

Lincoln County Board of Commission
Meeting Minutes
June 10, 2025

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30 a.m. on June 10, 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: \$478,499.72

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.48, SDRS 161.78
Auditor's \$16,006.26; FICA 893.59, Medicare 208.99, SDRS 953.17
Treasurer's \$20,529.37; FICA 1,153.78, Medicare 269.84, SDRS 1,221.56
States Attorney's \$79,035.74; FICA 4,557.83, Medicare 1,065.94, SDRS 4,675.80
Gen Gov Bldg \$19,814.82; FICA 1,092.64, Medicare 255.54, SDRS 1,177.37
DOE \$42,435.38; FICA 2,431.46, Medicare 568.65, SDRS 2,526.90
ROD \$11,043.81; FICA 614.87, Medicare 143.80, SDRS 656.93
VSO \$2,389.10; FICA 139.75, Medicare 32.68, SDRS 143.34
GIS \$8,025.94; FICA 459.64, Medicare 107.50, SDRS 477.36
IT \$10,224.15; FICA 604.17, Medicare 141.30, SDRS 609.25
HR \$6,011.16; FICA 345.88, Medicare 80.89, SDRS 359.47
Sheriff's \$111,302.30; FICA 6,488.24, Medicare 1,517.41, SDRS 8,300.12
Jail \$23,896.45; FICA 1,448.06, Medicare 338.66, SDRS 1,543.85
County 4-H \$5,413.39; FICA 321.37, Medicare 75.16, SDRS 297.11
Weeds \$4,730.03; FICA 293.26, Medicare 68.59, SDRS 283.81
P & Z \$9,046.92; FICA 555.76, Medicare 129.98, SDRS 523.32
Highway \$51,196.05; FICA 2,974.68, Medicare 695.69, SDRS 2,905.03
Communications \$38,706.53; FICA 2,239.44, Medicare 523.74, SDRS 2,294.01
EM MGMT \$4,147.17; FICA 235.78, Medicare 55.14, SDRS 246.01
Airport \$2,911.11; FICA 180.49, Medicare 42.21, SDRS 174.67
24/7 \$2,804.86; FICA 173.90, Medicare 40.67, SDRS 224.39

Reports:

Mileage Report (May 2025) – Buildings & Grounds, Emergency Management, Assessor's Office,
Sheriff's Office
May 2025 Register of Deeds Report

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

CONSENT AGENDA:

MOTION by Joel Arends and seconded by Jim Schmidt to approve County Commission Minutes: 06.03.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve Lincoln County Claims in the amount of \$3,049,440.51: General Fund: Riverside Technologies Inc, printer toner \$2,474.00; Sioux Valley News, publishing \$1,368.36; The Dakota Scout LLC , Publishing \$1,136.02; All Nations Interpreters Inc, Interpreter \$642.25; Angel Law, Prof LLC, CA Atty \$654.00; Beck Law, Prof LLC, CA Atty \$2,074.00; Blue Light Investigations LLC, Investigating Expert \$1,637.50; CIOX Health, med records \$18.87; Eich Law Office Prof LLC, CA Atty \$1,472.00; Griese Law Firm, Pc, CA Atty \$1,790.00; ISI, LLC, interpreter \$240.20; Knecht, Andrew J, CA Atty \$997.50; Myers Billion, LLP, 05.2025-Indigent Persons Contract \$18,025.00; O'Leary Law Office, CA Atty \$2,154.60; Peterson Stuart & Klentz, Prof LLC, May '25 PDO Contract \$75,694.08; Salberg, Aaron, CA Atty \$752.00; Samp Law Office, CA Atty \$1,244.50; Terri Lembcke Schildhauer, RPR, GJ Transcript \$198.74; Century Business Products, printing services \$238.67; Cole Papers Inc, ledger paper \$232.39; Elizabeth H. Lundquist, Court Reporter, GJ Transcript \$49.50; Interstate Office Products, supplies \$44.71; Pat Beck, Court Reporter, Grand Jury Proceedings \$400.00; Executive MGMT Finance Office, access fees \$102.00; Thomson Reuters Corp, library plan \$891.38; A & B Pure Water Online Corp, machine rental \$207.80; Bomgaars, fence posts \$1,342.86; Canton Home & Farm Supply, hardware \$81.49; Cintas Corp, rug exchange & cleaning \$316.04; City Of Canton, water utilities \$730.89; Diverse Lawn & Landscaping LLC, mowing - Round-A-Bout \$120.00; G & R Controls Inc, HVAC repair \$665.00; Maendel, Jayda, event cleanup \$120.00; MidAmerican Energy Co, Utilities \$1,075.70; Prochem Dynamics LLC, Custodial Supplies \$81.73; South Lincoln Rural Water System, Utilities \$319.20; Xcel Energy, Electrical Utilities \$8,032.09; Ramkota Hotel-Pierre, Hotal For Spring Workshop \$272.00; Vanderbroek, Becky, Travel Reimbursement \$40.00; Family Services Inc, Eap \$70.00; Well365, LLC, Wellness Services \$6,649.00; Auto Dynamics Inc, 17-3 Oil Change \$76.00; Automotive Doctors LLC, fleet maintenance \$273.16; Canton Home & Farm Supply, Battery \$8.69; Dakota Data Shred, \$56.93; Frantzen Reporting Inc, Transcripts \$250.50; Jack's Uniforms & Equipment, Personnel Uniform \$1,590.88; Karl Chevrolet, 2-Fleet Vehicles \$104,928.40; Lennox Area Ambulance, CPR Training \$950.00; Lincoln Co Treasurer, (2) fleet vehicle tags \$53.40; Sioux Falls Area Humane Society, monthly service \$3,727.00; TIRESANDMORE, Fleet Maintenance \$2,061.80; Transunion Risk & Alternative Data Solutions Inc, Monthly Payment \$75.00; Voyager Fleet Systems Inc, monthly service \$1,814.89; AJ's Automotive LLC, 22-2 Oil Change \$73.86; Minnehaha County Jail, Jail Boarding \$199,973.32; Motorola Solutions Inc, smart connect \$1,920.00; Ramsey County, M.E Services \$1,627.00; River Valley Forensic Services, coroner services \$600.00; Sanford Health Pathology, coroner services \$1,350.00; Minnehaha Co Human Services, Monthly Poor \$23,082.22; Anderson, Jennifer Marie, MI evaluations \$2,135.74; Katie Johnson PLLC, Mi Board \$2,970.00; Nichole Ringing Shield, MI evaluations \$220.00; Phillip Loving, MI evaluations \$1,677.54; SD Human Services, MI Hold \$1,834.89; Syverson Tricia L, Mi Hearing \$288.00; Van Beek Linda, Mi Hearing \$48.00; Youngberg Law, Prof. LLC, CA Atty \$264.00; New Century Press, Carnival Ad - Beresford \$326.72; Storo, Tracie, May 2025 Mileage \$123.75; Transwest Trucks of Sioux Falls, work order supplies \$192.50; Road & Bridge Fund: Action Electric Inc, traffic light repair \$9,249.56; Alliance Communications Cooperative, Internet \$89.95; A-Ox Welding Supply, Cylinder Rental \$32.79;

Bomgaars, parts \$71.96; Butler Machinery Co, Inventory \$5319.12; Canton Home & Farm Supply, rakes \$51.98; Chempoint.Com Inc, work order supplies \$1,261.32; Cintas Corp, supplies \$159.97; City of Harrisburg, road transfer agreement \$150,000; City of Tea, road transfer agreement \$150,000.00; Cole Papers Inc, ledger paper \$34.73; Coles Petroleum Products Inc, diesel \$18,550.05; Cramer & Associates, bridge preservation project \$396,531.28; Culligan Water, \$50.00; Dakota Fluid Power Inc, work order supplies \$916.79; Deans Distributing ,Oil, \$4,120.40; Fastenal Company, Supplies \$1,078.99; Johnson Feed Inc, propane \$32.02; Knife River, construction materials \$2,130.56; light & siren, work order supplies \$3,220.00; LP Graphics & Design LLC, work order supplies \$150.00; MidAmerican Energy, utilities \$334.58; Kimball Midwest, supplies \$78.03; Noregon Systems LLC, Annual Renewal \$2,199.00; North Central Rental LLC, equipment rental \$12,990.60; Novak Sanitary, waste removal; \$371.83 Riverside Technologies Inc, Printer toner \$89.00; SDDOT, work order supplies \$5,711.85; South Lincoln Rural Water System, Utilities - May \$279.20; Southeastern Electric Co-Op, Utilities \$1868.42; \$1,868.42; Sturdevant's Auto Value, fleet supplies \$219.43; Team Lab, \$108,600.00; Tire Motive Service Center, Flat Tire Repair \$25; \$25.00; Transource Truck & Equipment Inc, Wo \$175.84; Verizon Connect Fleet USA LLC, Fleet GPS \$972.99; Xcel Energy, traffic Lights \$70.51; 911 Communications Fund: Language Line Services Inc, interpreter \$100.00; Two Way Solutions Inc, replacement battery for pager \$36.99; Airport Fund: Helms & Associates, final project South Ramp-Closure \$2,123.33; Lincoln Co Rural Water, Utilities \$106.50; Menards-West, supplies \$213.43; Michaels Fence, North Gate opening device \$6,435.00; 24/7 Sobriety Fund: Riverside Technologies Inc, printer toner \$125.00; Century Business Products, printer services \$32.43; Statewide Sobriety Fund: SD Attorney General's Office, 24-7 State Allocation \$11,480.00; Modern Preservation & Relief Fund: SDACO, allocation of M & P \$1,886.00; Motor Vehicle Fund: SD State Treasurer, SD state allocation \$1,659,863.82; Register of Deeds-Birth/Death/Title Fund: SD State Treasurer, SD state allocation of vital records \$770.00; Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the hire of Nancy Becker, part-time Office Assistant, Assessors office, effective 06/17/2025, 103/3 at \$21.39/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Sonny Larson Equipment Operator in the Highway Department, effective the first date of the biweekly pay period following 05/26/2025, HWY1/7 at 30.16/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Sarah Olseth, Appraiser, in the Department of Equalization, effective the first date of the biweekly pay period following 06/21/2025, 108/6 at \$31.71/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Kyle Paulson, Equipment Operator in the Highway Department, effective the first date of the biweekly pay period following 05/13/2025, HWY1/13 at \$36.01/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Tammie Ralfs, Tax and License Clerk, in the Treasurer's Office, effective the first date of the biweekly pay period following 06/25/2025, 104/12 at \$28.30/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Moreen Stambaugh, Lien Specialist, in the Auditor's Office, effective the first date of the biweekly pay period following 06/20/2025, 105/4 at \$24.63/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the Step Increase for Shaun Steffen, Team Lead, Highway Department, effective the first date of the biweekly pay period following 05/13/2025, HWY3/9 at \$38.89/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve and authorize the chair to sign the invoice from Helms and Associates for work completed in the amount of \$2,123.33. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Jim Schmidt to approve the incorporation of Meadow Ridge Road District. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

COMMISSIONER DISCUSSION: Dr. Kenneth Snell, Lincoln County Coroner, gave a report explaining his budget and the adjustments he is requesting. No public input was heard.

COMMISSIONER DISCUSSION: Steve Swenson, Lincoln County Sheriff, laid out his budget requests to the Board. No public input was heard.

COMMISSIONER DISCUSSION: Kari Elling, Human Resources Director, gave her report about her budget and any increases she is asking for. No public input was heard.

COMMISSIONER DISCUSSION: Becky Vander Broek, Lincoln County Register of Deeds, presented to the Board her budget. No public input was heard.

COMMISSIONER DISCUSSION: Paul Anderson, Commission Administrative Assistant, presented to the Board the requisite paperwork for a raffle to be held by Lincoln County Open Class and another raffle to be held by the Lincoln County 4H Junior Leaders, both in conjunction with the Lincoln County 4-H Achievement Days, July 27-31.

The necessary facts pertaining to the notices of Intent to Conduct a Raffle as follows: Name of Organization: Lincoln County Open Class; Purpose/Benefit of the Raffle: help pay for activities and expenses; Location of Raffle: 4-H Achievement Days; Start & End Date of Ticket Sales: July 27-31; Cost of Tickets/List of Prizes & Value: \$10 per ticket or 3 for \$25 for a half a hog (winner pays for

processing); \$1 per ticket for a bucket of eggs; and a dozen tickets for \$10 for a 3-dozen, 2-dozen or 1-dozen box of eggs; Date of Drawing: July 31, 2025, 5 and 7 PM.

Name of Organization: Lincoln County 4-H; Purpose/Benefit of the Raffle: help raise money to pay for Jr. Leader activities; Location of Raffle: 4-H Achievement Days; Start & End Date of Ticket Sales: July 27-31; Cost of Tickets: \$10.00; Date of Drawing: July 31, 2025; List of Prizes & Value: half of the proceeds from ticket sales. No public input was heard.

OPPORTUNITY FOR PUBLIC COMMENT

Public comments were heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were given.

EXECUTIVE SESSION:

MOTION by Jim Schmidt and seconded by Betty Otten to enter into Executive Session at 9:49 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). Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Betty Otten to exit Executive Session at 10:00 a.m. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

ADJOURNMENT

MOTION by Jim Schmidt and seconded by Betty Otten to adjourn at 10:00 a.m. until 6:30 p.m. on June 24, 2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Lincoln County Board of Commissioners

Tiffani Landeen, Lincoln County Chair

Attest: _____

Alicia Cafaro, Deputy Auditor

Approved: June 24, 2025

Please publish the week of June 30, 2025