

Lincoln County Board of Commission
Meeting Minutes
December 2, 2025

THE LINCOLN COUNTY BOARD OF COMMISSIONERS convened at 8:30 a.m. on December 2, 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.

Reports:

Correspondence dated November 18, 2025 - Sunrise Banks

Correspondence dated November 25, 2025 - Sioux Metro Growth Alliance

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: 11.25.2025. 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 and authorize the Chair to execute the annual Memorandum of Understanding between South Dakota State University (SDSU) and Lincoln County for 4-H Partnership for 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 approve the Step Increase for Derek Fischer, Deputy Sheriff, in the Sheriff's Office, effective the first date of the biweekly pay period following 12/09/2025, SO1/9 at \$37.67/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 out-of-state travel for the Information Technology Department to send two employees to attend the Cisco Live conference in Las Vegas, NV from May 31–June 4th, 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 approve and authorize the chair to sign Certifications for Bridge Removal. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

REGULAR BUSINESS:

COMMISSIONER DISCUSSION: Paul Anderson, Commission Administrative Assistant, introduced Wendy Sweeter, 4H Director, who informed the Board of the necessary facts pertaining to a Notice of Intent to Conduct

a Raffle as follows: Name of Organization: Lincoln County 4-H Shooting Sports; Purpose/Benefit of the Raffle: Proceeds from the raffle will go toward purchasing supplies and equipment for the club; Start & End Date of Ticket Sales: Sunday, Jan. 4, 2026 to Sunday, Apr 19, 2026 at 11AM; Cost of Tickets: \$10.00; Date of Drawing: Sunday, Apr 19, 2025; List of Prizes & Value: DeWalt Drill & Impact Driver Set (\$200,) Grilling Kit (\$50,) 4 Scheels gift cards (\$50), 4 HyVee gift cards (\$50), 2 Sunshine gift cards (\$50), 4 Scheels gift cards (\$25), 4 Gamo Competition Air Gun/Pellet Target (\$25). No public input was heard.

COMMISSIONER BRIEFING: Sheri Lund, Lincoln County Auditor, introduced Todd Meierhenry to discuss potential 501(c)(3) Refunding Bond Issue for University of Sioux Falls. Meierhenry asked that the Board set a date and time for a public hearing regarding the 501(c)(3) Refunding Bond Issue for University of Sioux Falls. No public input was heard.

MOTION by Joel Arends and seconded by Jim Schmidt to set the date and time for a public hearing to occur between 6:30PM and adjournment of the December 23, 2025 Board of Commissioners meeting regarding the 501(c)(3) Refunding Bond Issue for University of Sioux Falls. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER DISCUSSION: Jared Narum, Assistant Highway Superintendent, gave the findings on the routine county bridge inspections performed in 2025. No public input was heard.

COMMISSIONER BRIEFING: Jared Narum, Assistance Highway Superintendent, presented to the Board the information regarding application for Bridge Improvement Grants available from the state. No public input was heard.

MOTION by Joel Arends and seconded by Jim Schmidt to authorize the chair to execute Bridge Improvement Grant applications through the South Dakota Department of Transportation for replacement for bridge structures: 42-120-283, 42-200-226, 42-200-249. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Becky Vander Broek, Lincoln County Register of Deeds, brought before the Board the proposal, plan and estimate for the Register of Deeds Scan Project, which will digitize all records in that office. This is a multi-year project that is being funded by the Modernization and Preservation Relief Fund. Public input was heard.

MOTION by Betty Otten and seconded by Jim Schmidt to authorize the Register of Deeds to hire US Imaging to scan Register of Deeds books and microfilm into digital files for an estimated cost of \$189,443.26. Ayes; Joel Arends, Jim Schmidt, Tiffani Landeen, Betty Otten, Doug Putnam, Nays; None. Motion Passed.

COMMISSIONER BRIEFING: Sheri Lund, Lincoln County Auditor and Drew DeGroot, Chief Civil Deputy State's Attorney, gave a presentation about the forthcoming Public Defender's Office, prescribed the qualifications of the public defender, the term of office, the rate of annual compensation and provide for the establishment, maintenance, and support of the office. No public input was heard.

MOTION by Betty Otten and seconded by Jim Schmidt to establish an Office of the Public Defender with the following requirements for the Public Defender: must be licensed to practice law in South Dakota, must be in good standing with the South Dakota Bar (no disciplinary actions), experience handling felony or misdemeanor cases, experience in juvenile law or appellate law if relevant, graduation from an accredited law school, certifications in criminal defense or trial advocacy are preferred, strong trial advocacy and courtroom skills, knowledge of criminal procedure and constitutional rights, ability to manage a caseload effectively, criminal and professional background check clearance, ability to work with clients of diverse backgrounds including those with mental health or substance use issues; and approve the establishment of a 2-year term for the Public

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

COMMISSIONER BRIEFING: Kari Elling, Lincoln County Human Resources Director, provided information to substantiate a request for a holiday schedule for county employees. The request is a half-day on Wednesday, December 24th, 2025, and closure of County offices on Friday, December 26, 2025. Public input was heard.

MOTION by Betty Otten and seconded by Joel Arends to close county offices for half the day on Wednesday December 24, 2025, and close for a full day on Friday December 26, 2026.

MOTION by Betty Otten and seconded by Joel Arends to amend previous motion to close county offices on Friday, December 26, 2025. Ayes; Joel Arends, Betty Otten, Doug Putnam, Nays; Jim Schmidt, Tiffani Landeen. Motion Passed.

MOTION by Betty Otten and seconded by Joel Arends to withdraw the amended motion to close county offices on Friday, December 26, 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 close offices on Friday, December 26, 2025 and declare it a holiday. Ayes; Betty Otten, Nays; Joel Arends, Jim Schmidt, Tiffani Landeen, Doug Putnam. Motion Failed.

COMMISSIONER BRIEFING: Kari Elling, Human Resources Director, asked the Board for an increase to the County's Cost of Living Adjustment for both employees and elected officials. Public input was heard.

MOTION by Joel Arends and seconded by Doug Putnam to set the Cost-of-Living Adjustment for County employees at 2.5% for 2026. Ayes; Joel Arends, Betty Otten, Doug Putnam, Nays; Jim Schmidt, Tiffani Landeen. Motion Passed.

MOTION by Joel Arends and seconded by Doug Putnam to set the Cost-of-Living Adjustment for elected officials to 2.5%. Ayes; Joel Arends, Betty Otten, Doug Putnam, Nays; Jim Schmidt, Tiffani Landeen. Motion Passed.

COMMISSIONER DISCUSSION: David Myers, Airport Manager, gave a presentation regarding the current state of the Marv Skie Airport and suggestions to increase revenue/decrease deficit. Public input was heard.

OPPORTUNITY FOR PUBLIC COMMENT

No public comment was heard.

COMMISSIONER REPORT (INFORMATIONAL ONLY)

Commissioner reports were given.

EXECUTIVE SESSION:

MOTION by Betty Otten and seconded by Joel Arends to enter into Executive Session at 10:26 a.m. For the following purposes: Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters. SDCL 1-25-2(3). 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 exit Executive Session at 11:06 a.m. Ayes; Jim Schmidt, Tiffani Landeen, Betty Otten, Nays; None, Absent; Joel Arends, Doug Putnam. Motion Passed.

ADJOURNMENT

MOTION by Jim Schmidt and seconded by Betty Otten to adjourn at 11:07 a.m. until 8:30 a.m. on December 9, 2025. Ayes; Jim Schmidt, Tiffani Landeen, Betty Otten, Nays; None, Absent; Joel Arends, Doug Putnam.
Motion Passed.

Lincoln County Board of Commissioners

Tiffani Landeen, Lincoln County Chair

Attest: _____
Alicia Cafaro, Deputy Auditor

Approved: December 09, 2025

Please publish the week of December 15, 2025