

**OFFICIAL PROCEEDINGS OF THE LAMOURE COUNTY COMMISSION MEETING
March 21, 2017**

At 8:30 a.m. Chairman Lee Miller called the meeting to order and opened with the pledge to the flag. Commissioners Bruce Klein and Robert Flath were also present. Comm Heidinger arrived a little late. Comm Weigel was absent. Attending the meeting were Tim Geinert, LaMoure County Highway Department; Marlene White, Auditor; Cindy Worrel, Treasurer; Gerald Harris, LaMoure Chronicle; Patty Wood Bartle, The Edgeley Mail; and Michael Dahlen.

Chmn Miller asked for additions to the agenda. Michael Dahlen was added to the agenda. Motion to accept the additions and approve the agenda by Comm Klein, seconded by Comm Flath. Motion carried.

Tim Geinert reported that the road crews are continuing to bring machinery in for routine maintenance. Geinert stated a couple of guys will be checking on a small hole next to a bridge south of Edgeley. Geinert also stated that when the weather gets nice enough there are a couple of low water crossings that they will be taking a look at. Geinert reported that the turn out for the township meetings last week was poor. Comm Klein thought maybe that was due to the dates the meetings were scheduled on.

Auditor Marlene White presented some timekeeping methods that she had gotten from other county auditors as well as Chuck Horter at the NDACO to the Commissioners. White also talked about E-time which is an internet system that each employee would log into each day and enter their hours worked. Deputy Auditor Jan Hamlin would be able to upload this information into the current payroll system in order to process payroll. White stated that the use of an electronic timesheet would be no cost to the county; and each employee would enter time in and time out, any vacation or sick leave taken, and then print for signatures by the employee, department head and auditor. White stated the cost for adding the Highway module would be \$12,500 to interface with the program already in place \$315.84 per month. White said that E-time would cost \$995 to install the module plus \$109.50 per month. Geinert pointed out that there are three satellite road shops that do not have internet service at this time \$240 per month plus cost of computers, and none of this was in the budget for this year. Comm Klein asked how much time it takes to collect the timesheets from the satellites, and Geinert stated it takes three hours twice a month. After much discussion, it was decided to implement the use of the electronic timesheets to be printed off and signed for each payroll as it will cost nothing and put the county into compliance with the State auditors. It was also decided by the Commissioners that the Highway Dept would continue using the timesheets they have been using all along as there has been no issue with those. White presented another option to be Kronos along with Paystubz which would from \$2,000-\$5,000 and an added cost to install Paystubz. White and Hamlin agreed that timesheets to print off would be the quickest and easiest to put into place. White also stated that a time clock would cost about \$3,200. Comm Flath stated that he has no problem with someone from our Hwy Dept going around and collecting the timesheets as it is an opportunity for them to check the county roads. Comm Klein pointed out that there was nothing budgeted for purchasing any of these this year. Motion to accept the changes to the timekeeping policy in the Employee Manual as presented by Tanya Wieler by Comm Klein, seconded by Comm Flath. Motion carried. The Commissioners instructed White to email the new timesheet to all employees within the courthouse to begin using.

Treasurer Cindy Worrel told the Commissioners that the Sheriff's Dept needed card readers for their vehicles to process truck regulatory payments at a cost of \$425 for all vehicles. Comm Klein asked why they had to go in all of the vehicles as only one vehicle is being used for the truck regulatory use. Worrel stated that at the point of sale, it shows on her computer; and she can then direct it to the proper account. Worrel stated they can also be used for bond payments too. Comm Klein stated this is clearly something to ask Sheriff Fernandes about.

Worrel presented a list of checks that need to be cancelled to the Commissioners. Worrel stated that she has researched this, and these can eventually be sent to unclaimed property. Motion to cancel checks presented by Cindy Worrel made by Comm Flath, seconded by Comm Klein. Motion carried.

Worrel presented a list of abatements to the Commissioners. Worrel stated that the Game and Fish and Wildlife is money that we get off of an abstract that gets sent in to the State, so she doesn't feel she needs to present it to the Commissioners after this. White told the Commissioners that she, Cindy Worrel, Denice Porter, and Laurie Good met one day to develop a more efficient way of processing deeds in the courthouse. Motion to approve the abatements as presented by Cindy Worrel made by Comm Klein, seconded by Comm Flath. Motion carried.

Michael Dahlen stated that he was not sure who all of the Commissioners were in the meeting. Everyone in the room introduced themselves. Mr. Dahlen asked if our legal counsel worked for the Commissioners, and Comm Klein stated that she works for the Commissioners as well as the citizens of the county. Mr. Dahlen stated that he was at the meeting to ask States Attorney Tonya Duffy to resign as he and others in the county have lost faith in everything she does. Mr. Dahlen stated that there is a recall committee which has been started; and in two weeks they will begin collecting signatures for this recall. Mr. Dahlen said that she will have several weeks to decide, but wanted to make all aware that this will be done. Mr. Dahlen stated that he did not feel that Ms. Duffy represented his son's death to the best of her ability.

White presented a letter to the Commissioners from NDIRF regarding their annual meeting which was to be held on Wednesday, May 10, 2017 at 10:30am in Bismarck at the Ramkota Inn. White stated that if the Commissioners will not be attending, there was a Vote by Proxy form to be signed and submitted. Chairman Miller signed it, and White will send it in.

Custodian Roger Loegering stated that he got an updated quote from Karr Tuck Pointing for the south side of the courthouse including staircase walls which would be \$33,332. Loegering stated that the last quote included the steps at a cost of \$3,258. Loegering placed a call to D&L, but he has not heard back from them. Loegering got a quote from Wade Smith at Meyer Construction of \$34,000 to do a complete removal and rebuild of the steps. Loegering will be getting more quotes for the steps. Loegering stated that Karr Tuck Pointing's schedule is full for the year; but if we give them a signed contract, the quote would stay in place for next year as well. Comm Klein asked about the dome, and Loegering stated that they were not as concerned about the dome as they are about the south side of the building. Comm Flath suggested that Loegering would tell Karr Tuck Pointing that we would like to be scheduled earlier in the year since we would be signing the contract so far in advance. Comm Klein requested that Loegering get a couple of other quotes for work on the steps and bring it back to them.

Motion to pay a Social Services' bill of \$20.01 by Comm Heidinger, seconded by Comm Klein. Motion carried.

Auditor Marlene White presented an Application for a Beer & Liquor License for approval. Motion to approve the Beer & Liquor License for the Edgeley Splickan Country Club by Comm Heidinger, seconded by Comm Flath. Motion carried.

White informed the Commissioners that she has set up a couple of line items in the Sheriff's budget and the General Fund so that money being paid and received for the deputies working at the Dakota Access Pipeline can be transferred for better tracking.

White told the Commissioners that the South Central Area Public Library was awarded \$4,946.73 for the 2017 year.

White gave a copy of a letter from NDDOT to Chairman Miller for a project in the county which Lauren Worrel would have received as well.

White presented her letter of resignation as County Auditor to the Commissioners to be effective April 30, 2017. Motion to reluctantly accept the resignation of Marlene White, County Auditor by Comm Heidinger, seconded by Comm Klein. Motion carried.

Comm Flath reported that Scott Gahner from Gahner Sanitation in Kulm told him that he could dispose of the Robideau Building material at a cost of \$30,000-\$35,000. Comm Flath stated that the tear down was quoted \$6,000-\$7,000 by one company and \$15,000 by another company.

Break 9:45am-9:55am

Chairman Miller called the Park Board meeting to order at 10:00am with Comm Klein; Comm Flath; Marlene White, Auditor; Tonya Duffy, States Attorney; Sonya Albertson; Mike Shockman; Billi Jo Warcken; Gerald Harris, LaMoure Chronicle; and Patty Wood Bartle in attendance.

Motion to approve the 9-20-16 minutes by Comm Klein, seconded by Sonya Albertson.

Sonya Albertson reported that the Busch Family Project was partially completed last year and should be finished this year.

Comm Klein will talk to Victor Weigel about getting water to the museum.

Albertson asked if there could be some kind of fencing along the river next to the entrance of the park. Mike Shockman suggested putting up a guardrail or reflector posts. Comm Flath stated that there will be a short stretch of pavement which will be single lane traffic. Comm Flath stated that the slope is not such that it requires a guardrail to be put into place. Comm Flath also stated that \$10,000 has been set aside for planting trees. Comm Flath stated that they will need help planting trees, maybe the 4-H could help.

The next item to be discussed was continued upgrading of the pedestals and possible additions. Shockman stated that the park gets close to capacity maybe 3 or 4 times a year, so additional pedestals are probably not necessary at this time. The approximate cost to finish the upgrading would be \$15,000. Comm Klein will talk to Victor Weigel.

Comm Klein stated that he will bring estimates for replacing the auditorium windows, for sure on the east side, to the next meeting.

Albertson asked if there is a tree by the shop that should come down. Shockman stated that he has already removed it.

Albertson presented some pictures that she had taken of the bathhouse and cabins which showed some repair was needed. Shockman stated that he uses one of the buildings for storage. After discussion, it was determined that Shockman will take a look at replacing some screens, a rotting door, paint, and maybe restraining the bathhouse.

Chairman Miller asked if the park entrance will stay the same. Comm Flath stated it is, and it would need to be a complete rebuild. Comm Flath suggested that Warcken discuss this with Lee Luck when he comes to give us a quote for the work on the courthouse steps.

It was decided that all of the park fees would stay the same for 2017.

Shockman stated that he would plan on being the manager for just one more year. Shockman also stated that he would need one person to help in the park this year. White will get an ad in the newspapers with the same pay range as last year. An interview committee made up of Kenny Klever, Billi Jo Warcken, Victor Weigel, and Mike Shockman was created.

Shockman reported that the lawnmower should last another year, and he does have a backup.

Shockman stated that the Gator was in Berlin for repair. Robert Cox told him that it needs a new motor and doesn't think it would be worth it to repair it at a cost of \$1,000, and a new one would cost \$1,800. Shockman stated that a cart would work to pull behind the 4-wheeler. It was determined that there is a little money in the budget that can be used. Patty Wood Bartle suggested contacting the small engine class at the Edgeley School as they may be able to fix the engine. Patty will contact the teacher. Shockman said that Cox would give the County \$150 credit for the pickup. Comm Flath suggested checking the State surplus for a Cushman.

Shockman will talk to Victor Weigel about some lighting along the entrance to the park.

A discussion was held regarding the need for entrance and exit signs, and it was determined that these would probably not be necessary.

The next Park Board meeting was scheduled for May 2, 2017 at 10:00am.

Motion to adjourn Park Board meeting by Comm Klein, seconded by Billi Jo Warcken. Motion carried. Park Board meeting adjourned at 11:20am.

<u>Vendor Name</u>	<u>Amount</u>
AGRI VALLEY INSURANCE	788.00
AMERICAS BEST VALUE INN & SUITES	149.40
BORDER STATES ELECTRIC SUPPLY	76.69
BUTLER MACHINERY COMPANY	128.50
CENEX FLEETCARD	858.56
CENTRAL BUSINESS SYSTEMS	437.93
COMMUNITY VOLUNTEER EMS OF LAMOURE	2,800.00
COMPUTER EXPRESS	2,044.98
DAKOTA DYNAMICS	1,000.00
DAKOTA VALLEY ELECTRIC	92.62
DISCOVERY BENEFITS	83.00
DUFFY/TONYA	2,357.49
EDGELEY AMBULANCE	272.96
ELECTRO WATCHMAN INC	3,647.80
ENVIRONMENTAL SYSTEMS RESEARCH INS	400.00
FLATH/ROBERT	225.00
HEIDINGER/KEITH	342.72
HOBBY LOBBY	264.40
HYW 13 ONE-STOP SHOP INC	361.63
INTOXIMETERS INC	295.00
KLEIN/BRUCE	239.58
LAMOURE CHAMBER RETAILERS	300.00
LAMOURE PARTS CENTER	74.99
LAMOURE PRINTING COMPANY	330.00
LINDGREN/BRUCE	93.96
LYNN JOHNSON LOCK & KEY SERVICES	1,653.09
MILLER/LEE	318.96
MONTANA DAKOTA UTILITIES	52.26
ND ASSOCIATION OF COUNTIES	180.00
NDSU EXTENSION PESTICIDE PROGRAM	130.00
OFFICE OF ATTORNEY GENERAL – 1250	840.00
OST BODY & PAINT	746.00
OTTER TAIL POWER COMPANY	3,000.28
OTTMAR & OTTMAR	54.00
PEPSI BEVERAGES COMPANY	171.38
SAFETY KLEEN SYSTEMS INC	322.35

SPC SECURITY	370.00
STARION BOND SERVICES	61,507.00
THE GOODYEAR TIRE & RUBBER COMPANY	1,361.91
TKK ELECTRONICS LLC	1,586.29
VERIZON WIRELESS	480.57
VISA	3,122.50
WARCKEN/BILLI	59.40
WEIGEL/VICTOR	96.60
WHITE/MARLENE	205.64

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

Motion to adjourn by Comm Flath. Chairman Miller adjourned the meeting at 11:46am.

APPROVED THIS 4TH DAY OF April, 2017

LEE MILLER, Chairman

ATTEST:

MARLENE WHITE, County Auditor