

County Commissioner Meeting January 3, 2012

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

Chairman Erdmann called the meeting to order. The minutes of the previous meetings were read and approved as sent in the mail.

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

County Recorder, fees, \$1,648.50
Sheriff, fees, \$285.00

The total miscellaneous receipts were collected for the following funds and were approved for the month of December, 2011:

General - \$6,275.86	Unorganized Rd Dist. - \$27,883.30
Secondary Rd. - \$1,965.00	Highway Dist. - \$23,208.39
County Park - \$5.60	SS & OASIS - \$480.00
911 - \$1,634.95	

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

The December payroll warrants #39121-39151 were approved from the following funds:

General Fund - \$25,860.17	Highway Dist. - \$13,380.25
Veterans Service - \$304.17	County Agent - \$722.72
Weed Control - \$965.60	911 - \$462.50
Civil Defense - \$450.00	County Corrections - \$2,458.33
Policing - \$300.00	BCI - \$3,206.25

The following bills 39167-39268 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Linen & Apparel Srv.,45.25;Bentz Supply Store,62.47;N.D. Newspaper Assoc. 169.50; Howard Erdmann,159.63; Choice Financial Group,7,588.02;WRT,258.24; N.D. Assoc. Of Counties,20,529.31; Sylvia Schell,3.86; Eldon Ehrman,57.63;Fireside Office Products, Inc. 65.68;Office Depot,714.52;Birch Communications, Inc.,166.58; BHG, Inc.,294.56;Information Technology Dept.,433.60;C-Store,74.53; D&J Oil, Inc.,4,370.60; Mclean-Sheridan Rur Water, 48.36; Power Plan,115.29;Hewlett-Packard Company,1,836.02; Lewis & Clark Reg Dev Council,1,493.00;Mechanics Plus,97.57;Wal-Mart,28.64;First District Health Unit,5,770.50; NACo,400.00; Redwood Boitech Inc.,110.66;Bryles,229.90; ND County Auditors Assoc., 75.00; Midwest Business Systems,190.00; NRG,6,031.16; James Paulus,180.26; NDTC, 18.20;SRT Communications, Inc.,17.08; Bullberry Systems Inc.,2,587.50;Menards,107.35; HACTC, 220.00; Visa,207.53;McClusky City,383.00; Govern Soft,12,195.00;Holen's Super Valu,90.68; St A's Clinics,24.00;Global Connect,482.35; WM Of WI-MN,48.32; Dell Marketing,563.99;Van Guard Appraisels, Inc., 2,000.00; Offroad Software, Inc.,3,495.00; Matthew Bender & Co Inc.,104.96;Verizon Wireless,353.82; Janeen Piper,10.20; Perfect Petals Flower Shop,33.99;Marshall & Swift, 254.95; Sheridan Association, 600.00; NDDOT, 1,788.45;WRT,668.87; ND Game & Fish, 4,654.00; Pickard Township,29,554.50;North Country Bank,21,476.67;Verendrye Electric Coop., 201.00

The first order of business was to elect Chairman and Vice-Chairman for the ensuing year. It was moved by Commissioner Erdmann to elect Eldon Ehrman as Chairman and Michael Axt as Vice-Chairman for the ensuing year, seconded by Commissioner Axt. Upon roll call vote – Erdmann – yes, Axt – yes, Ehrman – yes Motion carried.

The CO-OP Elevator of McClusky appraisal amounts were reviewed as presented from Vanguard Appraisals, Inc. It was moved Commissioner Axt to approve the appraisal amount as filed in the Auditors office, seconded by Commissioner Erdmann. Upon roll cal vote – Axt – yes, Erdmann – yes, Ehrman – yes Motion carried.

Sheriff, Trent Naser, met with the board to report that there was some vandalism at Hoffers Lake. A camper pedestal was broken. Naser also stated that an accident writing software program is available from the State at no cost called TRACKS for the Sheriffs office except 3 scanners is needed for an estimated total of \$1,200.00. It was moved by Commissioner Erdmann to purchase the 3 scanners to be taken out of the Sheriff's vehicle equipment line item budget, seconded by Commissioner Axt. Upon roll call motion – Erdmann – yes, Axt – yes, Ehrman – yes Motion carried. Naser inquired about the States Attorney status. The Commissioners did visit with Mr. Hetland last week on his caseload, if he can not handle the caseload then he needs to make a decision.

Cynthia Wahl, Tax Director, presented the average agriculture value per acre for 2012 from the State tax department. The increase was discussed and will be tabled until a later meeting.

At this time Commissioner Axt was excused from the Commissioners meeting for the day.

The time being 1:00 p.m. the fuel bid letting on the rack price was held. Bids were received from the following:

	Gasoline	Diesel Fuel	Heating Fuel	Oil	Grease	Anti-Freeze
	(Amounts added to the rack price)			(Discount)		
D & J Oil, Inc. McClusky, ND	.10 per gal	.10 per gal	.10 per gal	.40 per gal	.04 lb	.40 per gal.
Konschak Oil, Inc. Goodrich, ND	.10 per gal	.10 per gal	.10 per gal			

It was moved by Commissioner Erdmann to approve the D&J Oil Inc. fuel rack bid prices for the Courthouse heating fuel, both McClusky shops, and oil, grease, and anti-freeze discounted prices and to approve Konschak Oil, Inc., Goodrich fuel rack bid prices for the Goodrich County Shop and Cecil Schuh's Motorgrader, seconded by Commissioner Ehrman. Upon roll call vote – Ehrman – yes, Erdman – yes Motion carried

At this time Alvin Gross met with the board to discuss some road issues. Betty Kurle, landowner, met with the board to inquire about weeds that her husband Vernon has mowed on roads in Johns Lake Twp – (unorganized rd district) and on Pickard – (organized twp) roads being the landowners don't mow them and that they have never been reimbursed. Commissioner Ehrman suggested sending a bill to the County for the unorganized rd district and a bill to the organized twp for mowing the weeds. The organized twp can apply the bill to the landowner's taxes as a special assessment to collect for paying the mowing bill.

It was moved by Commissioner Erdmann to approve the Homeland Security Training and Exercise Agreement (LGHSTEP) with NDACo, seconded by Commissioner Ehrman. Upon roll call vote- Erdmann – yes, Ehrman – yes Motion carried.

It was moved by Commissioner Erdmann to update and approve the County cell phone use policy in the County personnel manual effective immediately, seconded by Commissioner Ehrman. Upon roll cal vote – Erdmann – yes, Ehrman – yes Motion carried.

Cynthia Wahl, tax director, met with the board to report that eight twps need to be adjoined together in the detailed soils mapping program. The County should be completed with the detailed soils mapping program by the end of January for the assessors to review and add or change values for structures yet. The canal right of way layer had to be drawn in and the rail road right of way was buffered in the mapping program.

The auditor reported the ER sites for the Farm to Market road projects in Pickard twp will only be covered 77.9% now rather than 100% according to NDDOT.

It was moved by Commissioner Ehrman that the District County Assessors be paid \$300.00 per township for assessor duties for 2012, seconded by Commissioner Axt. Upon roll call vote- Ehrman – yes, Erdmann – yes. Motion carried.

It was moved by Commissioner Erdmann, seconded by Commissioner Ehrman, and carried that the Chairman of the Board, Eldon Ehrman, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2012. Upon roll call – Ehrman –yes, Erdmann – 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 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. Motion carried.

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

North Country Bank of McClusky
Choice Financial Group of Goodrich

It was moved by Commissioner Ehrman that the County employees be paid .51 per mile for necessary travel or what the set rate is from the ND Office of Management and Budget, seconded by Commissioner Erdmann. Upon roll call vote – Ehrman, - yes, Erdmann– yes Motion carried.

It was moved by Commissioner Ehrman that the Elected Officials and Appointed Officials annual Salaries for 2012 be set as follows:

County Auditor	28,200.00
Sheriff	35,160.00
County Recorder	27,000.00
Treasurer	26,200.00
States Attorney (Part time)	24,650.00
County Commissioners	9,900.00 each
	(Plus mileage and expense)
Veteran’s Service Officer	4,050.00
Civil Defense Director	5,850.00
911 Coordinator	5,700.00
Risk Manager	3,600.00
Tax Director	17,280.00
And Salaries of Deputies, Clerk, etc. be set as follows:	
Auditor – Deputy	17,076.00
Extra help if needed	100.00
Sheriff – Chief Deputy	32,700.00
Office Clerk	8,087.58
Special Deputies-Signal 100 or Similar long situations	15.00 per hr.
County Corrections Deputy	29,870.00
County Recorder– Deputy	16,539.24
Extra help if needed	1,500.00
Treasurer – Clerk	7.25 - 8.00 per hr.
County Agent (County’s 50% Share)	18,766.50
County Agent Clerk	8,087.58
Janitor	17,256.00
Janitor Extra help	500.00
States Attorney Clerical	8,000.00

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 Erdmann. Upon roll call vote - Ehrman – yes, Erdmann – yes Motion carried.

It was moved by Commissioner Ehrman that the Highway employees salaries be as follows for 2011, seconded by Commissioner Erdmann. Upon roll call vote –Erdmann – yes, Ehrman – yes Motion carried.

HIGHWAY EMPLOYEES – Salaries – Annually

Salaries for full time experienced operators:	<u>Annual</u>
Foreman and Head Blademan	31,100.00
Head Mechanic and Blademan	28,450.00
Other Blademen and Tractor operators with Over 8 years experience	29,720.00
Other Blademen and Tractor operators	24,710.00
	22,910.00
Salary for full time in-experienced operator	22,310.00
Wages for part time inexperienced operators:	<u>Per Hour</u>
Experienced part time operators	10.50
Common Labor, Tarring Streets, Picking Rocks, etc.	10.00
Inexperienced operators begin at	9.50

It was moved by Commissioner Ehrman to re-appoint the following for the year 2012:

- Marlin P. Engen – County Park Commissioner
- Arlington Helm – County Park Commissioner
- James Paulus – Veteran Service Officer
- Wayne Houston – County Emergency Manager & 911 Coordinator
- Trent Naser – Acting Coroner
- Cynthia D. Wahl – Director of Tax Equalization
- Tracy Stein – Risk Manager

Seconded by Commissioner Erdmann. Upon roll call vote – Ehrman - yes, Erdmann - yes Motion carried.

It was moved by Commissioner Ehrman 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 Erdmann. Upon roll call vote – Ehrman – yes, Erdmann –yes,. Motion carried.

There being no further business the meeting adjourned.

Auditor

Chairman