

County Commission Meeting January 2, 2018

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

Chairman Eisenbeisz 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:

Sheriff, fees, \$285.00

The miscellaneous receipts were collected for the following funds and were approved for the month of December, 2017:

General - \$11,595.11	Highway Dist. - \$22,611.71
Weed Control - \$70.75	Civil Defense - \$2,520.97
HCPR - 12.50	911 -\$1,440.01

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

The December payroll warrants #68507-68539 were approved from the following funds:

General - \$31,545.65	Highway Dist - \$16,773.28
Veteran Service Officer - \$454.86	County Agent - \$1,456.00
Weed Control - \$1,581.81	Civil Defense - \$625.00
911 - \$600.00	Veteran's Van Service - \$1,848.00

The following bills #68563-68604 were approved and ordered paid subject due to delinquent or any other indebtedness owing the County:

Ameripride Services Inc.,62.29;Walter M. Lipp,300.00; Howard Erdmann,83.52;WRT, 761.92;N.D. Assoc. Of Counties,16,903.96;Fireside Office Products, Inc.,3.49;Office Depot, 208.72;Birch Communications, Inc.,110.93; Information Technology Dept.,551.65; John Schell, 675.00; McLean-Sheridan Rur. Water,52.46; Power Plan,930.72; Lewis & Clark Reg Dev Council, 2,670.13; Mechanics Plus,461.67; First District Health Unit, 7,569.25; NACO,450.00; Steve Eisenbeisz,160.00;Verizon,55.93; NRG,8,627.16; James Paulus,144.27; NDTC,10.34; Michael Axt,4.64; Severin, Ringsak & Morrow,6,160.00; H.A. Thompson & Sons,1,877.32; Wex Bank,4.00;Menards, 97.96;Visa,595.02; McClusky City,48.50; Govern Soft,12,683.00; WM Of WI-MN,66.25;Matthew Bender & Co Inc.,60.05; Verizon Wireless, 408.21;Mayola Holen,180.00;Ladd Erickson, 40.60; McLean Family Resource Center,175.00;Tyler Technologies, Inc., 2,271.47;Susag Sand & Gravel, Inc.,46,025.00; Rustyre',50.00; Purchase Power,1,042.09; Onsolve, LLC.,532.35

The first order of business was to elect Chairman of the board. It was moved by Commissioner Axt to re-elect 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 re-elect Michael Axt as Vice-Chairman, seconded by Commissioner Erdmann. Upon roll call vote – Eisenbeisz – yes, Axt – yes, Erdmann – yes Motion carried.

The board reported they all received letters of resignation from Cynthia D. Wahl, as Tax Equalization Director as of January 31, 2018. It was moved by Commissioner Axt to accept the resignation of Cynthia D. Wahl as Tax Equalization Director effective January 31 2018, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

Lynnette Fox, County Treasurer, met with the board to present the pledge of assets report for county funds to be fully secured at the American Bank Center and Choice Financial Group. 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.

Roberta Hunt, McClusky City Mayor and Karen Feickert, Goodrich City Council member met with the board to discuss the city assessing duties that are a concern for the cities to meet the state requirements and how to be in compliance with the state guidelines of having a certified assessor with 80 hours training when there is no one interested in the position due to the required training hours. Property cards were also a concern for the cities in that they should be on file in the Courthouse for permanent record and located centrally. Discussion of hiring a data collector to help with measurements and photos of properties was a possibility and or hiring an assessor from a neighboring County. Further investigation and contacts will be done.

A conference call with Linda Leadbetter, State Supervisor of Assessments, was made and questions asked on what procedures are next who is to sign off on forms and assessment books. Leadbetter also went thru the tax timeline of deadlines. After discussion, it was moved by Commissioner Axt to appoint Lynnette Fox as Deputy Tax Director effective immediately and Tax Director of Equalization as of February 1, 2018 being Fox has 70 hrs. of the 80 hrs. completed of the assessment training already, Fox only has 10 hrs. training left in order to be certified as class 2 assessor in order to sign off on the assessment books this spring, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried. Fox will have 2 years from February 1st appointment to complete the remaining 100 hrs. of training in order to be certified as class 1 assessor and/or Tax Director of Equalization.

It was moved by Commissioner Eisenbeisz to approve the abatement for 2017 property taxes due to applicant is eligible for 100% homestead credit located on Lots 6 and W2 of Lot 7, Blk. 14 and E2 of Lot 7, and all of Lot 8, Blk. 14, both in Original Addition, Goodrich City, seconded by Commissioner Axt. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

It was moved by Commissioner Erdmann to compensate Lynnette Fox \$800.00 in January for Deputy Tax Director position and \$925.00 for February plus covering costs for training classes and lodging as needed, seconded by Commissioner Axt. Upon roll call vote- Erdmann – yes, Axt – yes, Eisenbeisz – yes Motion carried.

The auditor presented the 2018 assessment average per acre on agriculture lands certified from the State Tax Commissioners office reporting Sheridan County to be set at \$487.33 per acre or 6% increase from last year. It was moved by Commissioner Axt to increase the ag values to only 5% and still be within 10% tolerance allowed by the State Tax Commissioners office, seconded by Commissioner Erdmann. Upon roll call vote – Axt – yes, Erdmann – yes, Eisenbeisz – yes Motion carried.

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

Wayne Helm & Steve Eisenbeisz – Weed Control Board – 4 yr term
Kevin Vietz – Water Resource board – 3yr. term
Marlin Engen & Arlington Helm – County Park Board – Each year
Alberta Voegelé – County School Reorganizing Committee – 3 yr. term
Coroner – Sheriff, Trent Naser – Each year
James Paulus – Service Officer – Each year
Wayne Houston – Civil Defense & 911 Coordinator

It was moved by Commissioner Axt, seconded by Commissioner Erdmann, and carried that the Chairman of the Board, Steven Eisenbeisz, the County Auditor, and the County Treasurer, be appointed the members of the purchasing board for the ensuing year, 2018. Upon roll call – 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 Erdmann, 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, workmen compensation premiums, unemployment insurance, withholding tax, county shop, county park, courthouse electricity and water bills. Upon roll call – Axt – yes, Eisenbeisz – yes, Erdmann - yes. Motion carried.

It was moved by Commissioner Erdmann, seconded by Commissioner Axt, 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 or what the set rate is from the ND Office of Management and Budget during the year, seconded by Commissioner Eisenbeisz. 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 2018 be set as follows, seconded by Commissioner Eisenbeisz. Upon roll call vote - Axt – yes, Eisenbeisz – yes, Erdmann – yes Motion carried.

County Auditor	40,171.33
Sheriff	55,335.40
County Recorder	29,798.03
Treasurer	27,243.91
States Attorney (Part time)	28,000.00
County Commissioners	11,100.00 each
	(Plus mileage and expense)
Veteran’s Service Officer	5,731.24
Civil Defense Director	7,725.00
911 Coordinator	7,400.00
Risk Manager	5,033.54
Tax Director	23,121.86
And Salaries of Deputies, Clerk, etc. be set as follows:	
Auditor – Deputy	23,947.81
Extra help if needed	100.00
Sheriff – Chief Deputy	54,458.04
Office Clerk	18,856.41
Special Deputies-Signal 100 or Similar long situations	15.00 per hr.
County Corrections Deputy	46,760.20
County Recorder– Deputy	24,273.39
County Agent (County’s 50% Share)	23,734.00
County Agent Clerk	17,472.00
Janitor	19,308.31
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 2018, 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

21.17 per hr.

Northwest Area Blademan	18.93 per hr
Martin Area Blademan	18.93 per hr
McClusky Area Blademan	17.82 per hr
Goodrich Area Blademan	17.22 per hr
McClusky Shop Assistant	15.92 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 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 Eisenbeisz Upon roll call vote –Axt – yes, Eisenbeisz – yes, Erdmann –yes, Motion carried.

It was moved by Commissioner Eisenbeisz to approve the resolution on file in the Auditor's office for the Bank of ND loan authorizing and establishing the terms of \$1,260,000.00 in limited tax bonds for County road projects, seconded by Commissioner Axt. Upon roll call vote – Eisenbeisz – yes, Axt – yes, Erdmann – yes Motion carried

Jeff Martwick, former assessor, was contacted by conference call to discuss being a data collector for the Treasurer/Tax Director's office as needed. Martwick will let the County Commission know by the February meeting.

There being no further business the meeting adjourned.

Auditor

Chairman