

County Commission Meeting June 2, 2009

The Board of Sheridan County Commissioners met at 9:00 a.m. Commissioners present were Eldon Ehrman and Howard Erdmann. Absent: Michael Axt

Chairman Ehrman called the meeting to order. The minutes of the previous meeting was sent out and approved as is.

The following Statements of Fees were approved and submitted to their appropriate funds for May, 2009:

County Recorder, Fees, \$1,674.14  
Clerk of Court, Fees, \$240.00  
Sheriff, Fees, \$697.00

The total miscellaneous receipts were collected for the following funds and were approved for the month of May, 2009:

General - \$8,964.03	County Road - \$3,540.48
Highway Dist. - \$12,682.71	County Park - \$555.00
SS & OASIS - \$547.35	County Agent - \$61.89
County Ext. - \$5,125.00	Weed Control - \$363.39
Civil Defense - \$764.13	911 - \$164.35
Wireless 911 - \$494.95	

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

The May payroll warrants 34767-34805 were approved from the following funds:

General - \$23,880.68	Service Officer - \$266.67
County Agent fund - \$817.57	Civil Defense - \$425.00
911 - \$412.50	County Corrections - \$2,000.00
Highway Dist - \$11,555.00	County Park - \$557.50
Weed Control - \$300.00	Social Welfare - \$3,809.23

The following bills #34818-34897 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Linen & Apparel Srv.,45.05;Dakota Communications,117.50;Bentz Supply Store,176.72;Walter M. Lipp,35.70; Shirley A. Murray,77.50;Howard Erdmann,148.00;WRT, 897.58;Co-Op Elevator,45.88;N.D. Assoc. Of Counties, 197.98; City Of McClusky,26.50; Official Payments Corp.,165.00;Matthew Bender & Co., Inc.,151.78;Sylvia Schell,76.44;Waste Management Of ND,83.53;Trent Naser,50.00; Tracy Stein, 65.00;Reule's Super Valu, 266.17;Eldon Ehrman,36.00;Cynthia D. Wahl,126.00;TSC,108.38;Office Depot,203.03;Cenex Credit Card,88.87; Birch

Telecom,112.55; BHG, Inc.,330.46;Information Technology Dept.,418.60;Institute of Local Gov't., 200.00; Centre Inc, 480.00;D&J Oil, Inc.,5,637.36;Konschak Oil Inc.,3,079.86;McLean-Sheridan Rur Water,53.74;Power Plan,18.10;Alltel, 207.45; Crystal Schaunaman,195.00;Diane Fyelling,200.65; Marshall Feland,150.00;NDSU Extension Pesticide Prog., 980.00; Post Board,110.00; Delbert Hoffmann,25.00;Mechanics Plus,38.80; Ed's Service,15.00; ND Surplus Property,35.00;Insight Public Sector,4,574.98;Myron Dieterle, 18.00;James Haux,15.00;Jerone Sauter,23.00;Donald Hausauer,6.50;NDACo Resource Group,253.68;Statewide Services Inc., 2,846.00;Electronic Communications, Inc.,387.00;James Paulus,118.80;TSC Plan,175.95;Comfort Inn,64.00;Donna's Patchwork Cottage,55.00;NDTC,18.20; SRT Communications,Inc.,12.88;Action Motor Sports,10,463.98;Mercer Co Sheriff's Dept.,55.00;A&G Trucking,10,848.08;Clifford Kahler,22.00; Stein's Inc.,70.03;Meckle Excavating,400.00;Holen Construction, 1,008.00;Menards,74.28;Arlington Helm,54.53;Steven Murray,55.00; Alexiah Groskruetz,175.00; Applied Concepts, Inc., 94.00;Comfort Suites,55.00;Creekwood Construction,22,729.00;Dennis Bertsch,20.00; Emblematics,737.00;Frey Insurance Agency,6,055.00;Gerard R. Zlotkowski, 100.00;Hey Machinery Co., Inc.,155.00; BW-Ramkota Hotel,55.00; Stein Construction, Inc.,10,712.00;

Cynthia D. Wahl, Tax Director, met with the board to review the soil survey process. Wahl stated that Offroad's GIS Software would merge the parcels together with the detail soil survey information that a tax director in the state helped design. Estimated costs of software would be \$4,000.00 plus annual maintenance. Offroad Software will do a presentation at the July 7<sup>th</sup> County Commission meeting. Wahl also reported on the sales ratio for residential and commercial values after the assessor's changes were done was within the 5% state tolerance.

Alvin Gross, Road Foreman, met with the board to request to take down the road restriction signs in the County. The board approved to take the road restriction signs down. Graveling roads was discussed and whether there will be time to tar paved secondary roads this year yet. Changing road crew weekly hours was discussed. As long as road crew works 45 hours per week the road crew can work longer days earlier in the week and take off Friday or part of Fridays.

The Auditor reported that Jeanne Hochhalter passed away on Saturday, May 30<sup>th</sup>. Jeanne was the Sheridan County Home Economist from 1996-2000. The County Commission approved sending a plant to her family in Jeanne's memory.

The Board reported to the States Attorney that no encroaching signs were installed on the north farm to market road from Goodrich and Hugh Raugust removed some of the signs by his property. The States Attorney will investigate with the Sheriff's office and prosecute if necessary.

The time being 11:00 a.m. the County Park board met. The County Commissioner meeting reconvened at 1:00 p.m.

It was moved by Commissioner Erdmann to appoint Michael Axt to the Soil Survey Committee, seconded by Commissioner Ehrman. Upon roll call vote – Erdmann – yes, Ehrman – yes Motion carried.

It was moved by Commissioner Erdmann to authorize the Sheriff's office and the auditor to be on the County Credit Card account through the North Country Bank, McClusky, seconded by Commissioner Ehrman. Upon roll call vote – Erdmann – yes, Ehrman – yes Motion carried.

It was moved by Commissioner Erdmann to approve the equipment insurance policy with Nodak Mutual Insurance, Janet Wagner, as Insurance Agent and the vehicle insurance policy with Frey Insurance Agency, Inc., Karen Konschak as Insurance Agent, seconded by Commissioner Ehrman. Upon roll call vote – Erdmann – yes, Ehrman – yes Motion carried.

It was moved by Commissioner Erdmann to approve the Auditor and the Treasurer to attend the Auditor & Treasurer Assoc. convention at Fargo June 17<sup>th</sup>-19<sup>th</sup>, seconded by Commissioner Ehrman. Upon roll call vote – Erdmann – yes, Ehrman – yes Motion carried.

It was moved by Commissioner Ehrman to approve the beer and liquor license to Gary's Place, McClusky to serve at a wedding dance June 20, 2009 at the 4-H building located at Hoffer's Lake Recreation Area, seconded by Commissioner Erdmann. Upon roll call vote – Ehrman – yes, Erdmann – yes Motion carried.

The Auditor was instructed to order a cake for the County Centennial from Walmart in Bismarck in the amount of \$40.00 and when the County Centennial metal sign arrives to pick up landscaping blocks and shrubs at Menard's to be placed around the County Centennial sign.

Herb Bargman, Wold Engineering, met with the board to discuss the condemnation right of way process on the Murray property south of McClusky in order to complete the upgrading of the south farm to market road. It was moved by Commissioner Ehrman to approve the Construction and Maintenance Agreement for upgrading 3.5 south of McClusky with the NDDOT, seconded by Commissioner Erdmann. Upon roll call vote – Ehrman – yes, Erdmann – yes Motion carried. The scheduled bid opening is July 17, 2009 in Bismarck.

Alvin Gross, Road Foreman, met with the board again to report that the County shop needs to be re-shingled at some point and a different County pickup is needed being the 1996 Ford is wearing out and is just a half ton and should be a heavy duty pickup to haul supplies and be a 4x4 to be able to get around better in the Spring and Winter. No action was done at this time. Graveling roads will start now that the load limit restrictions have been lifted.

Willis Meckle was contacted by speaker phone to bury an old vacated well

located on property forfeited to the County in McClusky. The forfeited property also needs to be cleaned up and mowed. The Commissioners will investigate the property further.

Delbert Hoffman, Deputy Sheriff, met with the board to introduce the 2nd deputy Sheriff, Christopher Kluth. Different criminal activities have been happening around the County to keep their office busy. The Board requested the Sheriff's office to investigate in the taking down of encroachment signs and prosecute if necessary.

The Auditor reported a building permit was issued to Tim Erdmann for constructing a 34 x 46 residential structure with attached garage in the SE4NW4 8-146-75.

There being no further business the meeting adjourned.

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Auditor

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Chairman

## COUNTY EQUALIZATION MEETING JUNE 2nd, 2009

The Sheridan County Board of Equalization met at 2:00 p.m. Members present were County Commissioners Eldon Ehrman, and Howard Erdmann. Absent: Michael Axt Also present was Sherril Houser, Sally Martin, and Shirley J. Jorgensen, all assessors; Lewellyn Tewksbury, Edgemont Twp Supervisor, Theresa Jorgensen, McClusky City Mayor, Allan Tinker, property owner, Debra Rhoads, on behalf of Orville Rhoads, Janice Erdmann, Co. Treasurer, and Cynthia D. Wahl, Director of Tax Equalization.

Chairman Ehrman called the meeting to order.

The first order of business was the equalization of residential property. The residential assessments as returned by the assessors and local boards were reported by the County Auditor for a total taxable valuation of 510,785. This is an increase of 7% from last year, due to the State had instructed to re-assess the City of McClusky for the 2009 assessment in order to equalize McClusky City properties. The Auditor reported the residential tolerance factor is at 99%, so it is within the 5% tolerance allowed by State. Debra Rhoads presented and read a letter on behalf of Orville Rhoads for his property located in McClusky City on the taxes he pays per sq.ft. is higher and unfair when comparing other homes in McClusky on the taxes they pay per sq. ft. is lower. Cynthia Wahl, Tax Director and Sherril Houser, McClusky City Assessor, stated there is guidelines from the state that is followed on the age of the home to be used per sq. ft. Allan Tinker inquired about seeing the computations of the assessments. Houser stated the assessment worksheets are used to start with last year's assessment amount approved and add or increase a percentage of what the state requires for the new year in her computer program. There being no other objections, it was moved by Commissioner Erdmann to approve the residential values as is, seconded by Commissioner Ehrman. Upon Roll call vote – Erdmann – yes, Ehrman – yes, Motion carried.

The second order of business was the equalization of commercial property. The commercial assessments as returned by the assessors and local boards were reported by the County Auditor for a total taxable valuation of 305,180. This is an increase of 9% from last year due to some new commercial structures added. All present were given the opportunity to be heard. Wahl reported the total Commercial Value factor was at 100% and was right on with the State. It was moved by Commissioner Jorgensen to approve the commercial values as is, seconded by Commissioner Ehrman. Upon roll call Erdmann – yes, Ehrman – yes Motion carried.

The third order of business was the equalization of agriculture property. The Auditor reported that no increase was applied to the agriculture property in January due to the average values were within the tolerance factor according to the State Tax Commissioners Office at that time and the County Commission Board decided to wait and see how the values came in after the assessors were completed with their books. The State sent a revised ag value per acre on May 1<sup>st</sup> with Sheridan County to be at \$221.72 per acre. The Board of County Commissioners approved a 3% increase at the May

Commission Meeting in order to be within the 5% tolerance allowed by the State. The assessments as returned by the assessors and local boards were reported by the County Auditor for a total taxable valuation of 5,910,314 that includes 551,339.07 taxable acres which sets the County ag average value per acre at \$214.35. All present were given the opportunity to be heard. It was moved by Commissioner Erdmann to approve the agricultural property as is, seconded by Commissioner Ehrman. Upon roll call vote Ehrman-yes, Erdmann – yes Motion carried.

The Senior Citizens Homestead tax credit and disabled tax credit applications were reviewed. The County Auditor reported there were 16 Homestead tax credit applications filed. It was moved by Commissioner Ehrman that the applications be approved as returned by the assessors and City and Twp. Boards, seconded by Commissioner Jorgensen. Upon roll call – Erdmann- yes, Ehrman – yes Motion carried.

The County Auditor presented the ND State Land Abstract covering 1,394.80 acres for a total True & Full Value of 266,287 subject to assessment in lieu of ad valorem tax. There was 960 acres that Ducks Unlimited sold to the ND Game & Fish Dept. that brings the ND Game & Fish Abstract up to a total of 27,349.41 acres for a total True & Full Value of 5,522,814 subject to assessment in lieu of ad valorem tax. Also the Nonprofit organizations for conservation purposes abstract covering 10,112.01 acres for a total true & full Value of 1,147,100. Nature Conservancy owns 7,003.43 acres and Ducks Unlimited owns 3,108.58 acres. It was moved by Commissioner Ehrman to approve the ND State Land, ND Game & Fish land, and nonprofit organizations for conservation purposes abstracts of valuations on file in the Auditor’s Office that includes the 3% agriculture increase, seconded by Commissioner Erdmann. Upon roll call vote – Ehrman – yes, Erdmann – yes, Motion carried.

Other business presented was: Allan Tinker inquired if recreational cabins are being taxed and if renting a farm unit out is taxable. The Auditor stated that cabins were assessed this year as residential. The Tax Director stated a house on the farm is taxed if being rented out unless it is lived in by hired laborer to work on the farm.

There being no further business the meeting adjourned.

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County Auditor

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Chairman

## County Commissioner Minutes June 8, 2009

The Board of Sheridan County Commissioners met at 10:00 in special session. County Commissioners present were Eldon Ehrman, Howard Erdmann, and Michael Axt. Others present were: Wayne Houston, Emergency Manager; Nadine Jundt and Donald Baglien, Dept of Emergency Services; Sheldon Oster, Loren Isaak, and Arlo Blumhagen, Rosenfield Twp Officers; Hugh Raugust, Fairview Twp Officer; Donald Hagen, Boone Twp. officer; and Allan Tinker, McClusky Gazette Editor.

Chairman Ehrman called the meeting to order and announced the reason for a special meeting was to have a FEMA briefing on the FEMA procedures for the Spring flooding disaster. Ehrman gave the floor to Don Baglien and Duane DeKrey, FEMA Representatives. Baglien reported there needs to be \$1,000.00 per project site per category of damages in order to qualify for FEMA cost share. Different categories of damages were reviewed by Baglien. The incident period started March 13<sup>th</sup> and is still ongoing. The County was the only applicant with no cities applying for FEMA assistance at this time. If cities need to yet they can do so until June 18<sup>th</sup>. FEMA cost share is 75%, State share is 13%, and local share is 7% unless damages throughout the state reach a certain threshold then FEMA will cost share 90%, State share would be 7% and local would be only 3%. The County will distribute funds to the organized twps upon received. No administration fees other than mileage at .50 per mile and office supplies that can be reimbursed. No wages paid other than overtime that is paid right away. Contractor's invoices and County road crew force accounts are needed for documentation. FEMA Public Assistance program does not cover private driveways, only individual assistance disaster will cover private damage costs. At this point Sheridan County is not under an individual assistance disaster. Houston reported we may need to add that being more calls are coming in. Hazard mitigation process was reviewed. All borrow/material pits need to be certified and approved by the ND State Historical Preservation Office. There are no costs for certifying gravel pits. Record retention for FEMA projects is 3 years after closing of disaster period. Large projects are considered if over \$64,200.00 and are not reimbursable until work is completed. At this point Sheridan County has no large projects. The County has 18 mths to complete damages on roads from Spring disaster incident date.

Mowing weeds was discussed. It was moved by Commissioner Axt to instruct the County Auditor to advertise having the 1<sup>st</sup> cut weed mowing completed by July 15th and that no electric fencing, encroaching (plowing up), and no sign removal is allowed along shoulder right of ways along township or County roads or they will be charged a class B misdemeanor, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Ehrman – yes Motion carried.

The County Centennial Tractor Trek details were finalized more. Commissioner Erdmann stated the Tractor Trek will consist of 45 miles and start at Martin City at 8:00 a.m. with a breakfast provided at 6:30 a.m. at the Martin City Hall and will route to Goodrich City for lunch and end up in McClusky City around 3:00 p.m. or so to celebrate the County Centennial with cake served and enjoy the tractors parked around the

Courthouse courtyard. All tractors must operate at least 7 mph. Registration is \$20.00 that includes the meals and refreshments with a registration deadline set for Friday, July 10<sup>th</sup>, 2009. The tractor trek will be sponsored by the Goodrich Lions Club.

There being no further business the meeting adjourned.

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Auditor

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Chairman