

**Lincoln County Board of Commission
Meeting Minutes
August 26, 2025**

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at on August 26, 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 move Regular Business Item #7 to the first item of Regular Business, increase the amount of submitted claims from \$2,117,722.48 to \$2,125,982.39 and to approve Agenda. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Payroll: \$483,895.54

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.48, SDRS 161.78
Auditor's \$18,033.47; FICA 1,010.91, Medicare 236.42, SDRS 1,074.80
Treasurer's \$20,474.05; FICA 1,143.66, Medicare 267.47, SDRS 1,219.74
States Attorney's \$78,562.07; FICA 4,551.61, Medicare 1,064.49, SDRS 4,619.41
Gen Gov Bldg \$19,751.39; FICA 1,088.72, Medicare 254.62, SDRS 1,173.74
DOE \$43,464.00; FICA 2,521.74, Medicare 589.76, SDRS 2,539.86
ROD \$10,443.82; FICA 577.68, Medicare 135.10, SDRS 620.93
VSO \$2,311.06; FICA 134.91, Medicare 31.55, SDRS 138.66
GIS \$4,013.16; FICA 220.67, Medicare 51.61, SDRS 239.29
IT \$11,821.75; FICA 702.59, Medicare 164.31, SDRS 705.11
HR \$6,011.16; FICA 345.88, Medicare 80.89, SDRS 359.47
Sheriff's \$107,509.54; FICA 6,242.99, Medicare 1,460.05, SDRS 7,991.26
Jail \$25,644.96; FICA 1,554.72, Medicare 363.60, SDRS 1,775.94
County 4-H \$5,894.90; FICA 351.22, Medicare 82.14, SDRS 276.54
Weeds \$4,480.08; FICA 277.76, Medicare 64.96, SDRS 268.81
P & Z \$10,958.20; FICA 674.26, Medicare 157.69, SDRS 637.99
Highway \$51,995.02; FICA 3,024.23, Medicare 707.28, SDRS 2,929.34
Communications \$36,158.20; FICA 2,079.71, Medicare 486.38, SDRS 2,098.14
EM MGMT \$4,147.17; FICA 235.78, Medicare 55.14, SDRS 246.01
Airport \$2,983.25; FICA 184.96, Medicare 43.26, SDRS 179.00
24/7 \$2,809.29; FICA 174.18, Medicare 40.73, SDRS 224.74

Reports:

Mileage Reports - Airport - 3rd Quarter 2025, Sheriff Civil Fee - July 2025, Highway - June/July 2025 (Fluit/Narum/Wellman)
July 2025 Auditor Account with the County Treasurer Report and Financial Reports
Local Emergency Management Performance Grant 3rd Quarter Matrix
Notice of Public Hearing - Clay County Commission

MOTION by Joel Arends and seconded by Betty Otten 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 Betty Otten to approve County Commission Minutes: 8.12.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Board action to approve Lincoln County Claims in the amount of: \$2,117,722.48

MOTION by Joel Arends and seconded by Betty Otten to approve the Good Earth Bingo Notice Update: Good Earth is fixing a typo on the original form to update the date from September 6th to September 7th. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve a refund of taxes for 2023 payable in 2024 in the amount of \$38.83, on a property in Lynn Township, parcel 098.50.13.4000, State of South Dakota purchased 2.63 acres. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve a refund of taxes for 2023 payable in 2024 in the amount of \$53.99, on a property in Lynn Township, parcel 098.50.14.4010, State of South Dakota purchased 3.60 acres. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve a refund of taxes for 2023 payable in 2024 in the amount of \$64.97, on a property in Lynn Township, parcel 098.50.14.4020, State of South Dakota purchased 4.21 acres. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the hire of Tanner Butler, GIS Analyst, in the GIS Department, effective 09/08/2025, 109/3 at \$31.49/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Promotion for Donna Ekle, Appraiser, promotion to Deputy Director of Equalization in the Equalization Office, effective 08/25/2025, 110/6 at \$2,904.32 biweekly. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Transfer for Stori Miles, Summer Intern, transfer to Legal Office Assistant in the State's Attorney's Office, effective 09/08/2025, 104/1 at \$21.58/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Step Increase for Drew DeGroot, Chief Civil Deputy State's Attorney, in the State's Attorney's Office effective the first date of the biweekly pay period following 08/28/2025, 117/8 at \$5,832.40 biweekly. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Wage Correction for James Symens, Equipment Operator, in the Highway Shop, effective the first day of the biweekly pay period following 07/08/2025, HWY1/8 correction from \$32.00/hr. to \$31.06/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve the Application Affidavit of Replacement Warrant submitted by Ashlee Junge with Legacy Law Firm in the amount of \$1,298.37,

original warrant number 33894 issued 01.13.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Joel Arends and seconded by Betty Otten to approve and authorize Consumer Fireworks Permit Application from Brad Schuler. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

COMMISSIONER BRIEFING: Harold Timmerman, Director of Emergency Management, No public input was heard.

MOTION to consider a motion to authorize the Chair to sign the 2026 Local Emergency Management Performance Grant Agreement.

SECOND READING & PUBLIC HEARING was held as advertised 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). Public input was heard.

AN ORDINANCE OF LINCOLN COUNTY, SD, AMENDING THE REVISED ZONING ORDINANCE FOR LINCOLN COUNTY BY 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.

BE IT ORDAINED BY LINCOLN COUNTY, SD:

Section 1. That the zoning of the properties described as Lots 1, 2, and 3, Ninemile View Addition, NE1/4, Section 4-T99N-R49W are hereby changed from the RC Recreation/Conservation District and the A-1 Agricultural District to the PD Planned Development District and the official zoning map of Lincoln County referred to in § 154.038 is amended.

Section 2. That § 154.200 of the Lincoln County Code of Ordinances is hereby amended to include a new subsection to read:

NINEMILE VIEW PLANNED DEVELOPMENT DISTRICT. The regulations set forth herein or elsewhere in these regulations are the district regulations of the Ninemile View Planned Development District.

(A) SUBAREA 1 (Parcel 099.49.04.J001).

(1) USES PERMITTED. A building or premises shall be permitted to be used for the following purposes.

a. One (1) single-family dwelling.

(2) ACCESSORY USES. Accessory uses and buildings permitted are those accessory buildings and uses customarily incident to any permitted use in the district. No accessory building shall exceed 2,400 square feet in area.

(3) PARKING REGULATIONS. Parking shall be regulated in conformance with the provisions of Sections 154.300 through 154.304.

(4) SIGN REGULATIONS. Signs shall be regulated in conformance with the provisions of Sections 154.315 through 154.323.

(5) DENSITY, AREA, YARD, AND HEIGHT REGULATIONS. The maximum height and minimum lot requirements shall be as follows:

- a. Lot Area – 3.64 acres
- b. Maximum Height – 35 feet
- c. Front yard – 50 feet
- d. Rear Yard – 50 feet
- e. Side Yard – 25 feet

(6) OTHER REGULATIONS.

- a. A final development plan shall not be required for development in accordance with these regulations.
- b. Arrange utilities in such a way that future services are easily connected.

(B) SUBAREA 2 (Parcel 099.49.04.J002).

(1) USES PERMITTED. A building or premises shall be permitted to be used for the following purposes.

- a. One (1) single-family dwelling.

(2) ACCESSORY USES. Accessory uses and buildings permitted are those accessory buildings and uses customarily incident to any permitted use in the district. No accessory building shall exceed 2,400 square feet in area.

(3) PARKING REGULATIONS. Parking shall be regulated in conformance with the provisions of Sections 154.300 through 154.304.

(4) SIGN REGULATIONS. Signs shall be regulated in conformance with the provisions of Sections 154.315 through 154.323.

(5) DENSITY, AREA, YARD, AND HEIGHT REGULATIONS. The maximum height and minimum lot requirements shall be as follows:

- a. Lot Area – 3.28 acres
- b. Maximum Height – 35 feet
- c. Front yard – 50 feet
- d. Rear Yard – 50 feet
- e. Side Yard – 25 feet

(6) OTHER REGULATIONS.

- a. A final development plan shall not be required for development in accordance with these regulations.
- b. Arrange utilities in such a way that future services are easily connected.

(C) SUBAREA 3 (Parcel 099.49.04.J003).

(1) USES PERMITTED. A building or premises shall be permitted to be used for the following purposes.

a. One (1) single-family dwelling.

(2) ACCESSORY USES. Accessory uses and buildings permitted are those accessory buildings and uses customarily incident to any permitted use in the district. No accessory building shall exceed 2,400 square feet in area.

(3) PARKING REGULATIONS. Parking shall be regulated in conformance with the provisions of Sections 154.300 through 154.304.

(4) SIGN REGULATIONS. Signs shall be regulated in conformance with the provisions of Sections 154.315 through 154.323.

(5) DENSITY, AREA, YARD, AND HEIGHT REGULATIONS. The maximum height and minimum lot requirements shall be as follows:

- a. Lot Area – 2.67 acres
- b. Maximum Height – 35 feet
- c. Front yard – 50 feet
- d. Rear Yard – 50 feet
- e. Side Yard – 25 feet

(6) OTHER REGULATIONS.

a. A final development plan shall not be required for development in accordance with these regulations.

b. Arrange utilities in such a way that future services are easily connected.

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

PUBLIC HEARING was held as advertised to consider an application for a temporary on-sale liquor license to operate outside the municipality for Prosper Country Warehouse & Event Hall for events to occur on August 30, September 6 and September 26, 2025. Located at the Prosper Country Warehouse and Event Hall, 46620 278th St., Lennox, SD 57039, Tract 3A of Poppenga's addition in the SW Quarter of Section 28, Township 99 N Range 51 West of the 5th pm Lincoln County, SD. Applicant was not present. No public input was heard.

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

PUBLIC HEARING was held as advertised to consider an application for the transfer of a Retail (On Sale) Liquor License to operate a municipality from Spring Creek Country Club to Fore Score LLC at NW 1/4 NW 1/4 -26-100-49, 27122 480th Ave., Harrisburg, SD, 57032. Applicant was present to answer questions from the Board. No public input was heard.

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: Joe Meader, Civil Deputy State's Attorney, gave a presentation advocating for changes to current on-sale liquor license regulations as follows:

A RESOLUTION DETERMINING THE NUMBER OF ON-SALE AND OFF-SALE ALCOHOLIC BEVERAGE LICENSES AND THE FEES FOR EACH CLASSIFICATION OF LICENSE

WHEREAS, SDCL 35-4-11.1 provides that the Board of County Commissioners shall on or before the first of September in each year determine by ordinance or resolution the number of on-sale and off-sale licenses (other than malt beverage) it will approve for the ensuing calendar year and the fees to be charged for the various classifications of licenses.

NOW THEREFORE BE IT HEREBY RESOLVED:

1. Off-Sale:
 1. That the number of off-sale liquor licenses available be set at nine (9);
 2. That the fee for such a license be set at \$1,200.00; and
 3. That the renewal fee for such a license be set at \$500.00.
2. On-Sale:
 1. That the number of on-sale liquor licenses available be set at nine (9); and
 2. That the initial and renewal fees for such a license shall be set at the same amount charged by the nearest municipality to the license location or in accordance with SDCL 35- 4-2(6).
3. That the application fee for a special event alcohol license shall be as follows:
 1. A temporary special malt beverage retailer's license: \$25.00 per day;
 2. A temporary special on-sale wine retailer's license: \$25.00 per day;
 3. A temporary special on-sale liquor license: \$50.00 per day; and
 4. A temporary special off-sale package wine dealers license \$50.00 per day.
4. A \$120.00 publishing fee, if applicable, shall be required for all licenses in addition to the applicable application or renewal fee.

BE IT FURTHER RESOLVED that this Resolution shall replace any and all fees adopted by ordinance or resolution by the Lincoln County Board of County Commissioners regarding the number of approved on-sale licenses and fees for on-sale licenses, off-sale licenses, and special events licenses within the County.

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

COMMISSIONER BRIEFING: Tiffani Landeen, Commission Chair, provided information to the Board regarding an agreement with Henry Carlson Construction for asphalt replacement on West St related to the Justice Center. No public input was heard.

MOTION by Jim Schmidt and seconded by Betty Otten to approve the agreement with Henry Carlson Construction for asphalt replacement on West Street related to the Lincoln County Justice Center for \$361,810. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Karla Goossen, Director of Equalization, presented a Resolution to the Board that would change the requirements for determining agricultural land classification. Public input was heard.

MOTION by Joel Arends and seconded by Doug Putnam to approve a resolution determining the minimum acre requirements for agricultural land classification be twenty (20) acres. Ayes; Joel Arends, Doug Putnam, Nays; Jim Schmidt, Tiffani Landeen, Betty Otten. Motion Failed.

MOTION by Betty Otten and seconded by Jim Schmidt to have the agricultural land classification remain the same. Ayes; Joel Arends, Doug Putnam, Nays; Jim Schmidt, Tiffani Landeen, Betty Otten. Motion Failed.

COMMISSIONER DISCUSSION: Francene Hofer, Lincoln County Treasurer, came before the Board again to affirm that the reports have been reconciled.

COMMISSIONER BRIEFING: Betty Otten, Commissioner, began discussing with the Board the effectiveness of the evening Board meeting and asked for input regarding keeping the 3rd meeting in the evening or returning it to the morning. Public input was heard.

MOTION by Betty Otten and seconded by Doug Putnam to keep the 3rd Regular Board of Commissioners Meeting of each month to 6:30 PM for the next six (6) months. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

OPPORTUNITY FOR PUBLIC COMMENT

Public comments were heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were heard.

EXECUTIVE SESSION:

Executive Session was not needed.

ADJOURNMENT

MOTION by Joel Arends and seconded by Jim Schmidt to adjourn at 7:59pm until 8:30 a.m. on September 2, 2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

UPCOMING MEETINGS & EVENTS:

[MIN FOOT]