

Douglas County Commissioner Meeting Minutes
June 17, 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, June 17, 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 Maas to adopt the agenda. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent, met with the Board.

A motion was made by Koedam and seconded by Maas to rescind the resolution placing a Weight and Axle Limit of 80,000 lb. gross weight on Betts Road (402nd Avenue) from SD Highway 44 to the Davison County line. Effective immediately this section of road will follow all other county weight limits and state and federal laws. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to designate County Road 5-4 (398th Avenue) between 284th St and SD Highway 44 as a haul road to be add it to the Haul Road Agreement and to place signage on the road as necessary. All members voted in favor of this action; motion carried.

LEWIS AND CLARK BEHAVIORAL HEALTH SERVICES

Dr. Tom Stanage, Lewis and Clark Behavioral Health Services, met with the Board to provide an annual update. Discussion was held. LCBHS is requesting a 3% increase for a total of \$6,695.00 for the 2026 budget allotment. The Board thanked Dr. Stanage for attending the meeting. No action was taken at this time.

AMBULANCE/ COUNTY HEALTH NURSE

Heath Brouwer, Douglas County Memorial Hospital met with the Board. Brouwer presented the annual report for ambulance services through DCMH. Discussion was held with no action required. The agreement for Community Health Services between the County and DCMH was discussed. No action was taken at this time.

SECOND READING

A motion was made by Star and seconded by Maas to conduct the second reading of *ORDINANCE NO. 2025-01, An Ordinance Regulating Open Burning in Douglas County*. 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. Said ordinance is available in its entirety on the County website or at the Auditor's Office.

A motion was made by Star and seconded by Maas to approve Ordinance No. 2025-01 and to publish the Notice of Adoption. All members voted in favor of this action; motion carried.

COUNTY BANKING

Caleb Clements, Branch Manager for BankWest, met with the Board to review the County's Fixed Rate Money Market Account. Discussion was held. A motion was made by Koedam and seconded by Maas to convert the County funds held at BankWest from a Fixed Rate Money Market into a Preferred Checking Account. All members voted in favor of this action; motion carried. A motion

was made by Koedam and seconded by Werkmeister authorizing the Treasurer, Carolyn Lau, to move the two \$100,000.00 Certificates of Deposit at BankWest (maturing on June 25, 2025) into the Preferred Checking Account. All members voted in favor of this action; motion carried.

FAIRBOARD

Kim Klein, 4-H Extension Director, and Gary Loseke, Head Custodian, met with the Board to present a quote for restoring the existing metal roof on the cattle barn at the 4-H building from A-1 Roofing and Insulation Systems. The total project cost would be \$22,440 for a 5yr applicator warranty. Discussion was held with no action taken at this time.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board briefly to provide an update for her department. The Board authorized Goehring to attend the Property Tax Task Force meetings when needed. Goehring was approved to purchase a laser measuring tool for her office.

EXECUTIVE SESSSION

At 11:17 a.m., a motion was made by Werkmeister and seconded by Maas to enter executive session pursuant to SDCL 1-25-2 (4). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session with no action necessary at 11:35 a.m.

VETERANS SERVICE OFFICE

Jay Vanden Hoek, Veterans Service Officer (VSO), met with the Board to discuss his position. Discussion was held. It was reported that there are currently only two open cases being processed through the VSO office. In an effort to remain fiscally responsible and cut budgets, the Board has researched the opportunity of combining with Charles Mix County to provide VSO services to County Veterans. If Charles Mix County agrees to the proposed Memorandum of Understanding, Douglas County will move forward with co-oping with Charles Mix County for VSO services starting August 1, 2025. The Commission is committed to making this a seamless transition for the Veterans of Douglas County and will provide information as soon as it is available. Vanden Hoek will remain employed with Douglas County through the end of August to aid in the transition process. The Board thanked Jay Vanden Hoek for his services to Douglas County during his time as Veterans Service Officer.

OPERATING TRANSFER

Motion was made by Werkmeister and seconded by Maas authorizing the auditor to make an operating funds transfer of \$250,000 from the General Fund Cash Balance to the Highway Cash Balance as budgeted for 2025. All members voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Sheriff Lau met with the Board to update them on her department. Sheriff Lau expressed the need for a new patrol vehicle. The Board instructed Lau to look for quotes to bring to a future meeting.

PLAT APPROVAL

A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the Plat of Lot 1, Tegethoff First Subdivision located in the SE ¼ of Section 15, T100N, R66W of the 5th P.M., Douglas County, SD. All members voted in favor of this action; motion carried.

FEES REPORT (May 2025)

Register of Deeds Fees: \$3,333.50

Clerk of Courts Fees: \$1,555.50

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: May 2025

Checking Accounts	\$1,579.52
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$8,560.19
Money Market Investments.....	\$4,101,417.00
Certificate of Deposits	\$400,000.00
Total	\$4,512,456.71

FUND BALANCE

General Fund	\$2,836,055.37
Special Revenue Funds	\$1,136,308.98
Tax Increment District Fund.....	\$10,718.69
Trust and Agency Funds	\$529,410.71
Total	\$4,512,493.75

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 304.82 gas; Bertsch Law Office 4387.90 prof fees; Charles Mix Co. Sheriff's Office 1080.00 jail fees; Comfort Inn and Suits 519.00 travel; Country Florist 35.00 travel; Darrington Water 32.00 supplies; DCMH 50.00 prof fees; SD Dept. of Health 120.00 prof fees; Douglas County Electric 292.16 utilities; Express Process Services 140.00 prof fees; Fox Law Firm 97.72 prof fees; Jessica Goehring 152.27 travel; Keith Goehring 3138.60 CAA fees; Johnson Restoration 976.76 repairs; Mark Katterhagen 24.00 prof fees; Val Larson 24.00 prof fees; Legacy Building Supply 150.20 supplies; Lucy Lewno 109.75 prof fees; Microfilm Imaging 142.40 rental fees; Office Products Center 22.12 supplies; Scott Powers 13.81 supply reimb; Zach Scott Construction 8705.05 repairs; Solano County 50.00 prof fees; TwoTrees Technologies 1684.00 prof fees; USPS 754.00 PO Boxes; Van Brothers 50.00 utilities; Wilson's Hardware 97.28 supplies.

ROAD AND BRIDGE FUND

Agland Coop 8405.95 repairs/fuel; Armour Chronicle 45.00 subscription; Armour Dray 35.00 utilities; C&B Operations 4099.22 supplies; Corsica Hardware 44.97 supplies; Douglas Electric 360.02 utilities; Econo Signs 3575.22 repairs; Fousek Truck Service 124.75 supplies; Tucker Hawley 171.50 clothing allowance; Northwestern Energy 188.55 utilities; SDPAA 640.06 insurance; Star MFG 3280.21 repairs; TwoTrees Technologies 249.45 prof fees; USPS 100.00 PO Box; Vogt's Repair 629.84 repairs/ supplies; Wilson's Hardware 68.11 supplies.

EMERGENCY MANAGEMENT FUND

AT&T Mobility 33.26 utilities; Two Way Solutions 540.99 equip.; TwoTrees Technologies 153.15 prof fees.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 195.10 rental fees.

ADJOURNMENT

At 12:40 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 July 1, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor