RANSOM COUNTY BOARD OF COMMISSIONERS

Regular Meeting – October 6, 2020

The meeting was called to order at 9:00 a.m. by Chairman Neil Olerud. The Pledge of Allegiance was recited. Members present: Norm Hansen, Connie Gilbert, George Bunn, Steve Dick, and Neil Olerud.

The agenda was reviewed. Bunn moved, seconded by Dick, to approve the agenda. All aye. Motion carried.

Minutes from the previous commission meeting on September 15, 2020 were considered. Gilbert moved, seconded by Hansen, to approve the minutes with corrections. All aye. Motion carried.

Manual Warrants in the amount of $14,302.64 were reviewed. Hansen moved, seconded by Gilbert, to approve the manual warrants. All aye. Motion carried.

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| 9/23/20 | ACH 589 | Cass County Electric Coop | $128.99 |
| 9/23/20 | ACH 595 | Cass County Electric Coop | $360.50 |
| 9/20/20 | ACH 588 | Great America Financial  | $281.00 |
| 9/20/20 | ACH 590 | Great America Financial | $398.74 |
| 9/10/20 | ACH 599 | JPMorgan Chase Bank NA | $18.20 |
| 9/10/20 | ACH 600 | JPMorgan Chase Bank NA | $50.35 |
| 9/10/20 | ACH 601 | JPMorgan Chase Bank NA | $112.02 |
| 9/10/20 | ACH 602 | JPMorgan Chase Bank NA | $55.85 |
| 9/14/20 | ACH 604 | JPMorgan Chase Bank NA | $172.95 |
| 9/14/20 | ACH 605 | JPMorgan Chase Bank NA | $21.50 |
| 9/14/20 | ACH 606 | JPMorgan Chase Bank NA | $17.00 |
| 9/14/20 | ACH 607 | JPMorgan Chase Bank NA | $73.79 |
| 9/14/20 | ACH 608 | JPMorgan Chase Bank NA | $5.10 |
| 9/14/20 | ACH 609 | JPMorgan Chase Bank NA | $11.99 |
| 9/14/20 | ACH 610 | JPMorgan Chase Bank NA | $1241.84 |
| 9/14/20 | ACH 611 | JPMorgan Chase Bank NA | $67.61 |
| 9/14/20 | ACH 612 | JPMorgan Chase Bank NA | $17.97 |
| 9/14/20 | ACH 613 | JPMorgan Chase Bank NA | $34.99 |
| 9/14/20 | ACH 614 | JPMorgan Chase Bank NA | $58.44 |
| 9/14/20 | ACH 615 | JPMorgan Chase Bank NA | $145.95 |
| 9/10/20 | ACH 616 | JPMorgan Chase Bank NA | $924.88 |
| 9/10/20 | ACH 617 | JPMorgan Chase Bank NA | $80.02 |
| 9/14/20 | ACH 618 | JPMorgan Chase Bank NA | $87.41 |
| 9/14/20 | ACH 619 | JPMorgan Chase Bank NA | $80.02 |
| 9/10/20 | ACH 620 | JPMorgan Chase Bank NA | $80.02 |
| 9/10/20 | ACH 621 | JPMorgan Chase Bank NA | $7237.65 |
| 9/10/20 | ACH 622 | JPMorgan Chase Bank NA | $26.52 |
| 9/10/20 | ACH 623 | City of Lisbon | $66.82 |
| 9/10/20 | ACH 624 | City of Lisbon | $161.00 |
| 9/10/20 | ACH 625 | City of Lisbon | $320.68 |
| 9/24/20 | ACH 626 | City of Lisbon | $29.50 |
| 9/22/20 | ACH 627 | City of Lisbon | $10.00 |
| 9/22/20 | ACH 591 | Marco  | $137.67 |
| 9/22/20 | ACH 594 | Marco | $110.01 |
| 9/12/20 | ACH 597 | Marco | $137.67 |
| 9/12/20 | ACH 598 | ND Game & Fish  | $90.00 |
| 9/13/20 | ACH 593 | Tesoro Fleet Systems, INC.  | $140.66 |
| 9/14/20 | ACH 587 | WEX Bank | $979.31 |
| 9/14/20 | ACH 596 | Southeast Water User | $55.29 |
| Total  |  |  | $14,302.64 |

Nickela Runck – deputy auditor, appeared before the board to present an addition to the Ransom County Personnel Policy regarding the COVID 19 policy that went into effect on March 18, 2020. The addition states, any employee that is isolated or quarantined due to exposure to COVID 19, or who is caring for a household member, will be paid their regular wages. Employees will be required to provide proof, that the employee themselves or household member are required to quarantine by The North Dakota Department of Health. Failure to provide proper documentation may result in employee being required to use their sick or annual leave.

Kirsten Gilbert – emergency manager, appeared before the board to give an update on FEMA. Gilbert stated that there have been several county and township sites that have not been approved by FEMA. They are calling the denied sites, frost boils. The state is working on appealing the declined sites. Gilbert had submitted 199 sites, and 77 sites currently have not been approved.

Kirsten Gilbert also discussed the struggle she is having with some gravel haulers. It is very important paperwork be done correctly, with all supporting documents, and turned in to be paid in a timely fashion. If the paperwork isn’t all in order, the county will not be paying the invoices. Discussion was had. When gravel bids are put out in 2021, all gravel haulers will be required to sign a form stating the documentation required, along with the format, before they are allowed to haul gravel for the county. Payment will not be going out for haulers who do not turn in the proper paperwork.

Cass County Electric submitted a utility permit along with the appropriate fee. Jeff Hopkins, reviewed the location, and had no objections. Dick moved, seconded by Bunn, to approve the utility permit. All aye. Motion carried.

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| Highway: | 58 |
| Township: | Elliott / Hanson |
| Sections: | 19 & 24 |

**10:00 a.m. Motor Grader Bid Award**

Jamie Thoennes with RDO was present for the motor grader bid. The County had received one bid for the bid opening on September 29, 2020 at 10:00 a.m. the bid was from RDO. The bid was reviewed by Jeff Hopkins road superintendent, and States Attorney Fallon Kelly. The bid met all specs, and requirements. The lease is a five year lease, with annual payments of $47,314.34. There is an option to purchase the grader at the end of the lease for $163,010. Hansen moved, seconded by Gilbert, to award the bid to RDO. All aye. Motion carried.

Hopkins mentioned he has done some research and we have the lowest rates for blading township roads. Some neighboring counties are charging $120 per hour to grade roads, and $150 per hour to do snow removal. Lots of discussion was had. Hopkins suggest Ransom County go with a number in between what we currently charge, and the neighboring counties. Then we could take another increase in a year or two. The board would like for Hopkins to get a feel of how this will affect the private graders, and townships, before any changes are made.

Kristie Reinke – tax director, met with the board to set appraisal prices on the new delinquent properties. Gilbert moved, to allow appraisals as set by Kristie Reinke the tax director. Seconded by Hansen. All aye. Motion carried.

For any taxes that were three year delinquent after October 1, 2020, by state statute any tax payers are required to pay all three years in order to redeem property. Auditor Nicole Gentzkow asked the board to consider doing what some other counties have been doing; requiring individuals who don’t pay by October 1, to prepay the current taxes as well, in order to redeem. The process for delinquent taxes is a lot of work for the auditor’s office, treasurer’s office, and tax director’s office. Hansen moved, seconded by Bunn, that in order to redeem properties after October 1, 2020 you must pay 2017, 2018, 2019, and 2020. Hansen, Gilbert, Bunn, and Olerud approved. Dick opposed. Motion carried.

Mobile Home properties will become delinquent on October 15, 2020. Reinke went over the appraisal prices on mobile homes. Bunn moved, seconded by Gilbert, to approve appraisals on mobile homes. All aye. Motion carried.

Scott Smyth with KLJ appeared before the board to discuss scheduling a meeting with NDDOT to go over the federal funding program sheet for 2021. The NDDOT is doing meetings via zoom this year. The county will be receiving $190,000, due to borrowing ahead in the past, Ransom County will have roughly $170,000. There are multiple chip seal projects in the county coming up, the board may want to discuss. Scott Smyth also informed the board they put out contractor bids for the Maple River Bank stabilization reconstruction. The bids came in higher than the estimated price. Smyth advised waiting until spring to rebid the project to get a better price. Dick moved, seconded by Bunn, to reject the bid on grounds it came in so much higher than estimate and wait until spring. All aye. Motion carried.

Chad Keiser – Stutsman County Sheriff called in to inquire about the air boat the county owns. Keiser said Stutsman County is interested in getting one. They have personel who are currently getting trained to operate the air boat, and have a mechanic who can fix it. Olerud asked Keiser if they would be interested in purchasing the air boat from Ransom County. Keiser is going to get with Sheriff Darren Benneweis and set up a time to come look at it.

Don Eppler and Kristina Dick appeared before the board to discuss a property at 701 Elm Street in Lisbon. Which is currently two years delinquent on taxes. If this house comes up on the delinquent tax sale next year, they would like to get it back from the county.

Lynn Johnson joined the commission meeting and asked to speak. Dick moved, seconded by Bunn, to allow Johnson to be added to the agenda to discuss the culvert issues near Todd Larson’s and Charley Fabors property. All aye. Motion carried. Lynn Johnson asked for an update on the project, and installation of the culverts. Dick let him know the water board is trying to have another meeting this month to change the natural drain to a legal drain.

Bea Roach – Clerk of Court, appeared before the board to ask for an update on the Court Facility Grant the sheriff’s department got for the ITV System. Gentzkow informed the board it was all complete, and just needed Neil Oleruds signature. Roach also informed the board that the ITV System is now out dated. Roach is not sure when Ransom County will get the new system, at this time. Gilbert moved, seconded by Dick, to have Olerud sign the Court Facility Grant completion paperwork. All aye. Motion carried.

Connie Gilbert had shared a letter in the mail from Dan Wagner who is resigning immediately from the Job Development Board. The board thanked Wagner for his time and service on the board. The board will ask around, and an ad will be placed in the paper looking for a replacement.

Christmas party was discussed. Hansen moved, seconded by Gilbert, to not have a Christmans party in 2020 due to Covid. Dick, Bunn, Gilbert, and Hansen, all voted in favor of the motion. Olerud opposed. Motion carried.

Gilbert motioned to move the commission meeting to Thursday November 5, 2020. To accommodate the general election on November 3, 2020. Dick seconded the motion. All aye. Motion carried.

**FINAL BUDGET RESOLUTIONS**

 Gilbert offered the following resolution and moved for its adoption, seconded by Bunn:

WHEREAS, it is the duty of the County Board, in accordance with NDCC § 11-10-11, to set the numbers and salaries of the deputies of the Auditor, Treasurer, Sheriff, County Recorder and ex-officio Clerk of the District Court,

NOW, THEREFORE, BE IT RESOLVED, that there be two full-time Deputies for the County Auditor, one full-time Deputy for the ex-officio Clerk of the District Court, one four-fifths time Deputy for the County Recorder, one four-fifths time Deputy and one three-fifths-time Deputy for the County Treasurer, one full-time deputy, and one-half time Deputy for the Tax Director and five full-time Deputies and one half-time deputy for the Sheriff, all of which have salaries specified in their individual 2021 budgets.

Bunn offered the following resolution and moved for its adoption, seconded by Dick:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:

NOW, THEREFORE, BE IT RESOLVED, that all extra help be paid at a rate not to exceed $12.00 per hour, effective January 1, 2021. This is not applicable to hourly positions funded at specified rates, which have been previously approved as part of a department budget.

Olerud offered the following resolution and moved for its adoption, seconded by Bunn:

WHEREAS, the Lake Agassiz Regional Council strives to assist in the planning and economic development of Ransom County and the Lake Agassiz Region as a whole, and

WHEREAS, planning and economic development are the objectives of the Board of County Commissioners of Ransom County,

NOW, THEREFORE BE IT RESOLVED, that Ransom County approves and supports the planning and economic development program and budget of the Lake Agassiz Regional Council during fiscal year 2021 in the amount of $3,000.00.

Dick offered the following resolution and moved for its adoption, seconded by Olerud:

WHEREAS, it is the duty of the Board of County Commissioners to make appropriations for the current year, being January 1, 2021, and ending December 31, 2021, of money in specific amounts for all offices, officials, improvements, roads, bridges, etc., which are supported wholly or in part by the County,

NOW, THEREFORE BE IT RESOLVED that the following amounts, or so much thereof as are necessary, be and they are, hereby appropriated for the purpose hereinafter set forth for the year beginning January 1, 2021, and ending December 31, 2021:

County General and Road & Bridge

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| --- | --- |
| County Board | 84,350 |
| County Auditor | 142,660 |
| County Treasurer | 86,508 |
| State’s Attorney | 133,732 |
| Clerk of Court | 101,300 |
| District Court | 4,000 |
| County Recorder | 88,440 |
| Director of Tax Equalization | 127,692 |
| Superintendent of Schools | 925 |
| Building & Grounds | 84,897 |
| Sheriff | 522,674 |
| Emergency Management | 95,390 |
| Public Health | 309,200 |
| Board of Health | 2,000 |
| Risk Management | 4,075 |
| County Coroner | 10,000 |
| Elections | 6,300 |
| Department of Motor Vehicle | 21,200 |
| Audit Fees | 20,000 |
| Flexible Benefits | 2,000 |
| Miscellaneous | 2,500 |
| Office Supplies | 5,400 |
| Postage | 20,000 |
| Publishing/Printing | 13,250 |
| Renovations | 20,000 |
| Service Agreements | 4,500 |
| Telephone-line Charge | 7,000 |
| Unemployment Insurance | 1,000 |
| Utilities | 35,900 |
| Xerox Supplies | 2,000 |
| County Park | 40,690 |
| Jail-Board of Prisoners | 100,500 |
| Social Security/Oasis | 675,000 |
| Advertising | 16,800 |
| Insurance Reserve | 97,500 |
| Comprehensive Medical | 550,000 |
| County Fair | 90,000 |
| Abandoned Cemetery | 900 |
| Technology | 163,000 |
| Road and Bridge | 1,724,322 |
| Farm to Market Road | 600,000 |
|  |  |
| **Total County General And Road & Bridge** | **6,017,605** |
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Special Revenue Funds

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| --- | --- |
| Ambulance | 64,000 |
| County Agent | 117,236 |
| County Historical Society | 9,957 |
| County Nurse Special (no levy) | 303,617 |
| Emergency (no levy) | 192,000 |
| Emergency 911 (no levy) | 172,450 |
| Equipment/Improvements (no levy) | 300,000 |
| FEMA (no levy) | 15,000 |
| Garrison Diversion | 39,268 |
| General Obligation Bond IIII - Debt | 255,000 |
| Hazardous Chemicals (no levy) | 5913.95 |
| Job Development Authority | 50,000 |
| Red River Joint Water Resource District | 47,794 |
| 911 Cellular (no levy) | 78,300 |
| Senior Citizens | 72,000 |
| Soil Conservation District | 39,268 |
| State Medical Center | 39,268 |
| Veterans Service Officer | 41,611 |
| Water Resource Board | 157,072 |
| Weed Control/Leafy Spurge | 120,620 |
| 24/7 (no levy) | 10,000 |
| K9 (no levy) | 1,000 |
| Community Service (no levy) | 8,500 |
|  |  |
| **Total Special Reserve** | **2,139,874.95** |
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| **Total All County Funds** | **8,157,479.95** |

The following amounts are hereby levied upon all taxable property of Ransom County, North Dakota, for the year beginning January 1, 2021.

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| --- | --- |
| County General | 1,707,119 |
| Road & Bridge | 261,893 |
| Farm to Market Road | 220,000 |
| Ambulance | 63,500 |
| County Agent | 59,256 |
| County Historical Society | 9,957 |
| Garrison Diversion | 39,268 |
| General Obligation Bond IIII – Debt | 252,000 |
| Job Development Authority | 50,000 |
| Red River Joint Water Resource District | 47,794 |
| Senior Citizens | 39,268 |
| Soil Conservation District | 39,268 |
| State Medical Center | 39,268 |
| Veterans Service Officer | 27,364 |
| Water Resource Board | 157,072 |
| Weed Control/Leafy Spurge | 71,120 |
|  |  |
| **Total Levied** | **3,084,147** |

and any other levies required by law.

Being nothing further to come before the board, Chairman Olerud adjourned the meeting at 12:50 p.m.

Nicole Gentzkow Neil Olerud, Chairman

Ransom County Auditor Ransom County Commission