of \$16,673.66 for crack sealing of both parking lots. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Sheriff Lau met with the Board via conference call. There is a FBI CJIS class October 3rd, that Roxane Wentz, Sheriff's Secretary, will need to attend. A motion was made by Star and seconded by Werkmeister to approve Roxane Wentz to attend the one-day class. All members voted in favor of this action; motion carried. Sheriff Lau informed the Board that she was appointed as the Vice President of the Peace Officers Association. The Board congratulated Lau on this appointment. Sheriff Lau also expressed a need for more clerical help in her office.

EXECUTIVE SESSION

At 10:45 a.m., a motion was made by Koedam and seconded by Maas to enter executive session with Barker present to discuss personnel. All present voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:02 a.m. with the following action taken:

A motion was made by Koedam and seconded by Maas authorizing the Sheriff's Office to expand the current clerical help to a maximum of 16 hours per week. All members voted in favor of this action; motion carried.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to update them on her department. Klein would like to have a float in the Armour Homecoming parade on October 6th. The Board approved of the 4-H Department having a float in the Armour Homecoming parade. Klein informed the Commission that the Fair Board has raised the rental rates for camper and boat storage as follows: 29 feet and under will be \$150 for the season and anything over 29 feet will be \$200 per season.

WEED AND PEST

Kim Klein, Weed and Pest Secretary, relayed that the Weed and Pest Board would like to start spraying weeds for townships within the County. Rates and budget were discussed with no action taken at this time.

EXECUTIVE SESSION

At 11:37 a.m., a motion was made by Maas and seconded by Koedam to enter executive session to discuss personnel with Barker present. All members voted in favor of this action; motion carried. At 12:45 p.m. Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Koedam and seconded by Maas to increase employee wages effective with October payroll as agreed upon by the commissioners and listed below. Discussion was held with Commissioner Star abstaining from discussion and voting on the Auditor's wages. This motion is in lieu of raises for 2024, historically given in January. All members voted in favor of this action; motion carried.

The Commissioners would like to meet with all county employees regarding wages and expectations of county offices before the next commissioners meeting.

WAGES EFFECTIVE SEPTEMBER 26, 2023

COMMISSIONERS:

Marlin Maas	District #1	\$12,000.00 per year
Jerod Star	District #2	\$12,000.00 per year
Lori Sparks (Chair)	District #3	\$15,000.00 per year
Jim Werkmeister	District #4	\$12,000.00 per year
Dan Koedam	District #5	\$12,000.00 per year
Phyllis Barker	Commission Assistant	\$3,500.00 per year

ELECTED OFFICIALS:

Christine Lau	Sheriff	\$62,000.00 per year
Craig Parkhurst	States Attorney	\$54,000.00 per year
Phyllis Barker	Auditor	\$58,000.00 per year
Julie Brenner	Treasurer	\$54,000.00 per year
Kim Huebner	Register of Deeds	\$54,000.00 per year

AUDITOR OFFICE:

Melissa Bowers	Deputy Auditor	\$17.50 per hour
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DIRECTOR OF EQUALIZATION OFFICE:

Jessica Goehring	Director	\$54,000.00 per year
Angela Magnuson	Deputy Director	\$16.50 per hour

DRAINAGE:

Phyllis Barker	Administrator	\$3,500.00 per year
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EMERGENCY/DISASTER OFFICE:

Pat Harrington	Director	\$25,000.00 per year
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4-H/ XTENSION/WEED AND PEST OFFICE:

Kimberly Klein 4-H Director/ W&P Sec.		\$46,000.00 per year
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HIGHWAY DEPARTMENT:

Robert Reinfeld	Superintendent	\$56,000.00 per year
Steven L. Harrington	Shop Foreman	\$26.38 per hour
Terry Van Zee	Maintenance	\$25.22 per hour
Jacob Horstman	Maintenance	\$22.56 per hour
David Abbott	Maintenance	\$23.50 per hour
Callie Nichols	Office Manager	\$19.00 per hour

PARK DEPARTMENT:

Park Caretaker	Care Taker	\$4,200.00 per season
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WEED AND PEST DEPARTMENT:

Jefferson Grosz	Supervisor	\$30.00 per hour
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PLANNING AND ZONING / E-911:

Jessica Goehring	E-911 addressing	\$250.00 per year
Jessica Goehring	Zoning Administrator	\$3,500.00 per year
Phyllis Barker	Recording Secretary	\$750.00 per year

REGISTER OF DEEDS OFFICE:

Roxane Wentz	Deputy	\$19.00 per hour
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TREASURERS OFFICE:

Carolyn Lau	Deputy	\$19.50 per hour
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CORONER CALLS:

Dustin Palmquist	Coroner	\$100.00 per call
Deputies	Deputy Coroner	\$100.00 per call

PROPERTY MAINTENANCE:

John L. Engelland	Custodian	\$54,000.00 per year
As Needed (Sick Leave/Vacation)	Custodial	\$16.38 per hour

SHERIFF DEPARTMENT:

Dustin Palmquist	Deputy	\$54,000.00 per year
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Josh Knodel	Deputy	\$52,000.00 per year
New Hire	Deputy	\$46,000.00 per year
Certified Deputies	As Needed	\$24.00 per hour
Roxane Wentz	Clerical	\$19.00 per hour
OFFICES NEEDING EXTRA CLERKS:		
Clerks	As Needed	Wage Negotiable
Kathy Lau	As Needed	\$16.38 per hour
VETERANS SERVICE OFFICE:		
Jay Vanden Hoek	Service Officer	\$12,000.00 per year
WELFARE OFFICIAL		
Phyllis Barker	Director	\$1,500.00 per year

2024 ANNUAL BUDGET

A motion was made by Maas and seconded by Werkmeister to accept the changes to the 2024 Budget and to adopt the following resolution. The 2024 Annual Budget will be printed separately from these minutes, in its entirety. All members voted in favor of this action; motion carried.

RESOLUTION 2023-09
ADOPTION OF THE ANNUAL BUDGET

WHEREAS, (7-21-5 THRU 13) SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all the institutions and agencies for such fiscal year and,

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto,

NOW THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATION AND EXPENDITURES FOR Douglas County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2024 and ending December 31, 2024 and the same is hereby approved and adopted by the Board of County Commissioners of Douglas County, South Dakota, this the 19th day of September, 2023. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Douglas County, South Dakota. The accompanying taxes are levied by Douglas County for the year January 1, 2024 through December 31, 2024.

GENERAL FUND: \$2,017,368.00 at 2.989 per \$1,000 of Valuation.

ROAD AND BRIDGE FUND: \$654,643.00 at 0.970 per \$1,000 of Valuation.

Total taxes Levied by County: \$2,672,011.00 at 3.959 per \$1,000 of Valuation.

BOARD OF COUNTY COMMISSIONERS
Douglas County, South Dakota
Lori Sparks, Chairperson
Jerod Star, Commissioner
Daniel Koedam, Commissioner
Jim Werkmeister, Commissioner
Marlin Maas, Commissioner

ATTEST: _____
Phyllis Barker, County Auditor

CORRESPONDENCE

A letter from Kone Elevators was read stating that an increase of 14% will be implemented as of October 1, 2023 for all services provided to maintain the elevator.

A letter from Santel Communications was read informing the Board that beginning in October, the County will be charged a flat rate of \$30.00 per month for 911 Services through the company.

A letter from Maynard Bietz was read regarding the appearance of the Town of Delmont. The Board instructed the Auditor to let Mr. Beitz know that Delmont is not within the jurisdiction of the County ordinances and to forward the letter on to the Town of Delmont.

FEES REPORT:

Clerk of Courts Fees (August): \$929.00

Register of Deeds Fees (July 2nd deposit): \$2,616.00

Register of Deeds Fees (August): \$1,487.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: August 2023

Checking Accounts	\$55,406.40
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$11,543.38
Savings Accounts.....	\$2,731,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,198,849.58

FUND BALANCE

General Fund	\$2,435,540.68
Special Revenue Funds	\$570,337.39
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$192,971.51
Total	\$3,198,849.58

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 255.07 fuel/repairs; Armour Dray 110.00 utilities; Phyllis Barker 169.22 travel; Bob's Farm Service 100.00 maint.; Julie Brenner 210.94 travel; Buhl's Dry Cleaners 184.00 maint.; Charles Mix Co. Sheriff's Office 210.00 jail fees; Connecting Point 209.90 prof fees; Darrington Water 178.70 supplies; John Engelland 121.76 supply reimbursement; Jack's Uniforms 146.94 clothing allowance; Dan Koedam 143.21 travel; Marlin Maas 396.68 travel; Office Products Center 556.45 supplies; SD Dept. of Health 40.00 prof fees; SD Sheriff's Association 121.05 conference; Lori Sparks 169.22 travel; Jerod Star 56.00 travel; TEAM Laboratories 616.76 supplies; Two Way Solutions 150.00 prof fees; Van Brothers Inc. 230.00 utilities; Vogt's Repair 41.40 repairs; Jim Werkmeister 141.22 travel; Wilson's True Value 134.46 repairs/supplies.

ROAD AND BRIDGE FUND

Agland Coop 7791.56 fuel; Armour Dray 35.00 utilities; Avera Occupational Medicine 105.00 prof fees; Connecting Point 33.63 prof fees; Douglas Electric 47.72 utilities; Northwestern Energy 136.24 utilities; Platte Enterprise 224.00 publishing; Vogt's Repair 3.85 supplies.

EMERGENCY MANAGEMENT FUND

Connecting Point 12.52 prof fees; Pat Harrington 613.93 travel; Midwest Card & ID Solutions 750.00 prof fees; Two Way Solutions 1381.99 prof fees.

ADJOURNMENT

At 1:04 p.m. a motion was made by Star and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on *Thursday, October 5, 2023*. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

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 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

Douglas County Commissioner Minutes
October 17, 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, October 17, 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 Werkmeister to adopt the amended agenda. All members voted in favor of this action; motion carried.

The Netherlands Christian Reform School speech class was present with their teacher, Mr. Vanden Berg, to observe the formal processes of a governmental board meeting. Students present were Bradley Slingerland, Riley Blom, Jessa Rus, Andrea Vanden Berg, Claire Koedam, Megan Ymker, Heidi Koedam, and Janna Ymker.

FORMAL BUDGET SUPPLEMENT

Auditor Barker presented a formal budget supplement to be published. A motion was made by Star and seconded by Maas to authorize the Auditor to publish a Notice of Hearing to be held on November 7th, 2023, to consider a supplement to the Road and Bridge Fund, E911 Fund, Domestic Abuse Fund, and the Highway Rural Access Fund for 2023. All members voted in favor of this action; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

Auditor Barker explained that the County had received funds for Douglas Electric for a BRIC grant they applied for. An Automatic Budget Supplement is needed to transfer the funds to Douglas Electric. Therefore, 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; Grants to Other Entities: 101-712-455: \$21,360.20

Means of Finance: General Fund; Federal Grants 101-0-331.80: \$21,360.20

COMMUNITY HEALTH CONTRACT

A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the FY 2024 Contract Agreement between the State of SD, Douglas County Memorial Hospital, and the County for Public Health Services. All members voted in favor of this action; motion carried.

HEALTH INSURANCE

Craig and Diane Krsnak, Douglas County Insurance, met with the Board to present the 2024 Health Insurance Renewal with a 4.77% increase in premiums from last year. Discussion was held with no action taken at this time.

SDSU EXTENSION

Oakley Perry and Hilary Risner of the SDSU 4-H Office met with the Board to update them on happenings within the SDSU Extension Office. Risner will now be providing direct support for Douglas County along with five other 'Option Z Counties'. Discussion was held on how to better promote 4-H within Douglas County and other topics. No action was needed.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to discuss his department. Joe Brenner, Chuck Greenaway, Gary Laib, Brett Kaufman, Jr. Laib, and Tad Kaufman were present to discuss gravel road conditions and inquire about a haul road agreement. Discussion was held. Concerned citizens exited the meeting at 10:35 a.m. Discussion continued with Reinfeld. Callie Nichols, Highway Office Manager, presented a gravel update. The Board authorized Reinfeld to hire additional part-time help to haul gravel, or contract with someone to haul gravel. No formal action was taken at this time.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board on her department. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session with Huebner present at 10:40 a.m. 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 10:49 a.m. with no action taken.

AMBULANCE

Nicole Neugebauer, EMS Director, met with the Board to provide an update on the Armour Ambulance. Discussion was held with no action taken.

SHERIFF

No one from the Sheriff’s Department was available to provide an update. Chairperson Sparks relayed some information on behalf of Sheriff Lau. Discussion was held with no action taken at this time.

TREASURER’S OFFICE

Carolyn Lau, Deputy Treasurer, met with the Board to discuss her future as Treasurer effective December 26th. Discussion was held regarding hiring of a Deputy Treasurer and wages. A motion was made Star and seconded by Werkmeister authorizing the Treasurer’s Office to advertise for a full-time Deputy Treasurer. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Star to enter executive session at 12:08 p.m.to discuss a personnel matter with Barker present. All members voted in favor if this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:25 p.m. with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to set the wage for Carolyn Lau, effective December 26, 2023, to \$50,000.00 annually; and to hire Julie Brenner as Deputy Treasurer, only in the absence of the Treasurer, not to exceed 20 hours per week at a rate of \$25.00 per hour. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Star to raise Kathy Lau’s rate of pay to \$18.00 per hour for filling in for the Auditor and Treasurers offices as needed. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Werkmeister to add “Commissioner Assistant” to the Auditor’s duties at an additional rate of \$3,500.00 annually, retroactive to September 26, 2023. With Star abstaining, all other members voted in favor this action; motion carried.

DIRECTOR OF EQUALIZATION

Motion was made by Star and seconded by Koedam to add the Director of Equalization to the Comp Time Policy adopted on August 1, 2023. All members voted in favor of this action; motion carried.

FEES REPORT

Clerk of Courts Fees (September): \$1148.00
Register of Deeds Fees (September): \$870.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: September 2023

Checking Accounts	\$4827.46
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$18,931.68
Savings Accounts.....	\$2,674,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,098,659.14

FUND BALANCE

General Fund	\$2,369,351.67
Special Revenue Funds	\$514,661.77
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$214,645.70
Total	\$3,098,659.14

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Apparel Worx 59.96 uniform allowance; Applied Concepts Inc. 207.00 repairs; Randy Baan Hofman 500.00 repairs; Corsica Travel Plaza 113.94 travel; Darrington Water 32.25 supplies; Department of Health 290.00 prof fees; Kone Inc. 959.88 repairs; Krull’s Market 45.15 supplies; Lyle Signs 47.79 supplies; Mitchell Republic 148.00 publishing; Northern Plains Appraisal 24.00 conference; Office Products Center 1708.96 supplies/ Equip; Craig Parkhurst 356.05 supply reimb; SDACC 634.00 CLERP; Andrea Wright 75.17 supply reimb.

ROAD AND BRIDGE FUND

Dakota Sales and Rental 303.05 rental fees; Fousek Truck Services 20.40 supplies; Kimball Midwest 203.18 supplies; Northwestern Energy 134.12 utilities; Office Products Center 27.24 supplies; SD LTAP 225.00 travel; Vogt's Repair 75.90 supplies.

ADJOURNMENT

At 12:46 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 November 7, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

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/ Boechk 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

Mehlhaff 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

Douglas County Commissioner Meeting Minutes
November 21, 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 21, 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 Werkmeister and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF THE MINUTES

A motion was made by Koedam and seconded by Star to approve the minutes from the October 3rd and 17th meeting minutes. All members voted in favor of this action; motion carried.

SHERIFF'S OFFICE

Sheriff Lau met with the Board briefly to present the Prisoner Housing Agreements with Davison and Charles Mix Counties for 2024. Davison County rate increased to \$105.00 per day and Charles Mix County increased to \$90.00 per day. A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the Prisoner Housing Agreements for 2024. All members voted in favor of this action; motion carried.

Sheriff Lau presented the Armour City Contract for Law Enforcement Services Agreement for 2024. Lau stated that the rate increased by 3%, for a total of \$58,916.00 for 2024. A motion was made by Maas and seconded by Werkmeister authorizing the Chairperson to sign the 2024 contract with the City of Armour. All members voted in favor of this action; motion carried.

GARDEN VALLEY DRAINAGE DITCH

The Board discussed the process of cleaning out the Garden Valley Ditch. States Attorney Parkhurst will be contacted to draw up easements for the County to proceed with cleaning out the East end of the ditch. No action was taken at this time.

DRAINAGE

A motion was made by Star and seconded by Koedam to recess as a Board of County Commissioners and convene as the Douglas County Drainage Board. All members voted in favor of this action; motion carried.

Three drainage permits were reviewed by the Board. Discussion was held. The Drainage Administrator was instructed to send a letter to the applicant. No formal action was taken at this time.

A motion was made by Koedam and seconded by Werkmeister to adjourn as the Douglas County Drainage Board and reconvene as the Board of County Commissioners. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made at 10:45 a.m. to enter executive session with Auditor Barker and States Attorney Parkhurst present to discuss a potential litigation matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:55 a.m. with no action taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, met with the Board to discuss his department.

GRAVEL BID LETTING

At the advertised time, the following bids were reviewed for gravel crushing in the SW4 of Section 31, T101N, R65W (Center Township), Aurora County, South Dakota.

Pro Crush LLC, 27940 422nd Ave, Olivet, SD 57052: \$3.50 per ton for 50,000 tons.

Dixie Veurink Tucking, 3020 South Ohlman, Mitchell, SD 57301: \$5.20 per ton for 50,000 tons. (With bid modifications noted).

A motion was made by Star and seconded by Maas to accept the low bid from Pro Crush LLC. at a rate of \$3.50 per ton, contingent upon receipt of the signed contract, contractor bid and proof of liability insurance within twenty (20) days. All members voted in favor of this action; motion carried.

An approach permit submitted by Jennifer McGrath, 17125 SD 123rd Ave, Tigard, OR, 97224 (Owner) was reviewed by the Board for installation of a field approach in the SW4 of Section 16-100-63. Upon recommendation of the Highway Superintendent, a motion was made by Maas and seconded by Koedam to approve the application. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session at 11:26 a.m. with Barker and Reinfeld present to discuss a personnel matter. All present voted in favor of this action; motion carried. At 11:30 a.m. Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Maas and seconded by Werkmeister to accept the verbal resignation given by Bob Reinfeld as Highway Superintendent, effective December 31, 2023. Reinfeld will remain employed with the County as a Highway Maintenance Employee. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Werkmeister authorizing the advertisement for a full-time Highway Superintendent effective immediately. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session at 11:34 a.m. to discuss a personnel matter with Barker present. All members voted in favor of this action; motion carried. At 11:49 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

At 11:50 a.m., the Board recessed for lunch. At 12:54 p.m., the Board reconvened.

HEALTH INSURANCE

Phyllis Barker, Auditor, provided the Commissioners with the results from the County employee vote regarding health insurance. The employees chose to stay with Wellmark Blue Cross Blue Shield as opposed to moving to Health Partners network. Discussion was held.

A motion was made by Koedam and seconded by Maas to renew the Wellmark Blue Cross Blue Shield CompleteBlue 4000 plan and the myBlue HDHP Silver Plan for 2024 and to complete an Agent of Record Transfer Request to change the Health Insurance Agent for the County to Farm Bureau Financial Services of Corsica. All members voted in favor of this action; motion carried.

OTHER BUSINESS

Auditor Barker presented a Sick Leave Transfer form for the Board's review. A motion was made by Maas and seconded by Star to approve the transfer of donated sick leave. All members voted in favor of the action; motion carried.

Barker presented an email from NACO (the National Association of County Officials) requesting an allotment of the County's LACTF dollars previously received, to help fund the National Center for Public Lands. Discussion was held, resulting in the Board denying the request as the LACTF guidelines state that the funds may not be used for lobbying purposes. No formal action was taken.

Auditor Barker presented an email from Governor Noem regarding holiday leave for Thanksgiving and Christmas. Discussion was held with no action taken; therefore, the Douglas County Courthouse will remain open on December 26th for regular business hours.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 1:16 p.m. to discuss a personnel matter with Barker present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 1:23 p.m. with no action necessary.

FEES REPORT

Clerk of Courts fees (October 2023): \$2,850.50

Register of Deeds fees (October 2023): \$1261.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: October 2023

Checking Accounts	\$4,403.31
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$534,439.16
Savings Accounts.....	\$4,795,000.00
Certificate of Deposits	\$400,000.00
Total	\$5,734,742.47

FUND BALANCE

General Fund	\$2,950,719.10
Special Revenue Funds	\$828,580.72
Tax Increment District Fund.....	\$14,878.81
Trust and Agency Funds	\$1,940,563.84
Total	\$5,734,742.47

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Dray 55.00 utilities; Wendy Barse 300.00 continuing Ed; Charles Mix Co. Sheriff's Office 210.00 jail fees; Convergint Technologies 309.41 prof fees; Corsica Ambulance 1036.22 supplies; Dean's Auto Body 96.00 repairs; Dept. of Animal Sciences 14.50 supplies; Fousek Trucking Services 244.59 repairs; Jessica Goehring 347.55 travel; Lashell Menning 300.00 Continuing Ed; Microfilm Imaging Systems 1744.50 minor equip.; Northwestern Energy 1850.12 utilities; Office Products Center 667.16 supplies; Craig Parkhurst 148.7 supply reimb.; SDAAO 75.00 dues; SDACO 762.11 dues; State 4-H Office 10.00 prof fees; TEAM Laboratory Chemical 896.76 supplies; Tessier's Inc. 1942.98 repairs; Two-Way Solutions 255.99 repairs; Eric VandenHoek 100.00 supply reimb.; Vogt's repair 260.57 repairs.

ROAD AND BRIDGE FUND

Agland Coop 413.85 supplies; Best Western Plus Ramkota 299.98 travel; Corsica Hardware 22.96 supplies; Deere Credit Inc. 244,590.00 lease buyout; Econo Signs 2610.10 repairs; Fousek Trucking Service 46.05 repairs/ supplies; Northwestern Energy 162.37 utilities; Randall Community Water Dist. 21,703.68 bridge replacement; RDO Equipment 681.36 supplies.

HIGHWAY RURAL INFRASTRUCTURE FUND

Villmow Dirt Works 18,450.00 supplies.

ADJOURNMENT

At 1:37 p.m., a motion was made by Werkmeister, seconded by Koedam to adjourn until 9:00 a.m. on Tuesday, December 5, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
December 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 Tuesday, December 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 Koedam and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

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

PUBLIC COMMENT

Gary Laib, County resident, was present to thank the Board and the Highway Department for getting gravel put down on the county roads.

Lisa Van Everdingen, County resident, would like the county to put up a snow fence on 280th Street North of the cemetery in Armour. Different options were discussed with no action taken at this time.

HIGHWAY DEPARTMENT

Bob Reinfeld, Highway Superintendent, was present to provide an update on his department. Chuck Greenaway, County Resident, met with the Board to discuss the dirt that was piled during the installation of the new bridge. He would like to use the dirt. Reinfeld stated that the dirt is the property of the contractor, and that the contractor gave the pile to another landowner. Discussion was also held regarding an approach and ditch repair under a culvert; no action taken at this time.

A motion was made by Star and seconded by Maas to introduce the following resolution:

RESOLUTION #2023-10
BRIDGE IMPROVEMENT GRANT PROGRAM
RESOLUTION AUTHORIZING SUBMISSION OF APPLICATIONS

WHEREAS, Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

Structure Number 22-188-160. Located 8.2 Miles West of Delmont, SD on 284th St.

And WHEREAS, Douglas County certifies that the project is listed on the County's Five-Year Highway and Bridge Plan;

And WHEREAS, Douglas County agrees to pay the 20% match on the Bridge Improvement Grant Funds;

And WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant Application and any required funding commitments.

NOW THEREFORE BE IT RESOLVED:

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Voting "aye": Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none. Motion carried.

Dated at Armour, SD, this 5th day of December 2023.

Signed: _____
Lori Sparks, Chairperson

Attest: _____
Phyllis Barker, County Auditor

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to update them on her department. Goehring spoke with Planning and Development District III regarding the Planning and Zoning Ordinance and received definitions to add to the book. A Planning and Zoning meeting will be scheduled for January.

Goehring discussed the tax split process. Goehring would like additional compensation for doing the tax splits for the public as there are more coming in and they are tedious. Discussion was held. A motion was made by Star and seconded by Koedam to enter executive session with Barker and Goehring present at 9:46 a.m. to discuss a personnel matter. Chairperson Sparks declared the meeting back to open session at 9:57 a.m. with no action taken at this time.

TREASURERS OFFICE

Carolyn Lau, Deputy Treasurer, met with the Board briefly. A motion was made by Maas and seconded by Star to enter executive session at 10:02 a.m. to discuss a personnel matter with Lau present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:15 a.m. with the following action taken:

A motion was made by Star and seconded by Maas to hire Roxanne Steburg as full time Deputy Treasurer at a rate of \$17.50, contingent upon Steburg's acceptance. All members voted in favor of this action; motion carried.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to provide an update on his department. Harrington discussed the SD511 app, the Local Emergency Operations Plan being updated and other topics regarding his department. No action was necessary at this time. Commissioner Star exited the meeting at 10:45 a.m.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, introduced Deputy Phillip Lane, to the Board. Lane started on December 1st and will be shadowing the other deputies throughout his introductory probation. Other items were discussed with no action needed at this time.

SDSU MEMORANDUM OF UNDERSTANDING

Auditor Barker presented the Memorandum of Understanding for 2024 from SDSU. Discussion was held. A motion was made by Maas and seconded by Werkmeister authorizing the Chairperson to sign the Memorandum of Understanding between SDSU and Douglas County for 2024. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session at 11:18 a.m. with Barker present to discuss a personnel matter. All present voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:32 a.m. with no action taken at this time.

OLD BUSINESS

Clean out of Garden Valley Ditch was discussed. Auditor Barker will send information to States Attorney Parkhurst to draft agreements with landowners. No action was taken at this time. Auditor Barker presented a quote from HireClick for advertisement of job postings. Discussion was held with no action taken.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

November Payroll + Longevity: Commissioners 6063.92 Auditor 10,433.45 Treasurer 13,203.17 States Attorney 7620.27 Courthouse Janitor 7655.59 Equalization 10,604.44 Register of Deeds 9561.68 Veterans Service Officer 1106.50 Sheriff 25,124.11 Coroner 0.00 Welfare 153.88 Ambulance 2994.95 Extension 4385.03 Weed & Pest 1842.31 Fair board 310.94 Drainage 359.21 Planning and Zoning 447.20 Park 0.00 Reliance Standard Life Insurance 572.11 Agland Co-op 3478.09 fuel/repairs; The Appliance Center 19.95 supplies; Armour Chronicle 478.94 publishing; Armour City 142.00 utilities; Phyllis Barker 75.00 reimb.; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 338.53 prof fees/ supplies; Cole Papers Inc. 442.74 supplies; Corsica Globe 521.44 publishing; Dailey Law Prof. LLC 2295.70 CAA fees; Douglas Electric 72.78 utilities; AT&T Mobility 431.16 utilities; Keith Goehring 1529.61 CAA fees; Goldenwest 695.94 utilities; Jack's Uniforms & Equipment 227.84 uniforms; Steve Johnson 300.00 maint; McLeod's Office Supplies 96.72 supplies; Microfilm Imaging Systems 100.00 rental fees; Nicole Neugebauer 1150.13 equip reimb.; Office Products Center 139.89 supplies; Parkston Advance 45.00 publishing; Randall Community Water Dist. 82.90 utilities; SD Association of Weed and Pest 75.00 dues; USPS 1188.00 supplies; Vogt's Repair 58.77 repairs; U.S Bank Voyager 1045.84 fuel; Wilson's True Value 53.79 supplies.

ROAD AND BRIDGE FUND

November Payroll + Longevity: 35,580.70; Agland Co-op 3520.00 diesel fuel; Armour Chronicle 176.10 publishing; Armour City 62.00 utilities; Corsica Globe 86.85 publishing; Goldenwest 922.46 utilities; Office Products Center 30.98 supplies; SD DOT 5072.46 bridge inspection; Terry VanZee 108.95 clothing allowance; U.S Bank 596.73 supplies; Weidenbach Concrete Works 2520.00 road repairs.

E911 FUND

November Payroll: 26.41; Goldenwest 200.00 E911 services; Santel Communications 30.00 E911 services.

EMERGENCY MANAGEMENT

November Payroll + Longevity: 2950.65.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

ADJOURNMENT

At 11:50 a.m. a motion was made by Koedam and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on December 19, 2023. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor

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

Douglas County Commissioner Meeting Minutes
December 28, 2023

PURSUANT TO ADJOURNMENT the Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 3:45 p.m. on Thursday, December 28, 2023. The members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. 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 Koedam to adopt the agenda. All members voted in favor of this action; Motion carried.

TAX SPLITS

Auditor Barker presented more information on the tax split process. Discussion was held. A motion was made by Star and seconded by Maas to charge the Director of Equalization's office with the duty of completing tax splits when requested by a Douglas County taxpayer. For this additional responsibility the Director of Equalization will be paid an additional \$2,500.00 annually effective January 2024. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session at 4:05 p.m. to discuss a personnel matter with Barker present. All members voted in favor of this action; motion carried. At 4:29 p.m., Chairperson Sparks declared the meeting back to open session with the following action taken:

A motion was made by Maas and seconded by Werkmeister to appoint Callie Nichols as the interim-Highway Superintendent with a wage increase of \$2.50 per hour, effective January 1, 2024, with the understanding that when a Highway Superintendent is hired, she will revert back to her previous wage. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Maas to set Robert Reinfeld's wage as Highway Maintenance employee at \$26.38 per hour effective January 1, 2024. All members voted in favor of this action; motion carried.

CONTINGENCY TRANSFER

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

RESOLUTION #2023-12
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:

101-211-422 (Sheriff Professional Fees) in the amount of \$2,065.00

101-615-425 (Weed and Pest Repairs and Maintenance) in the amount of \$325.00

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Apparel Worx 233.84 sheriff's clothing allowance; Armour Chronicle 1277.80 publishing; Blue Moon Bar & Grill 428.76 holiday luncheon; Connecting Point 69.38 prof fees; Corsica Globe 1049.71 publishing; AT&T Mobility 427.20 utilities; Pat Harrington 14.00 travel; Northwestern Energy 2255.24 utilities; Office Products Center 130.90 supplies; Craig Parkhurst 379.65 supply reimb; Philip Lane 235.00 clothing allowance; U.S Bank Voyager 798.76 fuel; Wunder Construction 4099.54 repairs

ROAD AND BRIDGE FUND

Agland Coop 345.00 supplies; Armour Chronicle 687.75 publishing; Connecting Point 11.56 prof fees; Econo Signs 3460.43 repairs; AT&T Mobility 427.20 utilities; SD Dept. of Transportation 1759.48 prof fees; David Vander Pol Construction 19,719.42 road repairs; U.S Bank Voyager 200.50 fuel

EMERGENCY MANAGEMENT FUND

Connecting Point 11.56 prof fees

RURAL HIGHWAY ACCESS FUND

Mehlhoff Trucking LLC. 1834.50 supplies

ADJOURNMENT

At 4:42 p.m., a motion was made by Maas seconded by Star to adjourn until 9:00 a.m. on Tuesday January 2, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor