

**DOUGLAS COUNTY COMMISSIONERS MEETING MINUTES**  
**JANUARY 7, 2025**

The Board of County Commissioners met in regular session at the courthouse in Armour, SD at 9:00 a.m. on January 7, 2025. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Auditor Barker called the meeting to order. The pledge of allegiance was recited.

**OATH OF OFFICE- COMMISSIONER DISTRICT 2**

Auditor Barker administered the Oath of Office to Jerod Star for his 4-year term as Commissioner of District 2.

**OATH OF OFFICE- COMMISSIONER DISTRICT 4**

Auditor Barker administered the Oath of Office to Jim Werkmeister for his 4-year term as Commissioner of District 4.

**ORGANIZATION OF COUNTY BOARD**

The Auditor called for nominations for Chairperson of the Board for the year 2025.

A motion was made by Maas to nominate Lori Sparks to serve as Chairperson for 2025 with Koedam seconding the motion.

Sparks motioned to nominate Jim Werkmeister to serve as Chairperson for 2025, Koedam seconded the motion and moved for nominations cease. The following votes were recorded:

Star: Sparks; Koedam: Sparks; Werkmeister: Sparks; Maas: Sparks; Sparks: Werkmeister.

Lori Sparks was declared Chairperson for 2025. Motion carried.

The Auditor called for nominations for Vice-chairperson for 2025.

A motion was made by Star to nominate Jim Werkmeister to serve as Vice-Chairman for 2025. Maas seconded the motion.

A motion was made by Werkmeister to nominate Jerod Star as Vice-Chairman for 2025. Sparks seconded the motion and moved for nominations to cease. The following votes were recorded:

Koedam: Werkmeister; Werkmeister: Star; Maas: Werkmeister; Sparks: Star; Star: Werkmeister. Jim Werkmeister was declared the Vice-Chairperson for 2025. Motion carried.

**APPROVAL OF AGENDA**

Chairperson Sparks took control of the meeting and asked for approval of the agenda. Motion was made by Koedam and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

**HIGHWAY DEPARTMENT**

Callie Nichols, Highway Superintendent, met with the Board to present the township applications for Rural Access Infrastructure Grant Funding. Nichols explained that the county was awarded \$130,756.20 in funding to disperse between the townships within the county that have structures in need of replacement that have met the parameters of the grant for 2025. The grant requires the township to pay 20% of the project cost, with the grant funding covering the remaining 80%. Of the 14 townships within Douglas County, Belmont, Chester, East Choteau, and Washington submitted applications for a total of \$119,678.77. Discussion was held.

Upon recommendation of the Highway Superintendent, based on severity of the projects, a motion was made by Maas and seconded by Star to approve the following applications for Rural Access Infrastructure Grant Funding for 2025: Belmont Township for a total of \$52,405.60 in grant funding, Chester Township for a total of \$14,400.00 in grant funding, East Choteau Township for a total of \$16,650 in grant funding and Washington Township for total of \$36,223.17 in grant funding. All members voted in favor of this action; motion carried.

**FAIRBOARD**

Bart Laber submitted his resignation from the Fair Board effective December 31, 2024. A motion was made by Werkmeister and seconded by Maas to accept the resignation from Laber and thank him for his 33 years of service. All members voted in favor of this action; motion carried.

**CONNECTING POINT**

A quote from Connecting Point for an extended warranty on the county server was reviewed by the Board. Discussion was held with no action taken.

**EXECUTIVE SESSION**

At 10:55 a.m. a motion was made by Werkmeister and seconded by Maas to enter executive session to discuss a personnel matter. All members voted in favor of this action; motion carried. At 11:35 a.m. Chairperson Sparks declared the meeting back to open session with no action taken at this time.

## 2025 BEGINNING OF THE YEAR BUSINESS:

### MEETING DATES:

A motion was made by Koedam and seconded by Star that the Douglas County Commissioner's meetings be held at 9:00 a.m. on the first and third Tuesday of each month and all other meetings as deemed necessary. Informational meetings specifically for public input will also be held in the evenings if enough public interest is shown. All Board members voted in favor of this action; motion carried.

## 2025 DOUGLAS COUNTY REORGANIZATION OF BOARDS, EMPLOYMENT, EXPENSES AND RATES

### COMMISSIONER COMMITTEES AND BOARDS:

Fair Board	1 <sup>st</sup> Tuesday QTRLY	Lori Sparks
Legislative Resource	During Legislative Session	Auditor
Park Board	As Needed	Marlin Maas and Jerod Star
Planning Dev. District III	2 <sup>nd</sup> Wednesday MONTHLY	Lori Sparks
Rural Office Comm. Serv.	Date Determined at Meeting	Barb Mills
Weed Board	Last Monday MONTHLY	Dan Koedam
Soil Conservation	4 <sup>th</sup> Monday MONTHLY	Jim Werkmeister
Randall RC&D Council	Last Thursday MONTHLY	Lori Sparks
Solid Waste Disposal	2 <sup>nd</sup> Tuesday MONTHLY	Jim Werkmeister & Jerod Star
Enhanced 911	Meetings as Needed	Lori Sparks
Alcohol/ Drug Center	Meetings as Needed	Marlin Maas
Planning/Zoning	2 <sup>nd</sup> Thursday MONTHLY AS NEEDED	Dan Koedam & Jerod Star
LEPC	MONTHLY	Lori Sparks & Dan Koedam

### COURTHOUSE HOURS AND HOLIDAYS

Courthouse hours shall be from 8:00 a.m. to 12:00 noon and from 12:30 p.m. to 4:30 p.m. for all offices. The Veterans Service Office and the Food Pantry shall be open as posted on the door. A telephone answering system and a sign on the door are to be used if an office is not open.

Department heads shall assume personal financial responsibility for overtime work done by their staff, unless prior authorization is approved by the County Commissioners or the Department Head. Douglas County will observe holidays as listed in Section 505 of the County Personnel Handbook.

### RESTRICTED SPENDING

The Commissioners request that all department heads consult with the Board of County Commissioners before making any budget purchases other than normal salaries and supply expenditures exceeding \$500.00 and \$5000.00 for the Highway Department. This is to ensure tighter control of budget spending to protect the county reserve funds to better the county financial situation.

### FIXED ASSESS POLICY

Capital assets with dollar values over \$1,000 will be recorded and maintained by the Auditor's Office. Individual departments will be responsible for inventory of all public property worth \$100-\$999 with a useful life of one year or more. The department's listing of assets will be provided to the Auditor's Office by the first week after the end of the year, December 31<sup>st</sup> every year. The Auditor's Office will be responsible for keeping record of all firearms and computers in addition to the individual department's records of these items.

### COUNTY AUTHORIZATION FOR EMPLOYMENT

Patrick Harrington was re-appointed as the Emergency/Disaster Director for 2025.

Motion was made by Koedam and seconded by Maas to approve all appointments, hours, holidays, and spending procedures. All members voted aye; motion carried.

In compliance with SDCL 7-7-20, it is deemed necessary for the prompt and accurate dispatch of business that the following be employed:

**AUDITOR OFFICE:** One full-time Deputy. One part-time Deputy not to exceed 180 hours annually for elections, vacation and/or sick leave.

**CORONER:** Two part-time Deputies, as needed.

COUNTY PROPERTY CUSTODIAL: One full-time Custodian. As needed part-time Custodian for vacation and/or sick leave.

DIR. OF EQUALIZATION OFFICE: One full-time Deputy Director of Equalization not to exceed 2080 hours annually. One part-time Clerk not to exceed 50 hours annually.

EMERGENCY AND DISASTER: One part-time Director.

4-H/ EXTENSION DIRECTOR/WEED AND PEST OFFICE: One full-time Office Manager not to exceed 2080 hours annually. One Weed and Pest Supervisor not to exceed 200 hours annually.

HIGHWAY OFFICE: One full-time Office Manager not to exceed 2080 hours annually. Five full-time Highway Maintenance employees.

PARK: One part-time Caretaker, as needed.

REGISTER OF DEEDS OFFICE: Two part-time Deputies for vacation and/or sick leave not to exceed 2080 hours combined between the two.

TREASURER OFFICE: One full-time Deputy. One part-time Deputies not to exceed 180 hours annually.

SHERIFF DEPARTMENT: Three full-time Deputies. One part-time Deputy. One Administrative Assistant not to exceed 24 hours weekly.

STATES ATTORNEY OFFICE: One part-time Deputy.

#### APPOINTMENT OF BOARD AND COMMITTEES

The following persons are appointed to serve on the various Boards and Committees for Douglas County:

LOCAL EMERGENCY PLANNING COMMITTEE: (Annual appointment) – Emergency Management Director; Fire Chiefs--Armour, Corsica, Delmont; Law Enforcement; Callie Nichols and Commissioners (2) for 2025- Lori Sparks and Dan Koedam.

FAIR BOARD: (Two Year Appointment, even year= Dist. 2 &4 Odd years= Dist. 1,3, & 5) - Dist. #1- Aaron Lau, Dist. #2-Trent Wright, Dist. #3-Dwayne Werkmeister, Dist. #4-Mira Leonard, Dist. #5- VACANT, and Commissioner (1) for 2025- Lori Sparks

PLANNING & ZONING BOARD: (Three-year terms, other than annual for commissioners) Kevin Lefers-Dist.1 (term will expire 2028), Jay Spaans -Dist.2 (term will expire 2028), Mark Fuoss Dist. 3 (term will expire 2027), Gregg Olawsky-Dist. 5 (term will expire 2026), Jordan Reimnitz- At-Large (term will expire 2026) and Commissioners (2) for 2025-Dan Koedam and Jerod Star.

WEED AND PEST CONTROL: (Three-year appointments) - Area 1-Mitch DeLange (term will expire in 2028) Area 2-Erik VandenHoek (term will expire in 2026), Area 3-John D. Brenner (term will expire in 2028), Area 4-Mark Neugebauer (term will expire 2026), Area 5- Mark Heisinger (term will expire 2027), Area 6-Garry D. Bultje (term will expire in 2027), Commissioner (1) for 2025- Dan Koedam.

MENTAL ILLNESS BOARD: (Three-year appointment) - Attorney Keith Goehring, Chairperson (Appointed by Judge), and Judge Donna Bucher, Alternate Chairperson (Appointed by Presiding Judge) Board Members: Vice-Chairman of Commissioners as alternate member (Werkmeister for 2025).

BOARD OF APPRAISERS: Callie Nichols and all Commissioners other than Chairperson.

#### DESIGNATION OF OFFICIAL NEWSPAPERS, LOCATION SITES AND DEPOSITORY BANKS

A motion was made by Star and seconded by Werkmeister to designate the Armour Chronicle and Corsica Globe as official county newspapers. The bulletin board in the second-floor lobby of the courthouse as the official bulletin board. The west front door of the courthouse as the location of Chattel Mortgage Foreclosure Sales. Bank West-Armour, Bank West-Delmont and BMO-Corsica as depository banks; with Bank West-Armour as the active depository. All members voted in favor of this action; motion carried.

#### INVESTMENT POLICY

##### 1. POLICY

Pursuant to SDCL 4-5-8 it is the policy of Douglas County, South Dakota to invest idle public funds in a manner to meet the daily cash flow demands of the County with the primary objectives, in priority order, being: a) Safety b) Liquidity and c) Return.

## 2. DELEGATION OF AUTHORITY

Authority to manage the investment program is granted to the Treasurer, who shall refrain from personal business activity that could impair his/her ability to make impartial decisions. The Treasurer acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy. In case of extended leave of absence, the Governing Board shall appoint a replacement Officer.

## 3. AUTHORIZED FINANCIAL DEALER AND INSTITUTIONS

The Governing Board authorizes the placement of cash resources in the following financial institutions:

- BMO Bank, 135 Main Street, Corsica SD
- Bankwest, PO Box 610, Armour SD

## 4. AUTHORIZATION AND SUITABLE INVESTMENTS

The Douglas County Treasurer is empowered by statute to invest in the following types of securities:

- Interest bearing checking accounts.
- Certificates of Deposit (CDs) (SDCL 4-5-6) \*
- Money Market Mutual Funds – open-end, no-load (SDCL 4-5-6)

\*When investing in Certificates of Deposit (CDs) public funds will be invested at the highest rate of interest possible after attempting to secure two (2) quotes.

## 5. COLLATERALIZATION

In accordance with the SDCL 4-6A.6A, 51A-10-9 Qualified Public Depositories will furnish collateral in the sum equal to one hundred percent (100%) of the public deposit accounts that exceed deposit insurance. The financial institution shall submit a copy of their collateralization report to the Treasurer.

## 6. INTEREST EARNED

The interest from investments shall be credited to the respective fund, except Agency funds, (SDCL 4-5-9)

## 7. DIVERSIFICATION

It is the policy of the Douglas County Treasurer's Office to reduce overall risks while attaining average market rates of return by diversifying its investments.

- Investment maturities will be staggered in such a manner that all investments will not come due at the same time.
- At least 10% of the investable funds shall be accessible for use by the County in one day's notice.

## INDIGENT BURIAL RATES

The county will pay \$1,500.00 for service, outside container and casket (less benefits i.e.: Veterans, Social Security, etc.); Cemetery space and digging grave, actual cost; Established rate for mileage, outside of county; Marker, actual cost, not to exceed \$200.00; \$1,500.00 for cremation in lieu of burial plus mileage. Deceased indigent must have been a legal resident of Douglas County. Rates will apply to resident indigent buried in Douglas or adjoining counties.

## PRE-AUTHORIZATION FOR MEETING EXPENSES

A motion was made by Maas and seconded by Star to approve attendance for the following meetings. All members voted in favor of this action; motion carried.

STATE CONVENTION – Commissioners, Auditor, Register of Deeds, Treasurer, & Highway Supt.

QTLY. DISTRICT MEETINGS – Commissioners, Auditor, Register of Deeds, Treasurer, Director of Equalization, Highway Superintendent

WELFARE OFFICIAL QTLY. DISTRICT MEETINGS - Welfare Director

ANNUAL SCHOOL, ANNUAL CONFERENCE, DISTRICT IV, SOUTHEAST COUNTY MEETINGS – Director of Equalization

**SHORT COURSE- Highway Superintendent**

**ANNUAL CONFERENCE AND MEETINGS CALLED BY THE ATTORNEY GENERAL** – Sheriff and States Attorney

**SPRING WORKSHOPS/NEW OFFICIALS WORKSHOP**- Commissioners, Auditor, Register of Deeds, Treasurer, and Director of Equalization

**MSHA REFRESHER COURSE**- Highway Maintenance Personnel

**SOFTWARE MEETINGS**- Auditor, Treasurer, Director of Equalization, Highway Supt.

**REIMBURSEMENT FOR EXPENSES**

Motion was made by Star and seconded by Maas authorizing the following reimbursement rates for expenses. All members voted in favor of this action; motion carried.

Reimbursement for expenses incurred by county personnel when attending meetings, workshops or conducting business on behalf of Douglas County; however, no charge for expenses shall be a charged against the county unless authorized and approved by the county commissioners before incurring for which the claim is made. Claims for lodging expenses must be supported by receipts verifying such expenditures.

	IN STATE	OUT OF STATE
Mileage	.67	.67
Breakfast	12.00	12.00
Lunch	18.00	18.00
Dinner	28.00	28.00

**DOUGLAS COUNTY PAYROLL**

A motion was made by Maas and seconded by Koedam that the following salaries and wages for 2025 of all officers and employees of Douglas County be published in compliance with SDCL 6-1-10. With Star abstaining, all other members voted aye. Motion carried.

**COMMISSIONERS:**

Marlin Maas	District #1	\$13,800.00 per year
Jerod Star	District #2	\$13,800.00 per year
Lori Sparks (Chair)	District #3	\$16,800.00 per year
Jim Werkmeister	District #4	\$13,800.00 per year
Dan Koedam	District #5	\$13,800.00 per year
Phyllis Barker	Commission Assistant	\$4,000.00 per year

**ELECTED OFFICIALS:**

Christine Lau	Sheriff	\$65,000.00 per year
Craig Parkhurst	States Attorney	\$56,700.00 per year
Phyllis Barker	Auditor	\$60,900.00 per year
Carolyn Lau	Treasurer	\$56,700.00 per year
Kim Huebner	Register of Deeds	\$56,700.00 per year

**AUDITOR OFFICE:**

Melissa Bowers	Deputy Auditor	\$20.47 per hour
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**DIRECTOR OF EQUALIZATION OFFICE:**

Jessica Goehring	Director	\$27.26 per hour
Angela Magnuson	Deputy Director	\$20.47 per hour

**DRAINAGE:**

Phyllis Barker	Administrator	\$4,000.00 per year
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**EMERGENCY/DISASTER OFFICE:**

Pat Harrington	Director	\$26,250.00 per year
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**4-H/EXTENSION/WEED AND PEST OFFICE:**

Kimberly Klein	4-H Director/ W&P Sec.	\$24.00 per hour
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**HIGHWAY DEPARTMENT:**

Callie Nichols	Superintendent	\$25.96 per hour
Steven L. Harrington	Shop Foreman	\$27.75 per hour
Terry Van Zee	Maintenance	\$26.00 per hour
David Abbott	Maintenance	\$25.00 per hour

Jacob Horstman	Maintenance	\$23.00 per hour
Ernie Dufek	Maintenance	\$22.50 per hour
<b>PARK DEPARTMENT:</b>		
Park Caretaker	Caretaker	\$4,500.00 per season
<b>WEED AND PEST DEPARTMENT:</b>		
Michael Maas	Supervisor	\$29.40 per hour
<b>PLANNING AND ZONING / E-911:</b>		
Jessica Goehring	E-911 addressing	\$250.00 per year
Jessica Goehring	Zoning Administrator	\$3,500.00 per year
Phyllis Barker	Recording Secretary	\$750.00 per year
<b>REGISTER OF DEEDS OFFICE:</b>		
Roxane Wentz	Deputy	\$20.47 per hour
<b>TREASURERS OFFICE:</b>		
Roxanne Steburg	Deputy	\$20.47 per hour
<b>CORONER CALLS:</b>		
Christine Lau	Coroner	\$100.00 per call
Deputies	Deputy Coroner	\$100.00 per call
<b>PROPERTY MAINTENANCE:</b>		
John L. Engelland	Custodian	\$27.26 per hour
As Needed (Sick Leave/Vacation)	Custodial	\$22.00 per hour
<b>SHERIFF DEPARTMENT:</b>		
Scott Powers	Chief Deputy	\$25.48 per hour
Phillip Lane	Deputy	\$24.28 per hour
Certified Part-Time Deputies	As Needed	\$25.50 per hour
Roxane Wentz	Clerical	\$20.47 per hour
<b>TAX SPLITS</b>		
Jessica Goehring		\$2,500.00 per year
<b>OFFICES NEEDING EXTRA CLERKS:</b>		
Clerks	As Needed	Wage Negotiable
Kathy Lau	As Needed	\$20.00 per hour
<b>VETERANS SERVICE OFFICE:</b>		
Jay Vanden Hoek	Service Officer	\$12,600.00 per year
<b>WELFARE OFFICIAL</b>		
Phyllis Barker	Director	\$1,500.00 per year
<b>AMBULANCE:</b>		
EMT's		\$37.80 per hour
EMR		\$33.60 per hour
Drivers		\$27.30 per hour
<b>BOARD MEMBERS:</b>		
Weed/Pest Board	Members	\$85.00 per meeting
Planning/Zoning Board	Members	\$85.00 per meeting
All Other Boards	Members	\$85.00 per meeting
<b>MENTAL ILLNESS BOARD:</b>		
Keith Goehring	Chairperson	\$80.00 per hour
<b>AMBULANCE PERSONNEL:</b>		
Armour EMT: Nicole Neugebauer, Pat Harrington, Blake Ligtenberg, Dwight Brenner, Heather Fechner, Ashley Love, Kristina Ymker, Wes Will. Drivers: Jay Spaans, Ray Bigge, Hope Neugebauer, Jordan Mulder and Adam Bagent.		
Corsica: Joy Blom, Londa Vanden Hoek, Kathy Zomer, Troy Strid, Pat Dockendorf, Wendy Barse, Devin Veurink, Jennifer Johnson, Lashell Menning, Diane Niewenhuis, and Laura Woerner.		

**2025 RENTAL RATES FOR COUNTY EQUIPMENT:**

A motion was made by Koedam and seconded by Maas to adopt the following rental rates for 2025. All present voted in favor of this action; motion carried.

**2025 RENTAL RATES FOR COUNTY EQUIPMENT  
(TOWNSHIPS AND MUNICIPALITIES, ONLY)**  
As of January 7, 2025

(One-half hour minimum on all equipment, emergency use allowed only)

Maintaining Township Roads with motor grader	\$190.00
Other work with motor grader	\$200.00
Snow plowing with motor grader v-plow & wing	\$210.00
Truck 12 yard	\$150.00
Truck with one-way plow	\$165.00
Front End Loader	\$200.00
Front End Loader with Snow Blower	\$225.00
Front End Loader with V-Plow	\$200.00
Brush Chipper	\$150.00
Backhoe	\$200.00

The above rates are for the piece of equipment and the operator only; any additional labor is at the direct and indirect rates of each individual employee. The above rates will be increased \$25.00 per hour for Saturday, Sunday, or Holiday work and any hours before 8:00 a.m. or after 4:30 p.m. on all other days. Douglas County will NOT load gravel for private individuals.

Excise tax of 2% will be added to all applicable invoices.

**ADJOURNMENT**

At 12:29 p.m. a motion was made by Star and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on January 21, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**January 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, January 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 Star and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried.

**DIRECTOR OF EQUALIZATION**

Jessica Goehring, Director of Equalization, was present to update them on her department. States Attorney, Craig Parkhurst, was also present.

**ABATEMENTS**

Goehring explained that the properties sold for Tax Deed in 2024 were owned by the County for 78 days prior to the sale, therefore the 2024 taxes payable 2025 need to be abated for those days. A motion was made by Maas and seconded by Werkmeister to approve the abatement of the taxes on Parcel #3125 in the amount of \$29.74, Parcel #3590 in the amount of \$28.88, Parcel #3705 in the amount of \$40.78, Parcel #3706 in the amount of \$44.46, Parcel #3233 in the amount of \$38.84, Parcel #3461 in the amount of \$18.26, Parcel #2446 in the amount of \$13.20 and Parcel #2447 in the amount of \$16.50. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

A motion was made by Star and seconded by Werkmeister to enter executive session at 9:13 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:39 a.m. with no action taken.

**SHERIFF'S DEPARTMENT**

Chris Lau, Sheriff, and Craig Parkhurst, States Attorney, met with the Board to discuss the Sheriff's Department. The starting wage for the open deputy position was discussed with the Board. A motion was made by Maas and seconded by Koedam to set the starting wage for uncertified deputies at \$48,000 and certified deputies at \$50,000. All members voted in favor of this action; motion carried.

The federal labor laws regarding overtime pay were discussed. A motion was made by Koedam and seconded by Werkmeister to revert the Sheriff's Deputies back to salaried status at the following rates: Scott Powers at \$53,000.00 and Phillip Lane at \$50,502.40 effective January 26, 2025. All members voted in favor of this action; motion carried.

**CORRECTION**

A motion was made by Koedam and seconded by Werkmeister correct the January 7, 2025, meeting minutes to state that "All Other Boards will be paid \$85.00 per meeting." All members voted in favor of this action; motion carried.

**OTHER BUSINESS**

A motion was made by Star and seconded by Werkmeister to add Philip Lane to the EMT Roster for 2025. All members voted in favor of this action; motion carried.

Auditor Barker presented a quote from Cole Papers on behalf of the custodian for the purchase of a floor polisher for the 4-H building. A motion was made by Werkmeister and seconded by Maas authorizing the purchase of a floor polisher and two additional batteries for a total of \$4,898.00. All members voted in favor of this action; motion carried.

Barker informed the Board that Douglas County Electric would like to apply for BRIC grant funding and will need the County to be the passthrough agency for the funds to be received. A motion was made by Koedam and seconded by Star authorizing the Chairperson to sign a letter authorizing Douglas County Electric to apply for funding through the County for FY2025. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

A motion was made by Werkmeister and seconded by Maas to enter executive session to discuss a personnel matter at 11:07 a.m. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session at 11:36 a.m. with no action taken at this time.

FEES REPORT (December 2024)  
Register of Deeds Fees: \$8,483.00  
Clerk of Courts Fees: \$1,946.27

AUDITORS ACCOUNT WITH THE COUNTY TREASURER: December 2024

Checking Accounts .....	\$1,315.18
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$5,387.65
Money Market Investments.....	\$2,827,354.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,234,956.83

FUND BALANCE

General Fund .....	\$2,534,536.58
Special Revenue Funds .....	\$465,335.58
Tax Increment District Fund.....	\$113.96
Trust and Agency Funds .....	\$234,970.42
Total .....	\$3,234,956.83

CLAIMS

The following claims were approved for payment:

GENERAL FUND

December 2024 Payroll: Commissioners 6014.07 Auditor 10,251.56 Treasurer 11,373.93 States Attorney 6,461.66 Courthouse Janitor 7842.91 Equalization 10,359.38 Register of Deeds 9,019.98 Veterans Service Officer 1106.50 Sheriff 29,749.98 Coroner 0.00 Welfare 155.18 Ambulance 4081.16 Extension 4383.11 Weed & Pest 2390.58 Fair board 317.49 Drainage 362.03 Planning and Zoning 453.56 Park 0.00 Reliance Standard Life Insurance 609.86 Access Granted 450.44 prof fees; Agland Coop 435.01 supplies/gas; Armour Chronicle 371.68 publishing; City of Armour 137.50 utilities; Armour Dray 60.00 utilities; Randy Baanhofman 475.00 maint.; Buhl's Dry Cleaning 153.50 supplies; C&B Operations 311.76 supplies; Cardmember Services 803.17 prof fees/supplies; Charles Mix County 4000.00 prof fees; Corsica Globe 613.94 prof fees; Corsica Hardware 9.49 supplies; Corsica Travel Plaza 35.24 gas; Darrington Water 32.00 supplies; Davison Co. Sheriff's Office 210.00 jail fees; DCMH 750.00 prof fees; Dean Schaefer Court Reporting 30.00 prof fees; Douglas Co. Electric 78.50 utilities; John Engelland 61.73 reimb. repairs; Keith Goehring 2308.03 CAA fees; H&H Electric 165.29 repairs; Pamela Hein 541.01 CAA fees; Bradley Kerner 1046.50 CAA fees; Kone Inc. 1074.60 repairs; Krulls Market 12.50 supplies; Legacy Building & Supply 21.99 supplies; Marshall & Swift/ Boeckh LLC 688.20 supplies; MOCIC 100.00 dues; Office Products Center 453.61 supplies; Planning & Development District III 16,046.00 GIS/dues; Randall Community Water District 93.90 utilities; SD Assoc of County Weed & Pest 75.00 dues; SD Sheriff's Association 585.05 dues; Sd States Attorney Association 750.05 dues; SDAAO 150.00 dues; SDACC 1824.00 dues/conference/prof fees; SDML 9977.54 work comp; SDSU Extension 180.00 dues; State 4H Office 210.00 supplies; Two-Trees Technologies 185.00 prof fees; Wilson's True Value 87.92 supplies.

ROAD AND BRIDGE FUND

December 2024 Payroll: 36,079.56; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; Douglas Electric 26.48 utilities; DCMH 50.00 prof fees; Steve Harrington 89.02 reimb.; SDACHS 350.00 dues; SDML 11,311.82 work comp; Wilson's True Value 15.78 supplies.

E-911 FUND

December 2024 Payroll: 26.77; Charles Mix County 25,737.61 E911 expenses; Midstate Communications 440.11 E911 fees; Santel Communications 30.00 E911 fees.

EMERGENCY MANAGEMENT FUND

December 2024 Payroll:2298.61  
AT&T Mobility 33.36 utilities; Konexus 2861.10 prof fees; SDML 521.64 work comp.

MODERNIZATION & PRESERVATION FUND

Microfilm Imaging Systems 30.00 rental fees.

ADJOURNMENT

At 11:50 a.m. a motion was made by Maas and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on February 11, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes  
February 11, 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, February 11, 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 Maas and seconded by Koedam to adopt the agenda. All members voted in favor of this action; motion carried.

**TREASURER**

Carolyn Lau, Treasurer, updated the Board on the new 605 Drive State Motor Vehicle system. Roxane Steburg was approved to work on February 17<sup>th</sup> as required by the state for the implementation of the new program.

Lau presented a quote for a new computer through Connecting Point for her office. A motion was made by Star and seconded by Koedam authorizing the Treasurer to purchase a new computer for her office from Connecting Point for a total of \$953.25. All members voted in favor of this action; motion carried.

**SDSU EXTENSION**

Hilary Kroupa, SDSU Extension, met with the Board to present the Program Evaluation and Reviewer Feedback for the 4-H Program Manager for Douglas County for 2024. Discussion was held with no action necessary.

**4-H EXTENSION**

Kim Klein, 4-H Extension Director, met with the Board to discuss her department. Shooting Sports has started; there are a total of 60 kids participating in the program this year. A Clover Buds program for children ages 5-7 has been formed and is currently open for new members. Enrollment ends May 31<sup>st</sup>.

A motion was made by Star and seconded by Koedam authorizing Kim Klein to attend the South Regions Program Council Meeting in Lennox on February 27<sup>th</sup>. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Werkmeister authorizing Kim Klein to attend the SDSU Spring Conference March 4<sup>th</sup>-6<sup>th</sup> in Mitchell. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister authorizing Kim Klein to attend the 4-H Online training on April 7<sup>th</sup> in Mitchell. All members voted in favor of this action; motion carried.

**WEED AND PEST**

A motion was made by Werkmeister and seconded by Star authorizing the Weed and Pest Supervisor and one other Board Member to attend the Weed and Pest Conference February 19-21. Any other Board Members wanting to attend for one day may do so. All members voted in favor of this action; motion carried.

HIGHWAY DEPARTMENT

Callie Nichols, Highway Superintendent, met with the Board to present the Weight Resolution for 2025.

A motion was made by Star and seconded by Werkmeister to introduce the following resolution:

**RESOLUTION #2025-01**  
**A RESOLUTION OF WEIGHT LIMIT ENFORCEMENTS ON**  
**DOUGLAS COUNTY HIGHWAYS**

WHEREAS, Seasonal climatic changes can be detrimental to our highways, and State Laws SDCL 32-14-6 gives the county the authority to prohibit the operation of vehicles or restrict weight of vehicles upon any highway under its jurisdiction, by reason of deterioration of physical condition, rain, snow, or other climatic conditions will seriously damage or destroy unless the use of vehicles on the highway is prohibited or the permissible weights of the vehicles are reduced; and

WHEREAS, by State Law SDCL 32-22-24, Spring Load limits may be put on as early as February 15 and may stay on through April 13. Time of implementation and removal is dependent on weather and road conditions. Limits become effective when the signs are installed and displayed and are no longer enforceable when they are removed; and

WHEREAS the taxpayers bear the burden of the costs of road repair.

WHEREAS, the Board of Douglas County Commissioners, desires the enforcement of weight limitation of Douglas County Roads as set forth and posted by the Douglas County Highway Superintendent.

**NOW THEREFORE BE IT RESOLVED:** The limits on Douglas County Highway shall be set as seven (7) ton per axle, on designated roads with the exception of 402<sup>nd</sup> Ave. from Highway 44 North to county line which will be posted at 80,000 GVW and 7 tons per axle during spring thaw period and when signs are in place; and 284<sup>TH</sup> ST from HWY 281 to 401<sup>st</sup> AVE is posted NO THRU TRUCKS-26,000 LBS GVW & 40mph for trucks year round and 7 ton per axle and 26,000 LBS GVW during spring thaw period and when signs are in place.

That the South Dakota Highway Patrol is hereby authorized and requested to enforce weight limitations on Douglas County Roads.

**BE IT FURTHER RESOLVED** that the penalty for the violation of the load restrictions shall be as set forth in SDCL 32-22-55.

The following votes were recorded: voting aye: Star, Koedam, Werkmeister, Maas and Sparks. Voting nay: none. Absent: none. Motion carried.

Dated this 11<sup>th</sup> day of February 2025.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairman, Douglas County Commission

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

Nichols presented a resolution to appoint an engineering firm to complete the County bridge inspections. A motion was made by Maas and seconded by Koedam to introduce the following resolution:

**RESOLUTION #2025-02**  
**BRIDGE REINSPECTION PROGRAM RESOLUTION**

WHEREAS, 23 CFR 650 Subpart C, requires initial inspection of all bridges and reinspection at intervals not to exceed two years with the exception of reinforced concrete box culverts that meet specific criteria. These culverts are reinspected at intervals not to exceed four years.

THEREFORE, Douglas County is desirous of participating in the Bridge Inspection Program.

The County requests SDDOT to hire Brosz Engineering for the inspection work. SDDOT will secure federal approvals, make payments to the Consulting Engineer for inspection services rendered, and bill the County for 20% of the cost. The County will be responsible for the required 20% matching funds.

The following votes were recorded: voting aye: Koedam, Werkmeister, Maas, Star and Sparks. Voting nay: none. Absent: none. Motion carried.

Dated this 11<sup>th</sup> day of February 2025, at Armour, South Dakota.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Douglas County Commission

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

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session at 10:25 a.m. to discuss a personnel matter. Chairperson Sparks declared the meeting back to open session at 10:35 a.m. with the following action taken:

A motion was made by Werkmeister and seconded by Koedam to accept the verbal resignation from Jacob Horstman as of January 28, 2025, and to authorize the Superintendent to advertise for a Highway Maintenance Employee and/or a Shop Foremen. All members voted in favor of this action; motion carried.

#### RANDALL COMMUNITY WATER DISTRICT

Greg Powell, Randall Water, met with the Board to update them on the new "Connecting Neighbors" Regional Waterline project. Discussion was held with no action necessary.

Chairperson Sparks exited the meeting at 10:57 a.m. Vice-Chairman Werkmeister took control of the meeting.

#### AUDITOR'S OFFICE

Phyllis Barker, Auditor, discussed personnel policy updates and payroll procedures with the Board with no action taken at this time.

A motion was made by Star and seconded by Maas to authorize the pay-out of vacation and sick leave benefits for Jacob Horstman on February payroll. 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 at 11:48 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Vice-Chair Werkmeister declared the meeting back to open session at 12:11 p.m. with the following action taken:

A motion was made by Maas and seconded by Koedam to regretfully accept the resignation from John Engelland due to retirement, effective March 25, 2025. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Maas to advertise for a full-time Custodian. All members voted in favor of this action; motion carried.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

January Payroll: Commissioners 6827.29 Auditor 10,627.45 Treasurer 11,879.19 States Attorney 6069.45 Courthouse Janitor 6949.95 Equalization 10,888.69 Register of Deeds 9,550.04 Veterans Service Officer 1160.33 Sheriff 28,383.47 Coroner 0.00 Welfare 154.48 Ambulance 2,505.34 Extension 4484.59 Weed & Pest 1423.45 Fair board 0.00 Drainage 411.90 Planning and Zoning 450.23 Park 0.00 Reliance Standard Life Insurance 624.31 Agland Coop 392.46 utilities/supplies; Armour Chronicle 718.23 publishing/supplies; City of Armour 146.00 utilities; Buhl's Dry Cleaners 184.00 supplies; Cardmember Services 95.73 prof fees; Charles Mix County Sheriff's Office 540.00 jail fees; Cole Papers Inc. 751.78 supplies; Corsica Globe 293.23 publishing; Darrington Water 88.00 supplies; Dave's Plumbing and Heating 231.79 repairs; DCMH 750.00 prof fees; Douglas Electric 216.54 utilities; AT&T Mobility 431.15 utilities; Goldenwest 702.92 utilities; H&H Electric 37.80 repairs; Pamela Hein 3022.75 CAA fees; Johnson Pochop & Bartling Law 1202.00 CAA fees; Legacy Building Supply 29.50 supplies; Lewis & Clark BHS 6500.00 allotment; LifeQuest 3000.00 allotment; Maule Law Office 1064.50 CAA fees; McLeod's Office Supply 240.54 supplies; Microfilm Imaging Systems 200.00 rental fees; Nextraq 46.00 utilities; Northwestern Energy 3351.04 utilities; Office Products Center 240.36 supplies; Scott

Powers 27.50 supplies; Randall Community Water Dist. 84.00 utilities; ROCS Senior Meals 1200.00 allotment; Safe Place of Eastern SD 1000.00 allotment; SDACO 198.45 dues; SDAE4-HP 120.00 conference; Select Service Center 158.94 repairs; State 4-H Office 10.00 fees; U.S Bank Voyager 1212.01 gas; Whalen Law Office 4712.00 CAA fees; Wilson's True Value 73.26 supplies; Yankton Co. Treasurer 145.00 prof fees.

**ROAD AND BRIDGE FUND**

January Payroll 33,843.93; Agland Coop 7962.52 fuel/propane; City of Armour 63.00 utilities; Douglas Electric Coop 133.04 utilities; Ernie Dufek 33.00 reimb.; AT&T Mobility 80.08 utilities; Fousek Truck Service 471.38 supplies; Goldenwest 180.27 utilities; Legacy Building Supply 76.25 repairs; Nextraq 132.65 utilities; Northwestern Energy 306.78 utilities; Safety Service 442.38 repairs; Sanitation Products 151.46 supplies; Titan Machinery 320.22 supplies; Transource Truck & Equip. 228.65 supplies; Vogt's Repair 919.08 repairs/supplies; Werk Weld 184.44 supplies.

**E-911 FUND**

January Payroll: 26.69; Goldenwest 200.00 prof fees; Midstate Communications 440.11 prof fees; Santel Communications 30.00 prof. fees.

**EMERGENCY MANAGEMENT FUND**

January Payroll: 2410.73; AT&T Mobility 33.26 utilities; AT&T Mobility 33.26 utilities; Pat Harrington 431.48 travel.

**DOMESTIC ABUSE FUND**

Safe Place of Eastern SD 365.00 marriage/divorce fees.

**MODERNIZATION AND PRESERVATION FUND**

Microfilm Imaging Systems 445.00 rental fees.

**ADJOURNMENT**

At 12:31 p.m. a motion was made by Koedam and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on February 18, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

Douglas County Commissioner Meeting Minutes  
February 18, 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, February 18, 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 Star 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 Maas and seconded by Star to approve the minutes from the January 7<sup>th</sup> and 21<sup>st</sup> meetings. All members voted in favor of this action; motion carried.

**DELMONT SHOP**

Auditor Barker presented a revised lease for the county shop in Delmont, which is currently being leased by the Town of Delmont. Discussion was held with no action taken at this time.

**OPERATING TRANSFER**

Motion was made by Werkmeister and seconded by Maas authorizing the auditor to make an operating funds transfer of \$250,000 from the General Fund Cash Balance to the Highway Cash Balance, \$81,850 from General Fund Cash Balance to the E911 Fund Cash Balance, and \$42,000 from the General Fund Cash Balance to the Emergency Management Fund Cash Balance as budgeted for 2025. All members voted in favor of this action; motion carried.

**CAMPGROUND**

Camping rates at the Douglas County Recreation Area for the 2025 season were discussed by the Board. A motion was made by Star and seconded by Koedam to increase the nightly rate of stay at the Douglas County Recreation Area to \$25.00 per night, due to increased upkeep and utility costs. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

A motion was made by Star and seconded by Werkmeister to enter executive session at 9:44 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:00 a.m. with no action taken.

**BID LETTING**

At the advertised time of 10:00 a.m., the sealed bids for the 2025 County Highway Projects were opened and reviewed by the Board and Callie Nichols, Highway Superintendent.

**OVERLAY PROJECTS**

1) Project #25-1 Road 23-1: Project #25-1 is a 1", 1 1/2" or 2" overlay, located on county road 379<sup>th</sup> Ave from 273rd Street North to 268<sup>th</sup> Street. Approx. 5.25 miles, 24' wide.

**BIDS:**

Commercial Asphalt 25254 413<sup>th</sup> Ave., Mitchell, SD 57301: \$110.00 per ton for a total cost of \$693,000.00 for one-and-a-half-inch overlay.

A motion was made by Maas and seconded by Werkmeister to accept the sole bid from Commercial Asphalt for Overlay Project #25-1 for 2025. A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none. Motion carried.

**CHIP-SEAL PROJECTS**

Project #1-25 Road 580-5; 3 miles

Project #2-25 Road 500-3; 2 miles

Project #3-25 Road 3-4, 3-5; 3.5 miles.

**BIDS:**

The Road Guy: 3206 E Highway 50, Yankton, SD 57078: \$2.56 per square yard for total of \$306,380.80 for all three projects.

Bituminous Paving Inc.: PO Box 6, Ortonville, MN 56278: \$2.38 per square yard for total of \$284,838.40 for all three projects.

Midwest Coatings: 1425 280<sup>th</sup> St, Modale, IA 51556: \$2.83 per square yard for total of \$338,694.40 for all three projects.

Asphalt Surface Technologies Corporation: PO Box 1025, St. Cloud, MN 56302: \$2.59 per square yard for total of \$309,971.20 for all three projects.

A motion was made by Star and seconded by Koedam to approve the low bid from Bituminous Paving Inc. for Project #1-25, #2-25 and #3-25. A roll call vote was taken with the following votes

recorded: Voting 'aye': Koedam, Werkmeister, Maas, Star and Sparks. Voting 'nay': none. Motion carried.

#### EXECUTIVE SESSION

A motion made by Koedam seconded by Star to enter exec session at 10:45 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:03 a.m. with no action taken at this time.

#### EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Star to enter executive session at 11:09 a.m. to discuss personnel matters. Chairperson Sparks declared the meeting back to open session at 11:47 a.m. with the following action taken:

A motion was made by Star and seconded by Werkmeister to hire Blake Ligtenberg as a part-time Custodian for up to 20 hours per week at a rate of \$22.00 per hour effective immediately. All members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Maas to enter executive session at 11:51 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session with no action taken at 12:30 p.m.

#### POLICY

Auditor Barker brought forth different policy options for the Board's review regarding the Sheriff's Department hours, overtime compensation and holiday pay. Discussion was held. A motion was made by Koedam and seconded by Werkmeister to adopt the following policy into the Douglas County Personnel Policy Manual. This policy will supersede any previous motions made. All members voted in favor of this action; motion carried.

#### ADDITION TO SECTION 501: WORKDAY AND WORK WEEK

The Sheriff's Department shall remain open for twenty-four hours per day.

Deputy Sheriffs are on a 28-day overtime period. Beginning at 12:01 A.M. on Tuesday February 18, 2025, they will be compensated at one-half time after working 171 hours in the 28-day overtime period in accordance with the Fair Labor Standards Act.

The Sheriff shall approve all overtime prior to the occurrence. The Sheriff shall flex time within the pay period to ensure that overtime is minimal.

Deputy Sheriffs required to be on call will be compensated at a rate of \$1.50/per hour for all on- call hours.

Deputy Sheriffs scheduled to work on a holiday as defined in section 505, will be compensated \$15.00 per hour for hours *physically worked*, in addition to their regular wage. Holiday compensation will not be granted for on-call hours. The holiday will begin at 12:01 a.m. and end at 11:59 p.m. for scheduling purposes.

Vacation leave, sick leave, holiday hours, on-call hours, military leave and any other paid leave time will not be counted towards overtime pay. Leave hours will be counted as regular pay as they do not account for actual 'work time' used in overtime calculation.

#### FEES REPORT (January 2025)

Register of Deeds Fees: \$3,393.00

Clerk of Courts Fees: \$3093.50

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: January 2025

Checking Accounts .....	\$1,729.04
Cash on Hand .....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$21,001.74
Money Market Investments.....	\$3,042,649.00.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,466,279.78

#### FUND BALANCE

General Fund .....	\$2,507,004.52
Special Revenue Funds .....	\$574,244.69

Tax Increment District Fund.....	\$113.96
Trust and Agency Funds .....	\$384,916.61
Total .....	\$3,466,279.78

**CLAIMS**

The following claims were approved for payment:

**GENERAL FUND**

Corsica Travel Plaza 126.30 gas; Jessica Goehring 126.14 travel; Kim Huebner 18.00 travel; Mid-American Research Chemical 157.53 supplies; Office Products Center 984.19 supplies; Tessiers Inc. 1387.50 repairs; Two-Trees Technologies 1479.45 prof fees.

**ROAD AND BRIDGE FUND**

Two-Trees Technologies 250.98 prof fees.

**EMERGENCY MANAGEMENT FUND**

Two-Trees Technologies 155.62 prof fees.

**ADJOURNMENT**

At 12:36 p.m. a motion was made by Maas and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on March 4, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioners Meeting Minutes**  
**March 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, March 4, 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 Maas and seconded by Star 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 Maas to approve the minutes of the February 11<sup>th</sup> and 18<sup>th</sup> meetings. All members voted in favor of this action; motion carried.

**DELMONT**

Larry Clouse, President of the Delmont Board of Trustees, met with the Board to discuss the rental rate for the County owned shed in Delmont. Discussion was held with no action taken at this time.

**AMBULANCE ROSTER**

A motion was made by Koedam and seconded by Maas to add the following to the Corsica Ambulance roster: Drivers- Jennifer Johnson, Troy Strid, Devin Veurink, Laura Warner, Dianne Niewenhuis. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSIONS**

At 9:12 a.m., a motion was made by Koedam and seconded by Werkmeister to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:31 a.m. with no action taken.

At 9:36 a.m. a motion was made by Maas and seconded by Werkmeister to enter executive session to discuss a personnel matter. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session with no action taken at 10:20 a.m.

At 10:23 a.m., a motion was made by Star and seconded by Koedam to enter executive session to discuss a personnel matter. All members voted in favor of this action; motion carried. At 11:10 a.m. Chairperson Sparks declared the meeting back to open session with no action taken.

**HIGHWAY**

Callie Nichols, Highway Superintendent, met with the Board to discuss her department. A motion was made by Star and seconded by Koedam to approve the Application for Occupancy on the Right-of-Way of County Highways submitted by Douglas County Electric for telecommunication facilities occupancy of 280<sup>th</sup> Street located in Section 12, T98N, R62W in Douglas County, South Dakota. All members voted in favor of this action; motion carried.

Nichols explained the Local Federal Bridge Replacement Program and the CHBP/PROTECT Grant. A motion was made by Maas and seconded by Star to support the SDDOT in applying for the CHBP/PROTECT Grant with a contribution of \$3,140.70. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

A motion was made by Werkmeister and seconded by Koedam to enter executive session at 11:29 a.m. to discuss a personnel matter. All members voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session at 11:39 a.m. with no action taken.

**STATES ATTORNEY**

Craig Parkhurst, States Attorney, met with the Board. At 11:40 a.m., a motion was made by Werkmeister and seconded by Maas to enter executive session to discuss a personnel matter. At 12:27 p.m., Chairperson Sparks declared the meeting back to open session with no action taken at this time.

**WEED AND PEST**

Commissioner Koedam explained that the Weed and Pest Board is requesting the Commission consider rescinding Jefferson Grosz's resignation from the Weed and Pest Department. Discussion was held.

Chairperson Sparks handed the meeting over to Vice-Chair Werkmeister to make the following motion. A motion was made by Sparks and seconded by Star to hire Jefferson Grosz as a part-time/as needed Weed and Pest employee at a rate of \$25.00 per hour. Grosz will not be reimbursed for

meeting attendance, and all state conferences must have prior approval from the County Commission. With Maas abstaining, all members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session at 1:09 p.m. to discuss a personnel matter. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 1:34 p.m. with no action taken.

#### SURPLUS

Barker presented a list of various items to be declared surplus to be destroyed or sold. A motion was made by Werkmeister and seconded by Maas to declare these items as surplus (a list is on file in the Auditor's Office). All present voted in favor of this action; motion carried.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

February Payroll: Commissioners 6871.25 Auditor 10,822.29 Treasurer 12,004.24 States Attorney 5980.24 Courthouse Janitor 7683.06 Equalization 11,342.37 Register of Deeds 9,538.41 Veterans Service Officer 1160.32 Sheriff 27,124.10 Coroner 0.00 Welfare 154.48 Ambulance 3,991.53 Extension 4203.14 Weed & Pest 3109.33 Fair board 0.00 Drainage 411.86 Planning and Zoning 450.45 Park 0.00 Reliance Standard Life Insurance 594.21 Agland Coop 331.40 travel; Armour Chronicle 217.05 publishing; City of Armour 139.00 utilities; Armour Dray 60.00 utilities; Birmingham & Cwach Law Office 397.45 CAA Fees; Cardmember Services 218.03 prof fees/ supplies; Cole Papers 4938.15 supplies/equip; Corsica Globe 134.17 publishing; Dakota Trails Golf Course 75.00 travel; The Dakota Scout 20.86 publishing; Mitch DeLange 658.54 travel; AT&T Mobility 431.15 utilities; Fox Law Firm 206.47 prof fees; Keith Goehring 120.00 prof fees; Goldenwest 594.86 utilities; Mark Katterhagen 24.00 prof fees; Kimberly Klein 9.99 supplies; Michael Maas 165.00 travel; Microfilm Imaging Systems 322.50 rental fees; Nextraq LLC 46.00 utilities; Northwestern Energy 3500.87 utilities; Office Products Center 156.21 supplies; Randall Community Water Dist. 84.00 utilities; Bill Schaeffer 24.00 prof fees; SDACC 2299.00 CLERP; Alan Summerville 6018.00 repairs; TEAM Laboratory Chemical Corp. 540.50 supplies; Two Trees Technologies 2875.15 prof fees; US Bank 1238.04 gas; US Bank Voyager 250.84 gas; Wilson's True Value 17.62 supplies; Yankton Co. Sheriff's Office 50.00 prof fees;

#### ROAD AND BRIDGE FUND

February Payroll: 32,723.72; Avera Occupational Medicine 36.60 prof fees; Armour Chronicle 217.05 publishing; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; C&B Operations 4557.84 supplies; Deere Credit Inc. 150,801.01 grader buyout; AT&T Mobility 80.08 utilities; Goldenwest 317.08 utilities; Henke Tractor Repair 14.00 repairs; Nextraq 132.65 utilities; Northwestern Energy 305.14 utilities; SDACHS 150.00 conference; SD Dept. of Transportation 732.93 prof fees/bridge replacement; Transource Truck & Equip. 334.38 supplies; Two Trees Technologies 250.98 prof fees; US Bank 194.21 gas; Wilson's True Value 47.54 supplies.

#### E911 FUND

February Payroll: 26.58; Goldenwest 200.00 E911 system; Midstate Communications 440.11 prof fees.

#### EMERGENCY MANAGEMENT FUND

February Payroll: 2410.75; Two Trees Technologies 155.62 prof fees.

#### ADJOURNMENT

At 1:37 p.m. a motion was made by Werkmeister and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on March 18, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

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

Douglas County Commissioners Meeting Minutes  
March 7, 2025

**PURSUANT TO ADJOURNMENT** The Board of County Commissioners met via conference call at the Douglas County Courthouse in Armour, SD at 12:45 p.m. on Tuesday, March 7, 2025. Dan Koedam and Auditor Phyllis Barker were present. Members present via telephone were Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. The Pledge of Allegiance was recited. A motion was made by Marlin Maas and seconded by Jim Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Maas to hire Gary Loseke as a full-time Government Center Custodian at a rate of \$25.00 per hour with a review after the completion of a sixth-month probationary period. Loseke's first day will be March 10, 2025. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to hire Tucker Hawley as a full-time Highway Maintenance Worker at a rate of \$23.50 per hour with a review after the completion of a sixth month probationary period. Hawley's first day will be April 1, 2025. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister to appoint Brad Ellwanger to the position of Highway Superintendent at a rate of \$29.81 per hour with a review after the completion of a sixth month probationary period. Ellwanger's first day will be March 18, 2025. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Maas to hire Callie Nichols as the Assistant Highway Superintendent at a rate of \$25.00 per hour effective March 18, 2025. All members voted in favor of this action; motion carried.

**ADJOURNMENT**

At 12:55 p.m. a motion was made by Werkmeister and seconded by Koedam to adjourn until the next meeting to be held at 9:00 a.m. on March 18, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**March 18, 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, March 18, 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 Star and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

**PUBLIC COMMENT**

Angela Magnuson, Deputy Director of Equalization, presented the Board with a letter from the Department of Revenue stating she has completed all requirements necessary to hold the professional designation of "Certified Appraiser Assessor" as of March 1, 2025. The Board congratulated Magnuson on this achievement; no action was necessary.

**PLANNING AND DEVELOPMENT DISTRICT III**

Lori Cowman, PDDIII, met with the Board to provide an annual update. Discussion was held with no action taken.

**HIGHWAY**

Brad Ellwanger, Highway Superintendent, met with the Board to update them on his department. A motion was made by Werkmeister and seconded by Maas to approve the purchase of an All-American Disc reclaimer for a total of \$9,981.00, if Ellwanger determines there is a need for one after he inspects the old one to determine if it is useable. All members voted in favor of this action; motion carried.

**COMMUNITY HEALTH**

Cassandra Weatherford, Community Health Nurse and Heath Brower, DCMH, met with the Board to discuss the Public Health Alliance Site contract that will be ending at the end of May 2025. Weatherford explained that all services, with the exception of WIC and pregnancy care, will still be provided by the Community Health Nurse. WIC and Pregnancy care will now be handled by the SD Department of Health. Discussion was held. The Board agreed to sign a contract to continue the agreement between the County and DCMH for Community Health Services. Brouwer will draw up an agreement to bring to the Board. No action was taken at this time.

**EXECUTIVE SESSION**

A motion was made by Maas and seconded by Werkmeister to enter executive session at 10:18 a.m. pursuant to SDCL 1-25-2 (6). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:43 a.m. with no action taken.

**DELMONT**

Larry Clouse, Town of Delmont Board of Trustees, met with the Board to continue discussion on the rental of the County shed located in Delmont. Clouse explained that his Board would prefer to purchase the building as opposed to paying an annual rental fee. Discussion was held with no action taken at this time.

**DIRECTOR OF EQUALIZATION**

Jessica Goehring, Director of Equalization, and Craig Parkhurst, State Attorney, met with the Board to discuss the information request fees. Discussion was held. A motion was made by Koedam and seconded by Werkmeister to reduce the data request fee for PDF files of assessment rolls and tax lists to .60 cents + tax, per parcel. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

At 11:17 a.m., motion was made by Star and seconded by Werkmeister to enter executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:18 p.m. with no action taken.

**OTHER BUSINESS**

A motion was made by Star and seconded by Maas to authorize the payout of John Engelland's vacation and sick leave with March payroll due to his retirement. All members voted in favor of this action; motion carried.

**CERTIFICATE OF DEPOSIT**

Caroly Lau, Treasurer, met with the Board to provide an update on her department. Lau informed the Board that one of the County's four Certificate of Deposits will reach maturity at the end of

March. Lau presented quotes from Bank West and BMO for renewal rates. Discussion was held. A motion was made by Star and seconded by Koedam, authorizing Treasurer, Carolyn Lau, to cash out one \$100,000.00 Certificate of Deposit at BMO Bank and re-deposit the \$100,000.00 into one seven-month Certificate of Deposit at Bank West with an interest rate of 3.78%. All members voted in favor of this action; motion carried.

**FEES REPORT (February 2025)**

Register of Deeds Fees: \$3,663.50

Clerk of Courts Fees: \$1424.73

**AUDITORS ACCOUNT WITH THE COUNTY TREASURER: February 2025**

Checking Accounts .....	\$7,011.97
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$21,950.57
Money Market Investments.....	\$3,151,259.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,581,121.54

**FUND BALANCE**

General Fund .....	\$2,148,698.01
Special Revenue Funds .....	\$982,393.99
Tax Increment District Fund.....	\$12,132.98
Trust and Agency Funds .....	\$437,933.92
Total .....	\$3,581,158.58

**CLAIMS**

The following claims were approved for payment:

**GENERAL FUND**

Avera McKennan Hospital 1762.00 Mental Health; Buhl's Dry Cleaners 153.50 supplies; Charles Mix County Sheriff's Office 630.00 jail fees; Cole Papers 86.90 supplies; Corsica Hardware 310.97 supplies; Corsica Travel Plaza 39.374 gas; Crossroads Hotel 300.00 conference; Darrington Water 40.00 supplies; Davison County Sheriff's Office 105.00 jail fees; Dean's Autobody 590.35 repairs; DCMH 750.00 prof fees; Douglas Electric Coop 78.50 utilities; Floor to Ceiling 2609.00 repairs; Kone Inc. 5759.05 repairs; Lincoln Co. Auditor 535.00 mental health; Office Products Center 1182.98 supplies/equipment; Sd Human Services Center 600.00 mental health; SDACC 125.00 workshop; Two-Trees Technologies 4481.45 prof fees/equip; Youngberg Law Prof. LLC 276.00 mental health.

**ROAD AND BRIDGE FUND**

Agland Coop 2792.00 supplies; Douglas Electric 116.52 utilities; Fousek Truck Services 234.94 supplies; Kimball Midwest 505.89 supplies; Northwestern Energy 308.693 utilities; Office Products Center 23.24 supplies; Vogt's Repair 33.10 supplies.

**E911 FUND**

Santel Communications 30.00 E911 system.

**EMERGENCY MANAGEMENT FUND**

AT&T Mobility 33.26 utilities; Motorola Solutions Inc. 14,749.65 equipment.

**MODERNIZATION AND PRESERVATION FUND**

Microfilm Imaging Systems 45.00 rental fees; Office Products 2451.20 furniture.

**ADJOURNMENT**

At 1:00 p.m. a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on April 1, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioner Meeting Minutes**  
**April 1, 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, April 1, 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 Star and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

At 9:05 a.m. a motion was made Koedam and seconded by Werkmeister to enter executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:29 a.m. with no action taken.

**HIGHWAY DEPARTMENT**

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent, met with the Board to discuss their department. Ellwanger asked for clarification on the overtime policy. Ellwanger would like his crew to continue working if they are working on a project that is near completion at the end of a workday as opposed to hauling all equipment back to the shop and starting again the next day. The board agreed that it would be in the best interest of the county to allow for overtime hours to be flexed out in the same work week, if this is not possible, overtime pay will be at discretion of the Department Head.

Dust Control and road reclaiming were discussed. It was agreed that areas with dust control already applied will still be reclaimed and reshaped so that water is not standing on the roads. It will be the responsibility of the landowners to re-apply dust control if they feel it is necessary once the road is reshaped.

379<sup>th</sup> Street north of New Holland is scheduled to be resurfaced this year. There are two culverts that need to be replaced prior to the overlay. A motion was made by Maas and seconded by Werkmeister to approve the quote from Dave VanderPol Construction to complete the project at a cost of \$24,600 plus the additional cost of the culverts. All members voted in favor of this action; motion carried.

**TIF DISTRICTS**

Jessica Goehring, Director of Equalization, and Phyllis Barker, Auditor, met with the Board to discuss the TIF District implementation process and the possibility of establishing an administrative fee. Craig Parkhurst, States Attorney, was also present. Discussion was held with no action taken at this time.

**SHERIFF'S DEPARTMENT**

Sheriff Lau, Chief Deputy Powers and Craig Parkhurst, States Attorney met with the Board. Lau informed the Board that Powers' sixth month probation will be completed as of April 7<sup>th</sup>. No action was taken at this time.

Mental Health holds and the need for someone to sit with these individuals at the hospital while they go through the mental health hold process was discussed. A motion was made by Werkmeister and seconded by Star to hire Pat Harrington as a Mental Health Attendant on an as needed basis to oversee the mental health hold process if the need arises at a rate of \$25.00 per hour. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

At 11:03 a.m., a motion was made by Koedam seconded by Maas to enter into executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:37 a.m. with no action taken.

Chief Deputy Powers brought concerns to the Board about the holiday pay policy for the one month of payroll that the Sheriff's Deputies were paid as hourly employees. Discussion was held. It was agreed upon that the full-time Sheriff's Deputies shall receive retroactive holiday pay for the recognized holidays paid out on January payroll.

**EXECUTIVE SESSION**

At 11:55 a.m. a motion was made by Werkmeister and seconded by Maas to enter executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:26 p.m. with no action taken.

#### LWCF GRANT

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

#### RESOLUTION #2025-03

WHEREAS, the United States of America and the State of South Dakota have authorized the making of grants from the Land and Water Conservation Fund (LWCF) to public bodies to aid in financing the acquisition and/or construction of specific public outdoor recreation projects;

NOW, THEREFORE BE IT RESOLVED;

1. That Lori Sparks, Chairperson is hereby authorized to execute and file an application on behalf of the Douglas County Commission with the National Park Service, U.S. Department of the Interior, through the State of South Dakota, Department of Game, Fish, and Parks, Division of Parks and Recreation, for an LWCF grant to aid in financing the Playground Update Project for the Douglas County Recreation Area in Douglas County, South Dakota and its Environs.
2. That Phyllis Barker, Auditor of Douglas County is hereby authorized and directed to furnish such information as the above mentioned federal and/or state agencies may reasonably request in connection with the application which is hereby authorized to be filed.
3. That Douglas County shall provide a minimum of 50% of the total cost of the project; and will assume all responsibility in the operation and maintenance of the project upon completion of construction, for the reasonable life expectancy of the facility.

Dated this 1<sup>st</sup> day of April, 2025 at Armour, South Dakota.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

#### DELMONT SHED

A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign a sixth month lease agreement for the Delmont Maintenance Shed between Douglas County and the Town of Delmont. All members voted in favor of this action; motion carried.

#### OVERTIME

A motion was made by Maas and seconded by Star to add the following statement to the Douglas County Personnel Policy: Overtime worked must be with the prior knowledge and approval of the department head or disciplinary action may be taken. Department heads have the authority to flex employee schedules within the work week to limit the amount of overtime worked. All members voted in favor of this action; motion carried.

#### OTHER BUSINESS

An email from Governor Rhoden was read regarding the Easter Holiday hours granted to state employees. No action was taken; therefore, the County will follow the Douglas County Personnel Policy in granting Good Friday as a holiday. The Courthouse will be open on Monday, April 21<sup>st</sup>. State offices within the courthouse will be closed.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

March Payroll: Commissioners 7025.52 Auditor 10,348.28 Treasurer 11,518.60 States Attorney 5980.23 Courthouse Janitor 15,814.35 Equalization 10,457.26 Register of Deeds 9032.41 Veterans Service Officer 1160.33 Sheriff 26,402.41 Coroner 0.00 Welfare 154.48 Ambulance 2938.09 Extension 5926.39 Weed & Pest 911.34 Fair board 480.28 Drainage 411.86 Planning and Zoning 1087.87 Park 0.00 Reliance Standard Life Insurance 608.66 A gland Coop 387.50 propane; Armour Chronicle 804.24 publishing; Armour Dray 120.00 utilities; Blue Moon 60.00 WP meeting food; Cole Papers 67.88 supplies; Corsica Globe 671.49 publishing; Dean's Auto Body 1184.16 repairs; John Engelland 548.86 supply reimb; Renee Engelland 50.00 reimb; AT&T Mobility 431.15 utilities; Goldenwest 736.10 utilities; H&H Electric 185.07 repairs; Johnson Controls 899.80 repairs; Kimberly Klein 608.00 reimb; Gary Loseke 54.45 reimb.; Midwest

Fire & Safety 150.00 maint.; Nextraq 46.00 utilities; Northwestern Energy 3217.82 utilities; Melissa Odens 24.70 prof fees; Office Products Center 346.58 supplies; Parkston Advance 70.88 publishing; SD Dept of Public Safety 2340.00 state radio; SDML Work Comp. 1293.81 ins.; TEAM Laboratory 100.50 supplies; Two-Way Solutions, Inc. 165.97 supplies; Two Trees Technologies 1689.76 supplies; Tyler Technologies 449.00 prof fees; US Bank 1365.81 fuel; Wilson's True Value 175.87 supplies.

**ROAD AND BRIDGE FUND**

March Payroll: 28,656.02; Agland Coop 736.00 tires; Armour Dray 35.00 utilities; C&B Operations 55.53 supplies; Mike Carpentier 690.00 prof fees; Diamond Mowers 1247.62 repairs; Ernie Dufek 218.85 reimb.; Equipment Blades 4160.00 supplies AT&T Mobility 80.08 utilities; Goldenwest 183.95 utilities; The Lodge at Deadwood 210.00 conference; Midwest Fire & Safety 262.00 maint.; Nextraq 132.65 utilities; Sd Dept. of Transportation 1688.57 prof fees; Two Trees Technologies 249.18 prof fees; US Bank 53.53 gas.

**E911 FUND**

March Payroll: 26.67; Goldenwest 200.00 prof fees; Midstate Communications 440.11 e911 system.

**EMERGENCY MANAGEMENT FUND**

March Payroll: 2,627.81; AT&T Mobility 33.26 utilities; Two Trees Technologies 153.66 prof fees.

**MODERNIZATION AND PRESERVATION FUND**

Office Products Center 2451.20 supplies.

**RURAL ACCESS INFRASTRUCTURE FUND**

Midwest Ag Center 10,200.00 supplies- Chester Twp.

**ADJOURNMENT**

At 1:00 p.m. a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on April 8, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**April 8, 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, April 8, 2025. Members present were Dan Koedam, Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Also present were Auditor Phyllis Barker, and Director of Equalization, Jessica Goehring. The Pledge of Allegiance was recited. A motion was made by Star and seconded by Maas to adopt the agenda. All members voted in favor of this action; motion carried.

**BOARD OF EQUALIZATION**

A motion was made by Koedam and seconded by Werkmeister to recess as the Douglas County Board of Commissioners and convene as the Board of Equalization for 2025. All members voted in favor of this action; motion carried. Members signed an Oath of Office and reviewed their duties as stated on the distributed exhibit supplied by the Director of Equalization per SDCL 10-11-25. Goehring distributed information regarding all changes that have occurred over the past year, listing them by townships and cities.

A motion was made by Koedam and seconded by Werkmeister to remove the value on record #1772 for taxes payable 2026 due to the property being taken for tax deed and put into the County's name at time of assessment. All members voted in favor of this action; motion carried.

Goehring explained a couple of clerical errors that had been made. A motion was made by Maas and seconded by Star authorizing the Director of Equalization to correct the clerical errors on Parcel #2578 and #4351. All members voted in favor of this action; motion carried.

Gary Maas, Pastor of Harrison Community Church, met with the Board to discuss the old parsonage. Discussion was held. A motion was made by Koedam and seconded by Star to leave the parsonage as a tax-exempt property due to the church still utilizing the property. With Maas abstaining, all other members voted in favor of this action; motion carried.

Goehring reported there were 39 Applications for Continuing Property Tax Exempt Status (Per SDCL 10-4-19).

There was *one* new Application for Property Exempt Status (per SDCL 10-4-15) resulting in the following motion:

A motion was made by Koedam and seconded by Werkmeister authorizing the removal of the lot value of \$18,655 for the new Harrison Community Church due to the organization being tax exempt. With Maas abstaining, all other members voted in favor of this action; motion carried.

There were *five* renewable energy system credit (Geothermal) applications for 2025 resulting in a \$304,769.00 loss in valuation.

23 elderly assessment freeze applications for 2025 resulted in a loss of \$892,057.00 in valuation.

*Six* fully Disabled Veteran applications will show a loss in valuation of \$592,484.00.

A motion was made by Werkmeister and seconded by Maas to recess as a Board of Equalization and re-convene as a Board of County Commissioners. All members voted in favor of this action; motion carried.

**TIF ADMINISTRATION FEES**

A motion was made by Star and seconded by Koedam to introduce the following resolution:

**RESOLUTION #2025-04**

**RESOLUTION TO IMPLEMENT AN ADMINISTRATION FEE FOR ANY TAX INCREMENT FINANCING DISTRICT WITHIN DOUGLAS COUNTY**

WHEREAS, the Douglas County Commission has determined that it is in the best interest of the County to implement plans that promote economic development and growth in the County; and WHEREAS, with the approval of any Tax Increment Financing District Plan creates a considerable amount of administrative duties for the County; and

WHEREAS, per SDCL 11-9-15 there is the ability for imputed administrative costs, including those costs incurred reasonable charges for the time spent by a municipal or county employee in

connection with the implementation of a project plan to be charged; and WHEREAS the applicant will pay to Douglas County an annual administrative fee equal to one-half percent of the maximum tax increment benefit, with the total administrative fee to be paid over the first 5-year period, and which will be deducted from the amount disbursed to the applicant, lender, or bond trustee; and

NOW, THEREFORE, BE IT RESOLVED by the Douglas County Commission implements said administrative fee for any approved Tax Increment Financing District plan after April 8, 2025, is hereby approved.

Dated this 8th day of April 2025.

A roll call vote was taken with the following votes recorded: Voting 'aye': Werkmeister, Maas, Star, Koedam and Sparks. Voting 'nay': none. Absent: none. Motion carried.

Signed: \_\_\_\_\_  
Lori Sparks, Chairperson  
Douglas County Board of Commissioners

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

#### EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Star to enter executive session at 9:39 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:44 a.m. with the following action taken: A motion was made by Star and seconded by Werkmeister to accept the resignation of Angela Magnuson from the position of Deputy Director of Equalization, effective April 18, 2025. All members voted in favor of this action; motion carried.

#### REGISTER OF DEEDS

Kim Huebner, Register of Deeds, explained the need for a glass door and counter partition in her office and explained the estimate from Independent Viking Glass for the project. Discussion was held with action being tabled until the April 15<sup>th</sup> meeting.

#### HIGHWAY DEPARMTENT

Brad Ellwanger, Highway Superintendent, met with the Board via conference call. The Volvo Backhoe that is currently damaged and out of use was discussed. A motion was made by Maas and seconded by Werkmeister to surplus the 2003 Volvo BL70 Backhoe and advertise for sealed bids to be opened May 6, 2025. All members voted in favor of this action; motion carried.

Ellwanger stated that the State is going to remove load limits on April 15<sup>th</sup>, and he plans to follow the state and remove load limits on Douglas County roads at that time.

#### PLAT APPROVAL

Motion by Koedam and seconded by Werkmeister, to approve Plat of Muntefering Tract 1 in the NW ¼ of Section 11, T99N, R62W of the 5<sup>th</sup> P.M., Lincoln Township, Douglas County. All members voted in favor of this action; motion carried.

Motion was made by Star and seconded by Maas to approve Plat of Montefering Tract 1 in the NW ¼ and the SW ¼ of Section 12, T99N, R62W of the 5<sup>th</sup> P.M., Lincoln Township, Douglas County. All members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

At 10:40 a.m., a motion was made by Maas and seconded by Koedam to enter executive session pursuant to SDCL 1-2-25 (1). All members voted in favor of this action; motion carried. At 11:04 a.m., Chairperson Sparks declared the meeting back to open session with no action necessary.

#### ADJOURNMENT

At 11:05 a.m. a motion was made by Koedam and seconded by Star to adjourn until 9:00 a.m. on April 15, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**April 15, 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, April 15, 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 Maas and seconded by Koedam 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 Werkmeister to approve the minutes from the March 4<sup>th</sup>, 7<sup>th</sup> and 18<sup>th</sup> meetings. All members voted in favor of this action; motion carried.

**2025 EQUALIZATION**

Jessica Goehring, Director of Equalization, met with the Board to resume the 2025 Equalization Boards.

A motion was made by Star and seconded by Werkmeister to recess as the Board of County Commissioners and re-convene as the Board of Equalization. All members voted in favor of this action; motion carried.

One late application for Elderly Assessment Freeze was approved for total of 24 approved applications for 2025 resulting in a loss of \$921,362 in value.

The 2025 *total assessed full and true valuation* after all changes made is \$911,343,661.

70 parcels will show a total of \$6,568,558 taxable growth for 2025. The Ag Factor for 2025 is .850 and the Non-Ag Factor is .956. The *total equalized (taxable) valuation* for 2025 is \$792,642,186.

A motion was made by Werkmeister and seconded by Maas to adjourn as the Board of Equalization for 2025 and re-convene as the Board of County Commissioners. All members voted in favor of this action; motion carried.

**BROSZ ENGINEERING**

Eric Prunty, Brosz Engineering, met with the Board to discuss Local Federal Bridge Replacement Program Project Number BRF-B 6516(6), PCN 09M8 (located on 280<sup>th</sup> St. west of Armour).

A motion was made by Star and seconded by Maas authorizing the Chairperson to sign two easements associated with the above-mentioned project. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Koedam authorizing the Chairperson to sign the Right-of-Way Certificate for Project Number BRF-B 6516(6) PCN 09M8 for the Local Federal Bridge Replacement Program. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam authorizing the Chairperson to sign the Utilities Certificate for the above-mentioned project. 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.

A motion was made by Star and seconded by Werkmeister to approve the approach permit submitted by Russell Brosz to widen an existing approach in the SE4 of section 3, T98N, R62W. All approach work will be at the expense of the landowner. All present voted in favor of this action; motion carried.

**EMERGENCY MANAGEMENT**

Pat Harrington, Emergency Manager, met with the Board to update them on his department. A burn ban was discussed with no action taken at this time.

**OTHER BUSINESS**

Scott Powers, Chief Deputy, has completed his sixth month probation as of April 7<sup>th</sup>, therefore, a motion was made by Werkmeister and seconded by Koedam to increase Powers' annual salary to \$55,500.00 effective with April Payroll. All members voted in favor of this action; motion carried.

Gary Loseke, Head Custodian, met with the Board briefly to review the quote from Independent Viking Glass for glass for the Register of Deeds Office. A motion was made by Star and seconded by Maas to accept the bid for a door and store front glass for the Register of Deeds office for a total of

\$9,585.00, to be paid out of the Modernization and Preservation Fund. All members voted in favor of this action; motion carried.

#### **SURPLUS PROPERTY**

A motion was made by Star and seconded by Maas to surplus the 1500-gallon Poly Truck Tank that came with the new Weed and Pest truck, to be sold at Wayne Bultje's auction sale. All members voted in favor of this action; motion carried.

#### **PLAT APPROVAL**

A motion was made by Koedam and seconded by Werkmeister to approve the Plat of Lot 2 of Groseth-Langford Addition in the NW ¼ of Section 15, T100N, R65W of the 5<sup>th</sup> P.M., Holland Township, Douglas County. All members voted in favor of this action; motion carried.

#### **EXECUTIVE SESSION**

At 11:29 a.m. a motion was made by Star and seconded by Maas to enter executive session pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. At 11:55 a.m., Chairperson Sparks declared the meeting back to open session with no action taken.

#### **FEES REPORT (March 2025)**

Register of Deeds Fees: \$2298.50

Clerk of Courts Fees: \$2865.32

#### **AUDITORS ACCOUNT WITH THE COUNTY TREASURER: March 2025**

Checking Accounts .....	\$1,817.45
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$65,817.25
Money Market Investments.....	\$3,141,192.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$3,609,726.70

#### **FUND BALANCE**

General Fund .....	\$2,182,068.19
Special Revenue Funds .....	\$864,409.07
Tax Increment District Fund.....	\$9004.93
Trust and Agency Funds .....	\$554,281.55
Total .....	\$3,609,763.74

#### **CLAIMS**

The following claims were approved for payment:

#### **GENERAL FUND**

Agland Coop 39.33 gas; City of Armour 138.00 utilities; Armour Dray 320.00 utilities; Buhl's Dry Cleaners 153.50 supplies; C&R Supply 9475.37 equipment; Cardmember Services 205.12 supplies; Cole Papers 313.03 supplies; Country Florist 29.00 supplies; Darrington Water 48.00 supplies; Davison Co. Sheriff's Office 210.00 jail fees; DCMH 750.00 prof fees; Douglas Co. Electric 97.44 utilities; Floor to Ceiling 48.98 repairs; Pamela Hein 424.98 CAA fees; Iverson 206.37 repairs; Kim Klein 23.35 supplies; Kone Inc. 1074.60 repairs; Krull's Market 89.97 conference; Carolyn Lau 242.40 travel; Legacy Building Supply 34.24 supplies; Microfilm Imaging Systems 100.00 rental fees; Office Products Center 1077.49 supplies; The Platte Enterprise 74..25 publishing; Randall Community Water District 87.30 utilities; Dean Schaefer Court Reporting 36.00 prof fees; SDACO 600.00 conference; Select Service Center 948.92 repairs; Wilson's True Value 29.15 supplies; Yankton Co. Treasurer 151.25 prof fees.

#### **ROAD AND BRIDGE FUND**

Agland Coop 3994.02 supplies; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; Corsica Hardware 5.99 supplies; Dave's Plumbing and Heating 468.06 repairs; Douglas County Electric 88.62 utilities; Econo Signs 173.15 repairs; Fousek Truck Service 75.74 supplies; Legacy Building Supply 139.99 supplies; Northwestern Energy 231.31 utilities; Star Mfg. Inc 551.86 repairs; Wilson's True Value 41.08 supplies.

E911 FUND

Charles Mix County 25,263.35 E911 Services; Santel Communications 30.00 prof fees.

MODERNIZATION AND PRESERVATION

Microfilm Imaging Systems 237.50 rental fees.

ADJOURNMENT

At 12:24 p.m. a motion was made by Koedam and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on May 6, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioner Meeting Minutes**  
**May 6, 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, May 6, 2025. Members present were Marlin Maas, Lori Sparks, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Dan Koedam was absent. The Pledge of Allegiance was recited. A motion was made by Star 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 Werkmeister and seconded by Maas to approve the minutes from the April 1<sup>st</sup>, 8<sup>th</sup> and 15<sup>th</sup> meetings. All present 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 worked with States Attorney Parkhurst regarding a Burn Ban Ordinance which would allow the emergency manager and the local fire chiefs to implement a burn ban when needed without having to call a special meeting of the County Commissioners to do so. Discussion was held. A motion was made by Star and seconded by Maas to authorize the auditor to publish the Notice of Public Hearing and first reading of Ordinance No. 2025-01 for June 3, 2025. All present voted in favor of this action; motion carried.

**DIRECTOR OF EQUALIZATION**

Jessica Goehring, Director of Equalization, met with the Board briefly to discuss her department with no action taken at this time.

**BID LETTING**

At the advertised time of 9:30 a.m., the bid letting for the 2003 Volvo BL70 Backhoe was done. The following bid was received:

Ryan and Eric Vanden Hoek, 27430 388<sup>th</sup> Ave, Corsica, SD 57328 in the amount of \$10,000.00. Discussion was held. A motion was made by Werkmeister and seconded by Maas to reject the bid and review options for repairing or replacing the boom. With Star abstaining, all present 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. Nichols presented a bid letting for the bridge project 3.5 miles west of Armour on 280<sup>th</sup> St.

A motion was made by Werkmeister and seconded by Maas to approve the bid letting for project #BRF-B 6516(06) PCV 09M8. All present voted in favor of this action; motion carried. Ellwanger provided an update on projects his crew has been working on, and discussed gravel needs, equipment repairs and upcoming projects with no action necessary.

**CULVERTS**

A motion was made by Maas and seconded by Star to adopt the Beadle County Bid for culverts from True North Steel for 2025. All present voted in favor of this action; motion carried.

**ASPHALT MILLING**

Ellwanger presented a bid from Harding County for asphalt milling equipment. A motion was made by Maas and seconded by Werkmeister to adopt the Harding County bid for road construction machinery for 2025. All present voted in favor of this action; motion carried.

**PARK**

Roxane Wentz, Park Caretaker, met with the Board to provide an update on the campground. A handrail for the stairs, tree removal, the installation of new water hydrants and the replacement of fire rings were discussed with no action needed at this time.

**AUDITOR'S OFFICE**

Phyllis Barker, Auditor, met with the Board to update them on various items. A motion made was made by Star and seconded by Maas to approve the vacation and sick leave pay out for Angela Magnuson effective with May payroll. All present voted in favor of this action; motion carried. The Community Health Nurse contract submitted by DCMH was reviewed by the Board with action tabled until the next meeting.

The Ambulance Agreement between Douglas County and DCMH was discussed with no action tabled until the next meeting.

Barker informed the Board that the Road and Bridge levy is set to expire in 2026 and action will need to be taken by July 15 to reinstate it.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

April Payroll: Commissioners 7,131.44 Auditor 10,627.44 Treasurer 12,039.11 States Attorney 5980.23 Courthouse Janitor 7,960.15 Equalization 10,025.40 Register of Deeds 9288.33 Veterans Service Officer 1160.32 Sheriff 27,5776.49 Coroner 0.00 Welfare 154.48 Ambulance 4684.44 Extension 4290.01 Weed & Pest 1796.18 Fair board 0.00 Drainage 411.86 Planning and Zoning 1071.33 Park 0.00 Reliance Standard Life Insurance 567.51 Agland Coop 252.50 repairs/gas; Armour Chronicle 293.76 publishing; City of Armour 146.00 utilities; Bob's Farm Service 100.00 supplies; Buhl's Dry Cleaners 153.50 supplies; C&R supply 14.09 supplies; Cardmember Services 701.40 prof fees/supplies/equip; Cole Paper Inc 268.41 supplies; Corsica Globe 293.76 publishing; Darrington Water 24.00 supplies; Douglas Electric Coop 161.52 utilities; AT&T Mobility 431.15 utilities; Goldenwest 707.85 utilities; Heath Equity 200.00 prof fees; Pamela Hein 1701.25 CAA Fees; Kim Huebner 28.00 travel; Krull's Market 24.64 supplies; Christine Reitsma- Lau 128.00 travel; The Lodge at Deadwood 315.00 conference; McLeod's Office Supply 208.95 supplies; Microfilm Imaging Systems 100.00 rental fees; Nextraq 46.00 utilities; Northwestern Energy 2159.45 utilities; Office Products Center 481.29 supplies; Parkhurst Law Office 1658.85 prof fees/supplies; Ramkota Hotel 660.00 conference; SD Dept. of Health 40.00 prof fees; SD Human Services Center 848.39 mental health; SDAAO Treasurer 250.00 conference; Select Service Center 399.04 repairs; TEAM Laboratory Chemical Corp. 205.44 supplies; US Bank 1724.84 gas; USPS 1460.00 postage; Wilson's True Value 461.39 supplies.

#### ROAD AND BRIDGE FUND

April Payroll: 41,876.45; Agland Coop 6403.35 supplies; City of Armour 63.00 utilities; Avera Occupational Medicine 146.40 prof fees; C&B Operations 3160.00 rental fees; Corsica Hardware 381.91 supplies; DCMH 200.00 prof fees; Douglas Electric Coop 238.34 utilities; Econo Signs 3103.10 repairs; AT&T Mobility 80.08 utilities; Goldenwest 194.29 utilities; Legacy Building & Supply 195.86 supplies; Nextraq 132.65 utilities; Northwestern Energy 14.65 utilities; RDO Equipment 4133.30 repairs/supplies; SD DOT 1705.26 bridge replacement; Titan Machinery 1650.00 equipment; US Bank 891.46 gas; Werk Weld 407.99 supplies; Wilson's True Value 101.73 supplies.

#### E-911 FUND

April Payroll: 26.64; Goldenwest 194.29 E911 services; Midstate Communications 440.11 E911 services; Santel Communications 30.00 E911 services.

#### EMERGENCY MANAGEMENT FUND

April Payroll: 2440.22; AT&T Mobility 33.26 utilities.

#### MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 222.50 rental fees.

#### HIGHWAY RURAL ACCESS INFRASTRUCTURE FUND

True North Steel 17823.17 supplies; David Vander Pol Construction 18,400.00 prof fees.

#### MEADOW VALLEY DITCH FUND

Byron Dehaai 9000.00 ditch cleaning.

#### ADJOURNMENT

At 11:37 a.m. a motion was made by Star and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on May 20, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioners Meeting Minutes**  
**May 20, 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, May 20, 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 Star and seconded by Werkmeister to adopt the 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. Ellwanger presented an Application for Occupancy on the Right-of-Way of County Highways submitted by Randall Community Water District for the purpose of installing a transmission line to be trenched between section 8 and 18, T99N, R65W. A motion was made by Maas and seconded by Star to approve the permit submitted by Randall Community Water District. All members voted in favor of this action; motion carried. Ellwanger discussed the 2026 budget request and projects that need to be completed. No action was taken at this time.

**EXECUTIVE SESSION**

A motion was made by Star and seconded by Maas to enter executive session at 9:46 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:51 a.m. with no action necessary.

**DIRECTOR OF EQUALIZATION**

Jessica Goehring, Director of Equalization, met with the Board to discuss her department. A motion was made by Werkmeister and seconded by Koedam authorizing Goehring to stay in Mitchell June 10<sup>th</sup>- 13<sup>th</sup> for her SDAAO schooling. All members voted in favor of this action; motion carried.

**4-H EXTENSION**

Kim Klein, 4-H Extension Director, met with the Board to update them on her department. Klein informed the Board that the Clover Buds program has started. Klein received approval from the Board to continue the after-school program activities at the Little Folks Home in Armour once a month throughout the summer.

**SHERIFF**

Sheriff Lau met with the Board briefly to provide an update on her department. Lau informed the Board of a UJS grant available to counties for security equipment. Discussion was held with no action taken. Lau informed the Board of numerous vehicle repairs that have been done recently and expressed the need for a new vehicle for her department. Discussion was held with no action taken at this time.

**CORONER**

A motion was made by Werkmeister and seconded by Maas to appoint Pat Harrington as a Deputy Coroner as needed. All members voted in favor of this action; motion carried.

**AUDITOR'S OFFICE**

Phyllis Barker, Auditor, met with the Board to discuss tax deed properties, the personnel policy and the 2026 budget. No action was needed at this time.

**FEES REPORT (April 2025)**

Register of Deeds Fees: \$1829.00

Clerk of Courts Fees: \$3909.00

**AUDITORS ACCOUNT WITH THE COUNTY TREASURER: April 2025**

Checking Accounts .....	\$4001.85
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$327,595.59
Money Market Investments.....	\$5,167,041.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$5,899,538.44

**FUND BALANCE**

General Fund .....	\$2,780,337.29
Special Revenue Funds .....	\$1,015,134.06
Tax Increment District Fund.....	\$34,750.86
Trust and Agency Funds .....	\$2,069,353.27
Total .....	\$5,889,575.48

**CLAIMS**

The following claims were approved for payment:

**GENERAL FUND**

Armour Chronicle 510.56 publishing; Phyllis Barker 301.39 travel; Marian Biederstedt 4.65 supplies; C&R Supply 114.48 supplies; Charles Mix County Sheriff's Office 1710.00 jail fees; Corsica Globe 247.24 publishing; Davison Co. Sheriff's Office 420.00 jail fees; Doug's Custom Paint and Body 212.32 repairs; Keith Goehring 192.00 prof fees; Kim Huebner 240.39 travel; Bradley Kerner 312.00 CAA fees; Kim Klein 217.75 travel; Kranig's Tractor Repair 350.00 prof. fees; Nextraq 46.00 utilities; Office Products Center 582.53 supplies; Petty Cash 989.60 postage; SDACC 2299.00 CLERP; TEAM Laboratory Chemical Corp. 266.46 supplies; Two Way Solutions 15.99 supplies; Two Trees Technologies 1797.50 supplies; US Postal Service 2226.40 supplies; Yankton Co. Sheriff's Office 50.00 prof fees.

**ROAD AND BRIDGE FUND**

Agland Coop 660.00 supplies; Corsica Hardware 11.98 supplies; Dakota Sales and Rental 120.00 supplies; Fousek Truck Service 275.91 supplies; Nextraq 132.65 utilities; Northwestern Energy 188.58 utilities; Nutrien Ag Solutions 110.00 repairs; Petty Cash 19.05 postage; SD Dept. of Transportation 508.11 repairs; Transource Truck & Equipment 2022.19 repairs; True North Steel 28,328.64 culverts; Two Trees Technologies 249.45 prof fees; Terry Van Zee 106.15 clothing allowance;

**EMERGENCY MANAGEMENT FUND**

Two Way Solutions 107.96 supplies; Two Trees Technologies 153.15 prof fees.

**ADJOURNMENT**

At 11:45 a.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 June 3, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioner Meeting Minutes**  
**June 3, 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, June 3, 2025. Members present were Dan Koedam, Marlin Maas, Jerod Star and Jim Werkmeister. Auditor Phyllis Barker was also present. Lori Sparks was 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.

**APPROVAL OF MINUTES**

A motion was made by Koedam and seconded by Star to approve the minutes from the May 6<sup>th</sup> and 20<sup>th</sup> meetings. All present voted in favor of this action; motion carried.

**AUDITOR'S OFFICE**

Phyllis Barker, Auditor, met with the Board to present a quote from Two-Trees Technologies for a computer for her office. A motion was made by Maas and seconded by Koedam to approve the purchase of a new computer for the auditor's office from Two-Trees Technologies for \$1,356.25. All present voted in favor of this action; motion carried.

**PUBLIC HEARING- ORDINANCE NO. 2025-01**

At the advertised time of 9:15 a.m., Vice-Chair Werkmeister declared the Public Hearing open for the review of Proposed Ordinance No. 2025-01. No one from the public was present. The Board reviewed the ordinance as proposed by the Emergency Manager and States Attorney. Vice-Chair Werkmeister declared the hearing closed at 9:20 a.m.

**FIRST READING**

Motion was made by Star and seconded by Koedam to conduct the first reading of *ORDINANCE NO. 2025-01, An Ordinance Regulating Open Burning in Douglas County*. A roll call vote was taken with the following votes recorded: Voting 'aye': Maas, Star, Koedam, and Werkmeister. Voting 'nay': none. Absent: Sparks. Motion carried. 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 #2025-01 for 9:05 a.m. on June 17, 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. Discussion was held on various items including road repairs, gravel and machinery. No action was needed.

**ROAD AND BRIDGE LEVY**

Auditor Barker informed the Board that the current Road and Bridge Levy has expired. This levy has historically been a critical source of funding for maintaining and improving our local roads and bridges. Without it, the Road and Bridge Fund lacks the necessary resources to carry out essential services such as road resurfacing, snow removal, bridge repairs, and general infrastructure upkeep. To ensure that our roadways remain safe, efficient, and well-maintained for residents, school transportation, emergency services, and commerce, the Board must consider establishing a new levy. This would allow the Road and Bridge Fund to remain solvent and continue supporting the essential services our community depends on. Therefore, a motion was made by Maas and seconded by Star to introduce the following resolution:

**RESOLUTION #2025-05**

**RESOLUTION TO ESTABLISH A LEVY AND COUNTY HIGHWAY AND BRIDGE RESERVE FUND**

WHEREAS, Douglas County has deteriorating and substandard county roads and bridges; and WHEREAS Douglas County has inadequate revenue to meet the minimum road and bridge maintenance required; and

WHEREAS, SDCL 10-12-13 allows the Board of County Commissioners to establish a levy for the creation of a reserve fund to be accumulated and used for the purpose of maintaining, repairing, constructing and reconstructing roads and bridges in Douglas County; and

WHEREAS taxable valuation within Douglas County is less than one billion dollars;

THEREFORE BE IT RESOLVED, by the Douglas County Board of Commissioners that there shall be an increased levy in the amount of One Dollar and Twenty Cents (\$1.20) per one thousand dollars of taxable valuation of property located within Douglas County; and that the monies from the levy

shall be placed into a reserve fund known as the Douglas County Highway and Bridge Reserve fund; and be it further

RESOLVED that said funds shall be used solely for county road and bridge purposes, and that the County Highway budget shall not be reduced on account of the special funds available; and be it further.

RESOLVED that this Resolution shall expire on January 1, 2030.

Upon roll call vote the following was recorded:

Voting "aye": Koedam, Maas, Star and Werkmeister

Voting "nay": None

Absent: Sparks

Dated at Armour, SD this 3<sup>rd</sup> day of June 2026. Motion carried.

Signed: \_\_\_\_\_

Jim Werkmeister, Vice Chairperson  
Douglas County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Douglas County Auditor

#### TREASURERS OFFICE

Carolyn Lau, Treasurer, met with the Board to discuss upcoming tax deed properties. No action was needed.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

May Payroll: Commissioners 6,966.11 Auditor 10,240.16 Treasurer 11,603.47 States Attorney 5980.23 Courthouse Janitor 7,673.28 Equalization 7,455.88 Register of Deeds 9,206.89 Veterans Service Officer 1160.33 Sheriff 26,425.83 Coroner 0.00 Welfare 154.48 Ambulance 3,423.00 Extension 3712.59 Weed & Pest 2378.75 Fair board 0.00 Drainage 411.86 Planning and Zoning 860.16 Park 1246.29 Reliance Standard Life Insurance 567.51 Armour Chronicle 179.70 publishing; City of Armour 146.00 utilities; Birmingham & Cwach Law Office 293.73 CAA Fees; Buhl's Dry Cleaners 153.50 supplies; C&R Supply 67.80 supplies; Cardmember Services 307.83 prof fees/ supplies; Corsica Globe 179.70 publishing; Dollar General 23.90 supplies; Everson-Beukelman Post #274 200.00 Memorial Day allotment; AT&T Mobility 431.15 utilities; Goldenwest 720.66 utilities; H&H Electric 153.40 repairs/supplies; Steve Johnson 612.00 maint.; Laib- Albrecht Post #249 200.00 Memorial Day allotment; McGrath- Ferguson Post #52 200.00 Memorial Day allotment; McLeod's Office Supply 195.96 supplies; Northwestern Energy 1711.42 utilities; Office Products 400.23 supplies; SDPAA 48,341.66 insurance; Select Service Center 2025.00 repairs; Stamp Fulfillment Services 1345.60 supplies; Two-Trees Technologies 819.00 equipment; US Bank 1338.58 gas; VA Post #6897 45.00 supplies; Wilson's Hardware 33.56 supplies.

#### ROAD AND BRIDGE FUND

May Payroll: 38,928.58; Agland Coop 1458.50 supplies; ATCO International 224.00 supplies; Bierschbach Equipment 1126.50 repairs/supplies; Corsica Hardware 68.97 supplies; Econo Signs 8026.24 repairs; Legacy Building Supply 39.99 supplies; SD Dept of Transportation 44,293.95 bridge repair; David Vander Pol Construction 25,102.09 culvert replacement; WW Tire Service Inc. 3180.00 supplies; City of Armour 63.00 utilities; AT&T Mobility 80.08 utilities; Goldenwest 182.71 utilities; Henke Tractor Repair 13.00 repairs; Office Products Center 337.86 supplies; SDPAA 15,064.38 insurance; US Bank 678.56 gas; Wilson's Hardware 56.90 supplies.

#### E911 FUND

May Payroll: 26.85; Goldenwest 200.00 E911 system; Lyle Signs 78.25 supplies; Midstate Communications 440.11 E911 system; Santel Communications 30.00 E911 system.

EMERGENCY MANAGEMENT FUND  
May Payroll: 2,473.72; SDPAA 913.84 insurance.

ADJOURNMENT

At 11:31 a.m. a motion was made by Koedam and seconded by Maas to adjourn until the next meeting to be held at 9:00 a.m. on June 17, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Jim Werkmeister, Vice- Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**June 17, 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, June 17, 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 Star and seconded by Maas to adopt the 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.

A motion was made by Koedam and seconded by Maas to rescind the resolution placing a Weight and Axle Limit of 80,000 lb. gross weight on Betts Road (402<sup>nd</sup> Avenue) from SD Highway 44 to the Davison County line. Effective immediately this section of road will follow all other county weight limits and state and federal laws. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam to designate County Road 5-4 (398<sup>th</sup> Avenue) between 284<sup>th</sup> St and SD Highway 44 as a haul road to be add it to the Haul Road Agreement and to place signage on the road as necessary. All members voted in favor of this action; motion carried.

**LEWIS AND CLARK BEHAVIORAL HEALTH SERVICES**

Dr. Tom Stanage, Lewis and Clark Behavioral Health Services, met with the Board to provide an annual update. Discussion was held. LCBHS is requesting a 3% increase for a total of \$6,695.00 for the 2026 budget allotment. The Board thanked Dr. Stanage for attending the meeting. No action was taken at this time.

**AMBULANCE/ COUNTY HEALTH NURSE**

Heath Brouwer, Douglas County Memorial Hospital met with the Board. Brouwer presented the annual report for ambulance services through DCMH. Discussion was held with no action required. The agreement for Community Health Services between the County and DCMH was discussed. No action was taken at this time.

**SECOND READING**

A motion was made by Star and seconded by Maas to conduct the second reading of *ORDINANCE NO. 2025-01, An Ordinance Regulating Open Burning in Douglas County*. A roll call vote was taken with the following votes recorded: Voting 'aye': Koedam, Werkmeister, Maas, Star and Sparks. Voting 'nay': none. Absent: none. Motion carried. Said ordinance is available in its entirety on the County website or at the Auditor's Office.

A motion was made by Star and seconded by Maas to approve Ordinance No. 2025-01 and to publish the Notice of Adoption. All members voted in favor of this action; motion carried.

**COUNTY BANKING**

Caleb Clements, Branch Manager for BankWest, met with the Board to review the County's Fixed Rate Money Market Account. Discussion was held. A motion was made by Koedam and seconded by Maas to convert the County funds held at BankWest from a Fixed Rate Money Market into a Preferred Checking Account. All members voted in favor of this action; motion carried. A motion was made by Koedam and seconded by Werkmeister authorizing the Treasurer, Carolyn Lau, to move the two \$100,000.00 Certificates of Deposit at BankWest (maturing on June 25, 2025) into the Preferred Checking Account. All members voted in favor of this action; motion carried.

**FAIRBOARD**

Kim Klein, 4-H Extension Director, and Gary Loseke, Head Custodian, met with the Board to present a quote for restoring the existing metal roof on the cattle barn at the 4-H building from A-1 Roofing and Insulation Systems. The total project cost would be \$22,440 for a 5yr applicator warranty. Discussion was held with no action taken at this time.

**DIRECTOR OF EQUALIZATION**

Jessica Goehring, Director of Equalization, met with the Board briefly to provide an update for her department. The Board authorized Goehring to attend the Property Tax Task Force meetings when needed. Goehring was approved to purchase a laser measuring tool for her office.

## EXECUTIVE SESSION

At 11:17 a.m., a motion was made by Werkmeister and seconded by Maas to enter executive session pursuant to SDCL 1-25-2 (4). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session with no action necessary at 11:35 a.m.

## VETERANS SERVICE OFFICE

Jay Vanden Hoek, Veterans Service Officer (VSO), met with the Board to discuss his position. Discussion was held. It was reported that there are currently only two open cases being processed through the VSO office. In an effort to remain fiscally responsible and cut budgets, the Board has researched the opportunity of combining with Charles Mix County to provide VSO services to County Veterans. If Charles Mix County agrees to the proposed Memorandum of Understanding, Douglas County will move forward with co-operating with Charles Mix County for VSO services starting August 1, 2025. The Commission is committed to making this a seamless transition for the Veterans of Douglas County and will provide information as soon as it is available. Vanden Hoek will remain employed with Douglas County through the end of August to aid in the transition process. The Board thanked Jay Vanden Hoek for his services to Douglas County during his time as Veterans Service Officer.

## OPERATING TRANSFER

Motion was made by Werkmeister and seconded by Maas authorizing the auditor to make an operating funds transfer of \$250,000 from the General Fund Cash Balance to the Highway Cash Balance as budgeted for 2025. All members voted in favor of this action; motion carried.

## SHERIFF'S DEPARTMENT

Sheriff Lau met with the Board to update them on her department. Sheriff Lau expressed the need for a new patrol vehicle. The Board instructed Lau to look for quotes to bring to a future meeting.

## PLAT APPROVAL

A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the Plat of Lot 1, Tegethoff First Subdivision located in the SE ¼ of Section 15, T100N, R66W of the 5<sup>th</sup> P.M., Douglas County, SD. All members voted in favor of this action; motion carried.

## FEES REPORT (May 2025)

Register of Deeds Fees: \$3,333.50

Clerk of Courts Fees: \$1,555.50

## AUDITORS ACCOUNT WITH THE COUNTY TREASURER: May 2025

Checking Accounts .....	\$1,579.52
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$8,560.19
Money Market Investments.....	\$4,101,417.00
Certificate of Deposits .....	\$400,000.00
Total .....	\$4,512,456.71

## FUND BALANCE

General Fund .....	\$2,836,055.37
Special Revenue Funds .....	\$1,136,308.98
Tax Increment District Fund.....	\$10,718.69
Trust and Agency Funds .....	\$529,410.71
Total .....	\$4,512,493.75

## CLAIMS

The following claims were approved for payment:

## GENERAL FUND

Agland Coop 304.82 gas; Bertsch Law Office 4387.90 prof fees; Charles Mix Co. Sheriff's Office 1080.00 jail fees; Comfort Inn and Suits 519.00 travel; Country Florist 35.00 travel; Darrington Water 32.00 supplies; DCMH 50.00 prof fees; SD Dept. of Health 120.00 prof fees; Douglas County Electric 292.16 utilities; Express Process Services 140.00 prof fees; Fox Law Firm 97.72 prof fees; Jessica Goehring 152.27 travel; Keith Goehring 3138.60 CAA fees; Johnson Restoration 976.76 repairs; Mark Katterhagen 24.00 prof fees; Val Larson 24.00 prof fees; Legacy Building Supply 150.20 supplies; Lucy Lewno 109.75 prof fees; Microfilm Imaging 142.40 rental fees; Office Products Center 22.12 supplies; Scott Powers 13.81 supply reimb; Zach Scott Construction 8705.05

repairs; Solano County 50.00 prof fees; Two Trees Technologies 1684.00 prof fees; USPS 754.00 PO Boxes; Van Brothers 50.00 utilities; Wilson's Hardware 97.28 supplies.

**ROAD AND BRIDGE FUND**

Agland Coop 8405.95 repairs/fuel; Armour Chronicle 45.00 subscription; Armour Dray 35.00 utilities; C&B Operations 4099.22 supplies; Corsica Hardware 44.97 supplies; Douglas Electric 360.02 utilities; Econo Signs 3575.22 repairs; Fousek Truck Service 124.75 supplies; Tucker Hawley 171.50 clothing allowance; Northwestern Energy 188.55 utilities; SDPAA 640.06 insurance; Star MFG 3280.21 repairs; Two Trees Technologies 249.45 prof fees; USPS 100.00 PO Box; Vogt's Repair 629.84 repairs/ supplies; Wilson's Hardware 68.11 supplies.

**EMERGENCY MANAGEMENT FUND**

AT&T Mobility 33.26 utilities; Two Way Solutions 540.99 equip.; Two Trees Technologies 153.15 prof fees.

**MODERNIZATION AND PRESERVATION FUND**

Microfilm Imaging Systems 195.10 rental fees.

**ADJOURNMENT**

At 12:40 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 July 1, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioners Meeting Minutes**  
**July 1, 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, July 1, 2025. Members present were Dan Koedam, Marlin Maas, Lori Sparks, and Jerod Star. Auditor Phyllis Barker was also present. Jim Werkmeister was absent. The Pledge of Allegiance was recited. A motion was made by Maas and seconded by Star 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 Maas to approve the minutes from the June 3<sup>rd</sup> and 17<sup>th</sup> meetings. All present voted in favor of this action; motion carried.

**INSURANCE**

Kris VanZee, HUB Insurance, met with the Board to explain the Agent Fee for her part in being the local agent for Douglas County acting as liaison between the County and the South Dakota Public Assurance Alliance. Discussion was held with no action taken at this time.

**HIGHWAY**

Brad Ellwanger, Highway Superintendent, met with the Board to provide an update on his department. Ellwanger informed the Board that he has signed a Haul Road Agreement on Co. Road 5-3 and Co. Road 5-4 (398<sup>th</sup> Avenue from Hwy 44 south to 282<sup>nd</sup> St.) with the State of South Dakota for the SD Highway 281 overlay project that will go from the Lake Andes corner North to SD Highway 44.

A motion was made by Star and seconded by Maas to accept the change order submitted by commercial asphalt for an additional 869.81 tons resulting in a \$95,679.10 overage from the original bid accepted. All present voted in favor of this action; motion carried.

The current wheel tax ordinance and the option of increasing to \$5.00 per wheel was discussed to help fund road and bridge budget needs. No action was taken at this time.

**EXECUTIVE SESSION**

Motion was made by Star and seconded by Koedam to enter executive session pursuant to 1-25-2 (1) at 9:55 a.m. All present voted in favor of this action; motion carried.

Chairperson Sparks declared the meeting back to open session at 10:05 a.m. with the following action taken:

A motion was made by Koedam and seconded by Maas to increase Ernie Dufek's wage to \$24.00 per hour after the completion of his sixth month probation and obtaining his CDL. This increase will be reflected on July payroll. All present voted in favor of this action; motion carried.

**VETERANS SERVICE OFFICER**

A motion was made by Maas and seconded by Star to accept the immediate resignation of Jay Vanden Hoek as the Veterans Service Officer upon the receipt of his keys and equipment. Due to the change in agreement to work through August to assist in the transition to Charles Mix County, no further compensation will be provided to Vanden Hoek. All members voted in favor of this action; motion carried.

**SHERIFF'S DEPARTMENT**

Chris Lau, Sheriff, met with the Board to provide an update on her department. A motion was made by Star and seconded by Koedam to surplus various items from the sheriff's department to be sold or destroyed. A detailed list is on file in the auditor's office. All present voted in favor of this action; motion carried.

**FORMAL BUDGET SUPPLEMENT**

A motion was made by Maas and seconded by Koedam authorizing the auditor to publish a Notice of Hearing to be held on July 15, 2025, to consider a supplement to the Modernization and Preservation Fund budget for 2025. All members voted in favor of this action; motion carried.

**FAIRBOARD**

A quote from Summit Contracting to replace the roof on the cattle barn at the 4-H grounds for a total of \$44,455.62 was reviewed by the Board. Discussion was held with no action taken at this time.

## CLAIMS

The following claims were approved for payment:

### GENERAL FUND

June Payroll: Commissioners 7196.87 Auditor 10,487.86 Treasurer 12,021.69 States Attorney 5980.24 Courthouse Janitor 7,570.21 Equalization 6,731.60 Register of Deeds 9,329.02 Veterans Service Officer 1160.32 Sheriff 28,856.43 Coroner 463.59 Welfare 154.48 Ambulance 2496.72 Extension 4297.32 Weed & Pest 2852.53 Fair board 382.12 Drainage 411.86 Planning and Zoning 448.80 Park 1251.23 Reliance Standard Life Insurance 567.51

The Appliance Center 38.95 repairs; Armour Chronicle 274.62 publishing; C&R Supply 70.28 supplies; Central Square Technologies 3027.62 prof fees; Cole Papers Inc 520.50 supplies; Corsica Globe 229.62 publishing; Dean's Auto Body 176.00 repairs; AT&T Mobility 431.15 utilities; Keith Goehring 2796.56 CAA fees; Goldenwest 740.54 utilities; Johnson Controls 1205.31 repairs; Kimball Midwest 195.12 supplies; Kim Klein 52.83 supply reimb; Kent Lehr 6283.75 CAA Fees; Microfilm Imaging 157.00 rental fees; Nextraq 46.00 utilities; Office Products Center 384.21 supplies; Petty Cash 912.44 postage; Randall Community Water District 204.30 utilities; SDAAO 400.00 registration; Two-Trees Technologies 1444.00 prof fees; US Bank 1318.89 gas; Whalen Law Office 181.75 CAA Fees; Wilson Hardware 95.39 supplies.

### ROAD AND BRIDGE FUND

June Payroll: 42,770.83; C&B Operations 428.00 repairs; Commercial Asphalt 400,000.00 overlay; Dean's Auto Body 370.00 repairs; AT&T Mobility 80.08 utilities; Fousek Truck Service 12.38 supplies; Goldenwest 195.71 utilities; Kimball Midwest 1764.50 supplies; Nextraq 132.65 utilities; SD Dept. of Transportation 4029.89 bridge replacement; Titan Machinery 246.31 supplies; Two-Trees Technologies 249.45 prof fees; US Bank 455.07 supplies.

### E911 FUND

June Payroll: 26.62; Goldenwest 200.00 E911 Services; Midstate Communications 440.11 E911 Services.

### EMERGENCY MANAGEMENT FUND

June Payroll: 2410.74; Two-Trees Technologies 153.15 prof fees.

### RAIF FUND

Chester Township 5699.76 prof fees.

### LAW LIBRARY FUND

Love's Trim and Upholstery 454.22 Judge's Chair.

### ADJOURNMENT

At 11:06 a.m. a motion was made by Maas and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on July 15, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**Douglas County Commissioner Meeting Minutes**  
**July 15, 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, July 15, 2025. Members present were Dan Koedam, Lori Spraks, 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 Star and seconded by Werkmeister to adopt the agenda. All members voted in favor of this action; motion carried.

**SPECIAL EVENT LIQUOR LICENSE**

At the advertised time of 9:05 a.m., Auditor Barker presented a special event liquor license application submitted by The Dugout (Mary Schuh). A motion was made by Star seconded by Werkmeister to approve the special event license application submitted by The Dugout for the 8<sup>th</sup> Annual Curt Schuh Memorial Golf Tournament to be held at Tri-Del Golf Course on August 9, 2025. All present voted in favor of this action; motion carried.

**MEMORANDUM OF UNDERSTANDING- VETERANS SERVICES**

Auditor Barker presented a Memorandum of Understanding between Charles Mix County and Douglas County for the employing a Veterans Service Officer. Douglas County will agree to pay Charles Mix County \$8,250.00 annually to provide services to Douglas County. Jerry Seiner, Veterans Service Officer, will be present in Douglas County to serve Charles Mix and Douglas County Veterans for two half days, twice a month beginning August 1, 2025. Hours will be posted on the County website and the door of the VSO office.

A motion was made by Werkmeister and seconded by Star authorizing the Chairperson to sign the Memorandum of Understanding with Charles Mix County to appoint Jerry Seiner as the Veterans Service Officer for Douglas County. All present voted in favor of this action; motion carried.

**FORMAL BUDGET SUPPLEMENT**

A Motion was made By Koedam and seconded by Werkmeister to introduce the following resolution:

**RESOLUTION #2025-06**  
**FOR SUPPLEMENTAL BUDGET**

WHEREAS it is necessary to supplement the 2025 Annual Budget in order to carry on the indispensable functions of Douglas County; and  
WHEREAS, the adoption of the proposed Supplemental Budget was duly considered by the Douglas County Commission on the 15<sup>th</sup> day of July, 2025, at 9:30 a.m. in the Commissioners Chambers, pursuant to due notice;  
now, therefore, be it RESOLVED by the Douglas County Commission that the following Supplemental Budget be, and the same is, hereby approved for the purpose of providing budget to conduct the indispensable functions of Government, to-wit:

**MODERNIZATION AND PRESERVATION FUND:**

Net Means of Finance:

Register of Deeds Modernization and Preservation Fund:	\$15,000.00
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Appropriations:

ROD MOD Rental Fees:	\$3,000.00
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ROD MOD Supplies & Materials:	\$12,000.00
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A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Koedam, Werkmeister and Sparks. Voting 'nay': none. Absent: Maas. Motion carried.

**APPROVED BY THE COUNTY COMMISSION:**

SIGNED: \_\_\_\_\_  
Chairperson

ATTEST: \_\_\_\_\_  
County Auditor

**FAIRBOARD**

Kim Klein, 4-H Extension Director, and Gary Loseke, Head Custodian, met with the Board to present a quote from Legacy Building and Supply to re-steel the cattle barn at the 4-H Ground. A motion was made by Star and seconded by Werkmeister to approve the quote from Legacy Building and Supply

to re-steel the cattle barn roof for a total of \$13,912.97. All present voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Werkmeister to enter executive session pursuant to 1-25-1 (1) at 9:54 a.m. All members voted in favor of this action; motion carried. At 10:02 a.m. Chairperson Sparks declared the meeting back to open session with no action taken.

#### OTHER BUSINESS

Rachel Mairose, Aurora County States Attorney, met with the Board for discussion. No action was taken.

#### HIGHWAY DEPARTMENT

Brad Ellwanger, Highway Superintendent and Callie Nichols, Assistant Highway Superintendent, met with the Board to discuss their department. A motion was made by Koedam and seconded by Star authorizing the Highway Superintendent to advertise for the 5-year plan meeting to be held August 5<sup>th</sup> at 10:00 a.m. All members voted in favor of this action; motion carried.

#### RECESS

At 11:35 a.m., the Board recessed for lunch. At 12:10 p.m. Chairperson Sparks declared the meeting back in session.

#### 2026 BUDGET REQUESTS

The 2026 departmental budget requests and proposed provisional budget were reviewed by the Board. No formal action was required at this time.

#### FEES REPORT:

Clerk of Courts Fees (June): \$2335.50  
Register of Deeds Fees (June): \$1901.42

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: June 2025

Checking Accounts .....	\$1,271.71
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$20,136.84
Preferred Checking .....	\$3,932,859.00
Certificate of Deposits .....	\$200,000.00
Total .....	\$4,155,167.55

#### FUND BALANCE

General Fund .....	\$2,445,981.71
Special Revenue Funds .....	\$1,434,940.25
Tax Increment District Fund .....	\$0.00
Trust and Agency Funds .....	\$274,282.63
Total .....	\$4,155,204.59

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

Agland Coop 501.27 supplies/gas; City of Armour 138.00 utilities; Armour Dray 60.00 utilities; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 838.82 prof fees/ supplies; Charles Mix Co. Sheriff's Office 450.00 jail fees; Darrington Water 32.00 supplies; Mitch DeLange 1139.60 repairs/travel; Department of Health 240.00 prof fees; Douglas Co. Electrical Coop 951.52 repairs/ utilities; Econo Signs 36.94 supplies; Keith Goehring 5385.47 CAA fees; Kimberly Klein 95.06 supplies; Kone Inc. 1074.60 repairs; Krull's Market 20.39 supplies; Legacy Building Supply 178.30 supplies; Lincoln Co. Auditor 36.67 mental health; Microfilm Imaging Systems 337.50 rental fees; Office Products Center 276.95 supplies; Craig Parkhurst 2388.87 prof fees/ utilities/ travel; Ramkota Hotel 496.00 travel; Randall Comm. Water Dist. 113.70 utilities; SDACC 2299.00 CLERP; SDHSC 1203.53 mental health; Tessiers 557.50 repairs; Two-Trees Technologies 240.00 prof fees; Van's Dray & Recycling 240.00 utilities; Vogt's Repair 381.75 repairs; Wilson's Hardware 82.81 supplies.

**ROAD AND BRIDGE FUND**

Agland Coop 11,405.18 supplies; City of Armour 63.00 utilities; Armour Dray 70.00 utilities; C&B Operations 616.55 repairs/supplies; Cardmember Services 5030.00 repairs; Commercial Asphalt Company 3302.40 repairs; Douglas Electrical Coop 71.74 utilities; Econo Signs 545.57 supplies; Fairway Seed 169.20 supplies; Fousek Truck Service 708.87 repairs/supplies; Lyle Signs 238.88 repairs; Northwestern Energy 14.15 utilities; Office Products Center 25.78 supplies; Vogt's Repair 678.78 supplies.

**E911 FUND**

Santel Communications 30.00 E911 Services.

**ADJOURNMENT**

At 3:14 p.m. a motion was made by Werkmeister and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on August 5, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioner Meeting Minutes**  
**August 5, 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 5, 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 Maas and seconded by Werkmeister to adopt the amended agenda. All members voted in favor of this action; motion carried.

**APPROVAL OF MINUTES**

A motion was made by Koedam and seconded by Werkmeister to approve the minutes from the July 1<sup>st</sup> and 15<sup>th</sup> meetings. All members voted in favor of this action; motion carried.

**JUNE 17<sup>th</sup> MEETING MINUTE AMENDMENT**

A motion was made by Werkmeister and seconded by Koedam to clarify the June 17<sup>th</sup> meeting minutes, under the "Ambulance/ Community Health Nurse" section to read as follows: Brouwer presented the annual report for the ambulance service through DCMH. The Ambulance agreement was discussed. Brouwer stated that although the Hospital Board of Directors did not agree to sharing the income received by DCMH for the ambulance with the County to help fund the expense of buying new ambulances, they did agree to donate \$10,000 annually to both Armour and Corsica Ambulance programs. The Commission agreed to leave the contract as it is currently, with the County receiving none of the income generated by the ambulance, in return for DCMH donating to Armour and Corsica ambulance services annually.

The Community Health Service agreement was discussed with Brouwer. The Board agreed to not allocate a set amount of money to community health services and instead pay per invoice as received by DCMH and after being approved for payment by the Commission. No formal action was taken at this time.

**COMMISSIONER COMMENT**

Werkmeister discussed the ROCS Senior Meals budget request after receiving more information from the organization. No action was taken at this time.

**TREASURERS OFFICE**

Carolyn Lau, Treasurer, met with the Board to discuss a Certificate of Deposit at BankWest that is set to mature on August 9<sup>th</sup>, 2025. A motion was made by Koedam and seconded by Werkmeister authorizing the Treasurer to transfer \$100,000 from the maturing Certificate of Deposit into the County's Preferred Checking Account at BankWest. All members voted in favor of this action; motion carried. Lau also provided an update on Tax Deed properties to be taken with no action needed at this time.

**VETERANS SERVICE OFFICER**

Newley appointed Veterans Service Officer, Jerry Seiner, met with the Board to introduce himself. Discussion was held with no action necessary. Seiner will be in Armour on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month from 8:00 a.m.- noon. Douglas County residents are welcome to meet with Seiner during his Charles Mix Co. office hours Monday, Tuesday and the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month.

**HIGHWAY DEPARTMENT**

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent met with the Board to provide an update on their department.

At the advertised time of 10:00 a.m., the 5-Year Plan meeting was held. Ellwanger explained the proposed projects for the next 5 years. Discussion was held. A motion was made by Maas and seconded by Koedam authorizing the Chairperson to sign the Certification of the 5-Year Plan. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Koedam authorizing the Chairperson to sign the Application for Occupancy on the Right-of-Way of County Highways submitted by Douglas County Electric for telecommunications facilities occupancy of 274<sup>th</sup> Ave located in Sections 4 & 9 T99N, R63W. All members voted in favor of this action; motion carried.

A motion was made by Werkmeister and seconded by Maas to approve the Approach Application and Permit submitted by Charlene Bringelson for the purpose of installing a field approach on 281<sup>st</sup> St. in the SE4 of Section 7, T98N, R64W. All approach work will be at the expense of the landowner. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Koedam authorizing the Highway Superintendent to

attend the Local Roads Conference October 20-22<sup>nd</sup>, 2025. All members voted in favor of this action; motion carried.

#### **AMBULANCE AGREEMENT**

A motion was made by Maas and seconded by Koedam authorizing the Chairperson to sign the Management of Ambulance Services Agreement between Douglas County and Douglas County Memorial Hospital for Ambulance Services as well as an agreement for the payment of Community Health Services between the County and DCMH. All present voted in favor of this action; motion carried.

#### **OTHER BUSINESS**

Craig Parkhurst, States Attorney, met with the Board to update them on his department. Parkhurst introduced Jessica Hegge, an attorney who is currently practicing in Platte. Discussion was held with no action taken.

A motion was made by Maas and seconded by Werkmeister to approve the purchase of six new tables for the community room and to surplus six wooden tables from the community room to be sold. All members voted in favor of this action; motion carried.

A motion was made by Maas and seconded by Koedam authorizing the Chairperson to sign the Plat of Lot 3 of M.F. Lefers' First Addition in the NE ¼ of Section 3, T 99 N, R 64 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota. All present voted in favor of this action; motion carried.

#### **CLAIMS**

The following claims were approved for payment:

#### **GENERAL FUND**

July Payroll: Commissioners 6,871.25 Auditor 10,336.65 Treasurer 11,832.66 States Attorney 5980.23 Courthouse Janitor 8,483.53 Equalization 6,454.76 Register of Deeds 9,349.40 Sheriff 27,319.42 Coroner 0.00 Welfare 154.48 Ambulance 6,482.77 Extension 4389.75 Weed & Pest 2794.71 Fair board 0.00 Drainage 411.86 Planning and Zoning 450.65 Park 1250.76 Reliance Standard Life Insurance 567.51

City of Armour 258.00 utilities; Bob's Farm Service 100.00 supplies; Bordewyk Plumbing and Heating 142.33 repairs; Buhl's Dry Cleaners 184.00 supplies; Cardmember Services 192.01 prof fees/ supplies; Corsica Globe 45.00 prof fees; Dean Schaefer Court Reporting .36.00 prof fees; AT&T Mobility 431.15 utilities; Keith Goehring 977.90 prof fees; Goldenwest 729.32 utilities; Graham Tire 568.00 repairs; Pamela Hein 3101.50 CAA Fees; Maule Law Office 588.00 CAA Fees; Nextraq 92.00 utilities; Northwestern Energy 1985.42 utilities; Office Products Center 645.61 supplies; Randall Comm Water Dist. 120.30 utilities; SDACC 220.00 conference; Select Service Center 4469.57 repairs; Southern Missouri Recycling 54.91 dump fee; Tessiers 1387.50 repairs; Two Trees Technologies 1684.00 prof fees; ULTRA 13,355.00 prof fees; US Bank 1535.46 gas; Wilson Hardware 105.56 supplies; Yankton Co. Treasurer 163.25 prof fees.

#### **ROAD AND BRIDGE FUND**

July Payroll: 40,099.73; Agland Coop 43.95 supplies; City of Armour 63.00 utilities; Avera Medical Group 75.40 prof fees; DCMH 180.00 prof fees; Dept. of Ag & Natural Resources 200.00 prof fees; Ernie Dufek 200.00 clothing allowance; Econo Signs 238.36 repairs; AT&T Mobility 80.08 utilities; Goldenwest 204.00 utilities; Nextraq 265.30 utilities; Northwestern 142.53 utilities; Office Products Center 86.59 supplies; Two Trees Technologies 249.45 prof fees; ULTRA 2085.00 Prof fees; WW Tire 2284.80 supplies.

#### **E911 FUND**

July Payroll: 26.66; Charles Mix Co. 28,405.32 3<sup>rd</sup> Qtr. E911; Goldenwest 200.00 E911 system; Midstate Communications 440.11 E911 System.

#### **EMERGENCY MANAGEMENT FUND**

July Payroll: 2495.82; AT&T Mobility 66.52 utilities; Two Trees Technologies 153.15 prof fees.

#### **MODERNIZATION AND PRESERVATION FUND**

Independent Viking Glass 9780.63 office remodel; Microfilm Imaging Systems 237.50 rental fee.

#### **ADJOURNMENT**

At 12:05 p.m. a motion was made by Maas and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on August 19, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

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

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

**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 5<sup>th</sup> and 19<sup>th</sup> 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 16<sup>th</sup> 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

**Douglas County Commissioner Meeting Minutes**  
**September 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, September 16, 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 Maas and seconded by Koedam to adopt the agenda. 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 at 9:06 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:28 a.m. with no action taken.

**OTHER BUSINESS**

Deric Denning, Attorney with Morgan Theeler, met with the Board for discussion. No action was taken.

**HIGHWAY DEPARTMENT**

Brad Ellwanger, Highway Superintendent, and Callie Nichols, Assistant Highway Superintendent, met with the Board to provide an update on their department.

A motion was made by Maas seconded by Star to approve the approach application submitted by Red Sparks for the purpose of widening an existing approach on 284<sup>th</sup> St. in Independence township. All members voted in favor of this action; motion carried.

A motion was made by Star and seconded by Werkmeister to increase Tucker Hawley's wage to \$24.00 per hour after the completion of his sixth month probation effective with October payroll. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Maas to hire Jefferson Grosz as a part-time/ as needed snow removal employee for the winter months at a rate of \$25.00 per hour. 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 at 10:45 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:30 a.m.

**CORRESPONDENCE**

A letter from Kone Elevators was reviewed by the Board stating that the price of elevator maintenance will increase by \$50.86 effective in October 2025. No formal action was necessary.

**PLAT APPROVAL**

A motion was made by Werkmeister and seconded by Star authorizing the Chairperson to sign the Plat of Bietz Tract 2 in the SW ¼ of Section 10, T 98 N, R 62 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

**FEES REPORT (August 2025)**

Register of Deeds Fees: \$3,922.00

Clerk of Courts Fees: \$2,948.33

**AUDITORS ACCOUNT WITH THE COUNTY TREASURER: August 2025**

Checking Accounts .....	\$1,5034.38
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$22,684.73
Preferred Checking .....	\$3,198,595.00
Certificate of Deposits .....	\$100,000.00
Total .....	\$3,323,214.11

**FUND BALANCE**

General Fund .....	\$2,253,907.11
Special Revenue Funds .....	\$875,297.66
Tax Increment District Fund.....	\$5,625.20
Trust and Agency Funds .....	\$188,384.14
Total .....	\$3,323,214.11

## CLAIMS

The following claims were approved for payment:

### GENERAL FUND

Agland Coop 262.10 gas; Armour Chronicle 368.64 publishing; City of Armour 138.00 utilities; Axon Enterprises 17,509.77 equipment; Phyllis Barker 284.46 travel; Buhl's Dry Cleaners 153.50 supplies; Cardmember Services 1732.70 prof fees/supplies/repairs; Charles Mix Co. Sheriff's Office 1080.00 prof fees; Corsica Globe 368.64 publishing; Corsica Hardware 22488.88 repairs; Darrington Water 16.00 supplies; Douglas Electric 579.33 utilities; AT&T Mobility 33.26 utilities; Kim Huenber 28.00 travel; Hughes Co. Finance Office 115.00 jail fees; Kimberly Klein 233.74 travel; Carolyn Lau 242.40 travel; Marlin Maas 241.00 travel; McLeod's Office Supply 350.17 supplies; Microfilm Imaging Systems 100.00 rental fees; Midwest Concrete 4595.00 repairs; Nextraq 46.00 utilities; Northwestern Energy 1549.52 utilities; Nutrien Ag Solutions 360.00 supplies; Office Products Center 519.20 supplies; Randall Community Water Dist. 136.80 utilities; Select Service Center 200.00 repairs; Jerod Star 58.00 travel; TEAM Laboratory Chemical Corp. 387.86 supplies; Two-Trees Technologies 1730.25 prof fees; Van Brothers 65.96 utilities; Wilson's Hardware 85.74 supplies; Nathan Wunder 6327.15 repairs.

### ROAD AND BRIDGE FUND

Agland Coop 8004.30 diesel; City of Armour 63.00 utilities; C&B Operations 45.08 repairs; Cardmember Services 84.96 prof fees; Douglas County Electric 74.24 utilities; ECONO Signs 1000.01 repairs; Fousek Truck Service 2004.90 repairs/supplies; Gregory Co. Highway Dept. 91.20 repairs; Midwest Concrete 4595.00 repairs; Nextraq 132.65 utilities; Northwestern Energy 41.04 utilities; Office Products Center 56.00 supplies; SD Dept. of Transportation 7306.26 bridge inspections; Two-Trees Technologies 249.45 prof fees; Vogt's Repair 65.96 supplies; Wilson's Hardware 73.51 supplies.

### E911 FUND

Midstate Communications 440.11 E911 System; Santel Communications 30.00 E911 System.

### EMERGENCY MANAGEMENT FUND

Two-Trees Technologies 153.15 prof fees.

### MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 237.50 rental fees.

### ADJOURNMENT

At 12:10 p.m. a motion was made by Werkmeister and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on October 7, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

ATTEST: \_\_\_\_\_

Phyllis Barker, Auditor

**Douglas County Commissioner Meeting Minutes**  
**October 7, 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 7, 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 Koedam 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 Maas to approve the minutes from the September 2<sup>nd</sup> and 16<sup>th</sup> 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 update them on their department. The City of Armour has asked the Highway Department for assistance in crack sealing the city roads. Discussion was held, with no action taken at this time.

A motion was made by Maas and seconded by Star authorizing the Chairperson to sign the South Dakota Department of Transportation Request for Design Exception- Local Government Agencies for Project Number: BRO 8022(00)25-1, for the replacement of SN 22-213-030, 2.0 miles North & 6.3 miles East of Corsica, SD on 271<sup>st</sup> Street over Unnamed Tributary to Choteau Creek, to reduce the speed limit from 55 mph to 45 mph. All members voted in favor of this action; motion carried. A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign the Rental Agreement between Douglas County and Brad Ellwanger for the use of a Caterpillar Skid Loader with an attachment for cutting trees at a rate of \$350.00 per week. All members voted in favor of this action; motion carried.

**4-H EXTENSION**

Kim Klein, 4-H Extension Director, met with the Board to update them on her department. Klein provided an overview of the 4-H Program for 2024-2025 year. There was a total of 88 members, or 18% of the available youth in Douglas County. The Recognition Event will be held on November 1<sup>st</sup>. The Fair Board made a motion to recommend the Commission set the storage rates to \$300.00 for equipment up to 29ft., and \$400 for anything over 29ft. for the months of October 1<sup>st</sup>, 2025 through May 1<sup>st</sup>, 2026. A motion was made by Maas and seconded by Werkmeister to approve the rate increase, with the understanding that the rates will be discussed with Commissioner *before* contracts are sent to renters for 2026. With Star voting nay, all others voted in favor of this action; motion carried.

A motion was made by Star and seconded by Koedam authorizing Kim Klein to attend the South Dakota Beyond Ready Activation Summit on November 12<sup>th</sup> and 13<sup>th</sup>. All members voted in favor of this action; motion carried.

**EXECUTIVE SESSION**

A motion was made by Star and seconded by Maas to enter executive session at 9:55 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:13 a.m. with no action taken.

**MILEAGE REIMBURSEMENT**

Auditor Barker presented a memo from the Bureau of Finance Management regarding Travel Reimbursement Rates for FY2026. A motion was made by Werkmeister and seconded by Star to increase the mileage reimbursement rate to 0.70 cents per mile effective October 1, 2025. If an employee elects to use a personal vehicle for county business when a county vehicle is available to them, the mileage reimbursement rate will be set at 45% of the rate set by the IRS, or 0.32 cents per mile. All members voted in favor of this action; motion carried.

**WHEEL TAX**

A motion was made by Star and seconded by Werkmeister to introduce the following resolution:

**RESOLUTION #2025-07**

**A RESOLUTION TO ESTABLISH THE DISTRIBUTION OF REVENUE OF A COUNTY WHEEL TAX**

WHEREAS, Douglas County, pursuant to the authority of 32-5A-1 et seq., has imposed a wheel tax, and

WHEREAS, Douglas County can levy a maximum of \$5.00 per wheel, not to exceed sixty dollars

(\$60.00) per vehicle; and

WHEREAS, SDCL 32-5A-2, allows the Board of County Commissioners to establish a means of distributing the revenue generated by the wheel tax among the County and the municipalities and townships located within the County,

THEREFORE BE IT RESOLVED, by the Douglas County Board of Commissioners, that a levy of \$5.00 per wheel has been established and that the revenue generated from the County wheel tax pursuant to Ordinance No. 2025-02 shall be distributed as follows:

90% to be retained by Douglas County, 5% to be distributed to the municipalities, and 5% to be distributed to the townships; Pursuant to SDCL 32-11-4.1 and SDCL 32-11-5. Date of distribution shall be annually.

Dated this 7<sup>th</sup> day of October 2025

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

SIGNED: Lori Sparks, Chairperson

ATTEST: Phyllis Barker, County Auditor

#### AMBULANCE ROSTER

A motion was made by Koedam and seconded by Maas to add the following drivers to the Corsica EMS Roster: Melanie Vander Pol- Bailey, Farlin Barse, Raven Barse, Seth Denning, Lowell Devries, and Jerry Wisdom. All members voted in favor of this action; motion carried.

#### AUDITOR

A motion was made by Maas and seconded by Koedam authorizing Phyllis Barker to attend Election Training sessions on October 29-30<sup>th</sup> and November 19-20<sup>th</sup>. All members voted in favor of this action; motion carried.

#### PLANNING AND DEVELOPMENT DISTRICT III

A Motion was made by Maas and seconded by Werkmeister authorizing the Chairperson to sign the Statement of Extension to the Joint Cooperative Agreement verifying that Douglas County will take part in the District III Association of Local Governments and will allot \$12,739.00 for the 2026 calendar year. All members voted in favor of this action; motion carried.

#### DAKOTA TRAILS LIQUOR LICENSE

A motion was made by Werkmeister and seconded by Maas to authorizing the Chairperson to sign the renewal of the liquor license held by Dakota Trails Golf Course for 2026. All members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session at 10:40 a.m. pursuant to 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:36 a.m. with no action taken at this time.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

September Payroll: Commissioners 6872.24 Auditor 10,831.01 Treasurer 12,024.58 States Attorney 5980.23 Courthouse Janitor 7973.65 Equalization 6971.04 Register of Deeds 10,137.46 Sheriff 25,376.17 Coroner 0.00 Welfare 154.48 Ambulance 3310.53 Extension 4200.85 Weed & Pest 2217.41 Fair board 0.00 Drainage 411.86 Planning and Zoning 447.82 Park 0.00 Reliance Standard Life Insurance 567.51

Agland Coop 689.56 travel/repairs/utilities; Armour Chronicle 367.91 publishing; City of Armour 138.00 utilities; Armour Dray 120.00 utilities; Bordewyk Plumbing and Heating 138.34 repairs; Buhl's Dry Cleaning 246.00 supplies; Card Member Services 1694.24 prof fees/ supplies/ repairs; Corsica Globe 367.91 publishing; Corsica Hardware 2936.38 repairs/supplies; Darrington Water 24.00 supplies; Davison Co. Treasurer 265.84 mental health; Department of Health 50.00 prof fees; Douglas Electric Co-op 3133.00 repairs/utilities/equipment; AT&T Mobility 430.84 utilities; Jessica Goehring 422.86 travel; Golden West 728.25 utilities; Graham Tire Mitchell 838.48 repairs; Kim

Klein 41.92 supply reimb; Phillip Lane 6.85 supple reimb; Microfilm Imaging Systems 820.00 rental fees; Nextraq 72.00 utilities; Northwestern Energy 2293.78 utilities; Office Products Center 604.72 supplies; Craig Parkhurst 1557.66 prof fees/ utilities; Ramkota Hotel 896.00 conference; Randall Comm. Water Dist. 103.80 utilities; SD Dept. of Public Safety 2340.00 radios; SD Dept of Revenue 611.63 (August) 611.63 (September) Mental Health; SDACC 2299.00 CLERP; Select Service Center 1809.56 repairs; Severson Service 500.00 prof fees; Two Trees Technologies 2949.25 prof fees; US Bank 1317.34 gas; Van Brothers Inc. 150.00 utilities.

#### ROAD AND BRIDGE FUND

September Payroll: 44,022.92; Agland Co-op 6977.05 diesel; City of Armour 63.00 utilities; Armour Dray 35.00 utilities; Douglas Electric Co-op 72.58 utilities; AT&T Mobility 80.08 utilities; Golden West 185.27 utilities; Jeff Grosz 235.40 repairs; Meyerink Farm Service 52.80 repairs; Nextraq 132.65 utilities; Northwestern Energy 14.02 utilities; SD Dept. of Transportation 5373.25 prof fees/bridge; Star Mfg. 1733.34 repairs; Transource Truck & Equip. 529.48 repairs/supplies; Two Trees Technologies 249.45 prof fees; US Bank 328.54 gas; Vogt's Repair 101.07 supplies; Wilson's Hardware 20.48 supplies.

#### E-911 FUND

September Payroll: 26.53; Charles Mix County 28,405.32 E911 Services; Golden West 200.00 E911 System; Midstate Communications 440.11 E911 System; Santel Communications 30.00 E911 System.

#### EMERGENCY MANAGEMENT FUND

September Payroll: 2,410.73; AT&T Mobility 31.98 utilities; Two Trees Technologies 153.15 prof fees.

#### MODERNIZATION AND PRESERVATION FUND

Microfilm Imaging Systems 237.50 rental fees.

#### ADJOURNMENT

At 11:48 a.m. a motion was made by Maas and seconded by Star to adjourn until the next meeting to be held at 9:00 a.m. on October 21, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

**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 274<sup>th</sup> 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 380<sup>th</sup> 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 5<sup>th</sup> 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 269<sup>th</sup> 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

**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 7<sup>th</sup> and 21<sup>st</sup> 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 270<sup>th</sup> 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 Bargent Incorporated was reviewed by the Board for the following project at a total cost of \$79,734.00:

-273<sup>rd</sup> from Hwy 281 West to 379<sup>th</sup> Ave (City of New Holland) going 10 miles.

- 383<sup>rd</sup> Ave from 273<sup>rd</sup> Street to 272<sup>nd</sup> 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 Bargent Incorporated for the work to be done and Mistates 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 Sheild 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 28<sup>th</sup>, Wednesday December 24<sup>th</sup> and Friday December 26<sup>th</sup>. A motion was made by Werkmeister and seconded by Koedam to close County offices at 12:00 p.m. on December 24<sup>th</sup> and resume regular business hours on December 29<sup>th</sup> 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; Convergint Technologies 447.55 prof fees; Corsica 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

**Douglas County Commissioner Meeting Minutes**  
**November 18, 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 18, 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 Maas and seconded by Koedam to adopt the 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 update them on their department. Discussion was held regarding Bridge #22-143-120 on 280<sup>th</sup> St. A motion was made by Koedam and seconded by Star introducing the following resolution to re-apply for the Bridge Improvement Grant to aid in repairing the bridge:

**RESOLUTION #2025-08**

**2026 Bridge Improvement Grant Program Resolution Authorizing Submission of Applications**

WHEREAS Douglas County wishes to submit an application for consideration of award for the Bridge Improvement Grant Program:

**STRUCTURE NUMBER AND LOCATION:**

Str. No 22-188-160: 8.2 miles west of Delmont, SD on 284th St. over a Branch of Choteau Creek

and WHEREAS, Douglas County certifies that the project are listed in the county's Five-Year County Highway and Bridge Improvement Plan;  
and WHEREAS, Douglas County agrees to pay the 20% match on the Bridge Improvement Grant funds and 100% of ineligible expenses;  
and WHEREAS, Douglas County hereby authorizes the Bridge Improvement Grant application(s) and any required funding commitments.

**NOW THEREFORE BE IT RESOLVED:**

That the South Dakota Department of Transportation be and hereby is requested to accept the attached Bridge Improvement Grant application.

Voting yes: Werkmeister, Maas, Star, Koedam and Sparks. Voting no: none. Absent: none. Motion carried.

Dated at Armour, SD, this day of 18<sup>th</sup> day of November 2025.

Signed: \_\_\_\_\_  
Lori Sparks, Chairperson

Attest: \_\_\_\_\_

Phyllis Barker, Auditor

Eric Prunty and Bruce Wilsey, Brosz Engineering, met with the Board to discuss the 2025 Bridge Inspection findings. Discussion was held with no action taken at this time.

**CORSICA DEVELOPMENT INC.**

Luke Bamberg and David Lambert, representing Corsica Inc., met with the Board to discuss property tax interest on properties owned by Corsica Inc. Jessica Goehring, Director of Equalization and Carolyn Lau, Treasurer, were also present. Bamberg explained that there was a misunderstanding when implementing the TIF Districts due to conflicting information from the Department of Revenue leading them to believe that they were tax-exempt. Non-profit organizations *are not exempt* from paying property tax on property located within a TIF District. Bamberg stated that Corsica Inc. was not aware that taxes were owed on the property and therefore they were not paid and interest was accrued. Goehring explained that the tax bill had to be split because R&M Leasing recently sold one acre to Corsica Inc. Notices were sent in January informing both parties of the taxes due. The total tax bill for the parcel was \$28,890.90, with Corsica Inc. responsible for \$56.44. Since this amount was not paid in full, interest accrued on the entire billed amount. Discussion continued.

A motion was made by Maas and seconded by Star agreeing to the following terms: Corsica Inc. will pay the entire amount of interest owed for parcel #3525 in the amount of \$959.18 today. The Treasurer will reach out to the Department of Legislative Audit to see if refunding half of the interest is a possibility, and if so, will issue a refund of \$479.59 to Corsica Inc. All members voted in favor of this action; motion carried.

#### TREASURER

A motion was made by Koedam and seconded by Werkmeister authorizing the Treasurer to deposit \$100,000 into a 6-month Certificate of Deposit with Bank West. All present voted in favor of this action; motion carried.

#### OTHER BUSINESS

A Motion was made by Maas and seconded by Star authorizing the Chairperson to sign the Prisoner Housing Agreement with Charles Mix County for 2026 at a rate of \$90.00 per prisoner, per day. All members voted in favor of this action; motion carried.

#### DAKOTA TRAILS GOLF COURSE LEASE AGREEMENT

Auditor Barker informed the Board that per the lease agreement between the County and Dakota Trails Golf Course, the rental rate is due to be reviewed. Discussion was held. A motion was made by Maas and seconded by Star to adjust the Dakota Trails Golf Course rental rate to \$1,000.00 be paid on the 1<sup>st</sup> day of April 2026 and every year thereafter for a period of ten (10) years. All members voted in favor of this action; motion carried.

#### STATES ATTORNEY

A motion was made by Star and seconded by Werkmeister authorizing the purchase of a computer and printer for the new Deputy States Attorney. All members voted in favor of this action; motion carried.

#### PLAT APPROVAL

A motion was made by Star and seconded by Werkmeister to authorizing the Chairperson to sign the Plat of Lot 6-A-1, a Subdivision of Lot 6-A, a Subdivision of a portion of the NE ¼ of Section 2, T 99 N, R 66 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota. All members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Werkmeister and seconded by Koedam to enter executive session at 11:13 a.m. pursuant to 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 11:21 a.m. with no action taken.

#### 2026 EMPLOYEE WAGES

Auditor Barker presented wage information to the Commissioners as requested. Discussion was held with no action taken at this time.

#### FEES REPORT: (October 2025)

Register of Deeds Fees: \$4,961.50

Clerk of Courts Fees: \$2,530.00

#### AUDITORS ACCOUNT WITH THE COUNTY TREASURER: October 2025

Checking Accounts .....	\$1920.45
Cash on Hand.....	\$500.00
Petty Cash.....	\$400.00
Un-deposited receipts.....	\$383,415.87
Preferred Checking .....	\$5,610,142.00
Certificate of Deposits .....	\$100,000.00
Total .....	\$6,096,378.32

#### FUND BALANCE

General Fund .....	\$2,813,228.88
Special Revenue Funds .....	\$1,132,810.94
Tax Increment District Fund.....	\$36,350.56
Trust and Agency Funds .....	\$2,113,987.94
Total .....	\$6,096,378.32

## CLAIMS

The following claims were approved for payment:

### GENERAL FUND

Agland Coop 374.22 gas/repairs; Buhl's Dry Cleaning 153.50 supplies; Charles Mix Co. Sheriff's Office 90.00 jail fees; Cole Papers 261.03 supplies; Douglas Co. Electric 231.94 utilities; Darrington Water 16.00 supplies; Dept of Health 150.00 prisoner medical; Farm and Home Publishers 405.00 supplies; Kim Klein 140.00 travel; Kone Inc. 2399.00 repairs; Legacy Building & Supply 20.50 supplies; Nextraq 46.00 utilities; Northwestern Energy 1402.08 utilities; Office Products Center 104.47 supplies; Schrank Exterior Design 63.00 maintenance; SDSU Dept. of Animal Sciences 32.00 supplies; Two-Way Solutions 130.98 repairs; Yankton Co. Sheriff's Office 50.00 prof fees.

### ROAD AND BRIDGE FUND

Agland Coop 4898.40 supplies; Bituminous Paving 142,419.20 road repairs; C&B Operations 219.62 supplies; Commercial Asphalt Co. 388,679.10 overlay; Douglas Co. Electric 81.30 utilities; ECONO Signs 396.77 repairs; Fousek Truck Service 262.45 supplies; Henke Tractor Repair 131.97 supplies; Kevin's Feed & Seed 72.22 supplies; Nextraq 132.65 utilities; Northwestern Energy 200.55 utilities; Office Products Center 24.95 supplies; Transource Truck & Equip. 665.49 repairs; Vogt's repair 196.35 supplies/repairs; WW Tire Service 10,818.00 grader tires.

### EMERGENCY MANAGEMENT FUND

AT&T Mobility 31.98 utilities.

### ADJOURNMENT

At 11:54 a.m. a motion was made by Koedam and seconded by Werkmeister to adjourn until the next meeting to be held at 9:00 a.m. on December 2, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_  
Lori Sparks, Chairperson  
Board of County Commissioners

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

Douglas County Commissioner Meeting Minutes  
December 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, December 2, 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 Star to adopt the amended agenda. All members voted in favor of this action; motion carried.

#### TAX DEED SALE

Motion was made by Star and seconded by Werkmeister to approve the following sales from the tax deed sale:

*-Parcel #1772: Lot A in E2 SW4 Section 11, T100N, R62W, Douglas County, SD. Commonly known as: 40228 269<sup>th</sup> St, Dimock, SD. Sold to the highest bidder, Josiah Fluit, for a total of \$64,000.00.*

*- 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. Sold to the highest bidder, Dwight Mills, for a total of \$31,000.00.*

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

#### SHERIFF'S DEPARTMENT

Chris Lau, Sheriff, met with the Board to provide an update on her department. Sheriff Lau would like to renew the Hire Click subscription that she uses to post job openings within her department. A motion was made by Koedam and seconded by Maas authorizing the Sheriff to renew the Hire Click contract for advertising for employment needs. All members voted in favor of this action; motion carried.

A motion was made by Koedam and seconded by Werkmeister authorizing the Chairperson to sign the Prisoner Housing Agreement with Davison County for 2026 at a rate of \$105.00 per day. All members voted in favor of this action; motion carried.

#### EXECUTIVE SESSION

A motion was made by Star and seconded by Maas to enter executive session pursuant to SDCL 1-25-2 (1) at 9:25 a.m. All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 9:33 a.m. with the following action taken:

A motion was made by Werkmeister and seconded by Maas to hire Joshua Knodel as a full time Sheriff's Deputy, upon recommendation of the Sheriff, at a rate of \$49,000.00 annually with an increase after the completion of a sixth-month probationary period. All members voted in favor of this action; motion carried.

#### FORMAL BUDGET SUPPLEMENT

A Motion was made by Maas and seconded by Werkmeister to introduce the following resolution:

**RESOLUTION #2025-09  
FOR SUPPLEMENTAL BUDGET**

WHEREAS it is necessary to supplement the 2025 Annual Budget in order to carry on the indispensable functions of Douglas County; and  
WHEREAS, the adoption of the proposed Supplemental Budget was duly considered by the Douglas County Commission on the 2<sup>nd</sup> day of December, 2025, at 9:30 a.m. in the Commissioners Chambers, pursuant to due notice;  
now, therefore, be it RESOLVED by the Douglas County Commission that the following Supplemental Budget be, and the same is, hereby approved for the purpose of providing budget to conduct the indispensable functions of Government, to-wit:

#### GENERAL FUND:

##### Net Means of Finance:

General Fund Cash Balance:	\$40,000.00
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##### Appropriations:

Court Appointed Attorney Fees	\$40,000.00
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#### E911 FUND:

##### Net Means of Finance:

E911 Fund Cash Balance:	\$1,000.00
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##### Appropriations:

E911 System	\$1000.00
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APPROVED BY THE COUNTY COMMISSION:

SIGNED: \_\_\_\_\_  
Chairperson

ATTEST: \_\_\_\_\_  
County Auditor

A roll call vote was taken with the following votes recorded: Voting 'aye': Star, Koedam, Werkmeister, Maas and Sparks. Voting 'nay': none. Absent: none. Motion carried.

#### AUDITOR

Phyllis Barker, Auditor, met with the Board to review the Combined Elections Agreement for the County to combine elections with municipalities and schools within the County pursuant to SDCL 9-13-37, SDCL 13-7-10.3, and SDCL 12-2-5. The purpose of this agreement is for the parties to conduct their individual elections in one combine election to save tax dollars on the cost of individually conducted elections and to encourage a better voter turnout for all entities. Discussion was held. A motion was made by Werkmeister and seconded by Maas to approve this agreement to be presented to cities and schools within the County if they choose to combine their elections with the County. 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. Ellwanger informed the Board that the culvert repairs approved at the November 4, 2025, meeting came in \$21,370.00 over the original quote due to one 50' culvert being left off the original quote. The Board approved the additional cost.

#### EXECUTIVE SESSION

A motion was made by Maas and seconded by Koedam to enter executive session at 9:55 a.m. pursuant to SDCL 1-25-2 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 10:01 a.m. with no action taken.

#### EMERGENCY MANAGEMENT

Pat Harrington, Emergency Manager, met with the Board to provide an update on his department. A motion was made by Werkmeister and seconded by Koedam accepting the Hazard Mitigation Grant Program Award and authorizing the Emergency Manager to sign the agreement. This grant will be used for updating the Douglas County Hazard Mitigation Plan. All members voted in favor of this action; motion carried.

#### SECURESD PROGRAM INITIATIVE

Auditor Barker presented information on the SecureSD program initiative that was established during the 2024 legislative session. The SecureSD program is designed to support cities and counties by providing technical assistance to reduce cybersecurity risks by performing assessments, offering a government level secure email system, delivering training and awareness programs for staff, and enhancing cybersecurity resilience through the implementation of best practices and security tools.

A motion was made by Koedam and seconded by Star authorizing the Chairperson to sign the Memorandum of Understanding between Dakota State University and Douglas County to protect and enhance the cybersecurity posture of the County through a government level secure email system. All members voted in favor of this action; motion carried.

#### VETERANS SERVICE OFFICER SALARY REIMBURSEMENT

Auditor Barker presented information to the Board regarding SDCL 33A-1-31 'State aid for salaries of County Veteran Service Officers (CVSO)- maximum reimbursement'. The Commission agreed to participate in the program. A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign the Request for State Aid for Salary Reimbursement of County Veterans Service Officer for FY2026. All members voted in favor of this action; motion carried.

#### 4-H/ EXTENSION

Kim Klein, 4-H Extension Director, met with the Board to discuss her department. The 2026 Memorandum of Understanding (MOU) between SDSU Extension and Douglas County for 4-H Extension services was reviewed by the Board. A motion was made by Star and seconded by Werkmeister authorizing the Chairperson to sign the MOU with SDSU for 2026. All members voted in favor of this action; motion carried.

Klein requested to attend the 4-H Professionals Spring Conference in Rapid City. A motion was made by Werkmeister and seconded by Maas authorizing Klein to attend the Spring Conference in Rapid City in March of 2026. 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 at 11:18 a.m. pursuant to 1-2-25 (1). All members voted in favor of this action; motion carried. Chairperson Sparks declared the meeting back to open session at 12:11 p.m. with no action taken.

#### PLAT APPROVAL

A motion was made by Koedam and seconded by Maas authorizing the Chairperson to sign the following plats:

- Lots 1 and 2, Block 21 in the Village of Harrison, Douglas County, South Dakota.
- Plat of Schelling Tract 1 in the NW ¼ of Section 34, T 98 N, R 63 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota.
- Plat of Schelling Tract 1 in the NE ¼ of Section 21, T 98 N, R 63 W of the 5<sup>th</sup> P.M., Douglas County, South Dakota.

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

#### CLAIM DENIED

A motion was made by Star to deny the claim submitted by Dwayne Werkmeister (purchasing on behalf of the Fair Board), for the purchase of ceiling tiles for the 4-H Building, due to not receiving prior purchase authorization from the Commission for any repairs or supplies costing more than \$500.00. Maas seconded the motion. All members voted in favor of this action; motion carried.

#### CLAIMS

The following claims were approved for payment:

#### GENERAL FUND

2025 Longevity Payroll: Auditor 738.72; Treasurer 1079.67; States Attorney 1306.97; Equalization 1079.67; Register of Deeds 1193.32; Sheriff 231.29; Extension 340.95.  
November Payroll: Commissioners 6870.39 Auditor 10,592.54 Treasurer 11,896.64 States Attorney 5980.23 Courthouse Janitor 7922.57 Equalization 115.87 Register of Deeds 9346.48 Sheriff 26,813.45 Coroner 115.87 Welfare 154.48 Ambulance 04.82 Extension 4292.37 Weed & Pest 3017.15 Fair board 402.40 Drainage 411.86 Planning and Zoning 871.52 Park 0.00 Reliance Standard Life Insurance 567.51  
Amazon Capital Services 1136.45 supplies/equip; Armour Chronicle 329.45 publishing; Armour Dray 60.00 utilities; Phyllis Barker 317.36 travel; Certified Languages Intern. 47.85 prof fees; Corsica Globe 329.45 publishing; Corsica Hardware 42.98 supplies; Corsica Inc. 479.59 prof fees; Dean's Autobody 48.00 repairs; Mitch DeLange 180.60 repairs; Election Systems & Software 1730.65 maint; AT&T Mobility 430.00 utilities; Goldenwest 648.74 utilities; Legacy Building & Supply 13,912.97 repairs; Microfilm Imaging System 100.00 rental fee; Northwestern Energy 222.98 utilities; Office Products Center 647.71 supplies; Craig Parkhurst 1557.66 pro fees; supplies; Ramkota Hotel- Pierre 151.00 travel; Randall Comm Water Dist. 84.00 utilities; Select Service Center 1775.07 repairs; Two-Trees Technologies 1684.00 prof fees; US Bank 1410.21 gas.

#### ROAD AND BRIDGE FUND

2025 Longevity Payroll: 2613.95. November Payroll: 42,172.58; Armour Dray 35.00 utilities; Econo Signs 563.83 repairs; AT&T Mobility 80.08 utilities; Goldenwest 339.69 utilities; Legacy Building & Supply 23.97 supplies; RDO Equipment 532.50 repairs; SD Dept. of Transportation 3237.79 prof fees; Two-Trees Technologies 249.45 prof fees; US Bank 572.49 gas; Wilson's Hardware 179.57 supplies.

#### E911 FUND

November Payroll: 26.55; Goldenwest 200.00 E911 Services; Midstate Communications 440.11 E911 Services.

#### EMERGENCY MANAGEMENT FUND

2025 Longevity Payroll: 699.72; November Payroll: 2,410.75; AT&T Mobility 31.98 utilities; Two-Trees Technologies 153.15 prof fees.

MODERNIZATION AND PRESERVATION FUND  
Microfilm Imaging Systems 237.50 rental fees.

ADJOURNMENT

At 12:25 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 December 16, 2025. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Lori Sparks, Chairperson  
Board of County Commissioners

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

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 11<sup>th</sup> and 12<sup>th</sup> 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 flatbed trailer not to exceed a total purchase price of \$4,000.00 and 350 gallons of Torridon 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.

#### **CANCELATION 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 5<sup>th</sup> 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: \$3,229.06

#### **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

### Douglas County Commissioner Meeting Minutes December 30, 2025

PURSUANT TO ADJOURNMENT The Board of County Commissioners met at the Douglas County Courthouse in Armour, SD at 3:00 p.m. on Tuesday December 30, 2025. Members present were Dan Koedam, Jerod Star, and Jim Werkmeister. Auditor Phyllis Barker was also present. The Pledge of Allegiance was recited. A motion was made by Star and seconded by Koedam to adopt the agenda. All members voted in favor of this action; motion carried.

#### SERVER QUOTE

Phyllis Barker, Auditor, presented a quote from Two-Trees Technologies to replace the County's server and backup system. Discussion was held. A motion was made by Star and seconded by Koedam authorizing the purchase of a new server and backup system as budgeted in 2026 for a total of \$12,219.31. All present voted in favor of this action; motion carried.

#### LEASE OF COUNTY OWNED LAND

The three below described parcels of County owned land were advertised for leasing. After reviewing proper leasing procedures and terms, auction bidding on each of the parcels was conducted by the auditor pursuant to SDCL 7-30-3 at the advertised time of 3:30 p.m. Each parcel is for a three-year lease period beginning January 1, 2026. The following were present: Ernie Bertram, Kevin Van Genderen, Travis DeBoer, Dan DeBoer, Mark Fuoss, Justin Krell, Trent Wright, and Cody Vanden Hoek.

A motion was made by Star and seconded by Koedam authorizing the Vice-Chairman to sign the Lease Agreements for the successful bidders as follows:

Parcel #1 described as the SE  $\frac{1}{4}$  of Section 33, Township 99, Range 63, consisting of 160 acres, more or less, of farmland to Josh and Travis DeBoer for \$180.00 per acre.

Parcel #2 described as the SW  $\frac{1}{4}$  NW  $\frac{1}{4}$  Section 36, Township 98, Range 63, and the S  $\frac{1}{2}$  S  $\frac{1}{2}$  NW  $\frac{1}{4}$  NW  $\frac{1}{4}$  Section 36, Township 98, Range 63, consisting of 50 acres, more or less, of grazing land to Ernest W. Bertram for \$91.00 per acre.

Parcel #3 described as the W  $\frac{1}{2}$  of the SW  $\frac{1}{4}$  of Section 3, Township 99, Range 63, consisting of 20.9 acres, more or less, of hay land went to Kevin Van Genderen for \$111.00 per acre.

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

## CLAIMS

The following claims were approved for payment:

### GENERAL FUND

Blue Moon Bar and Grill 735.00 holiday meal; Bob's Farm Service 100.00 supplies; Mitch DeLange 489.44 supplies; Dept of Health 180.00 prof fees; Mark Fuoss 48.51 mileage; Golden West 652.22 utilities; Kimberly Klein 12.32 supplies; Koch Electric 680.34 repairs; Dan Koedam 147.00 mileage; Legacy Building and Supply 1112.34 supplies/maint; Karen Maas 50.00 holiday meal; McLeod's Office Supply 477.88 supplies; Northwestern Energy 2802.71 utilities; Nutrien Ag Solutions 17,143.00 supplies; Office Products Center 404.41 furniture; Jerod Star 279.78 mileage; Sun Gold Sports 30.00 supplies; Two-Trees Technologies 5059.43 prof fees/computer; U.S Bank 1387.64 gas; Dwayne Werkmeister 1541.77 repair reimb.; Wilson's Hardware 208.47 supplies.

### ROAD AND BRIDGE FUND

David Abbott 158.84 clothing allowance; Econo Signs 777.04 repairs; Brad Ellwanger 3500.00 equipment; Golden West 228.37 utilities; Tucker Hawley 28.50 clothing allowance; Hulstein Excavating Concrete 4802.72 prof fees; Legacy Building and Supply 120.78 supplies; SD Dept. of Transportation 31,178.29 bridge replacement/inspections; Two-Trees Technologies 249.45 prof fees; US Bank 426.92 gas; Terry VanZee 98.35 clothing allowance; Wilson's Hardware 69.82 supplies.

### E911 FUND

Golden West 200.00 prof fees.

### EMERGENCY MANAGEMENT FUND

Two Way Solutions 1250.00 FCC license renewal; Two-Trees Technologies 153.15 prof fees.

### ADJOURNMENT

At 4:03 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 January 6, 2026. All members voted in favor of this action; motion carried.

SIGNED: \_\_\_\_\_

Jim Werkmeister, Vice-Chair  
Board of County Commissioners

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