

**UNAPPROVED  
LAKE COUNTY COMMISSION MINUTES  
December 2, 2025**

The Board of Lake County Commissioners met in regular session on December 2, 2025, at 9 a.m. in the commission meeting room at the Lake County Courthouse. Chair Adam Leighton called the meeting to order. Auditor Paula Barrick called roll call: Commissioner Corey Johnke, Commissioner Adam Leighton, Commissioner Deb Reinicke, Commissioner Dennis Slaughter, and Commissioner Kelli Wollmann were all present. Abby Oftedal, Interim CAO, was also present. The Pledge of Allegiance was recited.

**COMMUNITY COMMENTS: COUNTY COMMISSION, PLANNING COMMISSION, OR BOARD OF ADJUSTMENT:**

Glenn Eggebraaten, representing himself, requested that the county commission consider vacating Summit County bridge #40-220-058 rather than removing the bridge that is tentatively scheduled for removal.

**AGENDA APPROVED:**

Auditor Barrick told the board that approval of travel requests can be removed from the agenda. Commissioner Reinicke would like to add county potluck to the discussion items on the agenda. Motion by Reinicke, second by Wollmann, to approve the agenda for December 2, 2025 with the removal of travel requests and adding the discussion item. Motion carried.

**MINUTES APPROVED:**

Motion by Wollmann, second by Reinicke, to approve the unapproved minutes of November 18, 2025. Motion carried.

**PAYROLL APPROVED:**

Motion by Reinicke, second by Slaughter, to approve payroll #24-November 28, 2025. Motion carried. Comm: \$3,849.25; Auditor: \$6,305.99; Treasurer: \$6,034.11; States Atty: \$9,104.00; Govt Bldg: \$5,654.29; DOE: \$5,802.47; ROD: \$4,290.30; VSO: \$591.35; Sheriff: \$20,480.35; Jail: \$17,714.14; Poor: \$84.67; Ext: \$676.44; Zoning: \$1,882.63; Rd-Br: \$8,616.64; 911: \$14,832.29; EMA: \$2,141.59; 24/7: \$552.25. Grand Total: 108,612.76

**ACCOUNTS PAYABLE:**

Motion by Slaughter, second by Johnke, to approve the accounts payable in the amount \$190,376.12. Motion carried.

**2025.11.26 AP - General:** Aflac, Ded, \$2,116.00, Delta Dental, Ded, \$852.60, SD Retirement, Withholding, \$20,551.88, SD Supp Retirement, Withholding, \$3,123.50, VSP, Prem, \$550.37, Wellmark, Prem, \$22,825.89, **Auditor:** GFC, Lease, \$155.29, **Bldg:** City Of Madison, Util, \$90.74, **Sheriff:** AT &T, Util, \$378.36, **24/7:** Supercom Inc, GPS Monitoring, \$130.00, **EMA:** Aflac, Ded, \$128.22, City Of Madison, Util, \$262.16, Delta Dental, Ded, \$50.50, SD Retirement, Withholding, \$513.98, SD Supp Retirement, Withholding, \$25.00, Sioux Valley, Util, \$660.56, VSP, Prem, \$17.04, Wellmark, Prem, \$960.40, **911:** Aflac, Ded, \$694.22, Delta Dental, Ded, \$151.50, Lumen, Util, \$12.03, SD Retirement, Withholding, \$3,264.78, SD Supp Retirement, Withholding, \$105.00, Sioux Valley, Util, \$41.28, VSP, Prem, \$123.25, Wellmark, Prem, \$7,498.63, **Rd & Br:** Aflac, Ded, \$145.28, City Of Madison, Util, \$489.80, Delta Dental, Ded, \$101.00, MidAmerican, Util, \$31.68, Midco, Util, \$155.39, SD Retirement, Withholding, \$1,981.42, SD Supp Retirement, Withholding, \$187.50, VSP, Prem, \$61.34, Wellmark, Prem, \$3,752.57, Xcel, Util, \$24.21, **Extension:** GFC, Lease, \$175.18, Midco, Util, \$95.39, **Zoning:** Gordon Flesch, Maint, \$51.00. **Total: \$72,534.94**

**2025.11.28 AP - General:** Lake Co Treasurer, Withholdings, \$18,436.57, **Rd & Br:** Lake Co Treasurer, Withholdings, \$2,088.86, **911:** Lake Co Treasurer, Withholdings, \$3,069.86, **EMA:** Lake Co Treasurer, Withholdings, \$480.02, **24/7:** Lake Co Treasurer, Withholdings, \$92.10. **Total \$24,167.41**

**2025.12.02 AP - Commission:** Oftedal, Abby, Cell Phone, \$660.00, **Election:** Johnson, Tina, Meals, \$41.71, Olson, Jill, Mlg/Meals, \$285.61, Ramkota, Lodging, \$302.00, **Judicial:** Dawson, Jacob, CAA, \$1,866.00, De Castro, Manuel, CAA, \$1,512.00, Deya Thorin, Interpret, \$474.20, Jencks & Jencks, CAA, \$6,684.00, Nelson & Ericsson Law, CAA, \$1,267.20, Nelson, Jennifer, CAA, \$5,133.98, **Treasurer:** A & B Business, Maint, \$217.25, **St Atty:** Century Business, Util, \$58.47, Lund, April, Cell

Phone, \$540.00, McGowan, Aaron, Cell Phone, \$540.00, Sanford Health, Serv, \$396.04, Thompson, Jennie, Cell Phone, \$540.00, **Bldg:** Cole's, Fuel, \$323.23, Farmers Ag, Weed Spray, \$166.00, Grainger, Supplies, \$97.29, Hare, David, Cell Phone/Mileage, \$976.20, Menards, Supplies, \$20.92, Ramkota, Lodging, \$142.04, T & H Welding, Pipe, \$325.54, **ROD:** Century Business, Maint, \$45.41, **VSO:** Anderson, John, Cell Phone, \$360.00, **Sheriff:** A & B Business, Maint, \$68.21, Cole's, Fuel, \$2,450.79, First Madison Ins, Notaries, \$240.00, Jack's Uniforms, Serv, \$53.99, Madison Reg Health, BL Tests, \$520.00, Ramkota, Lodging, \$142.04, **Jail:** Aus, Adam, Cell Phone, \$720.00, Axon, License, \$5,718.56, Charm-Tex, Supplies, \$939.90, Gall's Supplies, \$524.49, Gerry, Joseph, Cell Phone, \$540.00, Hofman, Micah, Cell Phone, \$270.00, Lester, Ben, Cell Phone, \$540.00, Madison Family Dental, Med Care, \$697.00, Madison Reg Health, Med Care, \$576.00, Mallett, Thomas, Cell Phone, \$405.00, Reinicke, Hanna, Cell Phone, \$540.00, Rowe, Steve, Cell Phone, \$540.00, Talich, Sarina, Cell Phone, \$720.00, **911:** Denholm, April, Cell Phone, \$209.33, Wahltek, Maint, \$4,254.27, **Rd & Br:** Butler, Repairs, \$1,040.00, Cole's, Fuel, \$6,613.05, Graham Tire, Tires, \$6,948.96, Madison Reg Health, Test, \$125.00, Nebraska Salt, Salt, \$5,637.08, T & H Welding, Supplies, \$476.86, Tolley, Timothy A, Cell Phone, \$720.00, Tran-Source, Repairs, \$26,244.59, **MI:** Community Counseling, Serv, \$600.00, Nelson & Ericsson Law, Serv, \$180.00, **Extension:** City Of Madison, Util, \$746.36, Mathieu, Kim, Reimburse, \$21.20, SDAE4-HP, Dues, \$120.00, SDSU-Dept Of Animal Services, Redbooks, \$16.00, **Zoning:** Schiernbeck, Carrie, Cell Phone, \$540.00. **Total: \$ \$93,673.77**

#### **PERSONNEL – EQUALIZATION:**

Auditor Barrick informed the board she had one personnel recommendation to the board. Motion by Reinicke, second by Wollmann, to ratify the hire of Tammy Olson, full-time clerk in the Equalization Department, at a rate of \$18/hr effective 12/01/2025. Motion carried.

#### **2025 VSO REIMBURSEMENT:**

Auditor Barrick told the board she had received the Request for 2025 State Aid for Salary of County Veterans Service Officer. This is an annual request. Motion by Reinicke, second by Wollmann, to instruct the chair to sign the Request for State Aid for Salary of County Veterans Service Officer. Motion carried.

#### **POSSIBLE BRIDGE REMOVAL 40-220-058/SUMMIT TOWNSHIP:**

Cara Barnhart, Highway Office Manager, presented the encroachment survey, letting authorization, right-of-way certificate, and utility certification regarding removing bridge #40-220-058 in Summit Township. The board agreed that more information is needed before signing the documents. Motion by Reinicke, second by Slaughter, to postpone signing the documents until the January 20<sup>th</sup> meeting to receive further information. Motion carried.

#### **2026 JAIL CONTRACTS:**

Sarina Talich, Lake County Sheriff, presented five jail contracts. The five counties that have returned a signed agreement are Davison, Miner, Hanson, McCook, and Moody. Talich told the board that the only change would be a \$5 increase per day to \$95/day per inmate. Motion by Reinicke, second by Slaughter, to approve the jail contracts between Lake County and Davison, Miner, Hanson, McCook, and Moody counties at a rate of \$95/day per inmate. Motion carried.

#### **OPIOID PURCHASE/SHERIFF:**

Sheriff Talich asked the board to purchase The Sheriff App with the Opioid Settlement funds that have been received. The app will provide residents with updates on active warrants, news, events, and other important notifications, improving transparency and community engagement. Motion by Reinicke, second by Wollmann, to authorize the sheriff to proceed with the purchase of The Sheriff App at a cost of \$9,984 for the first year and an annual cost of \$5,490 to be purchased using the Opioid Settlement funds. Motion carried.

#### **CHRISTMAS PARTY/SHERIFF-JAIL DEPARTMENT:**

Sheriff Talich told the board she would like to hold a Christmas party for the sheriff and jail departments. This money would come from commissary sales and does not come from her budget. Motion by Wollmann, second by Johnke, to approve sheriff and jail departments holding a Christmas party using the commissary reimbursement money. Motion carried.

**RESOLUTION 2025-19/A RESOLUTION ESTABLISHING FEES TO BE PAID BY LICENSED ABSTRACTORS FOR UNCERTIFIED COPIES OF RECORDED DOCUMENTS IN THE REGISTER OF DEEDS OFFICE:**

Shirley Ebsen, Register of Deeds, told the board that she is requesting to subscribe to a paid version of Dropbox. Subscribing to a paid version will provide enhanced security for documents submitted to county abstractors. Resolution 2014-04 established a copy fee of \$.20 per page. This proposed resolution retains the \$.20 per page and adds a \$15 monthly charge for abstractors. Chair Leighton read Resolution 2025-19. Motion by Wollmann, second by Slaughter, to approve Resolution 2025-19 and authorize the chair to sign. Motion carried.

**RESOLUTION #2025-19**

**A RESOLUTION ESTABLISHING FEES TO BE PAID BY LICENSED ABSTRACTORS FOR UNCERTIFIED COPIES OF RECORDED DOCUMENTS IN THE REGISTER OF DEEDS OFFICE**

WHEREAS, SDCL 7-9-15 sets the fees to be charged in the Register of Deeds Office; and  
WHEREAS, SDCL 7-9-15 (6) states that the County Commission shall by resolution fix the fees to be paid by licensed abstractors of the county or by any person who has passed the written examination established by the Abstractors' Board of Examiners pursuant to SDCL 36-13-11 for uncertified copies of recorded instruments; and

WHEREAS, SDCL 7-9-15(6) further states that those fees may not exceed the actual cost to the county for providing such copies; and

WHEREAS, the County Commission has determined the following fees cover the actual cost of providing these copies:

Electronic copies provided \$.20/page

Secure access to electronic file sharing software \$15/month

THEREFORE, BE IT RESOLVED, that the above listed fees for uncertified copies of recorded documents in the Register of Deeds Office are hereby approved.

Voting aye: Johnke, Leighton, Reinicke, Slaughter, Wollman

Voting nay: none

Adopted this 2<sup>nd</sup> day of December 2025.

/s/Adam Leighton

Adam Leighton, Lake County Commission Chair

Attest:

/s/Paula Barrick

Paula Barrick, Lake County Auditor

**RESOLUTION 2025-20/A RESOLUTION AUTHORIZING THE USE OF CREDIT CARDS BY COUNTY EMPLOYEES UNDER RESTRICTED GUIDELINES:**

Abby Oftedal, CAO, presented Resolution 2025-20 for the board to review. Chair Leighton read Resolution 2025-20. Motion by Wollmann, second by Reinicke, to approve Resolution 2025-20 and authorize the chair to sign. Motion carried.

**RESOLUTION #2025- 20**

**A RESOLUTION AUTHORIZING THE USE OF CREDIT CARDS BY COUNTY EMPLOYEES UNDER RESTRICTED GUIDELINES**

WHEREAS SDCL 4-3-27 authorizes the use of credit cards or electronic payment by local government officials and employees for the purchase of materials, supplies, equipment, and other authorized transactions for the benefit of the local government entity. This includes the use of credit cards for pre-approved travel, conference, and education expenses that cannot be directly billed to the County, including hotel rooms, air fare, registration fees and gas for county vehicles.

WHEREAS, before authorizing the use of a credit card or electronic payment, the governing body shall, by resolution, establish policies providing for the use and accountability of credit card purchases or electronic transactions.

WHEREAS, the Lake County Board of County Commissioners has determined that Lake County has a need for credit card use.

NOW THEREFORE BE IT RESOLVED by the Lake County Board of County Commissioners that the following policy is adopted to govern the use of county credit cards by elected officials, department heads, and county employees:

- 1) The County will make available at least one credit card with the Sheriff's office having its own separate credit card specifically for the Sheriff's office. The credit limit shall be set at 5,000.00.
- 2) Each elected official or department head is responsible for the use of the county credit card; is responsible for making sure any charges are authorized County expenditures; and is responsible for knowing that adequate monies are available within the department's approved budget prior to any purchases.
- 3) All credit card users must obtain a receipt from the point of sale and/or invoice for all expenditures incurred on the card. Each user is responsible for ensuring that duplicate receipts and/or invoices are obtained if the original is lost.
- 4) The County credit card may not be used to pay for any items which does not directly benefit Lake County.
- 5) Purchases of fixed assets or services from vendors who require a 1099-MISC, or 1099-NEC form should not be charged to the credit card.
- 6) Personal use of the credit card is strictly prohibited. Misuse of the County credit card will be considered ground for disciplinary action up to and including termination. All improper charges are the responsibility of the employees.
- 7) Employees must advise all vendors that all purchases are tax exempt. No tax charges will be removed by the Auditors Office. If tax is charged, it is the responsibility of the employee to have the tax removed or reimburse the County, except for sales tax on meals.
- 8) No one other than county employees shall possess or utilize a County credit card at any time for any reason.
- 9) Cash advances are prohibited.
- 10) The purchase of tobacco, nicotine, or alcoholic beverages is prohibited.
- 11) County credit cards shall not be used for fuel if the individual qualified for mileage reimbursement.
- 12) Credit cards shall not be used for purchases when other methods of payment (i.e. direct billing/invoicing) are available.
- 13) All employees that possess the County credit card are responsible for its protection and custody and shall immediately notify the Auditor if the County credit card is lost or stolen.
- 14) Each user of the County credit card must check the card out from the Auditor's office or the Sheriff's office as the case maybe, for each use and is responsible for recording all transactions on the checkout and check-in sheet each time the card is used. Each user must also provide the Auditor's office or the Sheriff's office as the case maybe, with the receipts and/or invoice for such purchases when the credit card is checked back in.

Approved this the 2<sup>nd</sup> day of December 2025

/s/Adam Leighton

Adam Leighton, Lake County Commission Chair

ATTEST:

/s/Paula Barrick

Paula Barrick, Lake County Auditor

**RECESS AS COUNTY COMMISSION/CONVENE AS A JOINT PLANNING/COUNTY COMMISSION:**

Motion by Reinicke, second by Wollmann, to recess as a County Commission and convene jointly as a Planning/County Commission. Motion carried.

**JOINT PLANNING/COUNTY COMMISSION AGENDA APPROVED AND ACKNOWLEDGE PUBLIC COMMENTS:**

Motion by Reinicke, second by Wollmann, to approve the Joint Planning/County Commission agenda and acknowledge no public comments were received. Motion carried.

**DISCLOSURE OF CONFLICTS OF INTEREST, RELATIONSHIP(S) TO APPLICANT(S); OR EX PARTE COMMUNICATIONS:** None

**CONSIDERATION/PRESENTATION ON PLAT:**

Carrie Schiernbeck, Zoning Officer, gave a report on the following plat.

**Plat of Lot 2B McCarthy's 2<sup>nd</sup> Addition** in the NE1/4 of Section 26, T106N, R52W of the 5<sup>th</sup> p.m., Lakeview Township, Lake County, SD (parcel #06002-10652-03021) and **Lot 1B of Tract B in**

**McCarthy's 3<sup>rd</sup> Addition** in the NE1/4 of Section 26, T106N, R52W of the 5<sup>th</sup> p.m., Lakeview Township, Lake County, SD (parcel #06004-10652-02010). The owners, Todd Broin & Paul Garbers, would like to replat existing parcels.

**PLANNING COMMISSION RECOMMENDATION:**

Motion by Reinicke, second by Wollmann, to recommend to the County Commission approval of Plat of Lot 2B McCarthy's 2<sup>nd</sup> Addition and Lot 1B of Tract B in McCarthy's 3<sup>rd</sup> Addition. Motion carried.

**ACTION OF THE COUNTY COMMISSION:**

Motion by Reinicke, second by Wollmann, to acknowledge receipt of the Planning Commission's recommendations. Motion carried.

Motion by Johnke, second by Slaughter, to approve the Plat of Lot 2B McCarthy's 2<sup>nd</sup> Addition in the NE1/4 of Section 26, T106N, R52W of the 5<sup>th</sup> p.m., (parcel #06002-10652-03021) and Lot 1B of Tract B in McCarthy's 3<sup>rd</sup> Addition in the NE1/4 of Section 26, T106N, R52W of the 5<sup>th</sup> p.m., (parcel #06004-10652-02010), all in Lakeview Township, Lake County, SD as it meets all requirements and taxes and fees have been paid in full. Motion carried.

**ADJOURN AS A JOINT PLANNING/COUNTY COMMISSION AND RECONVENE AS A COUNTY COMMISSION:**

Motion by Reinicke, second by Wollmann, to adjourn as a Joint Planning/County Commission and reconvene as a County Commission. Motion carried.

**MEETINGS ATTENDED:**

Commissioner Johnke attended the Sioux Valley District meeting. Commissioner Slaughter attended the Madison Development and East Dakota Transit meetings. Commissioner Reinicke attended a special DVN Board meeting and SD Counties via Zoom. Commissioner Wollmann attended a Public Safety meeting, Public Library meeting, and SD Counties and SD 911 Coordination both via Zoom.

**DISCUSSION ITEM:**

Commissioner Reinicke informed the board that an employee has proposed organizing a Christmas Dinner in the Public Safety building basement on December 16<sup>th</sup>. The board agreed to close the Courthouse on December 16<sup>th</sup> 11:30 – 1:00 to allow all county employees to attend.

**EXECUTIVE SESSION:**

Motion by Reinicke, second by Wollmann, to enter into executive session pursuant to SDCL 1-25-2(1)/personnel. Motion carried.

**REGULAR SESSION:**

Motion by Reinicke, second by Johnke, to return to regular session. Motion carried. Chair Leighton reported that two personnel issues had been discussed.

**RETIREMENT/EQUALIZATION OFFICE:**

Motion by Reinicke, second by Wollmann, to approve the retirement of Deb Blanchette effective December 31, 2025. Motion carried.

**BONUS/AUDITOR'S OFFICE:**

Motion by Slaughter, second by Johnke, to approve a one-time payment of \$2,000 from the Road & Bridge budget to Jill Olson, Deputy Auditor, for additional responsibilities performed by her during the vacancy of the highway office manager position. Motion carried.

**REPORTS RECEIVED:**

October 2025 receipts: Sheriff - \$13,078.14

**ADJOURN MEETING:**

Motion by Reinicke, second by Slaughter, at 10:25 a.m. to adjourn. Motion carried. The next meeting will be on December 16, 2025 at 9:00 a.m.

/s/Paula Barrick

PAULA BARRICK

Lake County Auditor

/s/Adam Leighton

ADAM LEIGHTON

Lake County Commission Chair