

RICHLAND COUNTY BOARD OF COMMISSIONERS
FEBRUARY 4, 2025

The Richland County Board of Commissioners met at 8:00 A.M. on February 4, 2025 at the Richland County Courthouse with Commissioners Tim Campbell, Nathan Berseth, Perry Miller, Rollie Ehlert (joined by phone), and Terry Goerger (joined by phone). Others included Administrative Personnel Fossum and South, State's Attorney Kummer, Jesse Sedler, Donnie Witt, Jill Breuer, Sarah Erickson, and visitor Tyler Modlin.

Commissioner Campbell called the meeting to order. Commissioner Miller announced that he had an addition to the agenda, the American Red Cross. A motion was made by Berseth and seconded by Miller to approve the agenda as amended. Vote was unanimous.

A motion was made by Berseth and seconded by Miller to approve the minutes of meeting January 7. Vote was unanimous.

TREASURERS REPORT

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

JILL BREUER – STAFFING REQUEST FT TO PT

Jill Breuer reported that she has a FT employee who is leaving, but is willing to stay on PT to help out. She stated that the position would be PT, non-benefited and would be less than 20 hours per week. A motion was made by Berseth and seconded by Miller to allow Dispatch to keep PT employee to fill in. Vote was unanimous.

HIGHWAY DEPARTMENT

Highway Personnel in attendance were Jesse Sedler and Donnie Witt.

Engineer Sedler reported that he needs to start advertising for bids for Engineering on the box culverts in Lemars and Fairmount Townships. A motion was made by Berseth and seconded by Miller to advertise for bids for Engineering RFP. Vote was unanimous.

Sedler informed the Board that he would like to split the overlay project into two projects; Co Rd 81 and Co Rd 22 together and Co Rd 3 as a separate project. A motion was made by Miller and seconded by Berseth to advertise for bids for Overlay Project as two projects. Vote was unanimous.

Sedler informed the Board that he needs to advertise for bids for gravel crushing, drain tile, culverts, seal coat, and equipment rental for 2025. Sedler reported that his initial plan for drain tile has changed. The new plan will be Co Rd 1 from 46 to Colfax and Co Rd 3 from Co Rd 8 to Co Rd 2 for a total of approximately 25 miles. A motion was made by Berseth and seconded by Miller to advertise for bids for all Highway projects. Vote was unanimous.

The Board of Commissioners thanked Jesse and Donnie for assisting with Building and Grounds duties.

SHEYENNE RIVER WATER TRAIL - MEMORANDUM OF UNDERSTANDING

Tyler Modlin, one of the founding members of the Sheyenne River Water Trail, addressed the Board of Commissioners to request permission for trail signs to be placed on established Forest Service signs in Richland County. State's Attorney Kummer explained that the request involves Richland County Right-of-Way signage, so approval is needed from the Board. A motion was made by Berseth and seconded by Miller to approve MOU for Sheyenne River Water Trail maintenance and management. Vote was unanimous.

COMMITTEE REPORTS

- A) HSZ Board – Fossum reported year-end financials were discussed at the last meeting.
- B) Buildings & Grounds – Miller reported that four out of five applications were approved for the Court Facilities Improvement Grant. Fossum reported that Anderson will be applying for additional grants.
- C) Public Health – Ehlert reported that the department is currently assessing grant requirements for potential contracts and determining if an additional hire is needed. They have been following the Legislative Session and plan to participate in Public Health Day at the Capital on the 13th of February. Funding freezes from the new administration are being monitored. Public Health is being recognized by the Wahpeton Breckenridge Chamber of Commerce on February 20th at their Annual Business Awards. Respiratory infections are on the rise.
- D) JDA/JPA – Berseth reported that the JDA received a business application yesterday, but they have not had their February meeting yet.
- E) Weed Board – Goerger reported that he is currently in Bismarck for the state Weed Board Conference. He will be speaking with the Department of Agriculture about getting additional LAP funds for last year as well as future years.
- F) Soils Committee – Nothing to report.
- G) Park Board – Ehlert reported that a car went through the ice at Mooreton Pond. The Park

Board will be obtaining additional signage, Donnie Lingen is addressing requirements. As soon as the signs are completed, they will be placed.

H) Administration – Fossum informed the Board that her Class I Certification for Assessors will expire at the end of the year. She can complete the required CE in May, if the Commissioners think it would be beneficial. The Board indicated that they would like Fossum to complete the required CE to keep her certification.

MISC/CORRESPONDENCE

Fossum informed the Board that she received letters of interest from two individuals who would like to be reappointed to the Park Board, Jerome Mauer and Nicole Benedict. No other letters of interest were received. A motion was made by Ehlert and seconded by Goerger to appoint Jerome Mauer and Nicole Benedict to another term on the Park Board. Vote was unanimous.

Fossum informed the Board that she is unable to attend the Legislative Meet and Greet in Bismarck on the 18th, she will transfer her registration to Commissioner Berseth and register Commissioner Goerger.

Fossum informed the Board that she received an email from the LaMoure County Auditor, requesting a 5-County meeting during crossover.

UNFINISHED/NEW BUSINESS

Richland County Board openings were reviewed and discussed. Commissioner Goerger stated he would bring updated information for the Weed Board to the next meeting.

The Richland County policy for Holidays was discussed. Current verbiage in the policy states any other day appointed by the President or Governor. A motion was made by Berseth and seconded by Miller to change the policy for Holidays to state any other day appointed by the Richland County Commission. Vote was unanimous. The overtime portion of the policy was tabled for the next meeting.

Commissioner Miller reported that he received an email in January from the American Red Cross's Executive Director wanting to connect. Miller thought it would be a good idea as the American Red Cross has donated items to members of the county during times of need.

MISC/CORRESPONDENCE continued

Correspondence from the ND Small Business Development Center - 2024 Annual Report.

Correspondence from the Bureau of Land Management Montana-Dakotas State Office –

Public scoping period is open through March 3rd for oil and gas parcels being evaluated for potential inclusion in the September 2025 oil and gas lease sale in MT and ND.

Commissioner Goerger left the meeting at 9:22.

A motion was made by Berseth and seconded by Miller to accept Interstate Engineering for Flex Grant. Vote was unanimous.

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

UPCOMING MEETINGS

February

18 Joint Meeting Richland Commissioners, Wilkin Commissioners, & JPA
25 Commission Meeting

March

4 Commission Meeting
18 Commission Meeting

Meeting adjourned at 9:28 A.M.

Reports Filed: Tax & Property Department – Revenue Voucher for December 2024.

ATTEST: _____
Sandy Fossum
Auditor/Administrator

_____ CHAIRPERSON
Tim Campbell
Board of Richland County Commissioners

The following claims were approved for January, 2025

PAYROLL (inclusive)

General	\$	319,933.03
County Highway	\$	112,679.34
911 Communications	\$	55,136.32
County Agent	\$	7,937.82
Veterans Service	\$	11,043.08
Weed Officer	\$	500.00
Public Health Fund	\$	72,658.64
Income Maintenance	\$	72,517.70
Foster Care	\$	19,877.61
Child Protective Svc	\$	38,210.14
Parent Aid	\$	4,753.30
Family Soc Worker	\$	5,333.41
Social Services	\$	69,994.83
In-Home Care	\$	20,898.01
Admin Support	\$	17,033.09
PAYROLL TOTAL	\$	828,506.32

EXPENSES: ** Refer to resolution records

County General Accounts	\$	400,656.93
County Highway	\$	757,475.22
Bridge Replacement	\$	1,802.44
Road & Bridge Equipment Fund	\$	213,667.33
Prairie Dog Disbursements	\$	-
15 Mill Road	\$	-
Social Services Fund	\$	-
Emergency Assistance Donation	\$	-
Emergency Fund	\$	-
911 Communications	\$	36,610.38
NDRIN	\$	158.90
Capitol Improvement	\$	320,175.92
Water Rescue	\$	-
Special Response Team	\$	588.28
Civil Asset Forfeiture Fund	\$	-
K9 Dog Donations	\$	-
American Rescue Plan Funds	\$	-
County Agent	\$	17,551.13
Veterans Service	\$	5,149.30
Veteran Assistance Donation	\$	-
Weed Control Levy	\$	19,220.23
Public Health	\$	35,095.12
Haz Chem Fund	\$	407.40
Income Maintenance	\$	27,677.84
Foster Care	\$	6,603.02
Child Protective Svc	\$	13,781.44

Parent Aid	\$	1,379.08
Family Soc Worker	\$	2,758.53
Social Services	\$	23,890.55
In-Home Care	\$	11,064.47
Admin Support	\$	40,849.21
HSZ Board	\$	-
Safety Permanency Fd	\$	-
Foster Care	\$	-
Unallow Fed Costs	\$	-
General Assistance	\$	-
American Rescue Plan Funds	\$	-
State Medical Levy	\$	23,745.49
Three Rivers Crisis Center	\$	-
FEMA Disaster Reimbursement	\$	-
Garrison Div	\$	23,745.49
Domestic Violence	\$	140.00
Twsp Share Gas & Oil	\$	-
TeleComm Tax Fund	\$	-
State Aid Distribution	\$	15,988.51
Jail Concession	\$	-
Sobriety Test Fund	\$	2,800.00
SEMCA	\$	48,113.59
County General Accounts	\$	50,000.00
Diversion Settlement	\$	895,675.91
ND Income Tax W/H	\$	9,785.00
Sr Citizen Fund	\$	24,270.67
Historical Society	\$	6,065.44
Co Agent Special	\$	-
Soil Cons District	\$	15,538.12
Water Mngt Levy	\$	67,142.90
Joint Water Resource	\$	35,618.29
Estimated Real Estate Tax	\$	-
Current Tax Holding Fund	\$	6,610,940.56
EXPENSE TOTAL	\$	9,766,132.69

TOTAL PAYROLL & EXPENSES	\$	10,594,639.01
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ATTEST: _____
 Sandy Fossum
 Auditor/Administrator

_____CHAIRPERSON
 Tim Campbell
 Board of Richland County Commissioners