

County Commissioner Meeting January 4, 2005

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

Chairperson Jorgensen called the meeting to order. The minutes of the previous meetings were read and approved.

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

County Recorder, Fees, \$1,425.50
Clerk of District Court, Fees, \$540.00
Sheriff, Fees, \$308.80

The Miscellaneous Receipts were collected for the following funds and were approved for the month of December 2004:

General - \$5,260.82	Human Services - \$1,304.51
Secondary Road - \$66.24	County Road - \$2,206.52
Highway Dist. - \$17,183.19	County Park - \$34.64
S.S. & OASIS - \$1,146.57	County Ext. - \$65.00
Weed Control - \$220.66	911 - \$821.75
Wireless 911 - \$962.34	

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

The December payroll warrants #26871-26912 were approved from the following funds:

General Fund - \$21,391.83	Service Officer - \$241.66
County Agent - \$1,284.33	Civil Defense - \$387.50
911 - \$387.50	Highway Dist - \$12,821.63
Social Services - \$7,681.59	

The following bills #26943-27022 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Linen & Apparel Srv, 38.15; Denise Melom, 45.50; Walter M. Lipp, 125.94; McClusky Pharmacy, 29.57; N.D. Newspaper Association, 150.00; Howard Erdmann, 164.15; West River Telecommunications, 655.06; N.D. Association Of Counties, 19,837.45;

Sylvia Schell, 30.74; Waste Management Of ND, 34.37; Maximus, Inc, 10,000.00; N.D. State Radio Communication, 120.00; Eldon Ehrman, 32.15; Fireside Office Plus, 4.14; Cenex Credit Card 345.89; Birch Telecom, 87.63; BHG, Inc., 220.01; Information Technology Dept., 375.00; Cellular One, 239.50; Volute Enterprises Inc, 165.00; Shirley J Jorgensen, 18.90; Chief Supply, 50.43; Institute Of Local Gov't, 335.00; Jack's Uniforms, 291.84; Kyocera Mita America Inc, 48.86; OMB/Surplus Property Division, 70.00; Bismarck Tire Center, 589.47; D&J Oil, Inc., 2,344.34; John Deere Leasing, Co., 40,000.00; Newman Traffic, Signs, 78.82; Menard's, 363.37; Mclean-Sheridan Rur Water, 59.99; NAPA Auto Parts, 16.98; Bentz Supply Store, 148.60; Crystal Schaunaman, 276.95; NDSU Ag Communications, 35.00; NDTC, 20.07; SRT Communications, Inc, 12.88; West River Telecommunications, 6.00; NDACO, 481.17; Randy Miller, 25.20; Holen Construction, Inc., 1,944.00; Abused Adult Resource Center, 1,600.00; Abused Adult Resource, 75.00; AT&T, 24.67; Auto Wizard Inc, 385.78; Bryles Firearms, 14.88; Jackie Buckley, 75.00; Capitol Trophy

Inc,168.75;Caterpillar Financial Srv Corp,20,000.00; Computer Software Assoc, 2,627.00;Crime Prevention Resources, 94.00;Elmer Jesme Conference,75.00;Pat Faul,64.00;Marshall Feland,150.00;In The Line Of Duty, Inc,147.50; Lewis & Clark RDC,1,184.00;Marshall & Swift,180.95;McClusky Insurance Agency,1,278.00; MCI Comm Service,14.23; NACO, 370.00,ND Association Of Counties,126.26; ND Clerk Of Court Assoc,60.00; ND County Commissioners Assoc,680.00; ND Co Recorders Assoc,60.00; NDACE, 205.00;Alberta Stobel, 144.00; Doris Fischer, 72.00;Eden Melom,123.60;Brandon Mortenson,108.15; Tiffanie Reiser, 96.00;Swanston Equip Corp, 227.10; US Postal Service, 500.00; US Records, 2,503.97

The first order of business was to organize the Board for the ensuing year. It was moved by Commissioner Ehrman to elect Howard Erdmann as Chairman of the Board for the ensuing year, seconded by Commissioner Jorgensen. Upon roll call vote - Ehrman - yes, Jorgensen - yes, Erdmann - Abstained. Majority voting "yes" the motion carried. It was moved by Commissioner Jorgensen to elect Eldon Ehrman as Vice-Chairman of the Board for the ensuing year, seconded by Commissioner Erdmann. Upon roll call vote - Jorgensen - yes, Erdmann - yes, Ehrman - abstained. Majority voting "yes" the motion carried.

Sheriff, Larry Gessner, met with the board to discuss the City/County Policing Contract for 2005. The Salvation Army is looking for volunteers and a potluck supper/meeting is scheduled to be held at the City Hall in a couple weeks. Some criminal issues were discussed briefly. Gessner reviewed estimates of repairing the Bronco on miscellaneous items of over \$3,000.00 with labor. Purchasing a 2003 Ford Explorer from the Salt Lake County Fleet Dept. with low mileage was discussed. Leasing a vehicle will be investigated further and Gessner will report back later in the day. A forum on alcohol compliance will be held Jan 26th & 27th in Bismarck that will be sponsored by the Dept of Transportation. The Commissioners were recommended to attend.

At this time the board reviewed the Courthouse boiler equipment and its operation with Kim Hrichena, Chemsearch, Minot, and the Courthouse custodian, Sylvia Schell. Kim tested the boiler water and that there is a rust issue that is deteriorating the boiler equipment and its efficiency operation. A nitrate chemical treatment program is recommended to discontinue the rust from forming so the steam can run through the registers more evenly. Hrichena recommended insulating pipes to not lose heat in the boiler room for better efficiency also, and to install a feed water tank for when water levels are low to automatically fill water in the Boiler. The chemical treatment program will run around \$1,500.00 the first year including the self injection pump. The following year the nitrate chemical treatment program should run around \$1,000.00 per year. Testing the boiler water can be done on an annual basis through Chemsearch to see if chemical use can be reduced. It was moved by Commissioner Jorgensen to approve the Boiler chemical treatment program as recommended by Hrichena and sign the agreement to that affect, seconded by Commissioner Ehrman. Upon roll call vote - Jorgensen - yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

The time being 11:00 a.m. the County Park Board meeting was held. The County Commission meeting reconvened at 11:30 a.m.

Sheriff, Larry Gessner, met with the board to review vehicle lease interest rates. Robert Sorensen, First National Bank, met with the board upon the boards request to inquire about auto vehicle interest

rates to lease a 2003 Ford Explorer through the First National Bank. Sorensen will investigate further and return with information in the afternoon.

Cynthia Wahl, Tax Director, met with the board to report on a class she attended on the detailed soils procedure that other Counties have followed. A public hearing will need to be held later to set the modifiers. Crop and noncrop values were discussed. A detailed soils committee meeting will be held in Wells County to start their public meetings. The Commissioners were recommended to attend this meeting. A soils committee will need to be organized in Sheridan County. A landowner from each township was recommended to be appointed. The appointed soils committee members will be contacted and asked to attend the Wells County soils committee meeting with the County Commissioners to get a better understanding of the detailed soils procedure for tax valuation purposes.

Crystal Schaunaman, County Agent, and Mike Hanson, NDSU District Director, met with the board to report on issues and activities within the Extension Office. The Food and Nutrition Program position was discussed and the different alternatives of hiring the FNP position. NDSU will advertise for the FNP position. The Food and Nutrition Program position minimum requirement is to have a high school diploma. Shirley Jorgensen was appointed for input on discussing the 4-H agent and FNP position with Schaunaman and Hanson at a later date.

The time being 2:00 p.m. the hearing on the application for abatement of 2002 and 2003 taxes filed by Frieda Wahl on the SW4 Section 11-146-77 was held. Freida Wahl was present and reported that 45.50 acres of her land is under water and that the T & F value for 2002 should be decreased down to 16,450 from 25,770 and the 2003 T & F value should be decreased down to 15,640 from 24,450. It was moved by Commissioner Jorgensen to approve the abatement as requested due to many acres of inundated land, seconded by Commissioner Ehrman. Upon roll call vote - Jorgensen - yes, Ehrman - yes, Erdmann - yes, All voting "yes" the motion carried.

The Auditor reported that the NDSU Value per acre was reported for Sheridan County to be decreased by 1.7% for 2005. The board approved no changes be made being we are still within the 5% tolerance allowed by State.

The time being 2:30 p.m. the hearing on the application for abatement of 2004 taxes requesting 100% Homestead Credit was filed by Herman and Olivia Bertsch for on Lots 16-17-18, Block 4, McClusky City was held at this time. The application was reviewed and eligibility guidelines were met. There being no objections heard, it was moved by Commissioner Ehrman to approve the Bertsch application for abatement of 2004 taxes allowing 100% Homestead Credit, seconded by Commissioner Jorgensen. Upon roll call vote - Ehrman - yes, Jorgensen - yes, Erdmann -yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman to approve the computer technical support services contract with NDACo for 2005 in the annual amount of \$4,080.00, seconded by Commissioner Jorgensen. Upon roll call vote: Ehrman - yes, Jorgensen -yes, Erdmann -yes All voting "yes" the motion carried.

The Auditor reported the 2004 General Election cost per vote was \$5.83 per vote. A decrease of \$9.24 per vote from the June Primary Election due to more voter turnout in the General Election.

The time being 3:00 p.m. the hearing on the application for abatement of 2002 and 2003 taxes of Allan Tinker on several parcels in Harris Twp. was held. Allan and Brian Tinker were present. Also present was Dave Martwick. Tax Director, Cynthia Wahl, reported that the value on the property of Allan Tinker was increased and decreased across the board on all agriculture land, not just on noncropland and that is where the County's calculations differ from Brian Tinker's calculations. The State has directed the Counties to follow the agriculture value per acre of agricultural lands on a County wide basis as computed for the given year by the Agribusiness and Applied Economics Department of the ND State University, not just on noncropland or cropland values separated out and the County's computer system does not separate cropland and noncropland values on the same parcel. Ehrman stated that values are increased and decreased on all agriculture values in Sheridan County and everyone will be treated fairly this way until the detailed soils data will be the base of tax valuation in the near future. Brian Tinker reviewed a spreadsheet of an example of noncropland values only, separated out with the increases and decreases of values throughout a ten year period. The Board stated they will make their decision on the 2002 and 2003 applications for abatement later in the day.

The time being 3:30 p.m. the discount tank wagon fuel bid letting was held. Bids were received as follows:

	<u>Gasoline</u> <u>Discount</u>	<u>Diesel Fuel</u> <u>Discount</u>	<u>Heating Fuel</u> <u>Discount</u>	<u>Oil</u> <u>Discount</u>	<u>Grease</u>
D & J Bulk, Inc.	.07 per gal.	.07 per gal.	.07 per gal.	.07 per gal.	.30 per gal
gal .10 per lb					
CO-OP Elevator Inc.	.07 per gal.	.07 per gal.	.07 per gal.	.07 per gal.	.05 per gal.
gal .05 per gal.					

It was moved by Commissioner Ehrman to accept the Diesel Fuel discount tank wagon price of .07 per gal. off the retail price from D & J Bulk for 2005 and also accept the Motor Oil .30 per gal. off the retail price and .10 per lb. off the retail for Grease from D & J Bulk, seconded by Commissioner Jorgensen. Upon roll call vote - Ehrman - yes, Jorgensen - yes, Erdmann - yes All voting "yes" the motion carried. It was moved by Commissioner Jorgensen to accept the Gasoline and Heating Fuel discount tank wagon price of .07 per gal. off the retail price from the CO-OP Elevator for 2005, seconded by Commissioner Ehrman. Upon roll call vote - Jorgensen - yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

Alvin Gross, Road Foreman, met with the board to request purchase of paint to finish the walls in the County shop and insulation for the ceiling and big door of the County Shop. It was moved by Commissioner Ehrman to approve that Gross purchase paint and insulation for the County Shop, seconded by Commissioner Jorgensen. Roll call vote: Ehrman - yes, Jorgensen - yes, Erdmann - yes All voting "yes" the motion carried. Gross was instructed to schedule the road crew to remove the old coal hopper and auger out of the Courthouse basement being it will not be used again.

Myron Dieterle, landowner, met with the board to request purchase of County owned land that is adjoining his property in the SW4 8-149-76 consisting of 1.42 acres. It was moved by Commissioner Jorgensen to approve Dieterle to purchase the 1.42 acres for \$1.00 being the strip of land is no longer used for road right of way, seconded by Commissioner Ehrman. Upon roll call vote: Jorgensen - yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

Robert Sorensen, First National Bank, met with the board to discuss a vehicle loan through the First National Bank at 6% interest for the government rate. Sorensen reported that a Certificate of Indebtedness could possibly be done also. Further counsel with the Attorney General's Office is being investigated on a Certificate of Indebtedness. No action was taken at this time.

A contact was made by speakerphone to the Choice Financial Bank, Goodrich, on vehicle loan interest rates. Karen Korschak, Choice Financial Bank, will follow up with more information at a later date.

The Boiler Insurance Policy for 2005 was reviewed and approved.

The Quarterly narrative for Oct-Dec from Verona Lechler, Home Economist, on 4-H Youth and Family Nutrition Programs was reviewed and approved.

After serious consideration, it was moved by Commissioner Jorgensen to approve only the four parcels #2160-10, 2171, 2177, and 2179 of Allen Tinker's property in Harris Twp for 2002 T & F Value to decrease from 56,610 down to 39,376 and 2003 T & F Value to decrease from 53,690 down to 35,938 being there was a change in use of the land from prior years from cropland to non-cropland just on these parcels and not the other parcels requesting abatement, seconded by Commissioner Ehrman. Upon roll call vote - Jorgensen -yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

It was moved by Commissioner Ehrman that the District County Assessors be paid \$275.00 per township for assessor duties for 2005, seconded by Commissioner Jorgensen. Upon roll call vote Jorgensen - yes, Erdmann - yes, Ehrman - yes All voting "yes" the motion carried.

It was moved by Commissioner Jorgensen, seconded by Commissioner Ehrman, and carried that the Chairman of the Board, Howard Erdmann, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2005. 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 Jorgensen, 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 Jorgensen, 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 Jorgensen that the County employees be paid .35 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 2005 be set as follows:

County Auditor	22,800.00	
Sheriff	26,460.00	
Register of Deeds	22,800.00	
Treasurer	22,000.00	
States Attorney	23,150.00	
County Commissioners	8,400.00 each	
	(Plus mileage and expense)	
Veteran's Service Officer	2,900.00	
Civil Defense Director	4,800.00	
911 Coordinator	4,650.00	
Risk Manager	2,700.00	
Tax Director	13,920.00	
And Salaries of Deputies, Clerk, etc. be set as follows:		
Auditor - Deputy	14,775.00	
Extra help if needed		100.00
Sheriff - Chief Deputy	23,400.00	
Deputy	22,200.00	
Deputy Clerk	10,800.00	
Special Deputies-Signal 100 or Similar long situations		
5.50 per hr.		
Normal-Special Deputies		5.15 per hr.
Register of Deeds - Deputy	8,435.04	
Extra help if needed		2,000.00
Treasurer - Deputy		8.00 per hr.
County Agent Clerk	16,012.00	
Janitor & Extra help	15,900.00	
State's Attorney Rent		100.00 per mth.
Weed Board Members	50.00 per mtg.	
County Park Board Commissioners		10.00 per mtg
Planning & Zoning Board members		10.00 per mtg

Seconded by Commissioner Jorgensen. 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 2005, 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	25,700.00
Head Mechanic and Blademan	24,850.00
Other Blademen and Tractor operators with Over 8 years experience	24,320.00
Other Blademen and Tractor operators	20,510.00
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 Jorgensen to re-appoint the following for the year 2005:

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 Jorgensen 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 7, 2005

The Board of County Commissioners met at 3:30 p.m. on call of the Chairman. Commissioners present were Howard Erdmann, Shirley J. Jorgensen, and Eldon Ehrman.

Chairman Erdmann called the meeting to order.

Sheriff Gessner met with the board to discuss the purchase of a 2003 Ford Explorer from the Salt Lake County Fleet Department. Karen Korschak, Choice Financial Bank, Goodrich, was contacted by speakerphone to review vehicle financing interest rates. It was moved by Commissioner Ehrman to purchase a 2003 Ford Explorer in the amount of \$22,325.00 from Salt Lake County Fleet Dept. with financing through Choice Financial Bank of Goodrich, for 4.255% financing government rate with a down payment of \$6,100.00 for 2005 and the remaining \$16,225.00 to be paid in 4 annual installments and that the Auditor and the Chairman be authorized to sign the note, also additional police vehicle equipment will need to be purchased to be installed in the Explorer like the light bar, cage, etc. in the amount \$1,700.00, seconded by Commissioner Jorgensen. Upon roll call vote: Ehrman -yes, Erdmann - yes, Jorgensen -yes All voting "yes" the motion carried.

The Auditor reported that the electrician from MEC looked at the Community Room lights and recommended that they really need to be replaced being the lights are starting to pull away from the ceiling already and are outdated from code. It was moved by Commissioner Jorgensen to instruct the Auditor to have MEC install new lights in the Community Room of the Courthouse, seconded by Commissioner Ehrman. Upon roll call vote: Jorgensen -yes, Ehrman - yes, Erdmann - yes All voting "yes" the motion carried.

There being no further business the meeting adjourned.

Auditor
Chairman

COUNTY COMMISSION MEETING January 21, 2005

The Board of County Commissioners met at 1:00 p.m. on call of the Chairman. Commissioners present were Howard Erdmann, Eldon Ehrman, and Shirley J. Jorgensen.

Chairman Erdmann called the meeting to order.

Sheriff, Larry Gessner, met with the board to discuss the ND State vehicle fleet bids for a 2005 Ford Expedition is at \$25,748.00 and that Wells County is purchasing an Expedition on the State Fleet bids. Reconsidering the used 2003 Salt Lake County Fleet Explorer price verses the new 2005 Expedition from the ND State fleet bids was discussed further. Karen Korschak, Choice Financial Bank, Goodrich, was contacted by speakerphone to discuss if the same down payment of \$6,100.00 would apply if the 2005 Ford Expedition were purchased. Korschak stated there would be more equity for the bank to go on with the 2005 Expedition being the State Fleet bid price is much lower than the Dealer price is so the down payment would stay at \$6,100.00. It was moved by Commissioner Ehrman to rescind the motion he made on January 7, 2005 of purchasing the 2003 Ford Explorer, seconded by Commissioner Jorgensen. Upon roll call - Ehrman - yes, Jorgensen -yes, Erdmann - yes. All voting "yes" the motion carried. It was moved by Commissioner Ehrman to order a 2005 Ford Expedition on the State Fleet bid price of \$25,748.00 and to still finance with Choice Financial, Goodrich with a down payment of \$6,100.00 with the remaining amount of \$19,648.00 to be financed at 4.255% interest rate that will be spread across four annual installments and that the Auditor and the Chairman be authorized to sign the bank note, seconded by Commissioner Jorgensen. Upon roll call vote - Ehrman -yes, Jorgensen - yes, Erdmann - yes All voting "yes" the motion carried.

There being no further business the meeting adjourned.

Auditor

Chairman