

Douglas County Commissioner Meeting Minutes
February 6, 2024

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 6, 2024. 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.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to provide an update on her department. Klein informed the Board of upcoming trainings that she would like to attend. A motion was made by Koedam and seconded Star authorizing Klein to attend the SDAE4-HP Spring Professional Development Conference in Brookings March 12-14, 2024. All members voted in favor of this action motion carried.

A motion was made by Maas and seconded by Werkmeister authorizing Klein to attend the one-day 4-H Online and Fair Entry Training in Mitchell on April 8, 2024. All in favor, motion carried. Klein informed the Board that the Weed and Pest Board Annual meeting will be held on March 12th at 6:00 p.m. in the 4-H Building. No action was necessary.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on her department. Goehring discussed the Disabled Veteran tax exemption. Goehring informed the Board that her Deputy, Angela Magnuson, will start the certification process on March 1st after the completion of her sixth month probation. Magnuson will have 13 months to complete the courses and become certified. No action was necessary.

ABATEMENTS

Goehring presented two tax abatements for the commissioner's review.

A motion was made by Star and seconded by Werkmeister to approve the abatement #2023-2117 in the amount of \$2,844.02 for 2023 taxes payable 2024. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Koedam to deny abatement number #2023-1624 for 2023 taxes payable 2024. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Nichols presented an amendment sent by SD DOT to 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 Maas and seconded by Koedam authorizing the Chairperson and Auditor to sign the amended 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.

Nichols presented an Application for Occupancy on the Right of Way of County Highways submitted by Golden West Telecommunications for telecommunication facilities occupancy of County Road 280th St., Project #25388. A motion was made by Koedam seconded by Star to approve the

application and authorize the Chairperson to sign. All members voted in favor of this action; motion carried.

BID LETTING

At the advertised time of 10:00 a.m., the sealed bids for the 2024 County Highway Projects were opened and reviewed by the Board.

OVERLAY PROJECTS

1) Project #24-1 (24' wide, 2" overlay, approx. 8 miles) County Road 3-3, Located on County Road 402nd St. from 284th St. North to SD Hwy 44.

2) Project #24-2 (24' wide, 2" overlay, approx. ½ mile) County Road 500-2, Located on County Road 284th St. from 401st Ave. East to Raymond St.

Project #24-1 and #24-2

Commercial Asphalt 25254 413th Ave., Mitchell, SD 57301: \$95.00 per ton for a total cost of \$1,316,225.00 for both projects.

A motion was made by Maas and seconded by Koedam to accept the sole bid from Commercial Asphalt for Overlay Projects #24-1 and #24-2 for 2024. A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none. Motion carried.

STATES ATTORNEY

Craig Parkhurst, States Attorney, and Jessica Goehring, Director of Equalization, met with the Board. A motion was made by Star and seconded by Koedam to enter executive session at 10:28 a.m. to discuss potential litigation with Parkhurst, Goehring and Barker present. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:10 a.m. with no action taken at this time.

AUDITOR

Phyllis Barker, Auditor, met with the Board to update them on her department. Barker informed the Board of a Hands-On Election Training she would like to attend. A motion was made by Koedam and seconded by Maas authorizing the auditor to attend the Hands-On Election Training in Pierre, February 28-29, 2024. All members voted in favor of this action; motion carried.

Barker presented the commissioners with two computer quotes from RTI and an updated quote from Connecting Point for a new PC for the auditor's office. Discussion was held. A motion was made by Maas and seconded by Werkmeister to accept the 'option 2' quote from Riverside Technologies Inc. for a new HP 800 DM computer with dual monitors for a total of \$1,555.00, including remote services for computer set up. All members voted in favor of this action; motion carried.

Barker presented a quote from Office Products Center, Winner, SD for the purchase of two 5-drawer lateral file filing cabinets for the Auditor's Office. A motion was made by Werkmeister and seconded by Koedam authorizing the auditor to purchase two file cabinets from Office Products Center for \$1099.00 each. All members voted in favor of this action; motion carried.

SURPLUS- TAX DEED PROPERTIES

Auditor Barker presented ten tax deed properties for the Commissioner's review.

A motion was made by Koedam and seconded by Star to surplus the following properties taken by tax deed. All members voted in favor of this action; motion carried.

-Parcel #3125: Lot 6 Blk 2 Statlers Addition, City of Armour, Douglas County, South Dakota. Commonly known as 702 7th St., Armour, SD.

-Parcel #3590 Lots 3-4 BLK 3, Original Town of Delmont, Douglas County, South Dakota. Commonly known as 205 W. Depot St., Delmont, SD.

-Parcel #3698: W2 S2 (128' x 150') & (EX 100' x 150' NW Corner) Blk 18 Carl's Addition, City of Delmont, Douglas County, South Dakota. Commonly known as 306 S. Broadway St., Delmont, SD. -

Parcel #3703: W 170' of N2 (EX S 150') Blk 20 Carl's Addition, City of Delmont, Douglas County, South Dakota. Commonly known as 300 S. Williams St., Delmont, SD.

-Parcel #3705: N2 of Blk 20 lying E of W 170' Carl's Addition, City of Delmont, Douglas County, South Dakota.

-Parcel #3706: S2 of Blk 20 Carl's Addition, City of Delmont, Douglas County, South Dakota. Commonly known as 306 S. Williams St., Delmont, SD.

-Parcel #3233: Lot 1 & W2 Lot 2 Blk 3 Original Town of Corsica, Douglas County, South Dakota. Commonly known as 125 E. 5th St., Corsica, SD.

-Parcel #3461: 200' S of NW Corner (50' x 150') Lot 2 Blk Y Breukelman's Addition, City of Corsica, Douglas County, South Dakota. Commonly known as 420 N. Corse Avenue, Corsica, SD.

-Parcel #2446: Lots 13-14 Blk 12, 34, 100-65 Holland Township, Douglas County, South Dakota. Commonly known as 110 4th Street, Harrison, SD.

-Parcel #2447: Lots 15-16 & S2 Lot 17 Blk 12, 34, 100-65, Holland Township, Douglas County, South Dakota. Located in Harrison, SD.

A motion was made by Maas and seconded by Koedam to sell the above-mentioned properties by sheriff's auction on March 19, 2024, at 1:00 p.m. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 11:34 a.m., a motion was made by Star and seconded by Koedam to enter executive session 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 11:40 a.m. with the following action taken:

A motion was made by Maas and seconded by Werkmeister to increase Melissa Bowers' wage to \$19.50 per hour upon completion of her sixth month probation effective January 24, 2024. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

January Payroll: Commissioners 6305.95 Auditor 9,555.29 Treasurer 16,558.36 States Attorney 6,461.66 Courthouse Janitor 6,560.33 Equalization 9,145.29 Register of Deeds 9,092.85 Veterans Service Officer 1106.50 Sheriff 27,053.98 Coroner 0.00 Welfare 154.27 Ambulance 4,664.63 Extension 3812.82 Weed & Pest 1614.77 Fair board 406.38 Drainage 360.14 Planning and Zoning 898.57 Park 0.00 Reliance Standard Life Insurance 591.49

Ability Building Services 2500.00 budget allotment; Agland Coop 195.00 propane; Armour Chronicle 2235.54 publishing; City of Armour 142.50 utilities; Buhl's Dry Cleaners 184.00 supplies; C&B Operations 12.30 supplies; Charles Mix Co. Sheriff's Office 490.00 jail fees; Connecting Point 138.75 prof fees; Corsica Globe 1935.54 publishing; Douglas Co. Conservation District 11,000.00 budget allotment; Douglas Electric Coop 74.60 utilities; AT&T Mobility 427.30 utilities; Keith

Goehring 383.00 CAA Fees; Golden West 641.70 utilities; H&H Electric 376.02 repairs; Jack's Uniforms 183.84 uniforms; Kimberly Klein 19.72 supply reimb.; Kone Inc 959.88 repairs; Lewis & Clark BHS 6194.51 budget allotment; LifeQuest 3000.00 budget allotment; Microfilm Imaging Systems 100.00 rental fees; Gene Niehus 22.33 travel reimb.; Northwestern Energy 2654.68 utilities; Office Products Center 662.36 supplies; Randall Comm. Water Dist. 160.00 utilities; ROCS Senior Meals 1860.00 budget allotment; Safe Place of Eastern SD 1000.00 budget allotment; TEAM Laboratory 926.02 supplies; Tessiers Inc. 101.50 repairs; U.S Bank Voyager 1110.51 travel; Wilson's True Value 96.51 supplies.

ROAD AND BRIDGE FUND

January Payroll: 40,872.60; Agland Coop 8175.81 fuel; Armour Chronicle 340.56 publishing; City of Armour 63.00 utilities; C&B Operations 809.98 supplies; Connecting Point 46.25 prof fees; Doug's 193.95 repairs; Douglas Electric Coop 149.08 utilities; AT&T Mobility 80.08 utilities; Fousek Truck Service 80.92 supplies; Golden West 188.27 utilities; Newman Signs 412.45 supplies; Office Products Center 13.66 supplies; SD Dept. of Transportation 166,274.61 bridge replacement; Stan Houston 1711.03 supplies/ equip; Star Manufacturing Inc. 1482.00 prof fees; Vogt's Repair 101.62 supplies; U.S Bank Voyager 184.93 travel; Wilson's True Value 207.36 supplies.

E911 FUND

January Payroll: 26.64; Charles Mix County 25,967.52 E911 Services 3rd Qtr 2023 payment; Golden West 185.00 E911 Services; Midstate Communications 440.11 E911 Services.

EMERGENCY MANAGEMENT FUND

January Payroll: 2347.31; Two-Way Solutions 219.96 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 225.50 rental fees.

DOMESTIC ABUSE FUND

Safe Place of Eastern SD 480.00 marriage/divorce fees.

ADJOURNMENT

At 11:45 a.m. a motion was made by Star and seconded by Koedam to adjourn until the next meeting to be held at 9:00 a.m. on February 20, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor