

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

June 7, 2022

The Pierce County Board of County Commissioners met in regular session on June 7, 2022. Chairman Christenson called the meeting to order at 8:00 A.M., with members Brossart, Berg, Hoffert and Migler present.

Chairman Christenson led the Pledge of Allegiance.

Moved by Migler and seconded by Hoffert, to approve the consent agenda. Motion carried.

Moved by Migler and seconded by Berg to accept the May minutes as mailed. Motion carried.

Moved by Berg and seconded by Brossart to approve those bills previously paid and those yet unpaid were ordered paid. Motion carried.

Moved by Migler and seconded by Hoffert to accept the financial report for the month of May. Motion carried.

Moved by Hoffert and seconded by Brossart to approve Treasurer's checks #6234-#6236, in the amount of \$164.18, for the month of May. Motion carried.

Moved by Brossart and seconded by Berg authorizing the Chairman and Auditor to sign a Housing Assistance Program Satisfaction of Forgivable Mortgage from 2001. Motion carried.

Moved by Berg and seconded by Hoffert to approve the site authorizations, for games of chance, from the Rugby Golf Course and Larry's Bar, Selz, beginning 7/1/22 and ending 6/30/23. Motion carried.

Board reviewed Officer fee reports and hourly workers time sheets.

Anna Schaan, Deputy-Auditor-Treasurer, was introduced to the Commissioners. They wished her well on her career with Pierce County.

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

Josh Siegler, Pierce County Sheriff, met and gave the board a report for the month of May, for his department. Total calls-51; Medical calls-1, Fire calls-3, Traffic accidents-4, Assist other agencies-11, Prisoner transports-6, Arrests-3 Warrants, Citations-11, Papers served- 20, Warrants served-3.

Board recessed to sit on the HACTC Board.

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

Mike Graner, Jail Administrator, HACTC, gave the board a report on the inmate population at the jail

facility for May, which was 82. June currently has 91. High 92. Bookings 61. Releases 50. Pierce County inmate population for May was 5. Personnel 23/24 officers. Deficit of \$23,427.61, for the month of April. He said May will be an indication financially with the rising costs. He reported that the Securus tablets have been deployed to each unit as of June 1st. There has been positive feedback from the offenders and the staff. So far for the month of June there has been \$4152. in revenue from the phone calls, e-messages, movies, music, etc. He reported that the Livescan Maintenance Agreement for prints – contract renewal will be July 1st. The vehicle that is on order is set for a production date of June 20th.

Moved by Migler and seconded by Berg to approve the financial report for the month of May for the HACTC. Motion carried.

Board reconvened at 9:00 A.M., with all members present.

Erik Christenson, HAMC-CEO, joined the meeting. He asked the commission to sign the Certification of Significant Community Support for the USDA loan that they have applied for. This is required for Community Facility guaranteed loans, direct loans and grants. Moved by Migler and seconded by Berg authorizing the Chairman and Auditor to sign the Certification of Significant Community Support for the HAMC. Motion carried.

Steff Basgaard, Knife River Materials, joined the meeting.

Kelsey Siegler, Tax Director, joined the meeting.

Public hearing was held for a variance permit request from Mark and Virginia Countess for the construction of a garage to be built within the recommended setbacks located in the SW1/4SW1/4 of Section 20, Township 152 North, Range 74 West. Construction would be adjacent to the schoolhouse that has been renovated into a home. Moved by Migler and seconded by Brossart to approve the variance permit from Mark & Virginia Countess. Motion carried.

Public hearing was held to approve the conditional use permit requested by Knife River Materials for two "borrow pits" one located in the NE1/4NE1/4 of Section 12, Township 152 North, Range 73 West, owned by Steve Grad and the other in the SW1/4NW1/4 of Section 31, Township 152 North, Range 72 West, owned by Robert Hager. The request was received from Knife River Materials for work on the Hwy. 3 Project from Harvey, North to Hwy. #19. Kelsey Siegler explained that there needs to be proper signage, adjusted speeds, dust control, roads must be maintained and the reclamation of the site one year after pit closures. Moved by Migler and seconded by Hoffert to approve the conditional use permit requested by Knife River Materials. Motion carried.

Board recessed to sit on the Board of Equalization at 10:00 A.M.

Board recessed at 10:55 A.M. from the Board of Equalization meeting.

Board reconvened at 10:55 A.M. with all members present.

Board reviewed a quote from Clute Office Equipment for a Kyocera copier in the amount of \$4,837.29, for the Auditor-Treasurer's office, as they are having issues with their present copier. Moved by Hoffert and seconded by Brossart to purchase the copier from Clute Office Equipment. Motion carried.

Discussion was held amongst the Board for leasing a John Deere 6155M with 640R loader from 5/1/2023 to 1/1/2024 at an hourly rate of \$21 for 250 hours, for a total price of \$5250., from Gooseneck Implement. It would be used for mowing ditches and loading culverts. Moved by Brossart and seconded by Hoffert to lease the tractor from Gooseneck Implement. Motion carried.

Discussion was held on purchasing a 7 x 16 dump trailer and reclaimer disc, with retriever front mount, with ARPA Funds. Migler suggested that they get the trailer instead of a truck. Migler said he checked into a 16 ft. dump trailer from American Truck & Trailer in Minot. Purchase price for the trailer \$12,800 + \$320. for a spare tire. Total price of \$13,120. The reclaimer disc with retriever front mount was \$22,500. from RDO Equipment. Moved by Hoffert and seconded by Berg to purchase the 7 x 16 dump trailer from American Truck & Trailer and the reclaimer disc from RDO Equipment, using the ARPA Funds. Motion carried.

Hoffert informed the commission that there was a lot of black top on the West side of the Rugby shop and was making it difficult to mow the grass. Christenson would take a look at it and see if it should be just sprayed or if they should use a drag. Hoffert also informed the board that the wood chips by the West door of the Courthouse needed to be replaced. They suggested that he pick up some bags of river rock and replace the wood chips with the rocks.

Migler asked if cutting edges should be ordered, as they were getting low at the shops and prices keep rising. Christenson said the road workers could call to order the cutting edges.

Moved by Hoffert and seconded by Brossart to transfer \$100,000. from General Fund to HACTC Fund. Motion carried.

Galen Mack, States Atty. joined the meeting. He informed the board that the letters have been sent out to the landowners regarding encroachment upon county roads, ditches and approaches.

Moved by Berg and seconded by Hoffert to adjourn the meeting at 11:20 A.M.

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

June 15, 2022

The Pierce County Board of County Commissioners met in special session on June 15, 2022. Chairman Christenson called the meeting to order at 8:00 A.M., with members Brossart, Berg, Hoffert, and Migler present. Also present were Tony Coffman, Community Service Coordinator, Galen J. Mack, States Attorney, and Susan Sitter, The Pierce County Tribune.

Chairman Christenson called the meeting to order at 8:00 A.M.

Tony Coffman, Community Service Coordinator, informed the Board that his last day with the county would be June 24, 2022. He said he could help out evenings, 4-8 hours a week, until a replacement has been found and could help with the transition. Coffman gave a report on the Community Service Program from January through June 2022. New cases were 22, closed cases were 40. He said he recreated all the community service files, so he will be able to transfer it to the new person. Coffman said the Community Service Program is working well.

Migler asked if the program were to just run for Pierce County, if he could help out. Coffman felt that would be an injustice to McHenry & Bottineau Counties and felt that would not be a good idea. Migler asked Coffman if 24 hours per week is enough to get the job done. Coffman said that at this time 24 hours is sufficient, but the position could certainly grow. Migler told him he has done an excellent job.

Galen J. Mack suggested that before the Board makes any decisions, they should have a meeting with McHenry and Bottineau Counties. The program has changed due to Legislative rules, but felt that the county needs to keep this program going.

Hoffert said that Coffman has been a great asset to our county and this program, which he has built up.

Migler asked Coffman what the best time was to get a hold of his clients, as previous coordinators have said later in the evening or early mornings. Coffman said daytime worked the best for him. He said just being available for the clients and calling them regularly and being available for court is important. He said this job is to be an advocate for those people that are having trouble.

Brossart asked Coffman if he would be willing to be involved in the interview process when they interview. Coffman responded if it works with his new schedule.

The Board thanked Coffman and wished him good luck with his new position.

Berg suggested that they look for a new replacement. Migler said they need a Plan B, possibly asking the Clerk of Courts office to take care of it again, if they don't receive any applicants for awhile. Hoffert said Coffman has done such a good job that he would go along with hiring a replacement. Brossart and Christenson also agreed to getting a new replacement.

Galen J. Mack suggested that if McHenry or Bottineau County has a bigger pool of applicants, the program could be based in Towner or Bottineau. He would rather see that, than lose the program.

After discussion, all were in favor. Moved by Berg and seconded by Hoffert, to advertise for the Community Service Coordinator position.

Moved by Berg and seconded by Migler to adjourn the meeting at 8:40 A.M.

Karen Migler, Auditor-Treasurer

Mike Christenson, Chairman

Pierce County, North Dakota

Board of County Commissioners

MAY EXPENDITURES

NDPERS \$539.20, Pierce Co. Payroll Acct. \$82,011.31, Pierce Co. Treas. \$688.30, Baltimore Co. OCS \$833, Northern Plains Elec. \$198, NDTC \$3,427.56, Otter Tail Power \$7,314.42, UPS \$22.49, J.P. Morgan \$1,419.12, Ingenuity RM \$401.50, Pierce Co. Payroll Acct. \$97,469.52, Pierce Co. Treas. \$783.88, Security Benefit \$1,673.97, Colonial Life \$51.75, EBIX Health \$29.76, AFLAC \$1,204.36, SWS Credit Services \$100, Nationwide Retire. Solutions \$3,273.03, Pierce Co. Payroll Acct. \$38,757.37, Pierce Co. Treasurer \$337.89, Otter Tail Power \$3,453.36, NDPERS \$30,902.38, NDPHIT \$69,368.12, NDPERS \$538.92, American Truck & Trailer \$13,120, HACTC \$43,235.15, Christenson, Mike \$116.42, Migler, David \$428.27, Fritel, Karin \$154.56, Stein's, INC. \$243.86, Thomas Law \$175, NDAA Insurance Services \$1,065, Mack Law Office \$383.70, NDSAA \$300, Drive Chevrolet \$100.80, Pierce Co. Treas. \$327.11, Advanced Business Methods \$208.61, B&M Laundry \$180.09, Circle Sanitation \$156, Hardware Hank \$82.12, Johnson's Plumbing \$5.88, Napa Auto Parts \$185.98, Otis Elevator \$36,250, Shock's Safe & Lock \$285, St. Alexis Med. Ctr. EAP Prog. \$420, Election System Software \$1,885.44, Seachange Print Innovations \$1,555.20, City of Rugby \$572.16, Pierce Co. Tribune \$771.86, Clute Office Supplies \$141.15, US Records Midwest \$303.88, Office Depot \$200.60, North Cent. Printing \$648, Quadient \$500, ITD \$2,998.64, State Aud. \$7,200, City of Rugby \$300.71, Envision \$7,964.73, Heidbreder, Darren \$198.79, Siegler, Josh \$211.66, ITD \$3029.12, Rugby Service Ctr \$1,955.57, Spartan Firearms \$1,600, HACTC \$9075.32, Atty. Gen. Office \$610, Redwood Tox. \$139.24, Hager, Dustin \$75, Buffalo Lake Sportman's Club \$3,000, Axtman, Michael \$310, Rugby Hardware Hank \$55.97, Comp. Express \$1,450, Dakota Dynamics \$1,000, ND Ass. Of Counties \$72, Rugby Broadcasters \$121, TAO Interactive \$599.95, F & H Pub. \$260, Isolved Inc. \$253.07, Matthew Bender \$299.13, Great Plains Directory \$60, Farmer's Wife \$120, Ritterman Trucking \$1,120, B & J Excavating \$1,900, Envision \$7,445.80, RDO Trust \$16,747.54, Dakota Fire Extinguisher \$160.66, Elite Glass \$2,115, Linde Gas & Equip. \$280.67, Newman Signs \$162.24, Zacher, James \$80, Zeien, Paul \$59.09, Pierce Co. VSO \$23.20, Heart of Am. Ag Serv. \$41,807.60, NDTC \$203.66, Polar Comm. \$3, Coffman, Tony \$279.05 Grand Total \$564,148.46