

**OFFICIAL PROCEEDINGS OF THE LAMOURE COUNTY COMMISSION MEETING
June 7, 2016**

At 8:30 a.m. Chairman Victor Weigel called the meeting to order and opened with the pledge to the flag. Commissioners Keith Heidinger, Lee Miller, Bruce Klein and Robert Flath were also present. Attending the meeting were Lauren Worrel, LaMoure County Highway Department; Marlene White, LaMoure County Auditor; Tonya Duffy, States Attorney; Sonya Albertson; Gerald Harris, LaMoure Chronicle; Bridget Henderson, The Edgeley Mail; representatives from Excavating Inc in Fargo, Scherbenske Inc in Jamestown, CR Excavating in Valley City, Hanson's Excavating Inc in Des Lacs, Dakota Improvement Inc in Oakes, Harvey Sand & Gravel Inc in Harvey, and Veit in Mandan; and Verleen Shear.

Chmn Weigel asked for additions to the agenda. Kimberly Robbins to discuss After Action Report from Full Scale Exercise and ND EMS Rural Assistant Grant, and Tyler Chappell to discuss the annual Pickup Pull were added. Motion to accept the additions and approve the agenda by Comm Heidinger, seconded by Comm Flath. Motion carried.

Motion to approve May minutes by Comm Klein, seconded by Comm Miller. Motion carried.

Motion to pay Social Services' bills of \$1,647.99 by Comm Heidinger, seconded by Comm Klein. Motion carried.

Lauren Worrel reported that road crews are in their 3rd round of blading, have finished graveling Co Rd 33 W of 281, and are spot graveling Co Rd 63 between Grand Rapids and Adrian. Worrel stated that the main township shoulder pulls are complete. Worrel said that the road crews have started pulling shoulders on Co Rd 64 N of HWY 13, installed a 15" culvert across main E of the West road in Grand Rapids connection the Memorial Park road, replaced a 30" culvert in Co Rd 34, ¾ of a mile W of #1, and replaced an 18" culvert on the county line W of Co Rd 62 W of Cottonwood Lake. Worrel said that crews are crushing in Kartes pit which has clay in it.

Worrel reported that Knife River is patching the Merricourt Road. Crews are busy milling asphalt off bridges, stabilizing subgrade around bridges and sliver widening shoulders. There will be a detour route on the Merricourt Rd on the 6th and 7th which will be open at night. Worrel stated that the tentative schedule for paving is June 8th. Worrel said that Central Specialties is hauling now too.

Worrel told the Commissioners that he purchased a 2017 42ft R-way belly dump trailer for \$43,500 from Wallworks in Fargo. Worrel is having a 2013 tarp installed for \$2,516, and the trailer should be ready by the end of the week. Worrel presented a permit request from DRN to bore and install new fiber optic on Co Rd 61 from State Hwy 13 three miles S to 76th St SE at the crossing. Worrel stated they would bore across at the crossing. Motion to approve bore permit for DRN by Comm Heidinger, seconded by Comm Miller. Motion carried.

Worrel informed the Commissioners that Lamoure County received two checks from the Association of Counties. One was a 5% Premium Safety Discount of \$1,477.38, and the other was a Premium Dividend Credit Refund of \$2,494.19. The county also received a refund from Work Comp of \$246.56.

Sonya Albertson told the Commissioners that there is a \$1,000 Scenic Backway grant available for promotional purposes only which she would like to try and get. Albertson said that she would like to use this grant to upgrade the brochures for the Scenic Backway. Albertson also said that it would cost over \$2,000 to have this done which would then leave about \$1,000+ for the county to pay. Motion to upgrade the Scenic Backway brochures by Comm Klein, seconded by Comm Miller. Motion carried.

Comm Miller reported that the NDDOT denied the funding request for 2017.

The Commissioners discussed the rented land that the county owns at this time, and Comm Flath reported that this land is not HEL. States Attorney Tonya Duffy explained that meant the Commissioners could modify the contract if they wished to. The Commissioners decided to make no changes to the current contract.

Tyler Chappell asked the Commissioners for permission to have the annual pickup pull on June 25, 2016. Chappell stated that he had already discussed this with Lauren Worrel, and Worrel was OK with it. Motion to approve the annual pickup pull on June 25, 2016 contingent upon proof of insurance being delivered to the Auditor's office by Comm Flath, seconded by Comm Heidinger. Motion carried.

Tony Hanson from the LaMoure County Public Health was present to discuss with the Commissioners the rules & regulations for septic treatment systems. Hanson pointed out the minimum standards as outlined in the NDCC for sewer systems within the state. Hanson pointed out that there are also rules for outhouses.

Hanson provided a copy of the Joint Powers Agreement signed a few year ago that outlines rules that require a little higher standards than the minimum standards set forth in the NDCC, and the Health Board makes decisions. Hanson told the Commissioners that they will not have to go out and inspect any of the existing sewer systems, but they can. Comm Heidinger asked if you can still put in an outhouse, and Hanson said yes you can as long as you go through the application process. Hanson explained that you can utilize the consultant and then make any decisions based on the recommendations given to them. Hanson stated that the average cost statewide to put in a new rural sewer system is \$7,000. Hanson & Comm Klein pointed out that people have to be educated as to the process and expectations for sewer systems within LaMoure County. Hanson said that a recent project involved the consultant, Comm Klein and himself to insure that the entire process was done properly. Comm Klein explained that a plan must be submitted to the consultant at Central Valley Health in order for the process to begin. Hanson told the Commissioners that they are in charge, and the consultant works for them. Hanson stated that holding tanks which need to be pumped must be pumped by a licensed pumper who knows exactly what soil to pump it on.

Hanson stated that there are three buildings next to each other that need to be dealt with. Hanson said that there needs to be education to the public as to what the proper procedures are for such projects. Hanson said that the school tore down a building that was on their property, but it was not done properly. Hanson has waste management and air quality individuals coming today to assess these buildings. Hanson said that there are specific regulations in place as to how these items need to be disposed of. Hanson said that there is money available through the Brownfield Program to assist with these types of projects. Comm Flath told Hanson that L&M Contractors from Jamestown will be here on Saturday to remove the asbestos from the Robideau building and haul it to the landfill for \$3,200. Comm Weigel told Hanson that he has had training for asbestos removal. Hanson said that there are no landfills in LaMoure County that you can take these types of items to. Hanson said that there will be individuals from the State today to check out the owners of the two buildings next to the Robideau building if any of the Commissioners would like to visit with them. Hanson requested that they come and give some opinions as to what needs to be done. Hanson asked if the Commissioners would him to check into getting any of the Brownfield money. Comm Flath pointed out that L&M Contractors would be here Saturday, but Hanson said that they can check into this for the removal of the building debris when it is torn down. Comm Heidinger said that if there is some funding to assist we need to go ahead and try to get it. Comm Flath stated that the City of LaMoure may help out a little as well. Hanson will get the application process started. Comm Miller asked Hanson to check with the people here today can tell him if the work can be done ahead of us getting the funding. Hanson will make sure that something will get into the newspapers as well to help educate the community on these processes.

Chairman Weigel called the Count Tax Equalization meeting to order from 9:30am-10:00am for cities and 10:00am-10:30am for townships. Tax Director Jan Meidinger presented two omitted tax properties to now be placed on the tax rolls owned by Larry & Karen Sandness and Daniel Shoaf & Melissa Jansen. Meidinger explained that the

Sandness property is now completed, and Shoaf was never on the tax roll when it was purchased from the city in 2013. Meidinger mailed letters to the property owners explaining that they would now need to be added to the tax rolls for 2016.

Meidinger gave the Commissioners a press release that he would like to put in all of the local newspapers explaining that the inspections of Commercial properties will begin on July 31, 2016 as well as a letter he would like to send to the Commercial taxpayer. Meidinger stated that he has 761 Commercial properties; 369 improved and 392 unimproved which are usually lots. Meidinger stated that they can do one or both. Meidinger thought the letters should be mailed to the 369 Commercial property owners. The Commissioners told Meidinger to run in the newspaper for two weeks the first part of July. Motion to mail letters to the 369 improved Commercial property owners and put the press release in all of the county papers as well as the Litchville and Gackle newspapers for two weeks by Comm Heidinger, seconded by Comm Klein. Motion carried.

Break 9:55am-10:00am

At 10:03am the bids were opened for the Memorial Park Streambank Project. Comm Flath informed those present that we would be opening the bids today, but then would take two weeks to review all of them to make sure that everything was in order. Comm Flath stated that the decision would be made at the next Commissioner meeting on June 21, 2016. The bids were submitted as follows:

Excavating Inc – Fargo	Site 1	\$172,684.35
	Site 2	\$265,301.60
	Site 4	\$ 77,299.05
Scherbenske Inc – Jamestown	Site 1	\$207,315.20
	Site 2	\$334,947.80
	Site 4	\$114,117.80
CR Excavating – Valley City	Site 1	\$226,437.75
	Site 2	\$259,823.50
	Site 4	\$ 94,807.00
Hanson's Excavating Inc – Des Lacs	Site 1	\$244,322.60
	Site 2	\$299,020.20
	Site 4	\$120,979.59
Dakota Improvement Inc – Oakes	Site 1	\$159,716.24
	Site 2	\$233,978.44
	Site 4	\$ 68,816.94
Harvey Sand & Gravel Inc – Harvey	Site 1	\$ 92,591.27
	Site 2	\$187,651.35
	Site 4	\$ 40,957.20
Veit – Mpls-Mandan Location	Site 1	\$239,078.50
	Site 2	\$364,512.50
	Site 4	\$126,547.00

Comm Flath stated that Site 1 was the main road in to the park, Site 2 by the museum, and Site 4 near the old canteen. Comm Flath informed all present again that a decision would be made at the next Commissioner meeting on June 21, 2016, and at this time the two lowest bids were presented by Harvey Sand & Gravel Inc for \$321,199 and Dakota Improvement Inc for \$462,510. Comm Flath will review all bids. Comm Flath stated that the original estimate for this project was \$950,000.

Chairman Weigel asked Auditor White if she had received any updated policy recommendations from Tanya Wieler, and White said she had not. This was tabled until the next agenda.

Sheriff Fernandes informed the Commissioners that he has an opening for a deputy, and he contacted Tanya Wieler to get the starting salary for a deputy which she stated is \$35,900. Sheriff Fernandes reminded the Commissioners that in Dec 2014 he requested that the starting salary for a deputy be raised after seven months of looking for a deputy. The Commissioners supported raising the salary at that time, and Deputy Lux was hired at a salary of \$41,663.25. Sheriff Fernandes stated that now we are back at square 1. Sheriff Fernandes stated that Deputy Lux came in with 2 years of experience. Comm Flath stated that a salary survey was done by Tanya Wieler in 2015 which overrides the 2014 decision made by the Commissioners. Comm Klein talked to Tanya Wieler about this, and we should advertise a salary range of \$35,900-\$40,672.60. Comm Klein reminded Sheriff Fernandes that a range gives you options depending on experience. Sheriff Fernandes felt that a starting salary of \$35,900 would put us right back to where we started in 2014 when we couldn't fill the position. Comm Klein said we definitely have to offer a range in the ad. Sheriff Fernandes said we have to make a decision today because we cannot go another seven months without a deputy. Sheriff Fernandes said that Logan County has an opening and has a minimum starting salary of \$38,200. Comm Klein stated that based on the current salary schedule the range should be \$31,976-\$40,632. Sheriff Fernandes stated that if you get someone with five years of experience then you would already be past the upper end of the range. Comm Klein asked Sheriff Fernandes what he would like the starting salary to be, and Sheriff Fernandes said he would like it to be \$39,000-\$41,000. Comm Flath asked if someone comes in with 10 years of experience, then you would start them at \$41,000? Sheriff Fernandes said no it would need to be more than that. Comm Flath stated that if we hire someone straight out of the academy then they would get what is on the salary schedule, or the Commissioners would have to make a motion to change the salary schedule in order to hire that person at a higher rate. Sheriff Fernandes asked what Deputy Lux was hired at, and he was reminded that Deputy Lux was hired off of the old schedule. Comm Miller asked if there has been a change in the workforce at this time. Sheriff Fernandes stated that we were six on a list of ten for hiring information. Comm Heidinger stated that Tanya used information from surrounding counties for the salary schedule, and all of our deputies were over 100%. Sheriff Fernandes disagreed. Comm Heidinger pointed out that once the salary schedule was completed we were right where we needed to be. Comm Miller stated that a range would be good, but also point out the other benefits including 100% retirement. Sheriff Fernandes asked about comp time and what happens to their vacation time that they cannot use because the policy states comp time must be used before vacation. Sheriff Fernandes asked what happens to all of the comp time they accrue, but cannot use their vacation and lose anything over 240. Comm Klein reminded Sheriff Fernandes that the county pays out comp time quarterly at this time. Sheriff Fernandes told the Commissioners to check with Dickey County as they are having trouble hiring a deputy. Auditor White stated she could get that figure for them. Sheriff Fernandes stated that the Sheriff in Dickey County has 20 years of experience and started at Step 1 according to the salary schedule that Tanya did for them. Comm Klein suggested that we call Tanya Wieler and get her input on this discussion. White placed a call and put Wieler on speakerphone. Comm Heidinger asked Tanya how she adopted the schedule, and she stated that she used counties that were similar in size to LaMoure County for all departments. Sheriff Fernandes asked if Pembina County was one of them she used, and she was unable to confirm as she did not have the list in front of her. Comm Heidinger explained that Sheriff Fernandes looking for a minimum salary for hiring a deputy. Tanya reminded everyone that there is a range to start with Step 1-5 set to be your range to advertise. Tanya stated that her personal opinion is that you shouldn't advertise a salary range because it boxes you in. Tanya also stated that you could even use the entire salary schedule as a range. Tanya pointed out that the hiring officials have the ability to hire within Steps 1-5, but then if they want to pay more than that it would just need to be brought before the Board. Sheriff Fernandes stated that he understood, and he was good with that.

White informed the Commissioners that Dickey County hired a deputy at \$39,048 at the 4 years of experience level. After much discussion, it was decided that the minimum to be advertised should be \$39,000.

Chairman Weigel adjourned the County Tax Equalization meeting at 11:15am. Motion to add omitted taxes for Sandness and Shoaf as submitted by the Tax Director to the tax rolls for 2016 by Comm Heidinger, seconded by Comm Klein. Motion carried.

Tax Director Meidinger told the Commissioners that our valuations are currently at 94% Residential, 97% Commercial and 89% Ag. Meidinger recommends a 4.5% increase in Ag land valuation to bring LaMoure County up to the 94 percentile for State. Chairman Weigel pointed out that this is required by the State. Motion to set tax valuations as presented by Jan Meidinger by Comm Klein, seconded by Comm Miller. Motion carried.

Kimberly Robbins, DES/911 Coordinator, gave a report on the LaMoure County full scale exercise which was held on Friday, May 20th at the courthouse. Robbins stated that the training and exercise was done through a ND State Homeland Security Grant with 7 counties and 3 ND State offices including Highway Patrol, Dept of Emergency Services, and State Radio participating with local law enforcement, fire and ambulance. Robbins stated that there were 65 participants. Robbins pointed out three areas that need to be worked on are practicing use of the panic buttons and phones, review plan and practice plan for evacuation after lock down, and add additional cameras to cover more entrances along with adding an additional monitor in the Sheriff's office. Comm Klein stated that the employees he had talked to thought it was a good exercise. Treasurer Cindy Worrel stated that she has now taken some steps to make sure that they are more prepared in her office.

Robbins reported that LaMoure County Ambulance Services which are in Kulm, Edgeley, and LaMoure has received \$68,942 from the 2016-17 ND Rural EMS Grant. LaMoure County will continue to manage the grant and reimbursements to the ambulance services.

Robbins stated that there will be two ND EMS Association meetings on June 7, 2016 at 6:15PM in Jamestown and July 19, 2016 at 6:15PM in Fargo in an effort to share the challenges that our present EMS system is facing. Robbins said that the Ambulance Services are required to attend in order to be eligible for State funding. Robbins also stated that she will be attending the ND 911 Associate meeting in Bismarck on June 8, 2016.

Comm Flath reported that L&M Contractors would like to come in and remove the asbestos from the Robideau building on Saturday at a cost of \$3,200. Comm Flath stated if they waited for any time the price would go up. Motion to have L&M Contractors, Michael Watkins, in Jamestown remove the asbestos from the old Robideau building by Comm Heidinger, seconded by Comm Klein. Motion carried.

<u>Vendor Name</u>	<u>Amount</u>
ALBERTSON/SONYA	130.25
AT&T	21.74
CASS COUNTY SHERIFF'S DEPT	121.00
CENTRAL BUSINESS SYSTEMS	714.13
CITY OF FARGO, NORTH DAKOTA	14.00
COMFORT INN	640.00
COMPUTER PROFESSIONALS UNLIMITED INC	1,183.80
DACOTAH PAPER CO	160.75
DAKOTA CARRIER NETWORK	875.00
DAKOTA DYNAMICS	1,000.00
DAKOTACARE ADMINISTRATIVE SERVICE INC	13.02
DICKEY RURAL COMMUNICATIONS	1,635.82
DICKEY RURAL NETWORKS	279.00
DUFFY LAW OFFICE	2,095.06
DUFFY/JESSICA	473.28
ECOLAB PEST ELIMINATION DIV	154.22

FIRST STATE AGENCY INC	627.00
FIRST STATE BANK OF NORTH DAKOTA	535.00
GRAHAM TIRE ABERDEEN	687.18
GREEN IRON EQUIPMENT	4.62
HANSON/LESLIE	434.16
HARMSSEN'S GREENHOUSE	154.71
HERTEL/DARREL	89.10
HIWAY SERVICENTER	25.00
HOLIDAY INN	160.20
INFORMATION TECHNOLOGY DEPT	978.75
JAMESTOWN REGIONAL MED CT	116.00
JIMMIE JOE'S REPAIR LLC	46.50
JOB/CHRISTINA	42.83
JONES AND KELLY ATTYS AT LAW PC	151.34
KADRMAS LEE & JACKSON INC	4,260.82
KULM MESSENGER	296.67
LAMOURE CHRONICLE	1,069.46
LAMOURE CITY	81.25
LAMOURE DRUG STORE	171.36
LAMOURE FOODS INC	38.78
LAMOURE HARDWARE	640.51
LAMOURE PARTS CENTER	25.89
LAMOURE POSTMASTER	330.00
LAMOURE PRINTING COMPANY	817.50
LARSON GRAIN CO	11.41
LEWIS COUNTY SHERIFF'S OFFICE	40.00
LEXIS-NEXIS	148.32
LOOMER/DANIEL	30.00
MARCO INC	123.26
MEIDINGER/JAN	44.28
MORLEY ATHLETIC SUPPLY CO INC	227.94
ND DEPT OF TRANSPORTATION	10.00
ND NEWSPAPER ASSOCIATION	65.28
ND STATE'S ATTORNEY ASSOCIATION	300.00
NDSU DEPT 3110	114.00
OFFICE DEPOT	126.92
OFFICE OF ATTORNEY GENERAL – 1250	1,825.00
OTTER TAIL POWER COMPANY	90.74
PITNEY BOWES	351.00
PRAXAIR DISTRIBUTION INC	529.74
PURCHASE POWER	2,015.00
QUILL CORPORATION	544.42
RACINE/JULIANNE	294.30
RADERMACHER LAW FIRM	45.00
SANDNESS/STACEE	58.32
ST ROSE CARE CENTER	15,138.02
TRUENORTH STEEL	1,192.30
VERIZON WIRELESS	90.90
VISA	2,434.75
WAREN CHEMICAL	280.00
WASTE MANAGEMENT	283.45
WEX BANK	500.26

Bills were reviewed. Motion to pay the bills by Comm Heidinger, seconded by Comm Klein. Motion carried.

Motion to adjourn by Comm Heidinger, seconded by Comm Flath. Motion carried.
Meeting adjourned at 11:55am.

APPROVED THIS 7th DAY OF July, 2016

VICTOR WEIGEL, Chairman

ATTEST:

MARLENE WHITE, County Auditor