PROCEEDINGS OF THE PIERCE COUNTY, NORTH DAKOTA, BOARD OF COUNTY COMMISSIONERS

December 2, 2014

The Pierce County Board of County Commissioners met in regular session on December 2, 2014. Auditor-Treasurer, Fursather called the meeting to order at 8:00 A.M., with members Christenson, Brossart, Migler, Johnston and Larson present. Also present was Tim Chapman, Pierce County Tribune.

Auditor-Treasurer Fursather led the Pledge of Allegiance.

Upon call for nominations for Chairman, for ensuing year, Migler nominated Johnston for Chairman. After no further nominations, a motion was made by Christenson that nominations cease and a unanimous ballot be cast for Johnston, for Chairman. Motion carried.

Upon call for nominations for Vice-Chairman, for ensuing year, Christenson nominated Migler. After no further nominations, a motion was made by Johnston, that nominations cease and unanimous ballot be cast for Migler for Vice-Chairman. Motion carried.

Fursather turned the meeting over to Chairman Johnston.

A motion was made Migler and seconded by Larson, to accept the November minutes as mailed. Motion carried.

A motion was made by Christenson and seconded by Larson, to approve those bills previously paid and those yet unpaid were ordered paid. Motion carried.

Board reviewed Officer fee reports and hourly workers time sheets.

A motion was made by Christenson and seconded by Migler, to accept the financial report for the month of November. Motion carried.

A motion was made by Larson and seconded by Christenson, to approve Treasurer’s checks #5335-5349 in the amount of $15,819.21 for the month of November. Motion carried.

A motion was made by Migler and seconded by Christenson, to transfer $100,000.00 from County Poor Relief to Social Welfare Fund. Motion carried.

Board reviewed abatement application submitted by Donald Olson (2014-66) for tax year 2014, on Lot 10, block 2, Frydenlunds Terrace, located in the City of Rugby.

Board reviewed abatement application submitted by Bernie Howard (2014-67) for tax year 2014, on the N1/2 Lot 3 Block 5, Southview Estates, located in the City of Rugby. A motion was made by Migler and seconded by Brossart, to approve all the abatement applications for tax year 2014 (2014-66 &67), as recommended by the Tax Director and to concur with the City of Rugby, in accordance with homestead

credit filed. Motion carried.

A motion was made by Larson and seconded by Brossart, to pay the ND County Commissioners Association dues in the amount of $1500.00 for the calendar year 2015. Motion carried.

A motion was made by Christenson and seconded by Larson, to pay the ND Association of Counties dues in the amount of $6,512.00 for the calendar year 2015. Motion carried.

A motion was made by Larson and seconded by Brossart, to transfer $7,000.00 from General Fund to Library Elevator Project. Motion carried.

A motion was made by Migler and seconded by Larson, to appoint Brossart, as a member of the Law Enforcement Center Board. Motion carried.

A motion was made by Christenson and seconded by Brossart, to transfer $35,847.19 from the General Fund to Health Insurance Fund. Motion carried.

A motion was made by Migler and seconded by Christenson, to re-appoint Bill Deck, as a member of the Pierce County Water Resource Board. Motion carried.

A motion was made by Christenson and seconded by Larson, authorizing the chairman, auditor and states attorney to sign the maintenance certification, which states that all federal aid highway projects are being maintained according to the North Dakota Department of Transportation “Construction and Maintenance Agreement”. Motion carried.

A motion was made by Migler and seconded by Christenson, to approve the application for Beer & Liquor Licenses from Rugby Eagles Aerie #3834, Joe Goldade (Larry’s Bar) Selz and Rugby Golf Club, and that refund be made in accordance with ordinance. Motion carried.

Board reviewed abatement applications submitted from Jerome Held on parcel #6085 –SE1/4 less Outlots 379A, 379B, 407 & 408 (27) 151-72 (2014-68) to be reduced by 13% for tax year 2012.

Board reviewed abatement applications submitted from Jerome Held on parcel #6069- NW1/4 less Outlot 382 in SW1/4NW1/4 (26) 151-72 (2014-69) to be reduced by 7%; parcel 6085-SE1/4 less Outlots 379A, 379B, 407 & 408 (27) 151-72 (2014-70) to be reduced by 13% for tax year 2013.

Board reviewed abatement application submitted from Jerome Held on parcel #5969- NW1/4 (10) (2014-71) to be reduced by 18%; parcel 6069- NW1/4 less Outlot 382 in SW1/4NW1/4 (26) (2014-72) to be reduced by 7%; parcel 6074-S1/2S1/2 (26) (2014-73) to be reduced by 54%; parcel 6085-SE1/4 less Outlots 379A, 379B, 407 & 408 (27) (2014-74) to be reduced by 13% for tax year 2014, all located in township 151-72. A motion was made by Migler and seconded by Brossart, to approve all the inundated abatement applications numbers (2014-68 thru 2014-74). Motion carried.

A motion was made by Christenson and seconded by Larson, authorizing the chairman and auditor to sign a county deed for the following described property as Lake Bottom Lot 27 of Round Lake which adjoins Government Lot (1), Section 21, Township 158 North, Range 74 West of Fifth P.M. to Leo Jay Degenstein. Motion carried.

Yvonne Hagen, Community Service Coordinator, met and gave the board an update on the community service program based on eleven months. Yvonne questioned her upcoming budget and that she had the impression that her salary would remain the same as the previous community service director. She stated that she has collected more fees than previously done. Board suggested that she call a meeting of the advisory board, as three counties are involved. Yvonne informed the board that she was not happy with the pro-rating of vacation and sick benefits.

Board recessed to sit on the HACTC Board at 9:15 a.m.

Mike Graner, Director of Operations, HACTC, Matt Lunde, Sheriff and Daren Heidbreder, Chief of Security, joined the meeting. A motion was made by Christenson and seconded by Migler, to approve those bills previously paid and those yet unpaid were ordered paid for the month of October for the HACTC. Motion carried.

Mike Graner gave the board an update on the inmate population for the month of November. He also asked the board if the HACTC should surrender their chemical dependency license or maintain the license. After further discussion, it was decided to surrender the chemical dependency license.

Mike Graner went over the financials for the month of October and answered questions that the board had. A motion was made by Migler and seconded by Larson, to approve the financial report for the month of October. Motion carried.

Mike Graner questioned the board on changes that were made to the employee manual dated November 1, 2014.

Matt Lunde, Sheriff and Joni Swearson, Dispatcher, shared their concerns on the pro-rating of vacation, sick and holiday benefits. Joni questioned the board if they were aware of the pro-rating of benefits for vacation, sick and holiday benefits and if the board would consider them as FTE as they work 36 hours a week or .9 of a fulltime employee. The board said they would need to discuss the pro-rating of benefits more and get back to them.

Lynette Vollmer, Administrative Assistant and H.R. Assistant, met with the board and stated that the board let her down, because earlier in the year the board wanted evaluations done on a yearly basis and that the lines of communications are not being done. Lynette questioned things in the employee manual on performance evaluations and felt that the employee’s manual was a generic model that could be changed from one entity to another. She felt if there are going to be changes in the manual they should know about it before it is printed and handed to them.

Matt Johnson and Jessica Tagestad, Wold Engineering, met with the board and answered their questions on the Road Project located in Hillside Township and the Orrin Road Project.

Dennis Romfo, Reno Valley Township, met with the board concerning issues on section lines and township right of way.

Discussion was held amongst the board on the pro-rating of vacation, sick and holiday benefits for employees that do not work 40 hours a week. Full board agreed to leave the employee manual dated November 1, 2014, as is.

Galen J. Mack, States Attorney, joined the meeting. Discussion was held concerning a bill received from Brad’s Towing. This bill was tabled until States Attorney can review.

Board review applications submitted for the social service director position. Interviewing will be done on Friday, December 5, 2014.

There being no further business, Johnston adjourned the meeting at 12:10 p.m.

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Karin Fursather, Auditor-Treasurer Duane Johnston, Chairman

Pierce County, North Dakota Pierce County Board of County Commissioners

PROCEEDINGS OF THE PIERCE COUNTY, NORTH DAKOTA, BOARD OF COUNTY COMMISSIONERS

December 16, 2014

The Pierce County Board of County Commissioners met in regular session on December 16, 2014. Chairman Johnston called the meeting to order at 9:20 A.M. with members Christenson, Brossart and Migler present. Larson absent. Also present was Tim Chapman, Pierce County Tribune.

Kelsey Siegler, Emergency Manager, met and informed the board that the Emergency Operations Plan, Emergency Operation Center Plan, Emergency Evacuation Plan and the Emergency Shelter Plan are 90% completed and that the only thing left to put in the plan is the directory and resource list. Kelsey stated that it would be 100% completed by January, 2015. A motion was made by Migler and seconded by Christenson, to adopt the current Pierce County Emergency Plan. Upon roll call vote, unanimous vote was cast. Resolution adopted.

A motion was made by Migler and seconded by Christenson, that payment be made from the 2013 Disaster Fund to the following townships for road repair: Meyer Township $49,195.59; Tuscarora Township $53,630.36 and Antelope Lake Township $16,320.00. Motion carried.

A motion was made by Christenson and seconded by Brossart, to make an additional payment of $13,000.00 to the USDA Rural Development for the Library Elevator Project. Motion carried.

A motion was made by Christenson and seconded by Brossart, to transfer $166,000.00 from the general fund to Law Enforcement Center-Dispatch. Motion carried.

A motion was made by Migler and seconded by Christenson, to transfer $25,000.00 from Wireless Fund to 9-1-1 Fund. Motion carried.

A motion was made by Christenson and seconded by Brossart, to transfer $50,000.00 from Highway Distribution Fund to Road & Bridge Fund. Motion carried.

A motion was made by Migler and seconded by Christenson, to transfer $100,000.00 from County Poor Relief to Social Welfare Fund. Motion carried.

Brossart brought to the board’s attention,that he talked with Brad Odden on a bill that was submitted for payment. After further discussion, a motion was made by Brossart and seconded by Migler, to pay the bill that was submitted by Brad’s Towing. Motion carried.

Matt Lunde, Sheriff, Ann Gibson, Joni Swearson, Karen Richter, Nancy Schneibel, Dispatchers, and Yvonne Hagen, Community Service Coordinator, joined the meeting.

Chairman Johnston shared information concerning the county employee manual to those present that information put into the employees manual comes from the recommendation made by Roger Krueger, Great Plains Benefits Group not the employees.

Sheriff Lunde asked if it would be possible for his dispatchers to change the schedule/hours that they presently work, so that the dispatchers would be considered full time instead of part time status. They would work 160 hours a month instead of 144 hours every 4 weeks. Chairman Johnston said this will be discussed further with the new sheriff.

Johnston left the meeting.

Vice-Chairman Migler, presided. A motion was made by Christenson and seconded by Brossart, to offer the Social Service Director position to Melinda Bischoff Voeller. Motion carried.

There being no further business, Migler adjourned the meeting at 10:30 a.m.

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Karin Fursather, Auditor-Treasurer Duane Johnston, Chairman

Pierce County, North Dakota Pierce County Board of County Commissioners