

THE LINCOLN COUNTY BOARD OF COMMISSIONERS was brought to order by the Chair James C. Jibben, at 8:30 a.m. on November 12, 2024, with Commissioners Joel Arends, Jim Schmidt and Tiffani Landeen present. Alicia Cafaro, Deputy Auditor, served as Clerk of the Board. Chief Civil Deputy State's Attorney Drew DeGroot was also present.

ROUTINE BUSINESS:

MOTION by Landeen and seconded by Arend to move consent agenda item #5 to regular business item #7 and approve the agenda. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

Payroll: \$451,267.17

Commissioner's \$8,374.25; FICA 465.44, Medicare 108.85, SDRS 153.22
Elections \$1,848.75; FICA 114.62, Medicare 26.81
Auditor's \$16,814.55; FICA 973.02, Medicare 227.56, SDRS 1,001.67
Treasurer's \$20,411.58; FICA 1,142.32, Medicare 267.16, SDRS 1,216.01
States Attorney's \$75,208.92; FICA 4,332.01, Medicare 1,013.13, SDRS 4,423.60
Gen Gov Bldg \$16,552.74; FICA 899.52, Medicare 210.37, SDRS 982.49
DOE \$42,407.71; FICA 2,427.74, Medicare 567.78, SDRS 2,474.48
ROD \$8,631.11; FICA 452.15, Medicare 105.75, SDRS 512.16
VSO \$2,518.72; FICA 148.28, Medicare 34.68, SDRS 151.12
GIS \$6,823.92; FICA 367.35, Medicare 85.91, SDRS 405.24
IT \$10,774.93; FICA 636.81, Medicare 148.93, SDRS 640.80
HR \$5,431.38; FICA 300.10, Medicare 70.19, SDRS 323.18
Sheriff's \$105,448.51; FICA 6,184.52, Medicare 1,446.38, SDRS 7,855.65
Jail \$19,031.99; FICA 1,159.10, Medicare 271.08, SDRS 1,240.39
County 4-H \$4,326.40; FICA 260.56, Medicare 60.94, SDRS 258.38
Weeds \$4,524.91; FICA 280.54, Medicare 65.61, SDRS 271.50
P & Z \$12,931.53; FICA 800.07, Medicare 187.11, SDRS 754.89
Highway \$47,468.87; FICA 2,731.79, Medicare 638.89, SDRS 2,772.09
Communications \$32,268.16; FICA 1,855.01, Medicare 433.83, SDRS 1,919.36
EM MGMT \$4,030.80; FICA 228.91, Medicare 53.53, SDRS 238.85
Airport \$2,826.32; FICA 175.23, Medicare 40.98, SDRS 169.58
24/7 \$2,611.12; FICA 161.89, Medicare 37.86, SDRS 208.89

Reports:

Mileage Reports – Oct 2024: Buildings and Grounds
October 2024 Register of Deeds Report totaling \$108,709.40
2025 East Dakota Water Development District Area 7 General Election Nominating Petition
Information
Canvas of 2024 General Election Results – Lincoln County
Post-Election Audit Selection

MOTION by Schmidt and seconded by Arends to approve the consent agenda. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

CONSENT AGENDA:

MOTION by Schmidt and seconded by Arends to approve the 11/7/24 Lincoln County Commissioner Meeting minutes. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to approve Lincoln County claims for 11.12.2024 in the amount of \$5,875,875.34; General Fund: 39point Capital Llc, Poor Rent Relief 600.00; A & B Pure Water Online Corp, Drinking Water 207.80; A To Z World Languages Inc, Interpreter 300.00; Aj's Automotive Llc, Oil Change 107.51; Albers Electric Llc, Electrical Repair 941.20; All Nations Interpreters Inc, Interpreters 2,171.45; All State Window Tinting, Tint Window 90.00; Jennifer Anderson, Mi Evals 4,748.22; Angel Law, Prof Llc, Crt Appt Atty 92.00; Applied Concepts Inc, Supplies 176.00; Auto Dynamics Inc, Repairs/Maint 2,697.06; Automotive Doctors Llc, Oil Change 171.19; Autopros Tire & Service Center, Repairs/Maint 120.65; Avera Mckennan Hospital, Mi Exams 588.00; Baloun Law Pc, Crt Appt Atty 1,546.65; Beck Law, Prof Llc, Crt Appt Atty 3,658.00; Big Top Tent Rentals Llc, Toilet Rentals 1,825.00; Billion Southtown Inc, Repairs/Maint 69.15; Blue360 Media, Law Manuals 623.22; Bomgaars, Batteries 17.49; Todd Boots, Mileage 23.77; Boyce Law Firm Llp, Legal Counsel 708.00; Canton Home & Farm Supply, Supplies 103.66; Cdw-G Inc, Software 37,750.30 Century Business Products, Copiers/Printers 857.96; Cintas, First Aid Supplies 272.19; City Of Canton, Water Utilities 1,055.82; City Of Harrisburg, Fuel 1,953.30; City Of Sioux Falls Public Works, Branch Drop Off 5.76; Cole Papers Inc, Paper Supply 1,513.68; Dakota Data Shred, Shredding 123.81; Dakotabilities Inc, Poor Relief 1,440.00; Kayla Delfs, Reimburse Supplies 51.85; Diverse Lawn & Landscaping Llc, Blow Out Sprinklers 150.00; Don Fee, Equipment Installation 4,500.00; Eich Law Office Prof Llc, Crt Appt Atty 1,771.00; Elizabeth Lundquist, Court Reporting 225.00; Erin M. Johnson Pllc, Mi Board 3,795.00; Environmental Systems Research Institute Inc, Software Maint 8,935.00; Fed Ex, Shipping 35.74; Fred The Fixer, Keys 9.00; G & R Controls Inc, Hvac Repairs/Maint 3,731.89; Gallagher Benefit Services Inc, Surveys 500.00; Gannett Sd Localiq, Publishing 1,430.62; Graham Tire Co Llc, Tires 1,288.00; Grainger, Hardware 517.46; Greater Sf Chamber Of Commerce, Dues 434.00; Scott Green, Mileage 20.40; Happy Fox Inc, Software 6,739.20; Harrisburg Ace Hardware, Supplies 17.98; Healthpartners, Health Insurance 2,981.46; Heartland Funeral Home, Poor Relief Burial 2,500.00; Ramona Helseth, Mi Hearing 128.00; Hughes Co Jail, Inmate Housing 390.00; Interstate Office Products, Supplies 476.43; Isi Llc, Interpreter 200.00; Jack's Uniforms & Equipment, Uniforms 5,145.40; Jeff Or Sally Goeman, Land/Building Purchase 46,125.00; Jena Skorczewski, Court Reporting 177.65; Jensen Insurance & Real Estate, Bond 925.00; Jerry Jongeling, Mileage 19.07; Justice Fire & Safety Inc, Service Equip 88.00; Ace Hardware, Supplies 9.99; Mark Katterhagen, Mi Hearing 15.00; Kirbside Car Wash, Car Washes 85.00; Kolbeck Law Office Llc, Crt Appt Atty 1,897.50; Valerie Larson, Mi Hearing 15.00; Lennox Independent Llc, Publishing 7,144.66; Lewno Law Office, Mi Board 165.21; Lookout Plan + Code Consulting Llc, Contract 704.70; Lyle Signs Inc, Sign 320.75; Jayda Maendel, Office Cleaning 120.00; Mcleod's Printing & Office Supply, Supplies 395.80; Med-Star Paramedic Ambulance Inc, Transport 530.00; Midamerican Energy Co, Gas Utilities 808.97; Midland Restoration Company Inc, Caulking Courthouse 23,000.00; Minnehaha Co Regional Jdc, Housing 211,562.00; Monona County Sheriff's Office, Document Service 31.00; Motorola Solutions Inc, Radio Equipment 10,029.02; Myers Billion Llp, Indigent Persons Contract 17,500.00; Napa Auto & Truck Parts Of Sf, Parts 57.96; Nartec Inc, Supplies 360.00; New Century Press, Publishing 1,550.87; Nichole Ringing Shield, Mi Evals 110.00; Novak Sanitary Svc Corp, Garbage Utilities 720.00; Nutrien Ag Solutions Inc, Chemicals 22,835.00; Octane Ink Llc, Vinyl Auto Signs 245.00; Olson Law Firm Pllc, Crt Appt Atty 437.20; Paragon Health & Wellness, Blood Draws 3,480.00; Pat Beck, Court Reporting 1,032.00; Peterson Stuart & Klentz Prof Llc, Public Defender Contract 73,489.42; Pheasantland Industries, Trespass Notice 75.60; Phillip Loving, Mi Evals 4,940.93; Sd State Executive Mgmt Finance Office, User Fees 260.00; Prochem Dynamics Llc, Supplies 2,469.26; Riverside Technologies Inc, Toner Supply 399.00; Sandra V. Guzman, Interpreter 210.00; Sanford Health Pathology Clinic, Coroner Calls 1,800.00; Sanford Health, Transports/Autopsies 5,235.00; Jim Schmidt, Mileage 19.69; Sd Dept Of Game Fish & Parks, Animal Damage Control 1,503.44; Sd Dept Of Health, Lab Testing 10,110.00; Sd State 4-H Office, State Fair Parking 59.00; Sd State Treasurer, Mi Housing 2,041.91; Sd State Treasuser-Ucp, Unclaimed Property Remittance 8,206.59; Sdml Workers' Compensation Fund, Insurance 135,860.00; Sioux Valley News Inc, Publishing 3,889.96; South Lincoln

Rural Water System, Water Utilities 229.14; Spielman Excavating Llc, Excavation 13,980.00; Stantec Consulting Services Inc, Consulting Fees 16,252.00; State Bar Of Sd, 2025 Bar Dues 3,820.00; Tracie Storo, Mileage 220.05; Strange Farrell Johnson & Brewers Pc, Crt Appt Atty 3,455.49; Stryker Sales Llc, Equipment 759.00; Marlene Sweetser, Mileage 10.40; Thomas L. Price Inc, Mi Evals 2,400.00; Paige Thompson, Mi Evals 137.50; Thomson Reuters-West Publ Corp, Legal Software 1,746.56; Transunion Risk & Alternative Data Sololutions Inc, Insurance 75.00; Tschetter & Adams Law Office Pc, Crt Appt Atty 1,462.48; Two Way Solutions Inc, Mobile Communications 370.00; Van Diest Supply Company, Chemical 19,772.60; Ver Beek Law Prof Llc, Mi Board 563.50; Vineyard Heights Limited Partnership, Poor Relief Rent 600.00; Voyager Fleet Systems Inc, Fuel 1,726.18; Well365, Llc, Wellness Benefits 3,883.96; Laurie Wernke, Mi Hearing 69.32; Witnesses/Jurors, Fees/Mileage 3,317.98; Wright County Sheriff's Office, Document Service 95.00; Xcel Energy, Electric Utilities 9,197.22; Yankton Co Sheriff's Office, Document Service 50.00; Road & Bridge Fund: Steven Abbas, Cdl Test 310.00; Albers Electric Llc, Fire/Sump Pump Maint 1,075.89; A-Ox Welding Supply Inc, Supplies 55.05; Midwest Hoop Confinement Llc, Supplies 419.00; Autopros Tire & Service Center, Repairs/Maint 28.15; Bluepeak, Internet Utilities 633.61; Supreme Asphalt Repair, Repair 2,280.00; Butler Machinery Co, Supplies/Parts 604.05; Canton Home & Farm Supply, Supplies 464.47; Century Business Products, Copiers/Printers 84.34; Cintas, First Aid Supplies 86.87; Cintas Corp, Rugs/Towels/Uniforms 475.54; Cole Papers Inc, Paper Supply 90.10; Culligan Water Conditioning Corp, Drinking Water 50.00; Dakota Alignment & Frame Service, Repairs/Maint 501.35; Dakota Fluid Power Inc, Supplies/Parts 2,557.19; Dakota Riggers & Tool Supply Inc, Supplies 66.44; Fastenal Company, Supplies 920.33; Fleetpride Inc, Repairs/Maint 56.38; Grossenburg Implement Inc, Repairs/Maint 191.05; Healthpartners, Health Insurance 832.73; Howe Heating & Plumbing Inc, Repairs/Maint 11,183.89; Imeg Corp, Road Work 1,678.40; Istate Truck Center, Repairs/Maint 269,670.00; Johnson Feed Inc, Supplies 27.31; Knife River-Sd, Road Materials 418.88; L G Everist Inc, Road Materials 14,292.27; Micheal's Purple Petunia, Sewage Utilities 205.00; Midamerican Energy Co, Gas Utilities 267.10; Kimball Midwest, Supplies 1,368.47; Midwest Petroleum Equipment, Air Compressor 230.00; Myrl & Roys Paving Inc, Road Materials 1,516.05; Napa Auto & Truck Parts Of Sf, Parts 279.79; North Central Rental & Leasing Llc, Equipment Rental 10,450.00; Novak Sanitary Svc Corp, Garbage Utilities 365.97; Sd Dept Of Transportation, Road Work 73,765.53; Sdml Workers' Compensation Fund, Insurance 51,951.00; Sheraton Sioux Falls & Convention Center, Conference 238.00; South Lincoln Rural Water System, Water Utilities 177.07; Southeastern Electric Co-Op Inc, Electric Utilities 1,649.21; Taylormade Concrete Llc, Road Materials 1,700.00; Tire Motive Service Center, Tires 2,120.00; Transource Truck & Equipment Inc, Repairs/Maint 1,705.39; Varitech Industries Inc, Supplies 53.35; Verizon Connect Fleet Usa Llc, Mobile Communications 886.55; Xcel Energy, Electricity For Traffic Lights 74.34; E911 Communications Fund: Bluepeak, Internet Utilities 989.43; Century Business Products, Copiers/Printers 36.32; Cole Papers Inc, Paper Supply 198.22; Language Line Services Inc, Interpreter 100.00; Sdml Workers' Compensation Fund, Insurance 2,256.00; Workforce-South, Testing 190.00; Emergency & Disaster Fund: Arrowwood Resort & Conference Center, Conference 352.68; Sdml Workers' Compensation Fund, Insurance 2,116.00; Airport Fund: Helms & Associates, Construction 13,660.64; Sdml Workers' Compensation Fund, Insurance 1,761.00; Sioux Falls Electric, Supplies 558.67; South Lincoln Rural Water System, Water Utilities 54.00; Southeastern Electric Co-Op Inc, Electric Utilities 121.52; 24/7 Sobriety Fund: Kay Cain, Refund 230.00; Dash, Medical Gloves 116.85; Linda Frie, Refund 80.00; Sdml Workers' Compensation Fund, Insurance 1,654.00; Modern/ Preserv/Relief Fund: Century Business Products, Copiers/Printers 30.06; Debt Service-Courthouse Fund: Us Bank St. Paul, P&I On Series 2013 Bonds 595,365.00; Debt Service-Tif #7 Fund: First Bank & Trust, Tif #7 P&I On Series 2011 Bonds 10,620.92; Debt Service-Hwy Building Fund: Us Bank St. Paul, P&I On Series 2016 420,283.13; Debt Service-Justice Center Fund: Us Bank St. Paul, P&I On Series 2023 Bonds 1,614,846.88; Statewide Sobriety Fund: Sd Attorney General's Office, 24/7 Program Remittance 12,632.00; Modern/Preserv/Relief Fund: Sdaco, Oct Remittance 1,884.00; State Motor Vehicle Fund: Sd State Treasurer, Oct Remittance 381,054.59; Sales Tax Fund: Sd State Treasurer, Oct Remittance 1,376,278.11; Births Deaths & Titles Fund: Sd State Treasurer, Oct

Remittance 1,530.00. MOTION by Schmidt and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to set the date and time for a PUBLIC HEARING on December 10, 2024, 8:30 a.m. and adjournment, pursuant to SDCL 7-21-22, for the purpose of adopting the following supplements to the 2024 Budget: A supplement adding to the Director of Equalization budget \$19,530.00 due to resolution 2312-44 passed on 12.26.2023 change in step increases, and account for overtime; increase in Information Technology budget in the amount of 3,629.00 due to resolution 2312-44 passed on 12.26.2023 change in step increases and 17,000.00 resolution 2405-40 passed on 05.28.2024 agreement with Microsoft; increase in the Sheriff budget in the amount of 155,448.00 due to resolution 2311-17 passed on 11.07.2023 approval of agreement with Fraternal Order of Police; increase to the Juvenile Detention budget in the amount of \$180,559.00 due to resolution 2402-65 passed on 02.27.2024 approve agreement for detention services; increase to the Highway Budget in the amount of \$350,022.00 due to resolution 2410-09 passed on 10.01.2024 approve replacement purchase of wheel loader. MOTION by Schmidt and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to approve an automatic budget supplement in the State's Attorney's office for unanticipated grants in the amount of 24,395.59. Account 101-4151-33400 in the amount of 24,395.59, account 101-4151-411000 in the amount of \$20,000, account 101-4151-412000 in the amount of 1,530.00, account 101-4151-413000 in the amount of 1,200.00, account 101-4151-415000 in the amount of 1,665.59. MOTION by Schmidt and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

REGULAR BUSINESS:

COMMISSIONER BRIEFING: Sheri Lund, Auditor, requested that the Board accept the offer put forth by Julia and Travis Larson for parcel 250.48.01.028. No other offers were submitted. Public input was not heard.

RESOLUTION: BE IT RESOLVED to accept the offer from Julia and Travis Larson in the amount of \$500.00 for the property located at 509 S Poplar, Lennox SD legally described as Lennox Highlawns Addition Lot 28 & S 5' Lot 29 Block 1, aka//.250.48.01.028. MOTION by Landeen and seconded by Schmidt. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

COMMISSIONER BRIEFING: Sheri Lund, Auditor, presented to the Board the 2025 pay matrices that included cost-of-living adjustments (COLA) and step increases for non-bargaining unit employees and COLA's for the non-FOP certified officers. Sheri Lund also presented and requested final approval for the 2025 Elected Officials' salaries that were previously approved during the 2025 budget process. Public input was not heard.

RESOLUTION: BE IT RESOLVED to approve the 2025 pay matrix with a 3% cost-of-living adjustment and a 2.5% step increase for non-union county employees. And approve a 5% COLA adjustment for the non-FOP certified officers. MOTION by Landeen and seconded by Schmidt. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to approve elected official compensation for 2025; State's Attorney - \$173,052.30, Sheriff - \$151,305.25, Auditor - \$115,686.03, Treasurer - \$102,545.96, Register of Deeds - \$100,048.18. MOTION by Schmidt and seconded by Landeen. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

COMMISSIONER BRIEFING: Drew DeGroot, Chief Civil Deputy State's Attorney, presented information from the Human Resources department to request the Board reclassification the Assistant Commission Administrative Officer to Commission Administrative Assistant. Human Resources has brought forth a new job description for this position. Human Resources also request the Board take action regarding determination of paygrade. Public input was not heard.

RESOLUTION: BE IT RESOLVED to approve the reclassification of the Assistant Commission Administrative Officer to Commission Administrative Assistant. MOTION by Schmidt and seconded by Landeen. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to set the new Commission Administrative Assistant at the 110 paygrade. MOTION by Schmidt and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

COMMISSIONER BRIEFING: Drew DeGroot, Chief Civil Deputy State's Attorney, brought forth the renewal agreement with Well365, which provides opportunities for employers to create a thriving culture through well-being and mental health solutions. The renewal of the agreement continues through November 30th of 2025. Public input was not heard.

RESOLUTION: BE IT RESOLVED to approve Wellness Service Agreement with Well365, LLC. MOTION by Schmidt and seconded by Landeen. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

COMMISSION DISCUSSION: David Ekle, Veteran's Service Officer, discussed with the Board the county's participation in Operation Green Light; from November 4th through 11th, county buildings and landmarks across the country were illuminated green to show support for veterans and raise awareness around the resources available at the county, state, and federal levels to assist veterans and their families.

COMMISSIONER BRIEFING: Paul Anderson, Assistant Commission Administrative Officer, presented the memorandum of Personnel Action that was moved from consent to regular business and requested that Heather Sehr, Appraiser, in the Department of Equalization, effective the first day of the biweekly pay period following 11/07/2024, 108/13 at \$36.59/hourly; Keith Holter, Building Inspector/Code Enforcement Officer, in Planning and Zoning, effective the first day of the biweekly pay period following 10/31/2024 be added to the memo. Public input was not heard.

RESOLUTION: BE IT RESOLVED to approve step increases for: Katherine Wickre, Jail Office Assistant, in the Sheriff's Office, effective the first day of the biweekly pay period following 11/06/24, 105/5 at \$24.51/hourly; Kari Gackle, Paralegal, in the State's Attorney's Office, effective the first day of the biweekly pay period following 10/24/24, 107/5 at \$28.05/hourly; Joel Carlson, Building Inspector/Code Enforcement Officer, in Planning and Zoning, effective the first day of the biweekly pay period following 11/19/24, 108/7 at \$31.55/hourly; Patricia Jones, Lead Dispatcher, in 911 Communications, effective the first day of the biweekly pay period following 11/15/24, 107/17 at \$37.64/hourly; Taylor Kirkeby, Tax & License Clerk, in the Treasurer's Office, effective the first day of the biweekly pay period following 12/04/24, 104/3 at \$22.00/hourly; Heather Sehr, Appraiser, in the Department of Equalization, effective the first day of the biweekly pay period following 11/07/2024, 108/13 at \$36.59/hourly; Keith Holter, Building Inspector/Code Enforcement Officer, in Planning and Zoning, effective the first day of the biweekly pay period following 10/31/2024, 108/9 at \$33.14/hourly. MOTION by Arends and seconded by Landeen. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT:

Public comments were not heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY):

Commissioner reports were given.

EXECUTIVE SESSION:

RESOLUTION: BE IT RESOLVED to enter Executive Session at 9:03 a.m. for the following purposes: Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters, SDCL 1-25-2(3); MOTION by Landeen and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

RESOLUTION: BE IT RESOLVED to exit Executive Session at 9:31 a.m. MOTION by Schmidt and seconded by Arends. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

ADJOURNMENT:

MOTION by Arends and seconded by Landeen to adjourn at 9:32 a.m. until 8:30 a.m. on November 26, 2024. Arends: "Aye" Schmidt: "Aye" Landeen: "Aye" Jibben: "Aye". Motion carried.

Lincoln County Board of Commissioners

James C. Jibben, Lincoln County Chair

Attest: _____
Alicia Cafaro, Lincoln County Deputy Auditor

Approved: November 26, 2024

Please publish the week of December 2, 2024