

Lincoln County Board of Commission
Meeting Minutes
October 7, 2025

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30 a.m. on October 7, 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: \$470,677.54

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.48, SDRS 161.78
Auditor's \$18,033.46; FICA 1,010.90, Medicare 236.42, SDRS 1,074.80
Treasurer's \$20,209.04; FICA 1,130.38, Medicare 264.36, SDRS 1,203.85
States Attorney's \$79,916.01; FICA 4,615.38, Medicare 1,079.40, SDRS 4,739.31
Gen Gov Bldg \$19,057.09; FICA 1,055.60, Medicare 246.87, SDRS 1,132.62
DOE \$37,921.31; FICA 2,170.99, Medicare 507.73, SDRS 2,210.08
ROD \$10,495.82; FICA 580.90, Medicare 135.86, SDRS 624.05
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 \$11,821.75; FICA 703.01, Medicare 164.41, SDRS 705.11
HR \$6,011.16; FICA 345.88, Medicare 80.89, SDRS 359.47
Sheriff's \$116,926.84; FICA 6,830.25, Medicare 1,597.40, SDRS 8,706.23
Jail \$24,675.78; FICA 1,494.63, Medicare 349.55, SDRS 1,712.83
County 4-H \$4,653.90; FICA 274.28, Medicare 64.15, SDRS 276.54
Weeds \$4,681.79; FICA 290.27, Medicare 67.89, SDRS 280.91
P & Z \$13,030.80; FICA 794.38, Medicare 185.78, SDRS 781.85
Highway \$49,667.27; FICA 2,849.30, Medicare 666.37, SDRS 2,944.83
Communications \$36,101.50; FICA 2,084.55, Medicare 487.52, SDRS 2,137.71
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 \$2,817.63; FICA 174.69, Medicare 40.86, SDRS 225.41

Reports:

Mileage Reports - Highway August 2025, Emergency Management - September 2025, Sheriff's Office – September 2025, Assessor's Office - August/September 2025
September 2025 Register of Deeds Report
Auditor's Office Monthly Transaction Report - September
Commission Report - US Bank Department Expense Report
American Recovery Plan Act (ARPA) 3rd Quarter 2025 Spending Report

Recognition of significant anniversaries: October 2025

Joe Carlson, Sheriff's Department – 18 Years
Tim Lems, Highway Department – 12 Years

MOTION by Jim Schmidt 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 Jim Schmidt and seconded by Betty Otten to approve County Commission Minutes: 09.23.2025. 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 approve (CORRECTED) County Commission Minutes: 08.26.2025. 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 approve a refund/ abatement of taxes for 2024 payable in 2025 in the amount of \$72.04, on a property in Lynn Township, parcel 098.50.14.4H01, State of South Dakota purchased 04.14.2023. 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 approve a refund/ abatement of taxes for 2024 payable in 2025 in the amount of \$87.72, on a property in Lynn Township, parcel 098.50.14.4H1, State of South Dakota purchased 04.14.2023. 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 approve a refund/ abatement of taxes for 2024 payable in 2025 in the amount of \$52.05, on a property in Lynn Township, parcel 098.50.13.4H1, State of South Dakota purchased 04.14.2023. 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 approve abatement of taxes for 2024 taxes payable in 2025 on a parcel in Springdale Township in the amount of \$2,516.05, per SDCL 10-4-40. 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 set the date and time for a PUBLIC HEARING on November 25, 2025, and hold a public hearing between 6:30 p.m. and adjournment, pursuant to SDCL 7-21-22, for the purpose of adopting the following supplements to the 2025 Budget: A supplement to the account of Support of Poor in the General Fund for account 101-4411-429430 \$1,000 and to 101-4411-429440 in the amount of \$25,000 and to account 101-4411-429460 in the amount of \$15,000 due to claims that have been paid for indigent, a supplement increasing the Domestic Abuse Fund because of over payment of \$1,000, a supplement increasing 101-4130-37300 in the amount of \$371,645 Revenue received from CLERP, a supplement increasing 101-4130-422120 in the amount of \$65,000, a supplement increasing 101-4130-422130 in the amount of \$30,000, a supplement increasing 101-4130-422200 in the amount of \$100,000, a supplement increasing 101-4130-427000 in the amount of \$5,000, a supplement increasing 101-4130-428000 in the amount of \$600.00. The increase to the 4130 accounts is the unexpected cost of prosecution of cases, a supplement increasing 201-4311-31700 in the amount of \$205,000 underestimated collections for motor vehicle, a supplement increasing 201-4750-429900 in the amount of 30,000 percentage of wheel tax paid out to Cities and townships. 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 approve the 2025-2027 renewal of (Cultivation) Medical Cannabis Application for Korey Hahn (Pure Bliss Farms) on the property legally described as Timmerman Addition, TR-SE 1/4-11-100-51, a/k/a parcel number 100.50.57.D100. 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 approve the Step Increase for Jorge Carrasco, Investigator, in the State's Attorney's Office, effective the first day of the biweekly pay period following 10/19/2025, 109/5 at \$33.10/hr. 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 approve the Step Increase for Christopher Kuntz, Sergeant, in the Sheriff's Office effective the first date of the biweekly pay period following 10/19/2025, SO2/10 at \$42.51/hr. 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 approve the Step Increase for Franklyn Powell, Senior Building Maintenance Technician (HVAC), in the Building & Grounds Department effective the first date of the biweekly pay period following 10/19/2025, 109/5 at \$33.10/hr. 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 approve the Step Increase for Justin Umthun, Deputy Sheriff in the Sheriff's Office effective the first date of the biweekly pay period following 10/19/2025, SO1/6 at \$34.99/hr. 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 approve the promotion of Nancy Becker, pt Office Assistant, to Property Technician in the Equalization Office, effective 09/21/2025, 104/3 at \$22.66/hr. 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 approve a role change for Aaron Bartscher, Captain, to Sergeant in the Sheriff's Office, effective 10/05/2025, SO2/13 at \$45.75/hr. 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 approve the Application Affidavit of Replacement Warrant submitted by Anne Sherod in the amount of \$391.94, original warrant number 83801 issued on 08/26/2025. 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 authorize the Sheriff to order the 2026 budgeted vehicles -(5) 2026 Chevrolet Tahoes using the Iowa State Bid to be purchased through Karls Chevrolet in the amount of \$54,740.20 each to be delivered and paid for in Mid 2026.. 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 authorize the third quarter 2025 Highway Fund Transfer Request--fuel/equipment/labor cost transferred to the Highway Fund from and in the amounts as follows: Buildings & Grounds \$2,022.37; Emergency Management \$567.17; Equalization \$1,437.48; Planning and Zoning \$532.58; Sheriff \$12,888.94; State's Attorney Office \$532.53; Tea Airport \$51.31; Weed Control 1,134.87; Totaling \$19,167.25. Transfer effective 10.07.2025.. 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 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 \$23,452.29 for the third quarter of 2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

SECOND READING & PUBLIC HEARING was held as advertised for an Ordinance of Lincoln County, SD, amending Section 1 of Ordinance 0904-06, Section 1: Organization; The Airport Board shall consist of seven (7) individuals as follows: two (2) voting members of the Board of County Commissioners; three (3) voting members that are leasing airport property from Lincoln County; and (2) voting members that are residents of Lincoln County. Opponents were heard.

MOTION by Joel Arends and seconded by Betty Otten to deny the ordinance as written. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Jared Narum, Assistant Highway Superintendent, presented to the Board and sought approval for the 2026-2030 Road and Bridge Plan. Narum also asked the Board to authorize the Chair to sign a resolution to modify the County Highway System. Lastly, Narum asked the Chair to execute a resolution removing structure 42-050-287 from the National Bridge Inventory. No public input was heard.

MOTION by Joel Arends and seconded by Betty Otten to approve the 2026-2030 Road and Bridge Plan from the Highway Department. 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 authorize the chair to sign a resolution to modify the County Highway system as follows: WHEREAS, Lincoln County would like to modify its Highway System due to the jurisdictional transfer of a county routes to the City of Tea and a review of the primary county highway system. WHEREAS, the changes in Lincoln County's Highway System are in accordance with the South Dakota Department of Transportation's "Policy and Procedures for County Highway System Revisions" adopted 2/1/2020 and SDCL 31-12-2. THEREFORE, BE IT RESOLVED by the Lincoln County Board of Commissioners that the following changes be made to the Lincoln County Highway System. Delete from the Primary County Highway System: 1. 469th Ave, approximately 2660 feet, Beginning at the northeast corner of Section 35, T 100 N, R 51 W, then south approximately 2660 feet; 2. 469th Ave, approximately 5250 feet, Starting at the southeast corner of Section 23, T 100 N, R 51 W, at the intersection of 271st St., then heading north approximately 5250 feet to the intersection of 270th St; 3. 470th Ave, approximately 2400 feet, Starting at the northeast corner of Section 25, T 100 N, R 51 W' at the intersection of 271st St., then heading south approximately 2400 feet. The routes being deleted from the primary county highway system is due to a jurisdictional agreement to transfer county routes to the city of Tea. 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 authorize the chair to execute the following resolution removing structure 42-050-287 from the NBI (National Bridge Inventory): The Lincoln County Board of Commissioners is in agreement with SDDOT that the following structure(s) should be deleted from the National Bridge Inventory (NBI) for the following reason(s): STRUCTURE ID, LOCATION and REASON FOR DELETION: 42-050-287 2W & 0.3N OF BERESFORD Structure has been replaced with a concrete RCBC that no longer meets NBIS length requirements. The Commission is aware of the following stipulations once a structure is deleted from the NBI: 1. Federal and State Bridge funds will not be available for structure replacement or rehabilitation and 2. The structure will only be added to the Inventory following replacement, using County funds. Upon receipt of this resolution, the above structure(s) will be deleted from inventory. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Sheri Lund, Lincoln County Auditor, presented to the Board proposed changes to the election precinct boundaries in a resolution as follows: RESOLUTION: BE IT RESOLVED that in accordance with SDCL 12-14-1 that the Board of County Commissioners shall define the boundaries of election precincts NOW THEREFORE BE IT RESOLVED that the following election precinct boundaries within Lincoln County, South Dakota be as follows: Sioux Falls 2-11 shall be bounded on the north by 57th Street; on

the east by Cliff Avenue; then west on 69th St to the western edge of block 1, Diamond Valley Addition; then south, following the western edge of lots 24B-32; then east along the south border of lot 32; then south along the eastern edge of block 1, lots 33-45, Diamond Valley Addition; then continuing south along the eastern edge of lots E & J Prairie Green Addition; then west following the southern border of lots E & J Prairie Green Addition, continuing along lots 22 and 23A, block 17 of The Lakes at Prairie Green Addition; on the west by Minnesota Avenue; Sioux Falls 2-12 shall be bounded on the north along lots 22 and 23A, block 17 of The Lakes at Prairie Green Addition; following the southern border of lots E & J Prairie Green Addition, continuing north along the eastern edge of lots E & J Prairie Green Addition; then north along the eastern edge of block 1, lots 33-45, Diamond Valley Addition; then west along the south border of lot 32 then north, following the western edge of lots 24B-32; Then north by 69th st; on the east by Cliff Avenue; on the south by south corporate limits; on the west by Minnesota avenue; Precinct Sioux Falls 2-16 shall be bounded on the north by 57th Street; on the east by Sycamore Avenue; on the south by the corporate limits; on the west by Southeastern Avenue; Precinct Sioux Falls 2-19 shall be bounded on the north by 57th Street; on the east and south by corporate limits; on the west by Sycamore Avenue. Public input was heard.

MOTION by Jim Schmidt and seconded by Betty Otten to approve the Auditors' proposed election precinct boundary changes in the following resolution: RESOLUTION: BE IT RESOLVED that in accordance with SDCL 12-14-1 that the Board of County Commissioners shall define the boundaries of election precincts NOW THEREFORE BE IT RESOLVED that the following election precinct boundaries within Lincoln County, South Dakota be as follows: Sioux Falls 2-11 shall be bounded on the north by 57th Street; on the east by Cliff Avenue; then west on 69th St to the western edge of block 1, Diamond Valley Addition; then south, following the western edge of lots 24B-32; then east along the south border of lot 32; then south along the eastern edge of block 1, lots 33-45, Diamond Valley Addition; then continuing south along the eastern edge of lots E & J Prairie Green Addition; then west following the southern border of lots E & J Prairie Green Addition, continuing along lots 22 and 23A, block 17 of The Lakes at Prairie Green Addition; on the west by Minnesota Avenue; Sioux Falls 2-12 shall be bounded on the north along lots 22 and 23A, block 17 of The Lakes at Prairie Green Addition; following the southern border of lots E & J Prairie Green Addition, continuing north along the eastern edge of lots E & J Prairie Green Addition; then north along the eastern edge of block 1, lots 33-45, Diamond Valley Addition; then west along the south border of lot 32 then north, following the western edge of lots 24B-32; Then north by 69th st; on the east by Cliff Avenue; on the south by south corporate limits; on the west by Minnesota avenue; Precinct Sioux Falls 2-16 shall be bounded on the north by 57th Street; on the east by Sycamore Avenue; on the south by the corporate limits; on the west by Southeastern Avenue; Precinct Sioux Falls 2-19 shall be bounded on the north by 57th Street; on the east and south by corporate limits; on the west by Sycamore Avenue. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: John Rombough, Buildings and Grounds Superintendent, came before the Board asking for approval to advertise for bids for the Lincoln County Administration Building lighting upgrade. This currently has budget authority for the amount of \$190,000 in 101-4161-432 of the 2025 budget year. Rombough also asked to remove the budget authority from 101-4161-432 in the amount of \$190,000 in the budget year 2025 and add it to the 2026 budget year. No public input was heard.

MOTION by Jim Schmidt and seconded by Joel Arends to allow the Building Superintendent to advertise an invitation to bid for the Lincoln County Administration Building lighting upgrade. 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 remove the budget authority from 101-4161-432 in the amount of \$190,000 in the 2025 budget year and add it to the 2026 budget year. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Paul Anderson, Commission Administrative Assistant, asked the Board to consider a motion to change the date of the 3rd Board of Commissioners meeting back to October 28th, 2025 at

8:30AM. The Board felt it would be prudent to attend to any County business during the Joint meeting with Sioux Falls on October 28th, 2025 at 6:30PM. No public input was heard.

MOTION by Joel Arends and seconded by Jim Schmidt to convene as the Lincoln County Board of Commissioners during the joint meeting with Sioux Falls on October 28th, 2025 at 6:30PM. 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)

Commission reports were given.

EXECUTIVE SESSION:

MOTION by Betty Otten and seconded by Joel Arends to enter into Executive Session at 9:22 a.m. For the following purposes: Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term "employee" does not include any independent contractor. SDCL 1-25-2(1) and preparing for contract negotiations or negotiating with employees or employee representatives. SDCL 1-25-2(4). Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Jim Schmidt and seconded by Betty Otten MOTION to exit Executive Session at 10:15 a.m. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

ADJOURNMENT

MOTION by Chair Tiffani Landeen to adjourn at 10:15 a.m. until 8:30 a.m. on October 14, 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: October 7, 2025

Please publish the week of October 13, 2025