

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

July 2, 2024

The Pierce County Board of County Commissioners met in regular session on July 2, 2024. Chairman Hoffert called the meeting to order at 8:00 A.M. with members Bednarz, Bohl, Christenson, and Migler present.

Chairman Hoffert led the Pledge of Allegiance.

Moved by Bohl and seconded by Christenson to approve the consent agenda. Motion carried.

Moved by Bednarz and seconded by Bohl to accept the June minutes as mailed. Motion carried.

Moved by Bohl and seconded by Migler to approve the Board of Equalization minutes. Motion carried.

Moved by Migler and seconded by Christenson to appoint Riley Schaan to the Pierce County Park Board. Motion carried.

Moved by Bohl and seconded by Migler 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 the June report from Heart of America Community Service Program from Frank LaRocque, Community Service Coordinator. There were 4 new cases, 20 open cases, 2 closed compliant, and 0 closed noncompliant. Fees received \$155.00. Places where community service was performed were the Rugby CVB, Pierce County Fairgrounds, and Velva Public Schools.

Moved by Christenson and seconded by Bednarz to approve Treasurer's checks #6386-6390, in the amount of \$65,701.46, for the month of June. Motion carried.

Moved by Bohl and seconded by Bednarz to accept the financial report for the month of June. Motion carried.

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

Josh Siegler, Sheriff, met and gave the board a report for the month of June for his department. Total calls-51; Medical Calls-5; Fire Calls-1; Traffic Accidents-6; Assist Other Agencies-10; Prisoner Transports-3; Arrests- 2 Warrants; Citations-6; Papers Served-17; Warrants Served-2. Siegler reported that there was one personnel change, Deputy Towe will be leaving. The new deputy, Deputy Sean Hurly, will be starting next week. Siegler talked about the Regional Drug Task Force and the importance of joining it. Siegler said he has added \$20,000 to his budget to help fund the task force. Christenson asked if the City of Rugby was joining it. Siegler said they have committed \$20,000 as well. Bohl asked

when it would start. Siegler said it would begin January 1, 2025. Christenson asked if it would be permanent or just a trial. Siegler said the goal is to keep it going. Siegler said there will be a Board in charge of the Drug Task Force. A motion was made by Bohl and seconded by Migler, to commit \$20,000 for the Drug Task Force. All in favor, motion carried.

Board recessed to sit on the HACTC Board.

Ted Mertz joined the meeting. Jessica Kuntz joined the meeting.

Mike Graner, Jail Administrator, HACTC, went over the bills for the month of June. Graner said some of the bills from Mckesson would be reimbursed through a Covid grant. Graner reported that they made the last payment for the storage unit, as they moved the stored items to the Weed Board Building. Moved by Migler and seconded by Bohl to approve those bills previously paid and those yet unpaid were ordered paid, for the month of June, for the HACTC. Motion carried.

John Teigen joined the meeting. Tim Bartsch II joined the meeting.

Mike Graner, Jail Administrator, HACTC, gave the Board a report on the inmate population at the jail facility for June, which was 67 (ADP). Current inmate count is 78. High of 79 for June. Bookings 54, Releases 42. Pierce County inmate population for June was 7. Deficit of \$41,858.12, for the month of May. Personnel 22/24 officers, 1 new hire expected in July, 1 expected in August, 2 officers returned from medical leave and are on light duty. Graner said the DOCR sent 20 inmates and would maybe get a few more later on. He reported that it is exhausting, but going well. They are very needy, as we don't have all the things available that the state prison has. Graner talked about the infrastructure at the jail He said we could leave the curb & gutter alone, but set aside funds to add a new layer to the parking lot. Christenson said it goes up every year so that would be a good idea. Graner said there will be a PREA audit July 18<sup>th</sup> & 19<sup>th</sup>. Moved by Migler and seconded by Christenson to approve the financial report for the month of May, for the HACTC. Motion carried.

Board reconvened at 9:12 A.M., with all members present.

Ted Mertz asked the Commission about his new plat, Lake View Heights, which is located in part of Govt. Lot 4, Section 30, in T152N, R73W, Hillside township., which has 5 new lots. He is trying to get rural water and would need 35-40 hookups. Migler asked if this would need to go to the planning & zoning board. Kelsey Siegler, Planning & Zoning Director, joined the meeting. Siegler said this would need to be approved with the Commission. She said there is one lot under one acre, so if someone were to build there, they would have to get a variance. She said it would be fine for District Health, but it would have to come to the Planning & Zoning Board for a variance. Moved by Bednarz and seconded by Christenson to approve the plat for Lake View Heights. Motion carried.

Roger Tank joined the meeting.

Jessica Kuntz, John Teigen, & Tim Bartsch II, with Rugby Amateur Hockey Association, informed the Board that they have removed their gaming machines from Larry's Bar, Selz. They informed the Board

that they were paying maximum rent of \$1650. each month. Christenson asked how much has to be donated. Kuntz said 60% has to be donated and 40% is used for overhead- which includes employees, travel, machine repairs, & operations. They have been doing everything right, but had to remove the machines, as Larry's Bar applied for a new site authorization permit from Fraser Ltd., which is out of Fargo, Ellendale, & Sutton, ND. A motion was made by Bohl and seconded by Bednarz to **deny** the request from Fraser Ltd, to conduct games of chance at Larry's Bar, Selz, as proceeds from gaming would not stay in Pierce County. Upon roll call vote, it was a unanimous vote to **deny** the permit, Bohl, "Aye", Bednarz, "Aye", Christenson, "Aye", Hoffert, "Aye", & Migler, "Aye" to **deny** the permit. Motion carried.

Roger Tank, Chairman, Reno Valley Township, told the Board that they need to have the blademan get rid of the ridge by the road bed. He said it was just moving gravel from one side to another. He said they need to cut both sides and spread, and do a pass and a half. Tank also asked if they have a map of what has been sprayed. Migler said they would try and get a map that shows what has been sprayed to all the townships.

Board recessed at 10:00 A.M. to sit on the County Park Board.

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

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

Mack discussed the gaming laws and said the Commission has the authority to authorize the site authorization permits.

Jesse Brandvold and Jessica Tagestad, Wold Engineering, joined the meeting. They discussed the Wolford Road Project #SC-3521, CMC Route 3521 from NDSH 17, S 7 miles. Bohl asked how the Federal Aid Program works. Brandvold said the county would pay 20% and the State 80%. The county would pay as the project goes along. Christenson asked if the gravel was worthwhile by Hwy. 17. Tagestad said it is Class 13 but doesn't have enough clay. Tagestad said they would need to decide what they want to do with the road project soon as it wouldn't be bid until next year at the earliest. Board said they would review and get back to them.

Auditor-Treasurer Migler presented the Pledge of Assets from Merchants Bank, Bremer Bank, First United Bank, and First Intl. Bank & Trust. Board reviewed the bank balances as of June 30, 2024. Moved by Comm. Bohl and seconded by Comm. Migler to approve the Pledge of Assets as presented. Motion carried.

Board briefly discussed the budget for 2025. They will discuss more at their July 23<sup>rd</sup> meeting.

There being no further business to transact, moved by Christenson and seconded by Bednarz to adjourn the meeting at 12:00 P.M. Motion carried.

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Karen Migler, Auditor-Treasurer  
Pierce County, North Dakota

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Terry Hoffert, Chairman  
Board of County Commissioners

July 23, 2024

The Pierce County Board of County Commissioners met in special session on July 23, 2024. Chairman Hoffert called the meeting to order at 8:00 A.M., with members Christenson, Bohl, Migler, and Bednarz present. Also present were Neil Lotvedt and Rick Srur.

Board reviewed departmental budgets and any correspondence received from department heads. Bednarz informed the Board that the roof was leaking in the old jail building and would need to be dealt with. Board looked at all the different percentages requested by the departments. Migler said they should wait until the H.R. consultant came and look at her step scale. Christenson suggested they just give a certain percentage across the board.

Denton Heisler, Lake Reg. District Health Administrator and Sheri Bertsch, Finance Manager, joined the meeting. Heisler went over the proposed 2025 budget for Lake Region District Health. They will have a conference call with Benson, Eddy, Pierce, & Ramsey Counties in October to approve the budget.

Tanya Wieler, H.R. Consultant, joined the meeting. She presented the Board with a salary study with a 20 step pay plan with scales adjusted to 100% of the market for each department. She based her study on years of service, external market, internal equity and compared it to counties with similar taxable valuation. Wieler suggested since we are behind, that they go with a maximum of three steps to begin with and possibly add another 2.5 % for some. Each department would review and give steps accordingly, up to a max of 3 steps.

Bednarz asked Wieler about the Board's salaries. Wieler said she hasn't seen a county with such a big difference in commissioner's salaries, but she added that a lot of counties have a road supervisor, which gets paid 60K + benefits, and in this county, the commissioners take care of their districts. Wieler suggested that they establish a standard base line, then figure experience.

Board instructed Auditor Migler to figure the budget with the new pay scale with input from the department heads. Board will meet again on July 30<sup>th</sup> at 8:00 A.M.

Moved by Bohl and seconded by Bednarz to adjourn the meeting at 12:10 PM. Motion carried.

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Karen Migler, Auditor-Treasurer  
Pierce County, North Dakota

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Terry Hoffert, Chairman  
Board of County Commissioners

July 30, 2024

The Pierce County Board of County Commissioners met in special session on July 30, 2024. Chairman Hoffert called the meeting to order at 8:00 A.M., with members Christenson, Bohl, Migler, and Bednarz present. Also present were Neil Lotvedt and Rick Srur.

Board reviewed departmental budgets. They informed Auditor Migler to figure what an additional 2.5% would be and review at the monthly meeting.

Josh Siegler, Sheriff and Mike Graner, Jail Administrator, HACTC, joined the meeting. Graner said the gap is big, comparing the salary steps. Hoffert said there aren't a lot of jails that are comparable. Siegler said they are trying to retain their employees and make it more desirable. Graner said we are moving in the right direction. Siegler said they want to be comparable with other counties. Hoffert said the State invests so much in their staff, it's hard for the counties to keep up with them.

Christenson asked if the employees appreciate the full health insurance benefit. Siegler said they do. Some come from the private sector and appreciate the family coverage. Graner said it is a huge benefit.

Graner listed some of the items that are needed for the jail, including heating plates, chiller compressor, outdoor cameras and an upgrade to the current phone system. All totaled would be about \$54,919. Board instructed him to take care of them and will use the remaining ARPA Funds.

Moved by Bednarz and seconded by Bohl to adjourn the meeting at 10:10 A.M. Motion carried.

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Karen Migler, Auditor-Treasurer  
Pierce County, North Dakota

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Terry Hoffert, Chairman  
Board of County Commissioners

## JUNE EXPENDITURES

Pierce Co. Payroll \$69487.07, \$18249.05, \$66.08, Pierce Co. Treasurer \$37.97, Northern Plains Electric \$145, NDTTC \$1270.30, Merchants Bank \$15, JP Morgan \$3133.18, Otter Tail \$1688.80, \$8489.03, NDTTC \$794.02, Quadient Leasing \$182.97, Pierce Co. Payroll \$89264.50, \$23753.98, \$38.32, Pierce Co. Treasurer \$241.16, Pierce Co. Payroll \$32761.40, \$9318.91, \$34.40, Pierce Co. Treasurer \$73.29, AFLAC \$1223.08, Security Benefit \$1951.10, Nationwide \$1321.23, \$891, Colonial Life & Accident \$31.25, ND PERS \$29888.46, ND PHIT \$79109.23, HACTC Bills \$48346.50, City of Rugby \$1981.16, HACTC Resident Fund \$868, Otter Tail \$255.23, Bohl, Joe \$259.29, Migler, Dave \$353.76, NDAA Insurance \$1124, Mack Law Office \$383.70, Circle Sanitation \$201.25, City of Rugby \$793.79, Dacotah Paper Co. \$192.70, Home of Economy \$9.97, Otis Elevator \$2031.12, Rugby Hardware Hank \$183.50, Stein's \$273.05, ESS \$175.29, Slaubaugh, Rollin \$36.44, Pierce Co. Tribune \$637.45, Computer Store \$79.99, Lynnes, Dennis \$430, ITD \$3846.58, Quadient Finance \$500, Brad's Towing \$253, Gaffaney's \$180.47, HACTC \$6559.92, Axtman, Michael \$490, Pierce Co. 4H Leaders \$700, Computer Express \$1450, Isolved \$279.48, Matthew Bender \$316.88, Polar Communications \$6, Susag Sand & Gravel \$18551.50, Blackburn \$162.69, Butler \$267.97, Dakota Fire Extinguishers \$209.12, RDO \$3540, True North Steel \$11859.50, Zeien, Paul \$46.90, Rugby Insurance \$29212, Larocque, Frank \$91.12, ND DEQ \$600, Spartan Firearms \$635, Linde Gas & Equipment \$163.15, Rugby Service Center \$1827.05, Envision \$13587.79, Pierce Co. Treasurer \$117.17, Vanguard Appraisals \$650, Office of Atty. General \$675, Intoximeters \$250, Wieler, Tanya \$1000, Scherr, Sandra \$57.62, Fjellanger, Justine, \$14.88, Follman, Christy \$14.88, Elite Spraying \$65, ND PHIT \$340, NDEMA \$50

Grand Total \$530,646.64