

Douglas County Commissioner Meeting Minutes  
March 18, 2025

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 18, 2025. 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.

PUBLIC COMMENT

Angela Magnuson, Deputy Director of Equalization, presented the Board with a letter from the Department of Revenue stating she has completed all requirements necessary to hold the professional designation of "Certified Appraiser Assessor" as of March 1, 2025. The Board congratulated Magnuson on this achievement; no action was necessary.

PLANNING AND DEVELOPMENT DISTRICT III

Lori Cowman, PDDIII, met with the Board to provide an annual update. Discussion was held with no action taken.

HIGHWAY

Brad Ellwanger, Highway Superintendent, met with the Board to update them on his department. A motion was made by Werkmeister and seconded by Maas to approve the purchase of an All-American Disc reclaimer for a total of \$9,981.00, if Ellwanger determines there is a need for one after he inspects the old one to determine if it is useable. All members voted in favor of this action; motion carried.

COMMUNITY HEALTH

Cassandra Weatherford, Community Health Nurse and Heath Brower, DCMH, met with the Board to discuss the Public Health Alliance Site contract that will be ending at the end of May 2025. Weatherford explained that all services, with the exception of WIC and pregnancy care, will still be provided by the Community Health Nurse. WIC and Pregnancy care will now be handled by the SD Department of Health. Discussion was held. The Board agreed to sign a contract to continue the agreement between the County and DCMH for Community Health Services. Brouwer will draw up an agreement to bring to the Board. No action was taken at this time.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session at 10:18 a.m. pursuant to SDCL 1-25-2 (6). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:43 a.m. with no action taken.

DELMONT

Larry Clouse, Town of Delmont Board of Trustees, met with the Board to continue discussion on the rental of the County shed located in Delmont. Clouse explained that his Board would prefer to purchase the building as opposed to paying an annual rental fee. Discussion was held with no action taken at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, and Craig Parkhurst, State Attorney, met with the Board to discuss the information request fees. Discussion was held. A motion was made by Koedam and

seconded by Werkmeister to reduce the data request fee for PDF files of assessment rolls and tax lists to .60 cents + tax, per parcel. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 11:17 a.m., motion was made by Star and seconded by Werkmeister to enter executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:18 p.m. with no action taken.

OTHER BUSINESS

A motion was made by Star and seconded by Maas to authorize the payout of John Engelland's vacation and sick leave with March payroll due to his retirement. All members voted in favor of this action; motion carried.

CERTIFICATE OF DEPOSIT

Caroly Lau, Treasurer, met with the Board to provide an update on her department. 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 Star and seconded by Koedam, authorizing Treasurer, Carolyn Lau, to cash out one \$100,000.00 Certificate of Deposit at BMO Bank and re-deposit the \$100,000.00 into one seven-month Certificate of Deposit at Bank West with an interest rate of 3.78%. All members voted in favor of this action; motion carried.

FEES REPORT (February 2025)

Register of Deeds Fees: \$3,663.50

Clerk of Courts Fees: \$1424.73

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: February 2025

Checking Accounts .....	\$7,011.97
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$21,950.57
Money Market Investments.....	\$3,151,259.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,581,121.54

FUND BALANCE

General Fund .....	\$2,148,698.01
Special Revenue Funds .....	\$982,393.99
Tax Increment District Fund.....	\$12,132.98
Trust and Agency Funds .....	\$437,933.92
Total .....	\$3,581,158.58

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Avera McKennan Hospital 1762.00 Mental Health; Buhl's Dry Cleaners 153.50 supplies; Charles Mix County Sheriff's Office 630.00 jail fees; Cole Papers 86.90 supplies; Corsica Hardware 310.97 supplies; Corsica Travel Plaza 39.374 gas; Crossroads Hotel 300.00 conference; Darrington Water

40.00 supplies; Davison County Sheriff's Office 105.00 jail fees; Dean's Autobody 590.35 repairs; DCMH 750.00 prof fees; Douglas Electric Coop 78.50 utilities; Floor to Ceiling 2609.00 repairs; Kone Inc. 5759.05 repairs; Lincoln Co. Auditor 535.00 mental health; Office Products Center 1182.98 supplies/equipment; Sd Human Services Center 600.00 mental health; SDACC 125.00 workshop; Two-Trees Technologies 4481.45 prof fees/equip; Youngberg Law Prof. LLC 276.00 mental health.

ROAD AND BRIDGE FUND

Agland Coop 2792.00 supplies; Douglas Electric 116.52 utilities; Fousek Truck Services 234.94 supplies; Kimball Midwest 505.89 supplies; Northwestern Energy 308.693 utilities; Office Products Center 23.24 supplies; Vogt's Repair 33.10 supplies.

E911 FUND

Santel Communications 30.00 E911 system.

EMERGENCY MANAGEMENT FUND

AT&T Mobility 33.26 utilities; Motorola Solutions Inc. 14,749.65 equipment.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 45.00 rental fees; Office Products 2451.20 furniture.

ADJOURNMENT

At 1:00 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 1, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor