

County Commissioners Meeting January 8, 2019

The board of Sheridan County Commissioners met at 12:30 p.m. as set. County Commissioners present were Michael Axt, Sandra Felchle, and Shannon Dieterle. Others present were Allan Tinker, McClusky Gazette editor

Chairman Axt called the meeting to order. The minutes of the previous meeting was sent out and corrected to adjourn the December 4th meeting and that the coal ash should be stated as bottom/fly ash.

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

Sheriff, fees \$365.00
County Recorder, fees, \$1,632.00

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

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| General - \$31,109.84 | Secondary Road - \$3,525.00 |
| Highway Dist. - \$20,018.08 | Civil Defense – 171.68 |
| 911- \$1,443.71 | Veteran's Van Service - \$2,494.18 |

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

The December payroll warrants 70194-70221 were approved from the following funds:

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| General - \$34,402.13 | Highway Dist. - \$17,863.53 |
| Veteran's Service Officer - \$477.60 | County Agent - \$2,006.00 |
| Civil Defense - \$643.75 | 911- \$616.67 |
| BCI - \$3,803.58 | Veterans Van Service - \$2,038.50 |

The following bills #70236-70307 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Services Inc., 80.29; Bentz Supply Store, 86.35; Howard Erdmann, 106.14; WRT, 732.20; Co-Op Elevator, 9,467.93; N.D. Association Of Counties, 17,112.64; City Of McClusky, 890.00; N.D. State Radio Communication, 2,328.00; Butler Machinery Company, 359.96; Fireside Office Solutions, 2.90; Office Depot, 376.76; Birch Communications, Inc., 67.02; BHG, Inc., 1,150.88; Information Technology Dept., 1,118.70; C-Store, 11.57; McLean-Sheridan Rur. Water, 61.07; Napa Auto Parts, 315.97; NDSU, 64.00; Lewis & Clark Reg. Dev Council, 2,115.89; N.D. Co Recorders Assoc., 200.00; Mechanics Plus, 174.72; N.D. County Commissioners Assoc., 1,040.00; First District Health Unit, 8,083.25; NACO, 450.00; Alberta Voegele, 571.98; ND Surplus Property, 20.00; Productivity Plus Acct., 863.00; Nicole Wardner, 269.12; Verizon, 79.15; NRG, 8,355.48; James Paulus, 143.45; Streicher's, 155.97; Wayne Houston, 174.00; NDTC, 8.24; SRT Communications, Inc., 25.76; Michael Axt, 15.66; Stein's Inc., 244.67; Haugen's Drain Service, 305.00; H.A. Thompson & Sons, 6,444.28; RV Enterprises, 500.00; VEC, 371.00; Wex Bank, 327.72; Visa, 520.98; McClusky City, 84.50; Govern Soft, 12,683.00; Holen's Super Valu, 45.75; Turtle Lake Rexall Drug, 3.49; Offroad

Software, Inc., 7,500.00; Verizon Wireless, 482.70; MOCIC, 100.00; McLean Family Resource Center, 75.00; Tyler Technologies, Inc., 2,385.04; Susag Sand & Gravel, Inc., 46,025.00; Lexipol LLC., 2,333.00; Wold Engineering, PC., 41,224.86; WRT, 236.24; Lynn Vietz, 980.00; Kotaco Fuel & Propane, 2,244.31; Purchase Power, 37.09; Onsolve, LLC, 532.35; Office Of Atty. General – 1250, 310.00; Bank Of North Dakota, 133,033.42; NACVSO, 50.00; Goodrich City, 50.00; Sheridan Co Soil Conservation Dist., 45.00; Pickardville Acres, 225.00

Eric Blumhagen, Eric's Electric, McClusky, met with the board to present electrical estimates for added electrical outlets and circuits throughout the Courthouse. It was moved by Commissioner Dieterle to make a motion to approve electrical work done in three phases (projects) with Eric's Electric, at \$3,666.66 per floor in the Courthouse that will add a quad outlet installed in each room of each office to what is there already, seconded by Commissioner Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried. Blumhagen will start electrical projects as soon as possible and contact the offices on their schedule that will work best for him to start wiring, etc.

The time being 1:00 p.m. the County Commission recessed for the County Park Board meeting. The County Commission meeting reconvened at 1:30 p.m.

Lynnette Fox, County Treasurer/Tax Director met with the board to present the pledge of assets report. It was moved by Commissioner Felchle to approve the pledge of assets report and is on file at the County Auditor's office for review, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle – yes, Axt – yes Motion carried. Fox reported on the average value per acre certified from the State Tax Commissioner's Office for 2019 in Sheridan County is at \$508.05 per average acre or 5.8% increase. It was moved by Commissioner Dieterle to approve only a 4% increase on ag land from last year and still be within a 10% tolerance allowed by the State Tax Commissioner's office, seconded by Commissioner Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

Sheriff Naser, met with the board to report that the City of McClusky is considering to not renew the City/County Policing agreement. The City of McClusky is requesting different police charging costs and cutting back hours patrolling due to upcoming city water project expenses to pay out. Naser suggested a motion light be installed on the front of the Courthouse. Eric's Electric will be notified to install light when he works on other electrical outlets in the Courthouse.

The road crew employees, Alvin Gross, Byron Belile, Lee Wahl, and Brian Engle met with the board to discuss payroll time sheet cut off dates and the pay date in January. After serious discussion, no changes were made. Chairman Axt inquired about Lee Wahl receiving his CDL license soon. Wahl stated he will test for his CDL in the spring.

Wayne Houston, 911 Coordinator, met with the board to present a mutual aid agreement with McLean County and that he has sent out letters to the phone companies to increase the 911 phone fee .50 more as voted in the General Election.

Kathleen Mindt, County Recorder, met with the board to inquire about purchasing a sheet of postage stamps to have on hand for after hours when needed due to postage machine is in

another office locked up when courthouse is closed. It was moved by Commissioner Felchle to authorize a couple of sheets of postage be purchased to have on hand for the Sheriff's office and County Recorder's office for emergency mailings to go in Saturday's mail, seconded by Commissioner Dieterle. Upon roll call vote – Felchle – yes, Dieterle- yes, Axt – yes Motion carried

The increased truck speeds on paved county farm to market roads were discussed again. Shannon Dieterle presented study correspondence from the federal highway administration on flexible and non-flexible highways. Axt stated the neighboring counties have the same truck speed as Sheridan County and it is best to stay consistent with neighboring counties. Further investigation on what the federal regulations are on truck speeds by contacting Mike Rivinuis with Wold Engineering to report at the next month's Commission meeting.

Commissioner Dieterle reported that Great River Energy in Washburn will give bottom/fly ash to the County at no cost for placing on County pavement roads when icy. It was moved by Commissioner Dieterle to authorize Road Foreman Gross to call A&G Trucking to haul a load of bottom/fly ash to the County shop to try out, seconded by Commissioner Felchle. Upon roll call vote- Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

Nicole Wardner, County Agent, met with the board to discuss a postage and mileage expense bill from 2018 has been paid in the 2019 County Agent budget so now she thinks she will be overspent in her 2019 budget. The Auditor explained last year Wardner also had December bills paid in January so there still was 12 months of bills paid in the 2018 calendar budget year and that each dept. head is responsible to present their bills at monthly Commission meetings in order to be paid on time. It was moved by Commissioner Dieterle to amend the 2019 County Agent budget to increase \$822.00 for extra mileage and postage expense, seconded by Commissioner Felchle. Upon roll call vote – Dieterle –yes, Felchle- yes, Axt – yes Motion carried Wardner stated her office will be purchasing their own postage stamps for 2019 rather than using the County postal meter. A storage area for the County Agent office was discussed again. Commissioner Dieterle reported on a possible storage solution for the County Agent's office with Jim Lelm on a 20'conex metal storage container that is currently at Lelm's shop in McClusky for \$2,200 or a 40'conex metal storage container @\$4,100 that would include delivery. No action was done at this time.

A letter from Edgemont Twp. was reviewed and discussed in regards to the County designating 4th St. SW from the intersection of 2nd Ave SW west to McLean County line to a main artery road and not a minimum maintenance road. This letter was discussed with the blademan, Byron Belile, when letter was received and has been maintained.

The Auditor reported a \$4,000.00 donation from Art Froehlich Trust to the County Park was received. It was moved by Commissioner Axt to instruct the County Auditor to order a non-corrosive metal engraved name plates to be placed on the new picnic tables donated by the Art Froehlich Trust, seconded by Commissioner Dieterle. Upon roll call vote – Axt – yes, Dieterle – yes, Felchle – yes Motion carried.

At this time, setting County Commission monthly meeting dates and time was discussed. The regular County Commission meeting dates will still be held the first Tuesday of each month unless posted otherwise and continue starting the meeting at 12:30 p.m. unless posted otherwise.

It was moved by Commissioner Felchle to appoint the following to County boards or County appointed positions, seconded by Commissioner Dieterle. Upon roll call vote – Axt – yes, Dieterle – yes, Felchle – yes Motion carried.

Marlin Engen & Arlington Helm – County Park Board – Each year
Coroner – Sheriff, Trent Naser – Each year
James Paulus – Service Officer – Each year
Wayne Houston – Civil Defense & 911 Coordinator
Shannon Dieterle – County School Reorganizing Committee
Brian Galvin – County School Reorganizing Committee

It was moved by Commissioner Dieterle, seconded by Commissioner Felchle, and carried that the Chairman of the Board, Michael Axt, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2019. Upon roll call – Dieterle – yes, Felchle – yes Axt – yes. 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 \$300.00 and that they have the approval of the purchasing board on all smaller items.

It was moved by Commissioner Felchle, seconded by Commissioner Dieterle and carried that the Auditor be authorized to pay the following items by Auditor's warrants during the year upon authorized payrolls, workmen compensation premiums, unemployment insurance, withholding tax, county shop, county park, courthouse electricity and water bills. Upon roll call – Felchle – yes, Dieterle – yes, Axt - yes. Motion carried.

It was moved by Commissioner Axt, seconded by Commissioner Dieterle, that the following banks be designated as County Depository Banks. Upon roll call vote: Axt - yes, Dieterle – yes, Felchle – yes. Motion carried.

American Bank Center, McClusky & Dickinson
Choice Financial Group, Steele & Grafton

It was moved by Commissioner Axt that the County employees be paid .58 per mile for necessary travel or if the set rate is higher from the ND Office of Management and Budget during the year, seconded by Commissioner Dieterle. Upon roll call vote – Axt – yes, Dieterle – yes, Felchle – yes Motion carried.

It was moved by Commissioner Dieterle that the Elected Officials and Appointed Officials receive a 2% increase for 2019 salaries as follows with exception of Lee Wahl to receive increase when he receives a CDL license, seconded by Commissioner Felchle. Upon roll call vote - Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

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| County Auditor | 40,974.76 |
| Sheriff | 56,442.11 |
| County Recorder | 30,393.99 |
| Treasurer | 27,788.79 |
| States Attorney (Part time) | 28,000.00 |
| County Commissioners | 11,322.00 each |
| | (Plus mileage and expense) |
| Veteran's Service Officer | 5,845.86 |
| Civil Defense Director | 7,800.00 |
| 911 Coordinator | 7,500.00 |
| Risk Manager | 5,134.21 |
| Tax Director | 11,322.00 |
| And Salaries of Deputies, Clerk, etc. be set as follows: | |
| Auditor – Deputy | 24,426.77 |
| Extra help if needed | 100.00 |
| Sheriff – Chief Deputy | 53,507.20 |
| Office Clerk | 19,233.54 |
| Special Deputies-Signal 100 or Similar long situations | 15.00 per hr. |
| County Corrections Deputy | 45,000.00 |
| County Recorder– Deputy | 24,758.86 |
| County Agent (County's 50% Share) | 23,031.03 |
| County Agent Clerk | 18,433.44 |
| Janitor | 19,694.48 |
| Janitor Extra help | 500.00 |
| States Attorney Clerical | 10,500.00 |
| Weed Board Members | 75.00 per mtg. |
| County Park Board Commissioners | 75.00 per mtg |
| Planning & Zoning Board members | 75.00 per mtg |

It was moved by Commissioner Axt that the Highway employee's salaries be as follows for 2019, seconded by Commissioner Dieterle. Upon roll call vote –Axt – yes, Dieterle – yes, Felchle – yes, Motion carried.

HIGHWAY EMPLOYEES – Salaries – Annually

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| Salaries for full time operators (Plus Benefits): | <u>Annual</u> |
| Road & Shop Foreman | 21.59 per hr. |
| Northwest Area Blademan | 19.31 per hr |
| Martin Area Blademan | 19.31 per hr |
| McClusky Area Blademan | 18.18 per hr |
| Goodrich Area Blademan | 17.56 per hr |
| McClusky Shop Assistant | 16.24 per hr |

Wages for part time laborers/operators (No benefits): Per Hour

Common Labor, Tarring Streets, Picking Rocks, etc.

15.00

It was moved by Commissioner Dieterle 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 Felchle Upon roll call vote –Dieterle – yes, Felchle – yes, Axt –yes, Motion carried.

Updates on the County website was discussed and forwarded to Wayne Houston, County web master.

A mental health bill was discussed and will be further advised by the States Attorney.

Senior Citizen meetings and their issues were discussed. Michael Axt will stay on as a representative from Sheridan County for the Wells-Sheridan Senior Citizens Aging Council in Harvey.

The Auditor reported a building permit was issued to Dietz Real Estate Holdings, LLLP for moving a 16'x 80' Mobile Home located on the SE4 18-146-75.

The Auditor presented the federal aid program form for the Chairman to sign off to report that no farm to market road projects will be scheduled for 2019 in Sheridan County.

Delta Dental reported there will be no increase in the County employee dental insurance policies for 2019.

The Auditor reported the cost per vote for the 2018 General Election was \$8.75 per vote with a total of 804 votes counted. 498 votes were by mail ballot at 62% of the total ballots. In the 2016 General Election the cost per vote was \$9.06 with a total of 811 votes counted.

It was moved by Commissioner Dieterle to adjourn the meeting, seconded by Commission Felchle. Upon roll call vote – Dieterle – yes, Felchle – yes, Axt – yes Motion carried.

Auditor

Chairman