

**Lincoln County Board of Commission**  
**Meeting Minutes**  
**March 11, 2025**

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at on March 11, 2025, with Commissioners Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam present. Alicia Cafaro, Deputy Auditor, served as Clerk of the Board. Chief Civil Deputy State's Attorney, Drew DeGroot, was also present.

Chair, Tiffani Landeen, called the meeting to order.

**ROUTINE BUSINESS:**

MOTION by Joel Arends and seconded by Betty Otten to approve agenda. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Reports:

- Mileage Reports
- February 2025 Register of Deeds Report
- Lincoln County Planning & Zoning Hearing Notice

MOTION by Jim Schmidt and seconded by Joel Arends to approve Consent agenda. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

**CONSENT AGENDA:**

MOTION by Jim Schmidt and seconded by Joel Arends to approve County Commission Minutes 03.04.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve Lincoln County Claims in the amount of: \$2,021,442.88; A & B Pure Water Online Corp, Drinking Water Machine Rental Contract, 207.8; A To Z World Languages Inc, Interpretation Services, 400; Agterra Technologies Inc, Agt User, 30.68; AJ's Automotive LLC, 24-7 Oil Change, 149.98; All Nations Interpreters Inc, Interpreting Services, 1525; Anderson, Jennifer Marie, Mi- Eval, 1191.62; Auto Dynamics Inc, 23-3, 23-2, 21-2, 1693.52; Automotive Doctors LLC, 24-8, 22-3, 2250.92; Billion Chevrolet, 2025 Chevrolet Equinox, 29165; Buddi Us LLC, February Statement, 1612; Canton Home & Farm Supply, Paint And Painting Materials, 3779.05; Century Business Products, Acct# Sf2923 Aud Copier, 538.74; Cintas (First Aid), First Aid Supplies, 161.88; Cintas Corp, Rug Cleaning And Exchange, 285.54; City Of Canton, Water Utilities - Ch - Low Volume, 524.48; City Of Harrisburg, Dec 2024 Fuel, 5537.43; CNA Surety, Notary, 50; Dakota Data Shred, Document Shredding, 112.12; Dakota Psychological, Psy Eval, 2700; Davison County Sheriff's Office, February Inmate Housing, 210; Election Systems & Software Inc, Maint Fee Expressvote, 470.93; Erin M. Johnson, MI Board, 3,888; Frantzen Reporting/Pgr8R Inc, Transcript, 97.50; G & R Controls Inc, Boiler Repair, 2365.13; Grainger, Multi-Gas Detector For Confined Space Entry, 1062.25; Griesse Law Firm, Pc, Crt Appy Atty, 5370; Gunner, Andrea, Transcripts, 105.45; Harrisburg Ace Hardware, Spray Paint/ Batteries, 40.58; Heggen, Russell, Per Diem Meals, 52; Hillyard/Sioux Falls, Upright Vacuum Repair And Parts, 177.98; Interstate Office Products, Supplies, 996.48; Jack's Uniforms & Equipment, Brost Uniform/Leg Chains/Vest, 3041.95; Jena Skorczewski, Court Reporter, Transcript Request, 89.25; Jerry's Auto Sales Inc, Oil Change For 2019 Silverado, 74.24; Juror Fees & Mileage, Fees/Mileage, 1161.46; Justice Fire & Safety Inc, Annual Fire Extinguisher Inspection/Replacement, 1,779; Jw Niederauer Inc, Hardware, 125.7; Katie Johnson Pllc, Crt Appt Atty, 5,809; Kirbside Car Wash, 2 Car Wash, 24; Lookout Plan + Code LLC,

Fees And Contracts, 54; Maxine Risty Court Reporting, Transcript, 61.05; Menards-Sioux Falls West, Building Materials For Event Center Stairs, 667.12; Miller Funeral Home, Poor Relief Funeral, 2500; Miller, Monte, Per Diem Meals, 52; Minnehaha Co Human Services, Monthly Poor Relief - 02.2025, 7447.36; Minnehaha Co Regional JDC, Juvenile Housing, 50,312.53; Minnehaha County Jail, February Contract & Medical, 193201.19; Miranda Tafolla Reporting, Transcripts, 55.5; Myers Billion, Llp, Indigent Persons Contract Fy25 03.2025,19301.5; New Century Press, Meeting/Notice/Election, 247.71; Newvision Automotive LLC, 23-1 Windshield, 340; Northern Safety Technology, Inc, Tahoe Equipment, 7649.31; Olson Law Firm, Pllc, Crt Appt Atty, 926.29; Paragon Health & Wellness, Lab Draws, 2400; Paramedics Logistics South Dakota, Mi-Med Transport,1841.15; Pat Beck, Court Reporter, Grand Jury, 350; Peterson Stuart & Klentz, Prof Llc, 02.2025 Crt Appt Atn, 75694.08; Phillip Loving, Mi Eval, 3098.38; Pro Flooring, Carpet Installation - 2 Offices In So, 838.06; Prochem Dynamics LLC, Custodial Supplies, 2346.09; Redwood Toxicology Laboratory, Lab Testing,123.4; Sandra V. Guzman, Interpreter Services,120.94; Sanford Health, 02.2025 Coroner Services, 1200; Sd Dept Of Health, Lab Testing, 3490; Sd Secretary Of State, Notary, 30; Sd State Treasurer, 02.2025, 2152.19; Sioux Valley News Inc, Publishing - Meetings & Notices, 1099.56; South Dakota Public Assurance Alliance, General Liability Thermal Drone, 387.96; South Lincoln Rural Water System, Water Utilities, 133.6; Southeastern Behavioral Healthcare, Mi - Mobile Crisis 02.2025, 316.34; Strange, Farrell, Johnson & Brewers Pc, Crt Appt Atty, 21745.14; Streicher's, Aimpoint Sights, 2534; Syverson Tricia L, Mi - Hearing, 96; The Crossroads Hotel & Huron Event Center, Conf Lodging, 400; The Dakota Scout LLC , Publishing, 829.82; Thomson Reuters-West Publ Corp, Online Software Subscription, 891.38; Transunion Risk &, Feb 2025, 75; Turnwell Mental Health Of South Dakota, Pc, Crt Eval, 4300; Two Way Solutions Inc, Batteries, 843.15; Voyager Fleet Systems Inc, Fuel, 1,426.63; Well365, LLC, Wellness, 2,907; Xcel Energy, Electrical Utilities, 6,509.61; Yankton Co Treasurer, Mi-Hearing, 271.75; ROAD & BRIDGE: SDRS Special Pay Plan, Retirement Payment, 45; South Dakota Public Assurance Alliance, Insurance, 374.65; Cintas Corp, Supplies/Uniform, 273.03; A-Ox Welding Supply Inc, Welding, 56.62; Two Way Solutions Inc, WO1018, 305.44; Robins Outdoor Service, tree/shrub removal, 750; Glass Doctor of Sioux Falls, WO1099, 354.26; Albers Electric LLC, electrical, 1,308.06; Century Business Products, Supplies, 48.81; Cintas (First Aid), Supplies, 222.72; Lincoln Co Treasurer, Title/Plates, 26.70; Butler Machinery Co, Supplies, 79,964.42; Napa Auto & Truck Parts Of Sioux Falls, Supplies, 960.21; JFI - Johnson Feed Inc, Supplies, 2,260.94; Sign Solutions Usa, Supplies, 1,429.2; Coles Petroleum Products Inc, Fuel, 18,339.09; Canton Home & Farm Supply, WO1094, 16.98; Titan Machinery Inc, WO1078, 158.36; Rockmount Research And Alloys Inc, Tools, 444; Fastenal Company, Supplies, 93.04; Deans Distributing, Supplies, 359.69; Dakota Fluid Power Inc, WO1000, 952.28; Lyle Signs Inc, Signs, 118.14; Comfort Inn & Suites, Lodging, Conference, 286; Sdltap, Registration, 300; Micheal's Purple Petunia, pump tanks, 207; South Lincoln Rural Water System, Utilities, 230.60; Alliance Communications Cooperative Inc, Utilities, 89.95; Verizon Connect Fleet Usa LLC, Fleet, 957.01; Novak Sanitary Svc Corp, Garbage, 361; MidAmerican Energy Co, Utilities, 3,448.18; Southeastern Electric Co-Op Inc, Utilities, 2,497.70; Xcel Energy, Utilities, 98.72; Culligan Water Conditioning Corp, Utilities, 50; Truenorth Steel, Supplies, 16158.4; SD Dept Of Transportation, Inspections, 1,887.13; 911: Language Line Services Inc, Over-the-phone Interpretation, 114.12; Innovative Office Solutions LLC, Battery/label, 74.40; Bluepeak, Utilities, 1,023.27; EMERGENCY & DISASTER: Two Way Solutions Inc, Battery for pager, 32; Timmerman, Harold, Gas for Chamberlain IMAT Training, 53.14; AIRPORT: A-1 Pumping & Excavating Inc, Septic Services, 287.50; Lincoln Co Rural Water, Water bill for leased building at Legacy Aviation, 56; Aviation Management Consulting Group Inc, Evaluation of Airport-AMCG, 3,925.50; Soukup Construction Inc, 101,534.51; Helms & Associates, Helm Engineering service, 4,063.50; Christensen Radiator & Repair, Snow plow which was a budgeted item for 2025, 10,944.12; 24/7: Thammalong, Jevon, 30.00; Lund, Perry, 108.00 MODERN PRESERVATION & RELIEF: Century Business Products, Monthly copy/prINTER fees, 37.09; JUSTICE CENTER: JLG Architects, Courthouse Project #21030-31, 30,029.74; Tegra Group, 436.225 LC Justice Center, 12,995.34; Geotek Engineering & Testing Services Inc, 0076067 LC Justice Center, 870; STATEWIDE SOBRIETY: Sd Attorney General's Office, FEB 24/7 PROGRAM, 407; MODERN

PRESERVATION & RELIEF: SDACO, State M & P, 1,402; STATE MOTOR VEHICLE: SD State Treasurer, 605Drive, 84,386.33; REGISTER OF DEEDS TITLE FUND: SD State Treasurer, 710; MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve and authorize the chair to execute two (2) payments to Helms & Associates in the amounts of \$4063.50 and \$7061.64 for client meeting prep, drawings of construction records and project coordination as well as airport hangar area expansion design. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve and authorize the chair to execute agreements with Geotek Engineering and Testing to perform materials testing for the three bridge preservation projects, PCN 09M0 (42-020-201) in the amount of \$19,400; PCN 09M1 (42-244-255) in the amount of \$21,500; PCN 09RC (42-175-153) in the amount of \$24,950. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve and authorize the chair to execute temporary easements for the 2025 preservation project, PCN 09RC (42-175-153) with Joyce Block, Lavonne Cornelius and Robert and Margaret Schultz. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve abatement of taxes for 2024 payable in 2025 on a parcel in the City of Sioux Falls in the amount of \$1,809.12, per SDCL 10-4-40. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve abatement of taxes for 2024 payable in 2025 on a parcel in the City of Canton in the amount of \$2,103.70, per SDCL 10-4-40. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for John Matthews, Investigator, in the State's Attorney Office, effective the first date of the biweekly pay period following 3/6/2025, 109/8 at \$35.64/hr. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

## **REGULAR BUSINESS:**

COMMISSIONER DISCUSSION: Francene Hofer, County Treasurer, spoke to the Board about changes in the Treasurer's Office. Due to the new 605 Drive Motor Vehicle System, the Treasurer's Office has to be balanced by the end of the business day. In order for this to happen, they will stop processing title transfers and new title paperwork at 4:30. This change will take effect starting April 1st. No public input was heard.

COMMISSIONER BRIEFING: Drew DeGroot, Chief Civil Deputy State's Attorney, presented information to the Board and asked for Board approval for a proposal for redesign of additional "shell" space to be built out to expand the States Attorney's Office. Based on the information provided and re-design efforts, JLG developed the following scope of work for inclusion by amendment of the AIA Owner-Architect Agreement. Public input was heard.

RESOLUTION: BE IT RESOLVED to authorize the Chair to sign JLG Proposal for redesign in the amount of \$63,000. MOTION by Betty Otten and seconded by Jim Schmidt. Ayes; Jim Schmidt, Tiffani Landeen, Betty Otten, Nays; Joel Arends, Doug Putnam. Motion Passed.

COMMISSIONER DISCUSSION: Kate Feilmeier, Program Director for Children's Home Shelter, gave a presentation about the organization, it's increase in usage by the public and how they're funds are spent. No public input was heard.

COMMISSIONER DISCUSSION: Toby Brown, Planning and Zoning Department Head, gave a presentation regarding the current state of the Planning and Zoning Department. No public input was heard.

COMMISSIONER DISCUSSION: Becky Vander Broek, County Register of Deeds, gave a presentation regarding the current state of the Register of Deeds Office. No public input was heard.

COMMISSIONER DISCUSSION: Terry Fluit, head of Road and Bridge Department, gave a presentation regarding the current state of the Road and Bridge Department. No public input was heard.

#### **OPPORTUNITY FOR PUBLIC COMMENT**

No public comment was heard.

#### **COMMISSIONER REPORT (INFORMATIONAL ONLY)**

Commissioner reports were given.

#### **EXECUTIVE SESSION:**

No Executive Session was held.

Chairman Landeen left meeting at 9:58AM.

#### **ADJOURNMENT**

MOTION by Joel Arends and seconded by Doug Putnam to adjourn at 10:00a.m. until 8:30 a.m. on March 25, 2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Lincoln County Board of Commissioners

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Tiffani Landeen, Lincoln County Chair

Attest: \_\_\_\_\_  
Alicia Cafaro, Lincoln County Deputy Auditor

Approved: March 25, 2025

*Please publish the week of March 31, 2025*