

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

September 6, 2022

The Pierce County Board of County Commissioners met in regular session September 6, 2022. Chairman Christenson called the meeting to order at 8:00 A.M., with members Brossart, Hoffert, Bednarz and Migler present. Also present was Sue Sitter, Pierce County Tribune.

Chairman Christenson led the Pledge of Allegiance.

Moved by Migler and seconded by Bednarz, to approve the consent agenda, with one addition, to discuss the tree by the county garage. Motion carried.

Moved by Migler and seconded by Brossart, to accept the August minutes as mailed. Motion carried.

Moved by Migler and seconded by Hoffert, 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.

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

Moved by Hoffert and seconded by Bednarz, to transfer \$100,000. from Hwy. Dist. fund to Road & Bridge fund. Motion carried.

Moved by Hoffert and seconded by Migler, to approve Treasurer's checks #6241-#6246, in the amount of \$161.40, for the month of August. Motion carried.

Board reviewed abatement application submitted by Richard & Linda Sollin for tax year 2022 (2022-13) on the following described property as E70' of Lots 1 & 2, Blk. 3, located in Balta Village from \$4157 to \$2059. Moved by Migler and seconded by Hoffert to lower the true & full value from \$4157 to \$2059 for tax year 2022, as recommended by the Tax Director. Motion carried.

Kelsey Siegler, Tax Director, joined the meeting. Board asked Kelsey about the abatement for Rugby Park Board. She explained that it was property that had been deeded over and now the deed was filed and they are exempt. Kelsey asked if she could be added to the agenda also to discuss the LEPC Board updates. Kelsey left the meeting.

Board reviewed abatement application submitted by Rugby Park Board for tax year 2022 (2022-14) on the following described property, Rugby Outlots, Outlot 573 part of Govt. Lot 8 (SW1/4NE1/4) 1-156-73 (1.97 A parcel) located in the City of Rugby. Moved by Hoffert and seconded by Bednarz to approve the abatement application for tax year 2022 & lower the true & full value from \$627. To \$169, as recommended by the Tax Director, as tax exempt. Motion carried.

Josh Siegler, Pierce County Sheriff, and Mike Graner, HACTC Jail Administrator, joined the meeting.

Josh Siegler, Pierce County Sheriff, met and gave the Board a report for the month of August, for his

department. Total calls-61; Medical calls-2; Fire calls-2; Traffic Accidents-4; Assist Other Agencies-16; Prisoner Transports-4; Arrests-15 (1 DUI, 1 Failure to Register as a Sex Offender, 1 False Information to Law Enforcement, 1 tampering with a Drug Test, 11 warrants); Citations-13; Papers served-16; Warrants served-11. He brought in bids for the new vehicles. \$45,307 for a 2023 Durango. The other, 2023 SSV Crew Cab, will be traded for their 2 vehicles, Ram & Chevy trades, with \$2611. to boot. Migler asked the rest of the Board if ARPA Funds could be used for both vehicles and not take it out of the General Fund. A total of \$47,918. will come out of ARPA Funds. Siegler said their department should be good with vehicles for a couple of years. He's hoping they won't get 2 vehicles in the same budget period again. In 2-4 years they can maybe use the Stonegarden Grant. Moved by Migler and seconded by Hoffert to order the second vehicle for the Sheriff Dept.

Board asked Siegler about a bill from the Uniform Center. There was a badge on it for the States Atty. Moved by Bednarz and seconded by Brossart, to approve the bill and pay for the States Atty. badge, since he has been here for over 30 years. Motion carried.

Board recessed to sit on the HACTC Board.

Mike Graner, HACTC Jail Administrator, went over the bills for the month of August. Moved by Migler and seconded by Brossart to approve those bills previously paid and those yet unpaid were ordered paid for the month of August, for the HACTC. Motion carried.

Mike Graner, Jail Administrator, HACTC, gave the Board a report on the inmate population at the jail facility for August, which was 87(ADP). Current inmate count is 86. High of 101 for August. Bookings 80, Releases 74. Pierce County inmate population for August was 13. Deficit of \$8825.70, for the month of July. Personnel 24/24 officers, 1 long-term deployment starting in Sept., 1 new hire since last meeting.

Graner said the USMS annual inspection was completed and went really well. They intend to have at least 65 inmates per month. Graner reported that the transport vehicle was waiting for partitions and will get installed. He said their Expedition may be put out on sealed bids once the new vehicle is ready. The jail facility is waiting for cameras to get installed. Considering food costs, over all, a good month. Bednarz asked if there was a ratio of so many officers per inmates. Graner said they have to have at a minimum 4 on the floor and up to fully staffed which would be 6 on the floor at a time. Graner talked about the budget and what's going to happen with wages. He was concerned about the planned 2% raise for corrections officers. Commissioners explained that they received raises last year where other county employees did not. The Board would check the HACTC budget to see if they could cut somewhere else to give another 1%. Moved by Bednarz and seconded by Migler to approve the financial report for the month of July, for the HACTC. Motion carried. Moved by Hoffert and seconded by Bednarz to approve the vehicle purchase, using ARPA Funds, for the transport vehicle. Motion carried.

Board reconvened at 9:30 A.M., with all members present.

Kelsey Siegler, Tax Director, joined the meeting.

Lisa Coffman, Community Service Coordinator, met and introduced herself to the Board. She gave the Board a report for the Community Service program for August 2022. She has a lot of clients needing to pay their fines. Working on building up the program and checking on non-profits, where help is needed.

She has a \$15 charge if offender doesn't show up where they're supposed to work.

Kelsey Siegler, Tax Director, gave the Board an updated list for the LEPC Board members. Moved by Migler and seconded by Hoffert, to approve the updated LEPC Board members list. Motion carried.

Kelsey Siegler left the meeting.

Moved by Brossart and seconded by Hoffert to set the Pierce County Courthouse as the polling location for the upcoming 2022 General Election, as the county is a vote by mail county, and that the hours for the polling location be set from 8:00 A.M. to 7:00 P.M. Motion carried.

Moved by Migler and seconded by Bednarz to issue a call for bids for premium diesel fuel, propane and gasoline. Bids to be opened at the Oct. meeting. Motion carried.

Moved by Hoffert and seconded by Migler to transfer \$90,159.40 from HB1505 to unorganized townships for gravel. Motion carried.

Moved by Hoffert and seconded by Bednarz, to appoint Don Jelsing and Sandra Scherr as delegates to the State Fair Association's annual meeting, to be held on Nov. 16, 2022. Motion carried.

Jesse Brandvold and Jessica Tagestad, Wold Engineering, met with the Board. They discussed the Prairie Dog Funds that will be distributed early next year. They talked about the upcoming scheduled projects. Migler asked if some of the Prairie Dog Funds could be used for either the Hwy 30 project or the Selz project. He said there is a need on the Farm to Market Roads, after that, they could give to the townships. They will check to see if that is a possibility. The Board will meet with NDDOT at the Bismarck Convention Center on October 3 at 11:30 A.M., to discuss the county Federal Aid Program for 2023, at the October Association of Counties meeting.

Galen Mack, State Attorney, joined the meeting.

Hoffert asked Galen about Bottineau County not utilizing the Community Service Program. Mack will talk to Judge Benson.

Mack reported to the Board that he checked with the Ag Dept. regarding beekeeping. He said if there was a problem they would need to let them know and the Ag Dept. would talk to the beekeeper. Migler said there were a few other people with the same issues. Beekeepers need to contact landowners & get their consent before placing their apiary. Mack said if there was enough concern they can contact the Ag Dept. again.

Bednarz reported that he contacted Wayne Schmaltz to check the tree that is by the County garage. He determined that it was located 50/50 with Tim Paul's property. County will contact Tim Paul what he wants to do with the tree that has some disease.

There being no further business, moved by Hoffert and seconded by Bednarz to adjourn the meeting at 11:35 A.M. Motion carried.

Karen Migler, Auditor-Treasurer
Pierce County, North Dakota

Mike Christenson, Chairman
Board of County Commissioners

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

SEPTEMBER 20, 2022

The Pierce County Board of County Commissioners met in special session on September 20, 2022. Chairman Christenson called the meeting to order at 8:30 A.M., with members Brossart, Hoffert, Bednarz, & Migler present.

The joint Boards of County Commissioners held the annual budget meeting for Lake Region District Health Unit, by conference call at 8:30 A.M. Members present were Benson County, Eddy County, Pierce County and Ramsey County. Adam Leiphon, Ramsey County, called for nominations for Chairman of the Joint Board of County Commissioners. Mike Christenson, Pierce Co., nominated Adam Leiphon for Chairman, seconded by Ed Brown, Ramsey County. Motion carried. Allen McKay, Administrator, Lake Region District Health, presented the 2023 budget. The amount requested is based on the taxable valuation of each county in the district. Moved by Lisa Diseth, Ramsey County, seconded by Glenda Collier, Eddy County, to approve the 2023 Lake Region District Health Budget. Upon roll call vote- Benson County "Aye", Eddy County "Aye", Ramsey County "Aye", and Pierce County "Aye". Motion carried.

Moved by Jeff Frith, Ramsey County, and seconded by Doris Griffin, Benson County, to adjourn the meeting. Motion carried.

Sue Sitter, Pierce County Tribune, joined the meeting.

Chairman Christenson led the Pledge of Allegiance.

Joe Tuchscherer joined the meeting.

As the hour of 9:00 A.M. was past, the chairman asked if there were any questions concerning the 2023 Budget. Joe Tuchscherer asked about his estimated tax statement. The Board told him he needed to talk to the Tax Director about his increased valuation. Joe Tuchscherer left the meeting.

Board discussed using HB1505 and not levying for Farm to Market, saving tax payers dollars. They discussed how they cut the culverts & gravel from Road & Bridge Fund, to use HB1505 for those expenses. They took the sheriff vehicle out of the budget and will use ARPA Funds. They talked about saving on expenses in Road & Bridge Fund by cutting the overtime hours and cutting back on diesel to save costs. They will be having the road workers go back to 40 hours per week in October.

Hoffert moved to approve the preliminary budget, as the final budget, beginning January 1, 2023 and ending December 31, 2023. Seconded by Migler. Upon roll call vote – Brossart "Aye", Hoffert "Aye", Bednarz "Aye", Migler "Aye", Christenson "Aye" Motion carried.

Hoffert moved to adjourn the meeting at 9:35 A.M., seconded by Brossart. Motion carried.

Karen Migler, Auditor-Treasurer
Pierce County, North Dakota

Mike Christenson, Chairman
Board of County Commissioners

SEPTEMBER 20, 2022

The Pierce County Board of County Commissioners met in special session on September 20, 2022. Chairman Christenson called the meeting to order at 11:00 A.M., with members Brossart, Hoffert, & Bednarz present. Migler absent. Also present, Galen J. Mack, States Atty., Scott Johnson, State Court Administrator, Karin Fritel, Clerk of Court, Michelle Lysne, Deputy Clerk of Court, and Sue Sitter, Pierce County Tribune.

Fritel asked prior to her maternity leave if herself and her deputy could just switch roles, but were told by H.R. that wasn't possible. She wanted her office to remain open and wanted to go to part-time. As her maternity leave is ending now, she would like to go to 24 hours and her deputy to go to 40 hours. Tanya Wieler, HR Advisor, said this would be possible if the Commission would declare the Clerk of Court position a half-time position and the Deputy Clerk of Court a full-time position. Fritel said Nov. 1st they could start this switch. Fritel asked if it would be possible to have the surplus in her budget go to Lysne, as she will be putting in the extra time. There would be no extra, just using the remaining amount in her budget. She felt Lysne is taking on more responsibility.

Hoffert questioned if you give her the extra pay, then it becomes a question of fairness to the other employees. Fritel suggested then if her 2023 raise could go to Lysne. Brossart & Bednarz agreed that she is taking on more responsibility and hours and is entitled to more pay. Christenson said it won't be extra costs to the County. Hoffert was just questioning the fairness.

Mack said Fritel & Lysne are two experienced clerks, that do a good job. They have a lot of responsibility and wouldn't want to lose all that experience. He recommended the proposed change.

Moved by Brossart and seconded by Bednarz to approve the hours of Clerk of Court to half-time and the Deputy Clerk of Court to full-time hours. Motion carried. Upon roll call vote – Brossart "Aye", Hoffert "No", Bednarz "Aye", Christenson "Aye". Migler stated before he left the meeting that he was also in support of the switch. Hoffert stated he is in favor of the switch, just not the salary. Fritel said she will come back in October and have the right numbers for their switched hours.

Hoffert moved to adjourn the meeting at 11:30 A.M., seconded by Bednarz. Motion carried.

Karen Migler, Auditor-Treasurer
Pierce County, North Dakota

Mike Christenson, Chairman
Board of County Commissioners

AUGUST EXPENDITURES

ND PERS \$504.21, Pierce Co. Payroll \$83,639.51, Pierce Co. Treasurer \$703.17, Baltimore Co. \$833, Northern Plains Electric \$146, NDTC \$2,424.28, Quadient \$200, Drive Chevy \$51,859, JP Morgan \$1,876.99, ND State Land Dept. \$1,283.75, Otter Tail \$7,643.69, Pierce Co. Payroll \$34,780.73, Pierce Co. Treasurer \$287.22, Pierce Co. Payroll \$101,004.27, Pierce Co. Treasurer \$838.77, AFLAC \$1,204.36, Nationwide \$3,298.03, Security Benefit \$1,673.97, EBIX \$29.76, Colonial Life & Accident \$51.75, Otter Tail \$1,274.79, ND PERS \$26,985.42, Child Support \$846, NDPHIT \$74,700, Pierce Co. Payroll \$86,116.17, Pierce Co. Treasurer \$710.66, Baltimore Co. \$833, HACTC BILLS \$51,174.47, Christenson, Mike \$111.88, Hoffert, Terry \$125.62, Migler, Dave \$315, Migler, Karen \$81.25, Mack Law Office \$467.70, Pierce Co. Treasurer \$104.67, Advanced Business Methods \$208.61, PRO IT \$875, B & M Laundry \$105.62, Johnson's Plumbing \$75, Otis, \$3030, Circle Sanitation \$156, Schock's Safe & Lock \$189.95, Rugby Hardware Hank \$107.37, City of Rugby \$893.19, Pierce Co. Tribune \$1,081.68, Computer Express \$5,455.73, Dakota Business Solutions \$50, Merchants Bank \$200.02, Quadient Finance \$2,000, Clute \$5,441.29, Staples \$65.83, ITD \$2931.19, Rugby Insurance \$2,397, Brad's Towing \$316, Uniform Center \$289.99, HACTC \$20,035.98, Redwood Tox. \$268.40, Office of Attny Gen. \$625, Hager, Dustin \$300, Axtman, Michael \$880, Selz Comm. Betterment Program \$150, Wieler, Tanya \$1000, ND Assoc. of Counties \$78, Matthew Bender & Co. \$754.38, Isolved \$253.07, Otter Tail \$181.44, B & J Excavating \$9,985, Susag \$704.38, Pierce Co. Treasurer \$207.77, Selz Water User's Assoc. \$510, Envision \$11,021.09, Harper Oil \$1,109.33, Rugby Service Center \$1,373.72, Napa Auto Parts \$17.29, ND Dept. of Transportation \$629.16, RDO \$30,857.78, Linde \$142.34, Newman \$722.44, Zacher, James \$40, Zeien, Paul \$60, NDSU Extension \$7,320.82, NDTC \$203.66, Polar Communications \$6, Tritech Software Sys. \$1,950, Rugby Broadcasters \$100, Meyer Twp \$10,000, Hagel Twp \$10,000, Tuscarora Twp \$10,000, Coffman, Lisa \$267.50, Klebe, Brenden \$132.05, Susag \$9,450, Ritterman Trucking \$30,228.80 Deplazes \$69,779.81, Dejarlais Electric \$1,045.63, ND Assoc. of Co. Vet. Serv. \$120 Grand Total \$ 796,509.40