

**COUNTY BOARD OF COMMISSIONERS  
JULY 7, 2015**

The Richland County Board of Commissioners met on July 7, 2015 at the Richland County Courthouse with Commissioners Sid Berg, Nathan Berseth, Tim Campbell, Rollie Ehlert, and Dan Thompson. Others in attendance were Administration Personnel Bailey and DeVal; States Attorney McBeth; and a Reporter from the Daily News.

A motion was made by Thompson to approve the minutes of meetings June 2, June 16 and the County Equalization Meeting June 2; motion seconded by Berseth. Vote was unanimous.

**EMERGENCY MANAGEMENT REPORT**

Fire Calls -

- Bob Amos residence (south of Wahpeton), June 20<sup>th</sup> - Fire Departments from Wahpeton, Breckenridge and Dwight responded. American Red Cross also assisted.
- 2101 3<sup>rd</sup> St N (Wahpeton) - Fire Departments from Wahpeton, Breckenridge and Dwight responded.

FEMA Projects - Wrapping up on Township and County Projects. The Hasse Road is done in Moran Twsp - the homeowner and the Township are happy with it.

Traffic Incident Management System (T.I.M.S.) Training - The ND Highway Patrol will be offering a class in Richland County on July 29<sup>th</sup> on "How to Clear the Scene of an Accident."

First Responder Breakfast - Scheduled for July 28<sup>th</sup> at 7:30 AM at the NDSCS Student Center.

AED Grant with St. Francis Medical Center - Julie Mauch and Lambrecht worked together on this grant; this is year three of the federal grant, 50 AED's were distributed - 44 to Richland County and 6 to Wilkin County.

**TREASURER'S REPORT**

A motion was made by Campbell to approve the Treasurer's Report as presented; motion seconded by Berseth. Vote was unanimous.

## **TOBACCO PREVENTION COORDINATOR REPORT**

David Churchill gave an update to the Board about the Tobacco Program.

- Tobacco use is decreasing in the State and Nationwide, however ND still ranks the third highest in the nation for youth smokers
- Ways to decrease youth smoking include: 1) de-normalization (commercials showing images that it is not cool or OK; and school policies) and 2) increasing the tax on cigarettes
- The Sheriff Dept, Police Dept and Health Dept visited 21 establishments in the County with an underage buyer for compliance checks, 16 of 21 passed
- Currently working with landlords on second hand smoke. Encouraging landlords to modify leases so they will no longer allow smoking in individual apartments. Offering them an incentive - marketing will be done through the Health Department for Smoke Free Apartments.
- Working with medical providers to connect patients to Quitting Help.

Discussion followed on how fines are regulated to the clerk and store owners for selling to minors, the Board asked Churchill to check into the history and options.

## **HIGHWAY DEPARTMENT**

Highway Personnel in attendance were Lowell Bladow, Ron Hohenstern and Moriah Herding; also Damon DeVillers of Interstate Engineering.

SB 2103 Projects - A preconstruction meeting was held on June 26 with Mark Sand & Gravel. Waiting to hear if Astech will do additional miles of chip seal. Mark Sand & Gravel has requested to move the completion date to October 30<sup>th</sup>, the contract completion date is October 1. The request was discussed, no motion to grant the extension was made.

Truck Replacement - The insurance amount expected for our 1998 Ford LT9000 Tandem is \$25,000. Will be replacing it with a 2016 International Truck from Nelson International for \$115,808 and Truck Equipment (dump body, hoist and snow equipment) for \$63,735 from Bert's for a total price of \$179,543.

Prime Concrete Building - The contract has been reviewed by the State's Attorney and the plans have been discussed with the Sheriff Dept for locations of partitions and bathrooms. (Plans were distributed to the Board). Waiting to hear from the plumber on the code requirements for septic tanks.

The Board questioned the amount of space in the plans for the Sheriff Dept as it is considerably more than discussed previously. The Board requested more information from the Sheriff about the space being requested before the partitions and plumbing plans are finalized and the concrete is poured.

Bailey recommended the Board pass a motion to set up a capitol improvement fund and a motion to temporarily transfer funds to the capitol improvement fund and levy for the next three years.

Following discussion a motion was made by Thompson to set up a Capitol Improvement Fund; motion seconded by Campbell. Voting NO was Berseth, the remainder voted Yes and the motion carried.

Bridge 133-46 Bid Opening - Brittney Diederick from Industrial Bidders was present.

The following bids were received:

- Industrial Builders           \$141,690
- Korby Construction       \$126,300
- Swingen Construction   \$ 84,500

A motion was made by Campbell to accept all bids received for tabulation; motion seconded by Berseth. Vote was unanimous.

Field Approach along CH# 29 - In January 2014 a letter was sent to the landowner asking that they correct the problem regarding an approach and culvert. (south of residence on the west side of CH#29 in Section 15 of Viking Twsp) The Highway Dept did an inspection at that time and found that the size and depth of the culvert installed in the approach needed to be deeper and larger.

A recent inspection indicates the work has not been completed. The Highway Dept and the State's Attorney have drafted another letter to the landowner formally requesting the work be completed by August 1, 2015 or the Highway Dept will do the necessary repairs at the landowners expense. Bladow requested authorization to send the letter. A motion was made by Berseth authorizing the State's Attorney to mail the letter; motion seconded by Campbell. Vote was unanimous.

Ditch Cleaning and Field Approaches along CH#81 - Kelly Miller has proposed some ditch cleaning and changing eight field approaches, he will do the work but would like the County to provide the culverts. He is requesting 42' tops on the field approach and 70' culverts with flared-end sections. The approximate cost is \$10,420. Bladow reported typically we provide 50-60 ft culverts and no flared-end at the ½ mile line with 24' tops.

The Board discussed additional requests that could be generated for wider field approaches if this request is approved, they also discussed the fact that trucks and farm equipment have become bigger so the Board may need to reconsider and review requests on a case by case basis. Following discussion a motion was made by Berseth to approve the request for eight field approaches with flared ends at a cost of approximately \$10,420; motion seconded by Campbell. Voting NO were Thompson and Ehler. The remainder Voted Yes and the motion carried.

Red River Telephone Transmission Line - (2-1/2 miles south of Hwy 13) The transmission line is 14" down in the ditch bottom. The culvert on CR 15 is below the transmission line, the ditch is now dry and the culvert is half full of water. Bladow met with Justin Johnson from the Water Board and they have determined it would be easier to replace the culvert than remove the transmission line. The estimated cost is \$5400 which will be cost-shared with the Water Board.

### **SANDY FOSSUM - LOCAL ASSESSOR CERTIFICATION**

With the legislative change from HB1059 taking effect August 1, 2015 all of the local assessors will no longer be certified and it is up to the County Tax Director to review and certify the work that they do. Fossum had previously asked local assessors to reassess residential property so they are current on the residential pricing schedule that was implemented in 2013, but the assessors have not complied with her request. Some of the properties are undervalued so our county values are not equal at this point which will affect mill levies, etc.

Fossum asked if her office should generate field cards in the computer for townships that have not been reevaluated in the last five years.

A motion was made by Thompson to authorize Fossum to re-run the parcels in the computer program that have not been reevaluated in the last five years, so they are on the new residential rates; motion seconded by Berseth. Vote was unanimous.

## **SHERIFF LESHOVSKY - JUVENILE HOUSING and CREDIT CARD REQUEST**

Juvenile Housing - Leshovsky reported the County currently contracts with Cass County for Juvenile Housing. Cass County does not house the Juveniles, they are housed in Moorhead at the West Central Regional Center. Leshovsky was recently notified that the Regional Center will only contract with individual counties and no longer go through Cass County.

Leshovsky received a letter from Roberts County, SD, they have a new jail in Sisseton and will house Juveniles for \$130/day. Leshovsky has spoken with Angie in Juvenile Services and she would have no problem with utilizing the facility in Sisseton.

Leshovsky plans to go look at the facility and may move forward with this option. He will report back to the Board.

Credit Card Request - Leshovsky would like to get a Credit Card that the Sheriff Dept can use for travel, airline expenses, meals, hotels, etc. At this time, employees are having to put these county expenses on their personal cards.

Bailey commented that the County processes vouchers every week, so employees can turn in a voucher and be reimbursed right away.

Berseth and Ehlert agreed that these type of expenses are the responsibility of the County and would be comfortable with a Credit Card.

Campbell agreed that this was not fair to employees and suggested one account and six cards to be kept in the Treasurer's Vault and then checked out when needed.

Leshovsky would like to get the Credit Card from a local bank - a Business Card for the Sheriff Dept with authorized users.

Bailey reported that the County has No Current Policy for Credit Cards.

Berseth suggested a Credit Card Policy be set up.

The Board had no objections to Sheriff Leshovsky checking into further.

## **JOSH BETO - SPECIAL RESPONSE TEAM**

A check was recently received in the amount of \$724 for the seizure of property. Beto requested authorization to use these funds to upgrade a rifle for the Special Response Team.

Bailey reported that the normal accounting procedure would be to deposit the check in the General Fund. The Special Response Team has a budget of \$2500 for this year and the expenditure for the rifle should come from that budget.

In other business with the Board - Beto and Leshovsky briefly explained the layout/secure area needs for the new Wahpeton Shop Building that will be shared with the Highway Dept.

## **COMMITTEE REPORTS**

A) Social Service - The Social Service Board has recommended that Becky DeVries be appointed as a representative to the Southeast Human Service Center Advisory Group.

A motion was made by Campbell to appoint Becky DeVries to the Southeast Human Service Center Advisory Group; motion seconded by Thompson. Vote was unanimous.

B) Buildings & Grounds Committee - Some concrete and sidewalk will be replaced on the grounds, the appx cost is \$7445.

C) Public Health - Advertising for a Home Health Aid.

D) Job Development Board - The June meeting was held in Christine. The July meeting will be held at the Crooked Lane Farm in Abercrombie.

E) Weed Board - Chemical has been purchased, some repair work has been done and the building was cleaned.

F) Soils Committee - No Report.

G) Park Board - The next meeting is scheduled for July 21<sup>st</sup>.

The Richland County Wildlife Club is purchasing property by Horseshoe Lake and they would like to donate it to the County. State's Attorney McBeth recommends the Wildlife Club give the Richland County Park Board a 50 year easement for development for recreational purposes and that the

Richland County Park Board accept the easement and the recreational property be run by the Park Board.

A motion was made by Berseth recommending that the Richland County Park Board accept, on behalf of Richland County, an easement of 50 years from the Wildlife Club; motion seconded by Campbell. Vote was unanimous.

H) Administration - No Report.

### MISC/CORRESPONDENCE

State's Attorney McBeth reported they have hired Jessica Woods as a part-time Administrative Assistant in his office.

Ehlert reported receiving a call from a Center Twsp Board member, inviting him to attend the Twsp meeting on July 16<sup>th</sup> - they have concerns with the road by the Carmelites.

A motion was made by Berseth to approve the payment of bills; motion seconded by Thompson. Vote was unanimous.

Bailey presented salary information to the Board for budgeting purposes. He proposed a 3.87% increase to the base or \$.23. The Board had no objections to the proposed base increase at this time.

### UPCOMING MEETINGS

July

9 5 County Meeting  
21 Commission Meeting

Being there was no further business, the meeting adjourned at 11:20 A.M.

Reports Filed: Tax & Property Department - Revenue Voucher for May 2015. Sheriff Department - Revenue & Expenses and Civil Balance Sheet for May 2015.

ATTEST: Harris Bailey  
Harris Bailey  
Auditor/Administrator

Sid Berg CHAIRPERSON  
Sid Berg  
Board of Richland County Commissioners

The following claims were approved for June, 2015.

PAYROLL (inclusive)	
General	205,252.21
County Highway	75,248.58
Social Services	86,763.43
911 Communications	42,711.99
Drug Court	1,479.58
County Agent	4,383.73
Veterans Service	2,579.20
Weed Officer	2,860.00
Public Health Fund	63,707.17
SEMCA	8,974.08
JDA	360.00
<b>PAYROLL TOTAL</b>	<b>494,319.97</b>
EXPENSES: ** Refer to resolution records	
County General	184,296.17
County Highway	196,321.93
Road & Bridge Fund	58,322.89
Social Service	58,809.07
Emergency Assistance	79.70
911 Communications	15,877.64
911 Wireless	2,480.87
NDRIN	4,970.21
Drug Court Fund	303.17
Water Rescue	297.68
County Agent	8,162.99
Veterans Service	1,400.77
Weed Control Levy	30,194.48
Public Health	64,306.31
State Medical Levy	396.86
Garrison Div	396.66
Domestic Violence	245.00
Jail Concession	1,217.45
Sobriety Test Fund	1,160.00
County Park	1,348.00
SEMCA	1,894.77
JDA	42.52
Sr Citizens Fund	396.86
Historical Society	99.16
County Agent Special	1,417.48
Soil Conservation	396.86
Water Mngt Levy	1,587.46
Joint Water Resource	793.66
<b>EXPENSE TOTAL</b>	<b>637,216.62</b>
<b>TOTAL PAYROLL &amp; EXPENSES</b>	<b>1,131,536.59</b>



ATTEST: Harris Bailey  
Harris Bailey  
Auditor/Administrator

Sid Berg CHAIRPERSON  
Sid Berg  
Board of Richland County, Commissioners