

Douglas County Commissioner Meeting Minutes
April 1, 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, April 1, 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.

EXECUTIVE SESSION

At 9:05 a.m. a motion was made Koedam 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 9:29 a.m. with no action taken.

HIGHWAY DEPARTMENT

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent, met with the Board to discuss their department. Ellwanger asked for clarification on the overtime policy. Ellwanger would like his crew to continue working if they are working on a project that is near completion at the end of a workday as opposed to hauling all equipment back to the shop and starting again the next day. The board agreed that it would be in the best interest of the county to allow for overtime hours to be flexed out in the same work week, if this is not possible, overtime pay will be at discretion of the Department Head.

Dust Control and road reclaiming were discussed. It was agreed that areas with dust control already applied will still be reclaimed and reshaped so that water is not standing on the roads. It will be the responsibility of the landowners to re-apply dust control if they feel it is necessary once the road is reshaped.

379th Street north of New Holland is scheduled to be resurfaced this year. There are two culverts that need to be replaced prior to the overlay. A motion was made by Maas and seconded by Werkmeister to approve the quote from Dave VanderPol Construction to complete the project at a cost of \$24,600 plus the additional cost of the culverts. All members voted in favor of this action; motion carried.

TIF DISTRICTS

Jessica Goehring, Director of Equalization, and Phyllis Barker, Auditor, met with the Board to discuss the TIF District implementation process and the possibility of establishing an administrative fee. Craig Parkhurst, States Attorney, was also present. Discussion was held with no action taken at this time.

SHERIFF'S DEPARTMENT

Sheriff Lau, Chief Deputy Powers and Craig Parkhurst, States Attorney met with the Board. Lau informed the Board that Powers' sixth month probation will be completed as of April 7th. No action was taken at this time.

Mental Health holds and the need for someone to sit with these individuals at the hospital while they go through the mental health hold process was discussed. A motion was made by Werkmeister and seconded by Star to hire Pat Harrington as a Mental Health Attendant on an as needed basis to oversee the mental health hold process if the need arises at a rate of \$25.00 per hour. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

At 11:03 a.m., a motion was made by Koedam seconded by Maas to enter into 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 11:37 a.m. with no action taken.

Chief Deputy Powers brought concerns to the Board about the holiday pay policy for the one month of payroll that the Sheriff's Deputies were paid as hourly employees. Discussion was held. It was agreed upon that the full-time Sheriff's Deputies shall receive retroactive holiday pay for the recognized holidays paid out on January payroll.

EXECUTIVE SESSION

At 11:55 a.m. a motion was made by Werkmeister and seconded by Maas 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 12:26 p.m. with no action taken.

LWCF GRANT

A motion was made by Star and seconded by Maas to introduce the following resolution:. All members voted in favor of this action; motion carried.

RESOLUTION #2025-03

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 Lori Sparks, Chairperson is hereby authorized to execute and file an application on behalf of the Douglas County Commission 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 Playground Update Project for the Douglas County Recreation Area in Douglas County, South Dakota and its Environs.
2. That Phyllis Barker, Auditor of Douglas County 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 Douglas County 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 1st day of April, 2025 at Armour, South Dakota.

SIGNED: _____
Lori Sparks, Chairperson

ATTEST: _____
Phyllis Barker, Auditor

DELMONT SHED

A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign a sixth month lease agreement for the Delmont Maintenance Shed between Douglas County and the Town of Delmont. All members voted in favor of this action; motion carried.

OVERTIME

A motion was made by Maas and seconded by Star to add the following statement to the Douglas County Personnel Policy: Overtime worked must be with the prior knowledge and approval of the department head or disciplinary action may be taken. Department heads have the authority to flex employee schedules within the work week to limit the amount of overtime worked. All members voted in favor of this action; motion carried.

OTHER BUSINESS

An email from Governor Rhoden was read regarding the Easter Holiday hours granted to state employees. No action was taken; therefore, the County will follow the Douglas County Personnel Policy in granting Good Friday as a holiday. The Courthouse will be open on Monday, April 21st. State offices within the courthouse will be closed.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

March Payroll: Commissioners 7025.52 Auditor 10,348.28 Treasurer 11,518.60 States Attorney 5980.23 Courthouse Janitor 15,814.35 Equalization 10,457.26 Register of Deeds 9032.41 Veterans Service Officer 1160.33 Sheriff 26,402.41 Coroner 0.00 Welfare 154.48 Ambulance 2938.09 Extension 5926.39 Weed & Pest 911.34 Fair board 480.28 Drainage 411.86 Planning and Zoning 1087.87 Park 0.00 Reliance Standard Life Insurance 608.66 Agland Coop 387.50 propane; Armour Chronicle 804.24 publishing; Armour Dray 120.00 utilities; Blue Moon 60.00 WP meeting food; Cole Papers 67.88 supplies; Corsica Globe 671.49 publishing; Dean's Auto Body 1184.16 repairs; John Engelland 548.86 supply reimb; Renee Engelland 50.00 reimb; AT&T Mobility 431.15 utilities; Goldenwest 736.10 utilities; H&H Electric 185.07 repairs; Johnson Controls 899.80 repairs; Kimberly Klein 608.00 reimb; Gary Loseke 54.45 reimb.; Midwest Fire & Safety 150.00 maint.; Nextraq 46.00 utilities; Northwestern Energy 3217.82 utilities; Melissa Odens 24.70 prof fees; Office Products Center 346.58 supplies; Parkston Advance 70.88 publishing; SD Dept of Public Safety 2340.00 state radio; SDML Work Comp. 1293.81 ins.; TEAM Laboratory 100.50 supplies; Two-Way Solutions, Inc. 165.97 supplies; Two Trees Technologies 1689.76 supplies; Tyler Technologies 449.00 prof fees; US Bank 1365.81 fuel; Wilson's True Value 175.87 supplies.

ROAD AND BRIDGE FUND

March Payroll: 28,656.02; Agland Coop 736.00 tires; Armour Dray 35.00 utilities; C&B Operations 55.53 supplies; Mike Carpentier 690.00 prof fees; Diamond Mowers 1247.62 repairs; Ernie Dufek 218.85 reimb.; Equipment Blades 4160.00 supplies AT&T Mobility 80.08 utilities; Goldenwest 183.95 utilities; The Lodge at Deadwood 210.00 conference; Midwest Fire & Safety 262.00 maint.; Nextraq 132.65 utilities; Sd Dept. of Transportation 1688.57 prof fees; Two Trees Technologies 249.18 prof fees; US Bank 53.53 gas.

E911 FUND

March Payroll: 26.67; Goldenwest 200.00 prof fees; Midstate Communications 440.11 e911 system.

EMERGENCY MANAGEMENT FUND

March Payroll: 2,627.81; AT&T Mobility 33.26 utilities; Two Trees Technologies 153.66 prof fees.

MODERNIZATION AND PRESERVATION FUND

Office Products Center 2451.20 supplies.

RURAL ACCESS INFRASTRUCTURE FUND

Midwest Ag Center 10,200.00 supplies- Chester Twp.

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 8, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor