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

May 3, 2016

The Pierce County Board of County Commissioners met in regular session on May 3, 2016. Chairman Migler called the meeting to order at 8:00 A.M., with members Christenson, Brossart, Johnston and Larson present. Also present were Alan Beaver and Bryce Berginski, Pierce County Tribune.

Chairman Migler led the Pledge of Allegiance.

Moved by Larson and seconded by Johnston, to accept the April minutes as mailed. Motion carried.

Moved by Johnston and seconded by Christenson, 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.

Board reviewed a proposal from H.A. Thompson & Sons for material and labor to clean and reline main sewer line inside of building out to the plastic line that starts outside with Nu Flow NU Liner. Moved by Brossart and seconded by Christenson, to accept the proposal from H. A. Thompson & Sons.

Moved by Christenson and seconded by Brossart, to accept the financial report for the month of April. Motion carried.

Moved by Johnston and seconded by Larson, to approve Treasurer’s checks #5622-5637 in the amount of $2,622.75 for the month of April. Motion carried.

Moved by Brossart and seconded by Christenson, that payment be made from the 2011 Disaster Fund to the following township for road repair: Torgerson $1,837.70. Motion carried.

Josh Siegler, Pierce County Sheriff, met and gave the board a report for the month of April, for his department. Total calls-45; Medical calls-1; Fire Calls-5; Traffic Accidents-0; Assist Other Agencies-10; Prisoner Transports-5; Arrests-16; Citiations-19; Papers served-30; Warrants served-6.

Board reviewed proposals for sherriff’s vehicle from McGuires. This was tabled. Josh informed the board that he is looking for part-time dispatcher. Hours will vary from 12- 24 hours a week.

Mike Graner, Jail Administrator, and Daren Heidbreder, Chief of Security, joined the meeting.

Board recessed at 8:40 a.m., to sit on the HACTC Board.

Moved by Johnston and sconded by Brossart, to approve those bills previously paid and those yet unpaid were ordered to be paid, for the month of April, for the HACTC. Motion carried.

Mike went over the profit and loss for the HACTC; a profit of $11,627.12 for the month of March. Inmate population today is 119. The inmate population for the month of April was- low 108 and high of 125. Average inmate population was 113.

Personnel- Two (2) officer openings. Mike informed the board that an officer is training in Minot. There will be training in Bismarck in July and Fargo in September. Mike is looking into doing officer training at the facility, which would take approximately 1 year to complete.

Moved by Larson and seconded by Johnston, to approve the financial report for the month of April for the HACTC. Motion carried.

Board reconvened at 9:00 a.m., with all members present.

Moved by Christenson and seconded by Larson, to designate the Week of May 15-21, 2016, as Emergency Medical Services Week. Motion carried. Proclamation is on file in the Auditor-Treasurer’s office.

Jon Oksendahl, RDO Equipment, met with the board on call for bids on a motorgrader. Moved by Johnston and seconded by Christenson, to call for bids, for the purchase of one (1) new 2016 four wheel drive motorgrader, with front wheel assist. Bids will be opened on June 7, 2016, at 11:00 A.M. Motion carried.

Kelsey Siegler, Tax Director, joined the meeting.

Board reviewed abatement application submitted by Gary Oksendahl (2016-61) for tax year 2016 on property described as Lot 4 & E 25’ of Lot 5, Block 4, Lockwood’s Addition, located in the City of Rugby. Moved by Johnston and seconded by Larson, to reject the abatement application, as recommended by the Tax Director, as no appraisal was provided and to concur with the City of Rugby. Motion carried.

Board reviewed abatement application submitted by Amanda Rost (2016-62) for tax year 2014 on property described as Lot 4 less N 6’ of Block 1, Pierce County 1-78, located in the City of Rugby. Moved by Brossart and seconded by Christenson, to approve the abatement application from Amanda Rost, as recommended by the Tax Director, as an appraisal was provided to concur with the City of Rugby. Motion carried.

Shelley Block, Executive Director, Rugby Convention and Visitor’s Bureau, joined the meeting.

Shelley explained to the board that the Geographical Center Monument is in need of repair. She stated that Kimball Masonry is presently working on the monument and the total cost of labor and materials is $8,677.00. Shelley said that 1/3 is being paid by Rugby Convention and Visitors’ Bureau; 1/3 by the City of Rugby and she is requesting that 1/3 be paid by the county, which would be $2,892.00. Chairman informed Shelley that the county was advised by their states attorney that it is not advisable. This was tabled until states attorney could join the meeting.

Moved by Johnston and seconded by Larson, to transfer $100,000.00 from County Poor Relief Fund to Social Welfare Fund. Motion carried.

Moved by Brossart and seconded by Christenson, authorizing the Auditor-Treasurer, to issue checks to the election workers after the Primary Election. Motion carried.

Auditor-Treasurer Fursather, asked if the board wanted to increase the rent for the use of the Memorial Hall- kitchen and dining area. Christenson said that it seems like we are always doing repairs. Moved by Brossart and seconded by Christenson to increase the rent of the Memorial Hall from $30.00 to $50.00, starting July 1, 2016. Motion carried.

Auditor-Treasurer Fursather, asked the board what they would like to do with the bill to the City of Rugby, for rent for the police department, as the city isn’t paying the bill. This was tabled until states attorney could be present.

Danielle Jacobson, B& J Excavating, joined the meeting.

Jessica Tagestad, Wold Engineering, joined the meeting.

As the hour of 10:00 a.m. was past, Jesscia Tagestad opened the bids for FEMA Project PW 9- Hillside Township (permanent alternate route). One bid was received from B & J Excavating, Inc., in the amount of $156,512.75. Since the proposal is over $100,000.00, this project will need to be bid. Migler said this bid is more than what FEMA is allowing for the repairs. This was tabled until states attorney could be present.

Jessica went over HB 1176 Funds, which will be used on the Selz Road Project CNOC-3548(056) in the amount of $550,216.91 and Balta Road Project CNOC-3526(055) in the amount of $342,116.89 and graveling CMC-3526 from Balta east 9 miles to county line, in amount of $560,000.00. Total allocation $1,579,128.11; request remains of $126,794.31. SB2103 allocation $1,529,415.44.- Road Project COIB- 3521(060) consists of milling 1”, placing a 3” overlay and seal coat on county road from U S Highway 2 on the east side of Rugby, thence north 1.3 miles (Golf Course Road) in the amount of $993,977.56. Request remains of $535,437.88. Board asked if the remaining funds could be used on the Knox Road for graveling. There was a brief discussion on the truck bypass, where some patching needs be done.

Jessica said that seeding was being completed this week on FEMA Project DR 4190-PW 18 (Juniata).

Katie Haarsager, Community Relations Advisor, Enbridge Pipeline Company, LLC met and presented information on the pipeline and that they are still waiting approval from Minnesota. She said that construction should start in 2018 and be up and running in 2019. This pipeline goes across the northern townships of Pierce County. She also explained grants that are available for conservation and research.

Brad Trepl- Permitting Agent with Sandpiper, met and asked the board for written permission to use certain road to move equipment, which is 20th Ave NE to 68th St NE. A site specific traffic/safety plan will be put in place prior to start of any work. Moved by Christenson and seconded by Brossart,

to approve the access road of 20th Ave NE south to 68th St NE, in Pierce County. Motion carried.

Board reviewed bills from Buffalo Lake Sportsmen’s Club, for which the county participates. Moved by Christenson and seconded by Johnston, to make payment from the General Fund, in accordance with agreement. Motion carried.

Galen J. Mack, States Attorney, joined the meeting.

Board asked what he meant by not giving funds to the Rugby Convention and Vistors’ Bureau? Galen said it is a worthy cause, but tax dollars cannot be used.

Christenson said that the county/legion would like to put up a ND Cares Sign, but only one sign can be displayed, according to DOT. Mike was wondering if the sign Dollars for Scholars could be taken down.

Galen said he doesn’t have anything to do with Dollars for Scholars and gave Christenson some names to contact on this issue.

Board went over the bid proposal received from B & J Excavating, Inc., and Galen advised the board to table the bid proposal and contact FEMA, to see if additional funding will be given. Moved by Christenson and seconded by Larson, to table the bid proposal from B & J Excavating, Inc. Motion carried.

Galen stated that the board should have a plan on what Farm to Market Roads need repair and prioritize, so that the county would have a plan for future funding.

Chairman Migler asked, what can we the board do as the rent for the police department is currently not being paid by the City of Rugby. Migler also asked if there is a need to continue with the LEC Board, as nothing seems to get accomplished. Moved by Johnston and seconded by Brossart, to send a letter to the City of Rugby, stating that rent, in the amount of $1200.00 will start January 1, 2017, until further notice. Motion carried.

There being no further business, Migler adjourned the meeting at 12:00 noon.

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Karin Fursather, Auditor-Treasurer David Migler, Chairman

Pierce County, North Dakota Board of County Commissioners

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

May 10, 2016

The Pierce County Board of County Commissioners met in special session on May 10, 2016. Chairman Migler called the meeting to order at 9:30 A.M., with members Christenson, Brossart and Johnston present. Larson absent. Also present were Bryce Berginski, Pierce County Tribune, Fred Mitzel Jr. and Brad Mitzel.

Kelsey Siegler, Tax Director/Emergency Manager/Zoning Administrator, joined the meeting.

Kelsey informed the board the Multi Hazard Mitigation Plan (MHMP) will need to be updated in 2018 and re submitted to FEMA for approval every five years. As part of the Pre-Disaster Mitigation (PDM) Program, a local funding match is required. Kelsey asked for a letter of approval from the board to apply for grant monies and the county contribution would be in kind match of 25%.

As the hour of 9:30 a.m. was past, the board held hearing on variance request from Brad Mitzel to construct a building 52 x 72, within the recommended setbacks, in Section 24, Township 154 N. Range 74 W. The Zoning and Planning Council recommended to the board of county commissioners, to approve the variance permit application. No written comments were received prior or during the public hearing. Moved by Christenson and seconded by Brossart, to approve the variance request. Motion carried.

Kelsey recommended that the board discuss the second half mile of extra-territorial zoning around the city. She stated that the commission and the zoning board should take action to initiate zoning regulations for this area. She also recommended that the county boards read the regulations and provisions for the agricultural zone in both the County and City Regulations, to move forward with this process. Kelsey pointed out a portion along Highway 2 that should possibly be zoned Highway Commercial or Industrial. If both boards agree to the zoning for this area, the next step would be for the states attorney to draw up a contract relinquishing the County’s zoning authority. Then the city would have to hold public hearings regarding the expansion and any changes to the current zoning.

Board reviewed correspondence received from City Auditor, Elizabeth Heisey, with concerns over the LEC switching to narrow-band and maintenance agreement. Kelsey stated to be in compliance, the county would need to upgrade the radio to narrow-band. Moved by Johnston and seconded by Christenson, to purchase a radio for the HACTC, to be in compliance. Motion carried.

Migler informed the rest of the board that FEMA Project PW 9- (Hillside) Permanent Alternate Route, would need to be bid, as it is over $100,000.00. No additional monies will be received from FEMA, so he asked the board “what do you want to do?” If the scope of work is not followed, FEMA could come back and ask the county to reimburse them for what the cost was for the alternate route. Moved by Johnston and seconded by Christenson to advertise for bids on Project DR 4190- PW 9- Site 2. Bid opening is scheduled for June 7, 2016. Motion carried.

Galen J. Mack, States Attorney, joined the meeting.

Kelsey Siegler, Tax Director/Emergency Manager/Zoning Administrator, joined the meeting.

Josh Siegler, Sheriff, joined the meeting.

Galen had questions on the correspondence received on the maintenance agreement and sirens. Galen advised the board that someone from the board and Kelsey should attend the public safety meeting on May 18th.

There being no further business, Migler adjourned the meeting at 11:50 a.m.

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Karin Fursather, Auditor-Treasurer David Migler, Chairman

Pierce County, North Dakota Board of County Commissioners

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

May 17, 2016

The Pierce County Board of County Commissioners met in special session on May 17, 2016. Chairman Migler called the meeting to order at 9:00 A.M., with members Christenson, Brossart, Johnston and Larson present. Also present was Bryce Berginski, Pierce County Tribune.

Allen McKay, Director, Lake Region District Health and Liz Bonney, Tobacco Prevention Coordinator, met and presented to the board a program that they offer called Responsible Beverage Server Training and stated that City of Devils Lake has offered this program to all the bar establishments. Training course is 4-6 hours. Upon completion, the certificate is good for three years. Allen stated that the health unit isn’t making it mandatory, but if a liquor establishment fails a compliance check, then it would be mandatory for 1 year after the date of when the violation occurred. Board advised Allen McKay & Liz Bonney to meet with the City and present this program to their board as well and if the city feels this is a good program then the county should as well.

Jessica Tagestad, Wold Engineering, met with the board on FEMA Project located in Hillside Township, on the permanent route.

Johnston left the meeting.

Moved by Brossart and seconded by Christenson, that payment be made from the 2013 Disaster Fund to the following township: Antelope Lake $162.00. Motion carried.

There being no further business, Migler adjourned the meeting at 10:20 A.M.

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Karin Fursather, Auditor-Treasurer David Migler, Chairman

Pierce County, North Dakota Board of County Commissioners