

Douglas County Commissioner Meeting Minutes  
July 15, 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, July 15, 2025. Members present were Dan Koedam, Lori Spraks, 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 Star and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

**SPECIAL EVENT LIQUOR LICENSE**

At the advertised time of 9:05 a.m., 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 8<sup>th</sup> Annual Curt Schuh Memorial Golf Tournament to be held at Tri-Del Golf Course on August 9, 2025. All present voted in favor of this action; motion carried.

**MEMORANDUM OF UNDERSTANDING- VETERANS SERVICES**

Auditor Barker presented a Memorandum of Understanding between Charles Mix County and Douglas County for the employing a Veterans Service Officer. Douglas County will agree to pay Charles Mix County \$8,250.00 annually to provide services to Douglas County. Jerry Seiner, Veterans Service Officer, will be present in Douglas County to serve Charles Mix and Douglas County Veterans for two half days, twice a month beginning August 1, 2025. Hours will be posted on the County website and the door of the VSO office.

A motion was made by Werkmeister and seconded by Star authorizing the Chairperson to sign the Memorandum of Understanding with Charles Mix County to employ a Veterans Service Officer. All present voted in favor of this action; motion carried.

**FORMAL BUDGET SUPPLEMENT**

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

**RESOLUTION #2025-06  
FOR SUPPLEMENTAL BUDGET**

WHEREAS it is necessary to supplement the 2025 Annual Budget in order to carry on the indispensable functions of Douglas County; and  
WHEREAS, the adoption of the proposed Supplemental Budget was duly considered by the Douglas County Commission on the 15<sup>th</sup> day of July, 2025, 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:

**MODERNIZATION AND PRESERVATION FUND:**

Net Means of Finance:

Register of Deeds Modernization and Preservation Fund:	\$15,000.00
Appropriations:	

ROD MOD Rental Fees: \$3,000.00  
ROD MOD Supplies & Materials: \$12,000.00

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.

APPROVED BY THE COUNTY COMMISSION:

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

ATTEST: \_\_\_\_\_  
County Auditor

#### FAIRBOARD

Kim Klein, 4-H Extension Director, and Gary Loseke, Head Custodian, met with the Board to present a quote from Legacy Building and Supply to re-steel the cattle barn at the 4-H Ground. A motion was made by Star and seconded by Werkmeister to approve the quote from Legacy Building and Supply to re-steel the cattle barn roof for a total of \$13,912.97. All present voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Werkmeister to enter executive session pursuant to 1-25-1 (1) at 9:54 a.m. All members voted in favor of this action; motion carried. At 10:02 a.m. Chairperson Sparks declared the meeting back to open session with no action taken.

#### OTHER BUSINESS

Rachel Mairose, Aurora County States Attorney, met with the Board for discussion. No action was taken.

#### HIGHWAY DEPARTMENT

Brad Ellwanger, Highway Superintendent and Callie Nichols, Assistant Highway Superintendent, met with the Board to discuss their department. A motion was made by Koedam and seconded by Star authorizing the Highway Superintendent to advertise for the 5-year plan meeting to be held August 5<sup>th</sup> at 10:00 a.m. All members voted in favor of this action; motion carried.

#### RECESS

At 11:35 a.m., the Board recessed for lunch. At 12:10 p.m. Chairperson Sparks declared the meeting back in session.

#### 2026 BUDGET REQUESTS

The 2026 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): \$2335.50  
Register of Deeds Fees (June): \$1901.42

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: June 2025

Checking Accounts ..... \$1,271.71

Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$20,136.84
Preferred Checking .....	\$3,932,859.00
Certificate of Deposits .....	\$200,000.00
Total .....	\$4,155,167.55

#### FUND BALANCE

General Fund .....	\$2,445,981.71
Special Revenue Funds .....	\$1,434,940.25
Tax Increment District Fund .....	\$0.00
Trust and Agency Funds .....	\$274,282.63
Total .....	\$4,155,204.59

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

Agland Coop 501.27 supplies/gas; City of Armour 138.00 utilities; Armour Dray 60.00 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 838.82 prof fees/ supplies; Charles Mix Co. Sheriff's Office 450.00 jail fees; Darrington Water 32.00 supplies; Mitch DeLange 1139.60 repairs/travel; Department of Health 240.00 prof fees; Douglas Co. Electrical Coop 951.52 repairs/ utilities; Econo Signs 36.94 supplies; Keith Goehring 5385.47 CAA fees; Kimberly Klein 95.06 supplies; Kone Inc. 1074.60 repairs; Krull's Market 20.39 supplies; Legacy Building Supply 178.30 supplies; Lincoln Co. Auditor 36.67 mental health; Microfilm Imaging Systems 337.50 rental fees; Office Products Center 276.95 supplies; Craig Parkhurst 2388.87 prof fees/ utilities/ travel; Ramkota Hotel 496.00 travel; Randall Comm. Water Dist. 113.70 utilities; SDACC 2299.00 CLERP; SDHSC 1203.53 mental health; Tessiers 557.50 repairs; Two-Trees Technologies 240.00 prof fees; Van's Dray & Recycling 240.00 utilities; Vogt's Repair 381.75 repairs; Wilson's Hardware 82.81 supplies.

#### ROAD AND BRIDGE FUND

Agland Coop 11,405.18 supplies; City of Armour 63.00 utilities; Armour Dray 70.00 utilities; C&B Operations 616.55 repairs/supplies; Cardmember Services 5030.00 repairs; Commercial Asphalt Company 3302.40 repairs; Douglas Electrical Coop 71.74 utilities; Econo Signs 545.57 supplies; Fairway Seed 169.20 supplies; Fousek Truck Service 708.87 repairs/supplies; Lyle Signs 238.88 repairs; Northwestern Energy 14.15 utilities; Office Products Center 25.78 supplies; Vogt's Repair 678.78 supplies.

#### E911 FUND

Santel Communications 30.00 E911 Services.

#### ADJOURNMENT

At 3:14 p.m. a motion was made by Werkmeister and seconded by Star to adjourn until the next

meeting to be held at 9:00 a.m. on August 5, 2025. All members voted in favor of this action; motion carried.

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

Lori Sparks, Chairperson  
Board of County Commissioners

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

Phyllis Barker, Auditor