

**Lincoln County Board of Commission**  
**Meeting Minutes**  
**August 12, 2025**

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30AM on August 12, 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 Jim Schmidt and seconded by Betty Otten to add a change order from Henry Carlson Construction LLC to Regular Business and approve Agenda. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Reports:

Mileage Reports (July 2025) - Emergency Management/Sheriff's Office/Buildings & Grounds

Register of Deeds Report - July 2025

Lincoln County Soil Conservation District Presentation Handouts

Correspondence received after agenda publication RE: CUP #USE-0014-2025 Public Hearing (7/22/25)

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

**CONSENT AGENDA:**

MOTION by Jim Schmidt and seconded by Joel Arends to approve County Commission Minutes:

08.05.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve Lincoln County Claims in the amount of: \$2,905,581.02: GENERAL: The Dakota Scout LLC, Publishing \$510.51; Sioux Valley News Inc, Publishing \$552.38; Otten, Betty, Cards Reimburse/PZ Mileage \$40.32; Peterson Stuart & Klentz, Prof LLC, Public Defender Contract \$75,694.08; Myers Billion, LLP, Indigent Persons Contract \$18,025.00; Tschetter & Adams Law Office, Pc, Crt Appt Atty \$28,690.86; Beck Law, Prof LLC, Crt Appt Atty \$2,879.50; De Castro Law Office, PLLC, Crt Appt Atty \$3,590.00; O'leary Law Office, Crt Appt Atty \$4,439.30; Dakota Forensic Consulting, Forensic Consulting \$1,600.00; Isi, LLC, Interpreter \$100.00; All Nations Interpreters Inc, Interpreter \$970.00; Jurors, Fee / Mileage \$1,807.02; Dakota Data Shred, Document Shredding \$114.12; Pat Beck, Court Reporter, Grand Jury Proceedings \$571.75; Cannabis Chemlab, LLC, Lab Testing \$520.00; Thomson Reuters-West Publ Corp, Online Software Subscription \$892.14; Pmb 0112, Executive Mgmt Finance Office, Access Fees \$116.00; Sd Dept Of Health, Lab Testing \$6,830.00; Olson, Dawn, Transcript \$142.45; Jena Skorczewski, Court Reporter, Transcripts \$342.05; Roxane Osborn, Court Reporter, Transcript \$95.10; Ruth Consulting LLC, Edr Kit \$350.00; Century Business Products, Copier Contract \$686.57; Laguna, Autumn, Travel Reimbursement \$503.60; A & B Pure Water Online Corp, Drinking Water Machine Contract \$207.80; Diverse Lawn & Landscaping LLC, Four Mows And One Treatment - Round-A-Bout \$145.00; ABC Rentals, Portable A/C Rental - Achievement Days \$374.00; Johnstone Supply, Repair Parts For Condenser Fan #5 \$780.59; D & D Small Engine Repair & Sales LLC, Replacement Mower Blades \$68.97; Maendel, Jayda, Post Event Cleanup \$140.00; Grainger, Repair Part For A/C Compressor \$341.17; B&B Gates & Supply, Inc, Repair To Sheep Pen \$420.00; ProChem Dynamics LLC, Custodial Supplies \$1,871.34; JW Niederauer Inc, Hardware And Parts \$163.06; Canton Home & Farm Supply, Hardware \$13.98; Cintas Corp, Rug Cleaning And

Exchange \$293.54; Cintas (First Aid), First Aid Supplies \$578.99; Sturdevant's Auto Value Lennox, Auto Fuses \$23.61; City Of Canton, Water Utilities \$1,646.21; Novak Sanitary Svc Corp, Garbage And Refuse Collection \$680.90; MidAmerican Energy Co, Natural Gas Utilities \$865.62; Xcel Energy, Electrical Utilities \$14,556.50; South Lincoln Rural Water System, Water Utilities \$232.40; Chs Eastern Farmers, Propane Utilities \$763.63; Stensland Gravel Co. Inc, Gravel And Crushed Rock For Fairgrounds \$889.47; Bomgaars, Gates/Parts \$783.30; Glass Doctor Of Sioux Falls, Chip Repair \$70.00; Stitches, Stitches \$61.00; SDACC, Convention Registration 2025 \$1,320.00; Cole Papers Inc, Copy Paper \$1,670.53; Integrated Technology & Security, Camera Audio – Commission \$504.64; Tyler Technologies Inc, Vetraspec \$475.94; Cdw-G Inc, Server – Harrisburg \$21,328.04; Riverside Technologies Inc, Phone Analog Gateway/Toner \$13,568.74; Well365, LLC, Wellness Services \$3,851.80; Elling, Kari, Travel Reimbursement – Hotel \$1,791.35; Interstate Office Products, Office Setup/Supplies \$5,921.45; Transunion Risk & Alternative, Data Solutions Inc July 2025 \$75.00; Sioux Falls Area Humane Society, July 2025 \$4,293.10; Frantzen Reporting/Pgr8r Inc, Transcripts \$292.50; Automotive Doctors LLC, 24-8 Oil Change Tire Rotation \$121.45; Tires And More, Oil Change \$1,416.97; Harrisburg Ace Hardware, 23-1 Wiper Blades \$49.98; Sturdevant's Auto Value, Wiper Blade \$37.72; Voyager Fleet Systems Inc, July 2025 Fuel \$6,558.32; Jack's Uniforms & Equipment, Uniform \$7,614.63; Applied Concepts Inc, Tahoe Vss Cable Kit \$274.00; Chamberlain Oil. Co, Inc., Windshield Wiper -35 Fluid \$213.21; Innovative Office Solutions LLC, Toner \$73.47; Octane Ink LLC, New Tahoe Lettering \$550.00; Don LLC D/B/A Don Fee, Equipment Installation 25-1 \$4,600.00; Elite Unmanned LLC, Fast Charger \$215.00; Motorola Solutions Inc, Software License \$5,548.00; Aj's Automotive LLC, Oil Change/Repair \$315.25; Union Co Sheriff's Department, Inmate Housing \$400.50; Minnehaha County Jail, July Contract/Blood Draw/Medical \$176,134.90; Sanford Health, Inmate Medical \$713.08; Avera Surgical Institute Of South Dakota, Inmate Medical \$80.94; Buddi Us LLC, July Tagging Days \$1,692.00; Sanford Health Pathology Clinic, 07.2025-Acct: #43d0906417 \$1,350.00; Dakota Embalming & Transport Service Inc, 07.21.25 \$1,900.00; Minnehaha Co Human Services, Monthly Poor Relief-Aug \$7,817.43; Southeastern Electric Co-Op Inc, Welfare Utilities \$341.09; Sd State Treasurer, Mi \$1,994.35; Anderson, Jennifer Marie, Mi Eval \$2,832.40; Dean Schaefer Court Reporting, Mi-Court Reporting Yankton \$156.00; Erin M. Johnson PLLC, Mi Board \$1,284.00; Karla Salem, Qmhp, Mi Eval \$4,180.00; Miller, Francie, Mi Hearing \$64.00; Phillip Loving, Mi Eval \$2,768.37; Yankton Co Treasurer, Mi Hearing-Yankton \$181.25; Avera, Mi Hold/Inmate Medical \$5,301.04; Gustad, Ginny, Open Class Judge \$50.00; Leber, Marya, Judge \$100.00; Munk, Steve, Judge \$100.00; Pankratz, Linda M, Judge \$150.00; Gesick, Martha C., Judge \$100.00; Skaff, Stacy L., Judge \$100.00; Kamps, Angela, Judge \$100.00; Gillespie, Pamela D., Judge \$100.00; Reith, Crystal, Judge \$100.00; Dewitt, Marty, Judge \$100.00; Storo, Tracie, July Mileage \$239.19; Sweeter, Corissa, Summer Mileage \$113.70; Van Hove, Debora E., Judge \$100.00; Loecker, Reynold I., Poultry Show Judge \$200.00; Hendrickx, Brooke Margaret, Sheep/Goat Show Judge \$200.00; Pearson, Jill, Static Judge \$50.00; Sweeter, Robbie, Static Judge \$50.00; Anderson, Aubrey, Static Judge \$50.00; Shields, June F., Static Judge \$50.00; Huffman, Teresa, Static Judge \$50.00; Tipton, Jan, Static Judge \$50.00; Rops, Kristi, Static Judge \$50.00; Muntefering, Denise, Judge \$100.00; Winterboer, Bev, Static Judge \$50.00; Hagen, Macy, Static Judge \$50.00; Becker, Sydney, Static Judge \$50.00; Bruns, Sharon, Static Judge \$50.00; Crist, Annie, Round Robin Judge \$25.00; Hazel, Chad, Judge/Supplies \$481.24; Sweeter, Wendy, State Fair Parking Pass Reimbursement \$24.00; Austin Strasser, Overnight Watch \$600.00; Hunter Poppens, Overnight Watch \$600.00; Hanson, Maizy, Round Robin Judge \$25.00; Rafe Royall, Swine Show Judge \$200.00; Stuart Plucker, Dairy Show Judge/Round Robin \$200.00; Ruby Rezac, Rabbit Show Judge \$200.00; Mitchell Venderwal, Beef Show Judge \$200.00; William Mccusker, Static Judge \$100.00; Symetra Life Insurance Company, Basic Life \$228.01; Fastenal Company, Supplies \$93.74; Lookout Plan + Code Consulting LLC, Ps Garage Doors,Car Connec Add,Madison Invest \$877.50; Sweeter, Marlene, PZ Mileage/Judge \$60.40; Jongeling, Jerry, Planning Commission Mileage - 07.21.2025 Mtg \$19.07; Boots, Todd, Planning Commission Mileage - 07.21.2025 Mtg \$23.77; Green, Scott, Planning Commission Mileage - 07.21.2025 Mtg \$20.40;ROAD AND BRIDGE: Symetra Life Insurance Company, Basic Life \$34.20; Cintas Corp, Uniform \$197.86; Matheson Tri-Gas Inc, Welding Rental \$145.08; Driveline Service Inc, Wo1265 \$342.44; Action Electric Inc, Traffic Light \$627.55; Midwest Petroleum Equipment, Gasboy System Repair \$477.75; G & R Controls Inc, 8/1-10/31 Maintenance \$1,982.91; Cole Papers Inc, Copy Paper \$93.85; The Dakota Scout LLC , Publishing \$25.53; Cintas (First Aid), Med Supplies \$104.54; Century Business Products, Copies 6.19-7.18 \$49.72; Sioux Valley News Inc, Publishing \$26.31; Lyle Signs

Inc, Signs \$102.09; Butler Machinery Co Filters, \$1,115.27; Mid-American Research, Chemical Supplies \$529.38; Prochem Dynamics LLC, Supplies \$173.36; Canton Home & Farm Supply, Supplies \$13.13; Transource Truck & Equipment Inc, Wo1278/Shop \$795.68; Bauer Built Inc, Wo1214 \$3,606.00; Sioux Falls Ford, Wo1246 \$1,602.08; Napa Auto & Truck Parts Of Sioux Falls, Tools/Parts \$975.89; Coles Petroleum Products Inc, Diesel \$18,547.58; Sdacc, Sdacc Registration X1 \$220.00; Verizon Connect Fleet Usa LLC, Fleet Jul \$955.54; Novak Sanitary Svc Corp, Trash Jul \$371.83; MidAmerican Energy Co, Gas July \$57.50; Xcel Energy, Traffic Lights \$84.48; South Lincoln Rural Water System, Water \$194.20; Culligan Water Conditioning Corp, Water \$50.00; Southeastern Electric Co-Op Inc, Electric Jul \$1,865.60; Cramer And Associates, Inc, 09m0 \$318,583.87; Tri-State Ready Mix Inc, Redimix \$628.00; Sir Lines A Lot, LLC, 2025 Striping \$100.00; Myrl & Roys Paving Inc, G1, G2 \$3,277.64; Knife River - South Dakota, G2 \$2,294.18; Duininck Inc, Class 5 Base \$17,505.50; Bomgaars, Grass Seed \$93.00; Sd Dept Of Transportation, 04n9 \$1,818.22; 911: Symetra Life Insurance Company, Basic Life \$21.60; Cole Papers Inc, Copy Paper \$112.62; Bluepeak, August 2025 \$1,021.09; EMERGENCY AND DISASTER: Symetra Life Insurance Company, Basic Life \$0.55; Quickseries, Publishing Date: 05.22.25 Inv:109915 - Command System \$231.36; Americinn By Wyndom Fort Pierre Conference Center, Room For Training In Pierre \$112.00; Timmerman, Harold, Fuel Reimbursement To Pierre \$127.49; AIRPORT: Symetra Life Insurance Company, Basic Life \$1.80; Lincoln Co Rural Water, Water Bill Airport \$5.50; Helms & Associates, Final Closeout On South Apron \$5,359.13; 24/7 SOBRIETY: Symetra Life Insurance Company, Basic Life \$1.80; MODERN/PRESERV/RELIEF: Century Business Products, Monthly Copy & Printer Fees \$30.09; LAW LIBRARY: Lexisnexis/Relx Inc, Law Library Software \$3,900.00; STATEWIDE SOBRIETY FUND: Sd Attorney General's Office, 24/7 State Allocation \$12,657.00; FIRE DEPT INSURANCE DIST: Tea Fire Dept, 2025 Fire Ins Tax Dist \$48,272.18; Harrisburg Fire Dept, 2025 Fire Ins Tax Dist \$62,765.49; Hudson Fire Dept, 2025 Fire Ins Tax Dist \$11,131.86; Worthing Fire Station, 2025 Fire Ins Tax Dist \$35,476.83; Sioux Falls Fire Dept, 2025 Fire Ins Tax Dist \$315,386.71; Beresford Fire Dept, 2025 Fire Ins Tax Dist \$11,129.45; Lennox Fire Dept, 2025 Fire Ins Tax Dist \$22,562.10; Centerville Fire Dept, 2025 Fire Ins Tax Dist \$3,435.10; Fairview Fire Dept, 2025 Fire Ins Tax Dist \$20,982.69; Canton Fire Dept, 2025 Fire Ins Tax Dist \$37,068.72; Alcester Fire Dept, 2025 Fire Ins Tax Dist \$1,538.98; MODERN/PRESERV/RELIEF: SDACO, July SDACO M & P Portion \$2,242.00; STATE MOTOR: SD State Treasurer, SD State Treasurer 605Drive \$1,455,074.11, BIRTHS, DEATHS, & TITLES: SD State Treasurer, July State Portion Vitals Birth/Death \$890.00; Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve and authorize the chair to sign the invoice from Helms & Associates in the amount of \$1765.41. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve the hire of Lilli Jasper, Deputy State's Attorney, in the State's Attorney's Office, effective 08/25/2025, 114/1 at \$3,689.39 biweekly. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve the Step Increase for Jozlyn Zimmer, Property Technician, in the Equalization Office effective the first date of the biweekly pay period following 08/10/2025, 104/7 at \$25.02/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve the Step Increase for Beverly Rosheim, Tax and License Clerk, in the Treasurer's Office effective the first date of the biweekly pay period following 08/24/2025, 104/7 at \$25.02/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve the Step Increase for Cristen Standley, Tax and License Clerk, in the Treasurer's Office effective the first date of the biweekly pay period following

08/24/2025, 104/6 at \$24.41/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Joel Arends to approve the Step Increase for Courtney Smith, Property Technician, in the Equalization Office effective the first date of the biweekly pay period following 08/29/2025, 104/10 at \$26.94/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

## **REGULAR BUSINESS:**

COMMISSION BRIEFING: Drew Degroot, Chief Civil Deputy State's Attorney, presented to the Board a change order submitted by Henry Carlson Construction, LLC in the amount of \$175,074 regarding upgrades to the elevators to be installed at the Justice Center. No public input was heard.

MOTION by Betty Otten and seconded by Joel Arends to approve the Justice Center change order in the amount of \$175,074. Ayes; Joel Arends, Jim Schmidt, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

FIRST READING was held 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 RC Recreation/Conservation District and the A-1 Agricultural District to the PD Planned Development District and amending the Official Zoning Map of Lincoln County. The Planning Commission recommends approval (4-0-1). Location: Parcels: 099.49.04.J001, 099.49.04.J002, and 099.49.04.J003. No public input was heard.

COMMISSIONER DISCUSSION: Paul Anderson, Commission Administrative Assistant, gave information to the Board regarding the Raffle & Lottery Form for the Good Earth Farms Animal Sanctuary. Good Earth anticipates having Bingo Night on September 6th and 14th from 6PM – 8PM. The prizes available will be hats, t-shirts and one large prize worth \$500. The money raised will go to support the animals at The Good Earth Farm Animal Sanctuary. No public input was heard.

COMMISSIONER DISCUSSION: David Myers, airport manager, gave a report regarding Marv Skie/Lincoln County and recommendations on land lease rates for hangars owned by tenants. Also present to speak on hangar lease rates were James Gulson of the Airport Advisory Board and Craig Arnold, both of whom own hangars at Marv Skie Airport. Public input was heard.

COMMISSIONER DISCUSSION: Paul Anderson, Commission Administrative Assistant, gave a report regarding legislative changes from the 2025 Legislative Session. No public input was heard.

## **OPPORTUNITY FOR PUBLIC COMMENT**

Public input was heard.

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

Commissioner reports were given.

## **EXECUTIVE SESSION:**

Executive Session was not needed.

## **ADJOURNMENT**

MOTION by Betty Otten and seconded by Joel Arends to adjourn at 9:55 a.m. until 6:30 p.m. on August 26, 2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

---

Tiffani Landeen, Lincoln County Chair

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

Approved: August 26, 2025

*Please publish the week of September 1<sup>st</sup>, 2025*