

RICHLAND COUNTY BOARD OF COMMISSIONERS
APRIL 6, 2021

The Richland County Board of Commissioners met on April 6, 2021 at the Richland County LEC with Commissioners Nathan Berseth, Tim Campbell, Rollie Ehlert and Perry Miller. Commissioner Sid Berg was absent. Others in attendance were Administration Personnel Fossum and DeVal; State's Attorney Kummer; County personnel Jesse Sedler, Ron Hohenstern, Brett Lambrecht, and Sheriff Leshovsky; and a Daily News Reporter. Visitors included Rich Slagle of Moore Engineering, and Damon DeVillers of Interstate Engineering.

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

A motion was made by Ehlert and seconded by Berseth to approve the minutes of meetings March 2, March 16 and the Special Meeting March 30. Vote was unanimous.

TREASURER'S REPORT

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

EMERGENCY MANAGEMENT REPORT

Lambrecht gave a brief update on several recent fires. Lambrecht distributed a copy of the Burleigh County Fire Emergency and Burn Ban which details what is included in open burning and what's excluded as well as the penalty for violations.

Lambrecht reported he implemented a Burn Ban for Richland County that went into effect March 30, 2021. He asked the Board for comments on the Burleigh County Burn Ban detailing what is included/excluded and asked if he should add that wording to the Richland County existing burn ban or if he should create a new burn ban. State's Attorney Kummer recommended the Board amend the existing burn ban.

A motion was made by Berseth and seconded by Miller to include the information presented by Lambrecht to the Richland County Burn Ban. Vote was unanimous.

Lambrecht will get the information out on the County Web Site, County Facebook Pages, and Everbridge as well as distributing to local Fire Departments, Cities and the media.

KAYLA CARLSON - COVID UPDATE

Carlson reported the following:

- Phase 1 is finished
- Currently in Phase 2 (ND residents or employees 18 and older)
- the Health Dept has administered 3,653 total doses
- County-wide there have been 8,492 total doses
- a vaccination clinic is scheduled for Bobcat employees this week
- No longer being "allocated" doses by the State, are on an "ordering system"
- still utilizing state staff for vaccination clinics
- has been an uptake in cases in March
- the new web site is under construction

Following the report the Board discussed:

- OT of Staff and County policy for OT of exempt employees/who should be signing off for approval of payment for those hours
(Mechelle Olsen from HR will be invited to the next meeting to discuss further)
- purchasing a truck to pull the new trailer with Cares Act Funding
(Campbell reported the Health Board is meeting today and will be discussing the purchase of a pickup)

HIGHWAY DEPARTMENT

Bid Opening Chip Seal CR1 & 1E - The following bids were received:

\$334,029.70	Bituminous Paving - Ortonville MN
\$269,241.50	Morris Sealcoat & Trucking - Morris MN
\$270,246.90	Pearson Bros, Inc - Hanover MN
\$278,045.70	Astech - St. Cloud MN

The Engineers estimate for the project was \$372,560.00 with a completion date for the project of September 11.

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

Shop Demolition - Contractor is still in progress of cleanup and concrete removal.

Equipment Purchases -

Requesting authorization to purchase the following:

- 2013 Volvo Truck from FM Trucks for \$26,500
to replace 2011 Volvo Truck (received \$27,900 in insurance)

- 2009 Freightliner Truck from FM Truck for \$28,500
to replace T550 Sign Truck (received \$35,000 in insurance)

- 2022 RWAY Belly Dump from NW Truck Sales for \$49,239
to replace 2018 Belly Dump (received \$41,000 in insurance)

A motion was made by Ehlert and seconded by Berseth to approve the requested purchases. Vote was unanimous.

Pickup - Will get quotes for a new pickup and the Engineers will go into the Fleet. Received \$7,000 in insurance for a vehicle lost in the Hankinson fire.

Cam Leedahl - Helendale Private Drain - (Others in attendance were Peter Leedahl, Monica Zentgraf and WRB Members Don Moffet and Gary Friskop).

Leedahl gave an overview of the project which includes two crossings through County Rd 23 and one crossing through County Rd 2; there are 10 miles above ground ditch that enter into underground pipe to the river; there will be slide gates and locks that will be operated by Helendale Private Drain. Leedahl reported there are no bylaws in place yet and they are in the process of finalizing all easements.

Discussion followed and included:

- if the drain is not maintained what is the clawback (Leedahl replied the Helendale drain board would be responsible for all expenses and would be liable)

- the County Water Board has been involved and approved with the condition of getting a permit from the County

- Sedler expressed concern if something should go wrong in the future and stated he was not comfortable with signing off on this project himself, which is why he asked Leedahl to come before the Board

- Leedahl reported the project is designed with no impact to roads so they should not be flooded and there is also a gate opening procedure

- observation station locations

- culvert sizes
- liability/ramifications for washouts
- can it roll into a legal drain once completed/ Leedahl commented the landowners at the time would not agree to it because they didn't want to be assessed, that is why they proceeded with a Private Drain
- designed so it can be expanded but that is not in the plans

Following discussion, Leedahl requested permission to work in the County ROW.

States Attorney Kummer and Engineer Sedler will work on Conditions the County would like added to the Operations and Maintenance Plan provided by Leedal and will present those to the Board at the next meeting; they will also keep the Water Board informed.

Road Conditions - Sedler reported Roads are breaking up in several areas, they will need to be excavated out and repaired. The following areas have been flagged:

- Co Rd 16 East of Great Bend
- Co Rd 21 South of the pit
- Co Rd 1 North of Mooreton
- Co Rd 3 North of CR 2

SHERIFF LESHOVSKY AND JASON WEBER - CIVIL ASSET FORFEITURE

Weber requested a Civil Asset Forfeiture of Cash in the amount of \$4,824.00 be transferred from Richland County to SEMCA Drug Task Force. Weber explained that Richland County is the Fiscal Holder per State Guidelines. This is the first civil asset forfeiture since the process changed; and any expenditure of these funds would still need to come before the Commission. A motion was made by Berseth and seconded by Ehlert to approve the Transfer Request. Vote was unanimous.

In other business, Sheriff Leshovsky reported he has visited with Kummer regarding the use of Deadly Force and the new laws in MN as it involves SEMCA - the legal part is being worked out for "liability" Civil and Criminal. It will be discussed further at a SEMCA Executive Board Meeting.

COMMITTEE REPORTS

- A) Social Services - Allocations have been discussed with the State.
- B) Buildings & Grounds - The Boilers have been ordered and a walk through was done with Contractors.
- C) Public Health - The Health Board is meeting today at noon.
Fossum asked about clarification for paying OT to the Health Dept exempt employees - the Board directed her to follow the County Policy and pay the OT. Commission Discussion followed and included:
- when to lift the State of Emergency
 - who signs off on OT payment of exempt employees (Portfolio and Auditor)
 - Cares Funding/Pickup Purchase
- D) JDA - Construction will be starting in the next 30 days of homes in Hankinson, Lidgerwood and Wyndmere.
- E) Weed Board - a request was received from Dan Thompson to be appointed to the Richland County Weed Board and the Richland County JDA Board.
- A motion was made by Ehlert and seconded by Berseth to appoint Dan Thompson to the Richland County Weed Board and the Richland County JDA Board. Vote was unanimous.
- F) Soils Committee - No report.
- G) Park Board - Three individuals have applied for the Vacancy on the Park Board; they will be reviewed by the Park Board who will make a recommendation to the Commission.
- H) Administration - The Auditors are finishing up on the 2020 Audit.

UNFINISHED BUSINESS

Request from Dispatch for OT pay for Exempt employees - Fossum reported another employee has resigned so they are now short (3) staff.

Miller replied he along with Commissioner Berg and Breuer are on a Committee to review and look at some different scenarios. Sheriff Leshovsky asked to be on this Committee also and reported that some of his staff could help out in Dispatch.

Berseth reported our current Policy states - if "emergency related hours" it qualifies for over-time. State's Attorney Kummer replied we are in a Pandemic Emergency, their OT is due to staffing issues, so it is subjective or a different kind of emergency.

Following discussion, it was the consensus of the Board that this be discussed further at a Portfolio Meeting.

MISC/CORRESPONDENCE

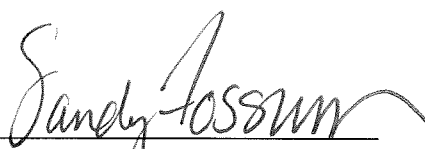
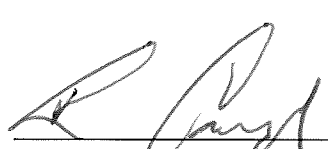
Campbell asked if it was time for the Commission to move their meetings back to the Commission Meeting Room. Ehlert requested the Commission continue to meet in the LEC.

A motion was made by Ehlert and seconded by Miller to approve a Raffle Permit Application for Wahpeton FFA Alumni Association. Vote was unanimous.

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

Being there was no further business the meeting adjourned at 10:20 A.M.

Reports Filed: Sheriff Department - Revenue and Expenses for February 2021.

ATTEST:	 <hr/> Sandy Fossum Auditor/Administrator	 <hr/> Tim Campbell Board of Richland County Commissioners	CHAIRPERSON
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The following claims were approved for March 2021.

PAYROLL (inclusive)	
General	240,237.22
County Highway	76,003.13
911 Communications	46,753.96
County Agent	5,358.27
Veterans Service	7,858.94
Weed Officer	400.00
Public Health Fund	89,637.88
Income Maintenance	44,227.46
Foster Care	16,679.70
Child Protective Svc	32,526.13
Parent Aid	3,100.70
Family Soc Worker	9,280.72
Social Services	10,668.00
In-Home Care	18,463.78
Admin Support	11,176.94
HSZ Board	450.00
PAYROLL TOTAL	612,822.83

EXPENSES: ** Refer to resolution records

County General	218,030.04
County Highway	173,680.34
Bridge Replacement	4,755.14
Road & Bridge	64,300.00
911 Communications	29,363.91
Cap Improvement Fd	32,880.00
Water Rescue	853.87
County Agent	3,029.18
Veterans Service	3,641.74
Weed Control Levy	1,348.08
Public Health	80,042.33
Haz Chem Fund	1,122.75
Income Maintenance	17,489.57
Foster Care	3,482.21
Child Protective Svc	10,339.89
Parent Aid	1,946.85
Family Soc Worker	4,251.10
Social Services	3,016.00
In-Home Care	9,970.45
Admin Support	4,509.07
HSZ Board	338.47
Safety Permanency Fd	298.00
Unallow Fed Costs	57.00
State Medical Levy	37,439.83

Garrison Div	37,439.83
Domestic Violence	175.00
Jail Concession	235.65
SEMCA	12,248.79
Sr Citizen Fund	155,565.69
Historical Society	17,424.90
Co Agent Special	334.30
Soil Cons District	35,204.65
Water Mngt Levy	112,409.06
Joint Water Resource	56,159.60
EXPENSE TOTAL	1,133,383.29

**TOTAL PAYROLL &
EXPENSES** **1,746,206.12**

ATTEST: *Sandy Fossum*
Sandy Fossum
Auditor/Administrator

Tim Campbell CHAIRPERSON
Tim Campbell
Board of Richland County Commissioners