

Douglas County Commissioner Meeting Minutes
October 15, 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 October 15, 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.

HIGHWAY

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Auditor Barker and Nichols reviewed the 2024 Road and Bridge budget and fund cash. Barker explained that due to projects needing to be done, that were not budgeted for in 2024, both the budget and fund cash are currently sitting at negative balances. Discussion was held.

FORMAL BUDGET SUPPLEMENT

A motion was made by Maas and seconded by Werkmeister authorizing the auditor to publish a Notice of Hearing to be held on November 7, 2024, to consider a supplement to the General Fund Budget and the Road and Bridge Fund budget for 2024. All members voted in favor of this action; motion carried.

PUBLIC HEARING- ORDINANCE AMENDMENT

At the advertised time of 9:15 a.m., Chairperson Sparks declared the Public Hearing open for the review of the AMENDMENT TO ORDINANCE NO. 2002-01, AN ORDINANCE REPLACING ORDINANCE NO. 92-1. No one from the public was present. Chairperson Sparks closed the hearing at 9:20 a.m.

FIRST READING

Motion was made by Werkmeister and seconded by Koedam to conduct the first reading of the following ordinance:

AMENDMENT TO ORDINANCE NO. 2002-01
An Ordinance Replacing Ordinance No. 92-1

BE IT ORDAINED by the Board of County Commissioners of Douglas County, State of South Dakota as follows:

Section 1: The 35 mile per hour speed zone of Ordinance No. 2002-01, adopted the 21st day of May 2002, is hereby amended by changing "(2) Road #520 (281st Street) from .5 miles west of US 281 (392nd Avenue) running west 450 feet." to read as follows:

Road #520 from a point .3 miles west of highway US 281 to a point .5 miles west shall be a maximum speed of 25 miles per hour; and thereafter from a point .5 miles west of US 281 to 391st Ave. shall be a maximum speed of 35 miles per hour; and from 391st Ave. west to Road #5 (398th Ave.) shall be a maximum speed of 55 miles per hour.

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

A motion was made by Star and seconded by Maas to set the second reading of said ordinance for November 7, 2024, at 10:30 a.m. All members voted in favor of this action; motion carried.

TREASURER'S OFFICE

Carolyn Lau, Treasurer, met with the Board to present interest rates for Certificates of Deposit. Lau also provided an update on the funds collected through her department and two tax deeds that are in progress. No action was needed.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on her department. Goehring informed the Board that Angela Magnuson, Deputy Director of Equalization, has completed the required certification test to receive her Certified Appraiser Assessor Certificate. Goehring presented four plats for the Commissioners review. A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the following plats:

Plat of Lot 1 of Lefers Addition in the NE $\frac{1}{4}$ of Section 26, T100N, R65W of the 5th P.M., Douglas County, South Dakota

Plat of Nase Tract 1 in the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 23 and in the NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 26, T98N, R64W of the 5th P.M., Douglas County, South Dakota

Plat of CCF Tract 1 in the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 36, T100N, R63W of the 5th P.M., Douglas County, South Dakota

Plat of Tract 1 of Vanden Hoek Addition in the SW $\frac{1}{4}$ and the SE $\frac{1}{4}$ of Section 15, T99N, R64W of the 5th P.M., Douglas County, South Dakota

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 departments. Klein provided a quote from B&H Tree Service to cut down trees and remove stumps at the 4-H grounds. The Board agreed to the quote and instructed Klein to proceed with getting the work done. Klein informed the board that the Afterschool Program is no longer provided by Armour School District and the kids from Armour now go to the Little Folks Home Daycare for afterschool care. Klein would like to continue the program she did for the afterschool program at the daycare. The Board agreed that that would be acceptable. Klein will plan to continue the program monthly with the school aged kids that attend the daycare. No formal action was taken.

SURPLUS

A motion was made by Star and seconded by Koedam to surplus the following items: FA#1187 (Chair), FA#1241 (black table) to be sold, and an HP Printer to be disposed of. All members voted in favor of this action; motion carried.

OPERATING TRANSFER

A motion was made by Koedam and seconded by Maas to make an operating funds transfer of \$175,000 from the General Fund Cash Balance to the Road and Bridge Cash Balance as budgeted for 2024. All present voted in favor of this action; motion carried.

DAKOTA TRAILS GOLF COURSE

A motion was made by Werkmeister and seconded by Star authorizing Douglas County to be the pass-through agency for Dakota Trails Golf Course to obtain the Corsica Community Foundation grant to aid in the clubhouse expansion. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 10:41 a.m., a motion was made by Maas seconded by Werkmeister to enter executive session to

discuss a personnel matter. Chairperson Sparks declared the meeting back to open session at 11:17 a.m. with the following action taken:

A motion was made by Werkmeister and seconded by Koedam to increase Angela Magnuson's wage to \$19.50 per hour upon completion of her Certified Appraiser Assessor certificate, effective with October Payroll. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Maas to appoint Callie Nichols as the Douglas County Highway Superintendent at an annual wage of \$54,000, with a review after the completion of a 6-month probationary period. This pay increase will be reflected with October Payroll. All members voted in favor of this action; motion carried.

FEES REPORT

Register of Deeds Fees (September 2024): \$2,263.00

Clerk of Courts Fees (September 2024): \$2,947.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: September 2024

Checking Accounts	\$1664.71
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$27,039.40
Savings Accounts.....	\$2,178,533.00
Certificate of Deposits	\$400,000.00
Total	\$2,608,137.11

FUND BALANCE

General Fund	\$2,436,348.89
Special Revenue Funds	-\$28,395.63
Tax Increment District Fund.....	\$0.00
Trust and Agency Funds	\$200,147.85
Total	\$2,608,137.11

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 285.34 gas/repairs; City of Armour 227.50 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 262.08 prof fees/supplies; Charles Mix Co. Sheriff's Office 810.00 jail fees; Corsica Lumber 661.56 supplies; Darrington Water 40.00 supplies; Design Crete 12,800.00 repairs; Douglas Co. Electric 413.57 utilities; Election Systems and Software 1,592.28 supplies; Galls Inc 34.41 clothing allowance; Graham Tire 838.60 repairs; H&H Electric 83.32 supplies; Bradley Kerner 414.00 CAA Fees; Kimberly Klein 102.34 supplies; Kone Inc 1074.60 repairs; Phillip Lane 60.19 travel; Legacy Building Supply 83.86 supplies; Angela Magnuson 506.48 travel; McLeod's Office Supply 160.00 supplies; Heather Messer 150.00 prof fees; Microfilm Imaging 100.00 rental fees; Office Products Center 543.23 supplies; Randall Community Water District 102.40 utilities;

SDACC 308.00 CLERP pymt; Sun Gold Sports 42.00 supplies; Two-Trees Technologies 364.20 prof fees; Van Brothers Inc. 190.00 utilities; Wilson's true Value 36.98 supplies.

ROAD AND BRIDGE FUND

City of Armour 63.00 utilities; Douglas Electric 62.62 utilities; H&H Electric 93.96 repairs; Two-Trees Technologies 22.72 prof fees.

E911 FUND

Charles Mix County 23,560.07 3rd Qtr E911; Midstate Communications 440.11 E911 system; Santel Communications 30.00 E911 system.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fee.

ADJOURNMENT

At 11:31 a.m., a motion was made by Maas and seconded by Werkmeister to adjourn until 9:00 a.m. on Thursday, November 7, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor