

Finley, North Dakota
March 2, 2010

The Steele County Board of Commissioners met at 8:00 a.m. Present were Chairman Keith Jacobson and Commissioners Randy Richards, Jane Amundson, Lance Fugleberg, and Dennis Lindstrom. Robert Slocum of *The Steele County Press* was also in attendance.

Commissioner Lindstrom made a motion, seconded by Commissioner Richards, to approve the minutes of February 2, and 4, 2010, meetings as presented. All members voted yes. Motion carried.

Office reports were reviewed.

The following bills were allowed:

	<u>ALLOWED</u>
<u>SOCIAL SERVICE</u>	
30149 Payroll Feb, 2010	11610.00
30147 NDPERS-health & life ins	1700.96
30145 NDPERS-retirement	1075.09
30142 Lincoln Mutual Life Insurance Co-cafeteria plan	60.00
30159 Blue Cross/Blue Shield-dental insurance	49.29
30160 NND Dept of Human Services-registration	90.00
30165 Stephen Dahl-travel	590.00
30166 Jean Gilbertson-travel	198.00
30172 Griggs County Telephone-phone charges	131.78
30178 Sherry Jacobson-travel	238.00
30178 Liberty Business Systems, Inc-ntc contract	589.00
30181 NIDACO Resources Group, Inc-system engineer	440.00
30184 Officeland-office supplies	142.88
30194 Steele County Press-ad	85.50
30196 Stone's Market-homemaker supplies	4.39
<u>HUMAN SERVICES</u>	
30128 NND Department of Human Services-program costs	1033.92
<u>VETERAN SERVICE OFFICER</u>	
30203 Payroll Feb, 2010	507.00
30203 NIDCVSOA-membership dues 2010	50.00
<u>9-1-1</u>	
30121 Payroll Feb, 2010	689.00
30126 Inter-Community Telephone Co-trunking	150.00
30169 ND 911 Association-dues	10.00
Inter-Community Telephone Co-trunking	150.00
<u>SOCIAL SECURITY</u>	
30120 Information Technology Department-wan access	434.60
30152 Steele County Treasurer-social security	10764.50
30147 NDPERS	5391.94
<u>HEALTH CARE</u>	
30149 NDPERS-health care ins	13560.74
30149 NDPERS-life ins	193.64
30142 Blue Cross/Blue Shield-dental ins	819.11
30155 Discovery Benefits-new hire/feb & Mar	150.00
<u>GENERAL FUND</u>	
30173 Payroll Feb, 2010	36,658.28
1039 Jane Amundson-travel	25.50
1048 Nick Foley-holiday pay	125.84
1049 Lance Fugleberg-travel	26.00
1053 Justin Hoag-holiday pay	125.84
1059 Keith Jacobson-travel	36.00
1069 Randy Richards-travel	54.00
30156 Art's Electric-misc repairs	47.34
30161 DCN-circuit charge for IVN/March 2010	778.04
30162 Donald Huso-misc	222.53
30164 Finley Motors, Inc.-car expense/ Suburban	34.05
30164 Finley Motors, Inc.-car expense/ Tahoe	318.83
30166 Griggs County Telephone-phone charges & trunking	655.12
30168 Holkesvig Plumbing-clean drain	112.30
30171 Lisa Jacobsen-postage/check order	93.69
30173 Johansson, Rust, Yon, Stock, & Rasmusson PA-folders & copy paper	72.02
30177 Linda Leadbetter-meeting	83.00
30186 "Or"iginals, Inc-uniforms	89.00
30187 Otter Tail Power Co-courthouse electricity	479.02
30188 Prairie Computer-laptop/mouse/case	1395.00
30190 Reardon-glue & tape	37.71
30190 Reardon-office supplies	270.00
30190 Reardon-file cabinet	141.32
30191 Nodak Electric-electricity at radio tower	222.95
30197 TJ Cleaning & Services-custodian	860.00

30198	Town & Country Co-op-gas/tires	1462.24
30199	Verizon-cell phones	350.61
30200	Laurie Whitehead-meetings	284.50
30202	K&S Carpet Cleaners & Restoration-courthouse floors	3763.75
30110	Dacotah Paper-supplies	49.38
30111	DCN-circuit charge for Feb	132.76
30112	Farmers Union Oil Co-Hope/gas	433.96
30113	Finley Café-cookies	24.00
30114	Finley Farmers Grain & Elevator-gas	161.84
30114	Finley Farmers Grain & Elevator-fuel	15980.88
30115	Finley Motors, Inc-pully	52.97
30127	NetWork Center-new phone system	9251.38
30129	ND Emergency Management Assoc-EM Dues	30.00
30131	Officeland-office supplies	126.79
30134	Reardon-office supplies	109.43
30134	Reardon-office supplies	78.83
30135	Steele County Press-ads & legals	282.70
30136	Terry Huso-boiler mtc	325.00
30138	Trail Co Tribune-ads	28.00
30139	Verizon-cell phones	135.89
30144	Johannson, Rust, Yon, Stock, & Rasmusson, P.A-contract & clerical	3442.00

COUNTY PARK

30195	Steele County Highway Dept-highway mtc	257.49
30191	Nodak Electric Cooperative-electricity at Golden Lake	48.90

COUNTY AGENT

30117	Leigh Gunkel-supplies & travel	39.80
30117	Leigh Gunkel-supplies	22.06
30124	Kristi Berald-misc	11.94
30124	Kristi Berald-travel	20.35
30130	Ag Communication-farm record books	50.00
30134	Reardon-office supplies	50.47
30166	Griggs County Telephone-phone charges	76.63
30174	Andy Johnson-travel	107.50
30190	Reardon-labels/ink cart/mouse pad	63.95

ROAD FUND

	Payroll Feb, 2010	3728.00
	Hourly wages for Feb, 2010	16492.52
30123	Kinetic Leasing-skid steer lease	11170.00
30125	Mark Creech-repair parts	447.71
30132	Praxair Distribution, Inc-shop supplies	137.85
30133	Quality Garage Doors-door repair	355.00
30137	Town & Country Co-op-gas/shop supplies	410.93
30140	Hunter Equipment-equipment	1750.00
30119	Hope Municipal Utilities-shop expense	140.36
30122	Keith Huso-gas	50.00
30118	HE Everson Co-repair parts	112.29
30116	Griggs County Telephone-phone charges	187.95
30114	Finley Farmers Grain & Elevator-tires/parts/gas	6840.69
30112	Farmers Union Oil-Hope-shop expense/gas	545.93
30109	City of Sharon-shop expense	66.30
30107	Butler Machinery Co-repair parts	144.70
30106	Braget Disposal-shop expense	720.00
30157	Best Western Ramkota-hotel	252.00
30158	Butler Machinery Co-repair parts	153.33
30163	Finley Lumber & Supply-signs & telespar	440.82
30167	Hope Municipal Utilities-shop expense	141.29
30170	Interstate Engineering-co projects	573.50
30175	Keith Huso-bldg repairs	46.64
30175	Keith Huso-signs & telespar	223.17
30176	Lakeside Construction-repair parts	1425.00
30179	Mac's Inc-shop supplies	446.52
30182	Nodak Stores-shop supplies	85.92
30183	O'Day Equipment, LLC-tandem truck	131.45
30185	OK Tire-tires	168.68
30187	Otter Tail Power Co-shop expense	596.47
30189	RDO Equipment-repair parts	7500.00
30190	Reardon-office supplies	134.45
30201	Steele County Water Resource District-drain #2/Co share	10107.22
30206	WestMor-tandem truck	10085.00

FLOOD

1096	Golden Lake Township-project worksheet	13456.80
1098	Franklin Township-project worksheet	9583.07
1099	Primrose Township-project worksheet	9924.52
1104	Hugo Township-project worksheet	13088.66
1105	Melrose Township-project worksheet	30772.08

CORRECTIONAL FACILITY

DOCUMENT PRESERVATION

Steele County Highway Superintendent Mark Creech met with the commission to discuss 2009 flood-related bridge repairs. Estimates for the repairs were received from various contractors. Some estimates were higher, and other estimates were lower, than the approved project worksheets. Discussion was held questioning if FEMA will use actual costs to determine reimbursement or if funds approved above one project worksheet could be used to pay the shortage of another project. The commission also discussed the need to prioritize structures before funds are committed to repairs. Township participation in the costs beyond the approved project worksheets was discussed.

Commissioner Fugleberg made a motion, seconded by Commissioner Lindstrom, to request that townships participate in flood-related bridge repairs by contributing fifty percent (50%) of the cost not covered by the flood reimbursement. This participation would not exceed one-third of the total project cost. All members voted yes. Motion carried. Mark Creech will contact the townships involved.

Gravel plans for 2010 were discussed. Mr. Creech explained his plan to establish specification requirements for gravel placed on county roads. The question of how this requirement would be enforced led to a lengthy discussion. Mark Creech will prepare a document noting the plus or minus variance from the set standards that will be acceptable for graveling in 2010. This will be reviewed with Commissioner Fugleberg before advertising.

Suzanne Halverson met to discuss grant status for various proposed projects. The commission directed her to proceed with a grant application through the North Dakota State Historical Society for the courthouse lighting update. Ms. Halverson reported that no response has been received regarding the courthouse heating grant application.

The proposed Hope City Renaissance Zone was discussed. A public meeting will be held March 16, 2010, at 7:00 p.m. at the Hope American Legion Hall.

Ms. Halverson also reported that a tourism conference will be held in Finley on March 25th.

Another round of recreational grants through the Garrison Diversion Conservancy District will be available this spring. The Golden Lake Improvement Association has nearly completed the fundraising required for its portion of the costs of the grant approved for the addition to the pavilion. Ms. Halverson will send an update to Garrison explaining the plans to proceed with the grant awarded for the pavilion project and explain that Steele County has no plans for requests in the current round of grants.

It was noted how difficult the corridor floors have been to maintain since the refinishing was completed. Commissioner Fugleberg made a motion, seconded by Commissioner Richards, to pay 50% of the statement from K & S Carpet Cleaners and Restoration for work completed on the courthouse floors, and to have Dennis Lindstrom and Tom Amundson meet with them to determine how best to maintain the finish placed on the floors. It was noted that a different top coat may be needed to eliminate the cleaning problems. All members voted yes. Motion carried.

No additional information was available on the possible second round of stimulus funding for road projects at the time of the meeting.

Mark Creech returned to the meeting. Information in the letter from Greg Wilz, Director of the Division of Homeland Security in the North Dakota Department of Emergency Services was reviewed. A letter will be sent to Mr. Wilz inviting him to attend the April 6, 2010, meeting to discuss concerns addressed in his letter.

Mark Creech presented information to the commission to explain that he logged 482.5 hours of overtime in 2009 and 58 hours of overtime in 2010 for 2009 flood administration. Members of the commission questioned the fact that these could be all overtime hours beyond a regular day of work. Administrative funds for townships and the county were reviewed.

Sheriff Wayne Beckman presented information for a grant awarded for onboard cameras for two patrol cars. Commissioner Richards made a motion, seconded by Commissioner Lindstrom, to have the chairman sign the Traffic Safety Contract for fiscal year 2010 for the Steele County Sheriff's Department.

Sheriff Beckman informed the commission that Steele County is participating in the 24/7 sobriety program.

NDSU Extension Agent Andy Johnson met briefly with the commission. The annual spring meeting of the Steele County Township Officers has been set for April 7, 2010, in Finley.

Mark Creech will check with the Braisted Trust to determine if a contract will be prepared for 2010.

Commissioner Fugleberg made a motion, seconded by Commissioner Lindstrom, to approve the transfers of \$20,000 from human service to social service and of \$331,307.77 from highway tax distribution to the road fund. All members voted yes. Motion carried.

Commissioner Amundson made a motion, seconded by Commissioner Richards, to elect to participate in the funding agreement for the 2011-2013 biennium to receive reimbursement for providing clerk of court services in Steele County. All members voted yes. Motion carried.

Taxes were paid under protest by Samuel and Jean Oxton. At the time of this meeting, no action on an abatement application had been received from the City of Finley.

Commissioner Richards made a motion, seconded by Commissioner Lindstrom, to approve the abatement application for Carl Kvislen, due to the 100% homestead credit eligibility. All members voted yes. Motion carried.

Commissioner Fugleberg made a motion, seconded by Commissioner Amundson, to approve the gaming application for the Golden Lake Improvement Association weekly drawings to be held May 23, 2010, through September 12, 2010. All members voted yes. Motion carried.

Commissioner Lindstrom made a motion, seconded by Commissioner Fugleberg, to approve a one-day permit for on-sale alcoholic beverage sales at the Golden Lake Pavilion for June 5, 2010, to Karen Larson/Floyd's Bar of Portland, pending review of North Dakota Century Code by the Steele County State's Attorney. All members voted yes. Motion carried.

The applications for renewal of the beer/liquor licenses at Golden Lake Resort have not yet been received.

A delinquent utility bill for the Golden Lake Resort was discussed. The county will pay the bill to date and will work with the state's attorney for collection of the payment.

Jeff Ringstad will be contacted to schedule a park board meeting in April. The commission is available to meet at 9:30 a.m. on April 6, or 7, 2010.

Responsibility for the management of the county treasurer's office was discussed. Commissioner Richards made a motion, seconded by Commissioner Fugleberg, to pay Linda Leadbetter \$3000 for assuming the additional duties and management responsibilities of the county treasurer's department January 1, through February 28, 2010. All members voted yes. Motion carried.

The discussion of possible distribution of FEMA administrative fees continued. Hours spent on administration of the flood were reviewed. It was noted that many of the hours logged for flood administration would have occurred during a regularly-funded working day. The question was raised as to what regular responsibilities were neglected during flood administration. It was noted that any administrative fund distribution must meet FEMA requirements. The county would be required to return funds if an audit of the records cannot support that the county followed guidelines. The commission directed Don Huso to research options available for distribution under FEMA regulations. Township administrative fees must also be reviewed for documentation and proper distribution. Discussion will continue at future meetings.

Don Huso requested a key for the county shop building in Finley, noting incidences where he must be able to access the building when no county road employees are in the city. The commission directed him to request a key from the highway department.

The meeting adjourned.

Approved _____

Steele County Auditor

Chairman Steele County Commissioners