

County Commission Meeting January 4, 2011

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

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

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

County Recorder, Fees, \$1,684.00  
Clerk of Court, Fees, \$142.00  
Sheriff, Fees, \$103.00

The total miscellaneous receipts were collected for the following funds and were approved for the month of December 2010:

General - \$ 5,270.80	Secondary Road - \$293.40
County Road - \$ 4,041.59	Highway Dist - \$18,215.14
County Park - \$20.39	SS & OASIS - \$759.74
County Ext. - \$20.00	Weed Control - \$ 1,171.09
911 - \$798.00	Wireless 911 - \$755.25

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

The December payroll warrants #37465-37499 were approved from the following funds:

General Fund - \$22,439.18	Highway Dist. \$11,754.33
Veteran Service - \$291.67	County Agent Fund - \$874.57
Weed Control - \$ 1,014.50	Civil Defense - \$450.00
911 - \$437.50	BCI - \$3,251.49
Human Services - \$ 4,587.85	

The following bills #37512-37581 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Linen & Apparel Srv.,43.05; Bentz Supply Store, 90.14; Walter M. Lipp, 42.83;N.D. Newspaper Association,167.10;Howard Erdmann,149.00;Choice Financial Group, 7,088.02;WRT,234.24; N.D. Association Of Counties,14,169.57;Unity Insurance Agency, Inc. 50.00;Official Payments,165.00;South Central Crime Conference,15.00; Tracy Stein,42.39; N.D. State Radio Communication,1,882.08;Eldon Ehrman,84.50;Fireside Office Solutions, 48.29;Office Depot,161.92;Birch Communications, Inc.,101.96; BHG, Inc.,248.62;Information Technology Dept.,433.60;McLean County Sheriff's Office,385.00; D&J Oil, Inc.,8,120.64; Abused Adult Resource Center,50.00;Caterpillar Financial Services,19,858.54;Computer Software Assoc Inc.,1,625.00; Kenschak Oil Inc.,6,489.70;McLean-Sheridan Rur Water, 50.13;Elmer Jesme Conf Of Counties,105.00; Power Plan,106.04; Alltel,220.45;NDSU, 818.52;Atco International,98.00;Mechanics Plus,15.88;First District Health Unit,5,712.30; NACO,400.00;North Country Bank,13,712.87; OMB/ND Surplus Property,78.00; ND 911 Assoc.,25.00; ND County Auditors Assoc.,75.00; NRG,4,481.74; Capital Trophy, Inc., 112.50;James Paulus,127.05; NDTC,18.20; SRT Communications, Inc., 25.76;Kingdom Construction, Inc.,607.50;Severin, Ringsak & Morrow, 3,080.00;Bullberry Systems Inc., 2,587.50;Dakota Prairie RC&D, 300.00; Stein's Inc.,32.13; Northwest Tire, Inc.,2,343.66; NDSU - Dept 7070,10.00;Meckle Excavating,320.00; Fleet Services,84.24;Menards,250.91; Visa,71.65; McClusky City,31.00; Govern Soft,11,783.00;Emily Kline,74.18;Access Printing Solutions, LLC.,247.32;Dyer And Summers, PC.,157.50; Vaaler Insurance,87.00;Global Connect,522.55;Wm Of Wi-Mn,45.92; RV Enterprises,15,314.00;Wold Engineering, PC, 27,655.92; ND Dept Of Transportation,54,434.80; Margie Rau,65.00

The first order of business was to elect Chairman and Vice-Chairman 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 Axt. Upon roll call vote – Ehrman – yes, Axt – yes, Erdmann – yes. Motion carried. It was moved by Commissioner Erdmann to elect

Eldon Ehrman as Vice-Chairman of the board for the ensuing year, seconded by Commissioner Axt. Upon roll call vote – Erdmann – yes, Ehrman – yes, Axt – yes Motion carried.

It was moved by Commissioner Axt to raise the annual road maintenance charges to \$140.00 per mile for organized and unorganized rd districts effective for 2011, seconded by Commissioner Ehrman. Upon roll call vote – Axt – yes, Erdman – yes, Erdmann – yes Motion carried.

Jerod Tufte, States Attorney, met with the board upon the board's request. Commissioner Axt requested if an Attorney General's opinion should be requested on the legislative action of REC coop taxes that were re-structured if this was un-constitutional. Tufte stated that the legislature can make laws even if they do not know the outcome so an Attorney General's opinion would not be time worthy to resolve anything short term, however; he will pursue it and recommended the board to contact the legislators to correct the situation into a bill. County forfeited property issues were discussed also. Tufte will contact First District Health Unit on private properties that are hazardous.

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

Sheriff, Trent Naser, met with the board to state that the former Deputy Sheriff, Christopher Kluth, will be hired back as of February 1, 2011. Other criminal issues were discussed also.

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

	Gasoline (Amounts added to the rack price)	Diesel Fuel	Heating Fuel	Oil	Grease	Anti-Freeze (Discount)
D & J Oil, Inc. McClusky, ND	.10 per gal	.10 per gal	.10 per gal	.40 per gal	.05 lb.	.40 per gal.
Konschak Oil, Inc. Goodrich, ND	.10 per gal	.10 per gal	.10 per gal			

It was moved by Commissioner Axt 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 – Axt – yes, Ehrman – yes, Erdman – yes Motion carried

The time being 2:00 p.m. a meeting with some organized twps officers was held. Those present were: Annie Fyelling & John Volochenko, Highland Twp; Loren Isaak, Rosenfield Twp.; Charles Netzloft & Steve Kensmoe Prophets Twp.; Byron Zingg, McClusky Twp; Ron Bartz, Martin Twp; Arlo Blumhagen, Strassburg; Kevin Vietz, Thomas Sauter, and Walter Filler, County Water Board members. The twp officers met with the board upon the Commissioners request to discuss the repayment of the 2001 FEMA audit review results that was conducted by the North Dakota Dept of Emergency Services. Lonnie Hoffer, NDDDES, was contacted by speakerphone to have questions answered on the hydrology studies and the Project Worksheets that were short on culvert and gravel materials. Hoffer stated documentation is needed to verify the completed work – if no documentation, then the amounts will need to be repaid back. Ron Bartz stated there was donated help from the township board members on road projects and how to handle that. Hoffer repeated documentation of amounts paid out is needed. Walter Filler, Chairman, County Water Resource Board stated that the County Water board would pay for the 2001 hydrology studies if the County Commission will approve a 1.00 mill levy authorization when setting the County Budget. The Township Boards and County Commissioners were greatly appreciated to have the County Water Resource board to help with the hydrology costs. It was moved by Commissioner Ehrman to approve setting a ½ mill Levy for the upcoming year for the County Water Resource District Budget and will be reviewed each year if an increase to 1.00 mill is needed, seconded by Commissioner Axt. Upon roll call vote – Ehrman – yes, Axt – yes, Erdmann – yes Motion carried. The auditor will send a bill to the twps what they owe after the hydrology study amounts are subtracted that will be payable to the County. The County will

then repay FEMA \$8,500.00 on a monthly basis until the end of June, 2011 when the final balance is due as agreed by NDDES.

The water resource board members stated an \$8,500.00 payment will be sent for three months effective January 2011 to the Auditors office to re-pay FEMA for the 2001 hydrology studies that were not conducted by a licensed hydrologist.

It was moved by Commissioner Axt to re-appoint Thomas Sauter to the Water Resource Board, effective immediately, seconded by Commissioner Ehrman. Upon roll call vote –Axt – yes, Ehrman –yes, Erdmann –yes Motion carried.

It was moved by Commissioner Axt to approve the following applications for abatement of 2010 taxes due to they are eligible for Homestead Credit, seconded by Commissioner Ehrman. Upon roll call vote – Axt – yes, Ehrman – yes, Erdmann – yes Motion carried.

Linda Ochoa, Lots 22-23-24, Blk. 1, Orig, McClusky City  
Ruth Sauter, E2 of Lot 7, All of Lots 8-9-10, Blk. 2 Grethens, Goodrich City  
Betsy Sauter, Lot 5, Blk. 11, Original, Goodrich City  
Freida Feickert, South Part of Blk. B; Lot 3, Blk. C, Lot 1, Blk. D, Wittmayer’s Add,  
Goodrich City  
Hazel Erdmann, All of Block D Except Lot 1, Wittmayer’s Add., Goodrich City

It was moved by Commissioner Axt to approve a 9% increase in ag values according to the results of NDSU and the State Tax Commissioners office, seconded by Commissioner Ehrman. Upon roll call vote – Axt –yes, Ehrman – yes, Erdmann – yes Motion carried.

It was moved by Commissioner Ehrman to approve the Courthouse Boiler Insurance policy for 2011 with Vaaler Ins,Inc. through the ND Ins. Dept., seconded by Commissioner Axt. Upon roll call vote – Ehrman – yes, Axt – yes, Erdmann – yes Motion carried.

The abandoned right of way request from the State of ND was considered and will be reviewed further at the February meeting.

It was moved by Commissioner Axt to approve the disposal of the following records in the Auditors office by landfill, seconded by Commissioner Ehrman. Upon roll call vote – Axt – yes, Ehrman – yes, Erdmann – yes Motion carried.

<u>Description</u>	<u>Years Disposed</u>
Pollbooks/Tally Sheets	– 1994-2000
Absent Voter Records	– 1994-2000
State Election Records	– 1994-2000
Election Statements	– 1994-2000
Vouchers	– 2000
Tax Withholding Records	– 1992-1999
Employee Calendar	-1992-2005
County Budgets	– 1994-2005
Audit Reports	– 1989-2006
Financial Statements	– 1996-1999
Abstract of Tax List	– 2001-2004
Annual Statement of Township	– 2001-2004
Personnel Records	– 2001-2004
Medical Records	– 2001-2004
Collection Register	– 1995-2006
Workers Compensation Records	– 1996-2005
Health Insurance payroll records	– 2003-2005
Quarterly Employment Reports	– 1999-2006

It was moved by Commissioner Ehrman that the District County Assessors be paid \$300.00 per township for assessor duties for 2011, seconded by Commissioner Axt. Upon roll call vote- Ehrman – yes, Axt – yes, Erdmann – yes. Motion carried.

It was moved by Commissioner Axt, 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, 2011. Upon roll call – Axt – yes, 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 Axt 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, Axt – yes, Erdmann. Motion carried.

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

It was moved by Commissioner Ehrman that the Elected Officials and Appointed Officials annual Salaries for 2011 be set as follows:

County Auditor	27,000.00
Sheriff	33,960.00
County Recorder	25,800.00
Treasurer	25,000.00
States Attorney (Part time)	24,650.00
County Commissioners	9,300.00 each
	(Plus mileage and expense)
Veteran’s Service Officer	3,650.00
Civil Defense Director	5,550.00
911 Coordinator	5,400.00
Risk Manager	3,300.00
Tax Director	16,320.00
And Salaries of Deputies, Clerk, etc. be set as follows:	
Auditor – Deputy	16,176.00
Extra help if needed	100.00
Sheriff – Chief Deputy	31,500.00
Office Clerk	8,175.16
Special Deputies-Signal 100 or Similar long situations	15.00 per hr.
County Corrections Deputy	26,100.00
County Recorder– Deputy	10,235.00
Extra help if needed	1,000.00
Treasurer – Clerk	7.25 - 8.00 per hr.
County Agent (County’s 50% Share)	18,309.00
County Agent Clerk	10,836.84
Janitor	16,296.00
Janitor Extra help	500.00
States Attorney Clerical	7,500.00
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 Axt. Upon roll call vote - Ehrman – yes, Axt – 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 – Axt – yes, Erdmann – yes, Ehrman – yes Motion carried.

*HIGHWAY EMPLOYEES – Salaries – Annually*

Salaries for full time experienced operators:	<u>Annual</u>
Foreman and Head Blademan	29,300.00
Head Mechanic and Blademan	28,450.00
Other Blademen and Tractor operators with Over 8 years experience	27,920.00
Other Blademen and Tractor operators	24,110.00 & 23,510.00
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 2011:

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

There being no further business the meeting adjourned.

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Auditor

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Chairman