

The Board of County Commissioners met in regular session on Wednesday, June 25, 2014 at 1:00 pm.

Chairman Troy Olson opened the meeting and asked everyone to stand for the Pledge of Allegiance.

Chairman Troy Olson took roll call and present were Commissioners John Wakefield, Dale Pedersen, Ron Dahl, Shawn Steffen and Troy Olson. Also present were Tax Director Emily Wigen, Treasurer Connie Eslinger, CPA Harold Rotunda, Road Superintendent/911 Coordinator Wayne Oien, State Court Administrator Sally Holewa, State Court Administrator Rod Olson, Assistant State Court Administrator Scott Johnson, Assistant Court Administrator 2 Chris Iverson and Citizen Dennis Halvorson.

Chairman Troy Olson opened discussion on the presented agenda. Motion by Shawn Steffen to approve the agenda as presented, second by Dale Pedersen and called for discussion three times with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for discussion on reviewing the June 6 and 12, 2014 minutes. There was discussion on some changes made before the meeting and Chairman Troy Olson asked if there were any changes that need to be made to the June 6, 2014 minutes. Motion by Ron Dahl to dispense with the reading of the minutes and approve June 6, 2014 minutes as presented, second by Shawn Steffen and called three times for discussion with all ayes, no nays, and carried. Chairman Troy Olson asked if there were any changes that needed to be made and if there were not he would entertain a motion to accept the June 12, 2014 minutes as presented and it was moved by Shawn Steffen to dispense with reading and approve the June 12, 2014 minutes as presented, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor to discussion on presented bills. There was discussion on donation of time by Kraft Architects, which fund to pay it from and could it be paid by Building Authority. Motion by Shawn Steffen to approve the auditors warrants and vouchers as presented, second by Dale Pedersen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

6364-6401	Payroll	33,127.68
18271	Griggs County	16,484.76
18272	Aggregate Industries	1,455.76
18273	Ameripride Services	63.53
18274	Cynthia Anton	45.00
18275	Cardmember Service	380.98
18276	Cardmember Service	34.00
18277	CNA Surety	50.00
18278	Coachman Inn	49.20
18279	Diane Cowdrey	25.00
18280	Connie Eslinger	45.00
18281	Grand International Inn	270.00
18282	Greatamerica Financial Svcs	121.41
18283	Griggs County	10,892.68
18284	GC Building Authority	10.00
18285	Griggs County Treasurer	62.75
18286	Hanson's Electric	133.28
18287	Hoag and Sons	99.24
18288	Insure Forward	29,450.00
18289	John Deere Financial	77.33
18290	Kadrmass, Lee & Jackson, PC	11,745.33

18291	Kraft Architects, Inc.	7,375.00
18292	Kathleen A Larson	25.00
18293	Connie MacKenzie	30.00
18294	Marco Inc.	744.15
18295	Connie MacKenzie	25.00
18296	NDNA	72.80
18297	ND Insurance Department	30.00
18298	New Century Press	3,153.12
18299	Postmaster	756.00
18300	Quill	65.39
18301	Betty Stabenow	5.80
18302	Verizon	106.02
18303	Verizon	44.84
18304	Christine Watne	32.90
18305-315	Elections	1,535.72

Chairman Troy Olson opened the floor for discussion on 2013 Audit presented by CPA Harold Rotunda. The only thing that changed was making sure that the courthouse was under the building fund. The format of the audit was discussed and how the Commission would like to see it. They agreed the audit looked fine the way CPA Harold Rotunda presented it. They thanked CPA Harold Rotunda for his time. There was discussion about the Year End Total report and Auditor Cindy Anton will get it to the Commission at the next meeting. Motion by John Wakefield to approve the 2013 Audit that was presented by CPA Harold Rotunda, second by Dale Pedersen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. The Audit will be sent to the Bank of North Dakota and Public Financial Management. The county has not paid CPA Harold Rotunda for last year so he will be billing us for two years and it may set us over budget.

Chairman Troy Olson opened the floor for Sutton Pub Beer & Liquor License. Auditor Cindy Anton presented the Beer and liquor license renewal for Sutton Pub that was typed and just needed Chairman Troy Olson's signature. This license is good for six months and would start on July 1, 2014. Motion by John Wakefield to renew the Sutton Pub's Liquor License, second by Shawn Steffen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for discussion on Township Road Report that is sent to the State Treasurer's Office every other year. It tells how many miles are in the townships and it hasn't changed this year from two years ago. It is due by July 1, 2014. Motion by Dale Pedersen to sign the township road mile certification report and send to the State Treasurer's Office, second by Ron Dahl and called three times with all ayes, no nay and carried.

Chairman Troy Olson opened the floor for discussion on NDPERS Affordable Care Act. Auditor Cindy Anton spoke about going to NDPERS ACA meeting to get proper training on how to do it. Everyone that works for the county has to have the opportunity to participate in NDPERS. If a county has less than 50 employees, there are specific rules you have to follow and we have 40 or more employees. Auditor Cindy Anton also stated that she would like the Auditor's office to be the point of contact for NDPERS ACA. Cindy Anton also stated that they may be able to participate in the meeting online, and it would be better to participate so we know what is going on. Motion by Ron Dahl to make the Auditor's Office the primary contact for NDPERS ACA, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for discussion on Griggs County Website. Commissioner Ron Dahl spoke about having the 2013 Audit put onto the website for the public to view. There was discussion about who would be able to post and make changes to the website. The Commission would have OK what goes onto the website. If someone would like to see something go onto the website, they need to make a list and the

Commission would approve or disapprove it. If it is ongoing, then it would be OK to post without having the Commission approval each time, such as minutes for Commission meeting. There was also discussion about the Richland County Website. Richland has a computer program that allows the tax program to upload information to the website and it was offered to us at no charge. What the software would do is run a report and put it on the website for the public. Motion by John Wakefield to have Commissioner Ron Dahl to proceed with making the property tax available to the public like Richland County has, second by Shawn Steffen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Chairman Troy Olson opened the floor for discussion on Clerk of Court Office with State Court Representatives present. Court Administrator Rod Olson introduced State Court Administrator Sally Holewa and Assistant State Court Administrator Scott Johnson. Court Administrator Rod Olson gave the floor to State Court Administrator Sally Holewa to explain or answer questions on how the Court System works.

Motion by John Wakefield to take a five minute recess, second by Ron Dahl and carried with all ayes, no nays.

Chairman Troy Olson called the meeting back to order. State Court Administrator Sally Holewa explained to the Commission how the Court System started and where it is at now. State Court Administrator Sally Holewa explained that they have done studies on how long certain tasks should take and that determines how much time the state will pay for based on the work load. The State will pay for a .48 employee in Griggs County. The county has a contract with the State Court System and will reimburse 100% of a .48 Clerk of Court employees' wages and benefits. It was determined by mutual agreement that a .48 employee was sufficient to satisfy the requirements of the State Court and County Commission for Clerk of Court services. This will be discussed more at budget time. The Commission thanked State Court Administrator Sally Holewa for her time.

Motion by Ron Dahl to recess for Weed Board Meeting, second by Shawn Steffen and called three times for discussion with all ayes, no nays and carried

Chairman Troy Olson reconvened the Commission meeting and opened the floor to Tax Director Emily Wigen floor to finalize of 2014 Griggs County Equalization. There was discussion on what Tax Director Emily Wigen's schedule would be if she wins the election in Steel County and she agreed that she would train a replacement is she is voted in with her taking office in Steel County starting April 2015.

Tax Director Emily Wigen reviewed changes in Greenfield Township on three modifiers for one parcel which are: rock from 7% to 15%; .56 added to road because it widens; and 7 acres into marsh category. Motion by John Wakefield to approve 2014 equalization on Greenfield Township, second by Shawn Steffen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Tax Director Emily Wigen reviewed reassessment of Willow, Bryan and Rosendal Townships and she had a handout showing changes on these properties for years 2009 through 2014. Increases at Red Willow Lake were mostly residences in Willow and Rosendal Townships; John Wakefield to recuse himself from voting; average market value increase of \$1,000; have the steps been followed for equalization; if the county is out of compliance the State can step in; reassessing is not on the table at this time but can be done in the future; and discussion on the increase of taxes on the taxpayer. Motion by Ron Dahl to keep Willow Township 2014 equalization at the 2013 market valuation, second by Shawn Steffen and called three times for discussion with roll call vote: John Wakefield-recused, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Tax Director Emily Wigen reviewed reassessment of Bryan Township on change from farmland to residential, residential structure increases, commercial structure increase and residential lot increases. Motion

by Ron Dahl to keep Bryan Township 2014 equalization at the 2013 market valuation, second by John Wakefield and there was discussion on Eggermont property increase on residential structure; Overby property has lot and structure increase; Saxberg property has a residential lot and structure increase; there were no properties that went from exempt to taxable; Rickford property had commercial and residential increase with 5 acres changing from residential to commercial; all above increases were denied; there was discussion on how different assessors assess property differently; government keeps raising taxes when government should become more efficient; and called three times for discussion with roll call vote: John Wakefield- aye, Dale Pedersen-nay, Ron Dahl-aye, Shawn Steffen-aye, Troy Olsen-nay and carried. There was discussion on hoping that taxpayers would come to the Commission about their taxes.

Tax Director Emily Wigen reviewed Rosendahl Township with two changes on residential changes on Haines property. Motion by Ron Dahl to keep Rosendahl Township 2014 equalization at the 2013 market value, second by Shawn Steffen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Commissioners thanked Tax Director Emily Wigen for her time. There was discussion on changing modifiers for pastureland and the modifiers need to be turned into the State the year before for approval. There was discussion on pastureland being taxed as cropland and it should be taxed at what it is used for. Motion by Ron Dahl to approve closing the Tax Equalization for 2014, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for discussion on Superintendent of Schools position. Deputy Auditor Samantha Quast reported that she has been working on the paper work for Superintendent of Schools and there is a conference on July 13-15 that she would like to attend and asked the Commission to approve since nothing was budgeted for the position. It would come out of the courthouse fund for her travel, registration, meals, and hotel. When the Commission meet again in July, Deputy Auditor Samantha Quast will have the remaining paper work done for the Commission to sign off on. Motion by Shawn Steffen to allow Deputy Auditor Samantha Quast to go to the conference in Grand Forks and have the expenses come from the courthouse fund, second by Dale Pedersen and called three times for discussion with roll call vote: John Wakefield-aye, Dale Pedersen-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Commission thanked Deputy Auditor Samantha Quast.

Road Superintendent Wayne Oien updated the Commission on the road projects. The box culvert is in the Sutton road; there is just some finishing on the slopes that needs to be done yet. Mayo Construction is going to start patching spots on the Sutton road on June 26th. Mayo Construction has pushed back putting the culverts back in the overlay and that will be done mid-July. The chip seal will be after July 27. Commission thanked RS/911C Wayne Oien for his time.

Chairman Troy Olson opened the floor for discussion on CCM Consulting Group proposal. There was discussion on hiring an auditor to help Kraft Architects. Before Construction Engineers gets their money, there should be an audit done to verify the cost. There was also discussion about the grant and what it was going to cost to upkeep the existing courthouse.

Chairman Troy Olson opened the floor for Badlands Environmental testing on old courthouse. The Commission had requested Badlands Environmental Consultants, Inc. to test for mold and Badlands Representative Kayla Hardy was here on June 23 to do mold testing in the basement, outside, and main floor. The results came back higher than four years ago.

Motion by John Wakefield to adjourn meeting at 4:12 pm and meet again in regular session on Thursday, July 3, 2014, at 1 pm, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

ATTEST: _____ Samantha Quast

_____ Troy Olson

Deputy Auditor

Chairman