

Douglas County Commissioner Meeting
August 20, 2024

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 8:30 a.m. on Tuesday, August 20, 2024. The 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 Werkmeister and seconded by Maas 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 of the minutes from the July 2nd and 16th meeting minutes. All members voted in favor of this action; motion carried.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board briefly to provide an update. Harrington stated that Douglas County received a Disaster Declaration from the State for the June flooding. This will allow for Public Assistance from FEMA for the County and Townships. Harrington has scheduled an applicant briefing with the State for September 4th to assist the county and townships in uploading information to the grant portal. No action was needed.

SHERIFFS DEPARTMENT

Sheriff Lau met with the Board to update them on her department. Lau presented a Law Enforcement Dispatch Agreement from Charles Mix County. The agreement will be renewed annually at a rate of \$1000.00 per deputy employed with the Douglas County Sheriff's Office. Discussion was held. A motion was made by Werkmeister and seconded by Maas authorizing the Chairperson to sign the agreement with Charles Mix County for Law Enforcement Dispatch. All present 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 9:54 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 10:04 a.m. with no action taken.

HIGHWAY DEPARTMENT

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Nichols presented two approach permits. A motion was made by Maas and seconded by Koedam to approve the approach permit submitted by Kent Spoelstra for the purpose of installing a new driveway approach on 273rd Street in New Holland. 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 Koedam and seconded by Werkmeister to approve the approach permit submitted by Cameron Kostal for the purpose of installing an approach on 383rd Ave North of 273rd St. in Harrison. 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 Koedam and seconded by Werkmeister to approve the Application for Occupancy of the Right-of-Way of County Highways submitted by Randall Community Water District (RCWD) to install a water line in sections 33 and 34 of T65N, R100W, contingent upon RCWD boring under the county roads and not trenching. All present voted in favor of this action; motion carried.

Chairperson Sparks reported that she and Nichols met with the SD DOT engineer that oversaw the bridge project east of Armour and did the final inspection to review Chuck Greenaway's concerns. It was determined that the fence was repaired per the easement and the approach was restored with a 4:1 slope as necessary. No action was needed.

COUNTY HEALTH NURSE

Cassandra Weatherford, County Health Nurse, met with the Board to update them on the County Health Office. Due to the state re-structuring the program, WIC services will no longer be provided by the County Health Nurse. Weatherford will now only be providing County Health services and WIC will be covered by the SD Department of Health. The contract for Community Health between DCMH, the State and the County was reviewed. The Board agreed to pay \$9,000.00 for FY2025 as budgeted in the 2025 provisional budget.

AUDITOR'S OFFICE

Auditor Barker explained that the Rural Access Infrastructure budget also needs a formal budget supplement, so the original notice was not published. Therefore, a motion was made by Koedam and seconded by Werkmeister to rescind the motion made on August 6, 2024. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Koedam to authorize the Auditor to publish a Notice of Hearing to be held on September 10, 2024, to consider a supplement to the E911 and Highway Rural Access budgets for 2024. All members voted in favor of this action; motion carried.

LIENS

Barker explained how county liens are handled in the Auditor's Office and the difficulty of getting liens paid back to the county once they have been applied. Barker informed the Board that currently, the county has over \$400,000 outstanding in liens. Therefore, Barker asked for Board approval to contract with a collection company to assist in recouping expenses and presented a proposal from Connecting Point for Lien Software. Discussion was held. A motion was made by Koedam and seconded by Werkmeister to accept the Lien Software proposal from Connecting point and to contract with AAA Collections to assist in collecting outstanding liens. All present voted in favor of this action; motion carried.

PLATS

A motion was made by Maas and seconded by Werkmeister authorizing the chairperson to sign the following plats. All members voted in favor of this action; motion carried.

Plat of Lots 1 and 2 of Tract B of Bower's Addition in the NE ¼ of Section 24, T98N, R64W of the 5th P.M., Chester Township, Douglas County

Plat of Lot 1 of Rus Addition in the NE ¼ of Section 23, T 100 N, R 65 W of the 5th P.M. in Holland Township, Douglas County, South Dakota

Survey Plat of Denning Tract 1 in the SE ¼ Section 32, T 100 N, R 64 W of the 5th P.M. in Walnut Grove Township, Douglas County, South Dakota

DRAINAGE

The Board discussed drainage fines for violations with no action taken at this time.

FEES REPORT

Register of Deeds Fees (July 2024): \$962.00

Clerk of Courts Fees (July 2024): \$5247.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: July 2024

Checking Accounts	\$5,144.21
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$25,888.85
Savings Accounts.....	\$3,872,900.00
Certificate of Deposits	\$400,000.00
Total	\$4,304,833.06

FUND BALANCE

General Fund	\$2,849,744.85
Special Revenue Funds	\$1,224,572.15
Tax Increment District Fund.....	\$0.00
Trust and Agency Funds	\$230,486.06
Total	\$4,304,833.06

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Co Op 124.19 fuel; Alan’s Paint and Body 95.00 repairs; Certified Language Interpreters 52.80 prof fees; Charles Mix Co. Sheriff’s Office 1440.00 jail fees; Fousek Trucking Service 654.33 repairs; Office Products Center 434.16 supplies; Craig Parkhurst 7.09 supplies; SD Veterans Service Officer Association 50.00 travel; State 4H Office 17.00 travel; Two-Trees Technologies 12,560.00 annual contracts; Vogt’s Repair 288.74 repairs; Wilson’s True Value 129.06 supplies.

ROAD AND BRIDGE FUND

C&B Operations 1873.11 repairs/supplies; Corsica Hardware 23.98 supplies; Fousek Trucking Service 3271.58 repairs; Henke Tractor Repair 101.71 repairs; Jacob Horstman 20.83 clothing allowance; Kimball Midwest 478.87 supplies; Mehlhaff Trucking 13,265.50 prof fees; Nextraq LLC 132.65 utilities; Northwestern Energy 141.80 utilities; Office Products Center 25.16 supplies; Platte Implement 108.52 repairs; RDO Equipment Co. 685.68 repairs; Two Trees Technologies 1450.00 annual contract; Vogt’s Repair 79.97 supplies.

ADJOURNMENT

At 12:22 p.m. a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on September 10, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor

