

COMMISSIONERS MEETING JANUARY 4, 2000

The Board of Sheridan County Commissioners met at 9:00 A.M. Commissioners present were Gordon O. Felchle, Lloyd S. Bauer, and Eldon Ehrman.

Chairman Felchle called the meeting to order. The minutes of the previous meeting was read and approved.

The following statement of fees were approved and submitted to their appropriate funds for December 1999:

Register of Deeds, Fees, \$654.73  
Clerk of District Court, Fees, \$405.00  
Sheriff, Fees, \$284.60

The total Miscellaneous Receipts were collected for the following funds and were approved for the month of December, 1999:

|  |                             |
|--|-----------------------------|
| General Fund - \$24,643.44             | Social Welfare - \$1,816.91 |
| Unorganized Rd. Districts - \$7,385.15 | Secondary Road - \$394.17   |
| County Road - \$4,961.31               | Highway Dist. - \$14,769.91 |
| County Park - \$749.89                 | S.S.&OASIS - \$595.60       |
| County Extension - \$27.00             | Weed Control - \$452.61     |
| Civil Defense - \$641.02               | 911 - 968.05                |

An itemized listing of Miscellaneous Receipts is on file at the County Treasurer's Office for review.

The December Payroll warrants #16443-16482 were approved from the following funds:

|                             |                                |
|-----------------------------|--------------------------------|
| General Fund - \$16,750.81  | County Agent Fund - \$1,034.31 |
| Civil Defense - \$325.00    | 911 - \$325.00                 |
| Highway Dist. - \$10,519.18 | County Park - \$60.00          |
| Social Welfare - \$8,093.04 | Service Officer - \$200.00     |

Warrants #16473-16579 were paid out from the following funds and were approved for the month of January, 2000:

|  |                                   |
|--|-----------------------------------|
| General Fund - \$ 10,434.52            | Social Welfare - \$ 2,327.30      |
| Human Services - \$91.80               | Secondary Road - \$16,589.72      |
| County Road - \$ 17,308.66             | Highway Dist. - \$ 277.76         |
| County Park - \$800.00                 | Veteran Service Officer - \$16.50 |
| S.S. & OASIS & Automation - \$6,636.25 | Advertising - \$ 1198.50          |
| Health District - \$5,538.50           | County Agent - \$ 388.39          |
| County Extension - \$124.90            | 911 - \$222.78                    |

A listing of itemized expenses is on file at the County Auditor's Office for review.

The first order of business was to elect a Chairman of the County Board for the ensuing year. It was moved by Commissioner Bauer to elect Gordon Felchle as Chairman of the Board for the year 2000, seconded by Commissioner Ehrman. All voting "Aye" the motion carried. It was moved by Commissioner Ehrman to elect Lloyd Bauer as Vice-Chairman of the board for the year 2000, seconded by Commissioner Felchle. All voting "Aye" the motion carried.

It was moved by Commissioner Bauer to pay out of the Secondary road all of the 10,688 cu yds gravel crushed located at Dallas Pfenning pit to Sundre Sand & Gravel, Minot, in the amount of \$16,459.52 and the gravel crushed at the Miller pit will be paid when gravel is used, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

It was moved by Commissioner Felchle to appoint Lloyd Bauer to be the County Commissioner representative on the performance review for the Extension Office with NDSU, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

It was moved by Commissioner Ehrman to enter into a Police Service Contract/Agreement with the City of McClusky for the year 2000 to provide law enforcement services in the amount of \$10,000.00, seconded by Commissioner Bauer. All voting "Aye" the motion carried.

It was moved by Commissioner Bauer to enter into a lease agreement with GMAC for 3 years for a 2000 Chevy Impala police vehicle in the amount of \$7,301.28 per year, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

A letter of resignation from Frank Hellman, Jr for serving as 3<sup>rd</sup> District Assessor was read. It was moved by Commissioner Ehrman to accept the resignation of Frank Hellman, Jr. from the 3<sup>rd</sup> District Assessor position, seconded by Commissioner Bauer. All voting "Aye" the motion carried.

It was moved by Commissioner Bauer to amend the year 2000 Veteran Service Officer Salary line item and the Risk Manager line item to \$2,600.00 and \$1,650.00 due to they were missed at budget time in 1999, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

Don Nett, MEC Services, Garrison, met with the board to discuss updating the electrical system in the courthouse. Recommendation of 1 – 400 amp and 3 – 100 amp panels with 30 circuits be installed with an estimate of cost around \$14,000.00 which would not include wiring in each room. Further investigation will be done.

The time being 11:00 A.M. the County Park Board meeting was held. The County Commission meeting reconvened at 11:30 A.M.

At this time Lloyd Bauer was dismissed from the meeting due to other conflicts.

It was moved by Commissioner Ehrman to approve the application for a Sunday Alcoholic beverage permit for on January 30,2000 to Jeffrey Martwick, Hi-Way Café & Lounge, seconded by Commissioner Felchle. All voting "Aye" the motion carried.

At this time Frank Hellman, Jr. met with the board and Chairman Felchle presented Hellman a plaque of appreciation for serving the public as 3<sup>rd</sup> District Assessor for 28 years. Cheryl Jesz met with the board and informed she would be interested in the 3<sup>rd</sup> District Assessor position. It was moved by Commissioner Ehrman to appoint Cheryl Jesz as 3<sup>rd</sup> District County Assessor to fulfill the unexpired term until 2002, seconded by Commissioner Felchle. All voting "Aye" the motion carried. The Chairman stated the extra hours associated with splitting the crop acres and non-crop acres should be kept track of for compensation to be reimbursed when assessing is completed for the District County Assessors.

It was moved by Commissioner Ehrman to enter into an agreement with Carrera-MAXIMUS,Inc., a software vendor company for the County Tax package, General Ledger, Payroll, Inventory, Game & Fish, Voter Registration, and Document Filing for on-going software maintenance in the annual of \$6,500.00, seconded by Commissioner Felchle. All voting "Aye" the motion carried.

Jay Hochhalter, FSA Supervisor, met with the board to discuss rent costs for being in the Community room of the Courthouse. Suggestions of \$10.00 per sq. ft. of \$760.00 per mth. plus \$867.67 for 3 mths to cover updating electrical wiring costs and that a rental agreement needs to be drawn up. It was moved by Commissioner Felchle to charge \$1,627.67 per month for rent and to cover electrical wiring expenses for Nov- Feb, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

Pam Ness, Lutheran Social Services & Wellness Outreach Program, Bismarck, met with the board to discuss the needs in rural areas and to help make the public aware of this program and that FEMA also has a nine month grant available with the Wellness Outreach Program.

Joyce H. Dockter, Register of Deeds, met with the board to request purchasing a new Fax Machine in the amount of \$1,495.00. The old fax machine is 9 yrs. old and will cost \$800.00 to repair. It was moved by Commissioner Ehrman to purchase a new fax machine from Gaffaney's of Minot in the amount of \$1,495.00 and funding is to be requested from other dept. budgets, Health District, Co. Ext. and 911 to help defray costs, seconded by Commissioner Felchle. All voting "Aye" the motion carried.

The time being 2:00 P.M. the fuel bid letting was held. Bids received were as follows:

|                                | <u>Gasoline</u> | <u>Diesel Fuel</u> | <u>Heating Fuel</u> | <u>Motor Oil</u> | <u>Grease</u>   |
|--------------------------------|-----------------|--------------------|---------------------|------------------|-----------------|
|                                | <u>Discount</u> | <u>Discount</u>    | <u>Discount</u>     | <u>Discount</u>  | <u>Discount</u> |
| Farmers Union Oil Co.          | \$.10 gal.      | \$.10 gal.         | \$.10 gal.          | \$.35 gal.       | \$.20 lb.       |
| McClusky,<br>D-N-J- Bulk, Inc. | -0-             | -0-                | -0-                 | \$.35 gal        | -0-             |
| McClusky                       |                 |                    |                     |                  |                 |

It was moved by Commissioner Ehrman to accept all bids, seconded by Commissioner Felchle. All voting "Aye" the motion carried.

Kent Alderin, County Extension, met with the board to report on installation of water at the Weed Control building, The Weed Board will be attending the State Weed Control Convention in Jamestown, Alderin will be going to Guatemala for organic farming meeting in February and the Wetland Trust Grant of \$28,000.00 was continued for the next 2 year period. Upcoming local events will be the Tillage Show in

February and the Family Fun Night in March. The Auditor was instructed to send a notice to the Weed Board to attend the next County Commission meeting to discuss and finalize the installation of water to the Weed Control Shop.

It was moved by Commissioner Ehrman that the District County Assessors be paid \$275.00 per township for assessor duties, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

At this time Lloyd Bauer returned to the County Board meeting.

Cynthia D Wahl, Tax Director, met with the board to request to attend the Cost Approach Meeting held in Bismarck February 7-11. It was moved by Commissioner Ehrman to approve that the Tax Director attend the meeting, seconded by Commissioner Felchle. All voting "Aye" the motion carried. Wahl reported that the Assessors annual meeting would possibly be held February 18<sup>th</sup> at the McClusky City Hall and also that the State Tax Commissioners office suggested to do detailed soil maps for the Allan Tinker abatement and also Harris Twp. Wahl stated a Planix 7 GPS is needed for measurement of soil data and acres for equalization of lands, however the SCS will let her use their equipment for now.

Sue Hellman, Public Health Nurse, met with the board to present the quarterly report and requested approval again for flu and pneumonia immunization to County employees. It was moved by Commissioner Bauer to approve that the County provide the flu and pneumonia immunization to the County employees, seconded by Commissioner Ehrman. All voting "Aye" the motion carried.

Larry Gessner, Sheriff, met with the board to report that the new police vehicle should be arriving mid-January.

It was moved by Commissioner Ehrman, seconded by Commissioner Bauer, and carried that the Chairman of the Board, Gordon Felchle, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year 2000. 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 \$100.00 and that they have the approval of the purchasing board on all smaller items.

It was moved by Commissioner Bauer, seconded by Commissioner Ehrman, 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.

It was moved by Commissioner Bauer, seconded by Commissioner Ehrman, that the following banks be designated as County Depository Banks:

The First National Bank of McClusky  
First Capital Bank of Goodrich  
The Bank of North Dakota

The Pledge of Assets were reviewed and found in order.

It was moved by Commissioner Ehrman that the County employees be paid \$.25 per mile for necessary travel, seconded by Commissioner Bauer. All voting "Aye" the motion carried.

It was moved by Commissioner Bauer that the Elected Officials and Appointed Officials Salaries for 2000 be set as follows:

|  |  |
|--|--|
| County Auditor                                     | 19,800.00                                  |
| Sheriff  | 23,460.00                                  |
| Register of Deeds                                  | 19,800.00                                  |
| Treasurer  | 19,000.00                                  |
| States Attorney                                    | 21,650.00                                  |
| County Commissioners<br>(Plus mileage and expense) | 525.00 per mth.                            |
| Veteran's Service Officer                          | 2,600.00                                   |
| Civil Defense Director                             | 4,050.00                                   |
| 911 Coordinator                                    | 4,050.00                                   |
| Risk Manager                                       | 1,650.00                                   |
| Tax Director                                       | (At Training) 63.00 per day<br>7.86 per hr |

And Salaries of Deputies, Clerk, etc. be set as follows:

|   |                 |
|---|-----------------|
| Auditor - Deputy  | 12,525.00       |
| Extra help if needed                                      | 100.00          |
| Sheriff – Chief Deputy                                    | 19,200.00       |
| Deputy  | 18,900.00       |
| Special Deputies-Signal 100 or<br>Similar long situations | 5.50 per hr.    |
| Normal- Special Deputies                                  | 5.15 per hr.    |
| Register of Deeds – Deputy                                | 6,335.04        |
| Extra help if needed                                      | 500.00          |
| Treasurer – Deputy  | 8.00 per hr.    |
| County Agent Clerk  | 13,100.00       |
| Jailor certified  | 5.15 per hr.    |
| Janitor   | 12,440.00       |
| State’s Attorney Rent                                     | 100.00 per mth. |
| Weed Board Members  | 35.00 per mtg.  |
| County Park Board Commissioners                           | 10.00 per mtg   |
| Planning & Zoning Board members                           | 10.00 per mtg   |

Seconded by Commissioner Ehrman. All voting “Aye” the motion carried.

It was moved by Commissioner Ehrman that the Highway employees salaries be as follows for 2000, seconded by Commissioner Bauer. All voting “Aye” the motion carried.

HIGHWAY EMPLOYEES – Salaries – Annually

|  |                 |
|--|-----------------|
| Salaries for full time experienced operators:                        | <u>Annual</u>   |
| Foreman and Head Blademan  | 22,700.00       |
| Head Mechanic and Blademan   | 21,850.00       |
| Other Blademen and Tractor operators with<br>Over 8 years experience | 21,320.00       |
| Other Blademen and Tractor operators                                 | 19,310.00       |
| Salary for full time in-experienced operator                         | 18,310.00       |
| Wages for part time inexperienced operators:                         | <u>Per Hour</u> |
| Experienced part time operators                                      | 8.65            |
| Inexperienced operators begin at                                     | 7.60            |
| Common Labor, Tarring Streets, Picking Rock, etc.                    | 8.00            |

It was moved by Commissioner Bauer to re-appoint the following for the year 2000:

- Marlin P. Engen – County Park Commissioner
- Arlington Helm – County Park Commissioner
- Paul Stober – Veteran Service Officer
- Wayne Houston – County Emergency Manager & 911 Coordinator
- Larry Gessner – Acting Coroner
- Cynthia D. Wahl – Director of Tax Equalization
- Denise Melom – Risk Manager

Seconded by Commissioner Felchle. All voting “Aye” the 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 Bauer. All voting “Aye” the motion carried.

It was moved by Commissioner Bauer that to comply with Federal IRS regulations, any County employee who has a non-overnight meal will need to attach their meal receipt for the actual meal reimbursement incurred, otherwise, no receipt, no reimbursement, seconded by Commissioner Ehrman. All voting “Aye” the motion Carried.

There being no further business the meeting adjourned.

