

**OFFICIAL PROCEEDINGS OF THE LAMOURE COUNTY COMMISSION MEETING
December 8, 2016**

At 10:04 am Comm Victor Weigel called the meeting to order and opened with the pledge to the flag. Commissioners Lee Miller, Bruce Klein, Robert Flath, and Keith Heidinger were also present. Attending the meeting were Lauren Worrel, LaMoure County Highway Dept; Kimberly Robbins, DES/911; Gerald Harris, LaMoure Chronicle; and Patty Wood Bartle, The Edgeley Mail.

Auditor White called for nominations for Chairman. Comm Heidinger nominated Comm Miller. Motion to cease nominations for Chairman and cast unanimous ballot for Comm Miller as Chairman for 2017 by Comm Klein, seconded by Comm Heidinger. Motion carried with Comm Miller abstaining. Comm Weigel made nomination of Comm Klein for Vice Chairman. Motion to cease nominations and to cast unanimous vote for Comm Klein as Vice-Chairman for 2017 by Comm Weigel, seconded by Comm Heidinger. Motion carried with Comm Klein abstaining.

Chmn Miller asked for additions to the agenda. Brochurs, 5-County Meeting Update, and Memorial Park were added to the agenda. Motion to accept the additions to the agenda by Comm Heidinger, seconded by Comm Klein. Motion carried.

Motion to approve November minutes by Comm Heidinger, seconded by Comm Weigel. Motion carried.

Motion to pay Social Services' bills of \$3,918.58 by Comm Heidinger, seconded by Comm Weigel. Motion carried.

Lauren Worrel reported the road crews have moved the equipment to the yards, installed wings and plows on blades and trucks, finished installing backway signs, and have finished removing the bridge and installing culverts on 63rd St SE in Bluebird township. Worrel stated that the road top needs to be bladed and graveled. Worrel said that road crews have been out blading the county and township roads per call weather permitting. Worrel also stated that road crews have started maintenance and repairs on equipment and plowing snow.

Worrel presented an approach permit from Maple River Colony which would move a field approach further to the west and would not require a culvert. Motion to approve the Maple River Colony approach permit by Comm Heidinger, seconded by Comm Flath. Motion carried.

Worrel told the Commissioners that he would like to submit an order for a new blade for 2017 at a cost of \$276,377.49 after a trade amount of \$66,850 was applied. Motion to purchase new blade for \$276,377.49 in 2017 by Comm Weigel, seconded by Comm Flath. Motion carried.

Worrel also informed the Commissioners that he would like to purchase a new walk n roll on his 2016 budget at a cost of \$15,610 after a trade of \$5,250. Motion to approve purchase of a new walk n roll for 2017 for \$15,610 by Comm Flath, seconded by Comm Heidinger. Motion carried.

Worrel told the Commissioners that Matt Lange from KLJ would be attending the meeting on December 20th.

Kimberly Robbins told the Commissioners that LaMoure County had a fire drill on November 29, 2016 at which time she set off a smoke detector in her office on the third floor. Robbins stated that a department head meeting was held on December 5, 2016 to discuss the fire drill. Robbins stated that the fire escape ladders were tested after the fire drill, and it was determined that the ladders have to be released very quickly or else it will get hung up as it goes down. Robbins stated that with the 23 ft ladder you are about 4 ft off the ground. Robbins recommended that we purchase three additional 13 ft ladders. Robbins Robbins stated that attaching the ladders to the wall with brackets would make it easier to release the ladders as well with four brackets being needed on

the second floor and a 33 ft ladder for the third floor. Robbins stated that Karin Boom is going to apply for a Court Facilities Grant to cover the cost of placing the necessary equipment in the courtroom. Robbins told the Commissioners that the cost would be \$1,180 for the additional ladders and brackets. Roger Loegering reported to the Commissioners that the alarm system needs work, and he has contacted Watchman to come out and see what it would cost for a bell to be put in place. Motion to purchase the additional ladders and brackets at a cost of \$1,180 if the budget allows by Comm Klein, seconded by Comm Flath. Motion carried.

Robbins also wanted to discuss the procedure for closing the courthouse due to weather which is supposed to include the Commission Chair, Sheriff, and Auditor. Comm Klein stated that he thinks Lauren Worrel should be contacted for his input as well. Robbins is to be contacted for the reverse 911 to be sent out. Robbins also stated that she needs to have new employee phone numbers so that she can contact them in these situations.

The Commissioners discussed some minor changes to four positions on the salary schedule recommended by Tanya Wieler. Chairman Miller suggested that they start with the tax director position as it was first on the list. Chairman Miller pointed out that the new assessor requirements have increased the amount of work for that position. Comm Flath requested to look at the actual numbers that Wieler was recommending. Auditor White looked at the salary schedule and stated that the Tax Director was currently at \$22.44/hr and would be taken to \$22.77/hr based on the recommendation. Wieler was also recommending some changes to the Recorder, Deputy Recorder, Deputy Auditor, and Clerk position in the Auditor's office. Wieler recommended that the Clerk position be changed from Clerk to Deputy Auditor II. Motion to go with the recommendations for the salary increases for the Tax Director, Recorder, and Deputy Recorder which the Commissioners had requested Tanya Wieler to review by Comm Klein, seconded by Comm Weigel. Motion did not carry. Comm Klein will contact Tanya Wieler to discuss further. The topic of the payroll increases will be placed on the next agenda.

Auditor White stated that there are employees who do not use the hotels that the county has direct bill set up with; so when they request for reimbursement for paying for this, sales tax is included. Comm Flath asked if all departments are able to use the county credit card, and Auditor White stated they are. The Commissioners will pay attention to this as the bills are reviewed. Chairman Miller suggested that Auditor White send out an email reminding employees that there will be no reimbursement for sales tax beginning January 1, 2017.

Auditor White presented a beer and liquor license application from the Memorial Park Country Club for approval. Motion to approve the beer and liquor license application for Memorial Park Country Club by Comm Heidinger, seconded by Comm Weigel. Motion carried.

Auditor White presented the Jamestown Community Corrections Agreement for approval. Chairman Miller and Comm Heidinger stated that they each discussed this with Karin Boom, and she recommends that we stay with Jamestown Community Corrections for our community service. Motion to renew the Jamestown Community Corrections Agreement by Comm Flath, seconded by Comm Klein. Motion carried.

Comm Klein wanted to remind everyone that the next 5-County meeting will be on Thursday, December 15, 2016 at the Lisbon Eagles Club. Comm Klein also pointed out that there will be an appreciation gathering for outgoing legislators Jerry Kelsh and Bill Amerman on December 14, 2016 at the Springs Golf Course in Gwinner from 5-7.

Comm Klein stated that Sonya Albertson was requesting to order 4,000 brochures to be distributed for Memorial Park at a cost of a little over \$800. Motion to purchase 4,000 brochures for Memorial Park and to pay the fee to distribute them to the rest areas by Comm Heidinger, seconded by Comm Flath. Motion carried.

Comm Flath reported to the Commissioners that the final bill for the Memorial Park Streambank project will be presented for payment today. Comm Flath stated that the total bills at this time around \$340,000 which will be reimbursable with the road dept cost of \$144,000. Comm Flath stated that he will approach the Water Commission for approximately \$64,000 which will cover some costs as well. Comm Flath stated that we will get \$40,000 through SRF as well. Comm Flath said that Game & Fish has suggested replacing some of the trees on top of the bank which could cost around \$10,000. Comm Flath also said that KLJ will be putting some numbers together for the paving work to be done.

<u>Vendor Name</u>	<u>Amount</u>
ALLIED ENERGY	8,074.96
AT&T MOBILITY	39.99
BARNES RURAL WATER DISTRICT	62.00
BORDER STATES ELECTRIC SUPPLY	272.63
BORDER STATES PAVING INC	510.00
BROWN & SAENGER	26.99
BUILDERS MART	22.00
BUTLER MACHINERY COMPANY	668.48
CENTRAL BUSINESS SYSTEMS	608.52
CITY OF KULM	69.65
COLEPAPERS	83.57
COMFORT INN	253.80
COMFORT SUITES	819.00
COMMUNITY VOLUNTEER EMS OF LAMOURE	35.94
COMPUTER EXPRESS	1,400.00
COMPUTER PROFESSIONALS UNLIMITED	1,183.80
DAKOTA CARRIER NETWORK	150.00
DATHE CONSTRUCTION	120.00
DICKEY RURAL COMMUNICATIONS	1,231.20
DIRECT ELECTRIC INC	60.00
DUFFY/JESSICA	447.99
DUFFY LAW OFFICE	2,819.30
EDGELEY MAIL	260.76
ELECTION SYSTEMS & SOFTWARE INC	3,228.03
EMPLOYEE DATA FORMS INC	23.00
FLECK/JEFF	29.99
GIS WORKSHOP	12,500.00
GLAXOSMITHKLINE PHARMACEUTICALS	504.68
GOOD OIL COMPANY	23,134.08
GROUP MOBILE	4,045.00
HAMPLE EXCAVATION SERVICE	116.70
HANSON/LESLIE	125.28
HARVEY SAND & GRAVEL INC	59,941.43
HENRY SCHEIN	453.30
HIWAY SERVICENTER	536.26
HWY13 ONE-STOP SHOP INC	7,868.80
INFORMATION TECHNOLOGY DEPT	984.40
INTERSTATE BATTERY SYSTEM OF ND	341.85
JAMESTOWN REGIONA MEDICAL CENTER	1,049.00
JOB/CHRISTINA	123.12
JOHN DEERE FINANCIAL	252.18
KULM MESSENGER	60.00
LAMOURE CHRONICLE	1,866.75
LAMOURE CITY	146.25
LAMOURE COUNTY SOIL CONSERVATION D	62.50
LAMOURE DRUG STORE	113.81

LAMOURE FOODS INC	17.77
LAMOURE HARDWARE	194.76
LAMOURE PARTS CENTER	699.56
LAMOURE PRINTING COMPANY	38.00
LEAF	216.00
LEXIS-NEXIS	152.77
LOEGERING/STACIE	723.64
LOOMER/DANIEL	30.00
MAC'S INC	36.07
MARCO INC	171.34
MCLEAN/ANNA	238.98
MEIDINGER/JAN	837.63
MERCK SHARP & DOHME CORP	4,379.64
MIDSTATES EQUIPMENT & SUPPLY	28,582.13
ND DEPT OF TRANSPORTATION	5.00
ND SECRETARY OF STATE	3,984.24
ND TOURISM DIVISION	500.00
NDAAO	50.00
NDWCA	854.00
OST BODY & PAINT	939.94
OTTER TAIL POWER COMPANY	95.83
PEPSI BEVERAGES COMPANY	158.84
PFIZER INC	3,633.22
PITNEY BOWES	351.00
PRAXAIR DISTRIBUTION INC	22.97
PRODUCTIVITY PLUS ACCOUNT	200.69
PUNT/JANA	450.00
PURCHASE POWER	2,015.00
QUILL CORPORATION	322.49
RACINE/JULIANNE	243.54
ROAD EQUIPMENT PARTS CENTER	154.14
ROBBINS/KIMBERLY	142.56
SANDNESS/STACEE	50.22
SEEFELDT/PHILLIP	9,661.00
SERVICE MASTER	2,475.00
ST ROSE CARE CENTER	21,141.91
STUTSMAN RURAL WATER DISTRICT	49.10
SWANSTON EQUIPMENT CORPORATION	1,800.00
US RECORDS MIDWEST LLC	1,872.61
VANGUARD APPRAISALS INC	12,259.80
VERIZON WIRELESS	145.36
WALLWORK TRUCK CENTER	153.79
WASTE MANAGEMENT	177.53
WEX BANK	839.88

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

Motion to adjourn by Comm Heidinger, seconded by Comm Flath. Motion carried.
Meeting adjourned at 12:16pm.

APPROVED THIS 5th DAY OF January, 2017

LEE MILLER, Chairman

ATTEST:

MARLENE WHITE, County Auditor