

**RICHLAND COUNTY BOARD OF COMMISSIONERS  
MARCH 3, 2020**

The Richland County Board of Commissioners met on MARCH 3, 2020, at the Richland County Courthouse with Commissioners Vice chairman Tim Campbell, Nathan Berseth, Dan Thompson and Rollie Ehlert via telephone. Others in attendance were Administration Personnel Hage and Oland; Asst. State's Attorney Moen and a Daily News Reporter.

A motion was made by Thompson and seconded Berseth by to approve the Agenda as amended. Vote was unanimous.

A motion was made by Berseth and seconded by Thompson to approve the minutes of the meeting February 4. Vote was unanimous.

**TREASURER'S REPORT**

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

**MISC/CORRESPONDENCE**

SE Water Users - notice of meeting March 11<sup>th</sup> , Mantador VFW 1:30 p.m.

Mooreton Township Rezone - J&K Grain. Tuesday March 17<sup>th</sup>. Change from Commercial to Agland. Bin site now used for personal use only.

Application for raffle - Wahpeton FFA. July 1 - July 31. Gun raffle. Motion to approve raffle application by Berseth and seconded by Ehlert. Vote was unanimous.

Dwight Fire Department Loan repayment - Shawn Tol from Dwight Fire was in to pay annual installment of loan repay. In 2017 an error in calculating excess mill levy was made. Per the contract, it states that if both parties agree, contract can be extended to March 15, 2027. Mr. Tol requested that the annual payment of \$4,950 be continued to this date. Motion by Berseth and seconded by Ehlert to extend per contract to March 15, 2027. Vote was unanimous.

**SHERIFF DEPARTMENT**

Personnel in attendance were Sheriff Larry Leshovsky and Corrections Officer Todd Christie.

Sheriff Leshovsky presented the annual Forest Service agreement. They pay \$1,500 for sheriff department to patrol grasslands. Motion by Berseth and seconded by Thompson to accept. Vote was unanimous.

**Fund Request/ Vehicle Bid**

Bids were received for two vehicles -

Pickup - lowest bid from Smith Motors for \$22,918.00 with trade. Motion by Berseth and seconded by Thompson to approve this bid.

Hybrid Sudan - Only bid from Wolfe Ford for \$28,600. Motion by Berseth and seconded by Thompson. Vote was unanimous.

**CIBF - Commissary-** The jail is now using Tiger Commissary online. Service is not satisfactory. RCC was approached by TurnKey Corrections to see what they can offer. States Attorney Kummer reviewed the proposal and had no concerns.

Projected revenue:

Commissary - 15% first year, 22% next four years.

Telephone - .12/minute plus .12/minute commission

E-mail - 20% commission

Visitation

24/7 fees will be collected thru kiosk also.

Money management - Inmate accounts. Money coming into their account and going out when released. Balance of inmate monies will be put on debit card, as issued checks from county are not cashed so end up sending funds to state unclaimed property.

Kiosk will be located in lobby for family to deposit money and in the cell area so inmates can request commissary, voice grievances, have a law library available online and the kiosk will provide audit trail for state audits. Jail will not physically handle any money. Estimate cost to cover the install is \$10,000 which can come out of the current commissary fund. \$4,800 to install wires/elec. in cells and \$4,950 for kiosk in the lobby. Motion by Berseth and seconded by Thompson to sign into a (5) five year contract with Turnkey and pay for out of commissary funds. Vote was unanimous.

## **HIGHWAY DEPARTMENT**

Highway Personnel in attendance were Engineer Sedler and Ron Hohenstern.

Bid Opening - Overlay Project - Bituminous Overlay and Incidentals on CR#10. (6 miles with a 2 mile alternate.)

The following bids were received: (See attached).

Motion was made by Berseth and seconded by Thompson to accept bids as presented. Vote was unanimous.

Chip Seal CP-0004(20) ND 18 to RC #1 (approximately 12 miles).

Requesting authorization to advertise for bids. A motion was made by Berseth to advertise for bids for Chip Seal CP-0004(20) ND 18 to RC #1 and seconded by Ehlert. Vote was unanimous.

Culvert bids.

Requesting authorization to advertise for bids. A motion was made by Thompson to advertise for culvert bids and seconded by Berseth. Vote was unanimous.

Equipment Rental and Hauling bids - A motion was made by Thompson and seconded by Berseth to accept bids. Bids will be opened in office.

Road Restrictions - Some road restrictions will be put on next week on CR#1 and CR#16 due to changes in weather. Will notify of future road restrictions when placed.

### **MISC/CORRESPONDENCE continued**

A letter was drafted from States Attorney Kummer to be sent to a taxpayer, who has been challenging his property assessment. It states the correct protocol to follow to have it reassessed as opposed to current conversations where no new issues are being addressed. After revision of wording noted by Commissioner Berseth a motion was made by Berseth and seconded by Thompson to send the letter. Vote was unanimous.

### **RSR HUMAN SERVICES - KRISTEN HASBARGEN**

Kristen Hasbargen has been named by DHS as the new RSR Human Services Zone Director.

Request to fill vacancy - 3 Positions available - (See attached)

LSW III Child Protection Worker - vacant due to resignation upon delivery of baby.

FSS II CPS Intake Worker - internal position to fill as will now be a regular position, not temporary.

HSPA IV - Child Welfare Supervisor/Case Management Unit - newly approved position to add an additional child welfare supervisor now that zone is formed.

Motion to approve the hiring of these 3 positions was made by Berseth and seconded by Thompson. Vote was unanimous.

Per zone agreement, reimbursement from the state has been received and in turn paid out indirect costs to Ransom (25%) and Sargent (25%) counties with 50% remaining with Richland County. End of year 2019 fund balance money from Ransom and Sargent Counties has also been received.

### **COMMUNICATIONS - JILL BREUER**

Notice of vacancy- Request to fill vacancy for 1 employee position that has left employment. Motion by Berseth and seconded by Thompson to approve the advertising for this position. Vote was unanimous.

911 PHONE SYSTEM & RADIO UPDATE (See attached) Discussed the 9-1-1 phone system update. Richland County will join the state system, Option C. Redundant Link requirement - State is requiring redundant link for the SIRN 20/20 and Vesta 9-1-1 equipment. Cost will be no more than \$29,000 and installation will be on the northwest side of the LEC. This is a one-time cost. If we choose not to install a redundant link will need to sign off liability with State of ND. Motion by Thompson and seconded by Ehlert to allow Jill to proceed with redundant link. Vote was yes - 3 and no - 1 (Berseth). Discussed looking at costs when shared entities contacts are due.

Legislative Reps invited to Richland County - Jill will work on a legislative meeting in the fall.

## **CH/LEC ADDITION - BIDDING METHOD**

Damon DeVillers, Interstate Engineering and Jason Flack, Comstock Construction were in attendance to discuss the two bidding methods - "Design, Bid, Build" and "Construction Manager at Risk (CMAR)". Motion to go with the CMAR method made by Berseth and seconded by Thompson.

RFQ for architect has been put in the paper. Requests for the RFQ are going to John Anderson.

The CH/LEC Addition Committee members are John Anderson, Sheriff Larry Leshovsky, Auditor Leslie Hage, Commissioner Nathan Berseth and Brett Lambrecht.

## **COMMITTEE REPORTS**

A) Social Services - Meeting in Milnor. Discussed whose policy to follow. Work in progress, inclement weather will follow home county policy.

B) Buildings & Grounds - No report.

C) Public Health - Michelle Eberhardt discussed Coronavirus with employees.

D) JDA - SVEDA will be meeting this week, Thursday. JDA - 3 board appointments: Bob Fust, Patty Zietlow and Kevin Paczkowski. Motion to reappoint 3 positions made by Berseth and seconded by Ehlert.

E) Weed Board - No Report.

F) Soils Committee - District 7 appointed Brady Theede for 2020; 3% increase in Agland.

G) Park Board - Next meeting March 16<sup>th</sup>.

H) Administration - JPA with City of Wahpeton on Old Armory demolition. County Commission would like a change on page 3 of the agreement "not to exceed \$75,000" total cost to County. Auditor will contact City to note change. Motion to approve and sign JPA once change has been made by Thompson and seconded by Berseth. Vote was unanimous.

Thompson noted that citizens have contacted him and would like to see the marker on the west end of the building removed intact and placed somewhere on/in the courthouse due to huge history it represents. County Auditor will bring to City of Wahpeton Auditor's attention and see what can be done.

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

UPCOMING MEETINGS

March

11 RW Users  
17 Commission Meeting

April

2 5 County Meeting  
7 Commission Meeting

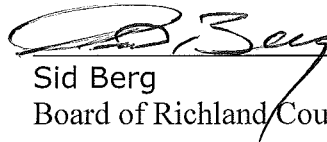
Being there was no further business the meeting adjourned at 10:00 A.M.

Reports Filed: Tax & Property Department – Revenue Voucher for January, 2020; Sheriff Department – Revenue & Expenses for January, 2020.

ATTEST:



Leslie Hage  
Auditor/Administrator



Chairperson

Sid Berg  
Board of Richland County Commissioners

The following claims were approved for February, 2020.

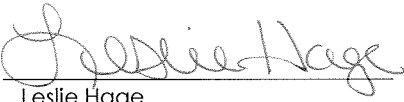
PAYROLL (inclusive)	
General	256,598.25
County Highway	89,947.34
911 Communications	47,922.78
County Agent	5,447.92
Veterans Service	7,858.94
Weed Officer	400.00
Public Health Fund	78,977.04
Income Maintenance	43,432.02
Foster Care	11,140.72
Child Protective Svc	24,139.25
Parent Aide	3,025.07
Family Soc Worker	10,341.91
Social Svcs	9,443.47
In-Home Care Spec	17,530.47
Adm Support	11,303.08
Human Svc Zone Board	300.00
<b>PAYROLL TOTAL</b>	<b>617,808.26</b>

EXPENSES: \*\* Refer to  
resolution records

County General	271,915.08
County Highway	95,282.13
Bridge Repl Fund	-11,486.14
15 Mill Road Fund	15,807.58
Social Service	-160.75
911 Communications	39,573.66
NDRIN Fees	198.45
County Agent	3,023.72
Veterans Service	3,812.64
Weed Control Levy	4,020.52
Public Health	48,150.53
Haz Chem Fund	144.97
Income Maintenance	18,921.87
Adult Services	577.42
Foster Care	3,035.05
Child Protective Service	8,574.79
Parent Aid	1,642.88
Family Social Worker	3,713.22
Social Service	3,814.78
In-Home Care Specialist	10,261.68
Administrative Support	4,748.05
Human Svc Zone Board	384.67
Safety/Permanency Fd	1,281.99
Unallow Fed Prog Costs	121.00
State Medical Levy	21,841.41
Three Rivers Crisis Center	513.50
Garrison Div	21,841.41
Domestic Violence	70.00
Twsp Share Gas & Oil	68,759.21

State Aid Distribution	43,572.12
Jail Concession	956.09
Sobriety Test Fund	2,260.00
SEMCA	3,555.24
JDA	8,817.50
Sr Citizens Fund	23,272.63
Historical Society Fund	5,811.86
County Agent Special	931.34
Soil Cons District	21,841.41
Water Mngt Levy	76,231.17
Joint Water Resource	32,807.33
<b>EXPENSE TOTAL</b>	<b>860,442.01</b>

**TOTAL PAYROLL &  
EXPENSES** **1,478,250.27**

ATTEST:   
Leslie Hage  
Auditor/Administrator

 CHAIRPERSON  
Sid Berg  
Board of Richland County Commissioners

**BID TABULATION**  
**BITUMINOUS OVERLAY & INCIDENTALS ON CR 10**  
**CP-0010(020)**  
**RICHLAND COUNTY, NORTH DAKOTA - PRIME**

Bid Opening: March 3, 2020 - 8:30 (C.T)  
W20-03-010

Name	Address	Total Base Bid (Section 1)	Total Base Bid (Section 2)	Total Base Bid Section 1 + 2	Remarks
Bituminous Paving, Inc.	PO Box 6 Ortonville, MN 56276 PH:320-273-2113				
Border States Paving, Inc.	4101 32nd St North Fargo, ND 58102 PH: 701-237-4860	\$1,156,720	\$344,478.50	<del>1,501,198.50</del> 1,501,198.50	wrap
Central Specialties Incorporated	6325 Co Rd 87 SW Alexandria, MN 56308 PH:320-762-7289	\$1,085,133.03	\$315,890.87	1,401,023.90	
Knife River Materials	4101 Bemidji Avenue North Bemidji, MN 56601 PH: 218-751-5413	\$1,123,243.15	\$335,994.70	\$1,459,237.85	
Mark Sand & Gravel Co.	PO Box 458 Fergus Falls, MN 56538-0458 PH: 218-736-7523	\$1,008,803.65	320,602.20	\$1,329,405.85	
Mayo Construction Company, Inc	13960 Hwy 5 West Cavaler, ND 58220 PH: 701-265-8438				
Northern Improvement Company	4000 12th Ave. NW Fargo, ND 58108-2846 PH: 701-277-1225	\$1,199,477.10	\$353,618.96	\$1,553,096.06	wrap - virgin



## *RSR Human Service Zone*

Ransom Office  
205 4<sup>th</sup> Ave. S  
PO Box 628  
Lisbon, ND 58054  
701-683-6133  
701-683-4491 (fax)

Sargent Office  
355 Main St. S Ste 7  
Forman, ND 58032  
701-724-6241  
701-724-3323 (fax)

**Richland Office**  
**413 3<sup>rd</sup> Ave. N**  
**Wahpeton, ND 58075**  
**701-642-7751**  
**701-642-7826 (fax)**

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### **POSITIONS REQUESTED TO BE FILLED:**

- 39-00-5912                      LSW III Child Protection Worker – vacant due to resignation upon delivery of baby (due date is April 4<sup>th</sup>)
- 39-00-5914                      FSS II CPS Intake Worker – internal posting to fill as will now be a regular position, not temporary
- 41-00-5987                      HSPA IV – Child Welfare Supervisor/Case Management Unit – newly approved position to add an additional child welfare supervisor now that zone is formed...

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*Our mission is to provide quality, efficient, and effective human services, which improve the lives of people*

9-1-1 Phone System Options

9-1-1 Phone system Option A	9-1-1 Phone system Option B	9-1-1 Phone system Option C	Yearly	Redundant link for SIRN 20/20 and Vesta 9-1-1 (State System)
Continue with Sturtsman Richland System	Join states current system	Motorola Direct		
3 Positions Maintenance Yearly \$ 130,676.50	One time cost of \$ 98,000.00 Re occurring cost monthly \$ 2,770.54 Maintenance Yearly \$ 15,000.00	One time Cost \$ 28,442.00 Re Occurring Monthly for 3 consoles \$ 2,770.54 Connection Costs (IT) \$ 445.00	x 12 = \$33,246.48 x 12 = \$5,340	1 x Charge \$29,000 Monthly Connection \$650 Yearly Cost \$7,800

Approved @ 9/17/2019 Commission meeting  
This was halted at the 10/15/2019 meeting because pricing was changing and system setup would be changing.

Our 9-1-1 phone system needs to be replaced so that we can receive text messages. Current Equipment is Windows 7 which is end of life. Motorola Direct or Software to Service is the way to go. Option C. Motorola will own the equipment and replace hardware as needed and update software when needed. So if Microsoft decides to roll out another version of windows are system will not need to be replaced by us because Motorola will own and have to do the replacing. They are now take over the liability for the system. No more yearly maintenance charges because it is rolled into the monthly charges. Redundant link would give insulate us for issues dealing with outages giving us another connection coming from the west side of the building for both SIRN and 9-1-1!