

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.

Commissioner Lindstrom made a motion, seconded by Commissioner Fugleberg, to approve the minutes of March 2, 2010, meeting as presented. All members voted yes. Motion carried.

Office reports were reviewed.

The following bills were allowed:

	<u>ALLOWED</u>
<u>SOCIAL SERVICE</u>	
Payroll March, 2010	
30277 Discovery Benefits-Flexible Spending Benefits	11610.00
30264 Blue Cross/Blue Shield-dental insurance	720.00
30267 Lincoln Mutual Life Ins Co-cafeteria plan	49.29
30269 NDPERS-retirement	60.00
30271 NDPERS-health insurance	1075.09
1154 Randy Richards-meeting	1700.96
1149 Dennis Lindstrom-meeting	58.18
1142 Keith Jacobson-meeting	41.56
1130 Lance Fugleberg-meeting	58.18
1121 Jane Amundson-meeting	53.56
1156 Kitty Taylor	49.87
30305 Comfort Suites-hotel	903.56
30306 Stephen Dahl-travel	252.00
30311 Jean Gilbertson-travel	654.00
30312 Griggs County Telephone-phone charges	234.00
30318 Sherry Jacobson-travel	115.78
30326 NDACO Resources Group-dual LCD monitor stand desk clamp	234.50
30328 Officeland-office supplies	94.86
30332 Postmaster-stamps	277.62
30337 Steele County Auditor-social security	491.00
30337 Steele County Auditor-social security	43.30
30346 Brian's Service & Repair, Inc-typewriter repair	2663.50
30350 NDEWA-membership	40.00
	40.00
<u>HUMAN SERVICES</u>	
30226 NID Dept of Human Services-program costs	1323.60
<u>VETERAN SERVICE OFFICER</u>	
Payroll March, 2010	
9-1-1	
30315 Payroll March, 2010	689.00
Inter-Community Telephone Co-trunking	150.00
<u>SOCIAL SECURITY</u>	
30222 Information Technology Department-wan-access	434.60
32069 NDPERS-insurance	5296.60
30274 Steele County Treasurer-social security	10640.34
<u>HEALTH CARE</u>	
30209 Discovery Benefits-correction for Ryan Nelson	70.50
30277 Discovery Benefits-employer contribution	3479.52
30264 Blue Cross-Blue Shield-dental insurance	870.91
30271 NDPERS-health care insurance	14587.36
30271 NDPERS-life insurance	201.81
<u>GENERAL FUND</u>	
Payroll March, 2010	
1120 Jane Amundson-travel	43,068.00
1129 Nick Foley- one shift	9.00
1131 Lance Fugleberg-travel	145.00
1135 Justin Hoag-four shifts	26.00
1141 Keith Jacobson-travel	580.00
1153 Randy Richards-travel	36.00
30266 Johansson, Rust, Yon, Stock, & Rasmusson, PA-contract & clerical	3442.00
30215 Comfort Inn-hotel	118.00
30215 Comfort Inn-hotel	53.10
30216 Farmers Union Oil Co-Hope-gas	303.14
30217 Finley Farmers Grain & Elevator Co-gas	69.16
30221 Heartland Paper Co-supplies	89.88
30223 Diane A Jacobson-travel	134.00
30224 Johnstone Supply-boiler mtc	325.88
30228 Officeland-self-ink stamp	16.75
30228 Officeland-labels, pencils, typewriter correction tape	41.81
30208 Stamp Fulfillment Services-envelopes	506.60
30230 Postmaster-postage	88.00

30232	Reardon-floor mats	178.00
30237	Steele County Press-legals	431.20
30237	Steele County Press-ads	66.00
30241	Streichers-uniforms	124.98
30242	Terry Huso-boiler mtc	100.00
30244	Union Hospital-blood draw	23.00
30245	Verizon-cell phones	133.90
30246	Wayne Johnson-class	36.00
30247	Keith Palmer-class	30.00
30248	Clayton Anderson-class	34.00
30249	Carol Carlson-class	27.00
30250	Anona Lundstrom-class	30.00
30251	Bill Erbstoesser-class	47.00
30252	Dennis Kubischta-class	39.00
30253	Rick Halverson-class	55.00
30254	Jane Amundson-class	29.00
30255	Tyrone Hauge-class	20.00
30256	Fireside Office Solutions-equipment/repairs (courtroom)	994.00
30257	Gene Amann-class	36.00
30258	HR Collaborative-HR Conference	150.00
30259	Janet Meyer-class	45.00
30260	John Jacobson-class	43.00
30261	K&S Carpet Cleaners & Restoration-floors	3763.75
30262	Marcia Mitzel-class	38.00
30263	ND Recorders Association-registration fees	100.00
30278	Jill Borth-courthouse supplies	69.51
30279	Donald Huso-supplies	468.63
30281	Harvard Health Letter-subscription	49.00
30282	Lisa Jacobsen-travel	67.50
30282	Lisa Jacobsen-postage	15.56
30283	Linda Leadbetter-election conference	206.00
30285	Ofter Tail Power Co-courthouse electricity	435.85
30286	Public Safety Center, Inc-batteries	95.38
30287	Reardon-office supplies	93.72
30288	Nodak Electric Cooperative-electricity at radio tower	179.23
30289	Steele County Auditor-wireless internet access	708.00
30290	Streicher's-uniforms	38.98
30291	Synergy Graphics-mail ballot applications	584.78
30292	Union Hospital-blood draw	23.00
30293	Laurie Whitehead-camera & memory card	153.95
30294	Finley Ambulance Service-disaster training	145.30
30295	Mayo Clinic Health Letter-subscription	54.00
30298	Jane Amundson-travel	71.00
30300	Ramkota Hotel Bismarck-hotel	63.00
30303	City of Finley Waterworks Dept-water bill	123.04
30307	Dakota Carrier Network-circuit charge	778.04
30308	Finley Farmers Grain & elevator Co-gas	54.85
30310	Finley Motors, Inc-Tahoe	532.85
30312	Griggs County Telephone-phone charges	609.30
30316	Diane A Jacobson-travel	460.00
30321	Linda Leadbetter-postage	5.35
30328	Officeland-office supplies	10.10
30332	Postmaster-stamps	528.00
30333	Reardon-office supplies	39.14
30333	Reardon-office supplies	25.98
30333	Reardon-office supplies	270.17
30333	Reardon-office supplies	79.00
30333	Reardon-reorder	79.95
30334	Randy Richards-travel	42.00
30338	Steele County Press-ad/legals/weight restrictions	507.64
30339	Streicher's-uniforms	38.98
30341	TJ Cleaning & Services-custodian & supplies	918.61
30343	Town & Country Co-op-gas	1828.45
30347	Cooperstown Veterinary Clinic-stray dogs	225.50
30348	Grand America-gloves	97.46
30351	ND State's Attorney Association-dues	250.00

COUNTY PARK

30207	Dakota Rural Water District-water bill (GL)	920.54
30238	Steele County Highway Dept-SC Highway Mtc	382.98
30288	Nodak Electric Cooperative-electricity at GL	46.35
30325	Ness Plumbing-water heater	50.00
30335	Jeff Ringstad-drywall/plywood	409.53

COUNTY AGENT

30227	NDSU Extension Service-account billing salaries	10769.00
30232	Reardon-office supplies	26.98
30280	Leigh Gunkel-travel	69.00
30312	Griggs County Telephone-phone charges	80.18

ROAD FUND

	Payroll March, 2010	3728.00
	Hourly wages for March, 2010	11828.15
30210	3-D Specialties Inc-signs & telespar	48.00
30212	Butler Machinery Co-repair parts	821.89
30214	City of Sharon-shop expense	69.80
30216	Farmers Union Oil-Hope-gas/diesel/oil	136.56
30217	Finley Farmers Grain & Elevator-tires/repair parts/shop supplies/gas/shop expense	12,867.56
30218	Finley Lumber & Supply-signs & telespar	10.85
30219	Griggs County Telephone Co-shop expense	194.21
30220	HE Everson Co-shop supplies	16.95
30225	Michael Todd & Co Inc-signs & telespar	302.37
30229	Polly A Brown-clerical	787.50
30231	Praxair Distribution Inc-shop supplies	356.32
30233	RDO Truck Centers-repair parts	50.83
30234	Royal Chemical-asphalt	399.72
30240	Stones Market-shop supplies	12.11
30213	Town & Country Co-op-gas	2475.13
30297	3-D Specialties Inc-signs & telespar	348.46
30301	Butler Machinery Co-repair parts	2306.73
30302	Catco Parts Service-repair parts	564.31
30303	City of Finley-shop expense	105.00
30304	City of Sharon-shop expense	124.20
30308	Finley Farmers Grain & Elevator-repair parts/shop supplies/gas	3265.48
30309	Finley Lumber & Supply-signs & telespar	27.98
30312	Griggs County Telephone Co-shop expense	186.78
30313	HE Everson Co-repair/parts/shop supplies	150.93
30314	Hope Municipal Utilities-shop expense	119.78
30320	Keith Huso-signs & telespar	24.60
30322	Larson Welding & Machine-repair parts	899.50
30323	Mac's Inc-shop supplies	275.65
30324	Mid States Wireless-repair parts	180.93
30327	Nodak Stores-signs & telespar	100.95
30329	OK Tire-repair parts	139.47
30329	OK Tire-repair parts	118.11
30330	Otter Tail Power Co-shop expense	315.53
30331	Pioneer Rim & Wheel Co-repair parts	121.02
30333	Reardon-office supplies	73.66
30340	Terry Huso-bldg repairs	166.00
30342	Tom Gilbertson & Sons-culverts	7550.20
30343	Town & Country Co-op-shop supplies/gas	1484.81
30344	W W Wallwork-repair parts	687.80
30345	Big Jim's E-Side Tire-tires	2100.00
30349	Interstate Power Systems-repair parts	392.18
	<u>WEED CONTROL</u>	
30317	Keith Jacobson-travel	50.00
30319	Andy Johnson-utility trailer	750.00
	<u>CORRECTIONAL FACILITY</u>	
30211	Barnes County Corrections-prisoner board	2015.00
30299	Barnes County Corrections-prisoner board	1950.00
	<u>DOCUMENT PRESERVATION</u>	
30213	Cass County Treasurer-51 docs @ \$1.00	51.00
	<u>BOND 2001</u>	
30235	Starion Bond Services	115708.00
	<u>SALES TAX</u>	
30284	ND Department of Transportation-project: STM-SC-4612(051)	3847.12

It was noted that no response of any kind was received from Greg Witz of the North Dakota Department of Emergency Services regarding the invitation extended for attendance at a county commission meeting.

Information was presented regarding the property in Luverne owned by Ryan Cunningham. The tax director is working to resolve the discrepancy that exists due to a structure being listed on the incorrect lot.

Public Safety Coordinator Don Huso met to explain administrative fee distribution regulations for the 2009 flood. The only funds the county is allowed to recover is actual over-time hours worked by regular employees or time for an individual, non-county employee, who can document the time spent working on the disaster.

Suzanne Halverson, Steele County Economic Development Coordinator, was seated at the meeting.

Don Huso explained the North Dakota Department of Transportation contract that will allow Steele County to attach 9-1-1 address signs to state signs at various intersections. Commissioner Arundson made a motion, seconded by Commissioner Lindstrom, to have the chairman sign the ND Department of Transportation contract for 9-1-1 signing in Steele County. All members voted yes. Motion carried.

The need to renegotiate the county's 9-1-1 services contract with Trail County was discussed. The commission directed Don Huso to begin the process and asked him to keep the commission informed of the situation.

The commission recessed to meet as the Steele County Weed Board.

The commission reconvened.

Steele County received an Energy Efficiency Conservation Block Grant (EECBG) for replacing the current heating system in the Steele County Courthouse. The chairman signed the financial award documents to be returned to the North Dakota Department of Commerce. The county will be allowed to proceed with the project when the signed documents are returned.

Suzanne Halverson presented information regarding the grant application for lighting replacement and updates in the courthouse. An application was submitted to the North Dakota Historical Society. Another round of EECBG funding became available for this type of project. An application will be completed for 90% reimbursement for the cost of the project.

A discussion was held regarding grants available for the purchase of an Automated External Defibrillator for the courthouse. Finley was not eligible for the Fargo/Cass Public Health grant application because of the distance from Fargo. Different grant options will be researched. The Steele County Public Health Nurse will be asked to look at costs of purchasing the device without grant funding if the commission determines it to be necessary for the courthouse.

Ms. Halverson updated the commission on the Renaissance Zone planned for the city of Hope. Commissioner Richards made a motion, seconded by Commissioner Amundson, to prepare a letter of support for the Hope Renaissance Zone project. All members voted yes. Motion carried.

Commissioner Richards made a motion, seconded by Commissioner Lindstrom, to approve the transfer of \$20,000 from Human Service to Social Service. All members voted yes. Motion carried.

The township road mileage certification was reviewed. No changes were noted from the previous report. Commissioner Lindstrom made a motion, seconded by Commissioner Richards, to submit the township road mileage certification report to the state treasurer as prepared. All members voted yes. Motion carried.

Commissioner Fugleberg made a motion, seconded by Commissioner Lindstrom, to appoint Sally Wemmerstrom as the inspector for the 2010 elections and to set the polling hours at the one site located in the Steele County Courthouse from 9:00 a.m. to 7:00 p.m. All members voted yes. Motion carried.

The mail ballot for the Nodak Electric Cooperative election was completed and signed by the chairman.

Following recommendations of the State Auditor, the Steele County Job Development Authority presented the commission with a list of policies and actions that have been adopted by the board.

The beer and liquor license applications for the Hope Golf Course were reviewed. Commissioner Fugleberg made a motion, seconded by Commissioner Lindstrom, to approve the seasonal beer and liquor licenses for the Hope Golf Course at \$25 and \$100 respectively. All members present voted yes. Motion carried.

A proposal from Remark Technology Consulting was reviewed for server replacement and other services for the county taxation, payroll, and general ledger operations computers. The commission did not approve additional services for the current computers.

One quote was reviewed from Flint Hills Resources of West Fargo, North Dakota, for supplying bituminous materials for the May 15, through September 15, 2010, paving season. Commissioner Richards made a motion, seconded by Commissioner Fugleberg, to accept the quote from Flint Hills Resources for asphalt materials for 2010, and to allow the road superintendent to coordinate the purchase. All members voted yes. Motion carried.

The commission recessed to meet as the Steele County Park Board.

The commission reconvened.

Mark Creech and Mike Bassingthwaite were present for the discussion regarding the highway department.

Gravel proposals were reviewed from Lakeside Construction, Finley, ND; Tom Gilbertson & Sons, Binford, ND; and KRB Gravel, Chfford, ND. Commissioner Fugleberg made a motion, seconded by Commissioner Richards, to accept the low bids for graveling county roads as listed for the 2010 season. It was noted that this will be thoroughly reviewed during the season. The cost of graveling and the road department budget will be reviewed to determine equipment and manpower needed if graveling is performed by contractors rather than the county workforce. All members voted yes. Motion carried.

Mark Creech spoke with a representative of the Braisted Trust to determine if a gravel contract will be prepared for this year. One will be forwarded to the county if it is made available.

Robert Slocum of *The Steele County Press* was seated at the meeting.

Mike Bassingthwaite presented various options and the costs associated with improvements needed for county road #5 east of Hope. The pavement condition varies between the first seven miles and the six easterly miles. A thin maintenance overlay was estimated between \$100,000 and \$125,000 per mile and would not greatly extend the life of the road. A structural overlay of three inches or more would cost between \$3.5 and \$4 million. A possible mine and blend project would cost approximately \$4 million for the entire thirteen miles. The gravel portion of county road #5 west of Hope was also discussed. Graveling and reshaping this portion of the road were estimated at \$200,000 to \$250,000 per mile. Questions on the bond issue will be directed to the state's attorney.

Minimum design standards will be prepared for the May 4, 2010 meeting.

The township road billing format was again questioned. Mark Creech explained that improvements have been made and that he will provide a copy for the commission to review.

A letter was received from Riverside Township addressing various road maintenance concerns. Mark Creech will discuss the concerns with the township board at the Steele County Township Officers' meeting tomorrow.

Commissioner Lindstrom made a motion, seconded by Commissioner Fugleberg, to renew the seasonal beer and liquor licenses for the Golden Lake Resort at \$25 and \$100 respectively. All members voted yes. Motion carried.

The North Dakota Highway Patrol will again be asked to assist in enforcing load restrictions on county roads.

Mark Creech will respond to statements in the letter from Greg Wilz of the North Dakota Department of Emergency Services since no response was received regarding the opportunity to meet with the commission.

Sheriff Wayne Beckman was called to the meeting to discuss concerns about the lack of maintenance for the 2005 Chevrolet Tahoe. The length of time between regular maintenance and oil changes was addressed. Sheriff Beckman will meet with his staff members to stress the importance of maintenance of the county vehicles.

The meeting adjourned.

Approved \_\_\_\_\_

Steele County Auditor

Chairman Steele County Commissioners

Finley, North Dakota  
April 7, 2010

The Steele County Board of Commissioners met following the Steele County Township Officers Meeting at the Finley City Auditorium. Present were Chairman Keith Jacobson and Commissioners Randy Richards, Jane Amundson, Lance Fugleberg, and Dennis Lindstrom.

Concerns regarding personal use of county equipment have been brought to the attention of the commission. Many issues were discussed regarding these statements, including county liability during transportation and operation of county equipment. Commissioner Richards made a motion, seconded by Commissioner Lindstrom, to have a memo distributed to all county departments prohibiting county equipment from being used for personal use. All members voted yes. Motion carried.

The bids for removal, purchase, and installation of carpeting at the Golden Lake Resort were reviewed. Commissioner Amundson made a motion, seconded by Commissioner Fugleberg, to purchase the carpeting from Finley Lumber and Supply for \$1365.00 and to accept the bid of K & J Flooring of Cooperstown for \$1741.39 for removal and installation. All members voted yes. Motion carried.

Jeff Ringstad has agreed to manage the mowing of the county sites at Golden Lake this season. Maintenance of the garbage receptacles will also be required. The auditor will discuss this with Mr. Ringstad.

The meeting adjourned.

Approved \_\_\_\_\_

Steele County Auditor

Chairman Steele County Commissioners