

Douglas County Commissioner Meeting Minutes
November 4, 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, November 4, 2025. Members present were Dan Koedam, Lori Sparks, 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 Koedam and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

APPROVAL OF MINUTES

A motion was made by Koedam and seconded by Star to approve the minutes from the October 7th and 21st meetings. 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 discuss their department. Ellwanger brought fuel and propane quotes from Agland Coop, Vollin Oil, and Agtegra. Discussion was held with no action taken at this time.

A motion was made by Star and seconded by Koedam authorizing the Highway Superintendent to replace six tires on the 2020 John Deere 772G Motor Grader for \$10,800 plus mounting. All present voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister to approve the Approach Application submitted by Randy Tegethoff for the installation of a field approach on 270th St. in the SE4 of Section 15, T100N, R66W. All approach work will be at the expense of the landowner. All present voted in favor of this action; motion carried.

CRACK SEAL PROJECT

A quote for Crack Repair from Bargaen Incorporated was reviewed by the Board for the following project at a total cost of \$79,734.00:

- 273rd from Hwy 281 West to 379th Ave (City of New Holland) going 10 miles.
- 383rd Ave from 273rd Street to 272nd St. going 1 mile.

A quote from Midstates Equipment and Supply was presented as follows:
Maxwell ElastoFlex #61 Sealant: \$16,365.00 for an estimated 23,500 lbs.

Ellwanger explained that per the bid contracts, the project will be completed in the fall of 2025 and billed in January of 2026 as budgeted.

A motion was made by Werkmeister and seconded by Star approving the bids from Bargaen Incorporated for the work to be done and Midstates Equipment and Supply for the product for a total project cost of \$96,099.00 to be paid out of the 2026 Budget. All present voted in favor of this action; motion carried.

CULVERT REPAIR

Ellwanger presented findings from Subsurface Inc. of Fargo, ND regarding culverts in need of lining repair within the County. Discussion was held. A motion was made by Werkmeister and seconded by Star to adopt the Brooking County bid for UV cured-in-place culvert linings to repair 20 culverts

on County Road 3-3 for a total of \$185,365, contingent upon the invoice being paid out of the 2026 budget as budgeted. All present voted in favor of this action; motion carried.

SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to update them on her department. The 2026 Highway Safety Grants for Speed and Seatbelt Safety and DUI Enforcement were discussed. A motion was made by Star and seconded by Werkmeister to accept the Highway Safety Grant Awards for 2026. All members voted in favor of this action; motion carried.

Sheriff Lau informed the Board that due to scheduling, the Sheriff Deputies are unable to use their vacation benefits. Therefore, Sheriff Lau is requesting the Board amend the personnel policy to allow paying out 100% of vacation time not used by the end of the year for Sheriff Deputies only. Discussion was held with no action taken at this time.

PARK

Roxane Wentz, Park Caretaker, met with the Board to provide an end of the season report on the campground. No action was required.

TREASURERS OFFICE

Carolyn Lau, Treasurer, met with the Board to provide an update on her department. Lau informed the Board that the Certificate of Deposit has matured and presented a quote for interest rates from Bank West and BMO. A motion was made by Koedam and seconded by Star authorizing the Treasurer to cash out the current Certificate of Deposit at Bank West and purchase two \$100,000.00 12-month Certificates of Deposits with Bank West. All present voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam authorizing the Treasurer to purchase a new printer for her office. All present voted in favor of this action; motion carried.

DIRECTOR OF EQUALIZATION

Jessica Goehring, Director of Equalization, met with the Board to discuss the sale of County GIS Information to a local entity. The Board agreed, at the direction of the States Attorney, that all entities requesting County GIS information will be subject to the same cost of \$10,000.

HEALTH INSURANCE

A motion was made by Star and seconded by Werkmeister to renew the Wellmark Blue Cross Blue Shield CompleteBlue 4000 plan for 2026 with a 7.84% increase in premiums. All members voted in favor of this action; motion carried.

COUNTY LEASED PROPERTY

Phyllis Barker, Auditor, discussed the County land leases with the Board. A motion was made by Koedam and seconded by Star authorizing the publication of the Notice of Leasing for the County leased land. The minimum rent rates were set at \$140 per acre for farmland, \$55 per acre for grazing land and \$40 per acre for hay ground. All present voted in favor of this action; motion carried.

FORMAL BUDGET SUPPLEMENT

A motion was made by Star and seconded by Koedam authorizing the Auditor to publish a Notice of

Hearing to be held on December 2, 2025, to consider a supplement to the General Fund budget and the E911 Fund budget for 2025. All members voted in favor of this action, motion carried. All present voted in favor of this action; motion carried.

HOLIDAYS

Auditor Barker presented an email from Governor Rhoden announcing that the State Offices have been granted Administrative Leave and will be closed on Friday November 28th, Wednesday December 24th and Friday December 26th. A motion was made by Werkmeister and seconded by Koedam to close County offices at 12:00 p.m. on December 24th and resume regular business hours on December 29th for the Christmas Holiday. All present voted in favor of this action; motion carried.

CLAIMS

The following claims were approved for payment:

GENERAL FUND

October Payroll: Commissioners 6871.25 Auditor 10,319.20 Treasurer 11,693.07 States Attorney 5980.24 Courthouse Janitor 7280.90 Equalization 6286.93 Register of Deeds 9346.48 Sheriff 27,135.06 Coroner 0.00 Welfare 154.48 Ambulance 3970.09 Extension 4011.05 Weed & Pest 3255.13 Fair board 0.00 Drainage 411.86 Planning and Zoning 451.77 Park 0.00 Reliance Standard Life Insurance 567.51

Armour Chronicle 418.53 publishing; City of Armour 138.00 utilities; Phyllis Barker 300.00 travel; Bender Sewer & Drain 576.00 maint.; Cardmember Services 462.68 prof fees/supplies/equip; Cole Papers Inc. 204.82 supplies; Convergent Technologies 447.55 prof fees; Gorsica Globe 496.53 publishing; Corsica Hardware 8.29 supplies; SD Dept. of Health 50.00 prof fees; AT&T Mobility 428.80 utilities; Golden West 1840.77 utilities/equip; Graham Tire 636.00 repairs; H&H Electric 428.97 supplies/repairs; HUB International 4823.99 prof fees; Johnson Restoration 60.00 repairs; Steve Johnson 1230.00 maint.; Legacy Building Supply 16,544.74 supplies; Marlin Maas 127.30 travel; Mid-American Research Chemical 857.38 supplies; McLeod's Office Supply 2416.22 supplies; Microfilm Imaging Systems 100.00 rental fees; Northwestern Energy 1511.14 utilities; Office Products Center 753.32 supplies; Ramkota Hotel-Pierre 112.00 travel; Randall Comm Water District 90.60 utilities; Select Service Center 1891.43 repairs; Two-Trees Technologies 1786.45 prof fees; U.S Bank 1384.59 gas; Van Brothers 50.00 utilities; ; Jim Werkmeister 88.4 travel.

ROAD AND BRIDGE FUND

October Payroll: 39,046.68; City of Armour 63.00 utilities; Dakota Sales and Rental 1360.00 rental fees; AT&T Mobility 80.08 utilities; Golden West 252.92 utilities/ equip; Steve Harrington 180.53 clothing allowance; Legacy Building Supply 217.40 supplies; Safety Service 521.38 repairs; SD Dept. of Transportation 802.60 prof fees; Sheraton- Sioux Falls 248.00 travel; Star Mfg. 469.76 repairs; Transource Truck and Equip 1841.60 repairs; Two-Trees Technologies 249.45 prof fees; US Bank 565.81 gas; Wilson's Hardware 49.35 supplies.

E911 FUND

October Payroll: 26.85; Golden West 200.00 E911 System; Midstate Communications 440.11 E911 system; Santel Communications 30.00 E911 System.

EM MANAGEMENT FUND

October Payroll: 2410.73; Two-Trees Technologies.

MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 237.50 rental fees.

RURAL ACCESS INFRASTRUCTURE FUND

True North Steel 11,988.00 supplies.

MEADOW VALLEY DITCH BOARD

Darrel DeBoer 50.00 mtg; Byron DeHaii 2475.00 ditch clean up; Marlin Maas 50.00 mtg; Larry VanZee 50.00 mtg; Steven Veenstra 50.00 mtg.

ADJOURNMENT

At 12:02 p.m. a motion was made by Koedam and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on November 18, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor