

Douglas County Commissioner Meeting Minutes
January 2, 2024

The Board of County Commissioners met in regular session at the courthouse in Armour, SD at 9:00 a.m. on January 2, 2024. The members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Auditor Barker called the meeting to order. The pledge of allegiance was recited.

ORGANIZATION OF COUNTY BOARD

The Auditor called for nominations for Chairperson of the Board for the year 2024.

A motion was made by Star to nominate Lori Sparks to serve as Chairperson for 2024 with Koedam seconding the motion.

Sparks motioned to nominate Jim Werkmeister to serve as Chairperson for 2024, Maas seconded the motion and moved for nominations cease.

The following votes were recorded: Star: Sparks. Koedam: Sparks. Werkmeister: Sparks. Sparks: Werkmeister. Lori Sparks was declared Chairperson for 2024. Motion carried.

The Auditor called for nominations for Vice-chairperson for 2024.

A motion was made by Koedam to nominate Marlin Maas to serve as Vice-Chairman for 2024, Star seconded the motion.

Motion was made by Maas to nominate Jim Werkmeister to serve as Vice-Chairman for 2024.

Sparks seconded the motion and called for nominations to cease.

The following votes were recorded: Koedam: Maas. Werkmeister: Maas. Maas: Werkmeister. Star: Maas. Sparks: Maas. Marlin Maas was declared Vice-Chairman for 2024. Motion carried.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Auditor Barker explained that the June 2023 and October 2023 minutes had inadvertently not been approved. A motion was made by Maas and seconded by Koedam to approve the minutes from the June 6th, June 20th, October 5th, October 17th, December 3rd, December 17th, and December 28th meetings. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Interim Highway Superintendent, met with the Board to present the township applications for Rural Access Infrastructure Grant Funding. Nichols explained that the county was awarded \$124,410.40 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 for 2024. The grant requires the township to pay 20% of the project cost, with the grant funding covering the remaining 80%. Of the 14 townships within Douglas County, Belmont, East Choteau, Valley, and Washington submitted applications. Discussion was held.

Upon recommendation of the Interim-Highway Superintendent, based on severity of the projects, a motion was made by Maas and seconded by Star to approve the following applications for Rural Access Infrastructure Grant Funding for 2024: Valley Township, two projects for a total of \$71,200.00 in grant funding and Washington Township, one project for total of \$42,400.00 in grant funding. All members voted in favor of this action; motion carried.

PLAT APPROVAL

Auditor Barker presented a plat for the Commission's approval. Discussion was held. A motion was made by Star and seconded by Maas authorizing the Chairperson to sign the Plat of Tract A (60.548 Acres) and Tract B (31.509 Acres), of Uecker's Addition in the SE ¼ of Section 34, T100N, R64W, of the 5th P.M., in Walnut Grove Township, Douglas County. All members voted in favor of this action; motion carried.

2024 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.

2024 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 AS NEEDED	Jim Werkmeister
Randall RC&D Council	Last Thursday MONTHLY	Lori Sparks
Solid Waste Disposal	2 nd Tuesday BI-MONTHLY	Jim Werkmeister & 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

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 departments listing of assets will be provided to the Auditor's Office by the first week after the end of the year being December 31st every year. The Auditor's Office will be responsible for keeping record of all firearms and computers in addition to the individual department's records of these items.

COUNTY AUTHORIZATION FOR EMPLOYMENT

Patrick Harrington was re-appointed as the Emergency/Disaster Director for 2024. Jay Vanden Hoek was appointed as the Veterans Service Officer to fill the current term expiring the first Monday in January, 2028 per SDCL 34A-1-22.

Motion was made by Maas 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 Deputy Director of Equalization 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 Weed and Pest 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. One part-time Deputy not to exceed 180 hours annually.

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

APPOINTMENT OF BOARD AND COMMITTEES:

The following persons are 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; Callie Nichols and Commissioners (2) for 2024- 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 – VACANT, Dist. #3 – Dwayne Werkmeister, Dist. #4 - Mira Leonard, Dist. #5 - Bart Laber, and Commissioner (1) for 2024- Lori Sparks

PLANNING & ZONING BOARD: (Three-year terms, other than annual for commissioners) Kevin Lefers-Dist.1 (term will expire 2025), Jay Spaans -Dist.2 (term will expire 2025), Mark Fuoss Dist. 3 (term will expire 2027), Gregg Olawsky-Dist. 5 (term will expire 2026), Jordan Reimnitz- At-Large (term will expire 2026) and Commissioners (2) for 2024-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–Mark Neugebauer (term will expire 2026), Area 5– Mark Heisigner (term will expire 2027), Area 6–Garry D. Bultje (term will expire in 2027), Commissioner (1) for 2024- Dan Koedam.

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

BOARD OF APPRAISERS: Callie Nichols and all Commissioners other than Chairperson.

DESIGNATION OF OFFICIAL NEWSPAPERS, LOCATION SITES AND DEPOSITORY BANKS:

A motion was made by Star and seconded by Koedam 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 Montreal (BMO)-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 a flat rate of \$2000.00 for indigent burial or cremation. 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 Maas and seconded by Werkmeister 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 MEETINGS- Auditor, Treasurer, Director of Equalization, Highway Supt.

A motion was made by Koedam and seconded by Star authorizing the following reimbursement rates for expenses and continuing education. All members voted in favor of this action; motion carried.

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.

	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

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

A motion was made by Maas and seconded by Koedam that the following salaries and wages for 2024 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	\$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
Carolyn Lau	Treasurer	\$50,000.00 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	\$56,500.00 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/EXTENSION/WEED AND PEST OFFICE:

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

Callie Nichols	Interim-Superintendent	\$21.50 per hour
Steven L. Harrington	Shop Foreman	\$26.38 per hour
Robert Reinfeld	Maintenance	\$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

WEED AND PEST DEPARTMENT:

Jefferson Grosz Supervisor \$30.00 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

REGISTER OF DEEDS OFFICE:

Roxane Wentz Deputy \$19.00 per hour

TREASURERS OFFICE:

Roxanne Steburg Deputy \$17.50 per hour

CORONER:

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 \$18.00 per hour

SHERIFF DEPARTMENT:

Dustin Palmquist Deputy \$54,000.00 per year
Josh Knodel Deputy \$52,000.00 per year
Philip Lane Deputy \$46,000.00 per year
Certified Part-Time 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 \$18.00 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

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 \$70.00 per meeting
All Other Boards Members \$70.00 per meeting

MENTAL ILLNESS BOARD:

Attorney Keith Goehring Chairman \$80.00 per hour
Magistrate Judge Donna Bucher Alternate \$80.00 per hour
(VACANT- Reverend Needed) Board Member \$40.00 per hour

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, Seth Denning, and Laura Woerner.

ELECTION COMPENSATION

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

RESOLUTION #2024-01
ESTABLISHING COMPENSATION FOR ELECTION BOARDS

WHEREAS, annually it is the duty of the Douglas County Board of Commissioners to establish an hourly rate to be paid to Superintendent and Deputies of each election and additional canvassing board, if appointed, in accordance with SDCL 12-15-11 and any amendments thereto, therefore,

BE IT RESOLVED by the Douglas County Board of Commissioners, that the person delivering the poll books and ballot boxes to the proper authority to and from the polling place shall receive the current County rate for mileage for miles necessarily traveled in going to and returning from making such delivery, and

BE IT RESOLVED that the Superintendent and Deputies who attend the Election School shall receive \$25.00 per diem in accordance with SDCL 12-15-7, \$250 per diem for Election Day and the current County rate for mileage for miles necessarily traveled in going to and returning from such school, and

BE IT RESOLVED that Deputies and Superintendents on-call in case of emergency on Election Day shall receive a per diem of \$50.00 for the day, and

BE IT RESOLVED that the Resolution Board, Absentee Precinct Board, Counting Board and Post-Election Audit Board members shall receive a minimum of \$60.00 or \$16.50 per hour if their time exceeds 3.5 hours, and

BE RESOLVED that the polling places shall receive compensation of \$75.00 each for the Primary and General Elections.

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

Dated this 2nd day of January 2024, at Armour, South Dakota.

SIGNED: _____
Chairperson
Douglas County Board of Commissioners

ATTEST: _____
Phyllis Barker
Douglas County Auditor

2024 RENTAL RATES FOR COUNTY EQUIPMENT

A motion was made by Koedam and seconded by Star to adopt the following rental rates for 2024. All present voted in favor of this action; motion carried.

**2024 RENTAL RATES FOR COUNTY EQUIPMENT
(TOWNSHIPS AND MUNICIPALITIES, ONLY)**

As of January 2, 2024

(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 11:12 a.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 January 16, 2024. 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 16, 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, January 16, 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 Koedam and seconded by Maas to adopt the amended agenda. All members voted in favor of this action; motion carried.

COMMISSIONER COMMENT

Commissioner Koedam brought up moving the County Highway Department to P40 fuel for the winter months. Discussion was held with no action taken at this time.

AUDITOR'S OFFICE

Phyllis Barker, Auditor, presented the calculation for Carolyn Lau's vacation and sick leave benefit payout. A motion was made by Koedam and seconded by Star approving the pay out of Carolyn Lau's vacation and sick leave with January payroll, upon her transition from an hourly employee to being appointed into an elected position. All members voted in favor of this action; motion carried.

AMBULANCE

Nicole Neugebauer, EMS Director, met with the Board to discuss the structure of the ambulance services in Douglas County. Discussion was held with no action taken at this time.

SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE

Auditor Barker presented a quote from South Dakota Public Assurance Alliance presenting liability insurance coverage rates at two million dollars and three million dollars. Currently, the County is covered for one million dollars in liability coverage. Discussion was held resulting in a motion being made by Werkmeister and seconded by Maas to increase the County Liability Insurance through the South Dakota Public Assurance Alliance from one million dollars to two million dollars, effective immediately. All members voted in favor of this action; motion carried.

CONNECTING POINT

Auditor Barker presented two quotes from Connecting Point. The first quote was for support work to be completed on the county server and the sheriff's office domain for a total of \$2,052.60. Discussion was held with no action taken at this time. The second quote was for a new computer and installation for the deputy auditor for a total of \$2,168.60. Auditor Barker will seek other quotes before any action is taken.

DELINQUENT TAX LIST

Auditor Barker presented the list of Delinquent Taxes as of January 1, 2024, on behalf of the Treasurer. The list was reviewed and signed by the Board with no formal action necessary. A list of upcoming tax deeds for 2024 was also reviewed by the Board with no action needed.

PLANNING AND ZONING

Jessica Goehring, Director of Equalization/ Planning and Zoning Administrator, met with the Board briefly to ask that the Board remove the Planning and Zoning Secretary duties from the Auditor and give the position to the Deputy Director of Equalization so that all the duties of Planning and Zoning are held within her office. Discussion was held with no action taken at this time.

4-H/ EXETENSION

Kim Klein, 4-H Extension Director, met with the Board to update them on her department. Klein informed the Board that 47 kids are participating in Shooting Sports this year.

FAIR BOARD APPOINTMENT

Klein informed the Board that Trent Wright has expressed interest in serving on the Fair Board. A motion was made by Star and seconded by Jim Werkmeister to appoint Trent Wright to the vacant position for District Two on the Fair Board. All members voted in favor of this action; motion carried.

Klein will be submitting a grant to the Armour Community Foundation to help fund the flooring project for the 4-H Building. Klein also plans to submit a grant application through Farm Credit Services for funds on behalf of the Douglas County SD 4-H Leaders.

CORSICA LAKE SURROUNDING PROPERTY

Jordan Reimnitz, County resident, met with the Board. Director of Equalization, Jessica Goehring, was also present. A Settlement proposal was submitted to Reimnitz for his review. Discussion was held regarding the settlement with no action taken at this time.

DRAINAGE

Jordan Reimnitz, County resident, was present to discuss his drainage project in the NE4 of Section 5, Grandview Township. Reimnitz explained the project. The Board agreed to review the project when the weather permits and take further action at that time if needed.

HIGHWAY DEPARMTENT

Callie Nichols, Interim-Highway Superintendent, met with the Board to update them on her department. Nichols presented a resolution for weight limits for 2024. A motion was made by Maas and seconded by Star to introduce the following resolution:

RESOLUTION #2024-02
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.

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

Dated this 16th day of January, 2024.

SIGNED: _____
Lori Sparks, Chairperson,
Douglas County Commission

ATTEST: _____
Phyllis Barker, County Auditor

FEES REPORT

Register of Deeds Fees (December 2023): \$4,522.50

Clerk of Courts Fees (December 2023): \$2,694.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: December 2023

Checking Accounts	\$10,991.11
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$27,528.52
Savings Accounts.....	\$3,052,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,491,419.63
FUND BALANCE	
General Fund	\$2,795,615.28
Special Revenue Funds	\$492,710.36
Tax Increment District Fund.....	
\$0.00	
Trust and Agency Funds	
\$203,093.99	
Total	\$3,491,419.63

CLAIMS

The following claims were approved for payment:

GENERAL FUND

605 Building Supply 59.58 supplies; Agland Co-op 1400.81 supplies; City of Armour 144.50 utilities; Armour Dray 200.00 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 74.01 supplies/ prof fees; Charles Mix Co. Sheriff's Office 490.00 jail fees; Connecting Point 429.95 prof fees; Darrington Water 32.25 supplies; Davison Co. Sheriff's Office 100.00 jail fees; DCMH 50.00 prisoner medical; Dean's Autobody 96.00 repairs; Dept. of Legislative Audit 13,932.50 prof fees; Douglas County Community Health 750.00 prof fees; Douglas Electric Co-op 75.16 utilities; Galls 45.95 supplies; Goldenwest 895.49 utilities; Independent Viking Glass 2075.00 repairs; Kimberly Klein 30.31 supply reimb.; Krull's Market 12.06 supplies; McLeod's Office Supply 236.47 supplies; Microfilm Imaging systems 100.00 rental fees; Office Products Center 579.39 supplies; Planning and Development District III 15,856.00 annual dues; SD Sheriff's Association 585.05 dues; SD State's Attorney Association 750.05 dues; SDACC 1375.00 dues; SDML Work Comp Fund 7805.88 insurance; Weed and Pest Conference 550.00 conference.

ROAD AND BRIDGE FUND

Agland Coop 6855.43 fuel; City of Armour 63.00 utilities; Armour Dray 70.00 utilities; C&B Operations 792.00 supplies; Connecting Point 51.63 prof fees; Dakota Sales and Rental 480.00 rental; Douglas Electric Coop 605.63 utilities/repairs; Goldenwest 205.43 utilities; Jacob Horstman 174.94 clothing allowance; Kimball Midwest 64.62 supplies; Northwest Energy 256.34 utilities; SDACHS 350.00 dues; SDML Work Comp Fund 8679.77 insurance; Wilson's True Value 82.28 supplies.

E911 FUND

Goldenwest 200.00 E911 system; Midstate Communications 880.22 E911 services; Santel Communications 30.00 E911 System.

EMERGENCY MANAGEMENT SYSTEM

Connecting Point 22.72 prof fees; Pat Harington 56.10 milage; Konexus 2805.00 prof fees; Office Products Center 150.12 supplies; SDML Work Comp Fund 447.35 insurance.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

HIGHWAY RURAL ACCESS INFRASTRUCTURE FUND

Lincoln Township 4095.62 reimbursement.

ADJOURNMENT

At 12:10 p.m., a motion was made by Star, seconded by Koedam to adjourn until 9:00 a.m. on Tuesday, February 6, 2024. 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 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

Douglas County Commissioner Meeting Minutes
February 20, 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 20, 2024. 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 Koedam to adopt the 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 January 2nd and 16th meeting minutes. 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 two Applications for Occupancy on the Right of Way of County Highways submitted by Douglas Electric Cooperative for boring on 273rd Street between Sections 1 & 36, T99N, R63W and 270th Street between sections 13 & 24, T100N, R62W. Discussion was held. A motion was made by Koedam and seconded by Maas to approve the above-mentioned applications submitted by Douglas Electric Cooperative. All present voted in favor of this action; motion carried. Nichols informed that Board that Spring Weight Limits will be going up effective immediately.

PUBLIC HEARING- ORDINANCE NO. 2024-01

At the advertised time of 9:30 a.m., Chairperson Sparks declared the Public Hearing open for the review of Proposed Ordinance No. 2024-01. No one from the public was present. The Board reviewed the ordinance as recommended by the Douglas County Planning and Zoning Board. Chairperson Sparks declared the hearing closed at 9:35 a.m.

FIRST READING

Motion was made by Koedam and seconded by Werkmeister to conduct the first reading *ORDINANCE NO. 2024-01, An Ordinance Amending the Douglas County Zoning Ordinance. AN ORDINANCE ENTITLED, DOUGLAS COUNTY ZONING ORDINANCE AMENDMENTS TO THE COUNTY ZONING ORDINANCE, AS AOPTED ON MAY 1, 2018, AS AMENDED, AND AS ADOPTED ON SEPTEMBER 7, 2021, AS AMENDED, OF THE ZONING ORDINANCE OF DOUGLAS COUNTY.* A roll call vote was taken with the following votes recorded: Voting 'aye': Maas, Koedam, Werkmeister and Sparks. Voting 'nay': none. Absent: Star. Motion carried. The Ordinance is available in its entirety on the County website or at the Auditor's Office.

A motion was made by Maas and seconded by Koedam to set the second reading for Ordinance #2024-01 for 10:00 a.m. on March 5, 2024. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to update them on her department. Sheriff Lau informed the Board that Deputy Lane has completed his field training and will begin taking shifts on his own. Lau informed the Board that Corrinna Wagner has resigned as a part-time Sheriff's Deputy. A motion was made by Koedam and seconded by Werkmeister to accept the resignation of Corrinna Wagner effective Feb 23, 2024. All members voted in favor of this action; motion carried. Sheriff Lau stated that Emergency Manager, Pat Harrington is working on a Homeland Security Grant request for radios for Emergency Management, the Sheriff's Department and the Highway Department. No action was needed at this time.

AUDITORS OFFICE

Auditor Barker presented a list of items to be declared surplus property. A motion was made by Maas and seconded by Koedam to surplus the following items: FA#0112 (chair), FA# 0539 (cabinet), FA#0420 (desk drawer), FA#3085 (file cabinet) and FA#3086 (file cabinet). All present voted in favor of this action; motion carried.

FEES REPORT

Register of Deeds Fees (January 2024): \$4,496.50
Clerk of Courts Fees (January 2024): \$820.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: January 2024

Checking Accounts	\$5,562.80
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00

Un-deposited receipts.....	\$15,773.52
Savings Accounts.....	\$3,128,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,550,236.32
FUND BALANCE	
General Fund	\$2,711,482.15
Special Revenue Funds	\$559,569.95
Tax Increment District Fund.....	
\$0.00	
Trust and Agency Funds	\$279,184.22
Total	\$3,550,236.32

CLAIMS

The following claims were approved for payment:

GENERAL FUND

605 Building and Supply 53.47 supplies; Bob’s Farm Service 100.00 maint; Cardmember Services 162.45 prof fees/supplies; Charles Mix Co. Sheriff’s Office 1800.00 jail fees; Darrington Water 77.40 supplies; Dave’s Plumbing and Heating 1224.24 repairs; Douglas County Community Health 750.00 prof fees; Everson-Beukelman Post 200.00 Memorial Day allotment; Heather Fechner 300.00 EMT Cont. Ed; Pat Harrington 300.00 EMT Cont. Ed; Laib-Albrecht Post 200.00 Memorial Day allotment; Lincoln County 4-H 75.00 conference; McGrath- Ferguson Post 200.00 Memorial Day allotment; Nicole Neugebauer 150.00 EMT Cont. Ed; Office Products Center 175.37 supplies; Riverside Technologies Inc. 419.00 computer; SDACO 600.00 conference; TEAM Laboratory Chemical Corp. 413.12 supplies; Two Trees Technologies 301.70 prof. fees; Vogt’s Repair 543.74 repairs; Whalen Law Office 2236.10 CAA Fees.

ROAD AND BRIDGE FUND

C&B Operations 456.42 supplies; Capital One Trade Credit 58.39 supplies; Corsica Hardware 76.98 supplies; Fousek Trucking Service 1770.15 supplies; Northwestern Energy 389.84 utilities; Office Products Center 30.40 supplies; Transource Truck & Equip. 468.52 repairs; Two Trees Technologies 51.63 prof fees.

E911 FUND

Santel Communications 30.00 E911 services.

EMERGENCY MANAGEMENT FUND

Two Trees Technologies 22.72 prof fees.

ADJOURNMENT

At 11:05 a.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 March 5, 2024. 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 5, 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, March 5, 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 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 the minutes from the February 6th and 20th meetings. All members voted in favor of this action; motion carried.

EMT ROSTER

Motion was made by Maas and seconded by Werkmeister to add Phillip Lane to the Armour EMT roster. All members voted in favor of this action; motion carried.

EASTER HOLIDAY

Auditor Barker presented an email from Governor Noem granting administrative leave to state employees for Good Friday and Easter Monday. Discussion was held with no action taken; therefore, the Courthouse will be closed on Good Friday March 29th as stated in the Douglas County Personnel Manual, and open on Easter Monday, April 1, 2024.

AMBULANCE DISCUSSION

Shelly Menning, Corsica Ambulance, and Nicole Neugebauer, Armour Ambulance, met with the Board to discuss the ambulance agreement between Douglas County and Douglas County Memorial Hospital. This agreement has not been updated since 1990. Auditor Barker presented a report showing the expenses incurred by the County for the ambulance budget in the last five years. The hospital's 2023 report of revenues and expenditures for the ambulance services was reviewed by the Board. Discussion was held with no action taken at this time.

SECOND READING

A motion was made by Werkmeister and seconded by Koedam to conduct the second reading of *ORDINANCE NO. 2024-01, An Ordinance Amending the Douglas County Zoning Ordinance. AN ORDINANCE ENTITLED, DOUGLAS COUNTY ZONING ORDINANCE AMENDMENTS TO THE COUNTY ZONING ORDINANCE, AS ADOPTED ON MAY 1, 2018, AS AMENDED, AND AS ADOPTED ON SEPTEMBER 7, 2021, AS AMENDED, OF THE ZONING ORDINANCE OF DOUGLAS COUNTY.* A roll call vote was taken with the following votes recorded: Voting 'aye': Maas, Star, Koedam, Werkmeister and Sparks. Voting 'nay': none. Absent: none. Motion carried. The Ordinance is available in its entirety on the County website or at the Auditor's Office.

A motion was made by Werkmeister and seconded by Koedam to approve Ordinance No. 2024-01 and to publish the Notice of Adoption. 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. Travis Fink, county resident, met with the Board to request gravel on 280th Street from 402nd Avenue East to the Hutchinson County line. Discussion was held. Nichols will coordinate with the Highway Maintenance crew to arrange for gravel to be laid.

Nichols presented a map showing where gravel was laid in 2023 and discussed gravel plans for 2024. 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 270th Street located between Section 17 & 20, T100N, R63W. 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.

Nichols informed the Board that the lease on the 2019 John Deere Motor Grader is expiring soon. Discussion was held on purchasing or extending the current lease. A motion was made by Star and seconded by Werkmeister to extend the least on the 2019 John Deere Motor Grader for one annual payment of \$105,195.06 with a purchase price of \$150,801.00 after the one-year lease is complete. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 10:55 a.m. a motion was made by Star and seconded by Koedam to enter executive session with Barker and Nichols present to discuss a personnel matter. All members voted in favor of this action; motion carried. At 11:10 a.m. Chairperson Sparks declared the meeting back to open session with the following action taken.

TREASURER

Carolyn Lau, Treasurer, met with the Board to update them on her department. Lau presented an updated Investment Policy for the Board's review. Discussion was held. A motion was made by Maas and seconded by Star to adopt the following policy:

DOUGLAS COUNTY, SOUTH DAKOTA INVESTMENT POLICY

1. POLICY

Pursuant to SDCL 4-5-8 it is the policy of Douglas County, South Dakota to invest idle public funds in a manner to meet the daily cash flow demands of the County with the primary objectives, in priority order, being: a) Safety b) Liquidity and c) Return.

2. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to the Treasurer, who shall refrain from personal business activity that could impair his/her ability to make impartial decisions. The Treasurer acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy. In case of extended leave of absence, the Governing Board shall appoint a replacement, Officer.

3. AUTHORIZED FINANCIAL DEALER AND INSTITUTIONS

The Governing Board authorizes the placement of cash resources in the following financial institutions:

- | | | |
|------------|-----------------|------------|
| • BMO Bank | 135 Main Street | Corsica SD |
| • Bankwest | PO Box 610 | Armour SD |

4. AUTHORIZATION AND SUITABLE INVESTMENTS

The Douglas County Treasurer is empowered by statute to invest in the following types of securities:

- Interest bearing checking accounts.
- Certificates of Deposit (CDs) (SDCL 4-5-6) *
- Money Market Mutual Funds – open-end, no-load (SDCL 4-5-6)

*When investing in Certificates of Deposit (CDs) public funds will be invested at the highest rate of interest possible after attempting to secure two (2) quotes.

5. COLLATERALIZATION

In accordance with the SDCL 4-6A.6A, 51A-10-9 Qualified Public Depositories will furnish collateral in the sum equal to one hundred percent (100%) of the public deposit accounts that exceed deposit insurance. The financial institution shall submit a copy of their collateralization report to the Treasurer.

6. INTEREST EARNED

The interest from investments shall be credited to the respective fund, except Agency funds, (SDCL 4-5-9).

7. DIVERSIFICATION

It is the policy of the Douglas County Treasurer's Office to reduce overall risks while attaining average market rates of return by diversifying its investments.

- Investment maturities will be staggered in such a manner that all investments will not come due at the same time.
- At least 10% of the investable funds shall be accessible for use by the County in one day's notice.

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

CERTIFICATE OF DEPOSIT

Lau informed the Board that one of the County's four Certificate of Deposits will reach maturity at the end of March. Lau presented quotes from Bank West and BMO for renewal rates. Discussion was held. A motion was made by Koedam and seconded by Maas, authorizing Treasurer, Carolyn Lau, to cash out one \$100,000.00 Certificate of Deposit at Bank West and deposit \$100,000.00 into BMO Bank at an annual interest rate of 4.49%. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to discuss her department.

Deputy Director of Equalization, Angela Magnuson, has completed her sixth month probationary period and has started the process of completing her certification. A motion was made by Werkmeister and seconded by Star to increase Magnuson's wage to \$18.00 per hour effective with March payroll. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

February Payroll: Commissioners 6,057.28 Auditor 10,159.50 Treasurer 10,283.69 States Attorney 6,461.66 Courthouse Janitor 6,604.59 Equalization 9,790.58 Register of Deeds 8,534.91 Veterans Service Officer 1106.50 Sheriff 27,390.78 Coroner 0.00 Welfare 154.27 Ambulance 4,452.01 Extension 3812.79 Weed & Pest 3026.57 Fair board 0.00 Drainage 359.93 Planning and Zoning 718.74 Park 0.00 Reliance Standard Life Insurance 586.63 Agland Coop 36.04 travel; Armour Chronicle 1551.65 publishing; City of Armour 150.00 utilities; Buhl's Dry Cleaners 153.50 maint.; Cardmember Services 464.86 supplies/prof. fees; Corsica Globe 1262.65 publishing; Corsica Hardware 38.99 supplies; Mitch DeLange 926.84 conference; Douglas Electric Coop 70.26 utilities; AT&T Mobility 427.30 utilities; Galls 65.82 supplies; Keith Goehring 1180.71 CAA fees; Jefferson Grosz 98.00 travel; Holiday Inn and Convention Center 551.94 travel; Legacy Building & Supply 528.90 maint.; McLeod's Office Supply 149.90 supplies; Nextraq 75.80 prof fees; Northwestern Energy 3404.56 utilities; Office Products Center 2410.92 supplies/equip; Parkston Advance 78.00 publishing; Randall Comm. Water Dist. 80.00 utilities; Riverside Technologies 841.00 equip.; SD Dept. of Public Safety 2340.00 teletype services; SDACC 308.00 CLERP; SD Public Assurance Alliance 1129.19 insurance; Stryker 616.00 supplies; Two Trees Technologies 370.00 prof fees; US Bank Voyager 1356.41 gas; Wilson's True Value 178.49 supplies.

ROAD AND BRIDGE FUND

February Payroll: 33,172.38, Agland Coop 2655.91 fuel/ supplies; City of Armour 63.00 utilities; Douglas Electrical Coop 72.36 utilities; Econo Signs 254.06 signs; AT&T Mobility 80.08 utilities; Nextraq 454.80 prof fees; SD Dept. of Transportation 621.23 prof fees; Transource Truck & Equip. 15,101.28 repairs; Upper Midwest Garage Door 1515.30 repairs; US Bank Voyager 224.08 gas; Wilson's True Value 68.14 supplies.

E911 FUND

February Payroll: 26.46; Midstate Communications 440.11 prof fees; Santel Communications 30.00 prof fees.

EMERGENCY MANAGEMENT FUND

February Payroll: 2,337.21.

ADJOURNMENT

At 12:40 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 March 19, 2024. 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 19, 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, March 19, 2024. Members present were Dan Koedam, Marlin Maas, Lori Sparks, and Jerod Star. Auditor Phyllis Barker was also present. Jim Werkmeister was absent. The Pledge of Allegiance was recited. A motion was made by Star and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried.

PUBLIC COMMENT

Larry Wold Sr., County resident, met with the Board to inquire about dust control being place on 281st Street west of Armour. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Maas seconded by Koedam to enter executive session to conduct an employment interview at 9:06 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:34 a.m. with no action taken at this time.

SDSU EXTENSION

Hilary Risner, SDSU Extension 4-H Programs, met with the board to present a Program evaluation including Reviewer Feedback as well as a Clientele Feedback Summary. Julia Thaden, 4-H Leadership Program Assistant, was also present. Discussion was held with no action needed.

AMBULANCE

Craig Parkhurst, States Attorney, met with the Board to present an updated ambulance agreement for the Board's review. Discussion was held with no action taken at this time.

STATES ATTORNEY

Parkhurst provided an update on the pending felony and criminal cases being processed in the county. No action was necessary.

OTHER BUSINESS

Randall Brumbaugh met with the Board to discuss property located in Harrison. No action was taken.

HIGHWAY DEPARTMENT

Callie Nichols, Interim-Highway Superintendent, met with the Board to update them on her department.

A motion was made by Star and seconded by Koedam to approve the approach permit submitted by Jared Gerlach for the purpose of widening an existing approach in the SW2 of Section 13, Garfield 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 Star to approve the Joint Powers Agreement to Provide for the Pavement Marking of County Roads Within Douglas County, between the State of South Dakota and Douglas County. All members voted in favor of this action; motion carried.

Motion was made by Maas and seconded by Maas to approve the Contract for Striping between Douglas County and Dakota Traffic Services for 2024 Pavement Markings in Douglas County for a total of \$16,274.84. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to adopt the Beadle County Bid for culverts from True North Steel for 2024. All members voted in favor of this action; motion carried.

The Board agreed to lift the spring weight limits for 2024 effective immediately. No formal action was taken.

TREASURERS OFFICE

Carolyn Lau, Treasurer, met with the Board to provide an update on the banking rates for County funds. Discussion was held.

The Board clarified that the \$100,000 to be deposited into BMO Bank will be used to purchase a \$100,000 Certificate of Deposit through BMO Bank.

PARK

Roxane Wentz, Park Caretaker, met with the Board to discuss the campground. It was agreed that the permanent seasonal camping rate will stay at \$850.00 for the 2024 season.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to provide information for the 2024 Equalization Boards. No action was needed at this time.

AUDITOR

Phyllis Barker, Auditor, informed the Board of a SD Game Fish and Parks Land and Water Conservation Fund Grant that is available to be used for playground equipment and presented a quote for new equipment. The Board authorized Barker to proceed with the grant process for new playground equipment at the Douglas County Recreation Area. No action was taken at this time. Barker notified the Board that the 2023 Annual Report has been completed, filed with the Department of Legislative Audit, and published in the official newspapers. Barker also discussed a Flexible Spending Account available through AFLAC. Discussion was held with no action taken at this time.

OPERATING TRANSFER

Motion was made by Maas and seconded by Star authorizing the auditor to complete an operating funds transfer of \$250,000 from the General Fund Cash Balance to the Highway Cash Balance, \$41,450 from General Fund Cash Balance to the E911 Fund Cash Balance, \$39,975 from the General Fund Cash Balance to the Emergency Management Cash Balance and \$700.00 from the General Fund Cash Balance to the Domestic Abuse Fund Cash Balance as budgeted for 2024. All members voted in favor of this action; motion carried.

RECESS

A motion was made by Star and seconded by Koedam to recess for lunch and the Tax Deed Sale at 12:05 p.m. All members voted in favor of this action; motion carried.

RECONVENE

Chairperson Sparks Declared the meeting back in session at 1:40 p.m., after the completion of the tax deed sale.

TAX DEED SALE

Motion was made by Star and seconded by Maas to approve the following sales from the tax deed sale:

-Parcel #3125: Lot 6 Blk 2 Statlers Addition, City of Armour, Douglas County, South Dakota.

Commonly known as 702 7th St., Armour, SD. Sold to the sole bidder, Randy Hinckley for a total of \$3,400.00.

-Parcel #3590 Lots 3-4 BLK 3, Original Town of Delmont, Douglas County, South Dakota. Commonly known as 205 W. Depot St., Delmont, SD. Sold to the winning bidder, Jarrod Fredericks, for a total of \$2,100.00.

-Parcel #3705: N2 of Blk 20 lying E of W 170' Carl's Addition, City of Delmont, Douglas County, South Dakota. Sold to the winning bidder, Jarrod Fredericks, for a total of \$12,000.00.

-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. Sold to the winning bidder, Jarrod Fredericks, for a total of \$4,500.00.

-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. Sold to the sole bidder, Farlin Barse, for a total of \$3,400.00.

-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. Sold to the sole bidder, Brad Van Genderen, for \$700.00.

-Parcel #2446: Lots 13-14 Blk 12, 34, 100-65 Holland Township, Douglas County, South Dakota. Commonly known as 110 4th Street, Harrison, SD. Sold to the winning bidder, Brian Van Genderen, for \$4,500.00.

-Parcel #2447: Lots 15-16 & S2 Lot 17 Blk 12, 34, 100-65, Holland Township, Douglas County, South Dakota. Located in Harrison, SD. Sold to the winning bidder, Brian Van Genderen, for \$5,900.00.

A motion was made by star and seconded by Koedam to advertise for sealed bids to be opened April 16, 2024, at 9:30 a.m. for *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, and Parcel #3703: W 170' of N2 (EX S 105') Blk 20 Carl's Addition, City of Delmont, Douglas County, South Dakota. Commonly known as 300 S. Williams St., Delmont, SD.* All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Maas to enter executive session at 1:48 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: 2:00 p.m. with no action taken.

FEES REPORT

Register of Deeds Fees (February 2024): \$4,879.50

Clerk of Courts Fees (February 2024): \$5195.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: February 2024

Checking Accounts	\$7,503.46
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$52,785.43
Savings Accounts.....	\$3,082,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,543,188.89

FUND BALANCE

General Fund	\$2,711,628.57
Special Revenue Funds	\$398,386.67
Tax Increment District Fund.....	\$6,837.86
Trust and Agency Funds	\$426,335.79
Total	\$3,543,188.89

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Dray 110.00 utilities; Central Square Technologies 2752.36 prof fees; Charles Mix Co. Sheriff's Office 1530.00 jail fees; Comfort Suites University 75.00 conference; Darrington Water 45.15 supplies; Doulgas Co. Community Health 750.00 prof fees; DCMH 50.00 prisoner medical; Galls 165.95 uniforms; Juvenile Detention Center 4916.40 prof fees; Kim Klein 197.74 travel; Mid-American Research Chemical 474.51 supplies; Microfilm Imaging Systems 100.00 rental; Office Products Center 754.23 supplies; Kelvin Prien 85.00 W&P meal; SD Dept. of Health 215.00 prof fees; Two Trees Technologies 301.70 prof fees; Vogt's repair 269.10 prof fees/repairs; Wilson's True Value 47.96 supplies.

ROAD AND BRIDGE FUND

Armour Dray 35.00 utilities; Cole's Computers 140.20 prof fees; Corsica Hardware 200.96 supplies; Dakota Sales and Rental 170.00 supplies; Deere Credit Inc. 105,195.06 lease pymt; Fousek Trucking Service 178.08 repairs; Northwestern Energy 258.04 utilities; Two Trees Technology 51.63 prof fees; Vogt's repair 2164.91 repairs.

EMERGENCY MANAGEMENT FUND

Two Trees Technologies 22.72 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental.

ADJOURNMENT

At 2:02 p.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 April 2, 2024. 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 2, 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, April 2, 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 Koedam 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 March 15th and 19th meeting minutes. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Star, seconded by Koedam, to enter executive session to conduct an employment interview at 9:09 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:46 a.m. with no action taken at this time.

PLANNING AND DEVELOPMENT DISTRICT III

Lori Cowman, Director of Planning and Development District III, met with the Board to provide an annual review of services PDDIII has provided for Douglas County. Discussion was held with no action necessary.

DRAINAGE

A motion was made by Koedam and seconded by Maas 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.

Chet Eitemiller met with the Board to discuss a proposed drainage project in the NE4 of Section 33 of Independence Township. Eitemiller would like to excavate across the County gravel road, 395th Avenue, to reach East Choteau Creek for a blueline creek outlet. Discussion was held.

A motion was made by Maas and seconded by Werkmeister authorizing the Chairperson to sign the Drainage Perpetual Easement and Right of Way Agreement authorizing Eitemiller to excavate across 395th Avenue with the requirement that the work will be done within one day and the appropriate signage for detour will be posted. The landowner is also responsible for making locate calls prior to excavating. All members voted in favor of this action; motion carried.

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

CORSICA LAKE PROPERTY

Jordan Reimnitz, County Resident, and Skyler Mickelson, Reimnitz's lawyer, met with the Board to discuss the land surrounding Corsica Lake. States Attorney Parkhurst and Jessica Goehring, Director of Equalization, were also present. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

At 10:37 a.m. a motion was made by Koedam and seconded by Maas to enter executive session to discuss potential litigation. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:00 a.m. with no action taken at this time.

SHERIFF'S OFFICE

An email from Sheriff Lau was read by the Board in her absence, stating that the 2016 Chevy Silverado needs a new transmission. Discussion was held. The board agreed to replace the transmission. No formal action was taken.

PARK

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

RESOLUTION #2024-03

A RESOLUTION AUTHORIZING THE FILING OF APPLICATION WITH THE NATIONAL PARK SERVICE

WHEREAS, the United States of America and the State of South Dakota have authorized the making of grants from the Land and Water Conservation Fund (LWCF) to public bodies to aid in financing the acquisition and/ or construction of specific public outdoor recreation projects;

NOW THEREFORE BE IT RESOLVED:

1: That Phyllis Barker is hereby authorized to execute and file an application on behalf of the County of Douglas with the National Park Service, U.S. Department of the Interior, through the State of South Dakota, Department of Game, Fish and Parks, Division of Parks and Recreation, for an LWCF grant to aid in financing the Douglas County Recreation Area Playground Equipment Update for the County of Douglas, South Dakota and its Environs.

2: That Phyllis Barker, Douglas County Auditor, is hereby authorized and directed to furnish such information as the above mentioned federal and/or state agencies may reasonably request in connection with the application which is hereby authorized to be filed.

3: That the County of Douglas shall provide a minimum of 50% of the total cost of the project; and will assume all responsibility in the operation and maintenance of the project upon completion of construction, for the reasonable life expectancy of the facility.

Dated this 2nd day of April 2024 at Armour, South Dakota.

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

Attest: _____
Phyllis Barker, County Auditor
Douglas County

PLAT APPROVAL

Auditor Barker presented the Plat of Tract 1 of Jongejeugd Addition in the NE ¼ of Section 7, T99N, R66W of the 5th P.M., Douglas County, South Dakota for the Commissioners review. Motion was made by Star and seconded by Maas authorizing the Auditor to sign the plat. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

Motion was made by Koedam and seconded by Star to enter executive session at 11:42 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 12:05 p.m. with no action taken.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

March Payroll: Commissioners 6,061.47 Auditor 9,978.29 Treasurer 10,082.32 States Attorney 6,461.66 Courthouse Janitor 6,517.51 Equalization 9,840.06 Register of Deeds 8,412.65 Veterans Service Officer 1106.50 Sheriff 26,873.81 Coroner 0.00 Welfare 154.27 Ambulance 2,337.73 Extension 3,812.78 Weed & Pest 2,496.48 Fair board 0.00 Drainage 359.93 Planning and Zoning 448.56 Park 0.00 Reliance Standard Life Insurance 589.06
Armour Chronicle 2152.38 publishing; Axon Enterprises 1123.00 supplies; Blue Moon 120.00 conference; Buhl's Dry Cleaners 153.50 maint; Corsica Globe 2038.38 publishing; Election Systems and Software 805.00 supplies; AT&T Mobility 427.30 utilities; Goldenwest 1538.95 utilities; H&H Electric 1475.78 repairs; Jack's Uniforms 227.84 uniforms; Legacy Bldg Supply 25.74 supplies; Microfilm Imaging Systems 242.00 prof fees/ rental; Midwest Fire and Safety 462.50 maint; Mike Neugebauer 60.00 prof fees; Northwestern Energy 2352.96 utilities; Office Products Center 132.60 supplies; TEAM Laboratories 605.44 supplies; Two-Trees Technologies 69.36 prof fees; US Bank Voyager 1179.86 travel.

ROAD AND BRIDGE FUND

March Payroll: 32,735.51; C&B Operations 468.33 supplies; Econo Signs 3027.12 repairs; Equipment Blades 13,120.00 supplies; AT&T Mobility 80.08 utilities; Goldenwest 417.46 utilities; Steve Harrington 150.87 clothing allowance; Jacob Horstman 89.24 clothing allowance; Kimball Midwest 92.13 supplies; Lyle Signs 283.69 maint; Midwest Fire and Safety 539.00 prof fees; Office Products Center 26.79 supplies; RDO Equipment 8,134.43 repairs; SD Dept. of Transportation 961.84 repairs; Two-Trees Technologies 23.14 prof fees; US Bank Voyager 437.81 travel.

E911 FUND

March Payroll: 26.46; Goldenwest 400.00 E911 system; Midstate Communications 440.11 E911 system.

EMERGENCY MANAGEMENT

March Payroll: 2,337.22; Pat Harrington 211.24 travel.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

ADJOURNMENT

At 12:25 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 April 9, 2024. 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 9, 2024

PURSUANT TO ADJOURNMENT the Board of County Commissioners of Douglas County met at 9:00 a.m. on April 9, 2024, at the Courthouse in Armour, SD. Members present were Dan Koedam, Lori Sparks, Jerod Star and Jim Werkmeister. Also present were Auditor Phyllis Barker, Director of Equalization Jessica Goehring and Deputy Director of Equalization, Angela Magnuson. Marlin Maas was absent. The meeting was called to order by Chairperson Sparks. The Pledge of Allegiance was recited. A motion was made by Werkmeister 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 Werkmeister to recess as a Board of County Commissioners and convened as the County Board of Equalization for 2024. 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.

The City of Delmont Local Board of Equalization had one written appeal for the 2024 assessment year. The local board approved of lowering the total valuation on Parcel #3586 to \$32,500.00, a difference of \$4,702 from the Assessor's valuation.

Belmont Township Local Board of Equalization had one written appeal for the 2024 assessment year. The local board approved of lowering the total valuation on Parcel #264 to \$79,435.00, a difference of \$9,381 from the Assessor's valuation.

Goehring informed the Board that two clerical errors had been made. The first one was on Parcel #3805, and the second was on Parcel #2229. A motion was made by Star and seconded by Werkmeister authorizing the Director of Equalization to correct the errors. All present voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Star to tax parcel #2982 at 100% after November 1, 2023. All present voted in favor of this action; motion carried.

Motion was made by Star and seconded by Werkmeister to follow the Director of Equalization's recommendation to remove the values for Parcel #3698 and Parcel #3703 due to the properties being taken for tax deed and put into the County's name at time of assessment. All present voted in favor of this action; motion carried.

A letter from Randy Jendersee requesting an appeal on the value of Parcel #1812 was reviewed by the Board. Discussion was held. A motion was made by Star and seconded by Koedam to lower the valuation on #1812 to \$41,000.00 for assessment year 2024. All present voted in favor of this action; motion carried.

Goehring reported there were 39 Applications for Continuing Property Tax Exempt Status (Per SDCL 10-4-15).

There were *four* renewable energy system credit (Geothermal) application for 2024 resulting in a \$270,445.00 loss in valuation.

Six fully Disabled Veteran applications will show a loss in valuation of \$582,209.00.

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

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 10:07 a.m. to discuss personnel matter. All members voted in favor of this action; motion carried. At 10:35 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

ADJOURNMENT

At 10:40 a.m. a motion was made by Werkmeister and seconded by Koedam to adjourn until 9:00 a.m. on April 16, 2024. 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 16, 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, April 16, 2024. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present, as well as Glennis Stern, Mike Fechner, and Gary Roth. 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.

2024 EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to resume the 2024 Equalization Boards.

A motion was made by Star and seconded by Koedam to recess as the Board of Douglas County Commissioners and re-convene as the Board of Equalization for 2024. All members voted in favor of this action; motion carried.

Motion was made by Werkmeister and seconded by Koedam to rescind the motion made on April 9, 2024: *A motion was made by Koedam and seconded by Star to tax parcel #2982 at 100% after November 1, 2023. All present voted in favor of this action; motion carried.*

And to change Parcel #2982 to tax exempt status for the 2024 assessment year due to the fact that there was no structure on the property by November 1st, 2023, and the parcel was still owned by the Armour Development Corporation at that time. All members voted in favor of this action; motion carried.

Goehring presented the following figures:

17 elderly assessment freeze applications for 2024 resulted in a loss of \$605,357.00 in valuation. The 2024 total assessed full and true valuation after all changes made is \$866,503,932. 111 parcels will show a total of \$7,902,335 taxable growth for 2024. The Ag Factor for 2024 is .850 and the Non-Ag Factor is .876. The total equalized (taxable) valuation for 2024 is \$740,459,582.

Motion was made by Koedam and seconded by Maas to adjourn as the Board of Equalization for 2024 and re-convene as the Board of Douglas County commissioners. All members voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Goehring informed the Board of a Flood Plain Management Workshop that she would like to attend. Discussion was held. A motion was made by Werkmeister and seconded by Star authorizing Goehring to attend the Floodplain Management Workshop in Aberdeen on April 23rd-April 24th. All members voted in favor of this action; motion carried.

PLAT APPROVAL

Auditor Barker presented a plat for the Commissioner's review. A motion was made by Star and seconded by Maas authorizing the Chairperson to sign the Plat of Tract A and Tract B of Bower's Addition in the NE ¼ of Section 24, T98N, R64W of the 5th P.M., Douglas County. All members voted in favor of this action; motion carried.

BID LETTING- TAX DEED PROPERTIES

At the advertised time of 9:30 a.m., sealed bids for the following properties taken by tax deed were opened:

1: 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.

BID: Ervin Bietz, 502 W. Depot St, Delmont, SD in the amount of \$200.00

2: Parcel #3703: W 170' of N2 (EX S 105') Blk 20 Carl's Addition, City of Delmont, Douglas County, South Dakota. Commonly known as 300 S. Williams St., Delmont, SD.

BID: Ervin Bietz, 502 W. Depot St, Delmont, SD in the amount of \$200.00

A motion was made by Star and seconded by Werkmeister to accept the sole bids from Ervin Beitz for Parcel #3698 and Parcel #3703. All members voted in favor of this action; motion carried.

SURPLUS PROPERTY

Commissioner Koedam, who also sits on the Douglas County Weed and Pest Board, informed the Commissioners that the Weed and Pest Board would like to surplus the old spray truck and a fuel tank. Discussion was held. A motion was made by Maas and seconded by Werkmeister to Surplus the 1974 GMC spray truck and a 100-gallon stainless steel fuel tank to be sold at Weiman's Auction in June. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Interim- Highway Superintendent, met with the Board to discuss her department. Nichols informed the Board that she has been working with the Highway Maintenance Crew to discuss a gravel plan for 2024 and that gravel is currently being crushed at Ringling’s Pit.

DUST CONTROL

Brady Burns and Mike Plooster, Dakota Trails Golf Course, were present to discuss dust control around the golf course and campground. A motion was made by Star and seconded by Maas to split the cost of one mile of dust control 50/50 on an as needed basis for a period of 3 years. This agreement will be reevaluated in 2027. All members voted in favor of this action; motion carried.

DELMONT

Glennis Stern and Mike Fechner of Twin Rivers Old Iron Association, met with the Board to inform them that the association will be celebrating their 20-year anniversary on Main St. in Delmont. They are asking for permission to block off 2 blocks of Main St. on September 14th. They are also requesting law enforcement presence at the event. A motion was made by Maas and seconded by Star authorizing Twin Rivers Old Iron Association to close two blocks of main street from Raymond Street to Wilson Street the evening of September 14th, 2024. Voting ‘aye’: Star, Werkmeister, Maas and Sparks. Voting ‘nay’: Koedam. Motion carried. Stern asked that the County clean out the ditch on the west side of County Road 3, along section 33 of Belmont Township. Discussion was held with no action taken at this time.

CANCELATION OF TAXES

A motion was made by Koedam and seconded by Maas to cancel the delinquent taxes on Parcels #3125, #3590, #3698, #3703, #3705, #3706, #3233, #3461, #2446, #2447 due to the properties being sold by tax deed, and to authorize the Auditor to apportion the proceeds to the appropriate entities. All members voted in favor of this action; motion carried.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to update them in his department. Discussion was held with no action taken.

Commissioner Maas exited the meeting at 11:05 a.m.

EXEC SESSION

At 11:04 a.m. a motion was made by Werkmeister and seconded by Star to enter executive session 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 11:34 a.m. with no action taken at this time.

FEES REPORT

Register of Deeds Fees (March 2024): \$4,634.50

Clerk of Courts Fees (March 2024): \$1,619.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: March 2024

Checking Accounts	\$1,052.98
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$48,576.92
Savings Accounts.....	\$3,134,000.00
Certificate of Deposits	\$400,000.00
Total	\$3,584,829.90

FUND BALANCE

General Fund	\$2,417,461.47
Special Revenue Funds	\$666,431.31
Tax Increment District Fund.....	\$6,149.50
Trust and Agency Funds	\$494,787.62
Total	\$3,584,829.90

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 453.31 fuel/utilities; Applied Concepts 16,700.00 equip; City of Armour 145.00 utilities; C&B Operations 646.20 equipment; Cardmember Services 1218.17 prof fees; supplies; Charles Mix Co. Sheriff's Office 270.00 jail fees; Darrington Water 38.70 supplies; DCMH 750.00 prof fees; Department of Health 80.00 prof fees; Douglas County Electrical Co-op 69.00 utilities; Galls LLC 42.30 sheriff uniforms; Juvenile Detention Center 3759.60 prof fees; Bradley Kerner 908.50 CAA Fees; Kone Inc. 959.88 repairs; Nextraq 18.95 prof fees; Office Products Center 1740.14 supplies; Randall Community Water District 80.00 utilities; Redwood Toxicology Lab 234.00 prof fees; SD Assoc, of County Officials 150.00 prof fees; SDAAO Treasurer 235.00 conference; Two Trees Technologies 301.70 prof fees; Vogt's Repair 222.51 repairs; Wilson's True Value 32.97 supplies.

ROAD AND BRIDGE FUND

Agland Coop 9946.88 supplies; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; C&B Operations 539.22 supplies; Douglas Electric Coop 61.86 utilities; Nextraq 113.70 utilities; Northwestern Energy 280.28 utilities; Office Products Center 27.09 supplies; Two Trees Technologies 51.63 prof fees; Vogt's Repair 345.50 supplies; Wilson's True Value 32.97 supplies.

E911FUND

Charles Mix County 25,658.37 E911 Services; Santel Communications 30.00 E911 services.

EMERGENCY MANAGEMENT FUND

Pat Harrington 80.23 Travel; Mettler Implement 1015.23 repairs; Motorola Solutions 14,164.53 equipment; Two Trees Technologies 22.72 prof fees; Two Way Solutions 600.00 prof fees.

HIGHWAY RURAL ACCESS INFRASTRUCTURE FUND

True North Steel 48,387.75 culverts.

ADJOURNMENT

At 11:38 a.m., a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting scheduled for May 7, 2024, 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 7, 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, May 7, 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 Koedam and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

Commissioner Koedam noted an error on a vote in the April 16th minutes. Auditor Barker will make the correction. A motion was made by Koedam and seconded by Star to approve the April 2nd, 9th, and corrected 16th meeting minutes. All members voted in favor of this action; motion carried.

AMBULANCE

Heath Brower, Douglas County Memorial Hospital Administrator, and Joel Baier, DCMH Board President, met with the Board to discuss the proposed ambulance agreement. The County is proposing that payroll expenses, workers compensation insurance, automobile insurance, malpractice insurance, additional life insurance for EMTs and capital expenditures would be the responsibility of the County, while the Hospital would be responsible for billing and collection services, and all ambulance service expenditures. The County is also requesting that the Hospital remit any excess revenue above \$20,000 back to the County Capital Accumulations Fund to be restricted for the use of purchasing new ambulances in the future. Brouwer stated that DCMH would be willing to pay for all EMT's training, certification, continuing education, and other expenses pertaining to these items. However, the hospital would like to continue to keep all excess revenue funds generated from the ambulance services to help offset the costs of retaining nurses to assist on ambulance transfers. Discussion was held with no action taken at this time.

AMBULANCE

Nicole Neugebauer, Armour EMT Director, and Pat Harrington, EMT, met with the Board to discuss ambulance services being provided to other ambulance districts. No action was taken at this time.

Commissioner Werkmeister exited the meeting at 9:45 a.m.

DRAINAGE

A motion was made by Maas and seconded by Star 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.

At the advertised time of 10:00 a.m., the Board reviewed a Drainage Application submitted by Allen Vanden Hoek for the purpose of installing underground drain tiling in the NE4 and S2 of Section 8, T99N, R64W, Douglas County, South Dakota. Allen Vanden Hoek was present to explain the project. No one from the public was present in opposition. Vanden Hoek has obtained approval from the downstream landowners as well as Grandview Township for excavation of the township road. Discussion was held.

A motion was made by Maas and seconded by Star to approve the above-mentioned application submitted by Allen Vanden Hoek. All members voted in favor of this action; motion carried. A motion was made by Star and seconded by Maas to adjourn as the Douglas County Drainage Board and re-convene at the Board of Douglas County Commissioners. All present voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on the Dakota Trails Golf Course expansion project. Because the golf course is on County owned ground, a motion was made by Maas and seconded by Koedam to approve of the expansion project, contingent upon the Douglas County Planning and Zoning Board's approval of the variance request. All present 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 Application for Occupancy on the Right of Way of County Highways submitted by Douglas Electric. A motion was made by Star and seconded by Koedam to approve the Application submitted by Douglas Electric for telecommunication facilities occupancy of 399th Ave, located in the SE4 of Section 19 and the SW4 of Section 20, T100N- R62W. All present voted in favor of this action; motion carried.

Nichols presented a Gravel Screen Analysis and PI Worksheet from Brosz Engineering for testing

the gravel being crushed for the County in the Vander Pol Pit.

Bob Reinfeld, Highway Maintenance Employee, met with the Board to discuss a past project of reshaping the shoulder on 280th St. West of Armour. Discussion was held with no action taken. The drainage/ditch clean out request from Twin River Irons was assessed by the Highway Department. Discussion was held; the board agreed to get a second opinion from Don Schrank or Van Der Pol Construction on the situation.

AUTOMATIC BUDGET SUPPLEMENT

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

Expenditure: General Fund; Supplies: 101-211-426: \$214.74

Means of Finance: General Fund; Contributions/Donations: 101-0-365: \$214.74

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

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 11:09 a.m. to discuss a personnel matter. All present voted in favor of this action; motion carried. At 11:22 Chairperson Person Sparks declared the meeting back to open session with no action taken.

SHERIFF

Sheriff Lau met with the Board to update them on her department. Lau has applied for Highway Safety Grants for 2024-2025. Lau requested another day of clerical help in her office. No action was taken. Deputy Knodel is still on partial duty and is expected to return to full duty soon.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session to discuss potential litigation at 11:47 a.m. All present voted in favor of this action; motion carried. At 12:05 p.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

CLAIMS

The following claims were approved for payment:

GENDERAL FUND

April Payroll: Commissioners 6,345.01 Auditor 10,543.42 Treasurer 10,358.26 States Attorney 6,461.66 Courthouse Janitor 6,586.65 Equalization 10,286.92 Register of Deeds 8,477.45 Veterans Service Officer 1106.50 Sheriff 28,100.70 Coroner 0.00 Welfare 154.27 Ambulance 4,099.90 Extension 3,846.45 Weed & Pest 2,236.76 Fair board 321.80 Drainage 393.08 Planning and Zoning 448.56 Park 0.00 Reliance Standard Life Insurance 589.06

Agland Coop 166.42 fuel/repairs; The Appliance Center 20.00 prof fees; Armour Chronicle 947.94 publishing; City of Armour 137.50 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 213.17 prof fees/supplies; Cole Papers Inc. 882.39 supplies; Corsica Globe 947.94 publishing; Corsica Hardware 391.76 supplies; Douglas County Highway Dept. 214.74 supplies; Douglas County Electric 142.80 utilities; Election Systems and Software 782.58 supplies; First Judicial Circuit of SD 21.45 interpreter services; AT&T Mobility 427.10 utilities; Jessica Goehring 258.19 conference; Goldenwest 750.14 utilities; H&H Electric 251.77 repairs; HUB Insurance 4,729.82 insurance; INTAB LLC 157.10 supplies; Intoximeters 1625.00 supplies; Krull's Market 27.26 supplies; Christine Reitsma- Lau 283.76 travel; The Lodge at Deadwood 255.00 conference; Ashley Love 300.00 continuing ed; McLeod's Office Supply 749.50 supplies; Microfilm Imaging Systems 322.50 rental fees; Northwestern Energy 2280.44 utilities; Melissa Odens 458.70 prof fees; Office Products Center 1116.42 supplies; Dustin Palmquist 100.00 conference; Randall Community Water Dist. 89.60 utilities; Sd Municipal League 115.00 conference; SDACC 308.00 CLERP; SDACO 200.00 conference; USPS 1360.00 postage; US Bank Voyager 1601.56 fuel; Wilson's True Value 101.13 supplies.

ROAD AND BRIDGE FUND

April Payroll: 36,810.53; Agland Coop 4246.45 fuel; Armour Chronicle 45.00 publishing; City of Armour 63.00 utilities; C&B Operations 378.00 repairs; Douglas County Electric 64.30 utilities; AT&T Mobility 80.08 utilities; Goldenwest 199.18 utilities; Northwestern Energy 13.87 utilities; Office Products Center 46.91 supplies; SD Dept. of Transportation 43.52 Bridge Repair; Aaron Stremick 2342.00 repairs; Vogt's Repair 795.65 supplies; U.S Bank Voyager 384.34 fuel; Wilson's True Value 25.93 supplies.

E-911 FUND

April Payroll: 26.46; Goldenwest 200.00 prof fees; Midstate Communications 440.11 prof fees; Santel Communications 30.00 prof fees.

EMERGENCY MANAGEMENT FUND

April Payroll: 2,298.82.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 225.50 rental fees.

HIGHWAY RURAL ACCESS INFRASTRUCTURE FUND

David VanderPol Construction 50,585.30 township projects.

ADJOURNMENT

At 12:05 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 May 21st, 2024. 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 20, 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, May 20, 2024. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. 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.

AMBULANCE

Nicole Neugebauer, Armour EMS Director, was present to discuss aid to other ambulance districts. Discussion was held. A motion was made by Werkmeister and seconded by Koedam to allow Douglas County Ambulance Services to charge other ambulance districts \$525.00 per call for calls answered that are not mutual aid calls. These calls would be billed by and paid to the respective ambulance district answering the call. This agreement will be revisited after ten runs have been completed. 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. The highway crew is still working on laying gravel. There is an issue with one of the Volvo blades and will need repair. Equipment purchases were discussed. No action was taken at this time.

REGISTER OF DEEDS

Kim Huebner, Register of Deeds, met with the Board at their request to discuss her department. Huebner currently is sharing department help with the Sheriff's Office. The Sheriff is requesting more hours be spent in her office. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session at 10:00 a.m. to discuss personnel matters. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:20 a.m. with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session at 10:23 a.m. to discuss potential litigation with States Attorney Parkhurst present via conference call. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:56 a.m. with no action taken.

AMBULANCE

Auditor Barker presented an updated ambulance agreement proposal based on the discussion from the last meeting. New discussion was held. The Board agreed that they would again request the five previous years of financial statements from the Hospital to ensure transparency. The Board agreed that the profit split should match the cost split for the ambulance services. For example: if the Hospital covered 60% of the total cost of operating the ambulance, they should retain 60% of the profit. This formula was done using the figures provided by the Hospital for 2023 and an average of the last five years of County expenses, resulting in 40% of the profits being due to the County. Therefore, the County is requesting the agreement to state "the Hospital may retain revenue from the ambulance operations but shall pay the County 40% of the net revenues yearly to be deposited into a restricted account for Ambulance Capital Accumulations only." This agreement will be for a term of one year, to be renewed annually.

Auditor Barker will submit these changes to Mr. Brouwer for the Hospital Board's review at their meeting scheduled for May 22nd and request their attendance at the next Commissioner's meeting.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Star to enter executive session at 11:20 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 11:30 a.m. with no action taken.

SHERIFF'S OFFICE

Sheriff Lau met with the Board to update them on her department. Lau informed the Board that Deputy Knodel will be back to full duty on June 1st. Lau stated that Deputy Lane is scheduled to start the Law Enforcement Academy in August.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 11:44 a.m. to discuss a legal matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:54 a.m. with no action taken.

EXECUTIVE SESSION

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

HOLIDAY

Auditor Barker read an email from Governor Noem, granting July 5th as a holiday for State employees. Discussion was held. A motion was made by Maas and seconded by Koedam to follow the Governor and close the Douglas County Courthouse offices on Friday, July 5th, 2024. For payroll purposes, the 5th will be treated as a holiday. The Highway Department will revert to 5, 8-hour days this week and receive 8 hours of holiday pay on July 5th. 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 would like to know if stumps will be removed. Discussion was held and it was decided that stump removal would not be done this season. Wentz also informed the Board that she has replaced two shower heads. Wentz reported that the trees and shrubs planted last year are doing well. Wentz would like to repair about a dozen picnic tables. The board authorized her to purchase supplies locally to repair the tables. No action was needed.

FEES REPORT

Register of Deeds Fees (April 2024): \$3,637.50

Clerk of Courts Fees (April 2024): \$2,545.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: April 2024

Checking Accounts	\$8,046.93
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$619,882.81
Savings Accounts.....	\$5,119,500.00
Certificate of Deposits	\$400,000.00
Total	\$6,148,329.74

FUND BALANCE

General Fund	\$3,089,579.10
Special Revenue Funds	\$766,667.22
Tax Increment District Fund.....	\$27,326.36
Trust and Agency Funds	\$2,264,757.06
Total	\$6,148,329.74

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Dray 55.00 utilities; Phyllis Barker 175.20 conference; Charles Mix Co. Sheriff’s Office 630.00 jail fees; Darrington Water 32.25 supplies; Douglas Co. Memorial Hospital 750.00 prof fees; Doug’s Custom Paint & Body 115.47 repairs; Election Systems and Software 2102.55 supplies; Pamela Hein 2071.95 CAA fees; Kim Huebner 213.42 conference; Minnehaha Juvenile Detention Center 2750.88 prof fees; Office Products Center 557.26 supplies; Ramkota Hotel 121.99 travel; Leah Rus 120.00 conference; SD Public Assurance Alliance 45,781.25 insurance; Stamp Fulfillment Services 1653.15 supplies; Two Trees Technologies 440.42 prof fees; Vogt’s repair 5085.17 repairs; Wilson’s True Value 21.99 supplies.

ROAD AND BRIDGE FUND

Armour Dray 35.00 utilities; Fousek Trucking Service 897.62 repairs/supplies; Northwestern Energy 240.19 utilities; Office Products Center 15.96 supplies; SD Dept of Transportation 1451.65 repairs; SD Public Assurance Alliance 16,438.76 insurance; Transource Truck & Equip. 2,552.56 repairs; Two Trees Technologies 97.88 prof fees; Wilson's True Value 75.98 supplies.

ADJOURNMENT

At 12:38 p.m., a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting scheduled for Thursday, June 6, 2024, 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, 2024

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday, June 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 Maas and seconded by Koedam 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 Star to approve the May 7th and 21st meeting minutes. All members voted in favor of this action; motion carried.

PUBLIC COMMENT

Craig Bialas, Hutchinson County resident, met with the Board to discuss a drainage matter. Discussion was held with no action taken at this time.

HIGHWAY DEPARTMENT

Callie Nichols, Interim Highway Superintendent, met with the Board to update them on her department. Discussion was held regarding gravel hauling with no action needed.

CANVASSING OF THE 2024 PRIMARY ELECTION VOTES

Auditor Barker presented the voting results for the 2024 Primary. The Board reviewed the results and compared them to the pollbooks, recap sheets and tabulated results for each precinct in Douglas County. A motion was made by Star, seconded by Maas, to approve the canvas results of the primary election held on June 4, 2024. All members voted in favor of this action; motion carried. The Official Canvass Report was signed by the Board and attested by the auditor.

POST-ELECTION AUDIT DRAWING

Per SDCL 12-17B-20, Auditor Barker selected the following precincts and races at random, without the use of a computer, to be counted in the Post- Election Audit:

Precinct #5: 95 votes cast. Precinct #2: 120 votes cast. The Democratic Presidential race and the House of Representative races will be audited.

Barker explained that District 21 may have a recount. In accordance with SDCL 12-17B-24, if a recount of any contest is conducted in a county, the county auditor is not required to conduct a post-election audit. Therefore, it was agreed upon that the post-election audit would be rescheduled to Monday, June 24, 2024, pending a recount is not done in Douglas County.

INDEPENDENCE TOWNSHIP

Mark Fuoss, Red Sparks and Dwight Brenner, Independence Township Board members, met with the Board to discuss the South Dakota Jobs Grant. Fuoss applied for the grant when he built a new hog barn. Fuoss was approved for the grant, resulting in around \$20,000 being deposited into the County's general fund. The Township would like to see the road used as a bypass during the bridge repair on 280th St. reshaped by the County. They would also like the County to use the grant funding received from Fuoss' project to gravel two miles of the township road. The Board will discuss with the highway department and review the request at the next meeting.

EXECUTIVE SESSION

Motion was made by Koedam and seconded Werkmeister to enter executive session to discuss a personnel matter at 11:12 a.m. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session at 11:20 a.m. with the following action taken:

A motion made by Maas and seconded by Werkmeister to accept the resignation of Jefferson Grosz as the Weed and Pest Supervisor and to advertise to fill the vacancy. All members voted in favor of this action; motion carried.

PLAT

A motion made by Maas and seconded by Star to approve the Plat of Tract A of Wentz Addition in the N ½ of the NW ¼ of Section 21, T99N, R63W of the 5th P.M. Douglas County, South Dakota and authorize the chairperson to sign said plat. All members voted in favor of this action; motion carried.

OTHER BUSINESS

Auditor Barker presented a letter from the SD Dept of Veterans Affairs, on behalf of the Veterans Service Officer, informing the Board that there will be a Fallen Hero Bridge Dedication ceremony

held at the Corsica Travel Plaza on July 24th at 11:00 a.m. The bridge just west of the 4-way stop on SD HWY 44 will be dedicated to CPL John C. McDowell at this time.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

May Payroll: Commissioners 6060.54 Auditor 9999.58 Treasurer 10,306.09 States Attorney 6,461.66 Courthouse Janitor 6372.25 Equalization 10,530.33 Register of Deeds 8031.64 Veterans Service Officer 1106.50 Sheriff 29,071.13 Coroner 126.41 Welfare 154.27 Ambulance 3,816.34 Extension 3,812.78 Weed & Pest 2164.21 Fair board 0.00 Drainage 359.93 Planning and Zoning 852.27 Park 1187.15 Reliance Standard Life Insurance 593.86
Agland Coop 288.01 gas/repairs; Armour Chronicle 1032.05 publishing; Phyllis Barker 180.44 travel; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 208.37 supplies; Dodie Chada 275.00 election; Charles Mix County Sheriff's Office 540.00 jail fees; Corsica Globe 1032.05 publishing; Corsica Hardware 158.98 supplies; Sue DeBoer 295.40 election; Jean DeLange 315.80 election; Mitch DeLange 291.20 repairs/travel; Dept of. Health 40.00 prisoner medical; Douglas Electrical Coop 279.15 utilities; Dianne Feenstra 293.36 election; AT&T Mobility 427.10 utilities; Goldenwest 758.25 utilities; H&H Electric 269.62 repairs; Beth Harrington 288.26 election; Intab LLC 180.98 supplies; Judene Irvine 275.00 election; Barb Kraemer 280.10 election; Krull's Market 173.76 conference; Carolyn Lau 215.20 travel; Kathy Lau 120.00 election; Sandy Lau 288.77 election; Karen Maas 295.40 election; McLeod's Office Supply 272.73 supplies; Jean Meiers 250.00 election; Microfilm Imaging Systems 100.00 rental fee; Vanessa Miiller 285.20 election; Judy Moege 295.40 election; Diane Niewenhuis 285.20 election; Northwestern Energy 1583.89 utilities; Melissa Odens 28.60 prof fees; Office Products center 1092.41 supplies/furniture; Petty Cash 1097.52 postage; Ramkota Hotel 308.00 travel; Randall Comm. Water Dist. 102.40 utilities; Redwood Toxicology Laboratory 404.00 prof fees; Riverside Technologies 295.00 prof fees; SDAAO 900.00 conference; Lori Sparks 288.77 election; Stamp Fulfillment Center 1653.15 supplies; Rebecca Thury 60.00 election; Two Trees Technologies 301.70 prof fees; Tanya Urquieta 120.00 election; Van Brothers 120.00 utilities; US Bank- Voyager 1775.02 fuel; Roxane Wentz 285.20 election; Wilson's True Value 118.22 supplies.

ROAD AND BRIDGE FUND

May Payroll: 31,589.77; Agland Coop 5242.95 fuel; City of Armour 63.00 utilities; C&B Operations 4000.00 rental; Douglas Electrical Coop 76.34 utilities; Econo Signs 188.83 repairs; AT&T Mobility 80.08 utilities; Goldenwest 206.18 prof fees; Petty Cash 20.33 postage; Transource Truck & Equipment 16,152.16 repairs; Two-Trees Technologies 51.63 prof fees; U.S Bank- Voyager 455.95 fuel; Wilson's True Value 35.28 supplies.

E911 FUND

May Payroll: 26.46; Goldenwest 200.00 E911 System; Midstate Communications 440.11 E911 System; Santel Communications 30.00 E911 System.

EMERGENCY MANAGEMENT FUND

May Payroll: 2298.82; Two-Trees Technologies 22.72 prof fees.

24/7 SOBRIETY FUND

Intoximeters Inc 244.75 supplies.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

ADJOURNMENT

At 11:56 a.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 June 18, 2024. 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
June 18, 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, June 18, 2024. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. 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

Callie Nichols, Interim Highway Superintendent, met with the Board briefly to provide a gravel cost estimate and a gravel update. The Board discussed Independence Townships request from the last meeting. Due to Mark Fuoss completing the SD Jobs Grant, which generated \$20,000 in unanticipated revenue for the County, a motion was made by Koedam and seconded by Werkmeister authorizing Brian Mehlhaff to lay two miles of gravel in Independence Township on 279th and 395th streets. The County agrees to blade the area one time after the gravel is laid; all other blading will be the responsibility of the township. All members voted in favor of this action; motion carried.

DRAINAGE

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

The Board reviewed two permits; one submitted by Jon Reichert for underground drain tile in the NE4 SW4 of Section 36, T100N, R62W, Douglas County and one submitted by Zita Bialas for underground drain tile in the NW4 SE4 of Section 36, T100N, R62W, Douglas County. Craig Bialas, Delray Geidel, and Zita Bialas were present during this discussion. Phyllis Barker, Drainage Administrator, explained that these projects were completed without a permit. The projects tie onto an existing project completed in 2016 on the property of Zita Bialas. The prior project outlets into Hutchinson County on Craig Bialas' land. Craig Bialas authorized the original project to outlet on his property but was not notified of the additional projects being added to the outlet, therefore not giving his consent for the new projects to outlet on his property. Barker asked that the Board wait to act on this matter until Bryce Gillen, from Gridline Field Tile, could be present to explain the matter as he is the contractor that completed the project. The Board agreed that no action would be taken until the July 16th meeting.

EXECUTIVE SESSION

A motion by Werkmeister seconded by Maas to enter executive session at 9:51 a.m. to discuss a potential litigation matter. Chairperson Sparks declared the meeting back to open session at 10:09 a.m. with no action taken at this time.

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

VETERANS SERVICE OFFICE

Jay Vanden Hoek, Veterans Service Officer, met with the Board briefly to update them on his department. Vanden Hoek is in the office on Tuesday and Wednesday from 9:00 a.m.- 3:00 p.m. There are 182 Veterans in Douglas County and Vanden Hoek estimates that he sees approximately 1-2 veterans per week. Discussion was held with no action taken.

WEED AND PEST

Commissioner Maas exited the meeting for the following discussion:

The Board reviewed an application submitted for the open Weed and Pest Supervisor position. Barker explained that a 'Help Wanted' ad for the open position was emailed to the Corsica Globe and Armour Chronicle on June 6th, asking that it be published the week of June 10th-14th. However, the ad was not published until the week of June 17th.

EXECUTIVE SESSION

A motion was made by Star and seconded by Werkmeister to enter executive session 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 10:45 a.m. with the following action taken:

A motion was made by Star and seconded by Werkmeister to hire Michael Maas as the Weed and Pest Supervisor at a rate of \$28.00 per hour with a review after a 90-day probationary period for a maximum of 200 hours annually, and to waive the policy of advertising for the position due to the help wanted ad not being published in error on the publishing company’s behalf. With Maas abstaining, all members voted in favor of this action; motion carried.

TREASURERS OFFICE

Commissioner Maas re-entered the meeting.

Carolyn Lau, Treasurer, met with the Board to give an update on her department.

Lau presented two, \$100,000.00 Certificates of Deposits that have matured at Bank West as of today’s date, as well as quotes from Bank West and BMO for interest rates moving forward.

Discussion was held. A motion was made by Star and seconded by Koedam to authorizing Lau to cash out the two, \$100,00.00 Certificates of Deposit at Bank West and re-deposit the money into Bank West for two, \$100,000.00 Certificates of Deposits at an annual interest rate of 4.50%. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

Motion was made by Werkmeister and seconded by Maas to enter executive session to discuss a personnel matter at 11:20 a.m. Chairperson Sparks declared the meeting back to open session at 11:27 a.m. with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to increase Roxane Steburg’s wage to \$19.50 per hour after the completion of her 6-month probation effective June 20th. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister to increase Carolyn Lau’s wage to \$54,000 upon the completion of her 6-month probation effective June 26th. All members voted in favor of this action; motion carried.

SHERIFF

Chris Lau, Sheriff, met with the Board to update them on her department. Phillip Lane has successfully completed his sixth month probation. A motion was made by Werkmeister and seconded by Star to increase Phillip Lane’s wage to \$47,000 annually upon completion of his sixth month probation effective June 1st. All members voted in favor of this action; motion carried.

FEES REPORT

Register of Deeds Fees (May 2024): \$2,629.50

Clerk of Courts Fees (May 2024): \$3,202.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: May 2024

Checking Accounts	\$3,684.36
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$17,836.38
Savings Accounts.....	\$4,056,800.00
Certificate of Deposits	\$400,000.00
Total	\$4,479,220.74

FUND BALANCE

General Fund	\$3,032,427.38
Special Revenue Funds	\$1,044,990.79
Tax Increment District Fund.....	\$162.93
Trust and Agency Funds	\$401,639.64
Total	\$4,479,220.74

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Phyllis Barker 17.94 reimb. election supplies; Melissa Bowers 163.20 travel; Cook Implement LLC. 287.98 supplies; Darrington Water 64.00 supplies; Jessica Goehring 312.14 travel; Juvenile

Detention Center 14,212.88 prof fees; Phillip Lane 91.96 reimb. supplies; Office Products Center 168.89 supplies; Ramkota Hotel 77.00 travel; Roxane Steburg 175.20 travel; TEAM Laboratory 775.81 supplies; USPS 754.00 prof fees; Van Diest Supply Co. 543.00 supplies; Vogt's Repair 2506.93 repairs.

ROAD AND BRIDGE FUND

Brosz Engineering 1000.00 prof. fees; Dakota Sales and Rental 85.00 rental equip.; Fousek Trucking 1455.88 supplies; Northwestern Energy 171.01 utilities; USPS 100.00 prof fees; Vogt's Repair 103.00 repairs.

ADJOURNMENT

At 12:21 p.m., a motion was made by Koedam and seconded by Maas to adjourn until the next meeting scheduled for Tuesday, July 2, 2024, 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 Commissioners Meeting Minutes
July 2, 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, July 2, 2024. Members present were Dan Koedam, Marlin Maas, and Jerod Star. Auditor Phyllis Barker was also present. Lori Sparks and Jim Werkmeister were absent. 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.

PUBLIC COMMENT

John and Angela Ross were present for public comment. Ross offered to pull out some cedar trees near the lake on the county ground because he would like the wood. Ross stated that he has also been having issues with the Sheriff's department. The Board will discuss this with the Sheriff and take appropriate action if needed.

APPROVAL OF MINUTES

A motion was made by Koedam and seconded by Star to approve the June 6th and 18th meeting minutes. All members voted in favor of this action; motion carried.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Management Director, met with the Board to update them on the flood damage from the rain event June 17-22nd throughout the county.

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

RESOLUTION #2024-04
A RESOLUTION FOR FLOOD DISASTER DECLARATION
FOR DOUGLAS COUNTY

WHEREAS, severe flooding has hit Douglas County, South Dakota, as a result of several major rain events happening between June 17th and June 22nd 2024; and,
WHEREAS, said storm has caused extensive damage to houses, businesses, livestock, and utilities, and threatened the safety of residents within Douglas County and,
WHEREAS, said storm damage will require extensive salvage and repair to infrastructure in the County;
NOW, THEREFORE, BE IT RESOLVED by Douglas County Board of Commissioners that they do hereby request declare an emergency/ disaster to exist in the County, Douglas County, South Dakota.

Dated this 2nd Day of July 2024.

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

SIGNED: _____
Marlin Maas, Vice Chairperson
Douglas County Commission

ATTEST: _____
Phyllis Barker
Douglas County Auditor

HIGHWAY DEPARTMENT

Callie Nichols, Interim Highway Superintendent, met with the Board to update them on the Highway Department. Nichols reported that the County gravel pile at Vander Pol Pit was re-tested now that the binder has been added and that it met the state specifications. The crew has been busy repairing washouts on the gravel roads from the flooding. They have also begun mowing county ditches this week. No action was needed.

TREASURERS OFFICE

Carolyn Lau, Treasurer, met with the Board to update them on her department. Lau presented a letter from Bank West regarding the County's Fixed Rate Money Market account. Discussion was held. A motion was made by Koedam and seconded by Star to accept the new rate and terms with Bank West for a fixed rate of 4.50% for one year on the Money Market, effective immediately through July 1, 2025. All present voted in favor of this action; motion carried.

OTHER BUSINESS

A motion was made by Star and seconded by Koedam to surplus an antique wooden chair (FA#1187) from the extension office. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session to discuss a potential litigation matter at 11:01 a.m. All present voted in favor of this action; motion carried. Vice-Chair Maas declared the meeting back to open session at 11:21 a.m. with no action taken at this time.

SHERIFF'S OFFICE

Sheriff Lau met with the Board at their request to discuss the concerns brought forth by Mr. Ross. Discussion was held with no action necessary.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

June Payroll: Commissioners 6242.61 Auditor 10,443.68 Treasurer 10,585.15 States Attorney 6,461.66 Courthouse Janitor 6,588.02 Equalization 9863.06 Register of Deeds 8408.28 Veterans Service Officer 1106.50 Sheriff 29,086.49 Coroner 0.00 Welfare 154.27 Ambulance 2,576.13 Extension 3869.29 Weed & Pest 2246.25 Fair board 323.87 Drainage 359.93 Planning and Zoning 448.56 Park 1130.31 Reliance Standard Life Insurance 590.26 Armour Chronicle 689.42 publishing Armour Dray 110.00 utilities; C&B Operations 250.23 repairs; Corsica Globe 689.42 publishing; John Engelland 20.49 supplies; Dianne Feenstra 77.13 election; Jessica Goehring 118.74 travel; Keith Goehring 161.00 prof fees; Goldenwest 763.93 utilities; Kimberly Klein 133.96 supplies; Kathy Lau 69.07 election; Chris Lau 101.85 supplies; McLeod's Office Supply 3920.02 supplies; Microfilm Imaging 322.50 rental fees; Nextraq 56.85 utilities; Northwestern 1385.13 utilities; Office Products Center 181.94 supplies; Randall Community Water Dist. 288.00 utilities; Rutherford Co. Civil Process 42.00 prof. fees; SD Peace Officer Assoc. 75.00 dues; SDACC 308.00 CLERP; Two- Trees Technologies 301.70 prof fees; US Bank Voyager 1943.06 gas; Whalen Law Office 2732.25 prof fees; Wilson True Value 70.85 supplies.

ROAD AND BRIDGE FUND

June Payroll: 35,758.20; Armour Dray 35.00 utilities; Dustbusters Enterprises 5916.00 road maint.; Econo Signs 567.17 repairs; AT&T Mobility 80.08 utilities; Goldenwest 199.13 utilities; Nextraq 341.10 prof fees; Two-Trees Technologies 51.63 prof fees; US Bank Voyager 322.53 gas; Wilson's True Value 16.48 supplies.

E911 FUND

June Payroll: 26.46; Goldenwest 200.00 prof fees.

EMERGENCY MANAGEMENT FUND

June Payroll: 2298.81; Pat Harrington 265.20 travel; Two- Trees Technologies 22.72 prog fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

ADJOURNMENT

At 11:40 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 July 16, 2024. All members voted in favor of this action; motion carried.

SIGNED: _____
Marlin Maas, Vice-Chairman
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes
July 16, 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, July 16, 2024. The members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Pledge of Allegiance was recited. A motion was made by Star 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 Maas to approve of the minutes from the June 6th 18th meeting minutes. All members voted in favor of this action; motion carried.

COMMISSIONER COMMENT

Commissioner Werkmeister commented on thistles on County ground near Delmont. Commissioner Koedam informed the Board that the Weed and Pest Board has discussed it and is planning to take care of it. No action was needed.

AUTOMATIC BUDGET SUPPLEMENT

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

Expenditure: Emergency Management Fund; Equipment: 226-222-434: \$14,164.53

Means of Finance: Emergency Management Fund; Homeland Security Grants: 226-222-331.28 12,530.68. All members voted in favor of this action; motion carried.

MILEAGE REIMBURSEMENT

Auditor Barker presented a memo from the Bureau of Finance Management regarding Travel Reimbursement Rates for FY2025. A motion was made by Werkmeister and seconded Star to increase the mileage reimbursement rate to 0.65 cents per mile effective July 1, 2024. If an employee elects to use a personal vehicle for county business when a county vehicle is available to them, the mileage reimbursement rate will be set at 45% of the rate set by the IRS, or 0.29 cents per mile. All members 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 2025 for a fee of \$12,546.00. A motion was made by Star and seconded by Maas, authorizing the Chairperson to sign the Statement of Extension Joint Cooperative Agreement with Planning and Development District III for services in 2025. All members voted in favor of this action; motion carried.

LEWIS AND CLARK BEHAVIORAL HEALTH

Dr. Tom Stanage, Director of Lewis and Clark Behavioral Health Center (LCBHC), met with the Board to provide an annual update. LCBHC is asking for a 4% increase to the 2024 allotment for a total request of \$6,442.29 for the 2025 budget allotment. Discussion was held. The Board thanked Dr. Stanage for attending the meeting and providing information.

EXECUTIVE SESSION

At 9:22 a.m., a motion was made by Star and seconded by Werkmeister to enter executive session to discuss legal matters. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:35 a.m. with no action taken at this time.

DRAINAGE

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

The Board continued their discussion from the June 18th meeting regarding two permits; one submitted by Jon Reichert for underground drain tile in the NE4 SW4 of Section 36, T100N, R62W, Douglas County and one submitted by Zita Bialas for underground drain tile in the NW4 SE4 of Section 36, T100N, R62W, Douglas County. Bryce Gillen of Gridline Field Tile, Zita Bialas, Craig Bialas, Jon Reichert, Steve Reichert, Kurt Bialas, DuWayne Bialas and Scott Hansen of East River Land Improvement, were present for the discussion. Gillen explained that the projects connect to an existing mainline that outlets into Hutchinson County. Barker presented a power point outlining all projects that have been added to the existing mainline since the original permit was approved in 2016. Gillen stated that the 12" perforated mainline is adequate for the 400 acres now being drained into the mainline. Craig Bialas, who's property the mainline outlets on, disagreed and would like to see a larger mainline put in to replace the 12" perforated outlet. Craig Bialas also asked what

the grade of the tile was; Gillen could not provide an answer at this time and offered to meet with Bialas privately to discuss. Scott Hansen agreed the outlet is not large enough for the number of acres being drained. Discussion continued.

Barker asked that the landowners obtain the appropriate waivers as outlined in the Drainage Ordinance of Douglas County. Barker also asked Gillen to provide an updated tile map showing the total project, and total feet of drain tile currently feeding into the existing outlet. Discussion will continue at the next meeting when all documents requested are received by the Drainage Administrator. No 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 Douglas County Commissioners. All members voted in favor of this action; motion carried.

AMBULANCE

Heath Brouwer, Douglas County Memorial Hospital Administrator, met with the Board to continue the discussion on the proposed ambulance agreement. Brouwer presented the last five years of financial documents as requested by the Commission. These reports show an average of \$68,509, per year, in net revenue generated by the ambulance over the last five years. Brouwer stated that he spoke to the DCMH Board of Directors; they agreed that the hospital would take over the continuing education expenses, repairs, maintenance, and other previously agreed upon terms. The hospital also agreed to allocate ten thousand dollars per ambulance (Armour and Corsica) per year as a donation to each department. Brouwer stated that the hospital is not willing to release any of the revenue to Douglas County to be placed in a restricted fund for the purchase of future ambulances; if the County demands that, the hospital will relinquish all responsibility for the ambulance to the County and then charge the County for nursing staff, ambulance billing and any other cost associated with the ambulance. Discussion continued with no action taken at this time.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the board for a brief update. 2024 Achievement Days will be August 5th and 6th. The Douglas County 4-H is hosting a BBQ fundraiser on August 5th to raise funds to replace the flooring in the 4-H Building. Klein explained the 2025 budget requests for Weed and Pest, Extension and Fair board. No action was required.

HIGHWAY DEPARTMENT

Brad Lawrence, Brosz Engineering, met with the Board to discuss the Randall Community Water District (RCWD) regional waterline project. RCWD is requesting authority to occupy the Public Right-of-Way of Douglas County to install, operate and maintain a domestic waterline for public use. Discussion was held. A motion was made by Maas and seconded by Koedam to introduce the following resolution:

RESOLUTION #2024-05

A RESOLUTION AUTHORIZING DOUGLAS COUNTY TO ENTER INTO AN AGREEMENT TO ALLOW A PUBLIC UTILITY TO OCCUPY THE PUBLIC RIGHT-OF-WAY BETWEEN DOUGLAS COUNTY AND RANDALL COMMUNITY WATER DISTRICT.

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT has determined it is necessary to proceed with RANDALL REGIONAL TRANSMISSIONLINE (the "Project"); and

WHEREAS, DOUGLAS COUNTY permits the pipeline to be installed, operated, and maintained within the public right of way of Douglas County; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT agrees to restore the roadway and ditch to equal or better condition; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT agrees to move or alter the utility installation in any way due to maintenance or construction within its present right-of-way width, the alteration will be accomplished by RANDALL COMMUNITY WATER DISTRICT without cost to the owner; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT provides protection to highway traffic during construction and maintenance; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT pledges to repair any damage to the right of ways due to a water leak, repair, alteration, or any other activity associated with the water line that disturbs the subgrade or surfacing during the duration of the project's use; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT promises to meet the standards for crossings as set forth in the letter agreement attached hereto this resolution; and

WHEREAS, the RANDALL COMMUNITY WATER DISTRICT agrees to indemnify and hold the county, its officers, agents, and employees harmless, from and against any and all actions, suits, damages,

liability of other proceedings of any kind or nature brought because of any injuries or damages received or sustained by any person or property on account of the use or occupancy of right-of-way.

Dated this 11th day of July 2024.

Votes Recorded: Voting 'aye': Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none.
Absent: None. Motion carried.

SIGNED: _____
Lori Sparks- Chairperson
Douglas County Commissioner

ATTEST: _____
Phyllis Barker- Auditor

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Nichols presented three applications for Occupancy on the Right- of- Ways of County Highways submitted by Douglas Electric. A motion was made by Star and seconded by Maas to approve the permits submitted by Douglas Electric for telecommunication facilities occupancy of 379th Avenue located in Sections 1 & 2, T99N, R66W, 273rd St. located in the SE4 of Sec. 31 and NE4 of Sec 6, T99N & T100N, R63W and 393rd St. located in NE4 of Sec 31 and NW4 of Sec 32, T100N, R63W. All members voted in favor of this action; motion carried.

HAUL ROAD AGREEMENT

A Haul Road Agreement was submitted by the South Dakota Department of Transportation for the Use and Restoration of Haul Road. A motion was made by Koedam and seconded by Werkmeister to approve Agreement No. 3, designating 399th Avenue from SD HWY 18 North to 284th Street, 2 miles (County Road 5-5) as a Haul Road for State Project No. NH 0037 (164) 24. The complete agreement is on file in the Highway Office. All members voted in favor of this action; motion carried.

Nichols presented the 2024 Douglas County Bridges BIG (Bridge Improvement Grant) scores. A motion was made by Maas and seconded by Werkmeister to amend the 5-Year County Highway and Bridge Plan to include Structure No. 22-213-030. All members voted in favor of this action; motion carried.

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

RESOLUTION #2024-06
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 Programs
STRUCTURE No. 22-213-030 Located 2.0 miles N and 6.3 miles 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 100% of ineligible expenses; 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 Bridge Improvement Grant Application.

Dated this 11th day of July 2024.

Votes Recorded: Voting 'aye': Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none.
Absent: None. Motion carried.

SIGNED: _____
Lori Sparks- Chairperson
Douglas County Commissioner

ATTEST: _____
Phyllis Barker- Auditor

A motion was made by Star and seconded by Maas authorizing Callie Nichols to attend the one-day Highway Superintendent Certification Training on August 14, 2024. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 12:08 p.m., a motion made by Maas and seconded by Koedam to enter executive session to discuss a personnel matter. All members voted in favor of this action; motion carried. At 12:18 p.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

RECESS

The Board recessed for lunch at 12:21 p.m. and reconvened at 1:06 p.m.

BUILDING

John Engelland, Custodian, met with the Board to present quotes for new flooring in various offices in the courthouse. The Board told Engelland to move forward with the projects as the expenses were budgeted for in the current budget.

2025 BUDGET REQUESTS

The 2025 departmental budget requests and proposed provisional budget were reviewed by the Board. No formal action was required at this time.

FEES REPORT:

Clerk of Courts Fees (June): \$2003.00

Register of Deeds Fees (June): \$2234.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: June 2024

Checking Accounts	\$7,586.13
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$13,813.11
Savings Accounts.....	\$3,808,500.00
Certificate of Deposits	\$400,000.00
Total	\$4,230,799.24

FUND BALANCE

General Fund	\$2,940,065.98
Special Revenue Funds	\$1,023,142.15
Tax Increment District Fund	\$0.00
Trust and Agency Funds	\$267,591.11
Total	\$4,230,799.24

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 139.36 supplies/repairs; City of Armour 137.50 utilities; Armour Dray 55.00 utilities; Armour Fire Dept. 75.00 polling place; Buhl's Dry Cleaning 153.50 maint; C&R Supply 271.38 equip; Cardmember Services 1495.63 prof fees/supplies/travel; Corsica City 75.00 polling place; Darrington Water 32.00 supplies; DCMH 50.00 prof fees; Delmont Community Center 75.00 polling place; Douglas Electric Coop 401.58 utilities; East River Psychological Services 2500.00 prof fees; Galls 136.00 clothing allowance; Harrison Community Church 75.00 polling place; Kone Inc. 959.88 repairs; Krull's Market 80.48 supplies; Legacy Building Supply 181.79 repairs; Kent E. Lehr 360.00 prof fees; Minnehaha County 4584.80 juvenile housing; Office Products Center 182.40 supplies; South Dakota Counties 200.00 conference; SDACC 1600.00 conference; Van's Dray & Recycling 140.00 utilities; Vogt's Repair 59.51 repairs; Wilson's True Value 89.26 supplies.

ROAD AND BRIDGE FUND

Agland Coop 7,704.66 repairs; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; Douglas Electric Coop 58.14 utilities; Econo Signs 2070.58 supplies; Fousek Truck Services 147.86 supplies; Northwestern Energy 151.06 utilities.

E911 FUND

Charles Mix County 27,510.18 E911 Services; Santel Communications 30.00 E911 Services.

ADJOURNMENT

At 4:37 p.m. Koedam motioned to adjourn until 9:00 a.m. on Tuesday, August 6, 2024. 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 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, August 6, 2024. Members present were Dan Koedam, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Marlin Maas was absent. The Pledge of Allegiance was recited. A motion was made by Werkmeister and seconded by Koedam to adopt the agenda. All members voted in favor of this action; motion carried.

SEPTEMBER MEETING DATES

A motion was made by Koedam and seconded by Werkmeister to set the September Commissioner meeting dates to September 10th and September 24th due to the Labor Day holiday and the SDACC convention. All present voted in favor of this action; motion carried.

PUBLIC COMMENT

Larry Wold Sr. was present to discuss the option of extending the speed zone of 25 MPH on 281st Street west past the Armour Rubble Site. Wold believes this would help alleviate some of the dust on that road and reduce safety concerns for people traveling the road due to the amount of truck traffic. The Board agreed that this would be a good idea and will review the laws and discuss the change with the City of Armour. No action was taken at this time.

AMBULANCE

Nicole Neugebauer and Shelly Menning, Armour and Corsica EMT Directors, met with the Board to review a letter received from the Wagner Ambulance District. Auditor Barker was instructed to schedule a meeting with the Wagner Ambulance Board and the County Commissioners. No action was taken.

SPECIAL EVENT LIQUOR LICENSE

Auditor Barker presented a special event liquor license application submitted by The Dugout (Mary Schuh). A motion was made by Star seconded by Werkmeister to approve the special event license application submitted by The Dugout for the 7th Annual Curt Schuh Memorial Golf Tournament to be held at Tri-Del Golf Course on August 10, 2024. All present 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 Star 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: \$111,142.79

Means of Finance: General Fund; Federal Grants 101-0-331.80: \$111,142.79

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

FORMAL BUDGET SUPPLEMENT

A motion was made by Star and seconded by Werkmeister authorizing the Auditor to publish a Notice of Hearing to be held on August 20, 2024, to consider a supplement to the E911 budget for 2024. All members voted in favor of this action; motion carried.

CAPITAL ACCUMULATIONS

Motion was made by Koedam and seconded by Werkmeister authorizing the Auditor to do a onetime transfer \$150,000 from Unassigned Fund Cash (101-277) to Assigned for Capital Accumulations (101-276.02) for the purpose of repairing the Corsica Lake Spillway. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Koedam to introduce the following resolution:

RESOLUTION #2024-07
RESOLUTION ESTABLISHING FUNDS FOR
ASSIGNED CAPITAL ACCUMULATIONS FUND

WHEREAS, The Douglas County Board of Commissioners is authorized by SDCL 7-21-51 to accumulate funds for a period longer than one year for capital outlay purposes;

WHEREAS, the Board of County Commissioners projects that it will be necessary for the County to expend funds for a new motor grader or Highway Department equipment within the next five years; and

WHEREAS, said purchase involves the expenditure of more funds than is prudent for the County budget in a single year;

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Douglas County as follows:

1. There has been established a fund known as the "Assigned for Capital Accumulations Fund";
2. That the funds to be accumulated in the Assigned for Capital Accumulations Fund shall be accumulated for the express purposes of purchasing a new motor grader or Highway Department equipment;
3. That the sum of FIFTY THOUSAND DOLLARS (\$50,000) from the unassigned cash of Douglas County for the year 2025 shall be transferred into the Assigned for Capital Accumulations Fund.
4. The maximum amount to be accumulated in the Assigned to Capital Accumulations Fund for motor grader or Highway equipment purchases shall be TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000.00).

Dated this 6th day of August 2024.

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

Lori Sparks, Chairperson
Douglas County Commission

ATTEST: _____
Phyllis Barker, County Auditor

HIGHWAY DEPARTMENT

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Bob Reinfeld, Steve Harrington, Dave Abbot, and Jacob Horstman, Highway Maintenance Crew members, were also present.

Chuck Greenaway, County resident, met with the Board to discuss the bridge east of Armour. The fence was not repaired as stated in the easement and his field approach was also not restored to it's original state. Chairperson Sparks will contact the state and the engineer that worked on the project to get the problem resolved.

Nichols presented a quote from Vanderpol Construction for cleaning out the ditches near Delmont and Twin River Iron for a total of \$15,433.70. Another quote for installing a culvert east of the Armour Cemetery on 280th St. was submitted by Vanderpol for \$5,803.58. No action was taken at this time.

APPROACH

An approach permit submitted by Kaleb Maasen was reviewed by the Board. A motion was made by Star and seconded by Werkmeister to approve the approach permit submitted by Kaleb Maasen for the purpose of installing a field approach in the NW4 of Section 4 of Valley Township on 394th Street, contingent upon that road not being over the legal number of approaches for that mile. All approach work will be at the expense of the landowner. All present voted in favor of this action; motion carried.

FAIR BOARD

Bart Laber, Fair Board Chairman, met with the Board to update them on the flooring project at the 4-H building. Laber informed them that the Fair Board was awarded a grant from Armour Community Foundation for \$8000 and a grant from Farm Credit Services for \$5000, with that

included in the budget, they would like to complete that project in the 2024 budget. The total estimate for the floor was \$19,500- \$20,000.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Koedam to enter executive session at 10:54 a.m. to discuss personnel. All present voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session 11:10 a.m. with no action taken.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss her office. Goehring would like to see the fee for data requests increased. Goehring also presented Zoning fees from surrounding counties. The current fees for variances and conditional use permits do not cover the cost of publishing and the fees of holding a meeting. Goehring will present the information to the Zoning Board before action is taken.

STATES ATTORNEY

Craig Parkhurst, States Attorney, met with the Board to provide an update. No action was needed.

DRAINAGE

A motion was made by Werkmeister and seconded by Star 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.

Bryce Gillen, Gridline Field Tile and Excavation, Scott Hanson, Zita Bialas, Craig Bialas, Stacy Bialas, Myles Bialas and Craig Parkhurst were present for the conversation. Gillen proposed a new project plan and stated that they will plan to add a new mainline that will outlet into a Blueline Creek Douglas County. Gillen is working on getting permission and signatures from neighboring landowners before submitting the new permit. The Board gave Gillen a deadline of September 10, 2024, to have the new permit and all required documents submitted to the Drainage Board. The Board discussed Section 411- Violation and Penalty of the Drainage Ordinance of Douglas County. The options of fining the landowners, the contractor, or both were discussed.

A motion was made by Koedam to fine the contractor, Gridline Field Tile and Excavation, \$5,000, per permit and to fine each landowner \$5,000 for each permit not submitted. Motion died for a lack of second.

A motion was made by Star to fine each landowner \$10,000 for each permit not submitted. Motion died for lack of second.

A motion was made by Werkmeister and seconded by Star to table the matter until a full board can be present at the September 10th meeting. All members voted in favor of this action; motion carried.

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

TREASURER'S OFFICE

Carolyn Lau, Treasurer, met with the Board to discuss the County Certificates of Deposit. Lau presented one, \$100,000.00 Certificate of Deposit that has matured at Bank West, as well as quotes from Bank West and BMO for interest rates moving forward. Discussion was held. A motion was made by Star and seconded by Koedam authorizing Lau to cash out one, \$100,000.00 Certificate of Deposit at Bank West and re-deposit the money into Bank West for one, \$100,000.00 Certificate of Deposit at an annual interest rate of 4.50%. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

July Payroll: Commissioners 6060.63 Auditor 10,222.08 Treasurer 11,154.07 States Attorney 6,461.66 Courthouse Janitor 6,361.20 Equalization 10,182.71 Register of Deeds 8,578.33 Veterans Service Officer 1106.50 Sheriff 30,230.03 Coroner 0.00 Welfare 154.27 Ambulance 5,101.62 Extension 3812.79 Weed & Pest 2331.76 Fair board 0.00 Drainage 359.93 Planning and Zoning 872.11 Park 1130.33 Reliance Standard Life Insurance 590.26 Agland Co-op 109.03 travel; Armour Chronicle 555.66 publishing; Bob's Farm Service 100.00 maintenance; Buhl's Dry Cleaning 187.00 supplies; C&B Operations 125.60 repairs; C&R Supply 635.00 equipment; Cardmember Services 76.81 prof fees; Charles Mix Co. Sheriff's Office 900.00 jail fees; Corsica Globe 524.16 publishing; Darrington Water 56.00 supplies; Dean's Auto Body 208.00

repairs; Douglas Electric 648.09 utilities; Douglas Electric 111,142.79 passthrough grant; AT&T Mobility 430.95 utilities; Keith Goehring 1414.38 CAA Fees; Golden West 748.02 utilities; Graham Tire 584.00 repairs; H&H Electric 299.18 repairs; Krull's Market 17.98 supplies; Phillip Lane 72.94 supply reimb. /travel; Kent Lehr 520.00 mental health board; McLeod's Office Supply 1943.75 supplies; Microfilm Imaging Systems 100.00 rental fees; Nextraq LLC 18.95 utilities; Northwestern Energy 1601.43 utilities; Office Products Center 160.83 supplies; Randall Comm. Water District 118.40 utilities; SD Dept. of Health 40.00 prisoner medical; Two Trees Technologies 301.70 prof fees; Van Brothers 350.00 utilities; U.S Bank Voyager 1495.72 fuel; Whalen Law Office 1334.15 CAA fees; Wilson's True Value 75.00 supplies.

ROAD AND BRIDGE FUND

July Payroll: 34,778.53; Agland Co-op 3566.34 fuel; City of Armour 63.00 utilities; C&B Operations 1268.00 supplies; Douglas Electric 58.42 utilities; AT&T Mobility 80.08 utilities; Golden West 189.70 utilities; Legacy Building and Supply 11.00 supplies; Nextraq LLC 113.70 utilities; Pro-Crush LLC 175,000.00 gravel crushing; SD DOT 172.79 bridges.

E911 FUND

July Payroll: 26.46; Golden West 200.00 E911 services; Midstate Communications 440.11 E911 system; Santel Communications 30.00 E911 system.

EMERGENCY MANAGEMENT FUND

July Payroll: 2,298.82; Two Trees Technologies 22.72 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 255.50 rental fees.

RURAL ACCESS INFRASTRUCTURE FUND

David Vanderpol Construction 26,244.95 Washington twp. RAIF

ADJOURNMENT

At 1:39 p.m., a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting scheduled for Tuesday, August 20, 2024, 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
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 1/4 of Section 24, T98N, R64W of the 5th P.M., Chester Township, Douglas County

Plat of Lot 1 of Rus Addition in the NE 1/4 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 1/4 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

Douglas County Commissioner Meeting Minutes 9:00
September 10, 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 September 10, 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 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 August 6th and 20th meetings. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion by Koedam and seconded by Werkmeister to enter executive session at 9:01 a.m. to discuss potential litigation. All members voted in favor of this action; motion carried. At 9:14 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

DRAINAGE

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. Bryce Gillen of Gridline Tile, Zita Bialas, Jordan Reimnitz, Stacy Bialas, Myles Bialas, Craig Bialas, Scott Hanson of East River Land Improvement, and Kennedy Tesch of Ag Week were present for the discussion.

Gillen presented two amended permits. The first for Jon Reichert for the tile previously installed in the NE4 of the SW4, Section 36, T100N, R62W. The second for Zita Bialas included tile previously installed as well as an additional 160 acres to be tiled with the following legal description encompassing the entire project: E2 and the S2 of the SW4, Section 36, T100N, R62W and the NW4 and the N2 of the NE4, Section 1, T99N, R62W. A new permit for Dusty Roads LLC (Gail Sperlich) was also added for the NW4 of the SW4, Section 36, T100N, R62W. All permits were accompanied by the requested maps and drainage activity waivers, signed by Craig Bialas. All above mentioned projects will flow into one 18" solid mainline that will cross the County line and outlet on Craig Bialas' land in Hutchinson County. Discussion was held.

A motion was made by Star and seconded by Werkmeister to approve the drainage permits submitted by Dusty Roads LLC (Gail Sperlich), Jonathen Reichert and Zita Bialas, contingent upon Hutchinson County Drainage Board approval. All members voted in favor of this action; motion carried.

Fines for the work done prior to obtaining permits were discussed at length.

Chairperson Sparks turned the meeting over to Vice Chair Maas.

Sparks made a motion to set a fine of \$250.00 per acre as stated on the permits for both Reichert and Bialas. Motion died for lack of second.

Vice-Chair Maas returned control of the meeting back to Chairperson Sparks.

A motion was made by Star to fine both Reichert and Bialas each \$8,000.00 per permit. Discussion was held. Motion died for lack of second.

A motion was made by Koedam to set a fine at \$125.00 per acre, per 40- acre permit for both Reichert and Bialas. Maas seconded the motion. Roll call vote was recorded as follows:

Werkmeister- Aye; Maas- Aye; Star- Nay; Koedam- Aye; Sparks- Nay. Motion carried.

A motion was made by Star and seconded by Koedam 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.

FORMAL BUDGET SUPPLEMENT

A Motion was made by Koedam and seconded by Maas to introduce the following resolution:

RESOLUTION #2024-08
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2024 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 10th day of September, 2024, at 9:30 a.m. in the Commissioners Chambers, 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:

General Fund:

Net Means of Finance:

Unassigned Fund Balance: \$25,000.00

Appropriations:

Transfer Out: \$25,000.00

E911 Fund:

Net Means of Finance:

Transfer In: \$10,000.00

Appropriations:

E911 Expenditures: \$10,000.00

Highway Rural Access Fund:

Net Means of Finance:

Unassigned Fund Balance: \$30,000.00

Appropriations:

Highway Rural Access Expenses: \$30,000.00

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

SIGNED: _____
Chairperson

ATTEST: _____
County Auditor

OPERATING TRANSFER:

A motion was made by Werkmeister and seconded by Star to make an operating funds transfer of \$250,000 from the General Fund Cash Balance to the Highway Cash Balance and \$25,000 from General Fund Cash Balance to the E911 Fund Cash Balance as budgeted for 2024. All members voted in favor of this action; motion carried.

2025 PROVISIONAL BUDGET

As advertised, the Commissioners reviewed the 2025 Provisional Budget. No one from the public was present. A motion was made by Maas and seconded by Koedam to approve the 2025 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 24th meeting.

HIGHWAY DEPARTMENT

Callie Nichols, Interim Highway- Superintendent, met with the Board to update them on her department. Nichols presented six permits submitted by Randall Community Water District for the Board's review. A motion was made by Koedam and seconded by Star to approve the Applications for Occupancy of the Right-of-Way of County Highways submitted by Randall Community Water District (RCWD) to install water lines in the following areas:

270th St. located between sections 15 and 22, T100N, R65W; 383rd Avenue located between sections 21 and 22, T100N, R65W; 273rd Street between section 34, T65N, R100W and section 3, T65N, R99W; 383rd Avenue located between section 33 and 34, T65N, R100W; 273rd Street located in section 35, T65N, R100W; and 273rd Street located between section 35, T65N, R100W and section 2, T65N, R99W. This approval is contingent upon RCWD boring under the county roads and not trenching. All present voted in favor of this action; motion carried.

Glennis Stern, Joel Baier, Irvine Bietz and Mike Fechner met with the Board to discuss ditch cleanout around the Delmont area. Nichols will discuss with Vander Pol and then get in contact with Stern before moving forward.

Nichols informed the Board that the County was approved for the Bridge Improvement Grant to cover preliminary engineering on Structure Number 22-213-030. This agreement states that the State would pay 80% and the County would be responsible for 20% of the cost.

A motion was made by Maas and seconded by Werkmeister to approve the Joint Powers Bridge Improvement Grant Agreement for Preliminary Engineering between Douglas County and the SD DOT for structure number 22-213-030. All members voted in favor of this action; motion carried. Nichols brought a quote from Barga Incorporated for Maxwell Gap Level Mastic and Fill for widened crack repair on 270th Street between 396th Avenue and 399th Avenue for a total of \$86,495.00. A motion was made by Maas and seconded by Star to approve the quote for the work to be done this year. All members voted in favor of this action; motion carried.

Chairperson Sparks exited the meeting. Vice-Chair Maas took over the meeting.

A motion was made by Star and seconded by Werkmeister authorizing Callie Nichols to attend the Local Roads Conference October 21st-23rd in Sioux Falls. All present voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to update them on her department. Goehring would like to increase the data request fees. Discussion was held. A motion was made by Star and seconded by Koedam to increase the data request fee for PDF files of assessment rolls and tax lists to \$1.00 + tax per parcel. All members voted in favor of this action; motion carried.

CORONER

Dustin Palmquist, Chief Deputy/Coroner, met with the Board to discuss the coroner position. Palmquist informed the Board that currently there is no Deputy Coroner appointed. A motion was made by Koedam and seconded by Werkmeister to appoint the Sheriff and all Sheriff's Deputies as Deputy Coroners. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

Motion was made by Star and seconded by Werkmeister to enter executive session at 11:49 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Vice-Chair Maas declared the meeting back to open session at 12:05 p.m. with no action taken at this time.

SHERIFF'S OFFICE

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

EXECUTIVE SESSION

Motion was made by Koedam and seconded by Werkmeister to enter executive session to discuss a personnel matter at 12:11 p.m. All members voted in favor of this action; motion carried. Vice-Chair Maas declared the meeting back to open session at 12:28 p.m. with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to accept the resignation of Dustin Palmquist as Chief Deputy effective September 23, 2024, and to authorize the Sheriff to advertise for a full-time deputy. All present voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Star to hire Dustin Palmquist as a part-time deputy at a rate of \$25.00 per hour effective September 24, 2024. All members voted in favor of this action; motion carried.

AMBULANCE UPDATE

Commissioner Werkmeister provided an update on the DCMH Board meeting that he and Commissioner Koedam attended on August 28th. Within the DCMH Board meeting, Commissioner Werkmeister reviewed the county's proposal of splitting the ambulance's net income based off the percentage of the ambulance's expenses between the county and hospital. Werkmeister also explained how the proposed income returned to the county would be put into a restricted account to fund future ambulances. The DCMH Board stated they have no intentions of sharing any income generated from the ambulance with the county. The DCMH board stated they would give \$10,000 annually to each of the Armour and Corsica Ambulance Associations. Discussion was held on how to proceed with no action taken at this time.

PLAT APPROVAL

A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the Plat of Lots 1 and 2, G.H. Noteboom's Second Addition in the NW ¼ of Section 8, T99N, R63W of the 5th P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

August Payroll: Commissioners 6211.99 Auditor 9906.25 Treasurer 10,974.00 States Attorney 6,461.66 Courthouse Janitor 6,615.64 Equalization 10,453.63 Register of Deeds 8,309.29 Veterans Service Officer 1106.50 Sheriff 30,427.98 Coroner 125.77 Welfare 154.27 Ambulance 2,180.00 Extension 3812.78 Weed & Pest 1810.69 Fair board 335.20 Drainage 359.93 Planning and Zoning 448.56 Park 1187.94 Reliance Standard Life Insurance 590.26 Agland Co Op 30.00 repairs; Armour Chronicle 1850.80 publishing; Armour City 175.00 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 300.90 supplies; Charles Mix County Sheriff's Office 1333.00 jail fees; Cole Papers Inc 792.39 supplies; Corsica Globe 1850.80 publishing; Darrington Water 32.00 supplies; Davison Co. Sheriff's Office 1050.00 jail fees; SD Dept. of Health 190.00 prof fees; Douglas Electric Co Op 832.54 utilities; John Engelland 44.98 supplies; AT&T Mobility 430.95 utilities; Keith Goehring 2206.51 prof fees; Goldenwest 537.40 utilities; H&H Electric 460.47 repairs; Krull's Market 16.34 supplies; Legacy Building & Supply 458.88 supplies; McLeod's Office Supply 274.56 supplies; Microfilm Imaging Systems 820.00 rental fees; Midstate Fire Safety 463.00 maint; Melissa Odens 1657.70 transcript fees; Office Products Center 279.93 supplies; Randall Community Water Dist. 115.20 utilities; SD Dept. of Public Safety 2340.00 teletype services; TEAM Laboratories 295.10 supplies; Two-Trees Technologies 301.70 prof fees; Tyler Technologies 450.00 prof fees; Van Brothers Inc. 295.00 utilities; Vogt's Repair 2888.16 repairs; U.S Bank Voyager 1588.41 fuel; Wilson's True Value 101.02 supplies.

ROAD AND BRIDGE FUND

August Payroll: 31,775.63; Agland Co Op 6665.30 fuel/def fluid; C&B Operations 310.68 repairs; Cardmember Services 84.96 utilities; Corsica Hardware 21.99 supplies; Douglas Electric Co Op 58.42 utilities; AT&T Mobility 80.08 utilities; Fousek Truck Service 191.80 supplies; Goldenwest 119.15 utilities; Northwestern Energy 16.97 utilities; Two-Trees Technologies 51.63 prof fees; Vogt's Repair 68.95 repairs; U.S Bank Voyager 440.96 fuel.

E911 FUND

August Payroll: 26.46; Goldenwest 200.00 prof fees; Midstate Communications 440.11 prof fees; Santel Communications 30.00 prof fees.

EMERGENCY MANAGEMENT FUND

August Payroll: 2298.81; Two-Trees Technologies 22.72 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging 222.50 rental fees.

ADJOURNMENT

At 12:56 p.m., a motion was made by Koedam, seconded by Star to adjourn until 9:00 a.m. on Tuesday, September 24, 2024. 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 24, 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 September 24, 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 DEPARTMENT

Callie Nichols, Interim- Highway Superintendent, met with the Board to update them on her department. Nichols presented the final invoice from Commercial Asphalt for the 2024 overlay projects. A motion was made by Maas and seconded by Koedam to accept the final invoice from Commercial Asphalt for \$1,293,476.30 (\$22,748.70 under the original bid). All members present voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, and Angela Magnuson, Deputy Director met with the Board. Goehring explained an issue of overlapping between the County's existing Tax Increment District (Douglas County TID #1) and the new Corsica TIF #2. Discussion was held with no action taken at this time.

PLANNING AND ZONING FEES

Goehring discussed the Planning and Zoning permit fees. Discussion was held. A motion was made by Star and seconded by Werkmeister to increase the Conditional Use and Variance Request permit fees to \$250.00 per permit and increase the special meeting rate to \$500 + permit fee. All members voted in favor of this action; motion carried.

DELMONT DITCH CLEANOUT

Mike Fechner, County resident, was present for discussion regard ditch cleanout in the Delmont area. Interim- Highway Superintendent Nichols was also present. A revised estimate from Vander Pol Construction for cleaning ditches was reviewed. Discussion was held with no action taken.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to provide an update on her department. Klein asked for permission to have a Douglas County 4-H float in the Armour Homecoming parade. A motion was made by Maas and seconded by Werkmeister to approve the Douglas County 4-H program to have a float for the homecoming parade with a limit of \$150.00 for expenses. All members voted in favor of this action; motion carried. Klein informed the Board that the 4-H Building flooring project is underway and should be completed soon. The ETHICS Trapping classes will begin on October 19th. Children must be members of Douglas County 4-H and at least 8 years old to participate. The Recognition Banquet will be held November 2nd.

WEED AND PEST

Kim Klein informed the Board that the Weed and Pest Department would like to spray for townships adjacent to the county line. Discussion was held. A motion was made by Star and seconded by Maas authorizing the Weed and Pest Department to spray surrounding county township ROWs (AFTER all Douglas County work has been completed) at a rate of \$75/mile for the entire township and \$85/mile for spot spraying with an \$850.00 minimum. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 10:42 a.m., a motion was made by Maas and seconded by Koedam to enter executive session 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 11:27 a.m. with the following action taken: A motion was made by Werkmeister and seconded by Star to accept Dustin Palmquist's verbal resignation from the position of Douglas County Coroner effective immediately. All members voted in favor of this action; motion carried.

The Commission thanked Dustin Palmquist for his nine years of service to Douglas County and wished him well in his future endeavors.

PARK

Roxane Wentz, Park Caretaker, met with the Board to update them on the campground. Wentz explained that the permanent campers have asked that the campground remain open until the

Dakota Trails Golf Course closes. The Board agreed that that should not be an issue. No action was needed.

2025 BUDGET

Phyllis Barker, Auditor, explained that the final growth came in above what was estimated in the Provisional Budget, therefore, the following changes were made:

General Fund Cash Applied decreased to \$690,439 and the General Fund Property Taxes levies increased to \$2,101,489.

The Road and Bridge Fund Cash Applied increased to \$178,901 and the Property taxes levies increased to \$681,941.

The Road and Bridge appropriations increased by \$110,000 for a total of \$2,220,000 due to an increase in chipseal projects.

A motion was made by Koedam and seconded by Maas to approve the changes to the 2025 Budget and to adopt the following resolution:

RESOLUTION 2024-09 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, 2025 and ending December 31, 2025 and the same is hereby approved and adopted by the Board of County Commissioners of Douglas County, South Dakota, this the 24th day of September, 2024. 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, 2025 through December 31, 2025.

GENERAL FUND: \$2,101,489.00 at 2.851 per \$1,000 of Valuation.

ROAD AND BRIDGE FUND: \$681,941.00 at 0.925 per \$1,000 of Valuation.

Total taxes Levied by County: \$2,783,430.00 at 3.776 per \$1,000 of Valuation.

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

ATTEST: Phyllis Barker, County Auditor

A roll call vote was taken with the following votes recorded: voting 'Aye': Star, Koedam, Werkmeister, Maas, Sparks. Nay: None. Absent: None. Motion carried.

MEMORANDUM OF UNDERSTANDING

A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the Memorandum of Understanding between the Douglas County Treasurer and the South Dakota Department of Revenue. All members voted in favor of this action; motion carried.

CORRESPONDENCE

A letter from the Wagner-Lake Andes Ambulance District was read with no action taken.

OTHER BUSINESS

A motion was made by Star and seconded by Werkmeister to approve the payout of Dustin Palmquist's vacation and sick leave with September payroll. 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 12:10 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 12:28 p.m. with no action taken at this time.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Phyllis Barker 446.52 travel; Douglas County Memorial Hospital 3000.00 prof fees; Election Systems & Software 965.54 supplies; Jessica Goehring 403.17 travel; Kim Huebner 68.00 travel; Dan Koedam 86.00 travel; Carolyn Lau 434.60 travel; Marlin Maas 599.99 travel; Mid-American Research Chemical 330.37 supplies; Marshall & Swift/Boeckh 1649.90 prof fees; Nextraq 92.00 utilities; Office Products Center 131.58 supplies; Lori Sparks 433.30 travel; Jerod Star 86.00 travel; Jay Vandenhoeck 184.90 travel; Jim Werkmeister 393.30 travel; Wilson's True Value 68.42 supplies.

ROAD AND BRIDGE FUND

C&B Operations 43.60 repairs; Commercial Asphalt Company 1,293,476.30 overlay projects; Corsica Hardware 18.17 supplies; ECONO Signs 721.41 repairs; Nextraq 132.65 utilities; Northwestern Energy 133.24 utilities; Office Products Center 27.88 supplies; SDLTAP 125.00 conference; Wilson's True Value 30.40 supplies.

EMERGENCY MANAGEMENT FUND

Pat Harrington 247.14 travel.

ADJOURNMENT

At 12:35 p.m., a motion was made by Werkmeister, seconded by Koedam to adjourn until 9:00 a.m. on Tuesday, October 1, 2024. 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 1, 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 1, 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 Koedam 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 September 10th and 24th meetings. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Interim Highway Superintendent, met with the Board to review the proposed 5-year plan. The 5-year plan meeting will be held on October 8th. Nichols informed the Board that the mastic project will begin on Co. Road 580 this week.

EXECUTIVE SESSION

A motion was made Star and seconded by Maas to enter executive session at 9:25 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. At 9:35 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session at 9:38 a.m. to discuss a personnel matter. Chairperson Sparks declared the meeting back to open session at 10:01 a.m. with no action necessary.

DELMONT AREA DRAINAGE

Joel Baier, County Resident, and Interim Superintendent Nichols met with the Board to continue discussion on the ditch cleanout by Delmont. A motion was made by Koedam and seconded by Werkmeister to approve the estimate from Vander Pol Construction for the clean out of ditches in the Delmont area with the City of Delmont covering \$3,250.00 of the cost and Joel Baier (landowner) paying up to \$1000.00 for the approach work, the county will then cover the rest of the bill. All members voted in favor of this action; motion carried.

LIQUOR LICENSE

A motion was made by Maas and seconded by Star 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.

MILEAGE REIMBURSEMENT

Auditor Barker presented a memo from the Bureau of Finance Management regarding Travel Reimbursement Rates for FY2025. A motion was made by Star and seconded by Werkmeister to increase the mileage reimbursement rate to 0.67 cents per mile effective October 1, 2024. If an employee elects to use a personal vehicle for county business when a county vehicle is available to them, the mileage reimbursement rate will be set at 45% of the rate set by the IRS, or 0.30 cents per mile. All members voted in favor of this action; motion carried.

CAMPGROUND- PLAY GROUND EQUIPMENT

Auditor Barker informed the Board that the County was *not* awarded the Land & Water Conservation Fund Grant for new playground equipment at the Douglas County Recreation Area (Corsica Lake Campground). The donations collected will remain earmarked for the project and Barker will reapply for the grant in 2025. No action was needed.

COUNTY CORONER

A motion was made by Werkmeister and seconded by Star to appoint Josh Knodel as the Douglas County Coroner effective immediately for the remainder of this term. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Maas to enter executive session at 10:31 a.m. to discuss personnel matters. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session with no action taken at 10:42 a.m. with no action taken.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to present the FFY25 Highway Safety Grants. Discussion was held. A motion was made by Maas and seconded by Werkmeister to accept the award of the FFY2025 Highway Safety Grants. All members voted in favor of this action; motion carried.

Sheriff Lau introduced Scott Powers to the Commissioners. Powers has been a sheriff's deputy for 18 years in Brule County and has experience in using the county equipment and software. Lau would like to hire Powers to fill the position vacated by Dustin Palmquist as Chief Deputy.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by star to enter executive session at 11:15 a.m. to discuss a personnel matter. Chairperson Sparks declared the meeting back to open session at 11:47 a.m. with the following action taken:

A motion was made by Maas and seconded by Werkmeister to offer the position of Chief Deputy to Scott Powers at a rate of \$53,000.00 annually with a review after the completion of a sixth month probation. Powers first day will be October 7th if he accepts the position. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Maas to enter executive session at 11:51 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 12:10 p.m. with no action taken.

CLAIMS

The following claims were approved for payment.

GENERAL FUND

September Payroll: Commissioners 6061.45 Auditor 10,285.80 Treasurer 11,543.50 States Attorney 6,461.66 Courthouse Janitor 7,049.96 Equalization 10,011.38 Register of Deeds 8,759.19 Veterans Service Officer 1106.50 Sheriff 39,265.70 Coroner 0.00 Welfare 154.27 Ambulance 2,211.80 Extension 3967.73 Weed & Pest 2,838.15 Fair Board 0.00 Drainage 359.93 Planning and Zoning 448.56 Park 0.00 Reliance Standard Life Insurance 590.26 Armour Chronicle 634.24 publishing; Corsica Globe 634.24 publishing; Davison Co. Sheriff's Office 315.00 jail fees; Mitchel DeLange 92.15 repairs; Election Systems & Software 54.14 supplies; AT&T Mobility 430.95 utilities; Floor to Ceiling 24,393.30 courthouse repairs; Goldenwest 723.05 utilities; Bradley Kerner 678.50 CAA fees; McLeod's Office Supply 275.02 supplies; Northwestern Energy 1699.99 utilities; Office Products Center 203.03 supplies; Prairie Environmental Consulting 7750.00 repairs; State Bar of South Dakota 500.00 prof fees; U.S. Bank Voyager 249.28 gas.

ROAD AND BRIDGE FUND

September Payroll: 36,021.20; Armour Chronicle 109.76 publishing; AT&T Mobility 80.08 utilities; Goldenwest 193.53 utilities; U.S. Bank Voyager 1492.14 gas.

E911 FUND

September Payroll: 26.46

EMERGENCY MANAGEMENT FUND

September Payroll: 2,298.82

ADJOURNMENT

At 12:11 p.m., a motion was made by Star, seconded by Koedam to adjourn until 9:00 a.m. on Tuesday, October 15, 2024. 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 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 DEPARTMENT

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 ¼ of Section 26, T100N, R65W of the 5th P.M., Douglas County, South Dakota

Plat of Nase Tract 1 in the SE ¼ SE ¼ of Section 23 and in the NE ¼ NE ¼ of Section 26, T98N, R64W of the 5th P.M., Douglas County, South Dakota

Plat of CCF Tract 1 in the SE ¼ SE ¼ 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 ¼ and the SE ¼ 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

Douglas County Commissioner Meeting Minutes
November 7, 2024

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 9:00 a.m. on Thursday, November 7, 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 Werkmeister and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to update them on her department. Lau informed the Board that the City Contracts for Law Enforcement are up for renewal. Armour is contracted for 22 hours per week, and Corsica is contracted for 26 hours per week. Lau is proposing a 3% increase to each city for a total of \$59,110.44 per year for Armour and \$69,857.88 for Corsica. A motion was made by Maas and seconded by Star to approve a 3% increase for Contract for Law Enforcement agreements with the cities for 2025. All members voted in favor of this action; motion carried.

The Sheriff's Department was awarded a grant for three squad car cameras. According to the grant, Lau would need to order the equipment before the end of 2024. The County is responsible for 25% of the total cost, amounting to \$3,914.85. A motion was made by Werkmeister and seconded by Koedam to approve the purchase of three squad cameras for the Sheriff's Office through the Highway Safety Grant with the County paying 25% of the total cost. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion made by Star and seconded by Werkmeister to enter executive session at 9:13 a.m. to discuss personnel matters. At 9:59 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 resignation of Josh Knodel as a full-time Sheriff's Deputy effective November 20, 2024. Knodel will remain a part-time Sheriff's Deputy at a rate of \$24.00 hourly after November 20th. All members voted in favor of this action; motion carried.

Motion was made by Koedam and seconded by Maas to appoint Chris Lau as the County Coroner effective immediately. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Board to update them on her department. Nichols presented an approach permit. Discussion was held. A motion was made by Maas and seconded by Star to approve the approach permit submitted by Josh Rands for the purpose of widening an existing approach in the SW4 of Section 35, Washington 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 the Application for Occupancy on the Right of Way of County Highways submitted by East River Electric for telecommunication facilities on 273rd Street located in Section 31, T100N, R66N. 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 10:50 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. At 10:56 a.m. Chairperson Sparks declared the meeting back to open session with the following action taken: Motion was made by Star and seconded by Werkmeister authorizing the Highway Superintendent to advertise for a full-time or part-time maintenance person. All members voted in favor of this action; motion carried.

ORDINANCE- SECOND READING

A motion made by Maas and seconded by Werkmeister to hold the second reading of ORDINANCE No. 2024-02, AMENDMENT TO ORDINANCE NO. 2002-01, An Ordinance Replacing Ordinance No. 92-1. All members voted in favor of this action; motion carried. A motion was made by Werkmeister and seconded by Star to adopt the above-mentioned ordinance and to publish the Notice of Adoption. Said ordinance will become effective December 10, 2024. All members voted in favor of this action; motion carried.

OTHER BUSINESS

Trent and Crystal DeLange, County residents, met with the Board to discuss the option of temporarily closing a township minimum maintenance road. DeLange's provided neighboring landowner approval as well as Township Board approval. The Board agreed that it was a Township matter, therefore, no action was necessary.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss her office. No action was taken.

AUTOMATIC BUDGET SUPPLEMENT

A motion was made by Werkmeister and seconded by Maas 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: \$7,736.68

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.

CANVASSING OF THE 2024 GENERAL ELECTION VOTES

Auditor Barker presented the voting results for the 2024 General Election. The Board reviewed the results and compared them to the pollbooks, recap sheets and tabulated results for each precinct in Douglas County. A motion was made by Werkmeister, seconded by Maas, to approve the canvas results of the General Election held on November 5, 2024. All members voted in favor of this action; motion carried. The Official Canvass Report was signed by the board and attested by the auditor.

POST-ELECTION AUDIT DRAWING

Per SDCL 12-17B-20, Auditor Barker selected the following precincts and races at random, without the use of a computer, to be counted in the Post- Election Audit:

Precinct #2: 299 votes cast. The Presidential race and Constitutional Amendment F will be audited.

OTHER BUSINESS

Auditor Barker explained that a discrepancy in the amount charged by Douglas County Publishing for the publication of the 2024 Ballot Questions had been discovered and is under review by the South Dakota NewsMedia Association. Because of this, the Board agreed to hold all payment to Douglas County Publishing until it is determined that the County is getting billed correctly for all legal proceedings being published.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session at 12:18 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 12:30 p.m. with no action taken.

Commissioner Sparks exited the meeting at 12:49 p.m. with Vice-Chairperson Maas taking over at this time.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

October Payroll: Commissioners 6210.60 Auditor 10,111.26 Treasurer 11,165.15 States Attorney 6,461.66 Courthouse Janitor 6455.26 Equalization 10,567.14 Register of Deeds 8219.33 Veterans Service Officer 1106.50 Sheriff 27,705.62 Coroner 0.00 Welfare 154.27 Ambulance 3056.26 Extension 3,925.82 Weed & Pest 2700.05 Fair board 241.68 Drainage 359.93 Planning and Zoning 448.56 Park 0.00 Reliance Standard Life Insurance 567.31 Agland Coop 573.21 repairs/supplies/fuel; Apparel Worx 56.96 sheriff uniforms; Armour Chronicle 76.00 publishing; City of Armour 212.50 utilities; Armour Dray 112.00 utilities; Armour Fire Dept. 75.00 elections; Phyllis Barker 130.69 travel; Bob's Farm Service 100.00 supplies; Buhl's Dry Cleaning 246.00 supplies; Cardmember Services 589.99 prof fees/ supplies/ sheriff's uniforms; Dodie Chada 250.00 election; Charles Mix County Sheriff's Office 720.00 jail fees; Clubhouse Hotel & Suites 760.60 travel; Convergint Technologies 331.52 prof fees; Corsica City 75.00 election; Dakota Trails Golf Course 10,000.00 passthrough grant; Darrington Water 48.00 supplies; DCMH 750.00 prof fees; Dean's Auto Body 80.00 repairs; Sue DeBoer 296.80 election; Jean DeLange 296.80 election; Delmont Community Center 75.00 election; Farm & Home Publishers 390.00 supplies; Fed Ex 41.96 prof fees; Dianne Feenstra 304.84 election; AT&T Mobility 434.15 utilities; Keith Goehring 115.00 prof fees; Goldenwest 778.54 utilities; Beth Harrington 258.04 election; Harrison

Community Church 75.00 election; Intab LLC 471.49 supplies; Judene Irvine 270.00 election; Jack's Uniforms & Equip. 275.84 sheriff uniforms; George F Johnson 2399.65 CAA Fees; Steve Johnson 306.00 maint; Bradley Kerner 954.50 CAA Fees; Barb Kraemer 250.67 election; Krull's Market 56.35 supplies; Latent Forensic Services 194.12 supplies; Sandy Lau 250.00 election; Legacy Bldg & Supply 530.67 repairs; Karen Maas 296.80 election; McLeod's Office Supply 101.56 supplies; Jean Meiers 250.00 election; Microfilm Imaging 100.00 rental fee; Vanessa Miiller 283.40 election; Mitchell Republic 148.00 prof fees; Judy Moege 250.00 election; Nextraq 46.00 utilities; Diane Niewenhuis 283.40 election; Northwestern Energy 1613.38 utilities; Nutrien Ag Solutions 520.38 supplies; Office Products Center 1139.98 supplies; Craig Parkhurst 397.65 supply reimb.; Randall Comm. Water Dist. 89.60 utilities; Schrank Exterior Design 56.00 maint; SD Peace Officers Assoc. 25.00 prof fees; SDSU Dept of Animal Sciences 15.00 supplies; Select Service Center 90.00 repairs; Sheraton Sioux Falls 214.00 travel; Lori Sparks 758.04 election/ supply reimb.; TEAM Laboratory Chemical 411.62 supplies; Two Trees Technologies 641.70 prof fees; Van Brothers 50.00 utilities; U.S Bank Voyager 1024.18 gas; Wagner Building Supply 2160.00 repairs; Roxane Wentz 250.00 election; Wilson's True Value 167.19 supplies.

ROAD AND BRIDGE FUND

October Payroll: 34,998.01; Agland Coop 6964.90 utilities/fuel; City of Armour 63.00 utilities; Armour Dray 60.00 utilities; Borgen Inc 88,260.36 road repairs; Dakota Auto Body 1450.00 repairs; Dakota Traffic Services 13,140.81 striping; Douglas Electric 62.90 utilities; AT&T Mobility 80.08 utilities; Fousek Truck Services 245.07 repairs; Goldenwest 187.36 utilities; Meyerink Farm Service 160.26 repairs; Nextraq 132.65 utilities; Northwestern Energy 147.58; Sharaton Sioux Falls 119.00 travel; Transource Truck & Equip. 1305.07 repairs; Two Trees Technologies 51.63 prof fees; David VanderPol Construction 6699.00 repairs; Vogt's Repair 211.51 repairs; U.S Bank Voyager 510.30 gas; Wilson's True Value 45.85 supplies.

E911 Fund

October Payroll: 26.46; Goldenwest 200.00 E911 System; Midstate Communications 440.11 E911 System; Santel Communications 30.00 E911 System.

EMERGENCY MANAGEMENT FUND

October Payroll: 2298.82; AT&T Mobility 13.44 utilities; Two Trees Technologies 22.72 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

ADJOURNMENT

At 1:08 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 November 19, 2024. 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 19, 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 November 19, 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 Werkmeister and seconded by Koedam 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 Star to approve the minutes from the October 1st and 15th meeting minutes. All members voted in favor of this action; motion carried.

ARMOUR HIGHSCHOOL CIVICS CLASS

Mrs. Knodel, Armour High School Government Teacher, brought her Freshman Civics class to the meeting learn about county government. The Commission explained what their role in county government is and answered the student's questions.

FORMAL BUDGET SUPPLEMENT

A Motion was made by Maas and seconded by Koedam to introduce the following resolution:

RESOLUTION #2024-09
FOR SUPPLEMENTAL BUDGET

WHEREAS it is necessary to supplement the 2024 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 19th day of November, at 9:15 a.m. in Douglas County Commission Chambers, 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:

General Fund:

Net Means of Finance:

Unassigned Fund Balance: \$180,000.00

Appropriations:

Transfer Out: \$180,000.00

Road and Bridge Fund:

Net Means of Finance:

Unassigned Cash Balance: \$402,000.00

Appropriations:

RB Equipment/ Building Insurance: \$1,500.00

RB Equipment Repairs: \$3,500.00

RB Overlay: \$230,000.00

RB Bridge Repair \$167,000.00

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

SIGNED: _____
Chairperson

ATTEST: _____
County Auditor

POST-ELECTION AUDIT RESULTS

Phyllis Barker, Auditor, presented the results of the Post-Election Audit for the November 5, 2024, General Election. In accordance with SDCL 12-17B-20, Constitutional Amendment F and the Presidential races from Precinct 2 were audited, on November 18th, by an appointed five-person post-election auditing board. After manually counting the races, the results of the races all matched the election night tabulator count and county canvas with 100% accuracy.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Board to present four approach applications submitted by Jordan Reimnitz in the following locations: 1: Intersection of 394th Ave. and 274th St., in the SW4 of Section 4, T99N, R63W for the purpose of removing an existing approach and installing a new one in a better location. 2: 396th Ave. in the NE4 of Section 3, T99N, R63W, for the purpose of widening an existing approach. 3: 396th Ave, in the NE4 of Section 3, T99N, R63W, for the purpose of removing an existing approach and installing in a new location. 4: 273rd St. in the NE4 of Section 3,

T99N, R63W, for the purpose of installing a new field approach. Discussion was held on the width and number of approaches allowed within a mile. Nichols will research and bring information back to the Board. No action taken at this time.

EXTENSION

Kim Kelin, 4-H Extension Director, met with the Board to provide the 2023-2024 County Impact Snapshot for Douglas County 4-H. Klein reported that 15% of the youth within Douglas County participated in the 4-H program for a total of 76 members. There was a total of 31 volunteers helping to facilitate the program. Klein also presented the annual Program Evaluation from SDSU for the Douglas County 4-H Program. No action was needed. Klein presented the 2025 Memorandum of Understanding (MOU) between SDSU Extension and Douglas County. A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign the MOU. All members voted in favor of this action; motion carried.

Mrs. Knodel's Civics class exited the meeting at 10:05 a.m.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Commissioner again to continue review of the approach permits after reviewing the laws pertaining to approaches. Discussion was held. A motion was made by Star and seconded by Koedam to approve the four approach permits submitted by Jordan Reimnitz (mentioned above). All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion made by Werkmeister and seconded by Koedam to enter executive session at 10:31 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 10:41 a.m. with no action taken at this time.

CONNECTCARE

Greg Richter, Connecting Point, met with the Board to provide a quote for Connect Care Managed Services. Discussion was held with no action taken at this time.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to update them on her department. Chairperson Sparks signed the 2025 Contract for Law Enforcement agreement for the City of Corsica. No other action was taken.

HOLIDAYS

A motion was made by Werkmeister and seconded by Maas to close the Douglas County Courthouse, in addition to the days already designated in the Personnel Policy, for Christmas on December 24th and to close at noon on December 31st. All members voted in favor of this action; motion carried.

PLATTE APPROVAL

A motion was made by Star and seconded by Maas authorizing the Chairperson to sign the Plat of Lot 1 of Groseth-Langford Addition in the NW ¼ of Section 15, T 100 N, R 65 W of the 5th P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

HEALTH INSURANCE

A motion was made by Maas and seconded by Star to renew the Wellmark Blue Cross Blue Shield CompleteBlue 4000 plan and the myBlue HDHP Silver Plan for 2025. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Star to approve the following policy effective January 1, 2025:

Full-time employees who are eligible for Medicare and a Medicare Supplement may, at their discretion, choose to decline the County's health insurance in favor of obtaining an independently selected Medicare Supplement. In such cases, the employee will receive a \$500.00 monthly stipend, provided they submit proof of enrollment in a Medicare Supplement and formally decline the County's health insurance coverage prior to being eligible for this option.

Additionally, full-time employees who choose to waive the County's health insurance coverage may receive a \$500.00 monthly stipend, contingent upon providing proof of alternative health insurance coverage.

Employees are required to notify the County Auditor immediately if they lose eligibility for alternate insurance coverage. Employees must be able to provide proof of continuous coverage; failure to do so may result in disciplinary action, up to and including termination.

FEES REPORT

Register of Deeds Fees (October 2024): \$4471.00

Clerk of Courts Fees (October 2024): \$2851.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: October 2024

Checking Accounts	\$2,234.35
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$452,723.37
Money Market Investments.....	\$452,723.37.00
Certificate of Deposits	\$400,000.00
Total	\$5,354,651.72

FUND BALANCE

General Fund	\$2,869,278.64
Special Revenue Funds	\$462,206.06
Tax Increment District Fund.....	\$13,656.25
Trust and Agency Funds	\$2,009,510.77
Total	\$5,354,651.72

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Arrowwood Resort & Conf. Center 571.60 travel; Randy Baan Hofman 1800.00 maint; Maria Bazen 74.20 election; Cole Papers 561.86 supplies; Corsica Hardware 514.12 supplies/equip.; Corsica Travel Plaza 214.28 gas; Dollar General 77.50 supplies; Dianne Feenstra 82.51 election; Theresa Fink 189.51 election; Judene Irvine 60.00 election; Mark Katterhagen 15.00 prof fees; Dan Koedam 202.26 mileage; Val Larson 15.00 prof fees; Kathy Lau 120.00 election; Lucy Lewno 166.71 prof fees; Mid- American Research Chemical 380.92 supplies; Mid-States Organized Crime 25.00 sheriff dues; Office Products Center 36.86 supplies; Craig Parkhurst 47.10 supplies; Regalia Manufacturing 439.08 supplies; Rebecca Thury 60.00 election; Twotrees Technologies 46.25 prof fees; Sandra Urquieta 60.00 election; USPS 6.41 postage; Wilson’s True Value 60.75 supplies; Yankton Co. Sheriff’s Office 50.00 prof fees.

ROAD AND BRIDGE FUND

Best Western Ramkota 107.00 travel; C&B Operations 1031.38 repairs; Henke Tractor Supply 452.99 supplies; Northwestern Energy 319.77 utilities; Wilson’s True Value 50.05 supplies.

ADJOURNMENT

At 12:33 p.m. a motion was made by Werkmeister and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on December 3, 2024. 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 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

Appointed Agent

Name: Pat Harrington

Douglas County Emergency Management Director

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 Werk to approve 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

Douglas County Commissioner Meeting Minutes
December 17, 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 17, 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 DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Board to update them on her department. Nichols presented an application for the Bridge Improvement Grant. A motion was made by Koedam and seconded by Maas to introduce the following resolution:

RESOLUTION #2024-11
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 AND LOCATION: Str No. 22-188-160- Douglas County. 8.2 miles west of Delmont, SD on 284th St over a branch of Choteau Creek.

and WHEREAS, 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 100% of ineligible expenses;

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 Bridge Improvement Grant application submitted by Douglas County.

Dated at Armour, SD, this 17th day of December, 2024.

Voting Aye: Star, Koedam, Werkmeister, Maas and Sparks. Voting Nay: None. Absent: none.

Signed: _____
Lori Sparks, Chairperson

Attest: _____
Phyllis Barker, Auditor

EXECUTIVE SESSION

At 9:54 a.m. a motion was made by Maas and seconded by Werkmeister to enter executive session to discuss personnel. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:03 a.m. with the following action taken:

A motion was made by Koedam and seconded by Werkmeister to hire Ernie Dufek as a full-time Highway Maintenance Employee at a rate of \$22.50 per hour with a review after the completion of a six-month probation, and to hire Joe Brenner as a part-time/seasonal (no benefits) Highway Maintenance Employee at a rate of \$24.00. All members voted in favor of this action motion carried.

SHERIFF'S OFFICE

Michael Pettit, with Access Granted, and Sheriff Lau met with the Board to discuss the Sheriff's Office computers and software. Discussion was held regarding the requirements set forth by the federal government for the sheriff's department. No action was taken at this time.

4-H EXTENSION/ WEED AND PEST

Kim Klein, 4-H Extension Director and Weed and Pest Secretary, met with the Board to update them on her departments. Klein will be hosting two Private Applicator Testing Webinar Courses in 2025. For more information, contact the Extension Office.

The Weed and Pest Department would like to purchase a new tank for the spray truck. Motion was made by Star and seconded by Werkmeister authorizing the Weed and Pest Board to purchase a 3250 Gallon Ace Roto-Mold Elliptical Leg Tank for \$9,360.00 for the spray truck. All members voted in favor of this action; motion carried.

Klein presented a letter on behalf of Jefferson Grosz rescinding his resignation from the position of Weed and Pest Supervisor. Discussion was held with no action taken.

OTHER BUSINESS

Motion was made by Star and seconded by Werkmeister authorizing the payout of Josh Knodel and Robert Reinfeld's vacation and sick leave benefits with December payroll. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Maas to approve the Tessier's Contract for Boiler Maintenance through 2025. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Werkmeister to advertise for part-time custodial help. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion made by Star and seconded by Werkmeister to enter executive session to discuss personnel at 11:49 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:57 a.m. with no action taken at this time.

The Board recessed for the County Holiday Luncheon at 11:58 a.m. and re-convened at 12:45 p.m.

A motion was made by Star and seconded by Koedam to give John Engelland a one-time bonus of \$1,000.00 for the work he did above and beyond his job description on the courthouse flooring projects and the 4-H building flooring projects. All members voted in favor of this action; motion carried.

2025 WAGES

Auditor Barker presented wage projections for 2025 at 3% and 5% as requested by the board. Wages were reviewed with no action taken at this time.

A motion was made by Werkmeister and seconded by Maas to approve the following changes to the Douglas County Personnel Policy:

1: All Douglas County employees will be transitioned to hourly status, with the exception of elected officials, Veterans Service Officer and Emergency Manager, who will remain salaried.

2: The Comp Time Policy (Section 506 (E)) is hereby removed from the County's Personnel Policy.

This motion is made in accordance with the Board's discretion and as a part of the ongoing efforts to ensure efficient and transparent management of County resources and will take effect December 26, 2024. All members voted in favor of this action; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

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

Expenditure: County Extension Supplies & Materials: 101-611-426: \$944.40

Means of Finance: General Fund; Contributions and Donations: 101-0-365: \$1,000.00

Expenditure: Weed and Pest Supplies & Materials: 101-615-426: \$25,110.00

Means of Finance: General Fund; Weed and Pest Grant: 101-0-348.11: \$5,700.00

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

CONTINGENCY TRANSFER

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

RESOLUTION #2024-12 TRANSFER FROM CONTINGENCY FUND

WHEREAS, insufficient appropriation was made in the 2024 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:

101-130-422.10 (Court Appointed Attorney Fees) in the amount of \$14,000.00

101-215-422 (Juvenile Detention) in the amount of \$29,000.00

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session to discuss

personnel at 1:57 p.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 2:40 p.m. with no action taken at this time.

FEES REPORT: (November)

Register of Deeds Fees: \$3,308.50

Clerk of Courts Fees: \$3,595.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2024

Checking Accounts	\$1,002.43
Cash on Hand.....	\$970.30
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$33,134.32
Money Market Investments.....	\$3,271,773.00
Certificate of Deposits	\$400,000.00
Total	\$3,707,280.05

FUND BALANCE

General Fund	\$2,853,564.23
Special Revenue Funds	\$397,991.58
Tax Increment District Fund.....	\$12,777.46
Trust and Agency Funds	\$442,946.78
Total	\$3,707,280.05

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 509.58 gas/repairs; City of Armour 137.50 utilities; Armour Dray 60.00 utilities; Phyllis Barker 61.60 reimb; C&B Operations 485.46 repairs; Cardmember Services 112.97 prof fees/ supplies; Charles Mix Co. Sheriff's Office 540.00 prof fees; Darrington Water 56.00 supplies; DCMH 750.00 prof fees; Mitch DeLange 255.00 repairs; Douglas Electric Coop 78.50 utilities; Keith Goehring 384.28 prof fees; H&H Electric 296.45 repairs; Independent Viking Glass 3471.76 repairs; Jack's Uniforms 203.84 clothing; Kimberly Klein 29.58 supplies; Krull's Market 216.87 supplies; Legacy Building Supply 4395.60 repair; Lewis and Clark Behavioral Health Services 225.00 prof fees; McLeod's 143.60 supplies; Microfilm Imaging 100.00 rental fees; Northwestern Energy 102.65 utilities; Office Products Center 346.34 supplies; Craig Parkhurst 521.65 supplies; Petty Cash 669.42 postage; SDACC 1163.00 CLERP.

ROAD AND BRIDGE FUND

Agland Co-op 502.50 supplies; City of Armour 63.00 utilities; Armour Dray 70.00 utilities; C&B Operations 10,503.72 supplies; Douglas Electric Coop 61.92 utilities; Fousek Truck Services 3240.54 repairs; Steve Harrington 149.13 clothing; Jacob Horstman 14.99 clothing; Northwestern Energy 102.65 utilities; Office Products Center 6.58 supplies; Petty Cash 1.77 postage; RDO Equipment 1651.87 repairs; SD Federal Property 1601.00 equipment/ supplies; Richard VanderPol 50,000.00 gravel royalties; Vogt's Repair 131.06 supplies; Werk Weld Inc. 10.56 supplies.

EMERGENCY MANAGEMENT FUND

AT&T Mobility 32.18 utilities; Petty Cash 73.00 postage.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 225.50 rental fees.

ADJOURNMENT

At 2:43 p.m. a motion was made by Werkmeister and seconded by Maas to adjourn until the next meeting to be held at 2:00 p.m. on December 27, 2024. 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 27, 2024

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 2:00 p.m. on Friday, December 27, 2024. Members present were Dan Koedam, Marlin Maas, Lori Sparks, and Jim Werkmeister. 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. Jerod Star arrived at 2:45 p.m.

COMPUTER NETWORK

Mike Pettit (Access Granted), Sheriff Lau, and Greg Richter of Two-Trees Technologies were present. Dan Durkee and Lonnie Cripps, of Two-Trees Technologies, met with the Board via conference call to discuss the security network in the Sheriff's Office and the ConnectCare program. Discussion was held. It was agreed that the Sheriff's Department would also be included in the ConnectCare Contract and work would begin in January to correct the problems on their network.

SHERIFF'S DEPARTMENT

Sheriff Lau presented a contract from Charles Mix County for prisoner housing for 2025. A motion was made by Werkmeister and seconded by Koedam authorizing the Chairperson to sign the Prisoner Housing Agreement through Charles Mix County Law Enforcement Center. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Maas authorizing the Sheriff to purchase five computers through Connecting Point for the Sheriff's Department. All members voted in favor of this action; motion carried.

AUTOMATIC BUDGET SUPPLEMENT

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

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.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Koedam to enter executive session to discuss a personnel matter at 3:07 p.m. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session at 3:55 p.m. with no action taken.

2025 WAGES

Wage increases for 2025 were discussed with action being tabled until the January 7, 2025, meeting.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Axon Enterprises 5008.78 prof fees; Blue Moon Bar and Grill 518.00 holiday lunch; C&B Operations 311.76 repairs; Corsica Globe 45.00 prof fees; Dakota Trails Golf Course 10,000.00 grants to other entities; Evident Inc 1011.72 supplies; AT&T Mobility 431.15 utilities; Goldenwest 748.47 utilities; Hire Click 708.00 annual contract; Johnson Restoration 17.50 repairs; Legacy Building & Supply 1455.99 repairs; Marlin Maas 178.22 mileage; Northwest Energy 2537.05 utilities; Office Products Center 327.03 supplies; Parkhurst Law Office 6540.01 2024 prof fees/utilities/rent; Jerod Star 322.94 mileage; TEAM Laboratory Chemical 326.02 supplies; Tri M Tunes 515.00 repairs; Two Trees Technologies 301.70 prof fees; US Bank Voyager 1132.77 gas; Jim Werkmeister 108.54 mileage; Wilson's True Value 40.96 supplies.

ROAD AND BRIDGE FUND

AT&T Mobility 80.08 utilities; Goldenwest 184.88 utilities; Transource Truck & Equip. 8863.11 repairs/supplies; Two-Trees Technologies 51.63 prof fees; Terry VanZee 135.05 clothing allowance; US Bank Voyager 153.16 gas; Wilson's True Value 72.91 supplies.

E911 FUND

Goldenwest 200.00 utilities.

EMERGENCY MANAGEMENT FUND

Pat Harrington 277.38 travel; Two-Trees Technologies 22.72 prof fees.

MEADOW VALLEY DITCH FUND

Darrell DeBoer 50.00 meeting; Rodney DeLange 500.00 backhoe rent; Marlin Maas 50.00 meeting; Larry VanZee 350.00 meetings/tree removal; Steven Veenstra 450.00 meetings/cleanout; Kendall Veenstra 280.00 cleanout.

ADJOURNMENT

At 4:32 p.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 January 7, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor