

May 2, 2014

COMMISSIONERS PROCEEDINGS

The Board of County Commissioners met in regular session on Friday, May 2, 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 Dale Pedersen, John Wakefield, Ron Dahl, Shawn Steffen and Troy Olson. Also present were Treasurer Connie Eslinger, Road Superintendent/911 Coordinator Wayne Oien, KLJ Representative Shawn Mayfield, Social Services EW Janice Johnson, Social Services Parent Aide DCA III Dawn Swedberg, NDSU Extension Agent Jill Haakenson, State's Attorney Jayme Tenneson, Knife River Bemidji Clare Kapphahn, Central Specialties Lyle Rindahl, Strata Corporation Zack Wilhemi, Mayo Construction Bill Werren, Griggs County Courier Editor Sherry Lind, KVLV TV Dave Erickson & Ashley Bishop, Fox TV Aaron Boerner & John Hanson, WDAZ TV Michael Yoshida, and Citizens Leo Edland, Loren Alfson, Thomas Gawronski, Jim Tenneson, Gretchen Kottke, Marcia Beglau, Doug Beglau and Dennis Halvorson.

Chairman Troy Olson said next on the agenda is the approval of the agenda and asked if there were additions or corrections to the agenda. Troy Olson stated that one thing the folks from the media have asked is when they will talk about the new courthouse and he told them that it could be moved up on the agenda if there was news on the DES grant with Treasurer Connie Eslinger saying there was no news and the DES grant can be moved up on the agenda when S/DESC Robert Hook is present if there is anything to be discussed. Chairman Troy Olson also asked if there were any other changes to the agenda and if there were no changes he requested to have the agenda approved as presented. Motion by Shawn Steffen to accept the agenda as presented, second by Ron Dahl and called for discussion three times with all ayes, no nays, and carried.

Chairman Troy Olson asked that they review the minutes from April 17, 2014 and if there were any changes that needed to be made. Shawn Steffen moved to dispense with the reading of the minutes of April 17, 2014 and approve the minutes as presented, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olsen said the next thing on the agenda is monthly office reports and asked if there were any questions on the monthly office reports. Shawn Steffen had a question on the sheriff's statement for 2014 COPS grant and whether it was finished and Chairman Troy Olson let Commissioner Shawn Steffen know that he had talked to S/DESC Robert Hook that morning and Griggs County is reimbursed quarterly. Chairman Troy Olson asked if there were any other questions and Shawn Steffen moved to accept the monthly office reports as presented, second by Ron Dahl and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson said pages 31 through 33 in the packet are the monthly bills. Chairman Troy Olson asked if there were any questions on the bills and that if there were no questions on the bills he would entertain a motion to approve the bills. John Wakefield moved to approve the bills as presented, second by Shawn Steffen and called for discussion three times with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

6261-6292	Payroll	30,305.08
18016	Aberdeen Finance	351.98
18017	Avesis	177.26
18018	Colonial Life Insurance	612.78
18019	Griggs County	17,192.27
18020	Griggs County	11,637.64
18021	Healthplan Services, Inc.	1,027.00
18022	NDPEA	100.22
18023	Griggs County	.70

18024	Aneta Ambulance	89.10
18025	Cynthia M Anton	10.57
18026	Arrowwood Prairie Coop	1,605.08
18027	Barnes County Correctional Facility	325.00
18028	Better Water Systems	447.50
18029	Cardmember Services	353.88
18030	Cardmember Services	874.95
18031	City of Cooperstown	253.52
18032	Cole Papers	394.00
18033	Community Medical Center Hospital	7,747.34
18034	Community Medical Center Hospital	6,169.68
18035	Cooperstown Ambulance	1,306.34
18036	Cooperstown True Value	266.84
18037	3-D Specialties, Inc.	390.49
18038	Election Systems & Software	1,328.58
18039	HE Everson	578.69
18040	Farm & Home Publishers	31.00
18041	Garrison Conservancy District	2,157.61
18042	Great America Financial Services	121.41
18043	Griggs County	17,880.70
18044	Griggs County Historical Society	387.37
18045	Griggs County Job Development Authority	1,610.92
18046	Griggs County Library	7,278.42
18047	Griggs County Soil Conservation	2,045.88
18048	Griggs County Telephone Co	1,588.98
18049	ITD	568.75
18050	Inland Truck Parts & Service	3,060.63
18051	Inter Community Tele Co.	150.00
18052	Intoximeters	96.00
18053	John Deere Financial	193.86
18054	Marco Inc	744.15
18055	Matthew Bender & Company	114.10
18056	McHenry Ambulance	154.01
18057	Miller Fresh Foods	29.53
18058	NAPA	106.27
18059	ND Attorney General	450.00
18060	NDACO	961.71
18061	ND County Auditor's Assoc.	200.00
18062	Nelson-Griggs Health District	3,649.09
18063	Netcenter Supply	105.77
18064	Office of The State Auditor	165.00
18065	Ottertail Power Co.	1,883.14
18066	416-Praxair Distribution	4.18
18067	Quill	445.43
18068	Ramkota Hotel	298.80
18069	RDO Equipment	8,079.07
18070	Reiten, Inc.	139.70
18071	Christy Ronningen	19.60
18072	Secretary of State	36.00
18073	State Treasurer	1,545.39
18074	Wesley Straight	87.50
18075	TJ's Electronics	215.00

18076	Taser International	53.71
18077	Team Laboratory Chemical Corp.	68.85
18078	Town & Country Coop	6,022.17
18079	V-W Motors	99.10
18080	Verizon	106.00
18081	Verizon	45.19
18082	Verizon	536.11
18083	Wallwork Truck Center	162.40
18084	Justin Wallerich	289.10
18085	Water Management Board	6,465.25
18086	Christine Watne	6.00
18087-108	Human Services	7,498.93
18109-114	Schools	144,432.96
18115-142	Township & Cities	100,949.39
18143	Melvyn Stokka	608.35
18144	Bernard Zimprich	196.97

Chairman Troy Olson opened the floor for discussion on election information. Auditor Cynthia Anton informed the Commission that 1490 applications and 486 ballots have been put in the mail. Auditor Cynthia Anton presented the Commission with an election agreement with the Cities that would be emailed to them if the Commission approved and signed the election agreement. John Wakefield asked SA Jayme Tenneson if the election agreement was straight forward and SA Jayme Tenneson said it was alright for them to sign it. The election agreement will continue until one party wishes to change it. Motion by John Wakefield to approve the election agreement as presented, second by Ron Dahl and called three times for discussion with all ayes, no nays and carried. There was discussion on the resolution of combining of Auditor and Treasurer's Office with SA Jayme Tenneson saying there needs to be no changes made per statute the resolution was suspended based on the petition. SA Jayme Tenneson said the voters are informed that 'yes' means yes to combine the offices and 'no' means not to combine the offices and as far as any language in the resolution that the resolution is fine to stand. SA Jayme Tenneson thought the county should pay to run an ad to make sure the voters know which way to go since there is confusion among the voters.

Chairman Troy Olson opened the floor to Emily Wigen to discuss the Director of Tax Equalization position. Emily Wigen stated she had reviewed the work at the Tax Director's office and Barbara Anderson had work up-to-date as of the time of her departure but this was a busy time of the year and there was still work to be completed in the office. Ms. Wigen offered working two (2) or three (3) days per week starting next week but her schedule may be adjusted depending on doctor appointments. Ms. Wigen was willing to revisit the number of days worked each week at a later time. Ms. Wigen stated she received \$20.18 per hour plus benefits while working in Steele County and would like a comparable salary in Griggs County. Motion by John Wakefield to hire Emily Wigen as Director of Tax Equalization at a salary of \$20.18 per hour plus pro-rated benefits up to 3/5 position and revisit the number of days worked in a couple of months, second by Shawn Steffen and called three discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Chairman Troy Olson opened the floor to the Weed Board meeting. NDSU Extension Agent Jill Haakenson presented information regarding the noxious weed control program and money available to landowners with cost sharing between the state and county. Last year it was an 80% state payment with a 20% county matching payment; therefore, 100% of the spraying material would be covered. The only cost to the landowner would be the application and labor. The county has received funding for the 2014 growing season. Discussion ensued regarding what cost share should be proposed for this year and whether or not a limit should be placed on the amount a landowner could use. Motion by Shawn Steffen to set the sharing ratio at 80% state funding and 20% county funding without specific limits for the noxious weed program, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried. NDSU Extension Agent Jill

Haakenson stated that the noxious weeds are listed by the state and notification will be placed in the paper. No bids were received for doing the road right-of-ways. NDSU Extension Agent Jill Haakenson was asked to contact more people and renew the request for bids for spraying weeds in the county road right-of-ways. Motion by Shawn Steffen to adjourn the Weed Board meeting, second by Ron Dahl and called three times for discussion with all ayes, no nays and carried. Weed Board meeting adjourned.

Chairman Troy Olson reconvened the County Commissioner meeting.

Chairman Troy Olson opened the floor to Road Superintendent/911 Coordinator Wayne Oien. North Dakota Telephone and Finley Engineering want permission to bury fiber optic cable in the road right-of-way in the northeast part of the county going into Nelson County. Motion by Ron Dahl to approve the permit or application for the burying of the fiber optic cable, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried. Road Superintendent/911 Coordinator Wayne Oien presented a contract and contract bond for chip seal by Binford and requested that they be signed. The work had been approved previously but paperwork had not been signed. Motion by Ron Dahl that both the contract and contract bond be signed, second by John Wakefield and called three times for discussion with all ayes, no nays and carried. Road Superintendent/911 Coordinator Wayne Oien stated a letter had been sent to NDDOT for reimbursement. Reimbursement of \$57,577.51 had been received but had not yet been placed in the federal aid fund in his budget. Two gravel bids were received and opened. Road Superintendent/911 Coordinator Wayne Oien asked the commission to entertain a motion to accept both bids due to the locations of the prospective pits. Motion by Ron Dahl to accept both bids and allow Road Superintendent/911 Coordinator Wayne Oien to use his judgment as to which pit to use dependent on the project location, second by John Wakefield and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Motion by John Wakefield to take a 10 minute recess, second by Shawn Steffen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson reconvened the County Commissioner meeting at 2:15 p.m.

Road Superintendent/911 Coordinator Wayne Oien and KLJ Representative Shawn Mayfield presented 4 sealed bids to the commission for the Sutton project. Bids were opened and will be reviewed for accuracy of figures and qualifications by KLJ Representative Shawn Mayfield and presented to the commission at their next meeting for a final decision. Low bidder at this point is Mayo Construction. Road Superintendent/911 Coordinator Wayne Oien and KLJ Representative Shawn Mayfield stated there were three bids for the engineering contract for chip seal and overlay. KLJ Representative Shawn Mayfield stated the lowest bid for construction engineering was KLJ for \$33,200 for project number SC-2000(014). Motion by Ron Dahl to accept the proposal of up to the maximum of \$33,200 for construction engineering of chip seal and overlay, second by Shawn Steffen and called three times for discussion with roll call vote: Dale Pederson-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. KLJ Representative Shawn Mayfield gave an estimate for the overseeing of the paving and culvert of the Sutton project construction engineering of \$162,000 which will be 90% reimbursed by the state. Discussion ensued as to whether or not the project had been properly published in the paper. Since no clear answer regarding the publication could be reached, Ron Dahl moved to rescind his previous motion for chip seal and overlay until SA Jayme Tenneson could check and make sure it was done correctly, second by John Wakefield and called three times for discussion with roll call vote: Dale Pederson-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Discussion ensued about the process involved in securing the project contracts. Road Superintendent/911 Coordinator Wayne Oien referred to the e-mail he sent the commissioners regarding his proposal of a \$2 across the board increase in salary for the employees in his road department. Ron Dahl said it was not on the agenda. Road Superintendent/911 Coordinator Wayne Oien asked that it be put on the agenda for the next meeting.

Auditor Cynthia Anton requested that the payroll policy be changed slightly to assist with the balancing of the books at the end of the month. Auditor Cynthia Anton would like to make the second payment for the month on the last day of the month rather than the 1<sup>st</sup> of the next month. Motion by John Wakefield to change the payroll date from the 1<sup>st</sup> day of the month to the last day of the month to facilitate ease of bookkeeping, second by Shawn Steffen and called three times for discussion with all ayes, no nays and carried.

John Wakefield asked that the minutes be revisited. John Wakefield called on SA Jayme Tenneson since he was not here when the minutes were approved. SA Jayme Tenneson believes the minutes from April 17, 2014 minutes should be corrected where the minutes concerned him. SA Jayme Tenneson believes he never admitted to going out to Bismarck; he believes he stated he went out to Bismarck. Also needs to be added in there that SA Jayme Tenneson defined what an open meeting was or what it took to have a meeting and if SA Jayme Tenneson said it wasn't an open meeting and wasn't a violation of open meeting laws because it wasn't an open meeting. There wasn't a meeting because there were not three or more commissioners. There was a conversation between one commissioner and another elected official. Motion by John Wakefield that SA Jayme Tenneson submit in writing his proposed change to the minutes for our preview next meeting and we hold off publishing these minutes until said time. It was decided the minutes should be rescinded first. Shawn Steffen moved to rescind the approval of the minutes of April 17, 2014 as presented, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried. SA Jayme Tenneson was asked to present his proposed changes to Auditor Cynthia Anton for distribution to the commissioners before their next meeting.

John Wakefield asked that the election be revisited. Auditor Cynthia Anton pointed out to John Wakefield that the wording of the resolution regarding the combining of the two offices needed to be changed slightly. It reads: "The Board of County Commissioners have seen the need to improve the cost and effectiveness of combining the offices of County Auditor and County Treasurer into one effective office to take effect upon the retirement of the current County Auditor or April 1, 2015." The words "upon the retirement of the current County Auditor or" should be removed. John Wakefield moved that the wording for the resolution be amended as read, second by Ron Dahl and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor on discussion for County Superintendent of Schools. SA Jayme Tenneson read out the duties of the County Superintendent of Schools per the Century Code. John Wakefield read in Century Code 11-10-10.5 that the County shall appoint a County Superintendent of Schools according to NDCC 15.1-11-01 or 15.1-11-02. Ron Dahl moved that the appointment of the County Superintendent of Schools be tabled for two weeks for more research to be done, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for review on response letter from Judge Hovey to Ron Halvorson's letter to the Commissioners.

Chairman Troy Olson discussed the cover letter for the courtroom grant with Recorder Kelly Vincent. Recorder Kelly Vincent was asked to enquire about a possible extension of deadlines due to the current status of the courthouse project. Motion by Shawn Steffen to sign and send the progress letter regarding the courtroom grant project, second by Ron Dahl and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor for on presented abatements. Motion by John Wakefield to approve the abatement of taxes on parcel #09-0000-02425-000 in the amount of \$78.22, second by Shawn Steffen and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Ron Dahl to approve the abatement of taxes on parcel #09-0000-0246-000 in the amount of \$118.75, second by Shawn Steffen and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03513-000 in the amount of \$21.20, second by Ron Dahl and called three times for discussion with roll call

vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03514-000 in the amount of \$184.89, second by Ron Dahl and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Ron Dahl to approve the abatement of taxes on parcel #15-0000-03517-000 in the amount of \$58.23, second by John Wakefield and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03524-000 in the amount of \$124.25, second by Ron Dahl and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03525-000 in the amount of \$49.64, second by John Wakefield and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03526-000 in the amount of \$104.66, second by Ron Dahl and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried. Motion by Shawn Steffen to approve the abatement of taxes on parcel #15-0000-03529-000 in the amount of \$65.48, second by John Wakefield and called three times for discussion with roll call vote: Dale Pedersen-aye, John Wakefield-aye, Ron Dahl-aye, Shawn Steffen-aye, Troy Olson-aye and carried.

Chairman Troy Olson opened the floor on wellness program. Auditor Cynthia Anton explained that the county can save 1% on the premiums if the county joins the wellness program. Troy Olson entertained the motion to approve and appoint Cynthia Anton as coordinator of the wellness program. Motion by John Wakefield to approve the wellness program and appoint Cynthia Anton as coordinator, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

Chairman Troy Olson opened the floor on new courthouse. John Wakefield was contacted by the Director of the DES concerning a report that was due. John Wakefield sent a copy of the letter to Auditor Cynthia Anton and to Griggs County Sheriff Robert Hook. Sheriff Robert Hook replied to John Wakefield within two hours of receiving the letter that the report had been completed and sent to DES. John Wakefield had a question regarding the grant funds awarded in March 2013 and if they were set up in the 2014 budget as a line item. Sheriff Robert Hook said that some of the grant funds are applied for and received within the same budget year and therefore cannot be planned for in a budget so is unsure how it should be handled.

John Wakefield stated he had spoken with John Eickhof and told him that the money had not been reimbursed to the county and therefore, Construction Engineers would be walking off the job as of today. John Eickhof also stated that the subcontractors should have been paid by Construction Engineers and they were paid up through April. So if the subcontractor has not been paid, that is a Construction Engineers problem. As of now, we are delinquent with the payments. The Building Authority has spent the entire amount of money they had for construction. The remaining money is for FF&E (Furniture, Fixtures and Equipment). Ron Dahl asked whether or not the Department Heads had any suggestions regarding the relocation of the offices. Treasurer Connie Eslinger stated that the relocation could affect the grant monies and SA Jayme Tenneson had been asked to look into it. SA Jayme Tenneson had not looked into that aspect of the relocation but said the lease was not correct because it dealt with the entire courthouse. Discussion ensued regarding the lease, Building Authority and Bank of North Dakota.

Chairman Troy Olson opened the floor on existing courthouse options study. Ron Dahl had nothing to present at this time.

Motion by Shawn Steffen to adjourn meeting at 3:55 pm and meet again in regular session on Friday, May 16, 2014, at 1 pm, second by Dale Pedersen and called three times for discussion with all ayes, no nays and carried.

ATTEST: Cynthia M. Anton  
Auditor

Troy Olson  
Chairman