

**COUNTY BOARD OF COMMISSIONERS
FEBRUARY 3, 2015**

The Richland County Board of Commissioners met on February 3, 2015 at the Richland County Courthouse with Commissioners Sid Berg, Nathan Berseth, Rollie Ehlert, and Dan Thompson. Commissioner Tim Campbell was absent. Also present were Administration Personnel Bailey and DeVal; and States Attorney McBeth.

A motion was made by Thompson to approve the minutes of the meeting January 5; motion seconded by Berseth. Vote was unanimous

EMERGENCY MANAGEMENT REPORT

Court House Security Grant for \$42,500 for cameras/security door etc. - We have received preliminary approval; we need to provide a picture of the door that will be installed. Lambrecht is working with John Anderson.

Emergency Operation Plan - Adding a railroad emergency addition to the Richland County Emergency Operation Plan; it will also be sent to cities.

Final 2010 FEMA Audit - Will be paying back funds that the Townships did not use in the amount of \$40,191.60 for some unfinished work.

TREASURER'S REPORT

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

A motion was made by Thompson to approve the Semi-Annual Pledge of Assets as presented; motion seconded by Berseth. Vote was unanimous.

A motion was made by Thompson to approve the Sale of County Property in Fairmount, to the city of Fairmount; motion seconded by Ehlert. Vote was unanimous. (Lots 13 & 14 Blk 30 OT).

DUI COURT FUNDING INCENTIVES

Bethany Johnson, Coordinator of DUI Court met with the Board. Also attending were Judge Cruff, Assistant State's Attorney Kummer and Community Service Officer Darlene Lee.

Johnson requested Board authorization to spend funds (approximately \$2500) for an Incentive Program for DUI Court Participants.

Lee gave a brief history - in August of 2010 she asked the City of Wahpeton to act as the fiscal agent for the Victim Impact Panel, whose revenue is generated from the sentencing process of both the Municipal Court Judge and the District Court Judge. As part of an Offenders punishment, they would be required to attend mandatory Victims Impact events - which they paid to attend. The Municipal Judge and District Judge no longer use this as a sentencing tool so the funds were disbursed between the DUI Court and the Three Rivers Crisis Center. The fund total was at \$5,452.97 when distributed and Richland County DUI Court received \$2,726.48.

Berseth questioned giving incentives to individuals for doing something wrong - Kummer explained that the Incentive Program is used nationwide and is very helpful in the process.

Bailey asked if Johnson had a Budget for the use of these funds.

Johnson briefly explained how the incentive plan would work and these funds would last for many years.

Following discussion, a motion was made by Thompson to allow the DUI Court to spend the funds for Incentives as requested; motion seconded by Berseth. Vote was unanimous.

MISC/CORRESPONDENCE

A motion was made by Ehlert to approve a Beer License Application for J-Starr/C- Store, Hankinson; motion seconded by Thompson. Voting NO was Berseth. The remainder Voted Yes and the motion carried.

A motion was made by Berseth to approve a Raffle Permit Application for the Galchutt American Legion; motion seconded by Ehlert. Vote was unanimous.

- Notice from ND Game & Fish of intent to Trade Land in Brightwood Twsp

HIGHWAY DEPARTMENT

Highway Personnel in attendance were Lowell Bladow and Moriah Herding.

Software for Time Cards and E-Permitting - Bladow reported that software was purchased in 2010 for time cards and e-permitting. The Time Card portion was implemented two years ago but has since been dropped.

Bladow would like to begin using this software again and has contacted the company - it will require upgrades and training for approximately \$6,911 along with an annual upgrade and maintenance fee of approximately \$3,000 a year. We will also need to upgrade two computers.

Bladow said the total cost would be approximately \$8,200 however it was not included in the budget.

Bailey commented that there was problems with the reporting for the time card portion and the company wasn't all that helpful in adjusting the reports, what assurance do we have that they will now?

Bladow replied that he spoke with them about the reporting and they reviewed and took that into consideration in this quote.

Berg commented that it wasn't pursued when we had issues and asked if other firms offer this type of programming. Bladow replied - for Reporting but not Permitting.

Bladow requested Board authorization to continue forward and keep working on software options.

A motion was made by Thompson to approve the expenditure and authorize Bladow to move forward on the research; motion seconded by Berseth.

Ehlert questioned approving the expenditure before further research was done - discussion continued and the motion was withdrawn.

Bladow will review further and bring back to the Board.

Tri-County Drain Box Culvert on 17 - Bladow received a call from KLJ, the estimated cost is \$25,000. It has not been bid out yet.

Prime Concrete Auction - Prime Concrete will be holding an auction February 11. They have a side dump trailer the Highway Department is interested in; they have

done some checking and the estimated value of the trailer is \$30,000. Requesting Board authorization to bid if they can get it for a good price. A motion was made by Thompson authorizing the Highway Department to bid up to \$25,000; motion seconded by Berseth. Vote was unanimous.

Wahpeton Shop Building - Thompson reported -

the property being looked at is south of the water tower by Wal-Mart. The estimated cost for a 120' pole structure type building with cement, basic electricity and floor heat is between \$400,000 and \$450,000.

Jim Oliver owned the property at one time, he was contacted and didn't seem to think there was a lot of concrete underneath at this location

the costs would have to come from our Reserve Fund and we would budget for next year

it would have partitions and four overhead doors

it would be a storage facility not an operating facility with the floor heat set at 50 degrees

we would have water but no city sewer so we would need a holding tank

we can put up a fenced area for impound for the Sheriff

Discussion followed about the building size.

A motion was made by Thompson to proceed with the building project to prepare for bids; motion seconded by Ehlert. Vote was unanimous.

Bailey asked about the specs for bidding and drawing up the building plans. Is this something we can do or do we need to hire an Engineer or Contractor?

Followup will need to be done with -

- the City of Wahpeton on requirements for zoning
- legal requirements

Gravel Crushing - Bladow requested authorization to advertise for gravel crushing. A motion was made by Berseth to advertise for gravel crushing; motion seconded by Ehlert. Vote was unanimous.

Culverts - Bladow requested authorization to advertise for culverts. A motion was made by Thompson to advertise for culverts; motion seconded by Ehlert. Vote was unanimous.

CP Railroad - Bailey reported that Canadian Pacific Railroad had contacted him about a crossing on CR 22 in Lamars Twsp. The expense to the County will be for concrete but the dollar amount is unknown at this time. CP Railroad has requested a letter from the County that we will participate. A motion was made by Thompson to participate in the cost for the crossing; motion seconded by Ehlert. Vote was unanimous.

JEFF KLEVEN - INSURE FORWARD

Jeff Kleven and Makell Sahlberg from Insure Forward introduced themselves to the Board. Kleven reported he has an office located in Wahpeton and currently works with a number of public entities.

Kleven requested the Board consider utilizing a Request for Proposals for the Agent of Record for the County NDIRF Insurance policies. He explained that the pricing for the NDIRF policy is not negotiable because only one company offers the policy so there is no competition except for service.

Bailey commented that the County currently uses BW Insurance and we have gotten good service so he was not sure what we would accomplish with a request for proposals.

A motion was made by Berseth to do a Request for Proposals for the March Commission Meeting. The motion failed for lack of a second.

SANDY FOSSUM - SOILS COMMITTEE RECOMMENDATIONS

Fossum reported the Soils Committee met in January and PI's for valuations were discussed at that meeting. It was the recommendation of the Soils Committee to continue with the current PI System rather than the NRCS System however this does require Commission action.

A motion was made by Thompson to approve the recommendation of the Soils Committee and continue with our PI System; motion seconded by Berseth. Vote was unanimous.

Fossum reported that also discussed at the Soils Committee was farmland that is tiled. The recommendation of the Soils Committee is if tiled and receiving a modifier for being wet - we would gradually remove the modifier - removing a 10% modifier each year. If the parcel is receiving the maximum allowed this process could take three years.

A motion was made by Thompson to approve the recommendation of the Soils Committee that if land is tilled and receiving a modifier for being wet - we would remove a 10% modifier each year; motion seconded by Ehlert. Vote was unanimous.

Fossum reported that an Alternate Member for District 5 has resigned. Fossum has been contacted by someone who is interested. Fossum sent a letter to the Township Officers notifying them that the Alternate has resigned and asking for a recommendation.

NDSU EXTENSION OFFICE

Extension personnel Colleen Svingen, Brock Shouldis, Ronda Gripentrog, Deb Evenson and Millie Steckler were in attendance.

Svingen reported on the NDSU Extension Service explaining their purpose - to create learning partnerships that help adults and youth enhance their lives and communities; their vision and program priorities. Svingen also reported on the 4-H Youth Development Program.

Ronda Gripentrog reported on the Family Nutrition Program (FNP) - a program for individuals and families which helps them select nutritious foods that fit within a limited budget. Nutrition educators meet participants in homes, schools and other settings. Some of the programs offered and entities involved with FNP include - Nourishing Boomers & Beyond, SNAP, Head Start, Cooking 101, Rainbow Court, WIC, Policy System & Environmental Approach(PSEA), and School Gardening.

Brock Shouldis reported on activities he has been busy with including - Ag Day activities, 4-H Archery Training, Livestock 4-H Groups, Farm Bill Meetings, Crop Improvement Assn Meetings and numerous phone calls ranging from horticulture questions to agronomy. Future plans include -

- a high tunnel meeting for horticulture people
- learning about wind energy and setting up educational events
- pesticide trainings (306 applicators need to be re-certified)
- random farm visits

SHERIFF LSHOVSKY

Sheriff Leshovsky submitted a letter to the Commission requesting to start collecting retirement benefits and continue working; however this can only be done if he waives participation in the NDPERS system. He also requested the County pay the full amount of family health insurance coverage.

Bailey reported he became aware of this option available to elected officials at the Auditors Convention but he was not sure how other Counties handle the health insurance.

Following discussion a motion was made by Berseth to accept the proposal from the Sheriff; motion seconded by Thompson. Vote was unanimous.

Sheriff Leshovsky reported the SEMCA Board met on January 27. At that meeting they discussed the report and recommendations of the Review Board appointed by the Attorney Generals Office. The Review Board determined they are operating within guidelines but did offer several recommendations.

Recommendation #1 - Defined Supervision Assigned.

A motion was made at the SEMCA meeting to assign Jason Weber as the Interim Supervisor with a salary adjustment. Weber is currently at a Grade 15, Step 8 and they recommend he be moved to a Grade 16, Step 8.

Ehlert reported he was at the SEMCA meeting and concurs with their recommendation; Weber has been in that position since the BCI Agent left appx five years ago, but was never officially appointed. A motion was made by Ehlert to approve the request for an increase of one Grade for Weber; motion seconded by Berg.

Berseth asked if the Task Force members should be participating in this additional cost instead of Richland County. He asked how the costs for SEMCA were divided among participating entities.

Sheriff Leshovsky replied the smaller entities pay what they can and the rest is split between Richland County and the City of Wahpeton. He estimated that Sargent County paid \$6,000; Lisbon & Ransom County appx \$2,000; and Breckenridge & Wilkin County appx \$2000-\$2500 - he stated these are rough estimates, he did not have the specific figures with him today,

Berseth requested some specifics on the figures and a breakdown of SEMCA funding.

Bailey commented on the Board going away from the existing pay plan by changing the Grade; the Commissioners are in charge of the Steps but the Consultant assigns the Grades. He suggested the Board consider temporarily moving Weber beyond Step 8 due to additional responsibilities and duties. The Commission has done this for some Department Heads and Supervisors in the past. If the Commission wants to change the Grade - he recommended this go through the Consultant.

The motion by Ehlert and Berg to approve the request for an increase was rescinded and tabled until more information was available.

COMMITTEE REPORTS

- A) Social Service - Lisa Manock has been hired for the IHC position.
- B) Buildings & Grounds Committee - The HR office remodel is almost complete and a new door was added for the break room. The Micro Market will not be happening at this time.
- C) Public Health - A meeting was held last month. They are advertising for a Nurse and a Tobacco Coordinator.
- D) Job Development Board - Met last month, no new projects.
- E) Weed Board - No Report.
- F) Soils Committee - (Report heard earlier in the meeting).
- G) Park Board - No Report.
- H) Administration - No Report.

MISC/CORRESPONDENCE continued

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

Berg reported a bill was introduced by Senator Luick regarding Water Resource Districts and eminent domain - taking authority from Water Districts and giving it to the Commission. The Assn of Counties will oppose the bill.

Berg reported on a proposed project on Drain 2 north of Colfax. It will be a six mile project. The vote failed in 2008; new ballots are due by the 17th - if approved it will cost the County approximately \$75,000.


UPCOMING MEETINGS

February

17 Commission Meeting

Being there was no further Business, the meeting adjourned at 11:35 A.M.

Reports Filed: Tax & Property Department - Revenue Voucher for December, 2014.
Sheriff Department Revenue & Expenses and Civil Balance Sheet for November and December 2014.

ATTEST: 
Harris Bailey
Auditor/Administrator

 CHAIRPERSON
Sid Berg
Board of Richland County Commissioners

The following claims were approved for January, 2015.

PAYROLL (inclusive)	
General	200,588.50
County Highway	67,917.02
Social Services	84,128.35
911 Communications	42,815.18
Drug Court	1,449.58
County Agent	4,460.83
Veterans Service	3,442.56
Weed Officer	915.00
Public Health Fund	63,177.58
SEMCA	<u>8,974.08</u>
PAYROLL TOTAL	477,868.68

EXPENSES: ** Refer to
resolution records

County General	297,935.65
County Highway	96,127.46
Bridge Repl Fund	105,549.46
Social Service	70,893.34
Emergency Assistance	563.53
911 Communications	21,431.93
911 Wireless	2,433.17
Drug Court Fund	296.30
County Agent	3,129.44
Veterans Service	1,757.24
Weed Control Levy	1,937.69
Public Health	30,664.53
State Medical Levy	21,536.87
Game & Fish	34,650.00
Garrison Div	21,536.87
Domestic Violence	350.00
Jail Concession	2,218.25
Sobriety Test Fund	945.00
County Park	32.94
SEMCA	3,436.74
JDA	15,089.42
ND Income Tax	11,547.85
Sr Citizens Fund	21,536.87
Historical Society	5,384.24
County Agent Special	432.36
Soil Conservation	21,536.87
Water Mngt Levy	86,147.83
Joint Water Resource	43,073.83
Tax Holding Fund	6,995,432.65
EXPENSE TOTAL	7,917,608.33
TOTAL PAYROLL & EXPENSES	8,395,477.01

ATTEST: Harris Bailey
Harris Bailey
Auditor/Administrator

Sid Berg CHAIRPERSON
Sid Berg
Board of Richland County, Commissioners