

Douglas County Commissioners Meeting Minutes  
August 19, 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, August 19, 2025. Members present were Dan Koedam, Marlin Maas and Jim Werkmeister. Auditor Phyllis Barker was also present. Lori Sparks and Jerod Star were 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.

EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to update them on his department. Harrington informed the Board that he is working on renewing the FCC Licensing for the Courthouse repeater for first responder communication.

A motion was made by Koedam and seconded by Maas authorizing Harrington to attend the Emergency Management Conference in Sioux Falls in September. All members voted in favor of this action; motion carried.

PUBLIC HEARING- ORDINANCE NO. 2025-02

At the advertised time of 9:15 a.m., Vice-Chair Werkmeister declared the Public Hearing open for the review of Proposed Ordinance No. 2025-02. No one from the public was present. The Board reviewed the proposed ordinance. Vice-Chair Werkmeister declared the hearing closed at 9:20 a.m.

FIRST READING

A motion was made by Maas and seconded by Koedam to conduct the first reading of *ORDINANCE NO. 2025-02, An Ordinance for the Imposition, Collection and Enforcement of an Amended Wheel Tax in Douglas County*. A roll call vote was taken with the following votes recorded: Voting 'aye': Maas, Koedam, and Werkmeister. Voting 'nay': none. Absent: Sparks and Star. Motion carried. This Ordinance is available in its entirety on the County website or at the Auditor's Office.

A motion was made by Koedam and seconded by Maas to set the second reading for Ordinance #2025-02 for 9:00 a.m. on September 2, 2025. 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 to update them on their department. Repairing the Courthouse parking lot was discussed as well as part-time snow removal help. No action was taken at this time. A motion was made by Maas and seconded by Koedam authorizing Vice-Chair Werkmeister to sign the Application for Occupancy on the Right-of- Way of County Highways submitted by Douglas Electric for telecommunication facilities occupancy of 270<sup>th</sup> St. located in Sections 15 & 22, T100N, R62W. All members voted in favor of this action; motion carried.

SURPLUS PROPERTY

A motion was made by Maas and seconded by Koedam to approve the surplus of a scrap iron pile in the highway culvert yard to be disposed of as scrap. 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. A motion was made by Maas and seconded by Koedam authorizing Goehring to attend a workshop in

Mitchell on Friday, August 22<sup>nd</sup>. All members voted in favor of this action; motion carried. Goehring discussed her vacation leave balance, with no action taken at this time.

#### SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to update them on her department. City Contract for Law agreements were discussed with no action taken at this time.

A motion was made by Koedam and seconded by Maas to surplus a BB Gun to be sold in the Sheriff's Department. All present voted in favor of this action; motion carried.

A starting wage for potential new hires in the Sheriff's Office was discussed with no formal action taken. Lau requested authorization to hire temporary part-time clerical help in her office.

Discussion was held with no action taken at this time.

#### 4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to provide an update on her department and the 2025 Achievement Days. Klein reported that there are currently 66 children enrolled in 4-H; 13 of them are new to 4-H and 11 are Clover Buds. The Recognition Banquet will be held November 1<sup>st</sup>.

#### EXECUTIVE SESSION

A motion was made by Koedam and seconded by Maas to enter executive session at 10:52 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Vice-Chair Werkmeister declared the meeting back to open session at 11:35 a.m. with no action taken necessary.

#### 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 Machinery and Equipment:226-222-434: \$14,749.6

Means of Finance: Emergency Management Fund; Homeland Security Grants:

226-0-331.31: \$14,413.10

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

#### PLAT APPROVAL

A motion was made by Koedam and seconded by Maas authorizing the Vice- Chairperson to sign the following plats. All present voted in favor of this action; motion carried.

Plat of Lot 1 of Overweg Addition in the NW ¼ of the NW ¼ of Section 1, T 99 N, R 66 W of the 5<sup>th</sup> P.M., Town of New Holland, Douglas County, South Dakota.

Plat of Werkmeister Tract 1 in the NE ¼ of Section 15, T 98 N, R 64 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota.

#### PARK

Auditor Barker informed the Board that the bathhouse project at the Douglas County Recreation Area has been approved by the National Guard and they are ready to begin construction this month. The application process for this project began in 2023 and was published at that time. As discussed in 2023, this project will consist of building a new bathhouse on the west side of the campground to include a men's and women's bathroom, as well as a storage area to house the park lawn mower and other equipment. All building materials will be furnished by the County and all the labor will be at no cost through the National Guard Innovative Readiness Training program.

## FEES REPORT (July 2025)

Register of Deeds Fees: \$3,125.00

Clerk of Courts Fees: \$3,595.74

## AUDITORS ACCOUNT WITH THE COUNTY TREASURER: July 2025

Checking Accounts .....	\$1,538.69
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$13,620.54
Preferred Checking .....	\$3,464,705.00
Certificate of Deposits .....	\$200,000.00
Total .....	\$3,680,764.23

## FUND BALANCE

General Fund .....	\$2,352,571.19
Special Revenue Funds .....	\$1,098,668.09
Tax Increment District Fund.....	\$0.00
Trust and Agency Funds .....	\$229,639.99
Total .....	\$3,680,879.27

## CLAIMS

The following claims were approved for payment:

### GENERAL FUND

Agland Coop 93.10 repairs/supplies; Armour Chronicle 207.70 publishing; Charles Mix County Sheriff's Office 630.00 jail fees; Corsica Globe 390.51 publishing; Corsica Hardware 3257.23 bathhouse materials; Darrington Water 32.00 supplies; Department of Health 40.00 prisoner medical; Douglas Electric 725.71 utilities; Fedex 42.85 supplies; Krull's Market 11.02 supplies; Lincoln County Auditor 72.00 Mental Health Board; Office Products Center 31.31 supplies; South Dakota Counties 150.00 conference; SDACC 1320.00 conference; State 4-H Office 34.00 travel; ULINE 1308.72 furniture/ supplies; Van Brothers 200.00 utilities; William's Music and Office Equipment 85.00 supplies; Wilson Hardware 138.97 supplies.

### ROAD AND BRIDGE FUND

Agland Coop 14,164.48 prof fees/fuel; Armour Chronicle 30.42 publishing; Bituminous Paving 142,419.20 chipseal; C&B Operations 162.23 supplies; Corsica Globe 30.42 publishing; Corsica Hardware 14.99 supplies; Douglas County Conservation District 250.00 prof fees; Douglas Electric 66.60 utilities; Fousek Truck Service 2440.17 repairs/supplies; Northwestern Energy 298.09 utilities; Star Mfg. 6954.93 repairs; True North Steel 7228.96 culverts; Vogt's Repair 362.65 supplies.

### E911 FUND

Santel Communications 30.00 E911 system.

### EMERGENCY MANAGEMENT FUND

Two Way Solutions 150.99 repairs.

ADJOURNMENT

At 12:06 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 September 2, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Jim Werkmeister, Vice- Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_  
Phyllis Barker, Auditor