

**Lincoln County Board of Commission
Meeting Minutes
April 1, 2025**

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at on April 1, 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 Betty Otten and seconded by Joel Arends to approve Agenda.. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Payroll: \$469,714.72

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.84, SDRS 161.78
Auditor's \$15,947.86; FICA 918.81, Medicare 214.88, SDRS 949.66
Treasurer's \$20,148.14; FICA 1,111.20, Medicare 259.88, SDRS 1,197.19
States Attorney's \$76,291.63; FICA 4,393.16, Medicare 1,027.43, SDRS 4,483.49
Gen Gov Bldg \$19,084.65; FICA 1,047.38, Medicare 244.95, SDRS 1,133.38
DOE \$43,198.90; FICA 2,478.80, Medicare 579.72, SDRS 2,520.18
ROD \$10,379.02; FICA 574.36, Medicare 134.33, SDRS 617.04
VSO \$2,659.20; FICA 156.50, Medicare 36.60, SDRS 159.55
GIS \$7,025.94; FICA 397.64, Medicare 93.00, SDRS 417.36
IT \$8,276.80; FICA 483.44, Medicare 113.06, SDRS 492.41
HR \$1,616.00; FICA 96.32, Medicare 22.53, SDRS 96.96
Sheriff's \$121,189.18; FICA 7,094.34, Medicare 1,659.16, SDRS 9,118.86
Jail \$18,493.70; FICA 1,126.89, Medicare 263.55, SDRS 1,080.35
County 4-H \$4,592.20; FICA 270.45, Medicare 63.25, SDRS 272.83
Weeds \$5,113.24; FICA 317.02, Medicare 74.14, SDRS 291.80
P & Z \$13,615.60; FICA 837.27, Medicare 195.81, SDRS 792.93
Highway \$50,832.72; FICA 2,957.34, Medicare 691.64, SDRS 3,036.45
Communications \$32,543.63; FICA 1,863.97, Medicare 435.93, SDRS 1,923.99
EM MGMT \$4,150.17; FICA 235.96, Medicare 55.18, SDRS 246.01
Airport \$2,911.11; FICA 180.49, Medicare 42.21, SDRS 174.67
24/7 \$2,815.85; FICA 174.58, Medicare 40.83, SDRS 225.27

Reports:

Mileage Reports - Highway Dept
US Bank Expense Report - March 2025

Recognition of significant anniversaries: April 2025

Terry Fluit, Highway Superintendent -28 Years
Chad Baker, Buildings and Grounds – 22 Years
Jarid Espland, Sheriff's Office -12 Years

MOTION by Jim Schmidt and seconded by Joel Arends to approve Consent Agenda items.. 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: 3.25.25. 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 Chad Brown, Chief Deputy, in the Sheriff's Office, effective the first date of the biweekly pay period following 03/24/2025, SO4/12 at \$5,373.03/bi-weekly. 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 Jessica Sommervold, Office Manager, in the State's Attorney's Office, effective the first date of the biweekly pay period following 03/29/2025, 109/15 at \$42.37/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.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for Anje Williams, Lead Paralegal, in the State's Attorney's Office, effective the first date of the biweekly pay period following 03/29/2025, 109/12 at \$39.34/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.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for Shalesa Nissen, Tax and License Clerk, in the Treasurer's Office, effective the first date of the biweekly pay period following 04/01/2025, 104/7 at \$25.02/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.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for Keith Mayer, Deputy Sheriff, in the Sheriff's Office, effective the first date of the biweekly pay period following 04/01/2025, SO1/06 at \$34.99/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.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for Darwin Sogn, Team Lead, in the Highway Shop, effective the first date of the biweekly pay period following 04/01/2025, HWY32 at \$31.62/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.

RESOLUTION: BE IT RESOLVED to approve the Step Increase for Kayla Delfs, Election Coordinator, in the Auditor's Office, effective the first date of the biweekly pay period following 03/27/2025, 106/9 at \$29.81/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: Betty Otten, Commissioner for District 2, introduced the new Lincoln County Human Resources Department Head, Kari Elling. No public input was heard.

COMMISSIONER BRIEFING: Terry Fluit, Highway Superintendent, asked for board approval to purchase from Harding County bid for road construction machinery work from Loiseau Construction Inc for milling/reclaiming work. We will be utilizing Loiseau Construction to do full-depth reclamation (FDR) work at \$1.28/sq.yd, additive injection at \$1.28/sq.dy and mill work on CR134. Project will be approximately 103,000 sq.yds. No public input was heard.

RESOLUTION: BE IT RESOLVED to purchase from a Harding County bid for road construction

machinery work from Loiseau Construction Inc for milling/reclaiming work at \$1.28/square yard. MOTION by Jim Schmidt and seconded by Betty Otten. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Terry Fluit, Highway Superintendent, asked for Board approval to purchase from a Turner County bid for crane and other heavy equipment work from Hollaway Construction Bridge and Culvert Inc. Hollaway Construction will be used to set 3 girders on 2 separate bridges (42-166-150 and 42-152-170) and set a precast box culvert (42-111-170) for the CR134 project (285th St). No public input was heard.

RESOLUTION: BE IT RESOLVED to purchase from a Turner County bid for crane and other heavy equipment work from Hollaway Construction Bridge and Culvert Inc. MOTION by Joel Arends and seconded by Jim Schmidt. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Steve Swenson, Lincoln County Sheriff, asked for board action to approve and authorize execution of the Harrisburg Law Enforcement Contract. No public input was heard.

RESOLUTION: BE IT RESOLVED to approve and authorize the Commission Chair, Lincoln County Auditor and the Lincoln County Sheriff to execute and enter into a three-year contract with the City of Harrisburg for providing Law Enforcement services to the City of Harrisburg. MOTION by Joel Arends and seconded by Jim Schmidt. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Steve Swenson, Lincoln County Sheriff, asked for board action to allow the Sheriff to recruit for a full-time position to replace the budgeted part time position opening. No public input was heard.

RESOLUTION: BE IT RESOLVED to allow the Sheriff to recruit for a full-time position in the Jail division at an S01 to hire for a budget part-time position that will be vacant in June, effective 05.15.2025. MOTION by Jim Schmidt and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Francene Hofer, Lincoln County Treasurer, asked for board action to allow for an over hire in the Treasurer's office. No public input was heard.

RESOLUTION: BE IT RESOLVED to allow the Treasurer to overhire one Tax and License Clerk at 104 step 1 for the replacement of a retiring employee in June. MOTION by Betty Otten and seconded by Joel Arends. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Sheri Lund, Lincoln County Auditor, asked for board action to reduce the budget authority in the Treasurer and General Building and Ground budget. No public input was heard.

RESOLUTION: BE IT RESOLVED to reduce the budget authority to the following budgets: Treasurer Budget account 101-4142-435000 in the amount of \$15,000, General Government Building account 101-4161-432000 in the amount of \$62,500. MOTION by Betty Otten and seconded by Jim Schmidt. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER DISCUSSION: Sheri Lund, Lincoln County Auditor, gave a presentation about the current state of the Auditor's Office and what to expect in the coming years. Public input was heard.

COMMISSIONER BRIEFING: Francene Hofer, Lincoln County Treasurer, gave a presentation about the current state of the Treasurer's Office and what to expect in the coming years. No public input was heard.

COMMISSIONER DISCUSSION: Karla Goossen, head of the Department of Equalization, gave a presentation about the current state of the Department of Equalization's Office and what to expect in the coming years. Karla also conducted her annual conference of commissioners and director. Per SDCL 10-3-14: "The director of equalization shall meet the county commissioners at the office of the county commissioners on the first meeting of April for conference in reference to the performance of the director's duties." Public input was heard.

OPPORTUNITY FOR PUBLIC COMMENT

No public comment was heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were given.

EXECUTIVE SESSION:

Executive Session was not held.

ADJOURNMENT

MOTION by Joel Arends and seconded by Jim Schmidt to adjourn at 10:22a.m. until 8:30 a.m. on April 8, 2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

UPCOMING MEETINGS & EVENTS: