

County Commissioners Meeting January 5, 2016

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

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

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

County Recorder, fees, \$1,666.00  
Sheriff, fees, \$50.00

The miscellaneous receipts were collected for the following funds and were approved for the month of December, 2015:

General - \$9,475.94	County Road - \$2,553.38
Highway Dist. - \$40,168.06	County Ext. - \$1,813.20
Civil Defense - \$1,009.31	911 - \$1,580.80

An itemized listing of miscellaneous receipts are on file at the County Treasurers office.

The December payroll warrants #65466-65492 were approved from the following funds:

General - \$29,513.00	Highway Dist. -\$16,297.86
Service Officer - \$428.75	County Agent - \$817.29
Civil Defense - \$591.58	911 - \$575.69
County Corrections - \$2,887.50	BCI - \$1,784.34

The following bills #63928-63989 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Services Inc., 61.90; Bentz Supply Store, 184.73; N.D. Newspaper Assoc., 191.40, Howard Erdmann, 100.34; Choice Financial Group, 7,844.11; WRT, 654.93; N.D. Assoc. of Counties, 17,655.79; Sylvia Schell, 6.25; ECN, 532.35; Butler Machinery Company, 420.95; Fireside Office Products, Inc., 3.09; Office Depot, 277.71; Birch Communications, Inc., 118.93; BHG, Inc., 295.50; Newman Traffic Signs, 734.60; McLean-Sheridan Rur. Water, 47.21; Napa Auto Parts, 159.01; Advanced Business Methods, 718.86; Dakota Praires RC & D, 300.00; ND Tax Commissioner, 1,142.33; Job Service ND, 232.91; Redwood Toxicology Lab., 45; Lewis & Clark Reg. Dev. Council, 2,360.81; Marshall Feland, 150.00; Miller Insulation Co. Inc., 578.59; Lake Region Law Enforcement, 300.00; Mechanics Plus, 157.19; First District Health Unit, 6,781.75; NACo, 450.00; Interstate All Battery Center, 17.20; McHenry Co. Auditor, 18.89; Steve Eisenbeisz, 114.84; Nicole Wardner, 349.22; NRG, 6,747.48; Northern Tax, 20.00; James Paulus, 151.57; NDTC, 29.24; Ottertail, 18.46; American Income Life Ins Co., 82.00; Severin, Ringsak & Morrow, 1,200.00; H.A. Thompson & Sons, 1,581.22; Wex Bank, 4.00; Menards, 72.10; HACTC, 1,105.00; Visa, 1,003.99; McClusky City, 32.00; Govern Soft, 12,195.00; Holen's Super Valu, 14.16; Penny Nester, 57.00; Offroad Software, Inc., 7,380.00; Matthew Bender & Co Inc., 115.70; Verizon Wireless, 722.55; Orrin Holen, 102.00; McLean Family Resource Center, 325.00; Pharm Chem, Inc., 58.00; Topcon Positioning Systems, 50.24; Tyler Technologies, Inc., 2,060.29; Lexipol LLC, 1,980.00; Wold Engineering, PC., 19,455.20

The first order of business was to elect chairman of the board. It was moved by Commissioner Axt to appoint Steve Eisenbeisz as Chairman for the ensuing year, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried. The second order of business was to elect vice-chairman of the board. It was moved by Commissioner Eisenbeisz to elect Michael Axt as vice-chairman of the board for the ensuing year, seconded by Commissioner Erdmann. Upon roll call vote – Eisenbeisz – yes, Axt – yes, Erdmann – yes Motion carried.

It was moved by Commissioner Axt to cancel the Kenneth Vos weed mowing bill in the amount of \$250.00 as per requested by the land renter and Strassburg Twp board seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried. The Auditor was instructed to send a letter to the Strassburg Twp Board stating that if Strassburg twp roads are not repaired and mowed the County will not do any blading or snow removal on Strassburg Twp. roads in the future.

Sheriff Trent Naser, met with the board to discuss the new Sheriff's clerk 4/5 salary for Sheila Faul. It was moved by Commissioner Axt to set the new Sheriff's clerk monthly salary at \$1,466.92 for

2016, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann - yes, Eisenbeisz – yes Motion carried. Sheriff Naser also reported on the vehicle police radios that one of the radios had to be completely redone. Parts are getting hard to find being they are over 5 years old. A replacement radio plan needs to be in place to replace radios over time. The suggestion of when a new police vehicle is budgeted that a new radio should also be in the budget at the same time to keep up with having a reliable radio. It was moved by Commissioner Erdmann to approve purchasing one new radio if need be for the new 2016 Sheriff's vehicle, seconded by Commissioner Axt. Upon roll call vote – Erdmann – yes, Axt – yes, Eisenbeisz – yes Motion carried.

Justin Owen, Site Development Services rep for Verizon Wireless, was on speakerphone upon Commissioners request to discuss the conditional use permit that was approved February 4, 2014. Owen reported that the new guidelines are now not to build a structure to house the generator and equipment inside but rather to just install an outdoor cabinet on a platform instead. The board waived refiling an application for a conditional use permit for just that change. Also the board recommended Owen to speak with our engineer on the north road project from McClusky so if Verizon needs an approach that would be the time to construct it. Owen stated to send him an email or letter with info on the road project and engineer info. The Commissioners asked when the cell phone tower will be erected. Owen stated it is in the 2016 budget, however; it all depends on the spectrum of FCC changes.

The board instructed the Auditor to investigate into a digital recorder for recording County Commission minutes.

Lynnette Fox, County Treasurer, met with the board to present the pledge of assets report for the County securities. It was moved by Commissioner Axt to approve the pledge of assets report as filed in the county auditor's office, seconded by Commissioner Erdmann. Upon roll call vote - Axt – yes, Erdmann – yes, Eisenbeisz –yes Motion carried. Fox reminded the board she will be on vacation January 21<sup>st</sup> thru Feb 7<sup>th</sup> and Janice Erdmann will fill in as needed during that time period.

Cynthia Wahl, Tax Director, and Janice Erdmann, met with the board to discuss the assessing duties and state requirements. Wahl stated each assessor has two years to get their 80 hours of classes in. Jefferey Martwick, McClusky City & Goodrich City assessor has done 40 hours of the classes so far and has one more year to complete the other half of classes. Wahl reported Mary Feickert will continue assessing and will complete the 80 hours of training. Chairman Eisenbeisz will contact the organized twps. that do not have an assessor to see what their plan is. Wahl is available to do assessing on organized twps. and unorganized twps. The County assessing rate will be \$300.00 per twp. that will be added to Wahl's salary for the unorganized twps. and based on the number of organized twps. that hire Wahl to complete the assessments will then be added also to her salary. Wahl stated that according to the State Tax Commissioners office, Sheridan County should raise the average ag values by 15.2% in order to be equalized statewide. It was moved by Commissioner Axt to approve increasing the ag values only by 6% rather than the 15.2% and still be within the 10% tolerance allowed by the State Tax Commissioner's Office, seconded by Commissioner Erdmann. Upon roll call vote – Axt –yes, Erdmann –yes, Eisenbeisz – yes Motion carried.

Nicole Wardner, County Agent, met with the board to present her narrative report. The succession classes (Transitioning the family farm legacy to the next generation) were attended very well the week of Thanksgiving and her office will be offering them again next fall. Wardner held a holiday decorating class with evergreen arrangements that was attended by 28 participants. Community projects were focused on by the 4-H club and 4-H livestock judging will start next week. The Fall Fling was held in partnership with the Sheridan County Soil Conservation District with over 45 participants attending that learned about gardening projects and winter landscaping. Wardner inquired about the Sheridan Association meeting/banquet. Commissioner Axt stated to set up a meeting and let the board decide any actions. In-service meetings in Washburn and Minot will be attended by Wardner. Pesticide training will start up soon again also. Wardner stated there is a harmony in the workplace class offered thru NDSU that could be done at the courthouse if so desired. No action was taken. There was a number of SCIPY events held that included the fundraising ham dinner, a winter clothing drive for school kids, and Santa Store for Santa day. The next SCIPY meeting is February 17<sup>th</sup> and on the agenda is organizing the SCIPY supplies in the Courthouse boiler room.

Alvin Gross, Road Foreman, met with the board to report on repairs of the Payloader will be done soon and the rear window in Byron Belile's motorgrader was broke out by rocks flying up while blading. Gross reported he is also still trying to find a rim for the 1976 International truck.

Letters were sent to the two fuel vendors in the County that participated in the fuel bids in the past years, as instructed by the board, for any input if bid discounts and delivery arrangements can stay the same as in the past. Being there were no objections, it was moved by Commissioner Axt to approve the same discount and fuel arrangement as in the past with the Co-op Elevator, McClusky and Kenschak

Oil Inc., Goodrich, for 2016 for any County fuel orders, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

It was moved by Commissioner Axt to approve the maintenance agreement with NDDOT for federal aid roads in Sheridan County, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz - yes Motion carried.

It was moved by Commissioner Axt to approve the City/County Policing contract with the City of McClusky in the amount of \$26,000.00 plus \$5,000.00 for the BCI task force share, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

It was moved by Commissioner Axt to approve the application for abatement of 2015 taxes for property on Lots 1-2, 5-12, & Part of Lots 23 & 24, all in Blk. 12, Denhoff Village due to applicant is eligible for 100% Homestead Credit, seconded by Commissioner Erdmann. Upon roll call vote – Axt - yes, Erdmann – yes, Eisenbeisz –yes. Motion carried.

It was moved by Commissioner Erdmann to approve re-appointing the following individuals to the boards stated below, seconded by Commission Axt. Upon roll call vote – Erdmann – yes, Axt –yes, Eisenbeisz – yes Motion carried.

- LeRoy Becker – Water Board – 3 yr term
- Jerone Sauter – Weed Control Board – 4 yr term
- Monty Klein – Weed Control Board – 4 yr term
- Debbie Miller – County School Reorganizing Committee – 3 yr term

It was moved by Commissioner Erdmann to approve having one election precinct for all of Sheridan County for the 2016 Elections and to conduct a mail ballot election again with the one polling place located at the McClusky City Hall, seconded by Commissioner Axt. Upon roll call vote – Erdmann – yes, Axt – yes, Eisenbeisz – yes Motion carried.

Different sites around the County to have gravel crushed by Susag Sand & Gravel, Harvey, were discussed at this time.

It was moved by Commissioner Erdmann to approve adding the following omitted property to the 2015 tax list, seconded by Commissioner Axt. Upon roll call vote – Erdmann – yes, Axt – yes, Eisenbeisz – yes Motion carried.

<u>Property Description</u>	<u>2015 Cons. Tax</u>
Outlot B of SW4SE4 21-148-75	\$13.47
Outlot C of SW4SE4 21-148-75	\$22.45
Tract #1 in NE4 33-149-74	\$6.75
Tract #2 in NE4 33-149-74	\$6.75

It was moved by Commissioner Axt to approve the H.A. Thompson & Sons proposal of \$12,250.00 to remove the old 9 heating elements and install 9 new heating elements in the Courthouse electric boiler and descale it, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

It was moved by Commissioner Axt that the District County Assessors be paid \$300.00 per township for assessor duties for 2016, seconded by Commissioner Erdmann. Upon roll call vote- Axt – yes, Eisenbeisz – yes, Erdmann – yes. Motion carried.

It was moved by Commissioner Erdmann, seconded by Commissioner Axt, and carried that the Chairman of the Board, Steve Eisenbeisz, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2016. Upon roll call vote – Erdmann – yes, Eisenbeisz –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 Axt, 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, workmen compensation premiums, unemployment insurance, withholding tax, and county shop, county park, and courthouse electricity and water bills. Upon roll call – Axt – yes, Eisenbeisz – yes, Erdmann - yes. Motion carried.

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

American Bank Center of McClusky  
Choice Financial Group of Goodrich

It was moved by Commissioner Axt that the County employees be paid .58 per mile for necessary travel, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Eisenbeisz – yes, Erdmann– yes Motion carried.

It was moved by Commissioner Axt that the Elected Officials and Appointed Officials annual Salaries for 2016 be set as follows:

County Auditor	36,112.00
Sheriff	44,014.95
County Recorder	27,552.50
Treasurer	24,540.00
States Attorney (Part time)	28,000.00
County Commissioners	10,800.00 each
	(Plus mileage and expense)
Veteran’s Service Officer	5,299.35
Civil Defense Director	7,311.93
911 Coordinator	7,115.53
Risk Manager	4,567.27
Tax Director	21,585.01
And Salaries of Deputies, Clerk, etc. be set as follows:	
Auditor – Deputy	21,729.25
Extra help if needed	100.00
Sheriff – Chief Deputy	41,221.34
Office Clerk	17,603.04
Special Deputies-Signal 100 or Similar long situations	15.00 per hr.
County Corrections Deputy	35,689.50
County Recorder– Deputy	22,660.00
County Recorder –Extra help	17.65 per hr.
Treasurer – Clerk	18.00 per hr.
County Agent (County’s 50% Share)	23,000.00
County Agent Clerk	20,202.42
Janitor	18,024.96
Janitor Extra help	500.00
States Attorney Clerical	10,000.00
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 Eisenbeisz. Upon roll call vote - Axt – yes, Eisenbeisz – yes, Erdmann – yes Motion carried.

It was moved by Commissioner Axt that the Highway employee’s salaries be as follows for 2016, seconded by Commissioner Eisenbeisz. Upon roll call vote –Axt – yes, Eisenbeisz – yes, Erdmann – yes, Motion carried.

*HIGHWAY EMPLOYEES – Salaries – Annually*

Salaries for full time operators (Plus Benefits):

Annual

Road & Shop Foreman	19.57 per hr.
Northwest Area Blademan	18.03 per hr
Martin Area Blademan	17.51 per hr
McClusky Area Blademan	16.48 per hr
Goodrich Area Blademan	15.92 per hr
McClusky Shop Assistant	14.72 per hr

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

Per Hour

Common Labor, Tarring Streets, Picking Rocks, etc.	15.00
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It was moved by Commissioner Axt 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 –Axt – yes, Eisenbeisz – yes, Erdmann –yes, Motion carried.

There being no further business the meeting adjourned.

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Auditor

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Chairman