

COUNTY COMMISSION MEETING January 6, 2004

The Board of County Commissioners met at 9:00 a.m. Commissioners present were Eldon Ehrman, Shirley J. Jorgensen, and Howard Erdmann.

Chairman Ehrman called the meeting to order. The minutes of the previous meeting was read and approved.

The following Statement of fees were approved and submitted to their appropriate funds:

County Recorder, Fees, \$782.50
Clerk of District Court, Fees, \$530.00
Sheriff, Fees, \$5.00

The Miscellaneous Receipts were collected for the following funds and were approved for the month of December 2003:

General Fund - \$2,857.84	Social Welfare - \$1,556.42
Farm to Market - \$21.40	County Road - \$1,866.48
Highway Dist. - \$15,062.93	SS & OASIS - \$654.77
Weed Control - \$439.37	911 - \$844.55
Wireless 911 - \$76.93	

An itemized listing of miscellaneous receipts are on file at the County Treasurer's Office.

The December payroll warrants #24665-24705 were approved from the following funds:

\$229.16	General Fund - \$19,921.58	Service Officer -
	County Agent - \$1234.33	Civil Defense - \$375.00
	911 - \$375.00	Highway Dist. -\$11,778.13
	County Park - \$115.80	Weed Control - \$750.00
	Social Services - \$9,763.13	

The following bills #24578-24731 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Linen & Apparel Srv,28.65;Denise Melom,40.30; Walter M. Lipp,38.44;Howard Erdmann,81.22;West River Telecommunications,404.32;N.D. Association Of Counties,150.00; City Of McClusky,25.50;Waste Management Of ND,118.11; Uniform Center & Embroidery,47.96;Gall's Inc.,38.46;Eldon Ehrman,44.64;Cynthia D. Wahl,251.18;LTM Business Concepts,2.33; Burnie's,81.12;Reliable,98.11;N.D. Safety Council,60.00;Fireside Office Plus,1,008.50;Cenex Ampride Credit Card,289.05;Birch Telecom,110.57;BHG, Inc.,221.73;Richard Bauer,93.34;Information Technolgy Dept.,374.00;Cellular One,216.68;Shirley J Jorgensen, 47.74;Institute Of Local Gov't,60.00;Tesoro Petroleum Company, 35.63;Centre Inc,480.00;Kyocera Mita America Inc,48.86 Cass County Treasurer,49.00;Bismarck Tire Center,306.56;D&J Oil, Inc.,1,635.43;Newman Traffic Signs,44.22;Nelson International, 201.82;Menard's,37.92;McClean-Sheridan Rur Water,44.30;NAPA Auto Parts,443.86;Mann's Automotive Supply,558.40;Co-Op Elevator, 1,766.90;Bentz Supply Store,107.67,Power Plan,330.93; Diane Fylling,52.70;NDSU Extension Service,908.00;McClusky Gazette, 7.50;Bentz Supply Store,67.83;Myron Dieterle,385.24; James

Haux,162.75;Marilyn Schneider,43.40;Jerone Sauter,175.77; Donald Hausauer,83.70;NDTC,20.07;SRT Communications, Inc,12.88; NDACo,226.12;Best Western Doublewood Inn,75.00;Bob's Photo, 21.73;Mike Colby Enterprises,15,000.00;Dakota Hydra-Power & Machining,10.00;Eide Ford,60.82;Farmers Union Oil Co,342.72; First District Health Unit,5,728.25;Darrell Grade,1,182.00; Jacks Uniforms & Equipment,32.60;Midland Atlas Company, 600.00;National 4-H Council,8.60;ND 4-H Foundation, Inc,5.00; NDAE 4-H Yth,70.00;NDSU Ag Budget Office,29.13;NEAFCS,52.00; Neff's Service,739.68;Public Safety Center Inc,191.90;R&H Motel, 32.00;Alberta Stobel,320.00;Doris Fischer,96.00;Evan Laib, 61.80;Jeremy Tkach,61.80;Eden Melom,61.80;Brandon Mortenson, 61.80;Tractor Supply Co,93.94 ;Office Depot,344.78;C&D Electric,135.29

The first order of business was to elect Chairman for the ensuing year. It was moved by Commissioner Ehrman to elect Shirley J. Jorgensen as Chairman for the ensuing year and Howard F. Erdmann as Vice-Chairman for the ensuing year, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman -yes, Erdman - yes, Jorgensen - yes All voting "yes" the motion carried.

The expenditures and revenues for the County for the year 2003 were reviewed.

Kent Alderin, County Agent, met with board to report on upcoming workshops that a flyer will be sent out with the McClusky Gazette that the public is encouraged to attend. Alderin will teach a fumigation course in January that will be conducted at the Courthouse that the CO-OP Elevator of McClusky will sponsor. The cattle market with the mad cow disease was discussed.

At this time William Engen and Reuben Miller, former New Germantown Twp. Officials, met with the board to turn in twp. Minutes and official documents leftover from organized New Germantown twp. to the County now that it has been dissolved. New Germantown Twp will make final payments on bills they owe and turn checkbook over to County with a zero balance. New Germantown Twp. assessor will now be the 1st District Assessor which is James Haux.

Cynthia Wahl met with the board to present agriculture values for 2004 from the ND State Tax Commissioners Office and to discuss upcoming abatements. It was moved by Commissioner Erdmann to approve no change be made on agriculture values from last year according to the ND State Tax Commissioners Office, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann - yes, Ehrman - yes, Jorgensen - yes All voting "yes" the motion carried. An application for abatement and settlement of 2003 taxes filed by DJ Hoffer and Hannah Schmidt for on Lots 22-23-24, Blk. 7, Hamilton's Addition, McClusky City was reviewed. The abatement hearing was scheduled for February 3, 2004 at 1:00 p.m.

Richard Bentz, landowner, met with the board to dispute the \$25.00 weed mowing charge from 2002 that was assessed to his 2003 property taxes. It was moved by Commissioner Erdmann that the \$25.00 weed mowing charge stay as set, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann - yes, Ehrman - yes, Jorgensen - yes All voting "yes" the motion carried.

The Veteran Service Officer Report for October-December 2003 was reviewed and filed.

It was moved by Commissioner Ehrman to approve the construction and maintenance agreement for the County Federal Aid Project with the ND Dept of Transportation for seal coating all paved Farm to Market roads

in Sheridan County in 2004 and the certification of right-of-way forms, seconded by Commissioner Erdmann. Upon roll call - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman to appoint Howard F. Erdmann on the Social Service Board to replace Phyllis Dockter due to county policy procedures, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman to authorize the Auditor's office to attend the HAVA Election workshop on January 13th in Bismarck, seconded by Commissioner Erdmann. Upon roll call - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

The time being 3:00 p.m. the discount tank wagon fuel bids was held and were received from the following:

	<u>Gasoline</u>	<u>Diesel Fuel</u>	<u>Heating Fuel</u>	<u>Oil</u>
Grease	<u>Discount</u>	<u>Discount</u>	<u>Discount</u>	<u>Discount</u>
D&J Bulk, Inc	.07 per gal.	.07 per gal.	.07 per gal.	.30
per gal. .10 per lb				
McClusky				
CO-OP Elevator	.07 per gal.	.07 per gal.	.07 per gal.	.30 per
gal. .10 per lb				
McClusky				

It was moved by County Commissioner Ehrman to accept the Diesel Fuel discount tank wagon price of .07 off retail price from CO-OP Elevator and approve the gas and heating fuel discount tank wagon price of .07 off the retail price from D&J Bulk and the discount price of grease of .10 per lb# and oil .30 per gallon from D&J Bulk, seconded by County Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

Edward Baker, Road Foreman, and Dave Martwick, D & J Bulk, met with the board to discuss oil and fuel comparisons.

It was moved by Commissioner Ehrman to authorize the Road Foreman to purchase a Nemco heater for the North County Shop and three air compressors, one for each County Shop, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

Larry Gessner, Sheriff, met with the board to discuss the City/County Policing contract. It was moved by Commissioner Ehrman to approve the City/County Policing contract for 1 year at \$12,500.00, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Erdmann to approve repairing the rear-end and transmission on the Sheriff's Office Bronco, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann - yes, Ehrman - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman to approve to purchase a 2001 Ford Crown Victoria from Salt Lake County Fleet in the amount of \$13,000.00 that has 31,646 miles on and that the Sheriff's office will drive to Salt Lake City to pick the vehicle up, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen -

yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman to hire Faye Axt as a part time Deputy Sheriff for 20 hrs a week at 875.00 per mth. effective January 5, 2004, seconded by Commissioner Erdmann. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Erdmann to purchase a grantor/grantee software program for the County Recorders Office that enables the public access of recordings and searches over the internet for a fee from Computer Service Associates, Inc. in the amount of \$6,735.00 to be paid over a two year period with annual support maintenance of \$1,350.00, that is included over the two year period purchase price, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann - yes, Ehrman - yes, Jorgensen -yes All voting "yes" the motion carried. The fees collected by Computer Service Associates, Inc. through the Internet are transferred back to the County.

The Boiler Insurance Policy for 2004 was reviewed and approved.

It was moved by Commissioner Ehrman that the District County Assessors be paid \$275.00 per township for assessor duties, seconded by Commissioner Erdmann. Upon roll call vote Jorgensen - yes, Erdmann - yes, Ehrman - yes All voting "yes" the motion carried.

It was moved by Commissioner Erdmann, seconded by Commissioner Ehrman, and carried that the Chairman of the Board, Shirley Jorgensen, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2004. Upon roll call - Erdmann -yes, Ehrman - yes, Jorgensen - yes All voting "yes" the motion carried. The County Officials and Janitor are therefore requested to requisition to the Board of County Commissioners at their regular meetings for all larger items such as furniture, equipment, etc. that exceeds over \$100.00 and that they have the approval of the purchasing board on all smaller items.

It was moved by Commissioner Ehrman, seconded by Commissioner Erdmann, and carried that the Auditor be authorized to pay the following items by Auditor's warrants during the year upon authorized payrolls, certificates of interest on warrants, workmen compensation premiums, unemployment insurance, withholding tax, welfare office personnel, other welfare vouchers upon approval of welfare board, and county shop, county park, and courthouse electricity and water bills. Upon roll call - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman, seconded by Commissioner Erdmann, that the following banks be designated as County Depository Banks. Upon roll call vote: Jorgensen - yes, Erdmann - yes, Ehrman - yes All voting "yes" the motion carried.

The First National Bank of McClusky
Choice Financial Group of Goodrich
The Bank of North Dakota

The Pledge of Assets were reviewed and found in order.

It was moved by Commissioner Erdmann that the County employees be paid .31 per mile for necessary travel, seconded by Commissioner Ehrman. Upon roll call vote - Ehrman - yes, Jorgensen - yes, Erdmann - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman that the Elected Officials and Appointed Officials Salaries for 2004 be set as follows:

County Auditor	22,200.00	
Sheriff	25,860.00	
Register of Deeds	22,200.00	
Treasurer	21,400.00	
States Attorney	22,850.00	
County Commissioners	8,100.00 each	
	(Plus mileage and expense)	
Veteran's Service Officer	2,900.00	
Civil Defense Director	4,650.00	
911 Coordinator	4,650.00	
Risk Manager	2,550.00	
Tax Director	13,440.00	
And Salaries of Deputies, Clerk, etc. be set as follows:		
Auditor - Deputy	14,325.00	
Extra help if needed		100.00
Sheriff - Chief Deputy	22,800.00	
Deputy	21,600.00	
Deputy Clerk	10,500.00	
Special Deputies-Signal 100 or Similar long situations		
5.50 per hr.		
Normal-Special Deputies		5.15 per hr.
Register of Deeds - Deputy	7,835.04	
Extra help if needed		500.00
Treasurer - Deputy		6.00 per hr.
County Agent Clerk	15,412.00	
Janitor & Extra help	15,340.00	
State's Attorney Rent		100.00 per mth.
Weed Board Members	35.00 per mtg.	
County Park Board Commissioners		10.00 per mtg
Planning & Zoning Board members		10.00 per mtg

Seconded by Commissioner Erdmann. Upon roll call vote - Jorgensen - yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

It was moved by Commissioner Erdmann that the Highway employees salaries be as follows for 2004, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann - yes, Jorgensen - yes, Ehrman - yes All voting "yes" the motion carried.

HIGHWAY EMPLOYEES - Salaries - Annually

Salaries for full time experienced operators:	<u>Annual</u>
Foreman and Head Blademan	25,100.00
Head Mechanic and Blademan	24,250.00
Other Blademen and Tractor operators with Over 8 years experience	23,720.00
Other Blademen and Tractor operators	19,910.00
Salary for full time in-experienced operator	18,910.00
Wages for part time inexperienced operators:	<u>Per Hour</u>
Experienced part time operators	8.65
Inexperienced operators begin at	7.60
Common Labor, Tarring Streets, Picking Rocks, etc.	8.00

It was moved by Commissioner Erdmann to re-appoint the following for the year 2004:

Marlin P. Engen - County Park Commissioner
Arlington Helm - County Park Commissioner
Paul Stober - Veteran Service Officer
Wayne Houston - County Emergency Manager & 911 Coordinator
Larry Gessner - Acting Coroner
Cynthia D. Wahl - Director of Tax Equalization
Denise Melom - Risk Manager

Seconded by Commissioner Ehrman. Upon roll call vote - Ehrman - yes, Jorgensen- yes, Erdmann - yes All voting "yes" the motion carried.

It was moved by Commissioner Erdmann that the County employees that do not arrive for work due to inclement weather, even though the Courthouse is open, shall take a vacation or sick day off at the employee's discretion to compensate for that day, seconded by Commissioner Ehrman. Upon roll call vote - Erdmann -yes, Jorgensen - yes, Ehrman- yes All voting "Aye" the motion carried.

There being no further business the meeting adjourned.

Auditor

Chairman

COUNTY COMMISSIONERS MEETING January 22, 2004

The Board of County Commissioners met at 10:00 a.m. in special session. County Commissioners present were Shirley J. Jorgensen, Eldon Ehrman, and Howard Erdmann

Other present: Allan Tinker

Chairperson Jorgensen called the meeting to order.

County Auditor, Shirley A. Murray, reported on the Help America Vote Act (HAVA) that requires optical scan voting equipment at each polling place to allow the voter a second chance of voting in case of overvote or crossover vote and to have handicapped voting equipment available also at each polling place. HAVA is effective by January 1, 2006. The new optical scan equipment will be taking place this 2004 Election year and the handicapped voting equipment will take place prior to January 1, 2006 in most counties across North Dakota. Also consolidating down to 4 polling places from 6 polling places in Sheridan County being the new Model 100 optical scan voting equipment can scan and tabulate votes for two legislative districts in one polling place was discussed. Sheridan County did have 4 polling places prior to the year 2000 legislative redistricting, then Sheridan County was split into two legislative districts, therefore; adding two more polling places was needed then. If Sheridan County does not consolidate down to 4 polling places the County will have to pay the full price of the optical scan voting equipment for 2 polling places. Consolidating the

polling places down to 4 was tabled until the February Meeting. The new voting equipment and software will cost the County around \$250.00 per polling place for up to only 4 polling places from Election Systems & Software, MN, after the State and Federal have paid their share. ES&S will trade-in the old III-P Eagle optical scanning voting equipment for \$150.00. The new machines will be delivered late March, 2004. Regional training on the new voting equipment for the Auditor's office and poll workers will be held in March/April. The Auditor stated that the oval next to the candidate's name will need to be completed with the new optical scanning equipment in order to vote for your candidate's choice rather than connecting the arrow to your candidate's choice as has been done in the past. Including the Cities and School offices/measures and candidates on the County ballot was discussed. It was moved by Commissioner Erdmann that the County absorb the costs of programming the ballots to include the City and School candidates to be on the County ballots upon approval of agreement by the Cities and Schools seconded by Commissioner Ehrman. Upon roll call vote - Ehrman - yes, Erdmann - yes, Jorgensen - yes All voting "yes" the motion carried.

The auditor reported that the Twp Clerks/Treasurers need to report social security & medicare to the IRS when compensating their elected officials. An IRS workshop has been scheduled for the Twp. Clerk/Treasurers at the Community Room in the Courthouse on February 23, 2004 at 1:00 p.m. to inform them of the procedures and forms to report.

There being no further business the meeting adjourned.

Auditor

Chairperson