

**RICHLAND COUNTY BOARD OF COMMISSIONERS
NOVEMBER 4, 2013**

The Richland County Board of Commissioners met on November 4, 2013 at the Richland County Courthouse with Commissioners Sid Berg, Tim Campbell, Jason Heitkamp, and Dan Thompson. Commissioner Perry Miller was absent and Commissioner Heitkamp joined the meeting in progress as noted in the minutes. Also present were Administration Personnel Bailey and DeVal; State's Attorney McBeth; and a Daily News Reporter.

MISC/CORRESPONDENCE

A motion was made by Berg to approve the Minutes of Meetings October 1, as corrected and the minutes of October 14; motion seconded by Campbell. Vote was unanimous.

Bailey explained an offer from Nationwide Retirement, giving people an opportunity to borrow from their retirement fund. However in order for this to be allowed the Board needs to approve a Loan Provision Addendum. A motion was made by Campbell to approve the Nationwide Retirement Loan Provision Addendum; motion seconded by Berg. Vote was unanimous.

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

Bailey reported we will be advertising for vacancies on the Richland County Park Board, Water Board and the Job Development Authority.

- ND State Water Commission Meetings Schedule
- ND Water Users Convention Notice, December 11-12 in Bismarck
- Reminder from ND State Fair re- appointment of Delegates
- Notice from ND Dept of Veterans Affairs re- training for VSO

Sandy Fossum reported on SB2314 - how it would affect new or expanding business exemptions; getting Certification from the Dept of Commerce for Primary Sector businesses; and how the Public Vote process would be necessary.

A motion was made by Campbell to include this information on the County Ballots in November; motion seconded by Berg. Vote was unanimous.

A motion was made by Campbell to approve a Temporary Special Event Liquor License for Econo Wine & Liquors, pending Township approval, for an event at the Bagg Farm November 23-24; motion seconded by Berg. Vote was

unanimous.

Berg reported he has heard concerns from several residents along CR 2 regarding a snowmobile club from Cass County putting signs/reflectors in the ditch. Some of the concerns are:

- do they need permission to run on our County ROW?
- who is responsible if there is an accident and a culvert isn't marked?
- noise

Commissioner Heitkamp joined the meeting at this time - 8:30 AM.

HIGHWAY DEPARTMENT

Highway Personnel in attendance were Tim Schulte and Lowell Bladow; Damon DeVillers from Interstate Engineering; Justin Rodeman from Mark Sand and Gravel and visitor Jim Kjensrud.

ND Local Roadway Safety Plan - Local Roadway Safety Program Workshop will be held in Valley City on December 4.

SC-3934(057) Bituminous Overlay on CH#16 - Mark Sand & Gravel will not be getting to the project this year. The completion date for this contract was October 5th. The liquidated damages for this contract are \$1,500 per calendar day. At the preconstruction conference in October we discussed suspending this project prior to the completion date and then allowing the contractor to pave the week of October 21 if the weather permitted. After discussions with Kevin Gorder at the Fargo NDDOT District, they were concerned that we were giving the contractor a pass by not assessing liquidated damages until the work would begin.

Schulte requested that liquidated damages be assessed through October 21st (16 days) and the project be suspended. Liquidated damages would begin no later than June 1st, 2014 and assessed until the project is completed. Discussion followed.

Rodeman commented that at the preconstruction conference the end of September we discussed suspending the project prior to the 5th and if weather permitted we would get going again. Rodeman would like it to be suspended prior to the completion date, and suspended in the spring when the road restrictions come off and to get the patch work done on the culverts yet this fall.

Following discussion Thompson questioned if we would be setting a precedence. He asked the other Board members if they were prepared to

make a decision today or if they would like to wait until the full Board was present. It was the consensus of the Board to wait until the full Board was present and asked Rodeman to come back on November 18th.

Authorization for Full-Time Office Position - Schulte requested that the temporary position currently held by Moriah Skroch be made a full time position with benefits. We currently have the position placed on Grade 9, Step 1.

Moriah is familiar enough with all aspects that she can be left alone to handle the office; with a new Engineer coming on Board and the eminent retirement of the office manager, Moriah will be able to continue the office transition.

A motion was made by Heitkamp to approve the request to make the temporary position into a full-time position with benefits, effective November 1; motion seconded by Campbell. Vote was unanimous.

Other Departmental Matters -

- the foundations for the communications towers in both Barney and Hankinson have been poured; should be setting the towers this week
- the piles for the west abutment have been driven for the Green Bridge. Work on the east abutment could start later this week. The bridge is scheduled to arrive the week of November 12th
- requesting authorization to advertise for a new motor grader to replace a 140M due in May. Looking at a December 2nd bid opening. A motion was made by Berg to authorize advertising for a new motor grader; motion seconded by Heitkamp. Vote was unanimous.

JIM KJENSRUD for JANE BLACKBURN RE- WATER BOARD APPLICATION

Kjensrud announced he was here today representing Jane Blackburn regarding a Water Board application submitted by Jim Anderson, Viking Township. On May 16, 2013 the Water Board turned the application over to the Highway Dept.

Jane Blackburn has safety and health concerns. Each year her yard floods for two months - she has to park her cars out of the yard, the school buses can't get in, chemicals from fields get in her yard and there are costs incurred to fix her basement each year. They need a culvert across the County Road to tie into the culvert 1/4 mile down the road going east/west.

Schulte will follow-up.

COUNTY EXTENSION - PROGRAM UPDATES

Ron Roderholdt, the District Manager was also in attendance.

Colleen Svingen gave highlights on Extension Programs, including the following:

- Family & Consumer Sciences which includes the following programs - Life Transitions, Family Transitions, Divorce Education, Health & Wellness, Parenting Resource Center, Aging in ND and Gearing Up for Kindergarten.
- Health, Nutrition and Exercise Programs which include the following - Chronic Disease Prevention, Access to Quality Foods, Food Safety, Food Entrepreneurs, Limited Resource Audiences and Nutrition Education.
- Twin Town Gardeners Market
- Agriculture to Health
- Food Safety Programming
- Expanded Food & Nutrition Program
- 2013-2014 Programming
- Nourish Your Body Series
- Richland County 4-H Programs

Jason Goltz presented a Quarterly Narrative, highlighting the following:

- Weekly Radio Broadcasts
- Articles in Wahpeton Daily News
- Mentoring the new Traill County Agent
- Meetings (Weed Board, Wahpeton Forestry Board, Soil Health & Corn Production, Carrington Research Extension Center Field Day and a seminar at NDSU)
- Toured Richland County inspecting trees for disease issues
- Weekly Agronomy Conference Calls
- 4-H Achievement Days
- National Guard Training June 15-29
- Hosted corn and soybean trial plot tours
- Guest Speaker at Horticulture Field Day
- Soil Salinity & Sodicity Field Day
- Hosted annual Soybean Cyst Nematode Field Day
- Arranged tour of Composting Operation
- Assisted with the annual Progressive Farm Safety Day in September

Goltz announced the Township Officers meeting notices will be sent out soon, the meeting is scheduled for November 26th.

BUILDINGS & GROUNDS REPORT

Energy Grant - Looking into windows for the LEC. Ottertail is doing an energy analysis for us.

Court Facilities Grant - The focus of this grant is security. Anderson would like to propose an enclosed walkway between the buildings and also the possibility of only one entrance to the building, with other doors remaining locked. Wilkin County and Cass County both only have one entrance.

Anderson requested Board authorization to get an estimate from an Engineer for an enclosed entry in order to pursue the grant. The Board had no objections to getting an estimate.

MISC/CORRESPONDENCE continued

Bailey expressed some concerns with the Ad Hoc Committee for the Centennial Celebration. They are proposing the Courthouse be closed so employees can attend a luncheon on January 6th; that the Commission hold a meeting at 1:00 PM on January 6; and what the intentions are for the County Web Site. The calls to the County Treasurer's Office have decreased by 75% because of the tax information on our web site and the Committee focus seems to be more a tourism site. Bailey said if they don't interfere with the operations of the County they are fine, but they may be overstepping.

Thompson reported he received several phone calls last week regarding the Centennial Committee and feels they need the Commissioners support; there are too many angry people right now and a lot of conflict amongst people involved.

Campbell commented that he was getting a lot of negative feedback from taxpayers and some employees. Poor communication is causing conflict.

Berg commented that it was not worth the negative feedback from the public and employees.

Bailey replied it can be successful if toned down.

Thompson reminded Bailey that he is like the Manager, and without his

support it won't be successful. He then asked Bailey to support the Committee's efforts by attending the meetings and offering some input.

Heitkamp reported he will try to be more involved and communicate information to Bailey. He thought Kaye Braaten had met with Bailey several times and was communicating information to him.

A motion was made by Heitkamp to approve the Payment of Bills; motion seconded by Campbell. Vote was unanimous.

Thompson reported interviews were done last week for a Highway Engineer. We had two candidates. Justin Flack has accepted the position and will begin in early December.

Being there was no further business, the meeting adjourned at 11:45 A.M.

Reports Filed: Tax & Property Revenue Voucher for September 1-30, 2013; and Sheriff Department Revenue & Expenses and Civil Balance Sheet for September 2013.

ATTEST: _____ CHAIRPERSON
Harris Bailey Dan Thompson
Auditor/Administrator Board of Richland County Commissioners

The following claims were approved for October, 2013

PAYROLL (inclusive)	
General	189,859.29
County Highway	102,248.26
Social Services	78,416.69
911 Communications	38,429.97
County Agent	4,154.61
Veterans Service	3,813.34
Weed Officer	4,154.00
Public Health Fund	66,052.95
County Park	120.00
SEMCA	<u>7,721.44</u>
PAYROLL TOTAL	494,970.55

EXPENSES: ** Refer to
resolution records

County General	248,064.78
County Highway	665,744.41
Bridge Rep Fund	18,157.50
Road & Bridge Equip	88,090.17
15 Mill Road Fund	1,883.70
Social Service	50,206.85
Emergency Donation	129.65
911 Communications	19,075.28
Drug Court Fund	1,685.40
Water Rescue Team	38.43
County Agent	32,034.75
Veterans Service	1,424.22
Weed Control Levy	38,177.73
Public Health	30,710.29
State Medical Levy	471.97
FEMA	48,563.96
Garrison Div	471.97
Domestic Violence	210.00
Jail Concession	1,554.58
Sobriety Test Fund	623.00
County Park	16.95
SEMCA	3,519.75
JDA	8,352.13
ND State Inc Tax W/H	11,239.25
Sr Citizens Fund	471.97
Historical Society	118.01
County Agent Special	711.16
Soil Conservation	471.97
Water Mngt Levy	1,888.06
Joint Water Resource	943.81

EXPENSE TOTAL	1,275,051.70
TOTAL PAYROLL & EXPENSES	1,770,022.25

ATTEST: _____
Harris Bailey
Auditor/Administrator

_____ CHAIRPERSON
Dan Thompson
Board of Richland County, Commissioners