RANSOM COUNTY BOARD OF COMMISSIONERS

Regular Meeting – December 21, 2021

The meeting was called to order by Chairman Joe Mathern at 9:00 a.m. The Pledge of Allegiance was recited. Members present: Connie Gilbert, Norm Hansen, Neil Olerud, Joe Mathern, and Greg Schwab.

Agenda – The agenda was reviewed. Olerud asked to add drain tiling to the agenda presented by Gentzkow. Hansen moved to approve the agenda as presented with the additions. Gilbert seconded the motion. All aye. Motion carried.

Minutes – From the previous regular scheduled commission meeting on December 7, 2021 were considered. Olerud moved, seconded by Hansen to approve the minutes with corrections. All aye. Motion carried.

Past discussions - Joe Mathern brought up past subjects that have never been discussed, but no motions have ever been made on. Jailing shortage, Mathern asked Sheriff Darren Benneweis to look into US Bank to see if that would work for a jail. The satellite shops were brought up, Mathern suggested all shops have cameras installed inside and outside for safety and security reasons. The Handbook was discussed again, Chuck Horter is will come to Ransom County to meet with the commissioners after the new year when the board request. Drug testing can be discussed when the new handbook is put together. HR was discussed. Assessing was discussed, Mathern questions if legally we can be charging townships and cities for assessing. Service awards/retirement- Mathern would like to see five percent of the employee’s salary be given to them as a retirement gift when the employee leaves.

Fallon Kelly joined the meeting.

Drain 11 – Scott Olerud appeared on behalf of the Ransom County Water Board to let the commissioners know that the Ransom County Water Board believes the Sargent County Water Board is going to attempt to assess a large number of Ransom County residents for drain 11. The Ransom County Water Board doesn’t believe there are any benefit to the Ransom County residents from drain 11 since it doesn’t even come into Ransom County. The Ransom County Water Board has retained Attorney Cassie J Tostenson from Nilson Brand Law Firm and at this time is asking the commission to reject any assessments for Drain 11. State’s Attorney Fallon Kelly advised the board that he does not specialize in water issues and if this goes to court, they should consider hiring Cassie J Tostenson to represent the county as well.

KLJ – Scott Smyth appeared before the board with preliminary opinion of cost to fix the Fox Farm Bridge, Anslem Bridge, and Suicide Hill Bridge. Smyth asked the board if they had a preference of what ordered of priority, they wanted it to be submitted to the DOT in. The board asked for them to be submitted as is.

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| **Preliminary Opinion of Cost** | | | | | |
|  | Construction Cost | Miscellaneous Items | Utilities/ROW/Legal | Contingency & Engineering (25%) | Estimated Total Project Cost |
| Fox Farm Bridge | $1,176,000.00 | $129,360.00 | 20,000.00 | 331,340.00 | 1,656,700.00 |
| Anslem Bridge | $1,293,600.00 | $142,296.00 | - | $35,8974.00 | $1,794,870.00 |
| Suicide Hill Bridge | $1,100,400.00 | $121,044.00 | - | $305,361.00 | $1,526,805.00 |

Gentzkow presented a progressive estimate for $88,964.01 for Bituminous Seal Coating project number SC3700021. Gilbert moved to approve the progressive estimate, seconded by Olerud. All aye. Motion carried.

Smyth presented a letter asking the board to sign off stating the commission has inspected project number SC-3700(021), PCN 23104 Ransom County Highways 13 & 58 done by Bituminous Seal Coat and they find the work to be satisfactory and accept the project. Olerud moved, seconded by Hansen. All aye. Motion carried.

City of Lisbon Assessing – Tim Meyer, City of Lisbon Mayor and Kristina Dick, City of Lisbon Auditor appeared before the board to discuss the assessing contract that expires with the county at the end of December 2021. Currently the county is charging the City of Lisbon $4.00 per parcel, plus an hourly fee. In five years, eighty percent of The City of Lisbon has been assessed. The County is currently charging townships $8.00 per parcel, the board and Meyer discussed what would be acceptable for the City of Lisbon to pay. Kristie Reinke, tax assessor would like to see the cities become plated in the GIS system. It would roughly cost $80,000 for 1900-2000 parcels.

Bills- Bills in the amount of $127,807.34 were reviewed by the board. Hansen moved, seconded by Schwab to approve the bills. All aye. Motion carried.

Election - Gentzkow let the board know that the county is now only in legislature district 24, so we can drop down to three precincts. One legislature district, one for the City of Lisbon, and one for the City of Enderlin. Hansen approved having three election precincts in Ransom County for the upcoming 2022 Election, seconded by Gilbert. All aye. Motion carried.

Gentzkow presented the new and updated Ransom County Elections Security Plan, Logic, and Accuracy Testing Policy required by the Secretary of State. Olerud moved, seconded by Gilbert to approve the Elections Security Plan, Logic, and Accuracy Testing Policy. All aye. Motion carried. The plan will then be sent to the North Dakota Secretary of State for approval.

Procurement Policy – Kirsten Gilbert, emergency manager needed a procurement policy signed for the county to be eligible for federal grants. The county does not have a procurement policy however, the county does follow the ND Century Code procurement policy chapter 54-44.4 regarding any state purchasing practices. Gentzkow prepared a statement for the Chairman to sign, for Kirsten Gilbert to send into the state. Olerud moved, seconded by Hansen to have Mathern sign the letter stating the county follows the ND Century Code procurement policy regarding any state purchasing practices. All aye. Motion carried.

Fraud Risk Assessment - Gentzkow presented a fraud risk assessment policy for the board to review. Gilbert moved, seconded by Hansen to approve the fraud risk assessment policy presented. All aye. Motion carried.

Budget Amendments – Gilbert moved to allow Auditor Nicole Gentzkow to make any budget amendments necessary, seconded by Olerud. All aye. Motion carried.

Tiling – Olerud was approached by three Richland County Commissioners asking if they would like to join in on tiling county road eight. It is around $20,000 a mile, a four-inch pipe would be placed right down the middle of the road. At this time the board made no decision.

Englevale Water – Englevale dropped off some quotes to get their well system fixed. The board would like to have them present to discuss. A time will be set up at the next regular scheduled commission meeting on January 4, 2022.

Being nothing further to come before the board, Chairman Mathern adjourned the meeting at 12:05 p.m.

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Ransom County Auditor Ransom County Commission