

**RICHLAND COUNTY BOARD OF COMMISSIONERS
JULY 23, 2024**

The Richland County Board of Commissioners met on July 23, 2024 with Commissioners Nathan Berseth, Tim Campbell, Rollie Ehlert, Terry Goerger and Perry Miller. Others included Administration Personnel South, State's Attorney Kummer, Jesse Sedler, Jill Breuer, Sarah Erickson, Kayla Carlson, Steve Gjerdevig, and Molly Buckhouse.

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

A motion was made by Goerger and seconded by Campbell to approve the minutes of meetings June 4, June 18, County Equalization June 4, and Special Session July 9. Vote was unanimous.

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

STEVE GJERDEVIG – WILKIN COUNTY HOUSING AGREEMENT

Steve Gjerdevig distributed a Wilkin County Housing Agreement that he was seeking the Commissioners approval on. He stated that the jail was at max capacity over the weekend and there was one bed available in Cass County and one bed available in Barnes County. Wilkin County is willing to accept prisoners to help during these times. Gjerdevig stated that he already got approval from the State Jail Inspector, Joe Sherven. The housing agreement would start August 1st.

Campbell asked how much Wilkin will charge us and how much would we charge them for housing prisoners. Gjerdevig stated that we charge \$85 and Wilkin charges \$90. Campbell stated that he would like these rates to match to approve the agreement.

Berseth stated that he was under the impression that we couldn't cross state lines. Gjerdevig stated that he was under the same impression until he had contacted Wilkin County a few weeks ago regarding another matter. Gjerdevig reiterated that the State Jail Inspector is on board and that he quoted part of the Century Code when giving his approval.

Ehlert suggested that we update the contract so both parties get \$90, Miller agreed.

A motion was made by Berseth and seconded by Ehlert to approve the Wilkin County Housing Agreement after review and changes by States Attorney Kummer. Vote was unanimous.

HIGHWAY DEPARTMENT

Sedler reported that he had a preconstruction meeting last week, Knife River Materials will start August 5th on the CO RD 16 project. They are looking at an aggressive schedule and plan to complete the project the first part of October. Sedler is still waiting on one landowner for right of way purchase, but the landowner wants more than the county is offering.

Ehlert stated that the offer should be the same across the board for all landowners, Campbell agreed. Sedler stated that this issue can be worked around if the landowner refuses to negotiate. Berseth stated that for future projects, we should get landowners to sign off before the project starts.

Sedler stated that he does not have a start date for the CO RD 2N, 3, 8, and 26 project with Duininck's and is not sure yet which part of the project they plan to start first as the project was just awarded recently.

Sedler reported that the tar kettle has burner issues and the tank is warping. He stated that it will cost \$3000 to fix but he is not sure how long that fix will last. He thought maybe we could fix it and sell it, but does not want the new owner to have issues in the future. Sedler stated a new tar kettle costs about \$76,000 and is something he has room in his budget for.

A motion was made by Berseth and seconded by Ehlert to authorize the purchase of a new tar kettle and scrap or fix the old one to sell under Sedler's discretion. Vote was unanimous.

Sedler reported that the traffic counters are working well, he had them posted in Christine for about a week and was able to get good data.

KAYLA CARLSON – FTE REQUEST

Kayla Carlson stated that she budgeted for 15.1 FTEs in 2024 for the Health Department. The HD is currently sitting at 13.2 FTEs with their 2 vacancies. Carlson does not anticipate filling those vacancies so she would like to increase FTEs for staff that are interested in taking on additional duties and hours. She asked the Commissioners if she could shift FTEs within the department as long as she stays under the budgeted FTEs.

Berseth asked if Carlson was estimating about 14.2 FTEs total for the department. Carlson stated that she didn't think it would be that much, 14 at most which is still below what was budgeted.

Miller asked if the change in FTE would affect benefits. Carlson stated that it would slightly because they are prorated.

A motion was made by Ehlert and seconded by Berseth to approve a total of 14.4 FTEs for the Health Department. Vote was unanimous.

Carlson gave the following Health Department updates:

- The HD is gearing up for flu season and back to school immunizations.
- The Billing Specialist position has been filled, new hire will start August 16.
- The Tobacco position was filled internally.
- The Correctional RN position was posted last week, they have received one application so far.
- The HD renewed its contract with NDSCS for August 2024 – May 2025.

COMMITTEE REPORTS

A) HSZ Board – Goerger reported that the state is taking on more of the indirect costs, so our costs should go down. He believes the department is fully staffed.

B) Buildings & Grounds – Miller reported that the HVAC project is still about a month ahead of schedule. The brick on the rotunda has been cleaned up and looks very good.

C) Public Health – Kayla Carlson gave a report earlier in the meeting.

D) JDA/JPA – Berseth reported that JDA just had a meeting. There is 24-unit complex being proposed in Hankinson and a duplex being proposed in Wyndmere. Communities that want to progress are taking advantage of the JDA programs. Berseth reported there are changes coming to SVEDA and JPA.

E) Weed Board – Goerger reported that the first round has been completed and everything is working well. The board has been talking with the Ag Commissioner about the LAP/Share program to see if the state will pick up more of the costs.

F) Soils Committee – No report.

G) Park Board – Commissioner Ehlert thanked Jesse Sedler and the Highway Department

for bringing gravel out to Morton Pond for an area that had been flagged by the maintenance crew.

H) Administration – No report.

MISC/CORRESPONDENCE

South informed the Commission that Richland County received a sponsorship request from Headwaters Royalty Program; Fossum has already replied letting them know that we aren't able to make charitable donations.

A motion was made by Berseth and seconded by Campbell to approve a Jail Bed Per Diem Contract with Roberts County pending States Attorney's approval. Vote was unanimous.

A motion was made by Berseth and seconded by Ehlert to approve a Cooperative Law Enforcement Annual Operating Plan & Financial Plan between Richland County and the USDA Forest Service pending States Attorney's approval. Vote was unanimous.

A motion was made by Berseth and seconded by Campbell to approve a Raffle Permit for Three Rivers Archers. Vote was unanimous.

South informed the Commission that the ND Department of Environmental Quality sent a letter to notify Richland County that a permit was issued to T & G Sanitation for a Solid Waste Management Facility.

South informed the Commission that Richland County received a letter from the Garrison Diversion Conservancy District to inform them that grant applications for the Garrison Diversion Matching Recreation Grant Program must be postmarked by September 3, 2024.

South informed the Commission that Richland County received a Notice of Filing Ten Year Plan for the Flickertail Solar Project.

South informed the Commission that the Richland County Soil Conservation District is hosting a free Geology Tour on August 13 that starts in Hankinson and will make stops throughout the county.

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

UPCOMING MEETINGS

August

- 6 Commission Meeting
- 20 Commission Meeting

September

- 3 Commission Meeting
- 17 Commission Meeting

October

- 1 Commission Meeting
- 15 Commission Meeting

Meeting adjourned at 9:36 A.M.

ATTEST: _____
Sandy Fossum
Auditor/Administrator

_____CHAIRPERSON
Perry Miller
Board of Richland County Commissioners

The following claims were approved for June, 2024

PAYROLL (inclusive)

General	\$	284,938.70
County Highway	\$	99,393.93
911 Communications	\$	51,344.45
County Agent	\$	7,432.26
Veterans Service	\$	10,278.67
Weed Officer	\$	1,516.00
Public Health Fund	\$	89,076.03
Income Maintenance	\$	54,565.66
Foster Care	\$	19,137.31
Child Protective Svc	\$	29,959.07
Parent Aid	\$	4,602.90
Family Soc Worker	\$	5,128.28
Social Services	\$	67,607.22
In-Home Care	\$	21,339.40
Admin Support	\$	21,861.77
PAYROLL TOTAL	\$	768,181.65

EXPENSES: ** Refer to resolution records

County General Accounts	\$	492,694.67
County Highway	\$	117,750.98
Bridge Replacement	\$	4,120.00
Road & Bridge Equipment Fund	\$	79,201.00
Prairie Dog Disbursements	\$	-
15 Mill Road	\$	-
Emergency Assistance Donation	\$	-
Emergency Fund	\$	-
911 Communications	\$	25,864.89
NDRIN	\$	351.47
Capitol Improvement	\$	-
Water Rescue	\$	-
Special Response Team	\$	-
Civil Asset Forfeiture Fund	\$	-
K9 Dog Donations	\$	-
American Rescue Plan Funds	\$	361,078.86
County Agent	\$	2,006.27
Veterans Service	\$	5,074.01
Veteran Assistance Donation	\$	-
Weed Control Levy	\$	132,027.05
Public Health	\$	32,534.71
Haz Chem Fund	\$	-
Income Maintenance	\$	18,501.16
Foster Care	\$	10,374.08
Child Protective Svc	\$	11,200.08
Parent Aid	\$	1,958.18

Family Soc Worker	\$	2,417.70
Social Services	\$	25,765.03
In-Home Care	\$	11,702.78
Admin Support	\$	10,326.72
HSZ Board	\$	-
Safety Permanency Fd	\$	-
Foster Care	\$	-
Unallow Fed Costs	\$	-
General Assistance	\$	-
American Rescue Plan Funds	\$	-
State Medical Levy	\$	532.69
Three Rivers Crisis Center	\$	-
FEMA Disaster Reimbursement	\$	-
Garrison Div	\$	3,317.23
Domestic Violence	\$	385.00
Twsp Share Gas & Oil	\$	-
TeleComm Tax Fund	\$	-
State Aid Distribution	\$	20,361.40
Jail Concession	\$	-
Sobriety Test Fund	\$	495.95
SEMCA	\$	1,787.72
County General Accounts	\$	-
Diversion Settlement	\$	1,265,156.05
ND Income Tax W/H	\$	-
Sr Citizen Fund	\$	3,986.05
Historical Society	\$	993.57
Co Agent Special	\$	457.20
Soil Cons District	\$	2,830.68
Water Mngt Levy	\$	11,469.04
Joint Water Resource	\$	4,975.87
Estimated Real Estate Tax	\$	-
Current Tax Holding Fund	\$	-
EXPENSE TOTAL	\$	2,661,698.09
 TOTAL PAYROLL & EXPENSES	\$	 3,429,879.74

ATTEST: _____

Sandy Fossum
Auditor/Administrator

CHAIRPERSON

Perry Miller
Board of Richland County Commissioners