

**RICHLAND COUNTY BOARD OF COMMISSIONERS
DECEMBER 5, 2023**

The Richland County Board of Commissioners met on December 5, 2023 with Commissioners Nathan Berseth, Tim Campbell, Rollie Ehlert, Terry Goerger and Perry Miller. Others included Administration Personnel Fossum and DelVal; State's Attorney Kummer; Assistant State's Attorney Rydell and a Daily News Reporter.

A motion was made by Miller and seconded by Goerger to approve the Agenda. Vote was unanimous.

A motion was made by Goerger and seconded by Miller to approve the Minutes of meetings November 7, November 21 and the Special Session November 16. Vote was unanimous.

BOARD REORGANIZATION

Ehlert opened nominations for Chairman. A motion was made by Berseth and seconded by Campbell to nominate Miller as Chairman. No other nominations were received. Vote was unanimous and Miller was elected as Chairman. Ehlert turned the meeting over to Miller.

Miller opened nominations for Vice Chairman. A motion was made by Goerger and seconded by Berseth to nominate Campbell as Vice Chairman. No other nominations were received. Vote was unanimous and Campbell was elected as Vice Chairman.

TREASURERS REPORT

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

A motion was made by Berseth and seconded by Ehlert to allow the Tax Discount to Ben Bako for his taxes due to a delay in mail service. Vote was unanimous.

A motion was made by Campbell and seconded by Ehlert to remove Tricia Kriel from the signature cards on all Bank/Investment accounts due to her resignation as Deputy Treasurer. Vote was unanimous.

A motion was made by Campbell and seconded by Ehlert to add Debra Bahr as an authorized signature on all Bank/Investment accounts handled by the Treasurer's Office. Vote was unanimous.

HIGHWAY DEPARTMENT

Highway Personnel in attendance were Engineer Sedler and Donnie Witt.

Engineer Sedler gave a brief update on Highway activities:

- Snow Plow Update
- Eagle Twsp Bridge
- Flex Grant with DOT
- A Construction meeting with landowners to discuss ROW for CR 16 is scheduled for January 11.

A Parking Area in Hankinson was discussed for the VSO Van. Ehlert will followup with the VSO Officer.

COMMITTEE REPORTS

A) HSZ Board - A meeting was held last week.

B) Buildings & Grounds -The Construction walkthrough for the HVAC Project was rescheduled to December 20. Anderson would like to trade off the 2011 half ton pickup for a 3/4 ton with an 8 ft box - this item was tabled by the Board. Berseth suggested a drop box for Maintenance requests rather than Departments calling Anderson throughout the day - Ehlert will discuss this with Anderson.

C) Public Health - Kayla Carlson was present and reported she has contacted Smith Motors about a trade-in value for the pickup; Smith Motors valued it at \$38,000. Carlson has also contacted the Dealer where the Trailer was purchased and is waiting to hear back.

Carlson requested authorization to advertise and fill two positions due to upcoming retirements -

A motion was made by Berseth and seconded by Ehlert to advertise the Accounting Billing Specialist position. Vote was unanimous.

A motion was made by Ehlert and seconded by Campbell to advertise the Jail Nurse position. Vote was unanimous.

D) JDA/JPA - A meeting was held several weeks ago. The Housing Summit will be held December 6 at 6 P.M.. Two more homes were sold last week. Working with Wahpeton on the Homestead Addition. There have been some discussions on JPA expanding to a six-member Board. Will try to schedule a meeting with Wilkin County in January or February.

E) Weed Board - A meeting is scheduled for December 7.

F) Soils Committee - No report.

G) Park Board - A bench has been installed at the Brushville Landing.

H) Administration - Fossum presented several Policy Change proposals for the County Policy Manual.

Policy 206 - Starting Salary

Policy 601 - Family/Medical Leave

Policy 103 - Equal Employment Opportunity

A motion was made by Berseth and seconded by Ehlert to approve the changes as proposed with an effective date of January 1, 2024. Vote was unanimous.

Fossum requested authorization to Advertise the vacant Deputy Recorder position. A motion was made by Berseth and seconded by Campbell to advertise a Deputy Recorder position. Vote was unanimous.

SHERIFF RUHL - DEPARTMENT REPORT

Sheriff Ruhl requested authorization to hire a Deputy due to the retirement of the Head Sargent Position. A motion was made by Berseth and seconded by Ehlert to advertise a Deputy position. Vote was unanimous.

MISC/CORRESPONDENCE

Request from Mark Evanger to purchase property. The Board tabled action on the request until further information is available.

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

A motion was made by Berseth and seconded by Campbell, in lieu of an Executive Order, to allow employees to take either Friday, December 22 or Tuesday, December 26 as a paid day off with the stipulation that staff work out schedules so County offices remain open both those dates. Vote was unanimous.

UPCOMING MEETINGS

December

- 6 JPA Housing Summit
- 7 Weed Board
- 19 Commission Meeting

Meeting adjourned at 9:55 A.M.

Reports Filed: None

ATTEST: Sandy Fossum
Sandy Fossum
Auditor/Administrator

Perry Miller CHAIRPERSON
Perry Miller
Board of Richland County Commissioners

The following claims were approved for November, 2023

PAYROLL (inclusive)

| | | |
|----------------------|----|------------|
| General | \$ | 271,859.66 |
| County Highway | \$ | 95,722.46 |
| 911 Communications | \$ | 53,589.74 |
| County Agent | \$ | 7,100.67 |
| Veterans Service | \$ | 8,940.54 |
| Weed Officer | \$ | 660.00 |
| Public Health Fund | \$ | 86,887.16 |
| Income Maintenance | \$ | 63,721.18 |
| Foster Care | \$ | 20,059.57 |
| Child Protective Svc | \$ | 40,368.72 |
| Parent Aid | \$ | 4,298.90 |
| Family Soc Worker | \$ | 5,128.28 |
| Social Services | \$ | 67,333.74 |
| In-Home Care | \$ | 21,632.57 |
| Admin Support | \$ | 13,643.93 |
| HSZ Board | \$ | 250.00 |
| PAYROLL TOTAL | \$ | 761,197.12 |

EXPENSES: ** Refer to resolution records

| | | |
|-------------------------------|----|------------|
| County General | \$ | 273,025.17 |
| County Highway | \$ | 179,457.90 |
| Bridge Replacement | \$ | 149,722.07 |
| Road & Bridge Equipment Fund | \$ | - |
| Prairie Dog Disbursements | \$ | - |
| 15 Mill Road | \$ | - |
| Emergency Assistance Donation | \$ | - |
| Emergency Fund | \$ | - |
| 911 Communications | \$ | 71,716.51 |
| NDRIN | \$ | 317.80 |
| Capitol Improvement | \$ | - |
| Water Rescue | \$ | - |
| Special Response Team | \$ | - |
| Civil Asset Forfeiture Fund | \$ | - |
| K9 Dog Donations | \$ | - |
| American Rescue Plan Funds | \$ | 38,942.10 |
| County Agent | \$ | 4,494.87 |
| Veterans Service | \$ | 5,618.46 |
| Veteran Assistance Donation | \$ | - |
| Weed Control Levy | \$ | 1,017.56 |
| Public Health | \$ | 38,463.06 |
| Haz Chem Fund | \$ | - |
| Income Maintenance | \$ | 23,977.16 |

| | | |
|-----------------------------|----|--------------|
| Adult Services | \$ | - |
| Foster Care | \$ | 4,644.38 |
| Child Protective Svc | \$ | 14,270.73 |
| Parent Aid | \$ | 1,365.45 |
| Family Soc Worker | \$ | 2,071.84 |
| Social Services | \$ | 23,017.87 |
| In-Home Care | \$ | 13,381.56 |
| Admin Support | \$ | 11,925.64 |
| HSZ Board | \$ | 112.06 |
| Safety Permanency Fd | \$ | 965.08 |
| Foster Care | \$ | 2.76 |
| Unallow Fed Costs | \$ | 50.00 |
| General Assistance | \$ | 7,000.00 |
| American Rescue Plan Funds | \$ | - |
| State Medical Levy | \$ | 1,635.04 |
| Three Rivers Crisis Center | \$ | 975.00 |
| FEMA Disaster Reimbursement | \$ | - |
| Garrison Div | \$ | 1,635.04 |
| Domestic Violence | \$ | 105.00 |
| Twsp Share Gas & Oil | \$ | 55,280.44 |
| TeleComm Tax Fund | \$ | - |
| State Aid Distribution | \$ | 16,443.34 |
| Jail Concession | \$ | 6,747.31 |
| Sobriety Test Fund | \$ | 1,770.00 |
| SEMCA | \$ | 6,364.28 |
| County General Accounts | \$ | - |
| Diversion Settlement | \$ | 3,616,676.10 |
| ND Income Tax W/H | \$ | - |
| Sr Citizen Fund | \$ | 2,175.16 |
| Historical Society | \$ | 541.36 |
| Co Agent Special | \$ | 36.06 |
| Soil Cons District | \$ | 1,536.74 |
| Water Mngt Levy | \$ | 6,395.37 |
| Joint Water Resource | \$ | 2,452.56 |
| Estimated Real Estate Tax | \$ | - |
| Current Tax Holding Fund | \$ | - |
| EXPENSE TOTAL | \$ | 4,586,328.83 |
| | | |
| TOTAL PAYROLL & EXPENSES | \$ | 5,347,525.95 |

ATTEST: Sandy Fossum
Sandy Fossum
Auditor/Administrator

Perry Miller CHAIRPERSON
Perry Miller
Board of Richland County Commissioners