

Lincoln County Board of Commission
Meeting Minutes
August 5, 2025

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30a.m. on August 5, 2025, with Commissioners Joel Arends, Jim Schmidt, Betty Otten and Doug Putnam present. Alicia Cafaro, Deputy Auditor, served as Clerk of the Board. Chief Civil Deputy State's Attorney, Drew DeGroot, was also present.

Vice-Chair, Jim Schmidt, called the meeting to order.

ROUTINE BUSINESS:

MOTION by Joel Arends and seconded by Betty Otten to move Harold Timmerman's storm briefing to the end of Regular Business and to approve Agenda. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Payroll: \$476,295.72

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.48, SDRS 161.78
Auditor's \$17,046.26; FICA 958.07, Medicare 224.06, SDRS 1015.57
Treasurer's \$20,481.21; FICA 1,147.24, Medicare 268.31, SDRS 1,220.17
States Attorney's \$79,480.35; FICA 4,585.38, Medicare 1,072.39, SDRS 4,674.51
Gen Gov Bldg \$19,175.85; FICA 1,053.02, Medicare 246.27, SDRS 1,139.22
DOE \$43,310.60; FICA 2,485.71, Medicare 581.34, SDRS 2,530.65
ROD \$10,443.81; FICA 577.67, Medicare 135.10, SDRS 620.93
VSO \$2,311.06; FICA 134.91, Medicare 31.55, SDRS 138.66
GIS \$3,463.16; FICA 186.57, Medicare 43.63, SDRS 206.29
IT \$11,821.76; FICA 686.95, Medicare 160.66, SDRS 705.11
HR \$6,011.16; FICA 345.88, Medicare 80.89, SDRS 359.47
Sheriff's \$116,901.43; FICA 6,821.80, Medicare 1,595.42, SDRS 8,789.36
Jail \$24,744.25; FICA 1,497.12, Medicare 350.13, SDRS 1,695.23
County 4-H \$5,720.65; FICA 340.41, Medicare 79.61, SDRS 276.54
Weeds \$4,480.08; FICA 277.76, Medicare 64.96, SDRS 268.81
P & Z \$10,633.20; FICA 654.11, Medicare 152.98, SDRS 637.99
Highway \$51,359.35; FICA 2,984.79, Medicare 698.06, SDRS 2,925.96
Communications \$38,011.03; FICA 2,194.56, Medicare 513.24, SDRS 2,252.28
EM MGMT \$4,147.17; FICA 235.77, Medicare 55.14, SDRS 246.01
Airport \$2,983.25; FICA 184.96, Medicare 43.26, SDRS 179.00
24/7 \$2,807.91; FICA 174.09, Medicare 40.71, SDRS 224.63

Reports:

Mileage Reports: Sheriff Civil Mileage Report - June 2025/Assessor's Office - July 2025
Second Quarter 2025 Highway Fund Transfer Request (corrected)
Auditor Memo regarding Auditor's Account with the Treasurer from 07.22.2025
2nd Quarter 2025 Veterans Service Officer Report
July 2025 East Dakota Water Development District Board Meeting Minutes - DRAFT
Lincoln County Lien Report - July 2025

Recognition of significant anniversaries: August 2025

Kyle Lease, 911 Communications – 24 Years
Travis Johns, Sheriff's Office – 19 Years
Aaron Bartscher, Sheriff's Office – 18 Years
David Dixon, GIS Office – 11 Years

July 2025 US Bank Report

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

CONSENT AGENDA:

MOTION by Joel Arends and seconded by Betty Otten to approve County Commission Minutes: 7.22.2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve abatement of taxes for 2024 payable in 2025 in the amount of \$847.47, on a property in Lynn Township, parcel 098.50.11.1010, building removed in 2024. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve and authorize the Chair to sign Airport Amendment Number 1 for Professional Services for the Lincoln County Airport for a total reduction in project costs of \$20,696.20. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve and authorize the chair to sign the invoice from Helms and Associates in the amount of \$3,593.72. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve and authorize the Chair to sign 2025 Airport Improvement Funds Grant Agreement. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten for Application Affidavit of Replacement Warrant submitted by Nichole Ringing Shield in the amount of \$220.00, original warrant number 77975 issued 06.12.2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the date and time for the FIRST READING to occur August 12, 2025, and the SECOND READING & PUBLIC HEARING to occur between 6:30 p.m. and adjournment of the August 26, 2025, Board of Commissioners Meeting for an Ordinance of Lincoln County, SD, changing the zone of the properties described as Lots 1, 2, and 3, Ninemile View Addition, NE1/4, Section 4-T99N-R49W from the A-1 Agricultural District and RC Recreation/Conservation District to the PD Planned Development District and amending the Official Zoning Map of Lincoln County. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to declare as surplus and remove from inventory the following item from the Director of Equalization Office: 2008 Ford F150, VIN 1FTPZ14V68FB41816 and authorize the Auditor to advertise and proceed with the online auction. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the hire of Christopher Castro, Deputy Sheriff, in the Sheriff's Office, effective 07/28/2025, SO1/3 at \$32.50/hr. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the hire of Caden Lambka, Planner, in the Planning and Zoning Department, effective 08/04/2025, at 109/1 at \$29.97/hr. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Step Increase for Katlyn Wieme, Paralegal in the State's Attorney's Office effective the first date of the biweekly pay period following 08/05/2025, 107/5 at \$28.89/hr. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Promotion for Amanda Turner, from Property Technician to Appraiser in the Department of Equalization Office, effective the first date of the biweekly pay period following 08/11/2025, 108/1 at \$28.01/hr. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to authorize the Auditor to electronically sign the Participation Form for the New National Opioids Settlement: Purdue. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve and authorize Fireworks Public Display Permit Application from Oak Ridge Estate, LLC. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the transfer of funds from 101-276990 Assigned fund balance American Rescue Plan Act (ARPA) expenditures to the 101-277000 Unassigned fund balance in the amount of \$173,000.00 for the first quarter 2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

COMMISSIONER DISCUSSION: Jeremy Saugstad and Kory Kezar of the Lincoln County Soil Conservation District gave a presentation on the health of the district. No public input was heard.

COMMISSIONER DISCUSSION: David Ekle, Veterans' Service Officer, gave a presentation on the Disabled Veteran Property Tax Exemption and Paraplegic Veteran Property Tax Exemption Programs. No public input was heard.

COMMISSIONER BRIEFING: Sheri Lund, Lincoln County Auditor, asked that the Board consider a motion to approve publication of the 2026 Provisional Budget and authorize Lund to advertise for the public hearing to be held on 09.02.2025. No public input was heard.

MOTION by Betty Otten and seconded by Joel Arends to approve the 2026 Provisional Budget for publication and authorize the Auditor to advertise for the public hearing to be held on 09.02.2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER DISCUSSION: Harold Timmerman, Emergency Management Director, gave an update on the aftermath of the storms that hit Lincoln County on July 28th, 2025. No public input was heard.

OPPORTUNITY FOR PUBLIC COMMENT

Public comments were heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were given.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT

MOTION by Joel Arends and seconded by Doug Putnam to adjourn at 9:43a.m. until 8:30 a.m. on August 12, 2025. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Lincoln County Board of Commissioners

Jim Schmidt, Lincoln County Vice-Chair

Attest: _____
Alicia Cafaro, Deputy Auditor

Approved: August 12, 2025
Please publish the week of August 18, 2025