

Douglas County Commissioner Meeting Minutes
October 21, 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, October 21, 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 Werkmeister and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried. Twelve students from the Netherlands Christian Reform School Speech Class were present with their teacher, Mr. Vanden Berg, to observe the formal processes of a governmental board meeting.

CORRESPONDENCE

A letter from Grandview Township was read stating that the Township Board had inspected the slope and grading of the ditch along the north side of 274th Street in Section 4 and found the work to be satisfactory. No formal action was required.

LEGISLATIVE AUDIT

Maria Schwader, Department of Legislative Audit, met with the Board to present the 2023-2024 audit findings. A motion was made by Koedam and seconded by Star authorizing the Chairperson to sign the letter of representation. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

A motion was made by Star and seconded by Maas to approve the Application for Occupancy on the Right-of-Way of County Highways submitted by Golden West Telecommunications for telecommunication facilities occupancy of 380th Avenue located in Section 34, T100N, R65W in Douglas County, South Dakota. All members 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. The selling of County GIS information was discussed with no action taken at this time.

PLAT APPROVAL

A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the A Plat of Lot 1 of Hillside Addition in the SW4 of Section 17, T100N, R66W, of the 5th P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

SURPLUS- TAX DEED PROPERTIES

A motion was made by Koedam and seconded by Werkmeister to surplus the following properties taken by tax deed:

-Parcel #1772: Lot A in E2 SW4 Section 11, T100N, R62W, Douglas County, SD. Commonly known as: 40228 269th St, Dimock, SD.

- Parcel #2696: N 16' Lot 11 & All Lot 12 blk 1, Original Town of Armour, Douglas County, SD. Commonly known as: 1010 Braddock Ave., Armour, SD.

The above-mentioned properties will be sold by sheriff's auction to be held on December 2, 2025 at 8:30 a.m. All members voted in favor of this action; motion carried.

SURPLUS PROPERTY

A motion was made by Star and seconded by Koedam to surplus phones from various offices to be sold. A complete list is on file in the auditor's office. All members voted in favor of this action; motion carried.

DRAINAGE

A motion was made by Werkmeister and seconded by Maas to recess as the Board of County Commissioners and convene as the Douglas County Drainage Board. All members voted in favor of this action; motion carried.

At the advertised time of 10:00 a.m., the Board reviewed a Drainage Application submitted by Richard Reimnitz for the purpose of installing a 360' culvert in an existing waterway to be covered with dirt to create a drivable path. In addition to this, the applicant wishes to dig a 44' x 300', 2-3' deep dugout in the NE4 of Section 11, T100N, R63W, Douglas County, South Dakota. Richard Reimnitz was present to explain the project. No one from the public was present in opposition. Auditor Barker explained that approval for the above-mentioned project has been received from the U.S Army Corps of Engineers, South Dakota Regulatory Office. Discussion was held.

A motion was made by Maas and seconded by Koedam to approve the application submitted by Richard Reimnitz for Section 11 of Garfield Township. All members voted in favor of this action; motion carried. A motion was made by Star and seconded by Maas to adjourn as the Douglas County Drainage Board and re-convene at the Board of Douglas County Commissioners. All present voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Koedam to enter executive session pursuant to 1-25-2 (1) at 10:35 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:02 a.m. with no action taken.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session at 11:05 a.m. pursuant to 1-25-2 (1). All members voted in favor of this action; motion carried. At 11:30 a.m. Chairperson Sparks declared the meeting back to open session with the following action taken: Chairperson Sparks called for nominations for Deputy States Attorney effective January 1, 2026-April 30, 2026.

A motion was made by Werkmeister and seconded by Star to nominate Rachel Mairose.

A motion was made by Maas and seconded by Koedam to nominate Jessica Hegge.

Chairperson Sparks called three times for any other nominations. After third call, nominations ceased. A roll call vote was taken with the following votes recorded:

Star: Rachel Mairose; Koedam: Rachel Mairose; Werkmeister: Rachel Maisrose; Marlin Maas: Jessica Hegge. Sparks: No vote recorded.

The roll call vote resulted in the appointment of Rachel Maisrose as Deputy States Attorney, effective January 1, 2026-April 30, 2026., at a salary of \$13,500.00. Motion carried.

FEES REPORT: (September 2025)

Register of Deeds Fees: \$2129.00

Clerk of Courts Fees: \$2329.00

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: September 2025

Checking Accounts	\$2,779.65
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$56,087.20
Preferred Checking	\$3,165,677.00
Certificate of Deposits	\$100,000.00
Total	\$3,325,437.85

FUND BALANCE

General Fund	\$2,200,259.01
Special Revenue Funds	\$860,544.54
Tax Increment District Fund.....	\$5,400.54
Trust and Agency Funds	\$259,233.76
Total	\$3,325,437.85

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Armour Dray 60.00 utilities; Bob's Farm Service 100.00 supplies; C&B Operations 70.25 supplies; Charles Mix Co. Sheriff's Office 1715.47 supply reimb/ jail fees; DCMH 50.00 prof fees; Fousek Truck Service 60.95 repairs; Daniel Koedam 221.10 travel; Kone Inc. 1227.18 repairs; Forum Communications Company 163.00 prof fees; Office Products Center 407.01 supplies; SDSU Extension 20.00 conference; Jerod Star 330.98 travel; Uline 58.50 supplies; Wilson Hardware 42.71 supplies.

ROAD AND BRIDGE FUND

Brad Ellwanger 350.00 rental fees; Dustbuster Enterprises 3315.00 repairs; Fousek Truck Service 183.03 supplies; Northwestern Energy 136.58 utilities; RDO Equipment 4444.20 repairs; Sit Lines-a-lot 19,138.81 striping.

ADJOURNMENT

At 12:05 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 November 4, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor