

Lincoln County Board of Commission
Meeting Minutes
November 13, 2025

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30 AM on Thursday, November 13, 2025, with Commissioners Joel Arends, Tiffani Landeen, Betty Otten, Doug Putnam present in person and Jim Schmidt via phone. 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 Joel Arends and seconded by Betty Otten to approve Agenda. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

Payroll: \$473,759.73

Commissioner's \$8,829.18; FICA 523.72, Medicare 122.48, SDRS 161.78
Auditor's \$15,778.07; FICA 879.20, Medicare 205.62, SDRS 940.98
Treasurer's \$20,600.57; FICA 1,154.65, Medicare 270.04, SDRS 1,227.34
States Attorney's \$80,504.04; FICA 4,651.60, Medicare 1,087.87, SDRS 4,776.62
Gen Gov Bldg \$19,081.19; FICA 1,057.10, Medicare 247.22, SDRS 1,133.35
DOE \$38,994.68; FICA 2,217.43, Medicare 518.59, SDRS 2,321.97
ROD \$10,495.81; FICA 580.90, Medicare 135.85, SDRS 624.05
VSO \$2,311.06; FICA 134.91, Medicare 31.55, SDRS 138.66
GIS \$5,982.36; FICA 334.39, Medicare 78.20, SDRS 357.44
IT \$11,821.75; FICA 703.01, Medicare 164.41, SDRS 705.11
HR \$6,011.17; FICA 345.88, Medicare 80.89, SDRS 359.47
Sheriff's \$119,160.10; FICA 6,954.86, Medicare 1,626.54, SDRS 8,904.46
Jail \$21,984.07; FICA 1,341.54, Medicare 313.75, SDRS 1,498.21
County 4-H \$4,653.90; FICA 274.28, Medicare 64.15, SDRS 276.54
Weeds \$4,480.08; FICA 277.76, Medicare 64.96, SDRS 268.81
P & Z \$13,030.80; FICA 794.38, Medicare 185.78, SDRS 781.85
Highway \$49,103.18; FICA 2,831.50, Medicare 662.21, SDRS 2,934.69
Communications \$35,902.55; FICA 2,072.22, Medicare 484.63, SDRS 2,125.78
EM MGMT \$4,132.17; FICA 234.85, Medicare 54.92, SDRS 246.01
Airport \$2,983.25; FICA 184.96, Medicare 43.26, SDRS 179.00
24/7 \$2,809.28; FICA 174.18, Medicare 40.73, SDRS 224.74

Reports:

Mileage Reports (Oct 2025) - Emergency Management, Sheriff's Office, Equalization, Buildings and Grounds
October 2025 Register of Deeds Report

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

CONSENT AGENDA:

MOTION by Betty Otten and seconded by Joel Arends to approve County Commission Minutes: 11.04.2025. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve Lincoln County Claims in the amount of: \$5,377,903.40; GENERAL: A & B Pure Water Online Corp, Drinking Water Machine Contract \$207.80; Aj's Automotive LLC, Inv34887 23-6 \$84.88; All Nations Interpreters Inc, Interpreter \$1,900.00; Anderson, Jennifer Marie, Mi Eval \$586.66; Anderson, Paul, Mileage \$322.00; Autopros Tire & Service Center, Repairs \$550.46; Avera, Inmate/Mi Medical \$2,660.92; Beck Law, Prof LLC, Crt Appt Atty \$2,371.00; Big Top Tent Rentals LLC, Portable Bathroom Rental - Fair Grounds \$1,500.00; Billion Southtown Inc, 21-5 Battery Replacement \$386.86; Birmingham & Cwach Law Office, Mi Crt Appt Atty-Yankton \$616.78; Boots, Todd, P&Z Board Mileage - Boots - 10.20.2025 Mtg \$23.77; Buddi Us LLC, Z402349 \$1,420.00; Cannabis Chemlab, LLC, Lab Testing \$390.00; Canton Home & Farm Supply, Supplies \$155.93; Century Business Products, Copier Contracts \$165.35; Cintas (First Aid), First Aid Supplies \$206.85; City Of Canton, Water Utilities \$1,603.88; Confidential Investigative Services, Investigative Services \$2,342.00; Jurors, Fees/Mileage \$628.20; Dakota Data Shred, Shredding \$126.12; Dakota Embalming & Transport Service Inc, Transport Fees - 08.11.2025 \$950.00; Dale Stansbury Drywall, Ec Taping And Texturing \$1,100.00; Davison County Sheriff's Office, Inmate Housing \$105.00; De Castro Law Office, PLLC, Crt Appt Atty \$528.00; Diverse Lawn & Landscaping LLC, Mowing And Trimming The Round-A-Bout \$30.00; Dust-Tex Services, Inc, Rug Exchange And Cleaning \$181.00; Erin M. Johnson PLLC, Mi Board \$1,188.00; Fox Law Firm PLLC, Mi Board-Yankton \$195.57; Frantzen Reporting/Pgr8r Inc, Transcripts \$102.00; G & R Controls Inc, HVAC Repair To Compressor \$931.23; Golden, Donelda, Mileage \$11.97; Grainger, HVAC Parts And Equipment \$515.27; Green, Scott, P&Z Board Mileage - Green - 10.20.2025 Mtg \$20.40; Griesse Law Firm, Pc, Crt Appt Atty \$1,031.00; Harrisburg Ace Hardware, Supplies \$98.95; Healthpartners, L Nelson Retiree Nov Premium \$890.66; Jack's Uniforms & Equipment, Uniforms/Supplies \$2,110.18; Jongeling, Jerry, P&Z Board Mileage - Jongeling - 10.20.2025 Mtg \$19.07; Jw Niederauer Inc, Hardware \$46.97; Kading, Kunstle & Goodhope LLP, Crt Appt Atty-Juv \$2,916.00; Katie Johnson PLLC, Mi Board \$6,666.00; Katterhagen, Mark, Mi Hearing-Yankton \$46.00; Kolbeck Law Office LLC, Crt Appt Atty \$6,808.00; Laguna, Autumn , Mileage \$49.14; Larson, Valerie, Mi Hearing-Yankton \$46.00; Lewno Law Office, Lucy M Lewno, Atty, Mi Board-Yankton \$222.74; Lockwood & Zahrbock Kool Law Office, Pc, Crt Appt Atty-Juv \$1,893.00; Menards-Sioux Falls West, Hardware And Trim For Ec Remodel \$664.42; Midamerican Energy Co, Natural Gas Utilities \$880.74; Miller, Francie, Mi Hearing \$96.00; Minnehaha Co Human Services, Monthly Poor Relief-Nov \$7,817.43; Minnehaha County Jail, Inmate Medical/Housing \$158,220.10; Myers Billion, LLP, 11.2025-Ipdc \$18,025.00; Newvision Automotive LLC, 2024 Voyager Windshield - Dw02857gty \$425.00; O'leary Law Office, Crt Appt Atty, , \$880.00; Otten, Betty, P&Z Board Mileage - Otten - 10.20.2025 Mtg \$22.64; Paragon Health & Wellness, Blood Draws/Testimony \$1,798.40; Pat Beck, Court Reporter, Gj Transcript \$373.65; Peterson Stuart & Klentz, Prof LLC, Mi Crt Appt Atty/Contract \$76,282.08; Phillip Loving, Mi Evals \$2,814.21; Pmb 0112, Executive Mgmt Finance Office, Access Fees \$116.00; Prochem Dynamics LLC, Custodial Supplies \$1,537.72; Ps Garage Doors Of South Dakota, Garage Door Repair – Ap \$251.18; Riverside Technologies Inc, Toners \$1,422.78; Roxane Osborn, Court Reporter, Transcript \$132.30; Samp Law Office, Crt Appt Atty \$984.00; Sanford Health Pathology Clinic, Coroner Calls \$1,876.00; Sanford Health, Coroner Services \$960.00; Scott, Erik, P&Z Board Mileage - Scott - 10.20.2025 Mtg \$7.65; Sd Dept Of Game, Fish & Parks, Animal Damage Control \$171.69; Sd Sheriff's Association, 2026 Annual Dues \$2,454.83; Sd State Treasurer, Mi – Yankton \$2,975.70; Sioux Falls Area Humane Society, County Contract Lincoln County Contract: Flat Rate \$4,100.80; Sioux Valley News Inc, Notary Stamp/Publishing \$893.44; South Lincoln Rural Water System, Water Utilities \$190.80; Stephanie Moen & Associates, Grand Jury Proceedings \$487.50; Strange, Farrell, Johnson & Brewers Pc, Crt Appt Atty \$8,975.16; Sweeter, Marlene, P&Z Board Mileage - Sweeter - 10.20.2025 Mtg \$10.40; Symetra Life Insurance Company, Basic Life \$224.41; Terri Lembcke Schildhauer, Rpr, Grand Jury Proceedings \$550.00; The Dakota Scout LLC , Legal Publication \$77.59; Thomson Reuters-West Publ Corp, Online Software Subscription \$815.34; Tiresandmore, 23-1oil Change \$83.50; Titan Machinery Inc, Replacement Acs Attachment For The '99 Case Loader \$4,050.52; Transunion Risk & Alternative Data Sololutions Inc, Oct 2025 \$100.00; Tschetter & Adams Law Office, Pc, Crt Appt Atty \$1,759.18; Van Diest Supply Company, Nis Premier 90 \$1,181.00; Ver Beek Law Prof LLC, Crt Appt Atty-Juv \$1,641.05; Voyager Fleet Systems Inc, Captured Invoice From Voyager Fleet Systems Inc \$4,663.23; Workforce-South, New Hire Screening \$140.00; Xcel Energy, Electrical Utilities \$9,506.81; Yankton Co Sheriff's Office, Mi Served-Yankton \$50.00; ROAD AND BRIDGE: Asphalt Surfacing Company, 25.Mic \$834,270.91; Bartlett Tools Inc, Tool Set \$499.00; Benco Products Inc, Wo1327

\$7.30; Blackstrap Inc, Salt \$2,195.51; Butler Machinery Co, Supplies \$1,644.46; Canton Home & Farm Supply, Wo1384 \$27.92; Cintas (First Aid), Supplies \$62.90; Cintas Corp, Uniform/Mats/Towels \$164.46; Coles Petroleum Products Inc, Diesel \$17,327.48; Culligan Water Conditioning Corp, Water \$50.00; Dakota Alignment & Frame Service, Supplies \$933.05; Force America Distributing LLC, Wo1372 \$1,385.00; Graham Tire Co LLC-Corp, Wo1373 \$1,259.98; Healthpartners, H Fischer Nov Cobra Premium \$890.66; Jfi - Johnson Feed Inc, Supplies \$86.64; Justice Fire & Safety Inc, Inspection \$1,870.00; Matheson Tri-Gas Inc, Welding Rental \$145.08; Midamerican Energy Co, Heat \$323.90; Myrl & Roys Paving Inc, G2 \$1,280.37; Napa Auto & Truck Parts Of Sioux Falls, Wo1372 \$580.85; Novak Sanitary Svc Corp, Oct Trash \$371.83; Sd Dept Of Transportation, Projects \$13,403.75; Sioux Valley News Inc, Publishing \$48.66; South Lincoln Rural Water System, Water \$7,978.20; Southeastern Electric Co-Op Inc, Oct Electric \$2,028.98; Symetra Life Insurance Company, Basic Life \$34.20; Tire Motive Service Center, Wo1367 \$50.00; Transource Truck & Equipment Inc, Wo1333 \$1,141.78; Verizon Connect Fleet Usa LLC, Fleet Gps \$955.54; White Cap Lp, Supplies \$420.24; Xcel Energy, Traffic Lights \$87.21; 911: Language Line Services Inc, Over-The-Phone Interpretation \$100.00; Symetra Life Insurance Company, Basic Life \$19.80; EMERGENCY AND DISASTER: Interstate Power Systems Inc, Balance Due \$83.69; Octane Ink LLC, Remove Decals From Old Em Vehicle \$680.00; Symetra Life Insurance Company, Basic Life \$0.55; Two Way Solutions Inc, Move Radios And Light Bar To New Em Vehicle \$1,744.93; AIRPORT: Symetra Life Insurance Company, Basic Life \$1.80; 24/7: Counterman, Amber, Ua Test Fee Refund \$20.00; Lavender, Kajun, Cam Daily Fee – Refund \$6.00; Pharm Chem Inc, Sweat Patch Analysis - Inv441547 \$415.35; Symetra Life Insurance Company, Basic Life \$1.80; DEBT SERVICE-COURTHOUSE: Us Bank St. Paul, Series 2013 - Courthouse – Final \$434,515.00; DEBT SERVICE-HWY BUILDING: Us Bank St. Paul, Series 2016 Cusip 53340caj0 \$422,091.88; DEBT SERVICE -JUSTICE CENTER: Us Bank St. Paul, Series 2023 - Cusip 53340caw1 \$1,743,096.88; STATEWIDE SOBRIETY: Sd Attorney General's Office, 24/7 Funds October.2025 \$10,966.00; MODERN/PRESERV/RELIEF: SDACO, October SDACO Portion Of M & P Fund \$2,010.00; STATE MOTOR: Sd State Treasurer, Sd State Treasurer \$1,501,922.00; BIRTHS, DEATHS, & TITLES: Sd State Treasurer, October State Portion Birth/Death Vital Records \$1,060.00; Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the hire of Ryan Bates, Deputy Sheriff, in the Sheriff's Office, effective 12/01/2025, SO1/3 at \$32.50/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the hire of Grace Campbell, 911 Dispatcher, in the 911 Communications Department, effective 11/17/2025, 106/1 at \$24.47/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the Step Increase for Joel Carlson, Building Inspector/Code Enforcement Officer, in the Planning and Zoning Department, effective the first date of the biweekly pay period following 11/19/2025, 108/8 at \$33.31/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the Step Increase for Scott Johnson, 911 Dispatcher, in the 911 Communications Department, effective the first date of the biweekly pay period following 11/18/2025, 106/7 at \$28.38/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the Step Increase for Monte Miller, Equipment Operator, in the Highway Department, effective the first date of the biweekly pay period following 11/30/2025, HWY1/6 at \$29.28/hr. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to approve the Step Increase for Jared Narum, Assistant Highway Superintendent, in the Highway Department, effective the first date of the biweekly pay period following 11/05/2025, 112/9 at \$3,715.70 bi-weekly. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

FIRST READING: AN ORDINANCE OF LINCOLN COUNTY, SD, AMENDING THE CODE OF ORDINANCES OF THE COUNTY BY CHANGING THE ZONE OF THE PROPERTY DESCRIBED AS LOT 2 OF TRACT 3 OF HUIZENGA FARMS 2ND ADDITION IN THE SOUTHWEST QUARTER (SW1/4) OF SECTION 2, TOWNSHIP 99 NORTH, RANGE 50 WEST OF THE 5TH P.M., LINCOLN COUNTY, SOUTH DAKOTA FROM THE A-1 AGRICULTURAL DISTRICT TO THE PD PLANNED DEVELOPMENT DISTRICT AND AMENDING THE OFFICIAL ZONING MAP OF LINCOLN COUNTY.

FIRST READING: AN ORDINANCE OF LINCOLN COUNTY, SD, AMENDING THE CODE OF ORDINANCES OF THE COUNTY BY CHANGING THE ZONE OF THE PROPERTY DESCRIBED AS THE NORTH 60 ACRES OF THE EAST HALF (E1/2) OF THE SOUTHEAST QUARTER (SE1/4) OF SECTION 19, TOWNSHIP 99 NORTH, RANGE 51 WEST OF THE 5TH P.M., LINCOLN COUNTY, SOUTH DAKOTA FROM THE A-1 AGRICULTURAL DISTRICT TO THE PD PLANNED DEVELOPMENT DISTRICT AND AMENDING THE OFFICIAL ZONING MAP OF LINCOLN COUNTY.

COMMISSIONER DISCUSSION: Ashley Anderson, HR Technician, gave a presentation about the success of the Lincoln County Food Drive during the month of October. The donations from the staff were double what they were last year. The food was donated to local Lincoln County Food Banks: Faith In Action Food Pantry (Beresford,) Canton Lutheran Church, Harrisburg Area Food Pantry, The Exchange (Lennox) and Tea Area Cupboard. No public input was heard.

COMMISSIONER BRIEFING: Drew DeGroot, Chief Civil Deputy State's Attorney, presented the Board of Commissioner Rules of Procedure draft for adoption. One change was requested; in Section 4.3(5), after the word "political subdivision," add "or as otherwise agreed upon." Public input was heard.

MOTION by Betty Otten and seconded by Jim Schmidt to adopt Board of Commissioner Rules of Procedure with change to Section 4.3(5). Ayes; Jim Schmidt, Tiffani Landeen, Betty Otten, Nays; Joel Arends, Doug Putnam. Motion Passed.

OPPORTUNITY FOR PUBLIC COMMENT

No public comment was heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were given.

EXECUTIVE SESSION:

No Executive Session was needed.

ADJOURNMENT

MOTION by Joel Arends and seconded by Betty Otten to adjourn at 9:00 a.m. until 6:30 p.m. on November 25, 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: November 25, 2025
Please publish the week of December 1, 2025