

**RICHLAND COUNTY BOARD OF COMMISSIONERS
JANUARY 9, 2024**

The Richland County Board of Commissioners met on January 9, 2024 with Commissioners Nathan Berseth, Tim Campbell, Rollie Ehlert, and Terry Goerger. Commissioner Perry Miller joined via telephone. Others included Administration Personnel Fossum and DeVal; Assistant State's Attorney Rydell and a Daily News Reporter.

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

A motion was made by Ehlert and seconded by Goerger to approve the Minutes of meetings December 5, December 19 and the Special Session December 8. Vote was unanimous.

TREASURERS REPORT

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

A motion was made by Ehlert and seconded by Berseth to approve the list of Depositories as presented. Vote was unanimous.

A motion was made by Berseth and seconded by Goerger to approve Year-end Budget Adjustments and Transfers as presented. Vote was unanimous.

KEVIN OSTER, LIDGERWOOD MAYOR - DEMOLITION OF PROPERTIES

Oster shared concerns with the cost of demolition for properties that come back on taxes. The city has received estimates for the demolition and asbestos inspection on several homes- one for \$21,000 and another for \$19,500. He presented a proposal to the Commission: If the city were to rent an excavator and have a person on staff to operate it, would the County be willing to provide a side dump or manpower to haul debris to the landfill? Discussion followed and included:

- City plans for the property, would it sit vacant?
- could the JPA have an option to buy and put a house on it?
- County Hwy Dept does not have a side dump or covered trailers (if asbestos is involved) Dump Fees? Where would debris be hauled?
- if the County gets involved, are they competing with private industry?

At the conclusion of discussion, a motion was made by Berseth and seconded by Ehlert that the County reimburse the City of Lidgerwood for demolition costs, not to exceed \$5,000 per property, and if the lots are not sold in one year, to sell the lots to the JPA for \$1,000 each. Vote was unanimous.

Oster invited the Commission to attend a Public Meeting on February 20 where the City will updates citizens on projects happening in the community and how tax dollars are being spent, the school and Dakota Estates will also be participating in the event. The meeting will be held at 7:00 PM at the American Legion.

HIGHWAY DEPARTMENT REPORT

Highway Personnel in attendance were Engineer Sedler and Donnie Witt.

Engineer Sedler gave a brief update on Highway activities:

- Eagle Twsp Bridge
- Working with landowners on ROW in Lamars Twsp for box culvert project
- Snow Plow Update
- A Construction meeting with landowners to discuss ROW for CR 16 is scheduled for January 11 at the Great Bend Fire Hall

EMERGENCY MANAGEMENT REPORT

FEMA Flood 2023 - Funding has been received for three Townships for completed work.

House Fire in Fairmount, December 20 - The home was a complete loss. American Red Cross and the Salvation Army assisted the homeowner.

Homeland Security Grant - 2022 grant to change out all door FOBS in the Courthouse and LEC, adding a security entrance to the LEC and adding two gates between the buildings.

USGS Changes - Last October changes were made to gage zero and flood stage categories for the Wild Rice River near Abercrombie. The changes are being incorporated to prevent river stage readings below 0 ft during times of low flow.

Goerger announced that Lambrecht has been recognized as an Honorary Commander in the ND National Guard Honorary Commander Program.

SHERIFF RUHL - DEPARTMENT REPORT

Ruhl distributed a year-end report of Calls for Service by the Sheriff's Office for 2023.

Ruhl reported that Chief Corrections Officer Neitzke has turned in her resignation and will be done the end of January. He requested authorization to advertise the position. A motion was made by Berseth and seconded by Ehlert to advertise the Chief Corrections Officer position. Vote was unanimous.

Ruhl reported two more deputies will be trained to operate drones next month. Ruhl would like to purchase an "interior" drone that could be used in schools and by SEMCA. A motion was made by Berseth and seconded by Ehlert to approve an expenditure of \$1700 from the Civil Asset Forfeiture Fund for the purchase of an "interior drone" for the Sheriff Department. Vote was unanimous.

KAYLA CARLSON - HEALTH DEPARTMENT REPORT

Carlson distributed a Re-cap of the 2023 Budget for the Health Department.

Carlson reminded the Board of the discussion held at the December 8 Commission meeting regarding the Director of Nursing Vacancy and the possibility of splitting those responsibilities into two positions instead - a Home Health Coordinator and a Public Health Coordinator. Carlson proposed eliminating the front desk position and combining those duties with the Billing Specialist position and also moving from a Director of Nursing position to two Coordinator positions - overall the salaries would be \$37,700 less.

The Board expressed concerns that Carlson would be asking for a front desk position again in the future if it was too much for the Billing Specialist. Carlson replied the Nurses schedule their own appointments and they have a buzzer at the front desk for when people arrive so they no longer need the front desk position.

A motion was made by Berseth and seconded by Goerger to allow the Health Department to move to two Coordinator positions instead of a Director of Nursing position and to combine the front desk position with the Billing Specialist. Vote was unanimous.

JOHN ANDERSON - BUILDINGS & GROUNDS REPORT

HVAC Project -

- a roll off dumpster will be delivered on January 23 for Departments to utilize when cleaning out offices for the HVAC Project
- Construction will begin on February 12
- a quote was received for upsizing the chiller system and adding a chilled water coil to the LEC Air Handling unit; the quote is \$191,125 and \$150,00 was budgeted. A motion was made by Ehlert and seconded by Goerger to approve the Change Order for the HVAC project. Vote was unanimous.
- Fossum will be attending a meeting in Bismarck on January 11 for the Courthouse facilities grant

COMMITTEE REPORTS

- A) HSZ Board - No report.
- B) Buildings & Grounds - Heard a report from John Anderson earlier in the meeting.
- C) Public Health - Heard a report from Kayla Carlson earlier in the meeting.
- D) JDA/JPA - Approved a loan in Wahpeton.
- E) Weed Board - Have a request into the Ag Commissioner to add chemicals to the LAP Program. We are included in a pilot program using a drone. Will re-write a contract with Steve Ginsbach and L & M Spraying.
- F) Soils Committee - No report.
- G) Park Board - Steve Lugert has been hired as the grounds keeper at Mooreton Pond.
- H) Administration - No Report.

MISC/CORRESPONDENCE

- Correspondence from Garrison Diversion re- Matching Grant Program

A motion was made by Berseth and seconded by Ehlert to move forward with the proposal from Helbling Auctioneers for land in Barrie Township. Voting NO was Campbell, the remainder voted Yes and the motion carried. Fossum was directed to coordinate the details with Helblings.

A motion was made by Ehlert and seconded by Berseth to approve the 2024 Portfolios assignments. Vote was unanimous. (Copy attached to minutes).

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

UPCOMING MEETINGS

January

11 Christmas Party

February

6 Commission Meeting

20 Commission Meeting

March

5 Commission Meeting

11 Park Board Meeting

19 Commission Meeting

Meeting adjourned at 10:20 A.M.

Reports Filed: Tax & Property Department- Revenue Vouchers for November and December 2023.

ATTEST: Sandy Fossum
Sandy Fossum
Auditor/Administrator

Perry Miller CHAIRPERSON
Perry Miller
Board of Richland County Commissioners

The following claims were approved for December, 2023

PAYROLL (inclusive)

General	\$	269,744.73
County Highway	\$	92,672.96
911 Communications	\$	59,081.01
County Agent	\$	6,897.50
Veterans Service	\$	8,940.54
Weed Officer	\$	725.00
Public Health Fund	\$	93,293.74
Income Maintenance	\$	59,037.10
Foster Care	\$	18,766.07
Child Protective Svc	\$	37,737.78
Parent Aid	\$	4,552.90
Family Soc Worker	\$	5,128.28
Social Services	\$	72,984.16
In-Home Care	\$	21,495.17
Admin Support	\$	13,657.93
HSZ Board	\$	350.00
PAYROLL TOTAL	\$	765,064.87

EXPENSES: ** Refer to resolution records

County General Accounts	\$	239,256.37
County Highway	\$	331,971.42
Bridge Replacement	\$	2,830.00
Road & Bridge Equipment Fund	\$	38,000.00
Prairie Dog Disbursements	\$	-
15 Mill Road	\$	-
Emergency Assistance Donation	\$	-
Emergency Fund	\$	-
911 Communications	\$	35,055.51
NDRIN		
Capitol Improvement	\$	-
Water Rescue	\$	-
Special Response Team	\$	-
Civil Asset Forfeiture Fund	\$	-
K9 Dog Donations	\$	-
American Rescue Plan Funds	\$	4,460.00
County Agent	\$	3,008.00
Veterans Service	\$	4,311.70
Veteran Assistance Donation	\$	-
Weed Control Levy	\$	61,666.02
Public Health	\$	68,725.11
Haz Chem Fund	\$	-
Income Maintenance	\$	22,815.25
Adult Services	\$	-

Foster Care	\$	5,324.76
Child Protective Svc	\$	14,679.95
Parent Aid	\$	1,344.93
Family Soc Worker	\$	2,050.60
Social Services	\$	23,337.17
In-Home Care	\$	13,222.17
Admin Support	\$	7,223.66
HSZ Board	\$	169.70
Safety Permanency Fd	\$	1,995.72
Foster Care	\$	-
Unallow Fed Costs	\$	32.00
General Assistance	\$	7,000.00
American Rescue Plan Funds	\$	-
State Medical Levy	\$	411.46
Three Rivers Crisis Center	\$	8,000.00
FEMA Disaster Reimbursement	\$	61,948.25
Garrison Div	\$	411.46
Domestic Violence	\$	210.00
Twsp Share Gas & Oil	\$	-
TeleComm Tax Fund	\$	-
State Aid Distribution	\$	21,443.38
Jail Concession	\$	780.38
Sobriety Test Fund	\$	1,738.00
SEMCA	\$	2,511.46
County General Accounts	\$	109,583.42
Diversion Settlement	\$	22,193.03
ND Income Tax W/H	\$	-
Sr Citizen Fund	\$	1,115.82
Historical Society	\$	275.84
Co Agent Special	\$	-
Soil Cons District	\$	386.79
Water Mngt Levy	\$	3,604.16
Joint Water Resource	\$	617.27
Estimated Real Estate Tax	\$	41,158.30
Current Tax Holding Fund	\$	-
EXPENSE TOTAL	\$	1,164,869.06
TOTAL PAYROLL & EXPENSES	\$	1,929,933.93

ATTEST: Sandy Fossum
Sandy Fossum
Auditor/Administrator

Perry Miller CHAIRPERSON
Perry Miller
Board of Richland County Commissioners

2024 Portfolios

Updated 12/22/2023

Perry Miller, Chairman

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Rollie Ehlert

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Administration -642-7700
Communications - 642-7777
Maintenance Dept - 642-7830
Tax & Property - 642-7805
Housing Authority Board
Sheriff/Jail - 642-7711
Weed Board
SEMCA

Health Dept Board - 642-7735
Health Dept - 642-7735
Sheriff/Jail - 642-7711
Emergency Mgmt - 642-7799
Human Service Zone - 642-7751
SEMCA

County Agent - 642-7793
Soils Board - 642-7822
Communications - 642-7777
Health Dept. - 642-7735
Park Board
Weed Board
Human Service Zone Board - 642-7751

Highway Dept - 642-7810
Tax & Property - 642-7805
JDA Board
LARDC Board
Soils Board-642-7822
State's Attorney - 642-7766

Highway Department - 642-7810
Maintenance Dept - 642-7830
Veteran's Service - 642-7807
JDA Board
Park Board