

**RICHLAND COUNTY BOARD OF COMMISSIONERS
BUDGET MEETINGS
JULY 5, 2022 and JULY 7, 2022**

The Richland County Board of Commissioners met on July 5, 2022 at the Richland County Courthouse with Commissioners Sid Berg, Nathan Berseth, Tim Campbell, Rollie Ehlert and Perry Miller. Others in attendance were Administration Personnel Fossum and DeVal.

Jill Breuer - Dispatch/Communications - Breuer highlighted the following items in the proposed budget -

- \$9,500 a year for 911 Prog Payments will be going away
- Travel should decrease due to on-line training
- Capital Outlay - a new Recorder is needed and IntelliComm Software
- Overall increase of \$144,000 mostly due to Capital Outlay

Berseth and Ehlert both voiced they would like to see dual-role positions between Dispatchers and Jailers and would also like to look at moving Dispatch to the main floor.

Sheriff Leshovsky - Sheriff Department - Leshovsky joined the meeting by Speaker Phone.

- Fuel increased for next year due to higher fuel costs
- Lexipol increase for next year due to higher costs
- Leads-on-line approximately \$3500/yr will go away completely but would like to use those funds to pay for air time with the new Laptop System
- Power DMS - \$2000 setup and \$2500 yearly subscription (used for computation of payroll time and overtime)

Capital Outlay -

Laptops & Equipment for vehicles \$107,000 which includes the computers, printers and installation to equip all vehicles and
One new Vehicle \$45,000

Highway Department - Sedler highlighted increases to the proposed budget including the following:

- Temporary Help - may need to hire more truckers
- Office Expense - due to new shop
- Legal and Printing - due to increased costs
- Capital Expenses - due to unknowns with new shop
- Culverts - due to increased costs
- shop supplies - due to new shop
- gravel crushing - need to crush next year
- bridge supplies/file - projects next year
- seal coat - increase in costs
- fuel - increase in costs
- utilities - Hankinson shop back on next year
- Road & Bridge Equipment - New Pickup for Road Foreman
- Misc - included \$100,00 for hoist, forklift and air compressor

Miscellaneous Budget -

- The Board requested that Jason Weber come to the next Budget Meeting to discuss the participating entities and the SEMCA budget.

- The Board briefly discussed the Health Department Pickup and the possibility of it being utilized by the Emergency Manager; and the Emergency Managers current vehicle could be utilized in the Highway Department. Also discussed was keeping a log book to document non-county use of the vehicle.

Fossum presented a Spread Sheet/Preliminary Budget and reported the following:

- general fund revenue is based on 58.75 mills, which is the same as 2022.
- JDA mills increased from 0 to 2 mills
- the Total mill levy for the proposed budget is 98.44, the same as 2022
- the Health insurance contract with Sanford Health is up June 30, 2023, Fossum estimated a 20% increase for 6 months in 2023 and for the full year on the 2024 projection
- a 7% salary increase, plus a Grade step is reflected in the proposed budget

Being there was no further business the meeting recessed at 11:55 A.M.

The Budget Meeting was called back to Order at 8:00 A.M. on July 7. Commissioner Sid Berg was absent.

SEMCA - Jason Weber presented SEMCA stats from 2019-2022 and explained who the participating entities were. Both Richland County and Wahpeton Police Dept provide officers and other entities contribute funds of various amounts.

The Commission discussed the inequities in the contribution amounts being paid by the participating entities and will plan to discuss further with Ransom and Sargent Counties to try and come up with a logical formula.

Health Department - Kayla Carlson and Kenzie Kahler were present. Carlson highlighted expenses and revenue and reported No Major changes. Carlson also gave a Grant Overview.

The Commission reviewed a recap of the 2021 Budget showing a beginning balance of \$351,406 and an ending balance of \$534,250 which included County dollars contributed in the amount of \$675,000. Discussion followed -

- Berseth questioned if the County could contribute a lesser amount - Fossum and Carlson replied that Grant funds might not be received prior to expenses and some funds could show a deficit. Berseth asked if the funds could be transferred back to the County once the Grant funds were received.
- Ehlert questioned if mills could be reduced based on the ending balance.
- The Commission recommended Fossum meet with Carlson and Kahler to come up with numbers they would be comfortable reducing this year; and Fossum will check with the Auditor's to see if there would be a way to transfer funds back into the County General Fund once grant funds are received.

The Health Dept Pickup was also discussed - The Commission suggested that the Health Department pickup be utilized by the Emergency Manager and the Health Department could purchase a new vehicle that gets better mileage when they weren't pulling the trailer.

Carlson replied the pickup is currently used an average of 1-3 days a week and in the Fall they use it 2-4 days a week for immunizations. Carlson stated she would be open to other Departments using the pickup but voiced concerns with the Emergency Manager using it on a daily basis. The Health Department had to have first priority. Carlson will check into regulations of the Grant to see if this would even be allowed.

Jail - Melissa Neitzke reported the following:

Projecting \$85,000 in Capital Outlay for 2023 which includes a kitchen remodel and intercom.

- the kitchen space was last updated in 1995; there is no longer adequate space and the cabinets are falling apart, three estimates have been received. L & M Woodworking \$19,000, Dakota Cabinetry \$25,000 and UBC \$27,000
- Commercial Washer and Dryer quote of \$2700
- Intercom System Quote of \$41,800

Chief Deputy Gary Ruhl joined the meeting.

The Commission questioned the current jail capacity numbers and voiced concerns with only having 19 inmates if there is capacity for 32. The Commission also expressed some concerns with denying inmates from Sargent and Ransom Counties; they requested that Communications improve with Jail Staff and those Counties.

Ruhl reported the capacity numbers are recommended by the DOC, to prevent COVID Spread they keep one POD open for those infected with COVID.

Berseth commented he could justify the remodel if the capacity numbers increase, but if they remain at 19 there would be no need for additional kitchen space.

Ehlert suggested making use of the wasted space in the reception area as well as the underutilized space in the LEC Basement and having a conversation with Dispatch and the Sheriff to look at better options for the entire space with the possibility of relocating Dispatch to the main floor.

Berseth agreed and recommended a comprehensive plan be looked at by the Buildings & Grounds Committee, including the Sheriff and John Anderson.

Buildings & Grounds - Fossum reported the following:

- Capital Outlay includes Tuck Pointing on the Courthouse and Paving the Parking Lots.
- Increases to Utilities and Gas/Fuel for next year

Administration - requesting \$25,000 in Capital Outlay to replace a vehicle and insurance will also see an increase.

Water Board -

Campbell reported he was approached by Water Board Member Burvee who requested the Commission increase mills in the proposed 2023 budget - last year they were reduced to 2.75 mills. They would like the mills increased so they can build up the fund to do big projects.

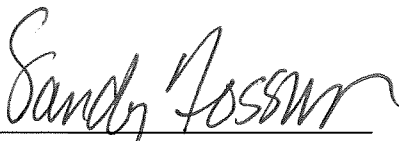
Berseth questioned what the big projects included, outside of legal drains; and stated funds should be coming through drain assessments not the general fund for legal drain projects.

General Fund - Fossum provided a breakdown of the general fund reflecting how many mills each department is requesting. Fossum reported that overall JDA increased from 0 to 2 mills for 2023 - to offset that the Capital Improvement levy was reduced from 2.5 to .5 being there are no immediate plans for major renovation for single point of entry to the buildings. The total mill levy for the budget presented was 98.44.

Fossum stated the preliminary budget needs to be approved by August 10th, after that date, it could still go down, but could not increase.

The Board discussed finding 2 mills in the Health Department Budget, reducing JDA to 1 mill and holding the Water Board to 2.75 mills creating a bottom line of a 3 mill reduction. Fossum will adjust the Revenue and Budget projections and send out revised Budget Sheets.

The meeting adjourned at 10:55 A.M.

ATTEST: 
Sandy Fossum
Auditor/Administrator

 CHAIRPERSON
Nathan Berseth
Board of Richland County Commissioners