**Ransom County Board of Commissioners**

Regular Meeting – July 20, 2021 – 9:00 a.m.

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

Chairman Hansen called for any additions/revisions to the agenda. Olerud moved, seconded by Schwab to approve the agenda as it was presented. All aye. Motion carried.

Minutes from the previous regular scheduled commission meeting on July 6, 2021 were reviewed. Gentzkow was absent at the previous meeting, and had some questions for the minutes to be complete. The board will review and approve the minutes at the regular scheduled upcoming commission meeting on August 3, 2021.

Bills in the amount of $235,733.27 were then considered. Olerud moved, seconded by Mathern to approve the bills in the amount of $235,733.27. All aye. Motion carried.

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| **Warrant #** | **Warrant Date** | **Vendor Name** | **Amount** |
| 6792 | 7/21/2021 | ANDERSON, SUZANNE | 403.99 |
| 6793 | 7/21/2021 | ASCHE, HOLLIE | 175.38 |
| 6794 | 7/21/2021 | GALLAGHER, RANDY | 93.78 |
| 6795 | 7/21/2021 | GENTZKOW, NICOLE | 245.70 |
| 6796 | 7/21/2021 | GILBERT, KIRSTEN | 50.00 |
| 6797 | 7/21/2021 | HEGLE, KELSEY | 97.75 |
| 6798 | 7/21/2021 | KELLER, MALLORY | 750.00 |
| 6799 | 7/21/2021 | LARSON, MEGHAN | 100.63 |
| 6800 | 7/21/2021 | OLERUD, NEIL | 104.65 |
| 6801 | 7/21/2021 | SCHWAB, SHELLY | 85.10 |
| 6802 | 7/21/2021 | WELTON, BRENNA | 100.00 |
| 6803 | 7/21/2021 | ZIMPRICH, BRIAN | 461.15 |
| 81331 | 7/20/2021 | WEX HEALTH, INC. | 1,578.25 |
| 81332 | 7/21/2021 | A W DIESEL SERVICE | 176.72 |
| 81333 | 7/21/2021 | ABCS FARMS | 2,725.00 |
| 81334 | 7/21/2021 | ARAMARK | 392.76 |
| 81335 | 7/21/2021 | BEAR CREEK GRAVEL | 20,127.99 |
| 81336 | 7/21/2021 | CAMAS SAND & GRAVEL | 31,090.33 |
| 81337 | 7/21/2021 | CARDINAL HEALTH 110, INC. | 19,775.43 |
| 81339 | 7/21/2021 | CODE 4 SERVICES,INC. | 1,407.66 |
| 81340 | 7/21/2021 | COMPUTER EXPRESS | 14,143.94 |
| 81341 | 7/21/2021 | COUNTIES PROVIDING TECHOLOGY | 2,150.43 |
| 81342 | 7/21/2021 | DACOTAH PAPER COMPANY | 369.84 |
| 81343 | 7/21/2021 | DAKOTA VALLEY ELECTRIC CO-OP. | 63.91 |
| 81344 | 7/21/2021 | DAKOTA WATER SOLUTIONS | 37.50 |
| 81345 | 7/21/2021 | DATA SPEC, INC | 449.00 |
| 81346 | 7/21/2021 | DICKEY RURAL NETWORK INC. | 1,266.53 |
| 81347 | 7/21/2021 | DOUBLE TREE - WEST FARGO | 259.20 |
| 81349 | 7/21/2021 | FIRST MEDIC AMBULANCE | 4,970.16 |
| 81350 | 7/21/2021 | GORDY'S GRILL & FILL | 616.08 |
| 81351 | 7/21/2021 | HEFTY SEED COMPANY | 18,825.95 |
| 81352 | 7/21/2021 | HENRICKS HEATING | 169.80 |
| 81353 | 7/21/2021 | HOENHAUSE, JODY | 17,460.60 |
| 81354 | 7/21/2021 | JOHNSON, BRYAN | 3,000.00 |
| 81355 | 7/21/2021 | JORGENSON, STEVE | 423.20 |
| 81356 | 7/21/2021 | KLJ ENGINEERING LLC | 9,961.74 |
| 81357 | 7/21/2021 | LISBON OIL COMPANY | 9,351.83 |
| 81358 | 7/21/2021 | LISBON POSTMASTER | 110.00 |
| 81359 | 7/21/2021 | LISBON TRUE VALUE | 430.03 |
| 81360 | 7/21/2021 | MAIN STREET FARM AND HOME | 3,030.98 |
| 81361 | 7/21/2021 | MOEN BLADE SERVICE | 8,700.00 |
| 81362 | 7/21/2021 | NAPA PARTS SUPPLY-LISBON | 491.03 |
| 81363 | 7/21/2021 | ND DEPT OF TRANSPORTATION | 694.37 |
| 81364 | 7/21/2021 | NDAAO | 390.00 |
| 81365 | 7/21/2021 | NDACS | 50.00 |
| 81366 | 7/21/2021 | OFFICE OF ATTORNEY GENERAL | 1,220.00 |
| 81367 | 7/21/2021 | OFFICE OF THE STATE AUDITOR | 19,250.00 |
| 81368 | 7/21/2021 | OTTER TAIL POWER CO | 1,130.28 |
| 81369 | 7/21/2021 | OTTER TAIL POWER CO | 384.27 |
| 81370 | 7/21/2021 | PETERSON, BRYNN | 200.00 |
| 81371 | 7/21/2021 | POOR SIDE REPAIR | 1,099.96 |
| 81372 | 7/21/2021 | QUADIENT LEASING USA, INC | 868.86 |
| 81373 | 7/21/2021 | QUILL CORPORATION | 95.98 |
| 81374 | 7/21/2021 | RANSOM COUNTY GAZETTE | 55.60 |
| 81375 | 7/21/2021 | RANSOM COUNTY GAZETTE- CASSELTON | 418.31 |
| 81376 | 7/21/2021 | RC LAWNS, LLC | 160.00 |
| 81377 | 7/21/2021 | RDO EQUIPMENT-LISBON | 383.90 |
| 81378 | 7/21/2021 | RECORD KEEPERS, LLC | 32.00 |
| 81379 | 7/21/2021 | REINKE, JOSEPH | 80.25 |
| 81380 | 7/21/2021 | RICHLAND COUNTY HEALTH DEPARTMENT | 3,089.84 |
| 81381 | 7/21/2021 | RIVERSIDE BUILDING CENTER | 229.99 |
| 81382 | 7/21/2021 | SARGENT COUNTY DISTRICT HEALTH UNIT | 1,370.74 |
| 81383 | 7/21/2021 | SPELLERBERG, BRIANA | 185.45 |
| 81384 | 7/21/2021 | STOCK GROWERS INSURANCE AGENCY | 14.00 |
| 81385 | 7/21/2021 | STURDEVANT'S INC | 104.21 |
| 81386 | 7/21/2021 | STUTSMAN COUNTY CORRECTIONAL CENTER | 75.00 |
| 81387 | 7/21/2021 | TOBACCO FREE NORTH DAKOTA | 1,000.00 |
| 81388 | 7/21/2021 | TRIZETTO PROVIDER SOLUTIONS | 74.16 |
| 81389 | 7/21/2021 | TYLER TECHNOLOGIES INC. | 620.00 |
| 81390 | 7/21/2021 | UNITED STATES POSTAL SERVICE | 2,000.00 |
| 81391 | 7/21/2021 | VANGUARD APPRAISALS | 13,014.00 |
| 81392 | 7/21/2021 | WATCH GUARD | 10,390.00 |
| 81393 | 7/21/2021 | WELTON TIRE SERVICE | 90.00 |
| 81394 | 7/21/2021 | WELTON, SKYLER | 200.00 |
| 81395 | 7/21/2021 | WEX HEALTH, INC. | 49.50 |
| 81396 | 7/21/2021 | WILTSE,CAYLA | 198.58 |
| 81397 | 7/21/2021 | WM CORPORATE SERVICES | 170.00 |
| 81398 | 7/21/2021 | X-STREAM CLEAN CAR WASH | 120.00 |
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|  |  | Total | 235,733.27 |

Fallon Kelly, States Attorney joined the meeting at 9:15 a.m.

The handbook was next on the agenda to be discussed. The board showed Kelly the recommendations provided to them from Chuck Horter with the North Dakota Association of Counties on updates that should be made to the employee handbook. Horter is willing to make changes to the Ransom County handbook for $3000.00. Kelly recommended the board hire Horter to make the necessary changes. Kelly stated that even with a current handbook there is no way to guarantee all policies will apply to every employee. Kelly’s advice was to get a committee together along with one or two commissioners who do not have any decision-making authority to go through the handbook. This committee could make clauses to each policy if the main policy didn’t work for a specific office so that there would be a working policy for all offices. However, he stated once a new person is elected into office, the policies may need to be reviewed to make sure they work for that elected official. Greg Schwab and Joe Mathern were assigned to the handbook committee.

Nickela Runck – deputy auditor, appeared before the board to give an update on the time clock system she has been working on setting up with Counties Providing Technology. Runck stated she has done everything on her end that she can to this point, she is at a standstill. Barnes County just switched to this system; they are currently the first county to use it. They are finding lots of bugs and glitches, CPT and Barnes County are trying to fix some of those issues before we go any further. As of now Runck is hoping to start transition an office or two over to the punch in system early to mid-fall if possible. She will continue to keep the board updated.

Mitch Baumgartner - Interim Ransom County Coroner, appeared before the board to let them know that Charlie has officially retired. Baumgartner is willing to officially take over as the Ransom County Coroner if they will pay him $600 a month. Baumgartner let the board know that being a Coroner can be very time consuming, some calls can take eight hours or more. Charlie had never collected a wage from the county, only milage and body bag reimbursement, however times have changed. Baumgartner is on call twenty-four seven as the coroner, and has expenses of his own he needs to cover. The board will discuss at the budget meeting later on and get back to Baumgartner.

Darren Benneweis – sheriff, appeared before the board to let them know that the current video drive they use in the sheriff’s department only has two-terra bites and it is completely full. Benneweis asked the board if he could switch to a different company that Computer Express recommends. The new one would offer four-terra bites and has a four-terra bite backup storage. The current one they are using cost $156 per month, the new one Benneweis would like to purchase is a onetime fee of $950. Olerud moved, seconded by Schwab to go ahead with the four-terra bite sheriff’s video drive Computer Express is recommending. All aye. Motion carried.

Benneweis also mentioned that he looked into the possibility of building a multi county jail and it is not a feasible option. The feds won’t come off of I94 to house prisoners which means there would be no federal funding. Richland County is willing to make a deal with Ransom County to allow us to purchase four beds from them so we can have some open standing beds. We would be paying a monthly or annual fee for the beds. Then would pay above and beyond when we have prisoner’s filling those beds. Richland County can house men and women inmates. Currently they have thirty beds in Richland and are only at about fifty percent capacity. Benneweis and Olerud will set up a meeting to look into numbers and get back to the board. Richland is eager to try to make something work. Benneweis is hoping to have a deal in place by October 1, 2021 if everything can work out, and the commission is on board.

Kirsten Gilbert – emergency manager, appeared before to give them an update on the state homeland security grant the county has received that she applied for. K. Gilbert stated the county was approved for cameras in the parking lot, it will be in addition to the ones that are already on the building to allow all areas to be covered. A camera for the ballot box out front, cameras up at the old county shop, new panic buttons, and window coverings to make the bottom level of the court house shatter proof. The total of the grant is around $22,000. Gilbert also let the board know she is working with Sheriff Benneweis, the fire department, the school and SADD, to set up a mock car crash in September at the fairgrounds for students.

Seven utility permits along with the appropriate fee were submitted by Cass County Electric Company. Olerud moved, seconded by Gilbert to approve. All aye. Motion carried. Grotberg Electric also submitted one utility permit along with the appropriate fee. Olerud moved, seconded by Mathern to approve the utility permit submitted by Grotberg Electric. All aye. Motion carried. South East Water Users also submitted one utility permit along with the appropriate fee. Gilbert moved to approve the South East Water Users Permit, seconded by Olerud. All aye. Motion carried.

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| **Company Name** | **County Highway Number** | **Township** | **Section** |
| Cass County | 58 | 134N, 57W Elliott (Sec 7)  134N, 58W Hanson (Sec 12) | 7 & 12 |
| Cass County | 58 | 134N, 57W Elliott (Sec 7)  134N, 58W Hanson (Sec 12) | 7 & 12 |
| Cass County | 58 | 134N 57W Elliott (Sec 7)  134N, 58W Hanson (Sec 12) | 7 & 12 |
| Cass County | 58 | 134N, 57W Elliott (Sec 18)  134N, 58W Hanson (Sec 13) | 18 & 13 |
| Cass County | 58 | 134N, 58W Hanson (Sec 24 & 25) | 24 & 25 |
| Cass County | 58 | 134N, 57W Elliott (Sec 30)  134N, 58W Hanson (Sec 25) | 30 & 25 |
| Cass County | 58 | 134N, 57W Elliott (Sec 30)  134N, 58W Hanson (Sec 25) | 30 & 25 |
| Grotberg | 75thst SE - 119th Ave SE | Isley | 14 SE |
| Southeast Water Users | 141st Ave SE | Sydna | 16SE & 15 SW |

Lynn Johnson appeared before the board to discuss the decision the board had made to put two ninty inch pipe culverts in near Todd Larson’s property on the county road. Also in attendance was Todd Larson, Dean Mairs, Charles Faber, and Jerome Freeberg to hear the discussion. Johnson is very concerned what will happen downstream when these large culverts are installed. Scott Smyth with KLJ was also present and he informed the board and residents present that based on the stream study the size culverts being installed are up to the correct standards. Fallon Kelly States attorney has stated at multiple meetings the county should not be doing anything to prevent the natural flow of water. Dean Mairs spoke up and said the residents out in this area have been fighting with the Ransom County Water Board for years trying to get this creek to be a legal drain. Charles Fabers also informed the board he has been in contact with the state and the water quality out there is terrible. It isn’t even drinkable for livestock. He has been working with the state, and passed out a few reports he has gotten from the state. Todd Larson said he thought this issue had been resolved, he has been at the last four commission meetings. Decisions were made, culverts were to be ordered, he is hoping we aren’t going to halt everything again. Fallon Kelly stated if there is an issue downstream and that lays within the township’s jurisdiction, then they will have to get together to work it out. However, the county can proceed with their plans to deal with the damaged culvert on the county road near Larson’s property.

Ron Carlson and Ryan Lyons appeared before the board to discuss the Fox Farm Bridge. Lyons let the board know they have explored going every direction and aren’t getting any closer to making a deal. The most feasible way for the township to go would be south, however they can’t seem to make a deal with the land owners. Going north is way too expensive, the road would be next to impossible to keep open in the winter, and they would need to get permission from the Veterans home. They had applied for a grant through the state and just got word, that they have been denied. They know they could take the land from the land owners going south by eminent domain, but do not want to do that. Island Park Township is at a loss of what they can do for the residents living back in that area.

Scott Smyth with KLJ appeared before the board with the notice of award for the Maple River and Virgil Schultz Bridge Slope Repair projects. Gowan Construction Inc out of Oslo, MN bid the projects for $151,616.20. Gowan Construction is set to start on the project end of July or beginning of August. The Maple River slope reconstruction is estimated to take three to four days to complete. The Virgil Schultz project needs to wait until one more permit is issued. All work must be completed by September 15, 2021 per the contract.

Jeff “Ivan” Hopkins – road superintendent, appeared before the board to let them know in the next few years they will need to start thinking about building a new shop in Sheldon. Rick Taylor the City of Sheldon’s Mayor had contacted Hopkins and asked if when we build a new shop if it would be possible for the city to store some of their equipment in it as well.

Hopkins also let the board know that RDO is recommending the county put in a bid for motor graders now as it is taking much longer to get equipment in. The county is scheduled to get a new motor grader in January 2022. The last motor grader lease was in the upper 40,000 per year price. The board discussed. They would like to see the ad run with an option to lease or buy the grader out right. Hopkins also asked the board if they would like Hopkins to trade the bobcat this year, in the past the county has been on the program where we trade yearly. The bobcat will have about 200 hours on it, and it will cost us $2000 to trade it, so it will be roughly $10 per hour. Olerud moved, seconded by Mathern to trade the bobcat for the $2000. All aye. Motion carried.

Hopkins also mentioned he was approached by Bob Flath from the Soil Conservation about planting some trees on a section line in Island Park and Elliott Township. There currently is no prairie trail or road there. The board discussed and they are not in favor of allowing anything in the right of way.

Gentzkow asked permission to use The Masters Touch for pretax statements and tax statements this year. They charge 39.8 cents for five-digit zip codes and if the contract is signed by August 15, 2021, they will waive the $500 programming setup fee. Gilbert moved, seconded by Mathern to allow Gentzkow to use The Masters Touch for the pretax and tax statements in 2021. All aye. Motion carried.

Gentzkow presented a request from The Lisbon Park District asking for any financial assistance the county can provide to help with future expenses so they can get the newly renovated camp sites at the Sandager Park up and running. The Lisbon Park District would like to purchase picnic tables, grills/campfire rings, a large reader sign that will contain park information such as where the shower houses are located, and signs along 2nd ave and Oak Street to indicate how to get to this private and hidden campground. Olerud moved to give The Lisbon Park District $500 to help with getting their renovated campsites up and running, seconded by Mathern. Gilbert and Hansen opposed the motion and Schwab had no opinion. Motion died.

Being nothing further to come before the board, Chairman Hansen adjourned the meeting at 1:15 p.m.

ATTEST:

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Ransom County Auditor Ransom County Commission