

Douglas County Commissioner Meeting Minutes
December 3, 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, December 3, 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 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 Koedam and seconded by Werkmeister to approve the minutes from the November 7th and 19th meetings. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Sheriff Lau met with the Board to provide an update. Chairperson Sparks signed the Contract for Law Enforcement Agreement with the City of Armour for 2025.

A motion was made by Star and seconded by Maas authorizing the Chairperson to sign the Law Enforcement Dispatch Agreement with Charles Mix County for 2025. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Maas authorizing the Chairperson to sign the Davison County Sheriff's Office Jail Contract for 2025. All members voted in favor of this action; motion carried.

A motion was made by Star seconded by Werkmeister to increase Phillip Lane's wage by \$1,000.00 upon the completion of the Law Enforcement Academy and the signing of a three-year contract with Douglas County. This change will take effect with December Payroll. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister to pay Powers and Knodel at an hourly rate for the time worked in November due to Powers being hired, and Knodel resigning in the middle of the pay period. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Koedam to enter executive session at 9:28 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 with no action taken at 9:32 a.m.

A motion was made by Star and seconded by Werkmeister authorizing the Sheriff to install remote start capabilities on the 2023 Ford F150 and 2022 Dodge Durango. All members voted in favor of this action; motion carried.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to update them on his department. Harrington discussed the Hazard Mitigation Plan update through Planning and Development District III. A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the Technical Assistance Agreement for the Douglas County Hazard Mitigation Plan. And to introduce the following resolution:

RESOLUTION #2024-10
APPOINTMENT OF APPLICANT AGENT
For the Hazard Mitigation Assistance Program

WHEREAS Douglas County is submitting a Hazard Mitigation Assistance application to the Federal Emergency Management Agency and the State of South Dakota; and
WHEREAS Douglas County is required to appoint an Applicant Agent for the purpose of signing documents and assuring the completion of all application documents.
NOW THEREFORE BE IT RESOLVED that Douglas County appoints Pat Harrington as the authorized Applicant Agent.

Dated this 3rd day of December 2024.

Appointing Authority

Name: Lori Sparks
Douglas County Commission Chairperson

Signed _____ Date _____

Appointed Agent

Name: Pat Harrington
Douglas County Emergency Management Director

Signed _____ Date _____

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

Harrington informed the Board that the phone app, SD511 (SD DOT App), will now be allowing counties to show “no travel advised” notices on the app. No action was needed.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Board to provide an update on her department. Nichols presented a proposed contract for employees to obtain a CDL. No action was taken at this time.

DRAINAGE BOARD

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

PUBLIC HEARING

At the advertised time of 10:00 a.m. a public hearing was held to consider the following permit submitted by Jordan Reimnitz:

Request for permit to install pattern tile and a lift station in the NE ¼, Section 5, T99N, R64W, Douglas County, South Dakota. Nancy Reimnitz 39434 274th St., Armour, SD 57313. Owner/Applicant.

Elwood Vanden Berg, Eric Vanden Hoek and Austin Luebke were present as well as Director of Equalization, Jessica Goehring, and States Attorney Parkhurst. Jordan Reimnitz was also present to explain the project. Reimnitz stated that the project had been done last year and was first discussed with the Board in January of 2024. A permit was not obtained until October of 2024, after the

project was completed. Discussion was held. A motion was made by Maas and seconded by Werkmeister to approve the permit and issue a \$2,000.00 fine for the work being done prior to the proper permitting process being followed. All members voted in favor of this action; motion carried. Chairperson Sparks declared the hearing closed.

David Lambert, Dakota Heartland Development Association, and James A. DeBoer, representing Corsica Development Corporation, met with the Board to discuss the Southwest Development (Corsica City TIF #2) with the Board. Elwood Vanden Berg, Eric Vanden Hoek and Austin Luebke were present as well as Director of Equalization, Jessica Goehring, and States Attorney Parkhurst. Lambert explained the project plans and why the Corsica Development Corporation felt a permit was unnecessary for the project. Discussion was held establishing the need for a drainage permit. Ryan Murtha, McLaury Engineering, was present for part of the discussion via conference call. Discussion continued. It was determined that the Development Corporation did need a permit for the project, as the outlet and ditch work being done are within the County jurisdiction. Lambert stated that he would be in communication with Grandview Township and the Development Corporation to determine how they will proceed with the project. No permit has been submitted as of today's date.

A motion was made by Maas and seconded by Star to fine the Corsica Development Corporation \$2,000.00 for initiating a drainage project without a permit. All members voted in favor of this action; motion carried.

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

CORSICA CITY TIF #2

Dave Lambert, Director of Regional Development for Dakota Heartland Development Association, met with the Board to present a TIF Boundary Agreement for an overlying parcel between Douglas County TID #1 and Corsica City TIF #2. Discussion was held. A motion was made by Maas and seconded by Koedam authorizing the Chairperson to sign the TIF Boundary Agreement. All members voted in favor of this action; motion carried.

Lambert also discussed Douglas County TID #1 and the requirements needing to be met in accordance with the original agreement. A motion was made by Star and seconded by Werkmeister to give developers for Douglas County TID #1 a deadline of March 1, 2025, to provide the documentation as described in section 6 and 7 of the TIF Agreement to the county auditor. All taxes generated by the TIF will be held by the County until all necessary documentation is provided. 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 at 12:20 p.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 12:40 p.m. with no action taken at this time.

Chairperson Sparks exited the meeting at 12:45 p.m., Vice-Chair Maas took control of the meeting at this time.

OPERATING TRANSFER

A motion was made by Werkmeister and seconded by Koedam authorizing the auditor to make an

operating funds transfer of \$180,000 from the General Fund Cash Balance to the Highway Cash Balance as budgeted for 2024. All members voted in favor of this action; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

A motion was made by Werkmeister and seconded by Star to adopt an automatic supplemental budget pursuant to SDCL 7-21-32.1 for reimbursements for unanticipated expenditures:

Expenditure: Fair Board Repairs: 101-524-425: \$7,750.00

Means of Finance: General Fund; Contributions and Donations: 101-0-365: \$7,336.68

Expenditure: Grants to other Entities: 101-423-454: \$10,000.00

Means of Finance: General Fund; Contributions and Donations: 101-0-365: \$10,000.00

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

CONNECTCARE

Discussion continued from the last meeting regarding the quote provided by Connecting Point for their ConnectCare IT services. A motion was made by Koedam seconded by Werkmeister to sign the three-year agreement with Connecting Point for ConnectCare services. All present voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

November Payroll + Longevity: Commissioners 6061.41 Auditor 10,631.05 Treasurer 11,958.02

States Attorney 7711.81 Courthouse Janitor 8,176.67 Equalization 11,322.18 Register of Deeds

9,682.29 Veterans Service Officer 1160.33 Sheriff 28,158.52 Coroner 0.00 Welfare 154.27

Ambulance 1999.69 Extension 4274.53 Weed & Pest 3001.97 Fair board 0.00 Drainage 359.93

Planning and Zoning 448.56 Park 0.00 Reliance Standard Life Insurance 567.31

Armour Chronicle 2655.44 publishing; Buhl's Dry Cleaners 153.50 supplies; Corsica Globe 2655.44

publishing; Election Systems and Software 1730.65 prof fees; AT&T Mobility 432.14 utilities; Floor

to Ceiling 1408.05 repairs; Goldenwest 769.91 utilities; Jack's Uniforms and Equip. 69.94 uniforms;

Legacy Building and Supply 233.35 supplies; Nextraq 46.00 utilities; Northwestern Energy 1556.75

utilities; Scott Powers 269.86 reimb.; Randall Community Water Dist. 169.60 utilities; Two-Trees

Technologies 301.70 prof fees; US Bank Voyager 1595.41 fuel; Williams Music and Office Equip.

100.00 supplies.

ROAD AND BRIDGE FUND

November Payroll + Longevity: 37,434.71; Armour Dray 35.00 utilities; C&B Operations 786.52

repairs; AT&T Mobility 80.08 utilities; Goldenwest 197.23 utilities; Jacob Horstman 191.88 supply

reimb.; Nextraq 132.65 utilities; Bob Reinfeld 249.93 clothing allowance; Two-Trees Technologies

51.63 prof fees; Terry VanZee 164.95 clothing allowance; US Bank Voyager 347.23 fuel.

E911 FUND

November Payroll: 26.46; Goldenwest 200.00 prof fees; Midstate Communications 440.11 prof fees;

Santel Communications 30.00 prof fees.

EMERGENCY MANAGEMENT FUND

November Payroll + Longevity: 2944.71; Two-Trees Technologies 22.72 prof fees.

ADJOURNMENT

At 1:14 p.m. a motion was made by Koedam and seconded by Star to adjourn until the next meeting

to be held at 9:00 a.m. on December 17, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor