

Douglas County Commissioner Meeting Minutes
December 16, 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, December 16, 2025. The 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 Maas and seconded by Werkmeister to adopt the amended agenda. 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 provide an update on their department.

Ellwanger informed the Board that the Asphalt Conference is February 11th and 12th in Mitchell. A motion was made by Star and seconded by Maas authorizing Ellwanger and Nichols to attend the Asphalt Conference for one day each. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Koedam and seconded by Werkmeister to enter executive session at 9:12 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. At 9:16 a.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Koedam to enter executive session at 9:19 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. At 9:31 a.m., Chairperson Sparks declared the meeting back to open session with no action taken.

VETERANS SERVICE OFFICER

Jerry Seiner, Veterans Service Officer, met with the Board to update them on his department. Since his employment with Douglas County, Seiner has filed eight claims for Douglas County Veterans and has ten more in the process. Seiner will be out of the Office until April of 2026. Veterans can contact the field officer for assistance during this time.

SHERIFF'S OFFICE

Chris Lau, Sheriff, met with the Board to update them on her department. Lau presented the signed Law Enforcement Service Agreement from the City of Corsica for 2026. Corsica will receive 26 hours of coverage per week at a rate of \$53.22 per hour for a total of \$71,953.44 for 2026. A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the 2026 contract with the City of Corsica. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Werkmeister authorizing the Sheriff to purchase a new video camera system for one of the patrol vehicles for a total of \$6,105.14. 80% of the cost will be reimbursed by the Highway Safety Grant in 2026. All members voted in favor of this action; motion carried.

A motion was made Maas and seconded by Werkmeister to authorize a one-time payout of Deputy Phillip Lane's accrued vacation benefits at a rate of 75% of the total 98.25 hours. This action is

being taken due to Deputy Lane's inability to utilize these benefits under the Sheriff's current scheduling policies. Approval of this payout is contingent upon the understanding that the Sheriff will revise the scheduling policies to ensure that deputies are able to use their accrued vacation benefits going forward. With Star voting 'nay', all others voted in favor of this action; motion carried.

FAIR BOARD

Aaron Lau and Dwayne Werkmeister of the Fair Board, Gary Loseke, Custodian, as well as Kim Klein were present to discuss updates to the 4-H Building. Discussion was held.

A motion was made by Werkmeister and seconded by Star authorizing the payout of the claim submitted by Dwayne Werkmeister for the purchase of ceiling tiles for the 4-H Building for a total of \$1,541.77, and to also authorize the replacement of the security light in the 4-H parking lot and the fluorescent lighting in the front room of the 4-H Building with LED lights. All members voted in favor of this action; motion carried.

WEED AND PEST

Gary Bultje, Mitch DeLange and Mark Heisinger of the Weed and Pest Board were present to discuss Weed and Pest purchase requests. Kim Klen, Weed and Pest Secretary, was also present. The W&P Board would like to purchase a used flatbed trailer to put the weed and pest chemical on to make transporting it easier and eliminate the use of personal equipment. Discussion was held. The Weed and Pest Board would also like to purchase spray chemical to be delivered in the spring of 2026.

A motion was made by Star and seconded by Werkmeister authorizing the Weed and Pest Board to purchase a used flat bed trailer not to exceed a total purchase price of \$4,000.00 and 350 gallons of Tordon out of the 2025 budget. All members voted in favor of this action; motion carried.

4-H EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to provide an update on her department. A motion was made by Werkmeister and seconded by Koedam to surplus fourteen tables from the 4-H Building, contingent upon the 4-H Leaders purchasing fourteen new tables for the 4-H Building. All members voted in favor of this action; motion carried. A motion was made by Koedam and seconded by Werkmeister authorizing the County to cover the cost of the 4-H Leaders volunteer renewal fees for 2026. All members voted in favor of this action; motion carried.

CONTINGENCY TRANSFER

A motion was made by Maas and seconded by Koedam to introduce the following resolution. All members voted in favor of this action. Motion carried.

RESOLUTION #2025-10 TRANSFER FROM CONTINGENCY FUND

WHEREAS, insufficient appropriation was made in the 2025 adopted budget for the following department to discharge just obligations of said appropriations; and

WHEREAS, SDCL 7-21-32.2 provides that the transfers be made by resolution of the board from the contingency appropriation established pursuant to SDCL 7-21-6.1 to other appropriations;

THEREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget (101-112-429) to the following department budgets:

101-163-411 (Register of Deeds Salaries):	\$7,000.00
101-163-415 (Register of Deeds Group Insurance):	\$7,000.00
101-163-424 (Register of Deeds Rental Fees):	\$1,000.00
101-411-429 (Support of Poor- Catastrophic Care):	\$5,200.00
101-441-422 (Mentally Handicap):	\$7,500.00
101-611-411 (Co. Extension Salaries):	\$1000.00
101-624-411 (Drainage Salaries):	\$100.00
201-750-429 (Wheel Tax):	\$20.00

MUTUAL AID AGREEMENT

Auditor Barker, on behalf of Emergency Manager, Pat Harrington, presented a Mutual Aid Agreement for the intercounty sharing of resources during emergencies or disasters within the South Dakota Office of Emergency Management's Region 6. A motion was made by Star and seconded by Werkmeister authorizing the Emergency Manager, Pat Harrington, to sign the Mutual Aid Agreement. All members voted in favor of this action; motion carried.

PARK

Auditor Barker presented a letter from the SD Game Fish and Parks informing the Board that the County was not granted the Land & Water Conservation Fund Grant for the purchase of new playground equipment for the Douglas County Recreation Area. Discussion was held on how to proceed with purchasing new playground equipment, with no action taken at this time.

CANCELTION OF TAXES

A motion was made by Werkmeister and seconded by Maas to cancel the delinquent taxes on Parcels #1772 and #2696 due to the properties being sold by tax deed, and to authorize the Auditor to apportion the proceeds to the appropriate entities. All members voted in favor of this action; motion carried.

PLAT APPROVAL

A motion was made by Maas and seconded by Werkmeister approving the Plat of Tract 1 of VanDerWerff Addition in the East Half of the Northeast Quarter of Section 29, T 99 N, R 63 W of the 5th P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

EXECUTIVE SESSION

A motion was made by Star and seconded by Koedam to enter executive session pursuant to 1-25-2 (1) at 11:34 a.m. All members voted in favor of this action; motion carried. At 11:54 a.m., Chairperson Sparks declared the meeting back to open session with no action taken.

FEES REPORT: (November 2025)

Register of Deeds Fees: \$2833.50

Clerk of Courts Fees: \$3229.06

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: November 2025

Checking Accounts	\$4813.80
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00

Un-deposited receipts.....	\$64,435.79
Preferred Checking	\$3,596,363.00
Certificate of Deposits	\$300,000.00
Total	\$3,966,512.59

FUND BALANCE

General Fund	\$2,830,094.02
Special Revenue Funds	\$598,991.81
Tax Increment District Fund.....	\$12,579.03
Trust and Agency Funds	\$524,847.73
Total	\$3,996,512.59

CLAIMS

The following claims were approved for payment:

GENERAL FUND

Agland Coop 66.95 gas; City of Armour 138.00 utilities; Armour Dray 60.00 utilities; Axon Enterprises 5008.78 prof fees; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 598.56 prof fees/ supplies; Corsica Travel Plaza 116.96 gas; Darrington Water 16.00 supplies; Dept. of Legislative Audit 16,630.00 2023/2024 Audit; Douglas Electric 96.50 utilities; Graham Tire 600.00 supplies; H&H Electric 368.90 repairs; Krull's Market 4.59 supplies; Kent E. Lehr 909.59 CAA Fees; McLeod's Office Supply 512.00 supplies; Nextraq 46.00 utilities; Nutrien Ag Solutions 262.50 supplies; Office Products Center 1742.48 supplies; RADAR Shop 320.00 prof fees; SDSU Extension 4H Programs 160.00 prof fees; Vogt's Repair 135.98 repairs; Whalen Law Office 1300.50 prof fees.

ROAD AND BRIDGE FUND

Agland Coop 6826.88 fuel/propane; City of Armour 63.00 utilities; Armour Dray 70.00 utilities; C&B Operations 731.69 supplies; Dean's Auto Body 129.50 repairs; Brad Ellwanger 184.96 clothing allowance; Jefferson Grosz 144.00 supplies; Kimball Midwest 792.15 supplies; Nextraq 132.65 utilities; Northwestern Energy 491.45 utilities; Office Products Center 99.16 supplies; Ringling Gravel & Construction 7800.00 trucking; Rob Kehn Trucking 1722.60 trucking; Titan Machinery 36.65 supplies; Transource Truck & Equip. 410.39 repairs; Wilson's Hardware 106.20 supplies; WW Tire Service 90.65 supplies.

E911 FUND

Santel Communications 30.00 E911 system.

ADJOURNMENT

At 11:56 a.m. a motion was made by Werkmeister and seconded by Star to adjourn until the next meeting to be held at 3:00 p.m. on December 30, 2025. All members voted in favor of this action; motion carried.

SIGNED: _____
Lori Sparks, Chairperson
Board of County Commissioners

ATTEST: _____
Phyllis Barker, Auditor