

County Commissioner Meeting December 4, 2018

The board of Sheridan County Commissioners met at 9:00 a.m. County Commissioners present were Michael Axt, newly elected Sandy Felchle, and Shannon Dieterle.

Vice-Chairman Axt called the meeting to order. The minutes of the previous meeting was sent out in the mail and approved as sent.

Commissioner Axt made a motion to re-consider minutes from October 2<sup>nd</sup> County Budget hearing that Commissioner Eisenbeisz seconded the motion to approve the 2019 County Budget rather than Commissioner Axt being he was not present at the County Budget hearing, seconded by Commissioner Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

It was moved by Commissioner Felchle to nominate Commissioner Axt as Chairman of the County Commission Board for the remaining 2018 year and 2019 year, seconded by Commissioner Dieterle. Upon roll call vote –Felchle – yes, Dieterle – yes, Axt – yes Motion carried.

It was moved by Commissioner Dieterle to nominate Commissioner Felchle as Vice-Chairman of the County Commission Board, seconded by Commissioner Axt. Upon roll vote – Dieterle – yes, Axt – yes, Felchle – yes Motion carried.

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

County Recorder, fees, \$1,756.00  
Sheriff, fees, \$290.00

The miscellaneous receipts were collected for the following funds and were approved for the month of November, 2018:

General - \$11,516.82	Farm to Market - \$277.20
Highway Dist. - \$17,083.36	County Agent - \$331.33
Weed Control - \$4,936.53	Civil Defense - \$2,105.29
911 - \$ 1,376.20	

The following bills 70144-70192 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Services Inc.,80.29; Bentz Supply Store,118.01; Shirley A. Murray,75.40;WRT, 735.63;Uniform Center,107.94; Office Depot,178.72; Birch Communications, Inc.,56.00; BHG, Inc.,578.92;Mandan Tire Center, 3,947.68;McLean-Sheridan Rur. Water, 64.53; Power Plan, 619.16; G&R Controls, Inc.,1,292.50;Mechanics Plus,234.75;First District Health Unit,195.00; American Bank Center,10,000.00; Nicole Wardner,581.28; Verizon,79.15;NRG,1,354.32; James Paulus,147.15; Streicher's,179.97; NDTC,8.24; RV Enterprises,7,500.00; Wex Bank,300.62; Menards, 39.97;HACTC,75.00; Visa,7,572.59; McClusky City, 84.50; ES&S, 2,683.45; Holen's

Super Valu, 55.17; WM Of WI-MN, 67.58; Verizon Wireless,482.70; DS Solutions, Inc.,175.00;Topcon Positioning Systems,252.00; Tyler Technologies, Inc.,500.00;Zuercher Technologies, LLC.; 787.50;WRT,472.48; Purchase Power, 737.09; Axon Enterprises, Inc.,359.64;Office Of Atty. General, 300.00; Morris Sealcoat & Trucking, 3,479.96;Evident, Inc.,1,171.20; Lautt's Auto Body And Towing,110.00; Sandra Felchle, 80.04;Michael Derheim,100.00

Orientation with the new County Commissioners reviewing the County funds and the County budget was done at this time.

Mike Rivinius, Wold Engineering, met with the board to introduce himself and present new calendars. Commissioner Dieterle inquired if truck speeds on north McClusky farm to market road can be increased to 55 mph being road is built for 105,500# weight now. Rivinius stated that it is still not a good idea to increase truck traffic speed being the base underneath the pavement is not built as strong as Hwy 200 and would get pounded out again soon with faster truck speed.

James Paulus, Veterans Service Officer, met with the board to introduce himself to the board to review his duties and that he also provides a veteran's van service for veteran's to be able to go to their doctor appointments that are in Bismarck or other cities. Paulus reported that there are over 160 veterans in Sheridan County.

The time being 11:00 a.m. the hearing for replacing the chairlift in the Courthouse thru a 100% Community Development Block Grant in the amount of \$39,366.00 including administration fees to L& C Reg. Dev. Council was held. Chairman Axt opened the hearing to obtain citizen views and to respond to proposals and questions related to the proposed CDBG application for the chair lift project and community development and housing needs, including the needs of very low and low-income persons, as well as other needs in the community that might be addressed through the CDBG program and the performance of Sheridan County in carrying out its community development responsibilities. There being no objections the hearing was closed. It was approved by Commissioner Felchle to adopt the Citizens Participation Plan and Code of Conduct by authorizing the Chairman and County Auditor to sign the CDBG application papers to receive a 100% CDBG grant funds for a new chairlift in the courthouse, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle – yes, Axt – yes Motion carried.

It was moved by Commissioner Dieterle to re-appoint Monty Kline, Jerone Sauter, and Wayne Helm to the Weed Board, seconded by Commissioner Felchle. Upon roll call – Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

It was moved by Commissioner Dieterle to approve the resignation of Steve Eisenbeisz from the Weed Board effective immediately, seconded by Commissioner Felchle. Upon roll call – Dieterle – yes, Felchle – yes, Axt – yes Motion Carried. Contacts will be made for a replacement to be appointed at the January meeting.

Trent Naser, Sheriff, met with the board to report on security issues in the Courthouse. Naser recommended that the Courthouse be locked the half hour over noon for security reasons. Naser reported a grant thru the Court Facilities Improvement can be applied for 75% costs of a new metal detector to replace the non-working metal detector by the courtroom. Naser was wandering what is going on with the Courthouse heat being it is steaming his office windows up so much. The Auditor stated H.A. Thompson is looking into repairing pipes and will submit an estimate at the January meeting. It was moved by Commissioner Dieterle to approve another \$10,000.00 payment to the 2018 Sheriff's vehicle loan in order to not pay so much interest in the end, seconded by Commissioner Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried. Naser requested sanding on County paved roads need to be explored. Axt reported the State DOT did not have salt yet to mix with the sand that the County has stockpiled.

At this time the board recessed for lunch.

Lynnette Fox, County Treasurer/Tax Director met with the board to introduce herself and review her office duties for both positions. Fox reported the Treasurer mails out tax statements and collects all the property taxes and any other fees and payments that come in and apportions the taxes to all taxing districts that have set levies within the County, process property name changes, invest County funds, handles marriage licenses and other numerous receipting process and reporting duties. The Tax Director position maps out all county properties and assesses and equalizes the farm values throughout the county in the GIS mapping system to the detailed soil types, follows up with building permits, sets values on residential and commercial properties in the rural areas by inspecting and measuring properties on site, processes homestead credit and veteran's credit apps., and other assessing and reporting duties to the State Tax Commissioner's office. The farm exemption form was discussed in length. Ladd Erickson, States Attorney, will be advised further on the farm exemption status. Also present was Cynthia Wahl, former tax director.

Kristi Jensen, County Nurse, met with the board to review her office duties that she provides WIC services to young families, provides flu, pneumonia and shingle shots when available, foot care to the elderly, School care, and health tracks along with water and radon testing.

Kathleen Mindt, County Recorder and Clerk of Court, and Sylvia Schell, Deputy Recorder, met with the board to review their office duties that they provide recording of records, deeds, easements, plats, etc. and the Clerk of Court position administers court actions ordered by the judges, process child support cases, collect fines, etc. Courthouse business office hours were discussed.

It was moved by Commissioner Felchle to approve sending in an application for a grant thru the Court Facilities Grant in the amount of \$3,003.07 which is 75% cost share for a metal detector thru Galls and the County's 25% share is \$1,001.03, seconded by Commissioner Dieterle. Upon roll call vote- Felchle – yes, Dieterle – yes, Axt – yes Motion carried.

Nicole Wardner, County Agent, met with the board to review the County Extension duties they provide are non-bias research based info in three areas thru NDSU that is in ag and

natural resources, family and consumer wellness, youth and 4-H education. The county pays 40% of the County Agent salary and benefits and NDSU pays the remaining amount. Review of the County Extension Clerk salary for 2018 was discovered that clerk's salary was short \$550.00. for 2018 year. It was moved by Commissioner Dieterle to approve \$550.00 to Elisha Dockter for 2018 salary discrepancy, seconded by Commissioner Felchle. Upon roll call vote – Dieterle-yes, Felchle – yes, Axt – yes Motion carried. Wardner presented funding request initiatives coming up in the next legislative session to support the County Extension Program.

Wayne Houston, 911 Coordinator/Civil Defense Director met with the board to review his office duties that include overseeing FEMA disasters when declared, file quarterly event reports with ND Emergency Management Services, administer county 911 system and county hazard mitigation plan, annually maintain county emergency operations plan, maintain mutual aid agreements with adjoining counties, and offer emergency training exercises. Emergency civil defense expenses are reimbursed back 50% to the county. Houston also reported within the next 2 years the State Dept. of Emergency Management state line fees will possibly see a substantial increase to \$8.00 per dispatch call per mth. per event. Legislative lobby efforts are gearing up so counties can increase 911 fees to more than \$1.50 per line in order to keep up with increased state costs. It was moved by Commissioner Felchle to adopt the following resolution to approve the General Election results to increase the 911 fee of \$1.00 to \$1.50 effective as soon as filed with communication service providers, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle – yes, Axt – yes Motion carried. Houston also presented the mutual aid agreement with Burleigh County for emergency services as needed in an emergency event. It was moved by Commissioner Felchle to approve the mutual aid agreement with Burleigh County, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle – yes, Axt – yes Motion carried. The 2013 FEMA sites were reviewed if any work needs to be completed further being the State Dept. of Emergency Management Services would like to close out the 2013 FEMA sites. The auditor was instructed to sign off on completion certification form for 2013 FEMA sites.

SHERIDAN COUNTY, NORTH DAKOTA  
RESOLUTION TO INCREASE THE EXISTING  
EMERGENCY SERVICES COMMUNICATIONS (9-1-1) FEE

WHEREAS, the monthly fee on “assessed communications services” (telephone exchange access service, wireless service, active prepaid wireless service, and voice over internet protocol service) imposed pursuant to North Dakota Century Code 57-40.6 is essential to the operation and maintenance of the emergency services communication system (9-1-1); and

WHEREAS, the current fee limited to \$1.00 per month per “communication connection” (telephone access line, wireless access line, unique voice over internet protocol service connection, of functional equivalent uniquely identifiable by a number, internet address, or other designation) was implemented by resolution of this Board and approved on November 8, 1994 by the voters of Sheridan County;

WHEREAS, the revenue from the current fee is insufficient to adequately fund the maintenance and operations of the emergency services communications (9-1-1) system, it is proposed that the fee maximum be increased to \$1.50 per “assessed communication service”

however the County Commission could impose an amount less, but no more than that maximum; and

WHEREAS, the question of whether Sheridan County should increase the existing emergency services communications (9-1-1) fee from \$1.00 per “assessed communication service” to \$1.50 per “assessed communication service” has been considered and discussed by the Board of County Commissions, and approved by the voters of Sheridan County.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Sheridan County as follows:

Sheridan County hereby adopts as its policy that the existing emergency services communications (9-1-1) fee be increased from \$1.00 per “assessed communication service” to \$1.50 per “assessed communication service.”

BE IT FURTHER RESOLVED, that the fee shall be collected by the “assessed communications service providers” and paid to the County within thirty (30) days after collections from the subscriber or customer unless the provider has fewer than ten subscribers or customers in a jurisdiction, in which case the provider may pay the proceeds quarterly. An assessed communications service provider may retain the actual costs of administration in collection of the fee, not to exceed five percent of the fee collected.

Dated: December 4, 2018.

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County Commission, Chairman

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Attest: County Auditor

Alvin Gross, Road Foreman, met with the board to discuss sanding questions. Gross stated the salt is purchased from the state DOT. Sand is placed in the truck but sand needs to be washed out each time or truck gets rusty and County shop has no drain to wash sand out. Gross is on vacation until January 1<sup>st</sup> unless a storm arrives. Bottom ash will be investigated to be placed on paved County roads. Annual road maintenance and shoulder maintenance costs to twps. were discussed. Raising truck speeds on the farm to market pavements were discussed again and left as is due to road bed underneath pavement is not strong enough like Hwy 200.

The Auditor presented the County Deeds that were sold to the following individuals at the County Delinquent Tax Sale November 20<sup>th</sup>:

Mike Derheim (Mivent,LLC), Woodbury, MN, Lots 11-12, South 6ft. of Lot 13, Block 1, Lincoln Valley Village, \$620.00

Larry Zeeb, Goodrich, ND, N2 of Lot 11 less 3ft., All of Lot 12, Blk. 10, Goodrich City, \$1,500.00

Tracy Stein, Deputy Auditor/Risk Manager met with the board to review her office duties with payroll, human resources, Supt. of School reporting, and can provide blading route reports. Auditor Murray also reviewed the Auditor duties that the County Auditor’s office is the hub of the Courthouse being secretary to the County Commission, County Park Board, Zoning board,

pay the County bills, conduct the county elections, set the mill levies and the tax list, work with other political subdivisions with their budgets, County budget, and many other numerous items.

New Courthouse business hours were discussed. It was moved by Commissioner Dieterle to approve the new Courthouse hours to be open 8:30 a.m. to 12:00 p.m. and 12:30 p.m. to 4:00 p.m. Monday thru Friday and the Courthouse locked for lunch from 12:00-12:30 p.m. effective January 2, 2019, seconded by Commissioner Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

Lynnette Fox, County Treasurer, met again with the board to clarify the farm exemption qualifications that she was advised from the State Tax Commissioners office.

It was moved by Commissioner Felchle to approve having Rath & Mehrer, PC to conduct the 2017 & 2018 County audit, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle – yes, Axt – yes Motion carried.

The beer & liquor license applications were reviewed from KED, (the Union Grill & Bar). It was moved by Commissioner Felchle to approve the beer & liquor license for KED, Inc., for 2019, seconded by Commissioner Dieterle. Upon roll call vote- Felchle- yes, Dieterle – yes, Axt – yes Motion carried.

Electrical issues within the Courthouse were discussed. Contacts will be made to receive electrical upgrade estimates.

County Extension office storage issues were discussed. Nicole Wardner, Extension Agent reported a cold storage shed will be built behind the 4-H building for 4-H items to be stored in and built by the FFA ag students in McClusky for a service project, however; also need storage in McClusky near the office for other items. Suggestions to look into storage in the old city pump house behind the courthouse, build out the current county extension storage area in the community room of the courthouse or metal storage container placed behind the courthouse was discussed. Dieterle will check into pricing on a metal storage container and Axt will contact Tom with the city on using the old pump house for storage if possible.

It was moved by Commissioner Axt to nominate Sandy Felchle to serve on the Planning & Zoning board, seconded by Commissioner Dieterle. Upon roll call vote – Axt – yes, Dieterle – yes, Felchle – yes Motion carried.

It was moved by Commissioner Axt to re-appoint Leroy Becker on the Water Resource Board, seconded by Commissioner Dieterle. Upon roll call – Axt – yes, Dieterle – yes, Felchle – yes Motion carried.

It was moved by Commissioner Felchle to nominate Shannon Dieterle to the Dakota Central Social Service Board, seconded by Commissioner Axt. Upon roll call vote – Felchle – yes, Axt – yes, Dieterle – yes Motion carried. It was moved by Commissioner Axt to appoint Howard Erdmann to serve at large on the Dakota Central Social Service Board, seconded by Commissioner Felchle. Upon roll call vote - Axt – yes, Felchle – yes, Dieterle – yes Motion carried.

The January County Commission meeting was set to be Tuesday, January 8, 2019 starting at 12:30 p.m. rather than the first Tuesday which is New Year's Day January 1<sup>st</sup>.

The meeting was adjourned.

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Auditor

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Chairman