

Douglas County Commissioner Meeting Minutes
September 2, 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, September 2, 2025. The members present were Dan Koedam, Marlin Maas, Lori Sparks and Jim Werkmeister. Auditor Phyllis Barker was also present. Jerod Star was absent. The Pledge of Allegiance was recited. A motion was made by Werkmeister and seconded by Koedam to adopt the amended agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

A motion was made by Maas and seconded by Koedam to approve the minutes from the August 5th and 19th meeting minutes. All members voted in favor of this action; motion carried.

SECOND READING

A motion was made by Koedam and seconded by Maas to conduct the second 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': Werkmeister, Maas, Koedam and Sparks. Voting 'nay': none. Absent: Star. Motion carried. Said 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 approve Ordinance No. 2025-02 and to publish the Notice of Adoption. All members voted in favor of this action; motion carried.

2026 PROVISIONAL BUDGET

As advertised, the Commissioners reviewed the 2026 Provisional Budget. No one from the public was present. A motion was made by Koedam and seconded by Werkmeister to approve the 2026 Provisional Budget as published. All present voted in favor of this action; motion carried. Any necessary changes will be made before adoption of the Annual Budget at the September 16th meeting.

HIGHWAY DEPARTMENT

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent, met with the Board to provide an update on their department. Ellwanger provided a quote for milling and resurfacing the Courthouse parking lot. Discussion was held with no action taken at this time.

EXECUTIVE SESSION

Motion was made by Werkmeister and seconded by Maas to enter executive session at 9:55 a.m. pursuant to 1-25-2 (1). All present voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:55 a.m. with the following action taken: Blake Ligtenberg, Part-time Custodian, Gary Loseke, Head Custodian and Brad Ellwanger, Highway Superintendent, have all successfully completed their sixth month probationary periods. Therefore, a motion was made by Koedam and seconded by Werkmeister to approve the following wage increases: Blake Lightenberg wage increase to \$22.50 per hour effective with September payroll, Gary Loseke wage increase to \$26.00 per hour effective with September payroll and Brad Ellwanger wage increase to \$30.81 per hour effective with October payroll. All members voted in favor of this action; motion carried.

DEPARTMENT OF LEGISLATIVE AUDIT

Auditor Barker informed the board that the Department of Legislative Audit is now conducting the audit for the two years ending in December 31, 2024. A motion was made by Maas and seconded by Koedam authorizing Chairperson Sparks to sign the engagement letter with the Department of Legislative Audit for the 2023/2024 audit. All present voted in favor of this action; motion carried.

SHERIFF

Chris Lau, Sheriff, met with the board to update them on her department. Lau informed the Board that a new vehicle will not be available until 2026, therefore Sheriff Lau asked for the 2025 budgeted amount allotted for a vehicle to be moved to the 2026 budget.

A motion was made by Koedam and seconded by Werkmeister to surplus 3 nonfunctioning camera systems to be destroyed in the sheriff's office. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Maas and seconded by Werkmeister to enter executive session pursuant to 1-25-2 (1) at 11:09 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:25 a.m. with no action taken at this time.

OTHER BUSINESS

A motion was made by Werkmeister and seconded by Maas to move the County phone system to Golden West Hosted Phones system and authorize the Auditor to sign the agreement. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister to add Scott Ymker to the Armour EMS roster effective immediately. All members voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

August Payroll: Commissioners 6872.24 Auditor 10,1743.78 Treasurer 11,701.80 States Attorney 5980.23 Courthouse Janitor 7644.90 Equalization 6302.58 Register of Deeds 9224.34 Sheriff 26,602.03 Coroner 0.00 Welfare 154.48 Ambulance 3,906.21 Extension 4243.46 Weed & Pest 2442.98 Fair board 480.28 Drainage 411.86 Planning and Zoning 498.62 Park 1248.03 Reliance Standard Life Insurance 567.51

Armour Dray 120.00 utilities; Axon Enterprise 5008.78 prof fees; C&B Operations 140.00 repairs; Cole Papers 375.43 supplies; Corsica Hardware 509.65 repairs; AT&T Mobility 453.23 utilities; Golden West 434.74 utilities; H&H Electric 15.80 supplies; Kim Klein 13.85 supplies; Marshall & Swift 1666.90 prof fees; Maule Law Office 3158.00 CAA fees; Northwestern Energy 444.34 utilities; Tessiers Mechanical Contractors 488.33 repairs; U.S Bank 1475.99 gas.

ROAD AND BRIDGE FUND

August Payroll: 39,663.06; Armour Dray 70.00 utilities; C&B Operations 189.20 supplies; AT&T

Mobility 80.08 utilities; Golden West 60.36 utilities; Jeff Grosz 499.50 repairs; Office Products Center 16.06 supplies, SD LTAP 125.00 conference; U.S Bank 356.50 gas.

E911 FUND

August Payroll: 26.73; Golden West 200.00 E911 services.

EMERGENCY MANAGEMENT FUND

August Payroll: 2534.70

ADJOURNMENT

At 11:35 a.m. a motion was made by Werkmeister and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on September 16, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____

Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____

Phyllis Barker, Auditor